

**Town of Cedar Fort
Planning Commission Meeting Minutes
Tuesday, June 09, 2020 at 7:00 p.m.
Town Hall, 50 East Center Street
APPROVED**

Time: 7:02 p.m.

Minutes Taken By: Cara Lyon, Town Clerk

Commission Members Present: Chairman Gary Cook, Vice Chairman Kent Withers, Commissioner Bart Berry, Commissioner Howard Anderson, and Commissioner Chris Murphy

Visitors Present: (Vonda Cook, Mayor Gustin, Harmony Withers, and Eric Maynes – did not sign in)

1. CALL MEETING TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE, PRAYER/THOUGHT

Chairman Cook called the meeting to order. Commissioner Murphy led the Pledge of Allegiance. Commissioner Anderson provided an invocation.

2. VOTE TO APPROVE PRIOR MEETING MINUTES

Commissioner Murphy moved to approve the May 12, 2020 meeting minutes.

Vice Chairman Withers seconded.

Commissioner Murphy:	Yea
Vice Chairman Withers:	Yea
Commissioner Berry:	Yea
Commissioner Anderson:	Yea
Chairman Cook:	Yea

The motion passed; the May 12, 2020 meeting minutes were approved.

3. VOTE TO APPROVE NEW PLANNING COMMISSION CHAIR

Commissioner Murphy made a motion to nominate Howard Anderson as the new chairman.

Chairman Cook seconded the motion.

Commissioner Murphy:	Yea
Vice Chairman Withers:	Yea
Commissioner Berry:	Nay

Commissioner Anderson: Abstain
Chairman Cook: Yea

The motion to nominate Howard Anderson as the new chairman passed three to one.

Commissioner Berry made a motion to nominate Kent Withers as the new chair.

There was no second.

No Vote

4. VOTE TO APPROVE NEW PLANNING COMMISSION VICE CHAIR

Commissioner Berry made a motion to nominate Kent Withers as the vice chairman.

Commissioner Anderson seconded the motion.

Commissioner Murphy: Yea
Vice Chairman Withers: Yea
Commissioner Berry: Yea
Commissioner Anderson: Yea
Chairman Cook: Yea

The motion passed to nominate Kent Withers as the vice chairman.

5. DISCUSSION AND VOTE TO APPROVE SEXUALLY ORIENTED BUSINESS ORDINANCE

Commissioner Withers made a motion to move proposed ordinance CFO-XXX-SO-2020, Sexually Oriented Businesses to public hearing.

Commissioner Anderson seconded.

Commissioner Murphy: Yea
Vice Chairman Withers: Yea
Commissioner Berry: Yea
Commissioner Anderson: Yea
Chairman Cook: Yea

The motion passed to move proposed ordinance CFO-XXX-SO-2020, Sexually Oriented Businesses to public hearing.

6. DISCUSSION AND VOTE TO APPROVE OFF STREET PARKING ORDINANCE

Vice Chairman Withers replied the standard for off street parking should follow the American Public Works Association (APWA) standards. It is standard that most cities have adopted. It takes care of things such as water meters, asphalt, installation, sewer lines, and more. Larger cities have on-site engineers who could add

and delete to APWA. He explained the standards works well for almost every City and Town. The APWA is online and can be accessed for free. The engineers would have to comply by the APWA standards and the Town engineer reviewing the applications will need to make sure they conform to these standards.

Commissioner Anderson replied they look through the APWA standards and have a copy for the Town.

Mayor Gustin stated the APWA standards are updated every ten years. He feels it is a good idea to follow a national standard. The Town engineer would still look over each application to make sure there was compliance. This would help engineers to know what standards they had to use. The APWA standards could be purchased online for about \$100.

Vice Chairman Withers commented having APWA standards would help create a cross-reference with the Town Ordinances.

Commissioner Anderson asked how it would work if some of the APWA standards did not match the Town's standards.

Vice Chairman Withers replied they could modify the APWA standards to fit their Town. They could reference APWA standards for some rules enforced and reference Town Ordinances in other parts.

Commissioner Berry asked if this ordinance was geared toward commercial and light industrial. He replied residential areas were not covered in the purpose statement. Commissioner Berry thinks they need to take out the residential part and only reference commercial and light industrial areas in this ordinance.

Mayor Gustin mentioned putting in language such as "nonresidential zones".

Vice Chairman Withers stated most of this would not work in a residential setting. He explained residential areas were referenced a couple times.

Chairman Cook wondered what zoning a development fell under. He wondered where they were getting the standards for these building developments. He stated under the purpose of the ordinance, they could add the exceptions of single family and two-family dwellings.

Vice Chairman Withers mentioned there were some cross references in the document that needed to be taken into consideration. It was important to make sure there was not a ripple effect from changes made. He thought once there were four families, street parking was necessary.

Commissioner Berry felt they needed to designate what zones this applied to.

Commissioner Murphy wondered if they wanted multifamily to apply. He wanted to know if they could reference this was not applicable to single family and two-family dwellings.

Commissioner Anderson mentioned striking out "2 family dwellings" on page two.

Vice Chairman Withers replied it would help buffer parking lots for houses with two or less families.

Vice Chairman Withers made a motion to approve CF-XXX-OP-2020 off street parking ordinance.

Vice Chairman Withers amended his motion to approve CF-XXX-OP-2020 off street parking ordinance to include the changes that were discussed, for instance the number of dwellings units in the “what does this ordinance do” section, as well as add reference to the American Public Works Association (APWA) standard.

Commissioner Murphy seconded.

Commissioner Murphy:	Yea
Vice Chairman Withers:	Yea
Commissioner Berry:	Yea
Commissioner Anderson:	Yea
Chairman Cook:	Yea

The motion passed to approve CF-XXX-OP-2020 off street parking ordinance to include the changes that were discussed, for instance the number of dwellings units in the “what does this ordinance do” section, as well as add reference to the American Public Works Association (APWA) standard.

7. DISCUSS PUBLIC HEARING

Vice Chairman Withers mentioned the items that have been discussed will be at the public hearing. These items are, Commercial, Light Industrial, Off-Street Parking, Lighting, Landscaping and Fencing, Sexually Oriented Businesses and Map.

The public hearing was agreed to be held on July 14, 2020 at 6:00 p.m. The public comments would be limited to three minutes.

8. ADJOURN

Commissioner Murphy moved to adjourn.

Commissioner Berry seconded.

Commissioner Murphy:	Yea
Vice Chairman Withers:	Yea
Commissioner Berry:	Yea
Commissioner Anderson:	Yea
Chairman Cook:	Yea

The motion passed; meeting adjourned at 7:58 p.m.