

**SUNSET CITY CORPORATION  
PLANNING COMMISSION MINUTES  
February 16, 2012  
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Minutes of a regular Planning Commission meeting held **February 16, 2012** at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Alternate Chair Gabbert presiding:

**Planning Commission Members Present:**

Jason Gabbert	Alternate Chair
Brian Parker	Commissioner
Brad Weller	Commissioner
Jonathan Ellsworth	Alternate Commissioner
Scott Stevenson	Alternate Commissioner
Ryan Walker	Alternate Commissioner

**Employees and Officials Present:**

Linda Youngdell	Treasurer/Office Manager
Neil Coker	Fire Chief

**Excused**

David Hackett	Commissioner
Tena Hale	Chair

Alternate Chair Gabbert opened the meeting at 6:30 p.m., welcoming everyone in attendance and making Alternate Commissioners Ellsworth and Stevenson voting members.

**Minutes:** Commissioner Parker made a motion to approve the minutes of November 17, 2011 as amended. Alternate Commissioner Stevenson seconded the motion. The motion passed unanimously.

**Minutes:** Alternate Commissioner Ellsworth made a motion to approve the minutes of November 29, 2011 as amended. Alternate Commissioner Stevenson seconded the motion. The motion passed unanimously.

**1. Planning Commission Chair and Alternate Chair selection for 2012:**

Alternate Chair Gabbert stated that each year the Planning Commission recommends to the City Council who they would like to see appointed as the Chair and Alternate Chair. This agenda item was opened for discussion. Commissioner Parker feels that Chair Hale is doing a good job.

**Motion:** Commissioner Weller made a motion to recommend to the City Council that Commissioner Parker be appointed Chair and Commissioner Hale appointed as Alternate Chair. Commissioner Parker will not turn down what he is asked to do, but does not have a lot of time to commit. Alternate Commissioner Stevenson seconded the motion. This motion did not pass 2 to 3 with Alternate Commissioner Stevenson, Commissioner Parker and Alternate Chair Gabbert voting nay.

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**Motion:** Commissioner Parker made a motion to recommend to the City Council that Commissioner Hale be appointed as Chair and Commissioner Gabbert as Alternate Chair. Alternate Commissioner Ellsworth seconded the motion. This motion did not pass 2 to 3 with Commissioner Weller, Commissioner Gabbert and Alternate Commissioner Stevenson voting nay.

**Motion:** Commissioner Weller made a motion to recommend to the City Council that Commissioner Hale be appointed as Chair and Commissioner Parker be appointed as Alternate Chair. Alternate Commissioner Stevenson seconded the motion. The motion passed unanimously.

**2. Planning Commission Member Reappointment:**

Alternate Chair Gabbert stated that David Hackett is not present tonight, but he has expressed his desire to serve another term on the Planning Commission. Alternate Commissioner Stevenson has no problem with him serving another term, but he is concerned of conflicts in Commissioner Hackett's schedule that does not permit him to attend some of the meetings. Commissioner Weller asked who has served the longest as an Alternate Commissioner. It was agreed that Alternate Commissioner Stevenson has served longer than Alternate Commissioner Ellsworth. Treasurer/Office Manager Youngdell reminded Commissioner Weller that he needs to pay attention to the agenda item. Tonight they are not here to reconfigure the Planning Commission, only to reappoint. Commissioner Parker also voiced his feelings that if they would like to move him to an Alternate at a future meeting he would be open to that also. Alternate Chair Gabbert asked if they vote tonight as Commissioner Hackett is not here, if this can be addressed at a future meeting. Treasurer/Office Manager Youngdell stated that the Planning Commission really doesn't get to choose who gets reappointed and who doesn't. This is going before them tonight as a formality and it is actually up to the Mayor and City Council to make the appointment, but if they agenda to reconfigure the Planning Commission members at a later meeting, this is okay.

**Motion:** Commissioner Weller made a motion to recommend to the City Council that Commissioner Hackett be reappointed as a Commissioner. Alternate Commissioner Ellsworth seconded the motion. The motion passed unanimously.

**3. General Plan:**

Alternate Chair Gabbert reminded everyone that the General Plan has been broken down into sections and turned the time over to each Commissioner to discuss their assigned sections. Alternate Commissioner Ellsworth began by stating that his changes are mostly cosmetic changes. As the plan is written, any alternatives need to be brought to the public. Alternate Commissioner Stevenson questioned the sidebar notes that Alternate Commissioner Ellsworth has put in his revision. Alternate Commissioner Ellsworth would like to see a more reader friendly document. The side bars are to insert decision making flow charts and graphics. Commissioner Parker questioned the 1800 North project and asked if there has been any money funded and if there are any alternative locations for the placement of the Fire Department and Public Works buildings. Treasurer/Office Manager Youngdell stated that it

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is still in the study phase and not yet a project. Chief Coker informed the Commissioners that there are a couple of possibilities such as the Public Works building being moved back on the property that it is located on now and the Fire Department could be moved either to the corner of 1800 North/ 250 West or to the property behind the City Building. He would also like to see this go before the citizens before too much change has been made to the Plan. Commissioner Parker feels that there needs to be made a reference to this in the plan. Alternate Commissioner Stevenson stated that he attended a meeting earlier today were a decision has been made. This information will be released to the public some time next week. All the Commissioners feel that there needs to be a zoning map included in the plan. Commissioner Weller began the review of section 4. 4.1, which refers to Sunset as a bedroom community. He would like to see it changed to something like suburban instead. Commissioner Weller also felt that they needed to update the pedestrian sidewalks on 1800 North and updating the percent of sidewalks that are ADA compliant. Commissioner Weller is still trying to finish his research on the rest of his section. Section 4.5.3 Fire Department can also include the possible relocation. The Commissioners then discussed the skate park, which is located in North Park. Chief Coker suggested the Wasatch Regional Council and their recommendations for infrastructure. Alternate Commissioner Stevenson stated that they could briefly address that in the General Plan. Possibly 1800 North could be moved into it's own section. Commissioner Ellsworth will work on a projects page for the General Plan. This could be an appendix instead of a section. Alternate Commissioner Stevenson stated that his section is the introduction. This basically will be written after the plan. Chair Hale asked him at the last meeting if he could also work on section 3. He passed out an information sheet that compares Sunset to Utah. He took the information that he felt was important and made a shorter list. All the Commissioners liked this and felt it was important to include in the Plan. Chief Coker stated that this information is also helpful when applying for grants. Commissioner Ellsworth addressed land use maps and how they can be obtained stating that once they get them, they can be used throughout the plan. These might be obtained through Wasatch Front Regional Council. Alternate Commissioner Stevenson will pursue. Commissioner Weller asked if the liquefaction factors through out the city should be addressed. Alternate Commissioner Stevenson feels it should be included.

**Motion:** Alternate Commissioner Ellsworth made a motion to table this agenda item. Alternate Commissioner Stevenson seconded the motion. The motion passed unanimously.

**4. General Information**

Commissioner Weller informed the Commissioners that Commissioner Gabbert and himself would not be present at the next regular Planning Commission Meeting due to the caucus. He also asked if the Commissioners had reviewed the Planning Commission by-laws. He wants to make sure everyone understands them.

Alternate Commissioner Stevenson reported that the information on the 1800 North EIS should be available next week.

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Treasurer/Office Manager Youngdell informed the Commissioners that they will need to hold a public hearing concerning the animal control ordinance since it is in the zoning ordinance. There is a 10 calendar day advertising requirement. Commissioner Weller recommended setting the Public Hearing for March 1, 2012 since both he and Commissioner Gabbert would not be in attendance at the March 15, 2012 meeting. Treasurer/Office Manager responded that due to advertising in the legal department of the newspaper there is a schedule that we need to follow and she is not sure that gives enough time for the required advertising. The Planning Commission would like to schedule the meeting for March 1, 2012.

**Motion:** Commissioner Gabbert made a motion to adjourn. Alternate Commissioner Stevenson seconded the motion.

The meeting adjourned at 7:40 p.m.

These minutes have been read and approved at the Planning Commission meeting held March 22, 2012.

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Tena Hale, Chair

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Linda J. Youngdell, Treasurer/Office Mgr.