

MINUTES OF A REGULAR MEETING OF THE HYRUM CITY PLANNING COMMISSION HELD February 8, 2024 AT THE HYRUM CITY COUNCIL CHAMBERS, 60 WEST MAIN, HYRUM, UTAH.

CONVENED: 6:30 P.M.

CONDUCTING: Chairman Paul Willardson

PRESENT: Chairman Paul Willardson, Vice Chairman Blake Foster, Commissioners Angi Bair, Brian Carver, and Stephen Nelson.

EXCUSED:

CALL TO ORDER: There being five members present and five members representing a quorum, Chairman Paul Willardson called the meeting to order.

OTHERS PRESENT: Zoning Administrator Matt Holmes and three citizens. Secretary Shara Toone recorded the minutes.

PLEDGE OF ALLEGIANCE: Commissioner Angi Bair led the governing body and the citizens in the Pledge of Allegiance.

INVOCATION: Commissioner Stephen Nelson

APPROVAL OF MINUTES:

The minutes of a regular meeting held on January 11, 2024 were approved as written.

ACTION

Commissioner Angi Bair made a motion to approve the minutes of January 11, 2024 as written. Commissioner Blake Foster seconded the motion and Commissioners Bair, Carver, Foster, Nelson, and Willardson voted aye.

AGENDA APPROVAL:

A copy of the notice and agenda for this meeting was posted on the Utah Public Notice Website and Hyrum City's website, distributed to each member of the Planning Commission, and posted at the City Offices more than forty-eight hours before meeting time.

ACTION

Commissioner Stephen Nelson made a motion to approve the agenda for February 8, 2024 as written. Commissioner Angi Bair seconded the motion and Commissioners Bair, Carver, Foster, Nelson, and Willardson voted aye.

6. SCHEDULED DELEGATIONS

A. Annual Planning Commission Review

- I. Election of Planning Commission Chairman and Vice Chairman.
- II. Review appointment terms of Planning Commission members.
- III. Set meeting schedule for the year.
- IV. Review past years work-conducted by Chairman
- V. Review plans for the coming year.

B. Steve Miller-seeking site plan approval to add two storage buildings on Parcel 01-002-0027. This property consists of 0.18 acres.

C. Matt Nielson-seeking an approval of a preliminary plat for a 17 lot subdivision on approximately 7.85 acres.

7. ADJOURNMENT

SCHEDULED DELEGATIONS:

ANNUAL PLANNING COMMISSION REVIEW:

Election of Planning Commission Chairman and Vice Chairman.

ACTION Chairman Paul Willardson made a motion to appoint Brian Carver as Planning Commission Chairman for 2024. Commissioner Stephen Nelson seconded the motion and Commissioners Bair, Carver, Foster, Nelson, and Willardson voted aye.

ACTION Commissioner Stephen Nelson made a motion to appoint Angi Bair as Planning Commission Vice Chairman for 2024. Commissioner Brian Carver seconded the motion and Commissioners Bair, Carver, Foster, Nelson, and Willardson voted aye.

Review appointment terms of Planning Commission members.

Chairman Paul Willardson advised the appointment terms for each member.

Chairman Paul Willardson said he would like to look at those next meeting.

Set meeting schedule for the year.

The Planning Commission agreed to keep the regular Planning Commission Meetings on the second Thursday of each month at 6:30 P.M.

ACTION

Commissioner Brian Carver made a motion to approve the meeting schedule for the 2024 year. Commissioner Stephen Nelson seconded the motion and Commissioners Bair, Carver, Foster, Nelson, and Willardson voted aye.

Review past years work-conducted by Chairman.

Chairman Paul Willardson conducted the review on agenda items approved in 2023. He also gave updates on the progress of previously approved subdivisions.

Review plans for the coming year.

Chairman Paul Willardson said that they had discussed affordable housing and different zoning in places. He said he thought Hyrum City was going to send out a Request for Proposal to help update the general plan of the city and get input on how to accommodate some of the things that they have been discussing.

Zoning Administrator Matt Holmes said they have not gotten the RFP out yet. He said the city is doing a water and sewer study, and they do not want to be doing everything all at once. Matt said they want the information from those studies before they release the general plan, but the general plan should be coming up in the next couple of months.

Commissioner Stephen Nelson asked if the amendment to the subdivision ordinance was approved.

Zoning Administrator Matt Holmes said there are a few things that the City Council want changed on it. He said the City Council will tentatively approve it at their next meeting.

STEVE MILLER-SEEKING SITE PLAN APPROVAL TO ADD TWO STORAGE BUILDING ON PARCEL 01-002-0027. THIS PROPERTY CONSISTS OF 0.18 ACRES AND IS LOCATED AT 105 SOUTH HAMMER ROAD (1600 EAST)

Steve Miller said he would like to build a storage unit close to his home where he can store his boat, patio furniture, etc. He said he is hoping the buildings will incentivize the neighbors to clean up their properties. Steve said the building will be metal with metal garage doors.

Commissioner Angi Bair asked if the right of way goes to lot 01-002-0022, and if the building would affect the property owner's access to the road.

Zoning Administrator Matt Holmes asked if Steve sized the building to allow access to the gate that Timberwolf has.

Steve said he moved the fence in accordance to the property line, and the buildings will have no impact on the right of way.

Commissioner Angi Bair asked if there are set back requirements.

Zoning Administrator Matt Holmes said in the industrial area, there is a 30 ft setback from the road, but no requirements from the property lines.

Commissioner Stephen Nelson asked if there is a separation of buildings requirement. He said it looks like the buildings are right on the property line, and fire code usually requires ten feet separation, unless some kind of fire conditioning is done.

Commissioner Stephen Nelson said the buildings will take up a large portion of the property. He asked how Steve planned to clear snow from the property, and how he was going to manage runoff from the buildings.

Steve Miller said he plans to push snow to the south of the north building and to the eastside, between Timberwolf's overhead door and their fence. He said there is a lot of area for snow storage.

Commissioner Paul Willardson asked how Steve will handle the runoff from the roof.

Steve Miller said the roof of the building will slope to the north into a rain gutter, and the rain gutter will bring the

runoff to the west side of the property.

Commissioner Paul Willardson asked if there will be concrete pads around the buildings.

Steve Miller responded that he will set the buildings on concrete with a small apron in front. He said the north building will have a small apron out to the right of way.

Commissioner Brian Carver asked where the rain gutters will drain to.

Steve Miller responded that the storm water will drain out to the dirt surface.

Commissioner Brian Carver questioned if that would be adequate to manage the storm water.

Commissioner Stephen Nelson asked if there was a landscape and light plan.

Steve Miller said he is not planning to put electricity in the building and he does not have water access to the building. He said he is willing to plant what is necessary.

Commissioner Angi Bair said she does not think landscaping is important since the building is not on Hammer Road.

Commissioner Stephen Nelson asked if there was a groundcover plan for the areas that are not covered by the buildings.

Steve Miller said he will probably keep it gravel.

ACTION

Commissioner Brian Carver made a motion to recommend approval to add two storage buildings on Parcel 01-002-0027, contingent on Steve Miller providing an acceptable plan for managing storm water and keeping it on his property. Commissioner Blake Foster seconded the motion and Commissioners Bair, Carver, Foster, Mann, and Nelson voted aye.

MATT NIELSON- SEEKING APPROVAL OF A PRELIMINARY PLAT FOR A 17 LOT SUBDIVISION ON APPROXIMATELY 7.85 ACRES.

Matt Nielson said he has been to City Council and he has

corrected everything that they required. He said he is ready to move forward.

Commissioner Paul Willardson said it looks like the storm water is going to be stored between the sidewalks and the curbing in swells, underground, made of gravel.

Zoning Administrator Matt Holmes asked if there was a water table study done.

Matt Nielson answered that there has been a lot of things done in the area.

Commissioner Angi Bair said it would be good to have a study done.

Commissioner Stephen Nelson asked if Matt Nielson was prepared to address all of the red items on the plat.

Matt Nielson said he was willing to address all of the red items on the plat.

Commissioner Stephen Nelson asked if other neighborhoods use low impact development storm water retention.

Zoning Administrator Matt Holmes responded that most of the developers use sumps, but because of the high groundwater in the area, there is no way to do a sump and get rain water into the ground, as well. He explained that is why they have approved swells for some of the subdivisions in the area, and that there is no way to do proper sumps for this subdivision.

Commissioner Stephen Nelson asked if there was a way to manage the swells, or make sure they don't get filled in.

Zoning Administrator Matt Holmes said this summer, Hyrum City is going to be able to hire more people to inspect the swells.

Commissioner Stephen Nelson asked if there are any required notes on the plat about not being able to fill in swells on the property.

Zoning Administrator Matt Holmes said there is a comment on the plat stating that all swells shall not be filled in and need to maintain minimum storage as designed.

Commissioner Angi Bair asked if they would need to dig the

swell deeper if the ground water was at 3ft.

Zoning Administrator Matt Holmes responded that Matt Nielson would need to find a way to accommodate for the extra water storage.

Commissioner Angi Bair asked if that is something that can be addressed in the final plat.

Zoning Administrator Matt Holmes said he has commented on the plat that driveway aprons can only be 20 feet to avoid extra standing water. He added that there is a Rocky Mountain Power line that runs on the south end of the property that may need to be moved or put underground.

Chairman Paul Willardson asked if Rocky Mountain Power will service the homes in this subdivision.

Zoning Administrator Matt Holmes answered that Rocky Mountain Power services the houses west of the subdivision, that are still in the county. He added that part of the condition the City Council included on the concept plan, was that the lots marked with red will not have access to 1100 South, to reduce the number of people backing onto the street.

Commissioner Stephen Nelson asked how wide the asphalt will be on the north section along 1050 South.

Zoning Administrator Matt Holmes said it will be 33 feet total Width: 13 feet for the swell and sidewalk, and 20 feet of pavement for the actual road.

ACTION

Commissioner Stephen Nelson made a motion to recommend approval for a preliminary plat for a 17 lot subdivision on approximately 7.85 acres, subject to the applicant addressing and fixing the redlines on the plat, as notated by staff. Commissioner Blake Foster seconded the motion and Commissioners Bair, Carver, Foster, Mann, and Nelson voted aye.

ADJOURNMENT:

ACTION

There being no further business before the Planning Commission, the meeting adjourned at 7:40 p.m.

Paul Willardson
Chairman

ATTEST:

Shara Toone
Secretary

Approved: _____
As Written