

# MINUTES of the Vernal City PLANNING COMMISSION

Vernal City Council Chambers – 447 East Main Street

March 12, 2009

**Members Present:** Freida Parker, Shirley Wilkins, Gordon Seitz , Howard Carroll, Sonja Norton, Eric Olsen

**Alternates Present:** Glenn Spencer, Vernie Heeney

**Excused Members:** Troy Allred

**Staff Present:** Allen Parker, Assistant City Manager; Dan Nance, Building Official; Janine Shannon, Administrative Clerk

**WELCOME AND DESIGNATION OF CHAIR AND MEMBERS:** Howard Carroll welcomed everyone and stated that all regular members present would be voting and Glenn Spencer would be voting in place of Troy Allred.

**APPROVAL OF MINUTES FROM FEBRUARY 12, 2009:** Howard Carroll stated that a quorum of members from the February meeting was present to vote. **Gordon Seitz made a motion to approve the minutes from February 12, 2009. Sonja Norton seconded the motion, and the motion passed with Freida Parker, Shirley Wilkins, Gordon Seitz, Howard Carroll, Sonja Norton, and Eric Olsen voting in favor.**

**AFFORDABLE HOUSING PLAN PRESENTATION – RICHARD WALKER:** Richard Walker, owner of Tightline Community Resources located in Sandy, Utah, stated that he has been working with Vernal City for a little over a year on putting together a housing plan as part of the Utah Workforce Housing Initiative. He explained that state law requires communities to have a moderate income housing component to their general plan and that it be updated every two years and submitted to the State Department of Community and Culture and to the Association of Governments. He continued that Vernal's last plan was adopted in 2002. He explained that one of the ways they assist communities in developing a housing plan is through a computer model that processes data, including income and other characteristics of the workforce, and provides a housing needs assessment. He continued that five communities throughout the state were chosen, including Vernal, as pilot communities. He explained that with money from several bank partners, they hired the Utah State University Bureau of Business and Economic Research to do a study on economics and housing in Vernal and Ashley Valley. He suggested that the Planning Commission review the draft of the housing plan, which incorporates the results of the computer model and the USU study, and identify any issues or concerns. He explained that this housing plan will eventually be adopted as part of the general plan and will be binding. He added that he has a two- year contract with Vernal City to help implement projects suggested in the plan.

Mr. Walker stated that there are 6 major sections to the plan as well as 6 appendices. He

explained that affordable housing projects, in order to be affordable, are financially complex, meaning they require a greater number and variety of funding sources. He added that a survey was conducted in Ashley Valley to determine how many people are renters, how many are homeowners, and how much each pay for housing. He continued that a 3% growth rate has been built into the plan. He stated that state law defines affordable as 80% of the area median income, so for a typical 3-person family in Uintah County, 80% would equal an income of \$35,500, 50% would equal \$22,200, and 30% (poverty level) would equal \$13,300. He added that a person should not have to spend more than 30% of his or her income on housing, but most do in this area. He continued that a family at 80% could spend \$880 per month on housing based on 30% of income, which would allow for a mortgage of roughly \$140,000. He stated that there are a few subsidized projects in the area, but most projects are not truly affordable. He continued that a family at 50% could only afford \$555 per month, and in this area, would be unlikely to be able to rent or purchase a home. He stated that there are also credit issues in this area, as many people have high incomes, but also high debt, and so cannot secure a loan. He stated that based on the needs assessment, 355 housing units at or below the poverty level and 113 housing units at the 50% level are needed right now. The study projects that 402 additional units will be needed by 2012 and 421 more by 2017. He added that there is currently a surplus of 82 units at the 80% or higher level. He stated that the federal government now requires regulatory barriers, and the recommendation is that the City develop an "inclusionary zoning ordinance" that requires subdivision developers to include a certain percentage of units in the affordability range. He added that if the developer does not want to comply, then the developer can pay a fee that the City can use to create affordable housing. Howard Carroll asked how such an ordinance would be enforced. Mr. Walker answered that there would be long-term deed restrictions. He stated that they recommend that the City adopt a resolution to implement the plan and summarized the strategy outlined in Appendix 1. Howard Carroll asked how fluid the plan is. Mr. Walker responded that everything revolves around the HUD definitions, and the 80% mark is adjusted annually. He continued that this plan would be valid for two years. Howard Carroll commented that the situation can change drastically in a short amount of time, much shorter than two years. Mr. Walker concluded that he wants this be a valuable tool to the City. He added that Vernal City has been very forward in its thinking, which is why it was chosen as a pilot.

**REQUEST FOR APPROVAL OF PRELIMINARY PLAT FOR ASHLEY CREEK VILLAGE SUBDIVISION – LOCATED AT 600 SOUTH 200 EAST – APPLICATION #2009-0006-SUB – ROBERT SCHMIDT:** Allen Parker stated that the request is to divide a 10-acre parcel into three parcels, two of which would be in the southwest corner. He added that a new public right-of-way would be built as well. He concluded that the staff has found the request to be in compliance with City Code, with the exception of a few minor points that the staff has been working with engineers to correct. Gordon Seitz asked what the corrections are. Allen Parker stated that they are mostly just details. Howard Carroll asked where the road empties. Sonja Norton responded that to the south is Silver Pines and to the west is an empty lot at 100 East. She asked what the minimum lot size is because the smallest lot looks too small to be buildable. Allen Parker responded that minimum lot size for a single family dwelling is .13 acres, and this is .15 acres. He continued that this is in an R-4 zone and so the minimum

acreage is formula based. Sonja Norton asked if multiple housing units would be allowed on the lot. Allen Parker responded that they could do a zero-lot line setback, but certain densities could not be built there. Robert Schmidt, PEG Development, stated that in response to the request of the Planning Commission and Karl Swain, the owner of the property to the west, the road was realigned. He continued that the smallest lot would be traded to Mr. Swain as compensation for any loss of land, and Mr. Swain could build a single family dwelling or duplex on the lot. Glenn Spencer pointed out that it should say 600 South in the staff report and not 600 North. Howard Carroll opened the meeting for public comment.

Ken Bentley, 99 East 600 South, asked Mr. Schmidt to describe where the roads are. Allen Parker explained that roads are part of the site plan that would be addressed later in the meeting. Mr. Schmidt referred to the site plan, however, and responded that there is one access to the south, connecting to Silver Pines, and two accesses to the north onto 600 South. He added that the project is 168 apartment units in seven 24-plex buildings.

Shirley Eksund, 276 East 600 South, asked if these would be apartments or duplexes and if they would be for rent or for sale. Mr. Schmidt showed a rendering of one of the three-story buildings and repeated that there would be seven of these, each with 24 apartment units. He added that they would be for rent. Ms. Eksund referred to the classified ads of the newspaper and stated that she is concerned about the number of apartments for rent in a declining economy. She continued that she is also concerned about safety in regard to there being enough police and fire department personnel to handle emergencies within the development. She added that other condo projects, like the one across from her property, have made promises that have not been kept.

Phyllis Phillips, 124 East 550 South, stated that she is concerned that nothing preliminary seems to have been done on this project. She continued that similar projects either have not been completed or have not sold once built, and she is concerned that these units will sit empty.

Mr. Schmidt stated that PEG Development just finished a similar project in Gillette, WY. He continued that they had started another one in Rock Springs, WY, two years ago but had to sell to another developer because they could not afford to pay workers, etc. in the market at that time. He added that they could not have afforded this project two years ago in Vernal either due to such high costs. He explained that this project is a gamble on their part, but they believe that this area holds natural resources that the nation needs and the economy will rebound. He continued that they have the opportunity to build now at a reasonable cost, and hopefully it will help solve the housing issues. He concluded that this is a business decision that involves risks, and they understand those risks. He added that he understands the public's concerns, but even if the market continues to soften, they believe there is still enough demand for their quality, affordable product. He continued that they have experience managing this sort of property; there will be three full-time employees onsite and tenants must pass credit and criminal checks. He concluded that they intend to build a community where people feel safe.

Howard Carroll stated that street widths and other safety issues have been worked out with the staff. He reiterated that this is a business decision, and the Planning Commission cannot regulate how people choose to spend their money. He closed the meeting to public comment. **Eric Olsen made a motion to approve the Preliminary Plat for Ashley Creek Village Subdivision located at 600 South 200 East – Application #2009-0006-SUB. Sonja Norton seconded the motion, and the motion passed with Freida Parker, Shirley Wilkins, Gordon Seitz, Howard Carroll, Sonja Norton, Eric Olsen, and Glenn Spencer voting in favor.**

**REQUEST FOR APPROVAL OF MINOR SUBDIVISION OF PROPERTY – LOCATED AT 43 EAST 200 NORTH – APPLICATION #2009-0004-SUB – ROBERT KAY:** Allen Parker stated that this is a request to divide one lot into three. He explained that the goal is to separate the property with the house and garage from the empty property. He concluded that the staff has found the request to be in compliance with City Code. He pointed out that the garage has a setback of 3.5 feet from an existing property line, not one created by this subdivision, and so cannot be forced to conform to current City Code because it is an existing condition. Howard Carroll opened and closed the meeting to public comment. Allen Parker noted that the shed between parcels one and two, which the new property line bisects, will be removed. Glenn Spencer asked if the property line on the north side of parcel two moved at all. Allen Parker responded that this is a new property line and the other line shown depicts a fence. Howard Carroll commented that parcel one will be “L” shaped. **Sonja Norton made a motion to forward a positive recommendation to the City Council approving the minor subdivision of property, located at 43 East 200 North – Application #2009-0004-SUB. Freida Parker seconded the motion, and the motion passed with Freida Parker, Shirley Wilkins, Gordon Seitz, Howard Carroll, Sonja Norton, Eric Olsen, and Glenn Spencer voting in favor.**

Sonja Norton stated that she would like the wording on the agenda to reflect whether the Planning Commission is making a recommendation or a final approval.

**REQUEST TO AMEND VERNAL CITY MUNICIPAL CODE – PLANNING & ZONING – CHAPTER 16.24 – SUPPLEMENTAL REGULATIONS ON PORTABLE STORAGE CONTAINERS, TEMPORARY USES AND TEMPORARY DWELLINGS – ORDINANCE NO. 2009-01 – ALLEN PARKER:** Allen Parker stated that this is a request to amend the ordinance to allow portable storage containers to be temporarily placed on a construction site while construction is actively taking place. Also, he continued that last year they passed an ordinance that allowed temporary housing on construction sites with certain limitations. He explained that at that time a sun-setting provision was included that automatically revoked this section of Code after one year. He continued that the ordinance appears to have been successful, and so the sunsetting provision has been struck. Howard Carroll asked when occupancy is granted in regard to a subdivision project. Allen Parker responded that the ordinance only allows for temporary dwellings on commercial and multi-family housing developments. He continued that with commercial projects, occupancy is

granted when basic requirements are met; with multi-family housing projects, occupancy is granted when all the requirements for one unit, including parking, access, and landscaping, are met. He explained that at that time, temporary dwellings would just have to be moved away from occupied buildings. Shirley Wilkins asked if a project takes two years, if temporary dwellings are allowed for that length of time. Allen Parker referred to Section H of the ordinance, which states that temporary dwellings are allowed for no longer than 180 days. He added that when occupancy on a building is granted, workers may live there while finishing work on the other buildings. Howard Carroll opened and closed the meeting to public comment. **Sonja Norton made a motion to forward a positive recommendation to the City Council to amend Vernal City Municipal Code – Planning & Zoning – Chapter 16.24 – Supplemental Regulations on Portable Storage Containers, Temporary Uses and Temporary Dwellings – Ordinance No. 2009-01. Eric Olsen second the motion and the motion passed with Freida Parker, Shirley Wilkins, Gordon Seitz, Howard Carroll, Sonja Norton, Eric Olsen, and Glenn Spencer voting in favor.**

**REQUEST TO AMEND VERNAL CITY MUNICIPAL CODE – PLANNING & ZONING – SECTION 16.58.205 – REIMBURSEMENT AGREEMENTS – ORDINANCE NO. 2009-04 – ALLEN PARKER:** Allen Parker stated that a reimbursement, or latecomers, agreement allows a developer to recoup certain costs associated with developing public utilities and roadways that are later used by other people. He explained that this amendment extends the number of years the agreement is enforced from 15 years to 30 years. He continued that the reasoning for the change deals with the upcoming Main Street Project and the City's contracts for recouping costs for water and sewer lines. Howard Carroll opened and closed the meeting to public comment. **Eric Olsen made a motion to forward a positive recommendation to the City Council to amend Vernal City Municipal Code – Planning & Zoning – Section 16.58.205 – Reimbursement Agreements – Ordinance No. 2009-04. Freida Parker seconded the motion, and the motion passed with Freida Parker, Shirley Wilkins, Gordon Seitz, Howard Carroll, Sonja Norton, Eric Olsen, and Glenn Spencer voting in favor.**

Vernie Heeney left at about 6:45 p.m.

**REQUEST TO AMEND VERNAL CITY MUNICIPAL CODE – PLANNING & ZONING – ADDING SECTION 16.24.055 – FENCING FOR MULTI-FAMILY UNITS – ORDINANCE 2009-05 – ALLEN PARKER:** Allen Parker stated that this section was added to require sight obscuring fencing around portions of multi-family developments of 5 or more dwelling units. He explained that Section C provides some flexibility as it allows the fencing requirement to be waived with the written consent of property owners immediately adjacent. Howard Carroll opened and closed the meeting to public comment. Gordon Seitz suggested that they change Section C so that the requirement may only be waived between multi-family developments. Allen Parker stated that the section could be struck entirely. Sonja Norton responded that it should be left there because it gives adjacent multi-family developments the option of whether or not to build a fence between them. Allen Parker stated that the new

wording would read: “With the written consent of the property owners of immediately adjacent multi-family developments. . .” **Gordon Seitz made a motion to forward a positive recommendation to the City Council to amend Vernal City Municipal Code – Planning & Zoning – Adding Section 16.24.055 – Fencing for Multi-Family Units – Ordinance 2009-05, with the new wording as specified. Freida Parker seconded the motion, and the motion passed with Freida Parker, Shirley Wilkins, Gordon Seitz, Howard Carroll, Sonja Norton, Eric Olsen, and Glenn Spencer voting in favor.**

**REQUEST TO AMEND VERNAL CITY MUNICIPAL CODE – PLANNING & ZONING – ADDING 16.04.708 – TOURIST HOMES DEFINITION – ORDINANCE NO. 2009-06 – ALLEN PARKER:** Allen Parker stated that this amendment simply adds the definition of a tourist home. He explained that the Code currently contains no regulation of tourist homes in regard to business licensing, and although business licensing does not fall under the Planning Commission’s jurisdiction, adding this definition will allow the City Council to take it further. Howard Carroll opened and closed the meeting to public comment. Sonja Norton clarified that the City Council will build on this definition. She asked if anyone already engaged in this type of business would be grand-fathered in and not subject to new regulations. Allen Parker responded that the Planning Commission is not suggesting any additional planning & zoning regulations at this time, but if they did, the business would be grand-fathered in. He added that if the City chooses to start taxing tourist homes as businesses, however, they will not be grand-fathered in. **Gordon Seitz made a motion to forward a positive recommendation to the City Council to amend Vernal City Municipal Code – Planning & Zoning – Adding 16.04.708 – Tourist Homes Definition – Ordinance No. 2009-06. Shirley Wilkins seconded the motion, and the motion passed with Freida Parker, Shirley Wilkins, Gordon Seitz, Howard Carroll, Sonja Norton, Eric Olsen, and Glenn Spencer voting in favor.**

Gordon Seitz left at about 7 p.m.

**REQUEST FOR APPROVAL OF FINAL PLAT FOR ASHLEY CREEK VILLAGE SUBDIVISION – LOCATED AT 600 SOUTH 200 EAST – APPLICATION #2009-0006-SUB – ROBERT SCHMIDT:** Allen Parker stated that this request is for final plat approval of Ashley Creek Village Subdivision located in an R-4 zone. He added that the preliminary plat had been discussed in the public hearing earlier in the meeting. **Freida Parker made a motion to forward a positive recommendation to the City Council to approve the final plat for Ashley Creek Village Subdivision, located at 600 South 200 East – Application #2009-0006-SUB, with corrections made by staff. Sonja Norton seconded the motion, and the motion passed with Freida Parker, Shirley Wilkins, Howard Carroll, Sonja Norton, Eric Olsen, and Glenn Spencer voting in favor.**

**REQUEST FOR APPROVAL OF PARKING LOT SITE PLAN – LOCATED AT 35 SOUTH 300 EAST – APPLICATION #2009-0005-MSP – GARY SHOWALTER:** Allen Parker stated that everything is in place for this parking lot, but it is not paved. He explained

that the parking lot, located in a CC-1 zone, is to supplement parking for Downtown Dodge located across the street to the west. He concluded that the staff has reviewed the site plan and minor corrections are being made. He added that there are no structures on the lot; it is just a matter of paving and putting in storm water retention. **Sonja Norton made a motion to approve the Parking Lot Site Plan , located at 35 South 300 East – Application #2009-0005-MSP, with corrections as needed. Freida Parker seconded the motion, and the motion passed with Freida Parker, Shirley Wilkins, Howard Carroll, Sonja Norton, Eric Olsen, and Glenn Spencer voting in favor.**

**REQUEST FOR APPROVAL OF MASTER SITE PLAN FOR ASHLEY CREEK VILLAGE SUBDIVISION – LOCATED AT 600 SOUTH 200 EAST – APPLICATION #2009-0007-MSP – ROBERT SCHMIDT:** Allen Parker stated that the staff has found a number of things that are either not in compliance or there is not enough detail to ascertain compliance. He explained that most of the corrections are due to a lack of detail, for example lighting was not included on the site plan. He continued that the engineer has been notified, but corrections have not yet been submitted. He concluded that the site plan is in compliance with City Code, with the exception of the few details that are still needed. Eric Olsen stated that he likes the plan and the changes made to accommodate the Planning Commission. **Eric Olsen made a motion to approve the Master Site Plan for Ashley Creek Village Subdivision, located at 600 South 200 East – Application #2009-0007-MSP, subject to corrections required by staff and contingent on the City Council’s approval of the final plat. Shirley Wilkins seconded the motion, and the motion passed with Freida Parker, Shirley Wilkins, Howard Carroll, Sonja Norton, Eric Olsen, and Glenn Spencer voting in favor.**

**REQUEST FOR APPROVAL OF MASTER SITE PLAN FOR DIAMOND MOUNTAIN SHOPPING CENTER – LOCATED AT 1180 WEST HIGHWAY 40 – APPLICATION #2009-0008-MSP – ROBERT SCHMIDT:** Allen Parker stated that this request is in regards to redevelopment of the old Walmart building, located in a CP-2 zone, that will include three structures and seven business spaces. He explained that the plan is in substantial compliance with City Code, but some details regarding the sanitary sewer and water system and storm water retention are still needed. Howard Carroll asked if the green space along the front of this property is maintained properly. Allen Parker responded, no, and added that this site plan enhances the landscaping, adding trees and lighting. Mr. Schmidt stated that PEG Development has acquired this property in conjunction with Blue Diamond Capital out of Orem, Utah. He explained that they will be redoing the face of the existing building with stucco and stone. He continued that the project will come in phases, the first being the renovation of the parking field and the second being the construction of the additional buildings as soon as they know who the pad users will be. He added that the landscaping will be redone, and the current storm water retention area will be filled in and storm water piped to the back. Sonja Norton asked about the road that currently connects West Highway 40 to the subdivision behind the building. Mr. Schmidt responded that that road had never been granted as a public right-of-way, and they are working with Ken Bassett to keep it as a public access, but not as a public street with curb and

gutter, sidewalk, etc. Howard Carroll asked what construction they would start on right away. Mr. Schmidt responded that they would start work on the existing building right away because the anchor tenant wants occupancy by May 1. Allen Parker explained that the existing building may be renovated and occupied without the site plan being completed, but the site plan must be completed before occupancy can be granted on any new buildings. Mr. Schmidt responded that although that may be the rule, the site plan will be completed before occupancy of the existing building. Howard Carroll asked if the tenants are retail oriented. Mr. Schmidt responded, yes, and the main tenant wants to open August 1, so all site work will be completed by then. Howard Carroll asked if Mr. Schmidt could disclose who the tenants are. Mr. Schmidt responded that he wants the tenants to make the announcement. Allen Parker stated that the renovation of the existing building will just require a building permit, and he will continue to work with Mr. Bassett and the mayor on creating a public easement through that area. Sonja Norton asked about the second retention area to the back of the building. Mr. Schmidt responded that it is existing, but they will have to make it a little deeper. **Freida Parker made a motion to approve the Master Site Plan for Diamond Mountain Shopping Center, located at 1180 West Highway 40 – Application #2009-0008-MSP, with any corrections that need to be made by staff. Sonja Norton seconded the motion, and the motion passed with Freida Parker, Shirley Wilkins, Howard Carroll, Sonja Norton, Eric Olsen, and Glenn Spencer voting in favor.**

Howard Carroll asked if there is anything in the ordinance that prevents trees from being planted around retention areas. Allen Parker responded that there really are no landscaping requirements for retention areas, although most developers use the area to help meet landscaping requirements for their site. Dan Nance commented that trees make maintaining the grass in those areas more difficult.

**REQUEST FOR APPROVAL OF MASTER SITE PLAN FOR VERNAL CITY / UINTAH COUNTY PARK IMPROVEMENTS – LOCATED AT 500 NORTH 900 WEST – APPLICATION #2009-0009-MSP – UINTAH RECREATION DISTRICT:** Allen Parker stated that this request is to renovate the ball park and redesign the site with restrooms and a concession stand in the center. He continued that the staff has reviewed the plan and found it to be in compliance with City Code. He added that engineers have also reviewed it, and a few minor corrections have already been made. Howard Carroll commented that the current landscaping is very abused. Thomas McKenna, of Stantech in Salt Lake City, responded that this plan adds sidewalk access to bleachers so there will be less traipsing over the grass. He added that the type of grass chosen for this project is a Kentucky Blue Grass blend that repairs itself better and quicker than other types. He concluded that the landscaping will be easy to maintain, with few shrub and planter areas; it will mostly be turf with some trees. Howard Carroll asked if the plan addresses the park's inadequate parking. Mr. McKenna responded not at this time, but the master plan approved in October 2006 includes a few parking upgrades. He added that the fields will be graded for proper water drainage. Howard Carroll asked about sound buffers. Mr. McKenna responded that evergreens will be planted in some spots to help

buffer. Howard Carroll asked about electrical service. Mr. McKenna responded that the only electrical service available will be in the concessions building, but they could consider adding more with the new light poles that are proposed. Howard Carroll expressed concern for neighbors who are bothered by park users for electricity, bathrooms, and even refrigeration. Sonja Norton commented that the pavilion also provides electricity. Allen Parker stated that some of these management issues may need to be discussed with the parks & recreation district. Sonja Norton asked if the existing restrooms are out of the scope of this project. Mr. McKenna responded, yes, and so they will just be maintained at this time. Shirley Wilkins asked if this project will affect the softball fields at all. Mr. McKenna responded, no, but the electricity will be brought up to Code before the first night game. Howard Carroll stated that this is a wonderful upgrade. **Shirley Wilkins made a motion to approve the Master Site Plan for Vernal City / Uintah County Park Improvements, located at 500 North 900 West – Application #2009-0009-MSP. Freida Parker seconded the motion, and the motion passed with Freida Parker, Shirley Wilkins, Howard Carroll, Sonja Norton, Eric Olsen, and Glenn Spencer voting in favor.**

**REQUEST FOR APPROVAL OF VERNAL CITY PUBLIC WORKS VEHICLE STORAGE BUILDING SITE PLAN – LOCATED AT 74 NORTH 500 EAST – APPLICATION #2009-0010-MSP – ALLEN PARKER:** Allen Parker stated that this request is for a garage structure within the public works yard in order to provide shelter from the weather for some new equipment. He explained that this is actually an amendment to an existing site plan, and the structure is classified as a warehouse for parking and landscaping purposes. He concluded that the plan is in compliance with City Code except for landscaping. He explained that in order to meet the 5% landscaping requirement, the plan is to convert the strip to the north of the property from mowed weeds to grass and sprinklers and add more flower planters to the front of the building. Howard Carroll asked about storm water retention. Allen Parker stated that the retention area is located in the northeast corner and is in excess of what is required. He added that since this area is already paved, the new structure will not increase the impervious surface area. Howard Carroll asked if the retention area should be shown on the site plan. Allen Parker responded that that is one of the corrections they have ordered from Engineering Services. Sonja Norton asked if the structure will be open. Allen Parker stated that it will be an enclosed, metal structure with garage doors and electricity, located between the Christmas decoration shed and the sewer equipment building. **Sonja Norton made a motion to approve the Vernal City Public Works Vehicle Storage Building Site Plan, located at 74 North 500 East – Application #2009-0010-MSP, with corrections as noted by staff. Freida Parker seconded the motion, and the motion passed with Freida Parker, Shirley Wilkins, Howard Carroll, Sonja Norton, Eric Olsen, and Glenn Spencer voting in favor.**

**PLANNING COMMISSION ALTERNATE MEMBER DISCUSSION - ALLEN PARKER:** Sonja Norton stated that she contacted Terry Anderson who said he would be unable to fill the vacancy. Allen Parker asked the Planning Commission to continue to think of possibilities.

**Sonja Norton made a motion to adjourn. Eric Olsen seconded the motion, and the motion passed with Freida Parker, Shirley Wilkins, Howard Carroll, Sonja Norton, Eric Olsen, and Glenn Spencer voting in favor. The meeting adjourned at about 7:45 p.m.**

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Howard Carroll, Chairman

