

The regular meeting of the Farr West Planning Commission was held on Thursday, January 12, 2012 at 7:00 p.m. at the City Hall. Commission Members present were Chairman Lou Best, Ricky Hatch, Bill Malone, Matt Gwynn, Josh Blazzard and Ken Phippen. David Jay and Bob Rauzi were excused. Andrea Zweifel, Lee Dickemore, Tom Burkland, Tim Shupe, Paul Dinsdale, John Travis, Brad Barto, John Stewart, Dan Miller, Merlin Ward, Shelly Gwynn, Mike Beal and Bonnie Beal were also present.

Chairman Lou Best called the meeting to order. Ken Phippen led in the Pledge of Allegiance. Josh Blazzard offered a prayer.

#1 - Follow-up and Approval of Minutes dated December 15, 2011

**BILL MALONE MOTIONED TO APPROVE THE MINUTES DATED DECEMBER 15, 2011. MATT GWYNN SECONDED THE MOTION, ALL VOTING AYE.**

#2 - Report from City Council

Tom Burkland was present to report after the newly elected council members were sworn in, the 2012 business license renewals were approved, the treasurer and recorder were reappointed. The date and times of council meetings were confirmed with a discussion to change the meetings back to Thursdays after their next meeting. The council was then given a presentation on the city's web presence and capabilities by Ken Phippen. The yearly council assignments were given out, they approved the bills and adjourned.

#3 - Discussion/Action - Extension/Approval of Conditional Use for an Assisted Living Facility on 2550 North in the C-2 Zone

John Travis was present asking for an extension of the approval of the Conditional Use for an Assisted Living Facility on 2550 North in the C-2 Zone. Ken Phippen stated the city code shows Conditional Use Permits expires after one year. He stated the City also has the new Assisted Living Facility Ordinance in the works which would preclude the need for a conditional use permit. Lou Best stated the new ordinance only affects the residential zones. John Travis stated he now has a couple of partners seriously looking into this project. He stated he didn't realize there was another step in this process. Ken Phippen stated the Planning Commission cannot grant a Conditional Use Permit, it is under the authority of the City Council. Lou Best asked if the site plan has changed much from what was presented before. Mr. Travis stated no, there has been some discussion of starting with a smaller, approximately 50 bed, facility. Matt Gwynn stated he is concerned about the City's liability allowing this as a buffer between a manufacturing zone and a commercial zone. Bill Malone clarified that one of the biggest issues was the truck traffic on 2550 North. Ken Phippen stated he feels this is expired and the process should be started over. Lou Best stated he feels the Planning Commission in making a decision anew. Bill Malone stated he agrees with Ken. Ken stated he is not opposed to the facility, but wants to make sure they are diligent in following the prescribed process. Lou Best summed up the process for Mr. Travis. It was decided that the process should be started over. Ricky Hatch recommended gathering any additional information regarding the issues the Planning Commission has raised regarding the traffic and the proximity to the manufacturing zone. Ken

Phippen asked if the subdivision has to be completely approved and recorded before approval can be granted. Mr. Travis stated he thought Mr. Fishburn had taken care of it. Lou Best stated no one, including Mr. Fishburn, has been able to provide any documentation that it was recorded. Lou Best stated that issue is going to have to be resolved before Site Plan approval can be granted.

#### #4 - Motion - Confirm Date, Times and Location of Planning Commission Meetings

**KEN PHIPPEN MOTIONED TO CONFIRM THE DATE, TIMES AND LOCATION OF PLANNING COMMISSION MEETINGS AS A REGULAR MEETING ON THE SECOND THURSDAY WITH A WORK SESSION ON THE FOURTH THURSDAY OF EVERY MONTH AT 7:00 P.M. AT FARR WEST CITY HALL, 1896 NORTH 1800 WEST, FARR WEST. MATT GWYNN SECONDED THE MOTION, ALL VOTING AYE, WITH THE EXCEPTION OF RICKY HATCH WHO WAS EXCUSED DURING THIS ITEM.**

#### #5 - Discussion/Action - Re-appointment of Ken Phippen and Matt Gwynn to another term on the Planning Commission

**RICKY HATCH MOTIONED TO RECOMMEND TO THE CITY COUNCIL THE REAPPOINTMENT OF KEN PHIPPEN AND MATT GWYNN TO ANOTHER TERM ON THE PLANNING COMMISSION. JOSH BLAZZARD SECONDED THE MOTION, ALL VOTING AYE, WITH KEN PHIPPEN AND MATT GWYNN ABSTAINING.**

#### #6 - Discussion - Plans for Joint Work Session with City Council

Lou Best stated he has received some suggestions from some members of the City Council for the joint work session. Lou Best presented his list of items. Lou Best asked for additional ideas. Tim Shupe stated there is no way all these items can be addressed in one meeting and another joint work session should probably be scheduled shortly after this one. Lou Best stated this was tentatively discussed for a February meeting and asked the Members if they were still okay with making that recommendation to the City Council. The Members all agreed that would be good. Tim Shupe mentioned they hoped the first meeting in February will be on Thursday the 2<sup>nd</sup> with the proposed meeting schedule change. It was clarified that the joint work session, along with all public city meetings are public meetings, however, they are not public hearings. The public may observe the meeting or be asked for input by the City Council or Planning Commission, but it is not the same format as a Public Hearing. The Planning Commission came up with their top three items to be discussed.

#### #7 - Discussion - Revisions to Subdivision Checklist and Application

The Planning Commission decided to skip this item and discuss it after the meeting was adjourned.

#### #8 - Report from Commission on Assignments

Lou Best reported on the revised fee schedule table. He addressed the contradictory statements in the engineering fees and stated he took out the “user fee” and kept the “review fee” as they were one in the same. He stated he will sit down with Attorney Ryan Shaw and clean up the fee schedule and then the Planning Commission can discuss the other pending items at their next work session.

Ken Phippen stated that approved City Council minutes will now be posted on the City website. Ken also stated he has found some free auto-cad programs online. Ken also discussed a “drop box” program for file sharing.

#9 - Adjournment

**AT 8:07 P.M., RICKY HATCH MOTIONED TO ADJOURN THE MEETING. MATT GWYNN SECONDED THE MOTION, ALL VOTING AYE.**

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Andrea Zweifel, Clerk

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Lou Best, Chairman

Date Approved: \_\_\_\_\_