

## MINUTES OF A PLANNING AND ZONING MEETING

August 5, 2020

The meeting was called to order at 5:30 p.m. by Chairperson Steven Timothy.

A roll call was taken which showed Board Members Steven Timothy, Lynn Snow, RuthAnn Green, Cris Squire, Ren Bagley, Chris Thomsen, and Cody Fisher present.

Others present included Building Director Dean Johnson, Acting City Manager Ryan Clayburn, Deputy Recorder LeeNichole Marett, City Councilman Don Busenbark, Matt Yergensen, Hal Huff, Colby Anderson, and Stephanie Anderson.

### **MINUTES**

Members approved the minutes of the meeting of May 6, 2020, with amendments. Motion to approve was made by Lynn Snow. Motion seconded by Ren Bagley. Those voting Aye are Steven Timothy, Lynn Snow, RuthAnn Green, Cris Squire, Ren Bagley, Chris Thomsen, and Cody Fisher. Motion carried unanimously.

### **MASTER SITE PLAN - AUTOZONE**

AutoZone is seeking approval of the master site plan for their new retail location at 740 East 200 North in Roosevelt, the location of the old Western Hills motel. Colby Anderson presented. The store design is typical of other AutoZone locations in Utah. There is an existing parking agreement with China Star on the lot. A new legal description and agreement will be written and recorded. UDOT has already approved new entry and exit off the highway. Public Works has approved plans to address storm water drainage and utility access. The lot purchase is dependent upon the approval of Planning and Zoning. It is anticipated that construction will start later this year.

Chris Thomsen questioned whether the designed system is capable of handling storm water drainage. Colby stated the plan is not infallible but will drastically improve what is there. Dean Johnson said that the plan had been reviewed thoroughly by Kirby Wolfinger, Public Works Director, who approved it. Chris stated that there are elevation issues on China Star's property, but Colby responded that AutoZone cannot be expected to resolve issues with someone else's lot.

Chris Thomsen stated that City ordinances require fencing between commercial and residential zones. Dean Johnson pointed out that the adjoining properties are zoned commercial, even though current usage is residential. Colby stated that AutoZone would prefer not to install fencing due to maintenance issues; however, they are willing to if the commission requires it. Dean stated that requiring a fence on a narrow alleyway limits access for maintenance. Ryan Clayburn added that Taco Bell chose to fence their own property after the zone changed to control access to their drive thru. The commission ultimately determined that fencing would not be required.

Stephanie Anderson represented China Star at the meeting. She stated that owner Jane Pan is concerned with the amount of parking that AutoZone has allotted for the restaurant. The current agreement does not leave enough space for employee and customer parking and provides no space for a dumpster. However, she also stated that China Star is excited to see the new business come in and looks forward to improvements on the lot.

Chris Thomsen questioned whether enough parking had been provided for both businesses. After discussion, Lynn Snow pointed out that the land belongs to AutoZone. The easement for parking is shared. AutoZone plans to reshape the parking easement, and Dean Johnson stated this would be a location where a variance might apply, if ultimately necessary. Colby Anderson pointed out that it is impossible to accurately outline parking until a new agreement is in place with China Star. Chris requested that if parking requirements cannot be met, the plans come back before the commission for review.

Chris Thomson moved to approve the master site plan on the following conditions: 1) AutoZone must obtain the proper access permit from UDOT, 2) the plans must meet parking requirements for both businesses, 3) Dean Johnson will approve any minor changes, and 4) a curb cut with access to the alley would be allowed. Motion seconded by RuthAnn Green. Those voting Aye are Steven Timothy, Lynn Snow, RuthAnn Green, Cris Squire, Ren Bagley, Chris Thomsen, and Cody Fisher. Motion carried unanimously.

### **ANNUAL BOARD TRAINING**

The commission is required to complete training in the Open Public Meetings Act each year. LeeNichole Marett presented the option to conduct the training in person at the meeting or to review the material on the commission's own time and return a signed affidavit confirming its completion. Members chose to view training materials on their own.

### **OTHER BUSINESS**

Chris Thomsen asked if a new Public Utility Easement ordinance had been drafted. The City Attorney has been consulted, but no new ordinance has yet been drafted. Dean will follow up with the attorney about attending the September meeting.

Dean Johnson updated the commission on the status of construction at the Roosevelt Maverik gas station. They intend to construct in phases, beginning with the demolition of the restaurant building and installation of new pumps at that location. COVID-19 delayed the project.

Motion to adjourn the meeting was made by Cris Squire. Motion seconded by Lynn Snow. Those voting Aye are Steven Timothy, Lynn Snow, RuthAnn Green, Cris Squire, Ren Bagley, Chris Thomsen, and Cody Fisher. Motion carried unanimously.

Meeting adjourned at 6:29 p.m.