

**SUNSET CITY CORPORATION
PLANNING COMMISSION MINUTES
May 21, 2015
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Minutes of a regular Planning Commission meeting held **May 21, 2015** at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Chair Ellsworth presiding:

Planning Commission Members Present:

Jonathan Ellsworth	Chair
Jason Gabbert	Commissioner
Scott Stevenson	Commissioner
Brad Weller	Commissioner

Employees and Officials Present:

Jake Peterson	Council Member
Linda Youngdell	Treasurer/Office Manager

Excused:

Brian Parker	Commissioner
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Others Present:

Josh Colledge	Insider Auto Sales
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Chair Ellsworth opened the meeting at 6:30 p.m., welcoming everyone in attendance and recognizing Council Member Peterson.

- 1. Conditional Use business license request for Insider Auto Sales to be located at 335 West 1300 North:** Josh Colledge is the owner of Insider Auto Sales. He has owned a car dealership for 10 years in Clearfield. A site plan was provided to the Commissioners. Commissioner Stevenson asked why they want an indoor car lot. Mr. Colledge stated that the vehicles will have less vandalism, better environment to shop for a vehicle in the winter months, less police issues and insurance will not be as expensive due to the vehicles being stored inside. Mr. Colledge told the Commissioners that his business is similar to the indoor lot that is already approved at 2465 North Main. Treasurer/Office Manager Youngdell informed the Commissioners that this business does not have a business license and that they will be going before the Planning Commission next month. Insider Auto Sales will sell a lot of newer vehicles, mostly Honda Odysseys that will sell from \$15,000 to \$20,000 and the sales tax would go to Sunset City. He will have 15 to 20 vehicles at a time. Commissioner Weller asked about venting the exhaust. The vehicles will be pulled in and turned off. They are installing an overhead door and the vehicles will not be left running. Commissioner Stevenson informed Mr. Colledge that there is a food establishment next to this location and if this affects them being able to produce food, they will not allow this business. Commissioner Stevenson has gone to the food establishment and has requested a USDA inspector to conduct an inspection tomorrow to see what impact this could have on their establishment. Commissioner Stevenson is concerned because there is exhaust even if minimal. Commissioner Weller asked what time line he is looking at. Mr. Colledge would like to be in by June. This

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business is internet driven and most customers come from Utah County. He does not plan on having an employee present at the business all day; cars will be shown by appointment only. Commissioner Weller asked where the vehicles will be detailed. Mr. Colledge said it will be done off site and this location is only for display. He has reviewed the sign ordinance and will comply with the ordinance and no signs will be put out on the curb. Being visible by signage is not a concern because of the business being internet driven. Chair Ellsworth confirmed that the improvements will be partition walls, drywall, paint and an 8 X 10 opening in the front. Mr. Colledge does not anticipate having any vehicles in the parking lot. He was asked by Commissioner Weller if he would like to keep that option open, to which Mr. Colledge replied yes. Chair Ellsworth asked if he has a specific number of spaces for his unit. His space is the width of his building. Mr. Colledge may on occasion have cars in the parking lot with a price on them, but not an actual tent sale. Chair Ellsworth reviewed his concerns, which are: restricting hours of operation to not past 10:00 pm, building permits and inspections done as work on the building is done, food inspection and ventilation.

Motion: Commissioner Weller made a motion to recommend this to the City Council with the following conditions; 1) business will not be conducted later than 10:00 pm and no earlier than 6:00 am Monday thru Saturday, 2) (Continued allowance based on the decision from the USDA, landlord and real estate license that this business can coexist in this building with a food preparation business) 3) comply with building and fire inspector requirements. Commissioner Stevenson seconded the motion. The motion passed unanimously.

This will go before the City Council on Tuesday, June 2, 2015

2. **Alternate Planning Commission Member application and interview:** The Alternate Planning Commission Member applicant was unable to be at this meeting so it will be an agenda item for the May Planning Commission Meeting.

Motion: Commissioner Weller made a motion to table the Alternate Planning Commission Member application until the May Planning Commission Meeting. Commissioner Gabbert seconded the motion. The motion passed unanimously.

3. **Discuss changing Planning Commission Meetings to a different day of the week:** Chair Ellsworth opened this open up for discussion. Commissioner Weller asked that we look at moving the Planning Commission Meeting to the 2nd Wednesday of each month instead of the 3rd Thursday. This would allow those needing to go before City Council to not have to wait as long. Other days were also discussed.

Motion: Commissioner Stevenson made a motion to recommend to the City Council that the Planning Commission meetings be moved to the 2nd Wednesday of each month instead of the 3rd Thursday on a trial basis. Commissioner Weller seconded the motion. The motion passed unanimously.

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This will become effective in July.

4. **Sign Standard review:** Chair Ellsworth stated that in the prior meeting he was asked to look at the Clinton sign ordinance and he has. Commissioner Stevenson has also reviewed it. Commissioner Stevenson feels the most important section of their ordinance is the purpose of the ordinance and what they are hoping to accomplish. The question that the Planning Commission had at the last meeting with how to control and not create a hodge podge. Clinton controls theirs by the street frontage that each location has. The last revision for their ordinance was May 2014. Commissioner Stevenson discussed intermediate group or a design review committee that would review the sign to make sure it complies. He feels that Clinton's is a good one to copy from since Sunset neighbors them. Commissioner Weller noticed that Clinton's verbiage is similar to Park City's. Chair Ellsworth will contact Lynn Vinzant of Clinton City and get approval to copy their ordinance. Larger signs were discussed and regulating monument signs to be a certain distance from the building. Legal nonconforming signs would be grandfathered and they would deal with new or changes as they happen. Abandoned signs were discussed and the City currently has an ordinance to deal with abandoned signs. Chair Ellsworth stated that Clinton does not allow for bus benches. It was discussed at the last meeting that there are very few bus benches located within Sunset. The bus shelters that are located on the east side of Main Street are appealing and the City could encourage shelters instead of benches. Commissioner Weller suggested looking at both Clinton and Park City's sign ordinance along with Sunset's and develop a merged ordinance. Chair Ellsworth asked each Commissioner to review the ordinances for Park City as they did Clinton's ordinance and come prepared to discuss it at the next Planning Commission meeting.

5. **General Information**

Commissioner Stevenson reminded everyone about Fun Days July 17th & 18th. He suggested that the Planning Commission form a team for the mud volleyball tournament and asked them to please spread the word because this is the first year that the Youth City Council will be holding this event.

Chair Ellsworth discussed the pickle ball court that the Mayor had informed them about. Treasurer/Office Manager stated that the Planning Commission doesn't need to worry about planning this because Public Works is currently working on getting this budget item in the next year's budget. These will be built on the tennis courts located in South Park. Chair Ellsworth would like the City to look at budgeting money for road repair and park strips.

Commissioner Weller is happy to have an Alternate Planning Commission Member application. He then reminded everyone to continue to recruit because there will still be two open Alternate Planning Commission openings.

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Commissioner Stevenson asked to get the dates for the next Utah League of Cities and Towns Conference and encouraged the Commissioners to attend the training. Chair Ellsworth will look into some other trainings that are available.

Council Member Peterson reviewed the Planning Commission budget with the Commissioners. He feels that the 2nd Wednesday of each month for the Planning Commission Meetings will be beneficial to help coordinate with City Council Meetings.

Treasurer/Office Manager Youngdell reported that the Mayor has asked what the status is on the bike route. The Planning Commission had worked on this in prior meetings. This will be in the General Plan so the Planning Commission would like to get all of the changes to the General Plan done at one time so there only needs to be one Public Hearing. Commissioner Stevenson feels that Mayor's concerns are already identified. He will send the Mayor an email with the information to her.

The meeting adjourned at 7:58 p.m.

These minutes have been read and approved at the Planning Commission meeting held August 12, 2015.

Jonathan Ellsworth, Chair

Linda J. Youngdell, Treasurer/Office Mgr.