

**Sunset City Corporation
Planning Commission Minutes
May 24, 2016
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Minutes of a Planning Commission Special Meeting held May 24, 2016 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Chair Ellsworth presiding.

SPECIAL MEETING

Planning Commission Present:

Jonathan Ellsworth	Chair
Scott Stevenson	Commissioner
Brian Parker	Commissioner
Jason Gabbert	Commissioner

Employees and Officials Present:

Linda Youngdell	Treasurer/Office Manager
Chad Bangerter	Council Member

Excused:

Brad Weller	Commissioner
Annie O'Connell-Torgersen	Commissioner (Alternate)

Chair Ellsworth called the meeting to order at 6:30 p.m. Commissioners Weller and O'Connell-Torgersen were excused.

- 1. Conditional use business license request for The Aluminum Shingle Company to be behind 335 West 1300 North:** Jacob Stapp came forward and gave an overview of his company, The Aluminum Shingle Company. He explained that they manufacture metal interlocking aluminum and copper shingles. He presented his product to the Planning Commission, and showed them how the shingles interlock together. Mr. Stapp noted that the shingles have a lifetime warranty.

The Aluminum Shingle Company has been making these shingles out of Portland, Oregon, since 1948, and Mr. Stapp is a part owner of the company with his father. His father purchased the manufacturing company 30 years ago, and prior to that he bought the shingles and installed them with a construction company. In Utah, they install the shingles for clients, as well as ship their products to contractors and homeowners all over the country.

Mr. Stapp explained that they recently commissioned an engineer based out of Centerville to build new machinery for their production processes. The new machine is compact and has a touch screen, and will stamp the shingles out in various designs. Mr. Stapp provided an overview of some the space needs that they require for their production processes, such as a loading dock and an overhead door. Furthermore, he stated that this new location will strictly be a manufacturing facility, and will not have a commercial store front. It's a small operation, and there will only be two employees working at a time. Mr. Stapp explained that because they are going to be working with new machines, they are not sure how often they will be running them. He projected that they will only use the machines two to three times per week. All of the shingles will be stored onsite and then will be shipped out to various

locations. As such, a semi truck will be coming in and out of the property and utilizing the loading dock. Business hours will be on an as-needed basis throughout the week.

Mr. Stapp explained that in Portland, they subcontracted out all of the stamping. Upon deciding to expand their business in Utah, they looked at this property and felt that it would be a good fit due to a working relationship that they have with one of the neighbors. They were unaware of the City's requirements prior to moving into the location, and they have already conducted temporary business. They are scheduled to set up the new machinery next week, and the rest of their equipment will be shipped down from Portland thereafter. Mr. Stapp discovered that he needed to obtain permits from the City during an inspection from the Fire Marshal. He then commented that their business is growing rapidly every year.

Commissioner Gabbert asked about the noise level caused by the machinery. Mr. Stapp replied that they will try to make operations as quiet as possible; however, at this point they are not sure how much noise the new machines will produce. He explained that the old machines were huge, one ton stamping presses; the new machines are a roller system. Therefore, instead of heavy machinery stamping, they will be using punches and hydraulics. Mr. Stapp stated that if the new machine is too loud, they can wall off the machinery to reduce noise. He noted that the new machine is about three feet wide by 12 feet long. It utilizes a 2,000 pound, 11 inch wide coil, which is set on a spindle, where the aluminum passes through the machine and into a box.

Commissioner Parker asked if any waste is produced during the operations. Mr. Stapp explained that there is little to no waste; there are excess punch holes, but all of the waste product is recycled. The only materials that they ever use are card board, aluminum and occasionally copper; they do not do anything with steel. Mr. Stapp noted that this machine is the first of its kind put into production, and the engineer who designed it will be setting it up himself. The engineer has designed machinery for companies such as Boeing, and various other contractors out of Hill Air Force Base. Therefore, they feel confident in the quality of machinery that they will be getting.

Chair Ellsworth asked Mr. Stapp what he anticipates for hours of operation. Mr. Stapp explained that after the shingles are stamped, they will probably ship out two to three times a week. Most shipping companies operate between the hours of 9:00 am and 5:00 pm, and Mr. Stapp does not work at night. He anticipated that his working hours would be anytime between 7:00 am and 5:00 pm, at the latest. Chair Ellsworth inquired on the site's current parking situation. Mr. Stapp noted that there are some parking spaces in the back of the building near the loading dock, which can only be accessed from the back of the building. They could also park in the front and walk around to the back of the building, if there was a need. However, currently there is sufficient space to meet their parking needs.

Mr. Stapp stated that they hope to improve the grounds outside by putting in road base. They do not have plans to modify the building in any way, as it is not needed. He presented several pictures of the space, and noted that they will be occupying a 40 x 40 foot space in room that is approximately 80 x 80 feet in size. He showed additional pictures of the

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emergency exit, a cove with an overhead door, and the loading dock. The Commission further discussed the emergency access, and Mr. Stapp noted that the exit is sufficient for two employees. The only fire risk is from the machine itself, and Mr. Stapp stated that the building is equipped with sprinklers.

Commissioner Parker requested that Mr. Stapp follow through on installing noise barriers such as insulated walls, if there are any noise complaints that come forward. Mr. Stapp agreed to this request and stated that this will not be a problem. He added that he would also be willing to set designated production hours.

Chair Ellsworth asked if Mr. Stapp has been on the property at night time, and wanted to know if the area was well lit. Mr. Stapp replied that there isn't any lighting around the loading dock; however, the cove area is well lit. He also said that he doesn't work at night. Chair Ellsworth asked if there is a light by the man door, and Mr. Stapp answered affirmatively. Mr. Stapp was not sure if there was any lighting by the emergency exit. Chair Ellsworth remarked that he is concerned with vandalism and graffiti.

Council Member, Chad Bangerter, stated that there have been graffiti issues with this particular part of town due to poor lighting. He commented that it would be nice if additional lighting could be installed. Council Member Bangerter also expressed concerns with noise, especially if they open the door in the summer due to not having any air conditioning. He stated that Mr. Stapp should follow the Fire Marshal's recommendations with regards to lighting, and suggested that the Planning Commission make extra lighting a condition of approval as part of their recommendation to the City Council. Lastly, Council Member Bangerter asked Mr. Stapp if they plan on storing anything outside. Mr. Stapp answered that everything will be stored inside.

Commissioner Stevenson reiterated remarks regarding lighting, especially over the emergency exit. Mr. Stapp stated that an OSHA representative will come inspect the property once they are set up, and will also conduct random quality control inspections throughout the year. Commissioner Stevenson stated that the Fire Marshal might request that they reorient their machine to follow the partition wall, so that there is a clearer path to the fire exit from inside the building.

Chair Ellsworth stated that as part of any recommendation made to Council, the Fire Chief should go out and inspect the property, and noted that the business has both residential and commercial neighbors who operate indoors. He suggested that Mr. Stapp limit hours of operation until he knows exactly how much noise the machines will make. There was further discussion on items previously mentioned throughout the meeting.

Motion: Commissioner Stevenson moved that the Planning Commission recommend to the City Council approval of a Conditional Use business license request for The Aluminum Shingle Company to be located at 335 West 1300 North, in the 40 x 40 foot southwest corner space of the Winegar lot, with the following conditions:

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1. All exterior entrances and exits shall have a source of lighting overhead.
2. An inspection shall be completed by the Fire Chief, and the business shall be willing to follow any of his direction as to machine orientation for creating a clear path to fire exits (regarding the west fire exit).
3. Hours of operation are recommended as 9:00 am to 5:00 pm.
4. The business shall indicate to the City what the level of noise will be (once new machinery is installed).
5. Contingent on the level of noise, the City may require further improvements to mitigate noise for surrounding neighbors.
6. The business shall be willing to consider additional road base improvements.

Commissioner Parker seconded the motion. The motion passed unanimously.

Treasurer/Office Manager Youngdell noted that this item will go forward to the City Council on June 7, 2016. Chair Ellsworth encouraged Mr. Stapp to have the Fire Chief inspect the property before the next City council meeting.

Commissioner Parker made a motion to adjourn. Commissioner Stevenson seconded the motion. The motion passed unanimously.

The meeting adjourned at 7:06 p.m.

Approved June 8, 2016.

Jonathan Ellsworth, Chair

Linda Youngdell, Treasurer/Office Manager