

Minutes of the Planning Commission meeting held on Thursday, September 7, 2017, at 6:30 p.m. in the Murray City Municipal Council Chambers, 5025 South State Street, Murray, Utah.

Present: Phil Markham, Vice Chair
Maren Patterson
Travis Nay
Sue Wilson
Lisa Milkavich
Jared Hall, Community & Economic Development Supervisor
Brad McIlrath, Associate Planner
Jim McNulty, Development Services Manager
G. L. Critchfield, Deputy City Attorney
Citizens

Excused: Buck Swaney, Chair
Scot Woodbury

The Staff Review meeting was held from 6:00 to 6:30 p.m. The Planning Commission members briefly reviewed the applications on the agenda. An audio recording is available at the Murray City Community and Economic Development Division Office.

Phil Markham opened the meeting and welcomed those present. He reviewed the public meeting rules and procedures.

APPROVAL OF MINUTES

Mr. Nay made a motion to approve the minutes from the August 17, 2017 Planning Commission meeting and the August 24, 2017 Planning Commission Training Meeting. Seconded by Ms. Milkavich.

A voice vote was made, motion passes 5-0.

CONFLICT OF INTEREST

There were no conflicts of interest.

APPROVAL OF FINDINGS OF FACT

Mr. Nay made a motion to approve the Findings of Fact for Prime Auto Detailing LLC, Barlow Arts Conservatory, Kaquitos Auto Sales, Image Auto Sales, and Axe Arena, LLC. Ms. Patterson seconded the motion.

A voice vote was made, motion passes 5-0.

K 9 LIFELINE, LLC – 4547 South Commerce Drive - Project #17-131

Heather Beck was the applicant present to represent this request. Brad McIlrath reviewed the location and request for Conditional Use Permit approval to allow dog boarding and kenneling for the business located at the property addressed 4547 South Commerce Drive in the M-G zone. Improvements to the property include a concrete pad, added ADA parking, dumpster and exterior dug run. Currently the business operates a dog daycare facility and has been limited to 25 dogs and a maximum of 3 employees based on the number of parking stalls that are available. The applicant wishes to be allowed up to 40 dogs for the combined daycare and boarding use. The American Planning Association has a similar parking standard for dog kennels in Omaha, Nebraska that requires 1 space per 1000 square feet

and 1 space per employee. The square footage of this building with 3 employees would require up to 6 parking spaces. The site currently has 5 parking spaces including the ADA parking stall. Staff feels that the 5 parking spaces are sufficient to meet the needs of this business because the peak hours are different from the other business that are near this business.

Based on the information presented in this report, application materials submitted and the site review, staff recommends approval of a Conditional Use Permit to allow the addition of dog boarding and kenneling for the K9 Lifeline business located at 4547 S. Commerce Drive subject to conditions.

Heather Beck, 8656 North West Drive, Eagle Mountain, stated she has reviewed the conditions and will be able to comply. Ms. Beck stated they have been in Murray for several years and would like to be able to offer the additional boarding service to better suit the needs of her customers.

Mr. Markham stated that there could be a future concern with utilizing the open gravel space on the neighboring property for parking, if the property owners were to revoke use of the parking lot. Ms. Beck stated she is aware that it could happen. Mr. Markham added that Murray City staff wishes to work with UDOT to get the pit fixed. Ms. Beck stated they are willing to help make the property look more presentable because it does reflect on her business.

The meeting was opened for public comment. No comments were made and the public comment portion was closed.

Ms. Patterson made a motion to grant a Conditional Use Permit allowing the addition of dog boarding and kenneling for the K9 Lifeline business located at 4547 S. Commerce Drive subject to the following conditions:

1. The project shall meet all applicable building and fire code standards.
2. The business shall comply with all Murray City Water and Sewer Division requirements. This includes having the facility inspected by Central Valley Water Reclamation to ensure compliance with required rules for waste water discharge.
3. Clear access shall be maintained for the parking area of this business. Five (5) parking spaces, including one (1) ADA parking space shall be provided for this use.
4. Due to site and area constraints, no more than three (3) employees and forty (40) dogs may be at this location at any single time.
5. The applicant shall update their Murray City Business License to reflect the addition of boarding/kenneling at this location.

Seconded by Mr. Nay.

Call vote recorded by Mr. McIlrath.

 A Maren Patterson
 A Travis Nay

A Lisa Milkavich
 A Sue Wilson
 A Phil Markham

Motion passed 5-0.

WINCHESTER ESTATES – 725 West Winchester Street - Project #17-129

David Jenkins was the applicant present to represent this request. Brad McIlrath reviewed the location and request for Planning Commission approval for the expansion of the Winchester Estates Mobile Home Park located at the property addressed 725 west Winchester Street and 6470 South 1140 West in the R-M-H zone. The existing mobile home park is very well maintained. The east addition will include two new roads, forty mobile home units, playground area with parking lot and a rental office. The west end of the park will need to have an upgrade which will include a bulk storage area, and recreation open space with a gazebo and walking trail. The roads in the addition will be similar to the existing roads in the park, additional street lighting is also required. The utility plan shows connection to the existing water and sewer lines. The park does not have an efficient fire flow and would also need to be upgraded. Per ordinance requirements, the Mobile Home Park will require the use of 48,200 square feet for recreational area based on the number of mobile units. The applicants will install 53,100 square feet of open space in total to meet current code requirements.

Mr. Markham stated that the expansion appears to mirror the existing layout of the mobile home park. Mr. McIlrath stated that the proposed plan does comply with all setback requirements including density.

Based on the information presented in this report, application materials submitted and the site review, staff recommends approval of a Conditional Use Permit for the expansion of the Winchester Estates Mobile Home Park located at 725 W. Winchester Street subject to conditions.

Mr. Markham asked if there are existing concerns with the soil on the site. Mr. McIlrath stated the project engineer indicated the new property owners did obtain EPA approval prior to obtaining the property and there is some documentation on the requirements. City staff will work them to develop a soils management plan and make sure the requirements are in place when they develop the property.

Mr. Nay stated the walkability in the neighborhood seems lost because the stub street to Garbett Homes is not connected to the mobile home park. Mr. McIlrath stated the main reason for the stub road in the Garbett development is to put in the utilities and if the Winchester Estates Mobile Home Park were to be re-developed then we could have the connection. The mobile home development is all private streets so they are not required to connect.

Mr. Nay stated that an open fence way should be provided to not lose the opportunity for walkability and that stub roads provide an opportunity to collect junk cars and they are a blight to our City. Mr. McNulty stated he understands the concern and if he feels it appropriate then he could direct staff to have a conversation with the two property owners to allow a fence opening at the end of the road. Mr. Nay stated he would like Garbett to install pavement and sidewalks within the stub road to further the walkability and lessen the division

between neighborhoods. Mr. McIlrath added the ordinance does require peripheral fencing be placed along certain property lines to avoid impact to the neighborhood but, agrees that creating separation between neighborhoods is not conducive to community building. Mr. Markham stated that if a motion is made he would like to see the added verbiage directing staff to discuss the possibility to work out access between projects. Mr. McNulty stated he believes access could be installed in such a way that would allow pedestrian and bicycle access but limit motorized vehicles such as ATV's or motorcycles. Mr. McIlrath stated the connection would keep children off 700 West which is busy street.

Mr. Nay asked if an additional access would be added onto Winchester Street from the mobile home park. Mr. McIlrath answered no, the access will be provided by the existing access near the new addition.

David Jenkins, Ensign Engineering, 45 West Seago Lilly Drive, Sandy, stated he has reviewed the conditions and will be able to comply. Mr. Jenkins stated that the stub road coming into the neighborhood is not needed, but understands that the future may bring a need for it.

Mr. McIlrath stated the stub road is a part of the Garbett development and we cannot change that requirement, but the Commission could make an addition to the conditions on this project in regard to the use of the stub road. Mr. Jenkins stated the property owners of the mobile home park treat this as if it is its own property and do not see any reason to allow vehicle access other than the utility connection access. Mr. Jenkins further stated he does see value in the pedestrian access and will speak to the owners about allowing it. Mr. Markham stated that the Commission would rather have Mr. Jenkins to speak to the property owners about the access and does not feel it is necessary to add a condition of approval.

Ms. Milkavich asked if the ordinance requiring a fence between the two properties needs to be continuous and asked if a gate or opening be allowed. Mr. McIlrath stated an opening in the fence is allowed.

The meeting was opened for public comment.

Wayne Schmidt, 6407 South 840 West, a resident of Winchester Estates, stated the mobile home park is a for senior living and disliked the idea of too many people running around the neighborhood from the additional access, it will add to the mischief already happening.

Patty Phillips, 6433 South 940 West, a resident of Winchester Estates, reiterated that Winchester Estates is a senior living neighborhood and the Garbett homes neighborhood is a single-family neighborhood that will bring children on bikes, and feels that the children on bikes in combination with the senior drivers is unsafe and dislikes the idea of connecting the neighborhood. Ms. Phillips added that she would like the expansion of the mobile home park to be a 55 years and older only addition.

Mr. Markham stated the Planning Commission is unable to regulate if this is a 55 and older residence, it is up to the management of the park. Mr. Markham added that the approval of this item is not going to require the connection of the neighborhood, only ask that it be a possibility if both property owners agree it is beneficial.

The public comment portion was closed.

Mr. Markham commented that he understands the residents of the mobile home park value

their privacy, at the same time it is good to have discussion about matters such as these in tonight's meeting when an opportunity is presented.

Mr. Nay stated that he is personally glad this item is before the Commission tonight, just a year ago the outlook for the mobile home park was questionable and praised the developer for recognizing the quality piece of property with residents that take great pride in the area.

Ms. Wilson made a motion to grant Site Plan approval for the expansion of the Winchester Estates Mobile Home Park located at the property addressed 725 West Winchester Street subject to the following conditions:

1. The project shall meet all applicable building code and fire code standards. Building permits shall be obtained for all construction.
2. The project shall comply with the following Murray City Engineering requirements:
 - (a) Curb, gutter, and sidewalk shall be installed along 700 West property frontages. The curb and gutter needs to be located to maintain a forty-one foot (41') wide asphalt road section. Utility and power pole relocations may be required;
 - (b) The pedestrian ramp at the corner of Winchester Street and 700 West shall be upgraded. Any damaged curb, gutter, and sidewalk along Winchester Street and 700 West shall be replaced;
 - (c) ADA complaint sidewalk pedestrian ramps are to be installed on both sides of the existing east access on Winchester Street;
 - (d) The project shall meet Murray City storm drainage requirements, with on-site detention/retention required;
 - (e) The stop sign at the Winchester Street access must be upgraded;
 - (f) A site soils management plan shall be developed and EPA and/or UDEQ approval must be obtained for planned excavation and development work;
 - (g) A project site Storm Water Pollution Prevention Plan (SWPPP) must be developed and a Murray City Land Disturbance Permit must be obtained prior to beginning site construction work;
 - (h) A Murray City Excavation Permit must be obtained for work within City rights-of-way.
3. The project shall comply with all Murray City Water and Sewer Department requirements including a new/secondary water connection to be provided for the expansion area of the park to improve fire flows for the development.
4. The project shall comply with all Murray City Fire Department requirements including the following:
 - (a) An adequate water supply and location and number of hydrants must be provided;
 - (b) Roadways in the development must provide sufficient access for firefighting apparatus;
 - (c) No combustible construction shall take place until water supply and roadways are in place.
5. The development shall comply with all setback requirements of the R-M-H Zoning District. Each mobile home shall be served by a four foot (4') wide sidewalk connected to the street side sidewalk as seen throughout the development.

6. A six foot (6') opaque fence shall be installed along the 700 West frontages as required by Section 17.136.070.A. and along the property boundary separating the R-1-6 zoned properties from the mobile home park.
7. The recreation areas shall be established and maintained as approved by the Planning Commission.
8. The bulk storage area shall include six foot (6') fencing to screen the area from surrounding mobile homes. Additional gravel base must be provided as needed to mitigate weeds and provide sufficient storage space for the development.
9. An overall landscaping and improvement plan shall be submitted that includes the following:
 - (a) Trees shall be installed along the streets and within the front yard areas as to match the design of the existing development;
 - (b) Trees shall be planted along all periphery areas that do not currently include trees;
 - (c) Trees planted must be of the same species or like species of those that currently exist in the development;
 - (d) The overall landscaping and improvement plan shall include the proposed recreational areas;
 - (e) Irrigation details are to be included as part of this plan submittal.
10. Street lighting shall be provided for all new streets in a similar design and spacing as seen within the existing portion of the development. The applicant will need to work with the Murray City Power Department to determine the types of lights that can be used. Cobra head lights or other similar high arching lights are prohibited.

Seconded by Ms. Milkavich.

Call vote recorded by Mr. McIlrath.

 A Sue Wilson
 A Lisa Milkavich
 A Travis Nay
 A Maren Patterson
 A Phil Markham

Motion passed 5-0.

MURRAY FIRE DEPARTMENT 4822 South Box Elder Street - Project #17-118

Corey Solum was the applicant present to represent this request. Jared Hall reviewed the location and request for a Certificate of Appropriateness to allow for construction of a new fire station. This includes relocating Station 81 from the property addressed 40 East 4800 South to the subject property addressed 4822 South Box Elder Street in the MCCD zone. A Certificate of Appropriateness regulates new construction in this zone and many other aspects which are unique to the MCCD zone. The fire station is a permitted use, tonight's objective is to approve the building, material and site plan. The land is under the ownership of UTA and has being purchased by the RDA of the City. The current fire station will be relocated onto this piece of vacant property. The site plan that has been submitted is unique

as this use presents a challenge within the MCCD zone.

The desire of the MCCD is for the buildings to be pulled out to the street and create a street presence which is challenge with the needs of a fire station. The setbacks in the MCCD offer three possibilities, all at zero, or either 80 percent of the building façade is within 25 feet of the curb and gutter or that 50 percent is within 18 feet of the curb and gutter. The west end of the property has a steep drop off which will remain largely unutilized in this development. Utilities are all in place in this area and should be useable, with no significant challenges on site. The site is extensively landscape throughout, landscaping on the frontages of Box Elder and 4800 South to help it relate to the street. The parking is an issue in the MCCD as there are minimums and maximums, unlike other zones. The parking is calculated from the office space, sleeping and living quarters for the Firemen and administrators will require a minimum of 34 stalls and a maximum of 43 stalls, 37 stall will be provided.

The goals of the General Plan for downtown re-development include creating a City Center. This project is important because to facilitate the plan we need to relocate Station 81. Some of the material that will be in use are brick façade, block CMU, metal panels, textured panels. The main entrances are provide as required by the MCCD on Box Elder, 4800 south and a principal entrance from the parking lot.

Based on the information presented in this report, application materials submitted and the site review, staff recommends approval for a Certificate of Appropriateness to allow for construction of a new fire station at 4822 South Box Elder Street subject to conditions.

Mr. Markham asked if this plan was previously reviewed and approved by the Design Review Committee. Mr. Hall stated yes, the Design Review met to review this and did recommend approval to the Planning Commission with some of the conditions provided.

Ms. Patterson stated that this fire station needs to be completed before removing the existing fire station. She asked about the time line of when this will be started once it gets the Certificate of Appropriateness. Mr. McNulty stated that the goal is to get this building started this year because a lot of other projects like City Hall are waiting for this to be done first. Ms. Milkavich asked how long it might take to complete this project. Mr. McNulty stated he believes it could take 12 to 18 months, but the contractor would know a closer time line.

Mr. Nay asked if the railway to the west is being effected in any way and what is the proximity to the possible storage of oil cars on the rails. Mr. Hall stated the City cannot add limitations to what can be stored in the nearby rail yard in association to this project. Mr. McNulty stated the City has had a phase one environmental test conducted on the property and a phase two environmental is underway. The environmental issues are being considered to ensure the City is buying a clean piece of property and/or if remediation is needed. The City is seeking an approval on this tonight in order to move forward with the final purchase of the property. Mr. Nay stated he is not as concerned with the possibility of the site needing remediation, rather a large quantity of toxic waste that may have the potential to explode near the fire station limiting the City's emergency resources. Mr. Markham added that he is aware that Congress has established very high standards that regulate railroads and does not feel that there are issues building near the tracks. Ms. Milkavich stated that the City should not be building near the tracks if it is not conducive to the station. Mr. McNulty stated that there is adequate landscaping and open landscaping adjacent to the lines that will provide a buffer between the two sites.

Mr. Nay asked if the powerlines are being buried or relocated. Mr. Hall stated that there will a relocation but is unsure if they will be buried. Mr. McNulty stated that the fire official will speak about it tonight, but knows the powerlines on Box elder will be removed.

Deputy Chief Jon Harris, Murray City Fire Department, stated he contacted the railroad a few years ago, and they stated they do not store hazardous materials and only they store plastic pellets. Mr. Nay stated that the rail yard to the south in Midvale has tank cars that are filled with oil and hazardous materials, and this location is next door and hopes the storage does not overflow into Murray City.

Deputy Chief Harris stated the powerlines have been discussed recently but the relocation has not been resolved, much of what can be seen is fiber optics lines and they are still working to resolve this issue. Mr. McNulty stated the lines here are distribution lines, not transmission lines but if the City is taking steps to beautify this site it would be best to relocate the powerlines and there are currently discussions with regards to relocating the powerlines.

Ms. Milkavich asked if the location of the Fire Station next to the noisy tracks would have a negative effect on the Firemen who reside in the station. Deputy Chief Harris stated that noise is a concern and it is addressed by locating the truck bays next to the tracks and the sleeping and living quarters are on the opposite site of the building, farthest away. This is a spur line or storage area for the railroad and it's not a very noisy area and there is quite a distance from the tracks.

Corey Solum, with Think Architects at 5151 South 900 East, stated he is the architect for the Murray City Fire Station project. Mr. Solum stated he has reviewed the conditions and will be able to comply. Mr. Solum addressed the concerns regarding the powerlines and stated the talks with Murray City Power are taking the direction that they should come down due to the proximity of the building along the street frontage and the power poles sit in the middle of the pedestrian walk way. Mr. Solum addressed the concerns of the rail line storage stating the spur line does not intrude onto the site and curve around it. The noise has been considered in the architecture and has been addressed by the layout of the building.

Ms. Milkavich stated the floor plans show facilities for male fire fighters and asked if facilities for females will be included. Mr. Solum stated a lot of discussion was had on this topic and the main restroom and showers are for males and the smaller restrooms is a gender-neutral facility. There are some women fighters but not as many in comparison to the male firefighters. Ms. Milkavich asked if this facility layout will meet the future needs of the fire station as the number of female firefighters may increase. Deputy Chief Harris answered that he attended a conference about how to design a fire station recently and they stated that it is better to have separate quarters that are called gender-neutral rather than male and female. It is hard to predict the growth but feels that the station would fit the needs over a long period and the way it is designed now could accommodate a simple remodel to accommodate possible future needs.

Mr. Nay asked if there is a berm or cement walls to accommodate the elevation change and future landscaping. Mr. Solum stated they have not planned for anything additional other than the retaining wall that will be required to elevate the parking lot and some trees to separate it.

Ms. Wilson stated the Land Use Ordinance and Design Guidelines references LEED silver

minimum standard and for elaboration on this. Mr. Solum stated LEED stands for leadership and energy and environmental design standards which are governed by the USGBC. This requires a heightened level of building sustainability that is required for this project. Thus, they are adding elements to the fire station to make it safe and sustainable for the future such as solar panels, LED light fixtures, water purification, heightened insulation and glass.

Mr. Solum presented design materials to the Commission for review.

The meeting was opened for public comment.

Scott Haroldsen, 29 West 4800 South, stated he operates the Mechanic Man shop across the street and stated he feels that women who are firefighters deserve better than a single shared gender-neutral restroom and shower. Mr. Haroldsen asked if half of the intersection on the corner will be lost to this development and stated the traffic will be negatively affected by the narrowing of the road. He asked if his property will be pushed out further on the north side. Mr. Haroldsen stated that he knows that the plastic items stored at the rail spur are flammable and that the spur does not look abandoned to him as many rail cars are in use there.

Delynn Barney, 4902 South Box Elder Street, stated he does not have any objections to the new fire station but does have traffic concerns with the existing road and feels that if the road will be narrower, then the traffic issues will be worse. Mr. Barney stated his list of concerns are noise from the sirens when the trucks are being tested or driven, noise from the rail yard during the hours of midnight and 4 p.m., extra traffic from the fire station, light from the fire station, location of the station and its boundary lines, additional development in the area, and potential purchase of nearby properties. Mr. Barney presented pictures of his house and stated he has lived here for many years. He stated that the boundary lines as recorded by Salt Lake County Recorder's office are incorrect and would affect any future purchase of the property. Mr. Barney stated he had a survey conducted and the survey indicated the property lines are correct but is concerned that the City will make a mistake if they acquire the property and he does not want to move.

Mr. Markham clarified that tonight's topic does not include future expansion of nearby properties and that there is nothing to address as it is a speculation at this point. Mr. Markham added that there are changes coming to the neighborhood that have been approved, hopefully the changes will work well with the people that are in the area.

Mr. Barney added that his property is for sale for one million dollars.

The public comment portion was closed.

Mr. Solum stated the line on the rendering coming down 4800 South is an engineering line that is showing the storm drain line, not the center line of the road. The road is not changing and will remain exactly as it is currently.

Mr. Markham asked if Box Elder Street is going to be a one-way road by the fire station. Mr. Hall answered yes, that it will eventually. He explained that the future intentions for the surrounding roads are many years away but, they would become part of a couplet. Box Elder Street and Hanauer Street would be extended and become one way streets of their own. Mr. Markham asked if these could be subject to change. Mr. Hall stated yes, it is subject to possibly change, but it is part of the Cottonwood Street extension plan. This is a plan that

was developed by transportation and transit engineers to improve transportation in the area, not decrease it.

Mr. Solum stated this proposal is for a relocation of Station 81 and all its services. It is safe to assume there will not be much of an increase in traffic, other than future growth that the station might incur.

Deputy Chief Harris stated regarding the noise generated from the sirens, if a fire truck is driving down the street and they are not using the siren and get into an accident they can be held liable for not using the warning signs, therefore, the City policy is to not use the siren right out of the bay, once at State Street then they turn it on. Mr. Nay stated he lives across the street from the fire station on Vine Street and it is not policy it is practice, and it is uncommon to hear the sirens until they reach 900 East or further down Vine Street. He stated the fire station use is a very good neighbor. Ms. Patterson commented that the current fire station is a few blocks away from where it will be moving, so the impact on the neighborhood is no different than it is now.

Mr. Nay made a motion to approve a Certificate of Appropriateness to allow for construction of a new fire station at 4822 South Box Elder Street subject to the following conditions:

1. The applicant shall provide complete plans, calculations, and soils reports at the time of application for building permits.
2. The project shall meet all Water and Sewer Division requirements, including providing proper grease, oil and sand separators for the truck bays and for the kitchen area.
3. The project shall meet all Power Department requirements.
4. The project shall comply with all applicable building and fire code standards.
5. The final building plans shall comply with the sustainability requirements as required in Section 17.170.090 and outlined in the Staff Report.
6. Landscaping plans shall adhere to all standards of chapter 17.68 and the MCCD zone requirements.
7. The applicant shall provide a plan for the furnishing/landscaping zone between the sidewalk and back of curb including benches and other furnishings in compliance with MCCD Design Standards for review and approval by Community Development Staff upon application for building permits.
8. Street lighting and site lighting shall comply with the standards of the MCCD zone and Design Guidelines.
9. Building setbacks from Box Elder Street and 4800 South shall be adjusted to comply fully with the standards of Section 17.170.100(B) as outlined in the Staff Report.
10. Roof top equipment shall be screened, or placed adjacent to a parapet walls to allow for appropriate screening as viewed from the front of the building along 4800 South and Box Elder Street.

11. The required subdivision must be completed in accordance with all requirements of the Murray City Subdivision Ordinance and include all roadway and other public improvement dedications as reviewed and approved the City Engineer.
12. The project shall meet all City grading, drainage, and utility requirements.

Seconded by Ms. Wilson.

Call vote recorded by Mr. McIlrath.

 A Travis Nay
 A Sue Wilson
 A Maren Patterson
 A Lisa Milkavich
 A Phil Markham

Motion passed 5-0.

OTHER BUSINESS

Mr. McNulty stated the next meeting will be held on September 21, 2017. Commissioner Markham has indicated he will be out of town. We will reach out to the other Commissioners to ensure we have a quorum.

The funeral service and viewing for Mayor Eyre was very well done. Tim Tingey, the ADS Director, had an opportunity to speak about Mayor Eyre it was very complimentary and he spoke of the working relationship over the years. The speakers were great and well received by the public and other leaders.

Staff is looking at making changes to our Public Hearing notices. One of the issues that has arisen is putting a time line in the notice that would add a time limit on the allowance of new information to be submitted on the topic that would be presented to the Planning Commission. The idea is, when an applicant submits an application and site plan, that original information is what would be presented. The applicant or public would not be allowed to show up at the meeting with a new site plan, new ideas, etc. At times, staff receives emails the day of the meeting or hours before the meeting. Staff is considering putting a time limit on this type of information being submitted so close to meeting time.

Mr. Markham stated he personally does not want to stifle the public input and knows input will still come in but we can only consider so much. If items are presented to us as last minute by developers and contractors they end up being the biggest issues to address a lot of the time. Public comment is not as big of a concern personally, because people want to be heard and would like to continue to allow it. The developers, contractors and applicants should have a time limit. Mr. Nay stated that the public should have a time limit established for submitting email comments. Mr. McNulty stated when late input arrives staff does not have enough time to prepare for the new information. Ms. Wilson stated she would like to put a limit of 24 hours on email comments or come to the meeting to be heard in person. Mr. McNulty stated we do want public comments to come in and submitting email works well, but needs to be timely. Mr. Markham stated he would support a reasonable cut off time, such as noon on the day of the meeting. The Commissioners and Staff agreed to continue to work out details on this topic.

The meeting was adjourned at 8:01 p.m.



Jared Hall, Supervisor
Community and Economic Development