



ALPINE CITY PLANNING COMMISSION MEETING

NOTICE is hereby given that the **PLANNING COMMISSION** of Alpine City, Utah will hold a **Public Hearing and Regular Meeting at Alpine City Hall, 20 North Main, Alpine, Utah on Tuesday, January 5, 2016 at 7:00 pm** as follows:

I. GENERAL BUSINESS

- A. Welcome and Roll Call: Steve Cospers
- B. Prayer/Opening Comments: Steve Swanson
- C. Pledge of Allegiance: By Invitation

II. PUBLIC COMMENT

Any person wishing to comment on any item not on the agenda may address the Planning Commission at this point by stepping to the microphone and giving his or her name and address for the record.

III. ACTION ITEMS

- A. **PUBLIC HEARING - Fort Creek Riverbottom Concept Plan- Approximately 700 North 100 West – Quayle Dutson**
The Planning Commission will review a concept plan for the proposed subdivision which would consist of 9 lots on 8.63 acres. The site is located in the CR-20,000 zone. The development is proposed to include 2.16 acres of private open space. The applicant is requesting that the subdivision be developed as a Planned Residential Development (PRD).
- B. **General Plan Update**
The Planning Commission will discuss an update of the Alpine City General Plan.

IV. COMMUNICATIONS

V. APPROVAL OF PLANNING COMMISSION MINUTES: December 1, 2015

ADJOURN

Chairman Steve Cospers
December 30, 2015

THE PUBLIC IS INVITED TO ATTEND ALL PLANNING COMMISSION MEETINGS. If you need a special accommodation to participate in the meeting, please call the City Recorder's Office at 801-756-6347 ext. 5.

CERTIFICATION OF POSTING. The undersigned duly appointed recorder does hereby certify that the above agenda notice was posted at Alpine City Hall, 20 North Main, Alpine, UT. It was also sent by e-mail to The Daily Herald located in Provo, UT a local newspaper circulated in Alpine, UT. This agenda is also available on the City's web site at www.alpinecity.org and on the Utah Public Meeting Notices website at www.utah.gov/pmn/index.html.

PUBLIC MEETING AND PUBLIC HEARING ETIQUETTE

Please remember all public meetings and public hearings are now recorded.

- All comments **must** be recognized by the Chairperson and addressed through the microphone.
- When speaking to the Planning Commission, please stand, speak slowly and clearly into the microphone, and state your name and address for the recorded record.
- Be respectful to others and refrain from disruptions during the meeting. Please refrain from conversation with others in the audience as the microphones are very sensitive and can pick up whispers in the back of the room.
- Keep comments constructive and not disruptive.
- Avoid verbal approval or dissatisfaction of the ongoing discussion (i.e., booing or applauding).
- Exhibits (photos, petitions, etc.) given to the City become the property of the City.
- Please silence all cellular phones, beepers, pagers or other noise making devices.
- Be considerate of others who wish to speak by limiting your comments to a reasonable length, and avoiding repetition of what has already been said. Individuals may be limited to two minutes and group representatives may be limited to five minutes.
- Refrain from congregating near the doors or in the lobby area outside the council room to talk as it can be very noisy and disruptive. If you must carry on conversation in this area, please be as quiet as possible. (The doors must remain open during a public meeting/hearing.)

Public Hearing v. Public Meeting

If the meeting is a **public hearing**, the public may participate during that time and may present opinions and evidence for the issue for which the hearing is being held. In a public hearing there may be some restrictions on participation such as time limits.

Anyone can observe a **public meeting**, but there is no right to speak or be heard there - the public participates in presenting opinions and evidence at the pleasure of the body conducting the meeting.

ALPINE PLANNING COMMISSION AGENDA

SUBJECT: Fort Creek Riverbottom Concept Plan

FOR CONSIDERATION ON: 5 January 2016

PETITIONER: Quayle Dutson

ACTION REQUESTED BY PETITIONER: Approve the Concept Plan with a Recommendation for the Subdivision to be a Planned Residential Development (PRD)

**APPLICABLE STATUTE OR ORDINANCE: Article 3.9 (PRD)
Article 4.6 (Major Subdivision)**

PETITION IN COMPLIANCE WITH ORDINANCE: Yes

BACKGROUND INFORMATION:

The proposed Fort Creek Riverbottom Subdivision is located north of Whitby Woodlands Drive and West of Main Street. The proposed subdivision consists of 9 lots ranging from 17,900 s.f. to 39,200 s.f. on a site that is 8.63 acres. The site is located in the CR-20,000 zone. The development is proposed to include 2.16 acres of private open space. The applicant is requesting that the subdivision be developed as a Planned Residential Development (PRD).

In the fall of 2013, the Planning Commission and City Council reviewed a previous concept plan and it was determined that the subdivision should be developed as a PRD. The process for this development didn't go any further at that time.

STAFF RECOMMENDATION:

Staff recommends approval of the proposed Fort Creek Riverbottom concept plan provided the following items are addressed:

- **The Planning Commission make a recommendation and the City Council make a determination on whether or not this subdivision should be a Planned Residential Development (PRD).**
- **The small area at the northern end of the subdivision be included in the subdivision plans or a boundary line adjustment happen prior to the preliminary plan of the subdivision to exclude that area.**



Date: December 21, 2015

By: Jason Bond
City Planner

**Subject: Planning and Zoning Review
Fort Creek Riverbottom Concept Plan (Quayle Dutson)
Approximately 700 North 100 West – 9 lots on 8.63 acres**

Background

The proposed Fort Creek Riverbottom Subdivision is located north of Whitby Woodlands Drive and West of Main Street. The proposed subdivision consists of 9 lots ranging from 17,900 s.f. to 39,200 s.f. on a site that is 8.63 acres. The site is located in the CR-20,000 zone. The development is proposed to include 2.16 acres of private open space. The applicant is requesting that the subdivision be developed as a Planned Residential Development (PRD).

In the fall of 2013, the Planning Commission and City Council reviewed a previous concept plan and it was determined that the subdivision should be developed as a PRD. The process for this development didn't go any further at that time.

General Remarks

The current parcel that is proposed to be subdivided includes a small area of land that is at the northern end of the subdivision. Because it is within the same parcel, this area needs to be included in the subdivision. It appears that the intent of the applicant is to utilize the street frontage of the smaller area and combine it with another larger parcel to the north. This would be acceptable but a boundary line adjustment would need to happen before the subdivision is approved to keep the larger parcel out of the Fort Creek Riverbottom Subdivision.

It is proposed that Whitby Woodlands Drive be extended and stubbed at the edge of the property near Fort Creek with an 80' diameter temporary turnaround. A concrete box culvert is proposed to be installed within Fort Creek and a 16' wide gravel emergency access would extend east from the temporary turnaround to Main Street. The adjacent property is also owned by the applicant but is a separate parcel in the TR-10,000 zone and is planned to be developed in the future. A secondary access is not required because this area is not located within the Urban/Wildland Interface Overlay. This emergency access would be above and beyond what the ordinance requires.

The applicant proposes to designate the open space as private open space. The Planning and Zoning Department is in support of this open space being private. There are no plans for public trails in the area and it doesn't appear that there would be a need for a connection for public trails in the future. There appears to be no need for public open space in this area.

Other than the small area at the northern end of the subdivision that needs to be addressed, the Planning and Zoning Department sees no issues with the proposed concept plan provided the City determines that this subdivision be developed as a PRD and the engineering department verifies the PRD calculations.

RECOMMENDATION

The Planning and Zoning Department recommends approval of the proposed Fort Creek Riverbottom concept plan provided the following items are addressed:

- **The Planning Commission make a recommendation and the City Council make a determination on whether or not this subdivision should be a Planned Residential Development (PRD).**
- **The small area at the northern end of the subdivision be included in the subdivision plans or a boundary line adjustment happen prior to the preliminary plan of the subdivision to exclude that area.**



Date: December 21, 2015
By: Jed Muhlestein, P.E. *JM*
Assistant City Engineer

**Subject: ENGINEER'S REVIEW
Fort Creek Riverbottom PRD Subdivision Concept Review
9 lots on 8.63 acres**

Background

The proposed Fort Creek Riverbottom Subdivision is located north of Whitby Woodlands Drive and West of Main Street. The proposed subdivision consists of 9 lots ranging from 17,900 s.f. to 39,200 s.f. on a site that is 8.63 acres. The site is located in the CR-20,000 zone. The development is proposed to include 2.16 acres of private open space. The applicant is requesting that the subdivision be developed as a Planned Residential Development (PRD).

In the fall of 2013, the Planning Commission and City Council reviewed a previous concept plan and it was determined that the subdivision should be developed as a PRD. The process for this development didn't go any further at that time.

PRD Requirements

From an engineering stand point we are in favor of the concept plan as shown. The plan is consistent with the Open Space ordinance which requires flood plains to be left as open space. The developments south of this location were also developed as PRD's and included the flood plain areas in open space.

Engineering has completed a slope analysis that results in a base density of 9 lots. The plan shows a little over 25% of the property as private open space, but is not showing more lots than the base density. At the concept level the property lines are not typically finalized. Once a lot layout is finalized, the developer can perform a detailed analysis of the slopes to guarantee that all lots meet the slope ordinance.

Utilities in general

A detailed utility plan is not required at concept. Having said that, some general observations are mentioned:

Sewer System. There is an existing 8-inch sewer line in Whitby Woodlands Drive that could be extended to serve the development. Sewer laterals would be required for each lot.

Culinary Water System. The subdivision is well below the 5350 foot elevation, which is the highest elevation the existing water system can serve and still provide a minimum 40 psi required by ordinance. There is currently an 8-inch water line in Whitby Woodlands Drive and a 6-inch line in Main Street. Connection to these lines would be required and is proposed. This would result in a “looped” water system which would be beneficial to the area. Based on previous analysis, 8-inch water lines would be required throughout the subdivision. The Fire Chief will need to approve the location of the proposed fire hydrants as the plan moves forward. 1-inch water laterals will need to be constructed for each lot.

Pressurized Irrigation System. There is currently a 10-inch pressurized irrigation line in Main Street and a 6-inch line in Whitby Woodlands Drive. Connection at each of these locations would be required and is proposed. As proposed, the plan would create a “looped” system similar to the culinary system. Previous calculations, as shown on the pressurized water system model, require a minimum 6-inch pressurized irrigation main with 1-inch laterals to each lot.

Storm Water Drainage System. The storm drain system could be designed to outfall to Fort Creek through a controlled outlet/detention basin. A box culvert is proposed as a bridge to cross Fort Creek.

The concept plan proposes to deed 775 North to Alpine City with a 16-foot wide gravel access. The deeding of this area will open up the possibility for a much needed storm drain system from Main Street to Fort Creek. There is currently no piped storm drain system in Main Street at this location. This proposal would provide a great opportunity for the City to take advantage of the access for a storm drain project at some future point.

General Subdivision Remarks

A portion of Westfield Ditch runs through this property. As shown on the proposed plan, and required by ordinance, this portion of the ditch will be piped through the property. The proposal to pipe the ditch takes a different alignment of the existing ditch to accommodate building pads. We do not see any issues with the proposed alignment of the ditch as shown but the Developer will need to have that looked at and commented on in a geotechnical report. The ditch is currently in bad condition and non-functional. In addition to that, access to repair the ditch is very difficult. This proposal to re-align and pipe this portion of the ditch would be beneficial.

Section 3.12 of the City’s development codes outlines the requirements for areas considered as sensitive land. The applicability of this ordinance to lands is based on hazard maps that have been adopted by the City showing the location and extent of potential hazards with the City and

other factors. Upon reviewing the hazard maps, it appears that there are two issues that need to be addressed. First, half of the property falls within the Geologic Hazards Overlay Zone. The potential hazards identified on this property are fault, debris flow, rock fall and slide hazards.

Environmental studies will be required that show the lots are not in danger or what needs to be done to mitigate the potential hazards. We recommend that the documents be kept on file and disclosed to potential lot buyers.

The FEMA Flood Plain runs through the property. The developer has previously submitted and received approval for Letters of Map Amendment to the Flood Plain. Section 3.1.11 of the development code outlines the requirements for when property falls within this area. The issues outlined in this section of the code appear to be addressed, mainly showing all flood plain areas in open space, not within a lot.

Engineering recommends approval of the concept plan

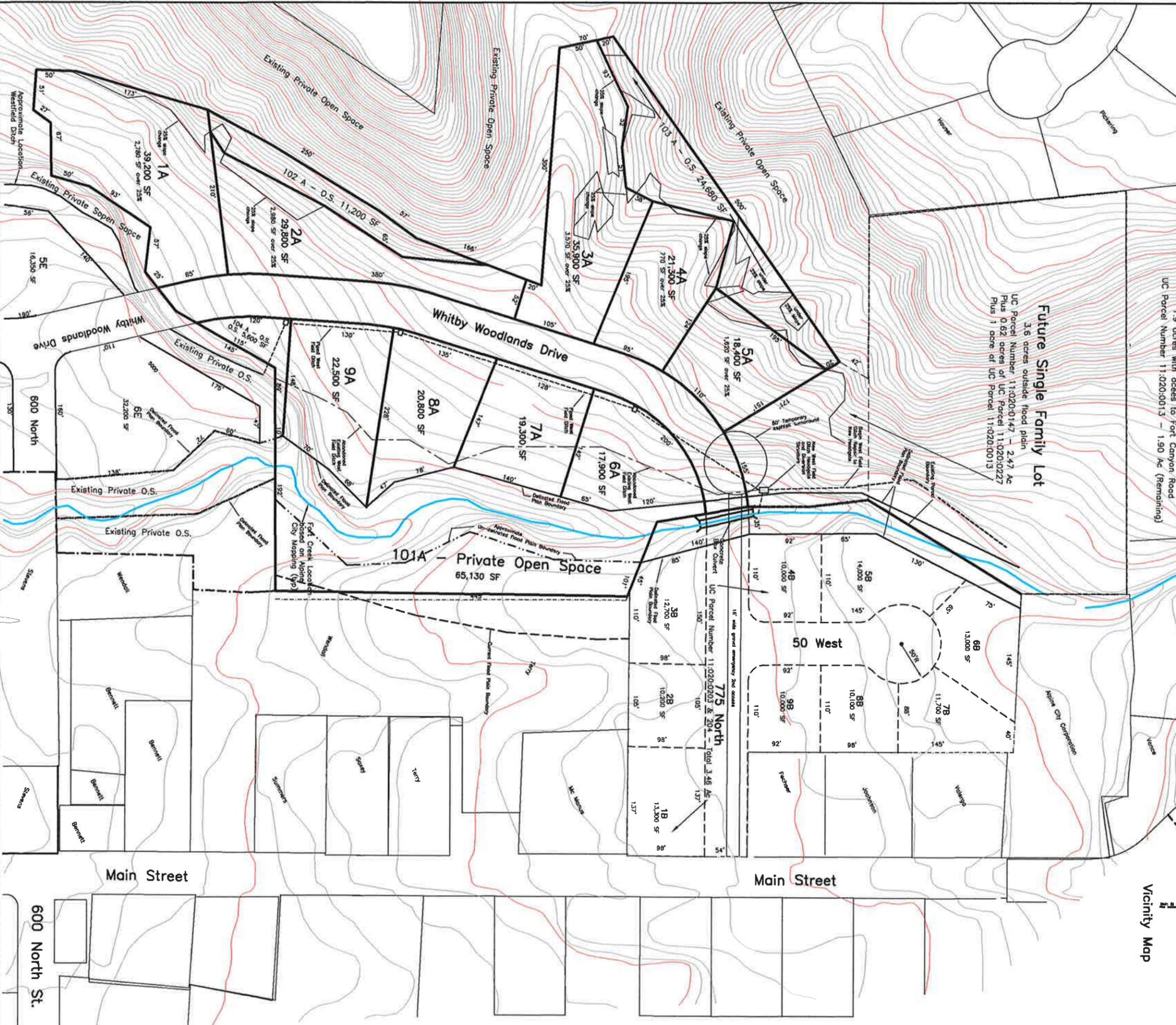
Draft Concept Plan For PRD Consideration Fort Creek Riverbottom



0 20 40 60 80 100 150 200 300

Existing Single Family Lot
1.9 acres with access to Fort Canyon Road
UC Parcel Number 11:020:0013 - 1.90 Ac (Remaining)

Future Single Family Lot
3.6 acres outside flood plain
UC Parcel Number 11:020:0147 - 2.47 Ac
Plus 0.62 acres of UC Parcel 11:020:0227
Plus 1 acre of UC Parcel 11:020:0013



General Notes

1. This is a preliminary plan for PRD Consideration. The other property as shown is for future development concept in the existing zones of CR 20 and TR10.
2. The proposed PRD development is proposing a 30% Slope envelope base generally in 10' base. Private Open Space is being proposed with total area of 63,200 SF at 20% of the PRD project area.
3. The PRD development plan has been designed to meet the minimum standards for the proposed lot sizes and to meet the minimum standards for the PRD project area.
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11. The PRD development plan has been designed to meet the minimum standards for the proposed lot sizes and to meet the minimum standards for the PRD project area.

RECEIVED DEC 17 2015

Draft Concept Plan for PRD Consideration
8.63 Acres of UC Parcel 11:020:0227 - Lots 1A-9A
Fort Creek Riverbottom
Utah

Engineer: K. Edward Gifford
6183 W. 9600 N.
Highland, Utah 84003
Phone 801-592-4150

Owner: Quoyle & Short-Dutson
967 Fort Canyon Road
Alpine, Utah 84004
Phone 801-532-4500

Date: 12-16-2015
Scale: as drawn

ALPINE PLANNING COMMISSION AGENDA

SUBJECT: General Plan Update 2016

FOR CONSIDERATION ON: 5 January 2016

PETITIONER: Staff

**ACTION REQUESTED BY PETITIONER: Provide Direction for
Updating the General Plan**

APPLICABLE STATUTE OR ORDINANCE: Article 2.1 (General Plan)

PETITION IN COMPLIANCE WITH ORDINANCE: Yes

BACKGROUND INFORMATION:

The Alpine City Council and Planning Commission have made an emphasis on updating the City's General Plan. The City Planner has reviewed some other city's plans and looked closely at what could be done to improve Alpine's own plan. A time schedule has not been laid out with the hope that the focus will be put on the content of the plan rather than completing a task to update it. Hopefully, a discussion about what the plan should look like will make the process to update it easier. A process for completing an update should still be discussed at the meeting. Please see attached memo.

GENERAL PLAN UPDATE



Date: December 30, 2015

By: Jason Bond
City Planner

2007 General Plan (Current)

This plan has a short introduction, a description of what a general plan is, a description of the approval process, an area history and a list of community vision statements and guiding principles. The plan then dives deeper into specific elements listing goals and objectives. The elements within the General Plan include:

- Land Use
- Transportation (Circulation)
- Historic Preservation
- Public Facilities
- Parks, Recreation, Trails & Open Space
- Moderate Income Housing
- Implementation

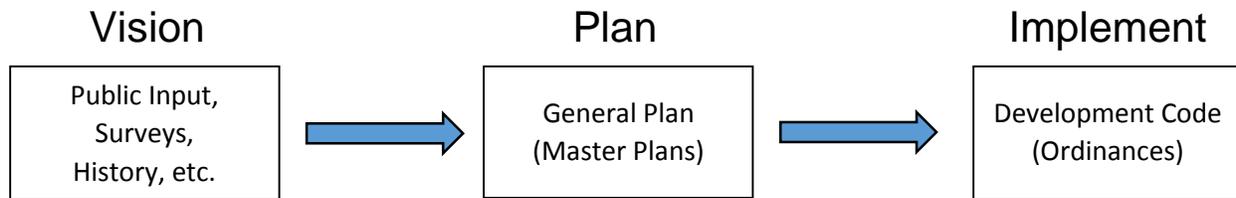
The plan also includes some appendages including survey results/commentary, general plan methodology and maps.

The current General Plan is a product of a lot of hard work from previous Staff, Planning Commission members, City Council members and outside resources. It has served a purpose in helping Alpine City move forward as an attractive and desirable city to live in. However, I am concerned that it is not read or referenced as much as it should be. The current General Plan is lengthy and can be a daunting document to read or quickly reference. Part of it may be the way that it is formatted or that it is written in a way that is too vague and does not make it useful when confronting critical issues pertaining to Alpine's future.

2016 General Plan (Update)

The concerns about the current plan do not suggest a complete overhaul. There is much of the current plan that can be used but would need to be updated and formatted a little differently.

My hope is that this General Plan update will make it a document that is more visual, concise, direct and still focused on good city planning. Visioning exercises and implementation tools should be separate from the General Plan.



In considering an approach to update and create a more useable General Plan, I recommend that the Planning Commission do the following:

- Remove the introduction, the description of what a general plan is, the description of the approval process, the area history and the “community vision statements and guiding principles” section. These things could be put on the website next to the link to the General Plan. Some of these things are already available on the website.
- Remove the Implementation Element from the General Plan. This is just a special way of saying “See Development Code or specific master plans.” I feel that this element is unnecessary.
- Incorporate an Economic Development Element into the General Plan. There is much needed planning and direction in this area.
- Remove any visioning exercises from the plan (surveys, public input, etc.) These are very important to the creation of the plan but do not need to be physically a part of the plan.
- Write concise and specific goals/policies for each element that provide direction and are focused on good planning principles.
- Create and/or update specific master plans and maps that will act as appendages to the General Plan. This will make the plan more visual and detailed to specific focus areas.

**ALPINE CITY PLANNING COMMISSION MEETING at
Alpine City Hall, 20 North Main, Alpine, Utah
December 1, 2015**

I. GENERAL BUSINESS

A. Welcome and Roll Call: The meeting was called to order at 7:00pm by Chairman Steve Cospser. The following commission members were present and constituted a quorum.

Chairman: Steve Cospser

Commission Members: Bryce Higbee, Jason Thelin, David Fotheringham, Steve Cospser, Jane Griener, Steve Swanson, Judi Pickell

Commission Members Not Present: Jason Thelin

Staff: Jason Bond, Jed Muhlestein, Marla Fox

Others: Lon Lott, Loraine Lot, Erin Darlington, Ramon Beck, Gabriel Waters, Robert Peterson, Will Jones

B. Prayer/Opening Comments: Jane Griener

C. Pledge of Allegiance: Ramon Beck

II. PUBLIC COMMENT

No comment

III. ACTION ITEMS

A. PUBLIC HEARING – Public Works Building and Pickleball Renderings

Staff has been working on a concept plan and renderings for a site located at approximately 545 East 300 North. This plan includes a new public works building and pickleball courts. A design for the building and other specifics will be finalized in the coming weeks before the Planning Commission makes a recommendation to the City Council to be considered for approval.

Jason Bond showed on the map the city owned property that is being proposed for a new city shop and pickleball courts. He said the city inquired about other land for sale to house the park maintenance equipment but nothing worked out. The city had some renderings drawn up to show how this city owned property might work.

The rendering shows a solid concrete fence and a lot of trees to block the maintenance building and any noise from the pickleball courts. The entrance would look more like a park with parking for the pickleball courts. This property is desirable because of its central location and the close proximity to Creekside Park because of the need for park maintenance equipment.

Jason Bond showed the site plan of the property and how it would be laid out. He said he delivered notices to neighbors to come to the Public Hearing to discuss any issues they have about this proposal.

Steve Swanson asked if there would be any lighting in this plan. Jason Bond said the pickleball courts would not have lighting but there would be lighting by the shop for security reasons. Jed Muhlestein said the only thing that would need to be where it is located on the map is the building. He said it has to be there because of an easement and for security reasons. Steve Swanson asked if trees could be planted to block the lights from the neighbors. Jason Bond said the lights would be facing down and the wall and trees would help block the light.

Judi Pickell asked what would happen to the current city shop building. Jed Muhlestein said the city will still use the building but have a need to expand. The Planning Commission asked if there is any way to expand on the current building. Jed Muhlestein said there isn't any room without cutting into the cemetery and the parks department needs more room.

Steve Swanson asked how much noise the trucks would cause. Jed Muhlestein said the parks department would take the trucks out with the mowers in the morning and return them at the end of the day. He said the salt will not be stored at that location so no need of trucks coming in and out for that during a storm.

1
2 Jane Griener said she was concerned at first until she visited the site. She said she likes the rendering and said the
3 use of this property for this reason would have less impact than many other uses. Bryce Higbee said we have a huge
4 demand for grass fields for the use of our youth. He said we should turn this area into grass fields. He said we can't
5 use Creekside as fields and said he doesn't agree with the use for pickleball courts. He said soccer, football, lacrosse
6 Frisbee and other sports need fields and with the schools not giving access anymore, we are in need for fields.

7
8 Steve Cosper opened up the Public Hearing.

9
10 Gabriel Waters lives on 300 North just west of the proposed property. He said he is worried about safety and crime
11 because he's seen interesting characters doing interesting things. He said he is wondering how police would police
12 this area and he said another park isn't needed because Creekside is close by. Mr. Waters said trucks would cause a
13 lot of noise and mentioned that this area is a deer crossing.

14
15 Erin Darlington said she wasn't sure the pickleball courts are the best use of space and agreed that the city is in need
16 of more grass fields. She said we need a dog park and thought this area could work for that. She said you really
17 need about an acre for a dog park but said we could explore this idea.

18
19 Robert Peterson said in terms of pickleball he is not concerned. He said he is concerned about parking and offsite
20 parking cannot be allowed because the road is too narrow. Mr. Peterson said he is concerned about salt being stored
21 there and trucks going back and forth with children going to school. He said a stipulation needs to be in place for
22 what machinery can be stored on the property and the times they can come in and out of the property.

23
24 Jed Muhlestein said the pickleball courts would be phase II. He said it is not set in stone but the courts fit the space.
25 He said gravel or road base would be stored at this site. This would also be a staging site for projects. Steve Cosper
26 asked why the current city shop area is out of space. Jed Muhlestein showed on the map where the city wants to
27 install a salt shed. He showed the parking area and said there isn't enough room for staging road projects. He said
28 parks equipment often has to be kept on trailers because there isn't enough room to store them on site and that isn't
29 good for the equipment.

30
31 Steve Swanson said he didn't think this area would work for a sport park because of the narrow entrance and exit
32 area. He also said he is concerned about the truck traffic.

33
34 Jed Muhlestein said we are busy with road projects for one or two weeks during the summer and other than that
35 parks equipment will be coming in and out. He said the busy time for this property will be during the summer when
36 the kids are out of school. During school, the parks department will be leaving at 7:00 in the morning before school
37 starts and finish after 4:00 when school is out.

38
39 Jane Griener asked if a 4 way stop sign could be put in. Bryce Higbee said he thought that would be more
40 dangerous because cars would back up. Jed Muhlestein said a traffic study was done and the results did not warrant
41 a stop sign on that road. David Fotheringham said maybe a big mirror could be put up as trucks are entering the
42 street.

43
44 Jane Griener asked about funding of the project and Jed Muhlestein said that would be taken care of by the City
45 Council. Jed Muhlestein said the water shed would be painted, the fence moved and the curb and sidewalk redone
46 for a driveway into the property.

47
48 Jane Griener asked if the pickleball courts at Burgess Park were being used. Jed Muhlestein said they get a lot of
49 use. Bryce Higbee said pickleball courts could be built in Creekside Park right next to the tennis courts because that
50 park can't be used for anything else.

51
52 **B. PUBLIC HEARING – Ord. No. 2015-12 – Development Review Committee (DRC) Amendment**

53 It is proposed that the Development Review Committee (DRC) be eliminated from the Alpine City Development
54 Code. With an understanding that an official committee created by ordinance would need to post agendas and keep
55 minutes, staff feels that it is in the best interest of the City to amend the ordinance to give the authority and
56 responsibilities of the DRC as written in the code to individual staff members. The DRC consisted of the City

1 Administrator, City Engineer and City Planner. These three staff members were responsible for the DRC's
2 decisions and recommendations and will continue to be over what the DRC was once responsible for. The proposed
3 amendments include Article 2.4 (DRC) and anywhere else in the Development Code that references the DRC.
4

5 Jason Bond said he went over the Development Code and said it could be reworded to say the City Planner and the
6 City Engineer instead of the DRC. He said the city wants to avoid the liability of not having recorded minutes of the
7 meetings. The Planning Commission said they want the City Attorney's take on this. David Fotheringham asked
8 Jason Bond if he wants to shoulder the responsibility of having his name attached to this. Jason Bond said there is
9 nothing that he solely approves. The City Engineer has to sign off on everything as well. Bryce Higbee asked why
10 the city doesn't require the city attorney to sign off on decisions. Jason Bond said we sometimes have to hire
11 outside council and sometimes we want to protect the attorney.
12

13 Steve Cospers opened the Public Hearing.

14 Ramon Beck said the DRC does a good job and he feels good about this change.

15 **MOTION:** Bryce Higbee moved to recommend to the City Council to adopt Ordinance No. 2045 -12 which would
16 eliminate the Development Review Committee (DRC) and any references to it anywhere else in the Development
17 Code. The DRC's land use authority will be deferred to individual staff members depending on the subject matter
18 with the following condition:
19
20

- 21 1. Reviewed by the City Attorney before it goes to the City Council
22
23

24 Steve Swanson seconded the motion. The motion was unanimous with 6 Ayes and 0 Nays. Bryce Higbee, David
25 Fotheringham, Steve Cospers, Jane Griener, Steve Swanson and Judi Pickell all voted Aye.
26
27

28 **C. 2016 Annual Meeting Schedule**

29 The Planning Commission went over the 2016 schedule and discussed the dates. It was decided to leave the dates as
30 they are and make changes as needed during the year due to holidays or other conflicts.
31

32 **MOTION:** Jane Griener moved to recommend approval of the dates for Planning Commission meetings on the
33 2016 Annual Meeting Schedule as proposed.
34

35 David Fotheringham seconded the motion. The motion was unanimous with 6 Ayes and 0 Nays. Bryce Higbee,
36 David Fotheringham, Steve Cospers, Jane Griener, Steve Swanson and Judi Pickell all voted Aye.
37
38

39 **COMMUNICATION:**

40 Judi Pickell asked what can be done about RV's being parked on someone's front lawn. She asked if it would make
41 a difference if there was a cement pad poured. She wanted to know if we had an ordinance that covered such things.
42

43 David Fotheringham said he would like to come up with some goals and objectives for the new year. Steve Cospers
44 said the plan is to break up the General Plan in pieces and discuss it thoroughly. He said he would like to see it put
45 on the agenda. Judi Pickell asked if we could get professional help and if we had money for that. Jason Bond said
46 he would talk to the City Administrator about it.
47

48 Jason Bond said he would like our General Plan to be really easy to read and understand so we have a guiding
49 principle. He asked the Planning Commission to read other cities plans and pull ideas from them. Jane Griener said
50 we would then have to quickly update the ordinances so they match the General Plan.
51

52 Judi Pickell said the Planning Commission should give Jason Bond topics such as transportation to tackle in our
53 meetings.
54

55 David Fotheringham asked for a list of conferences and training opportunities.
56

1 **VI. APPROVAL OF PLANNING COMMISSION MINUTES OF:** October 20, 2015

2

3 **MOTION:** Bryce Higbee moved to approve the Planning Commission Minutes for October 20, 2015 subject to
4 changes.

5

6 Judi Pickell seconded the motion. The motion passed unanimously with 6 Ayes and 0 Nays. Bryce Higbee, David
7 Fotheringham, Steve Cospers, Jane Griener, Steve Swanson and Judi Pickell all voted Aye.

8

9 Steve Cospers stated that the Planning Commission had covered all of the items on the agenda and adjourned the
10 meeting at 8:31 pm.

DRAFT