

MINUTES of the Vernal City PLANNING COMMISSION

Vernal City Council Chambers – 447 East Main Street

May 14, 2009

Members Present: Howard Carroll, Chairman, Shirley Wilkins and Sonja Norton

Alternates Present: Glenn Spencer

Excused Members: Eric Olsen and Vernie Heeney

Staff Present: Allen Parker, Assistant City Manager; Dan Nance, Building Official; Richard Zohner, Building Inspector, Roxanne Behunin, Deputy Recorder, Ken Bassett, City Manager

WELCOME AND DESIGNATION OF MEMBERS: Chairman Howard Carroll welcomed everyone to the Planning Commission meeting. He noted that all the members present will be voting members with Glenn Spencer voting for Eric Olsen.

APPROVAL OF MINUTES FROM APRIL 9, 2009: It was determined that there was not a quorum of members present at this meeting from the April 9, 2009 meeting to approve the minutes, therefore, the minutes from April 9, 2009 were tabled.

APPROVAL OF MINUTES FROM APRIL 20, 2009: It was determined that there was not a quorum of members present at this meeting from the April 20, 2009 meeting to approve the minutes, therefore, the minutes from April 20, 2009 were tabled.

SITE PLAN: REQUEST FOR APPROVAL OF SITE PLAN FOR MUNICIPAL FACILITY - LOCATED AT 346 EAST MAIN: Allen Parker explained that Vernal City has applied for site plan approval for the new City office complex to be located at approximately 378 East Main. The parcel of land includes 2.5 acres and is spread across three different zones - CC-1 commercial, CP-2 commercial and I-I industrial. This development is in substantial compliance in all these zones except the storm water system needs to be redesigned to avoid a conflict with the location of the underground heating system. Howard Carroll stated that John Smith, the neighboring property owner, indicated to him that the drainage from his building has been going onto this property and that may cause a storm water issue. Ken Bassett, Vernal City Manager, stated that any run off water will need to be addressed and resolved. Howard Carroll stated the staff should be able to approve the final storm water design.

Ken Bassett explained to the Planning Commission that the concept for a new City hall began over five years ago and the Council felt it necessary to start saving funds for this project. The City offices have been in this building for 20 years and have outgrown the space with the addition of the victim advocate office, IT office, and additional staff to existing departments. There is not adequate access for the court and patrons mingle

throughout the current offices with no security at all. Before the architects completed their conceptual drawings for this building, the Council visited other city offices to see what could be built to fit today's needs and allow future growth. The projected cost of this project is \$16 million dollars and with the cost of construction going down, now is a good time to build. The architectural work will be completed by the end of June, bid out in July and construction started in August. Ken then showed the Planning Commission how the building will be placed on the property with 400 East Street being vacated from Main Street to 100 South. Howard Carroll asked what will be done with the current facility. Ken Bassett stated that it will be sold and the proceeds will be used for the new facility. Shirley Wilkins stated that it seems as though old government buildings are not being disposed of and there will be a lot of new buildings with old ones sitting empty. Ken Bassett stated that he did not have an answer to that problem with the other old government buildings. Glenn Spencer asked if the City would increase taxes to pay for this building. Ken Bassett answered that the intent of the City Council is to use sales tax money. Glen Spencer asked about the fuel costs with the amount of windows on the north side of the building. Ken Bassett stated that the architect has assured him that with the type of heating and glass in the building that will not be an issue. Allen Parker explained that the building will have a LEED designed program meaning it will meet green and energy efficiency standards. Dan Nance stated that with new technology the heating and air conditioning is controlled with water going through the building. Also, the windows must be high thermal to meet code. Allen Parker asked if there were any questions regarding the site plan for the City office building. Howard Carroll stated that the landscaping needs to be taken care of. Allen Parker agreed there are a lot of trees and shrubs which are part of the LEED certification for carbon usage. Sonja Norton asked if there would be a green strip on the west side. Allen Parker stated there will actually be a small masonry brick wall with shrubs to break it up. After further discussion, **Sonja Norton moved to approve the master site plan for the Vernal City Hall, Application #2009-0013-MSP with corrections as specified to the storm drainage system. Shirley Wilkins seconded the motion. The motion passed with a unanimous vote with Planning Commission members Norton, Wilkins, Carroll and Spencer voting in favor.**

RETIREMENT OF DAN NANCE: Allen Parker reminded the Planning Commission members that Dan Nance has decided to retire and his last day with Vernal City will be May 29, 2009. Howard Carroll thanked Mr. Nance for his years of service.

JUNE MEETING SCHEDULE DISCUSSION: Allen Parker explained that he will be out of town the week of June 11th and needed to reschedule the next Planning Commission meeting. The members discussed moving the meeting to the 4th Thursday of June if a quorum would be available. Howard Carroll suggested that the Planning Commission members be called to see if they would prefer June 18th or June 25th and reschedule the meeting for the day that will have more members available.

ADMINISTRATIVE REPORTS:

Minimum acreage for condominium projects:

Sonja Norton asked why a developer needs a 3 acre parcel to build condominiums. Allen Parker explained that condominiums fall under the PRUD section of the code and different zones require a certain amount of land. These type of developments need a fair amount of land so they do not become problematic. Sonja Norton asked if that can be changed. Allen Parker stated the Planning Commission can recommend a change to the PRUD section of the code to allow or revise the size requirements.

ADJOURN: There being no further business, **Sonja Norton moved to adjourn. Glen Spencer seconded the motion, and the motion passed with members Norton, Spencer, Wilkins and Carroll voting in favor and the meeting was adjourned.**

Howard Carroll, Chairman