

**MINUTES OF A REGULAR PLEASANT VIEW CITY
PLANNING COMMISSION MEETING HELD**

September 7, 2023

[Planning Commission - September 7, 2023 - YouTube](#)

MEMBERS PRESENT

Andy Nef
Dean Stokes
Jeff Bolingbroke
Julie Farr
Manya Stolrow
Chad Kotter
David Gossner
Sean Wilkinson

EXCUSED

STAFF PRESENT

Amy Mabey, City Administrator
Brandon Bell, Planning and Zoning Administrator

VISITORS

MINUTES PREPARED BY:

Brooke Smith, MMC
9/17/2023

MINUTES APPROVED:

December 7, 2023

Commission Chair, Andy Nef, called the meeting to order at 6 pm

OPENING PRAYER

PLEDGE OF ALLEGIANCE

DECLARATION OF CONFLICT OF INTEREST

Commissioner Nef welcomed the audience. The meeting started with the pledge of allegiance and a prayer. Commissioner Nef asked for conflicts of interest. None were declared.

Meeting Minutes Approval

Consideration for approval of meeting minutes for the October 20, 2022, February 2023, and April 20, 2023 meetings.

A motion was made to approve the October, February, and April meeting minutes with some minor adjustments made to those listed in attendance. The motion was seconded. The motion passed.

Administrative Items

a. Consideration for approval of a Site Plan Amendment – at 1590 West 2775 North (Final Two Subdivision, Lot 1) (to add an additional building on property as part of site plan)

The Planning Commission discussed the first administrative item on the agenda, concerning the approval of a site plan amendment for the property located at 1590 West 2775 North. The applicant proposed an amendment to add an additional building to an already operational industrial/manufacturing site within the MP-1 Zone. The intended use of the new building was primarily for storage purposes. The site in question had an approved subdivision lot with an existing building, and this amendment sought to extend the functional footprint.

During the discussion, it was clarified that the existing site comprised a main building within the MP-1 Zone and the applicant proposed adding a building for storage, constituting a lite industrial use. Both welding and machine shop activities, which the current occupant was engaged in, were permitted

uses in the MP-1 Zone. The proposed additional building would cater to storage needs related to various materials and equipment used on-site, such as trailers and metal materials.

The meeting emphasized compliance with zoning regulations, including setback requirements, building height, and hard surface percentages. The proposed building adhered to specified setback distances from the property lines and met the height criteria. Notably, the application demonstrated a minimal hard surface percentage well below the stipulated maximum of 80%.

Addressing concerns about potential hazards, the Fire Marshal's input was sought to ensure safe storage practices for flammable or dangerous materials. The applicant indicated their intent to store trailers and sensitive materials that should not be exposed to the elements, aligning with relevant zoning regulations prohibiting outdoor storage.

Moreover, the discussion touched upon stormwater management and civil plans, emphasizing the need for updated documentation regarding stormwater detention capacity and long-term storage management agreements.

The Planning Commission recommended approval of the site plan amendment, subject to specified conditions, including collaboration with the Fire Marshal to ensure safety measures and compliance with zoning requirements. Additionally, minor adjustments in building and site location within setback requirements were encouraged.

MOTION

A motion was made and seconded to approve the site plan amendment with the outlined conditions, emphasizing adherence to zoning regulations, safety measures, and the need for comprehensive documentation for a smooth approval process.

STAFF RECOMMENDATION

Staff recommends approval of the site plan and building elevations for OP Tanks Building Addition Site Plan with the following conditions and corrections:

- *Conditions of the City Engineer's review memo.*
- *Need updated civil plans to adjust the design and capacity of the detention pond on the site.*
 - *A new long-term stormwater management agreement will need to be completed.*
 - *Comments listed in the Fire Marshall's report.*
- *The applicant work with the Fire Marshall to determine how to prevent any hazard being created from any flammable, or other dangerous materials that may be stored in the building, and if any cautionary signs on the building will be needed. Such signs will be required if determined by the Fire Marshall.*
- *Minor adjustments to the building design location, within setback, height, and other requirements of City code, prior to and as part of the issuance of a building permit.*

REMARKS FROM COMMISSIONER AND/OR STAFF

The meeting progressed with discussions and updates from various members of the Planning Commission, staff, and a representative from the City Council.

The commission representative expressed appreciation for receiving the draft meeting minutes in advance and sought an update on the status of pending meeting minutes. The response highlighted the progress, stating that approximately six or seven meeting minutes were in various stages of completion. The effort to strike a balance between timely distribution and avoiding overwhelming the

recipients was emphasized. It was mentioned that most of the pending minutes were expected to be completed within the coming month.

Brandon Bell briefly discussed the standard for administrative items. Staff emphasized the importance of including comprehensive statements of compliance or deviation from ordinances in their motions, particularly when considering motions related to denial or tabling. This was seen as a precautionary measure to provide a clear record of decisions, essential for potential legal contexts.

The discussion further delved into upcoming training sessions, which were anticipated in late September or the first meeting in October. The need for proper scheduling and notice requirements was highlighted to ensure effective training sessions. Projects were also discussed, with the status and considerations of ongoing and upcoming developments being addressed, including those related to specific businesses like a soda shop and associated recording requirements.

The City Council representative provided updates on citywide events and tournaments.

Towards the end of the meeting, training requirements and compliance were discussed, aiming to meet the state-mandated four-hour annual training requirement for Planning Commission members. The need to fulfill training obligations and explore various training options, including online resources and events, was underscored.

ADJOURNMENT

A motion was made to adjourn the meeting.