

ROY CITY PLANNING COMMISSION

July 26, 2011

Minutes of the Roy City Planning Commission Meeting held in the City Council Room of the Roy City Municipal Building on July 26, 2011, at 6:05 p.m.

The meeting was a regularly scheduled meeting designated by resolution. Notice of the meeting was provided to the *Standard Examiner* at least 24 hours in advance. A copy of the agenda was posted.

The following members were in attendance:

Lee Holt, Vice Chairman
David Dickson
Gennie Kirch
Bill Merx
Rhett Zito

Tony Reynolds, Community and Economic
Development Director
Jared Hall, Planner
Michelle Drago, Secretary

Excused: Tom Stonehocker and Blake Hamilton

Others present were: Fern Taylor; Margaret Holliway; Maxine Baumgratner; Kathy Wright; Terry Atkinson; and Judy Pulet.

Pledge of Allegiance: Rhett Zito

1. APPROVAL OF JUNE 14, 2011, MINUTES

Commissioner Merx moved to approve the minutes of June 14, 2011, as corrected and asked that copies of the corrected minutes be forwarded to the Commission members. Commissioner Zito seconded the motion. Commission members Dickson, Holt, Kirch, Merx, and Zito voted "aye." The motion carried.

2. DISCUSSION REGARDING PLANNING COMMISSION MEETINGS FOR FY2012

Jared Hall stated that the City Manager and Mayor were uncomfortable changing the time of the meetings from 6:00 to 6:30 p.m. Therefore, the meetings would remain at 6:00 p.m.

3. PUBLIC HEARING TO CONSIDER A REQUEST FOR A CONDITIONAL USE TO ALLOW A CATERING BUSINESS ON PROPERTY LOCATED AT APPROXIMATELY 1821 WEST 4000 SOUTH

Commissioner Zito moved to open the public hearing at 6:08 p.m. Commissioner Merx seconded the motion. Commission members Dickson, Holt, Kirch, Merx, and Zito voted "aye." The motion carried.

Jared Hall stated that the City had received an application for a conditional use for a catering business known as The Lunch Ladies Mobile Catering located at 1821 West 4000 South. The use fell under the 'Restaurant' category, which was a conditional use in the Business Park Zone. The business would occupy a portion of Building 3 that had access to overhead doors and a ramp for loading and unloading supplies. This would be a small operation, but would hopefully grow. Right now the business was strictly catering, but there was the future potential for this business to have a few tables for serving lunch.

Mr. Hall said the Development Review Committee didn't have any concerns about the proposed use. No external changes were proposed, and there was sufficient parking. It was strictly a use permit. The catering business would have different hours than the other tenants in the building - the church and trampoline gymnasium. He didn't feel there would be a conflict between the three uses. He didn't feel this use would generate a lot of need for parking.

Vice Chairman Holt stated that Building 2 was occupied by the Ogden Area Technical College. It was a day time use with a few classes at night. The OATC used a lot of parking immediately in front of Building 2.

Jared Hall stated that the request complied with the conditional use standards. The staff had found that the proposed use complied with the intent and regulations of the Zoning Ordinance and with the goals of the General Plan. The proposed use could meet requirements to be granted a Certificate of Occupancy. The staff recommended that the Planning Commission recommend that the City Council approve a conditional use for a catering business known as The Lunch Ladies at 1821 West 4000 South subject to the following conditions:

1. Subject to all items of the staff report and to any further review and approval by the DRC and other City staff as might be deemed necessary.
2. The applicant shall seek and obtain appropriate building permits for any remodeling, new signage, etc; comply with all rules and regulations pertaining to that process; and will make any adjustments necessary to be granted a valid Certificate of Occupancy and business license.

Commissioner Kirch asked if the business would need a grease trap for food preparation. Jared Hall said that would be handled by the Health Department. Although the space already had a grease trap due to a previous use.

Vice Chairman Holt opened the floor for public comments.

Terry Atkinson, 3800 South 1900 West No. 302, hoped that this use would be approved. It was exciting that more and more businesses were coming to the Iomega Business Park. She could not see any negatives.

Commissioner Merx moved to close the public hearing at 6:15 p.m. Commissioner Kirch seconded the motion. Commission members Dickson, Holt, Kirch, Merx, and Zito voted "aye." The motion carried.

Commissioner Dickson stated that there was a similar use in the Freeport Center. The Davis School District provided lunches for the school district and had a small cafeteria. It worked quite well.

Commissioner Merx moved to recommend that the City Council approve a conditional use for The Lunch Ladies a restaurant/catering business located at 1821 West 4000 South to be known as The Lunch Ladies based on the findings and recommendations of the staff. Commissioner Zito seconded the motion. Commission members Dickson, Holt, Kirch, Merx, and Zito voted "aye." The motion carried.

4. PUBLIC HEARING TO CONSIDER A CONDITIONAL USE TO ALLOW A PERSONAL INSTRUCTION SERVICES BUSINESS LOCATED AT APPROXIMATELY 1815 WEST 4000 SOUTH

Commissioner Kirch moved to open the public hearing at 6:16 p.m. Commissioner Zito seconded the motion. Commission members Dickson, Holt, Kirch, Merx, and Zito voted "aye." The motion carried.

Jared Hall stated that the City had received an application for a conditional use for senior activities at 1815 West 4000 South. It would be known as The Clubhouse. The use fell under the 'Personal Instruction Services' category in the Business Park Zone. The Clubhouse was located in Building 4 of the Iomega Business Park. The applicants were in the process of applying for a non-profit status with both the state and federal governments.

Mr. Hall said the DRC didn't have any comments regarding this use as there weren't any external changes. There might be some minor interior remodeling. The applicants were working with the Building Official on the remodeling. The occupancy load would be set by the Building Official and Fire Department. There was sufficient parking to support the use. This location was chosen because of its proximity to the Monte Vista Mobile Home Park, where a lot of seniors lived.

Commissioner Kirch asked if there was access for foot traffic from the Monte Vista Mobile Home Park. Mr. Hall said there was not a specific footpath from the mobile home park to Building 4. If there was a need for pedestrian access in the future, it could be discussed with the Public Works Department.

Vice Chairman Holt stated that the bakery on the northeast corner of 4000 South 1900 West generated foot traffic. The vehicular traffic was minor.

Jared Hall stated that this use met the conditional use standards. The staff had found that the proposed use complied with the intent and regulations of the Zoning Ordinance and with the goals of the General Plan. The proposed use could meet requirements to be granted a Certificate of Occupancy. The staff recommended that the Planning Commission recommend that the City Council approve a conditional use for a personal instruction service known as The Clubhouse at 1815 West 4000 South subject to the following conditions:

1. Subject to all items of the staff report and to any further review and approval by the DRC and other City staff as might be deemed necessary.
2. The applicant shall seek and obtain appropriate building permits for any remodeling, new signage, etc; comply with all rules and regulations

pertaining to that process; and will make any adjustments necessary to be granted a valid Certificate of Occupancy and business license.

Vice Chairman Holt opened the floor for public comments.

Kathy Wright, 3800 South 1900 West # 206, stated that she was excited to have this become real. She wanted to comply with all of the regulations. Their building was located on a dead-end street, which had very minor traffic. There might be a few people who would walk from Monte Vista. However, she doubted there would be much foot traffic in the winter. They planned to have activities that would include both adults and seniors. She wanted to have a place where people could come to have social interaction. She would appreciate the Planning Commission's approval.

Ms. Wright asked about getting additional handicap parking stalls. Vice Chairman Holt said that was a tenant request to the landlord. There were minimum and maximum requirements for handicap parking. Kathy Wright said there was a cement ramp by the main door with a step that might cause problems for some of the elderly people. Vice Chairman Holt said that was a landlord issue. Jared Hall said the Building Official would determine if it met ADA standards. If it did not, Ms. Wright would have to address it with her landlord.

Terry Atkinson, 3800 South 1900 West # 302, stated that she was the manager of the Monte Vista Mobile Home Park. She wanted it to be clear that The Clubhouse was not sponsored by the mobile home park. Residents of the mobile home park had been confused by flyers that had been distributed. She suggested that future flyers include an address and a map. She also wanted to make sure that the mobile home park did not have any liability.

Vice Chairman Holt stated that the business license would be issued to The Clubhouse, who was leasing space in the Iomega Business Park. Monte Vista Mobile Home Park would not have any legal liability. Vice Chairman Holt asked if The Clubhouse was only for residents of the mobile home park. Kathy Wright said it was for the entire community. They had a member coming from Layton.

Dave Dickson asked if there was a membership fee. Kathy Wright said the membership fee was \$10 per month. It covered everything they sponsored, except for the wellness and foot clinics. The fee would be used to help pay the rent. They planned to offer lunch five days a week. She listed some of the activities they were planning to do, such as bus trips. They also hoped to educate seniors about services that were available to them. She didn't want to compete with the Roy Senior Center.

Commissioner Zito moved to close the public hearing at 6:37 p.m. Commissioner Kirch seconded the motion. Commission members Dickson, Holt, Kirch, Merx, and Zito voted "aye." The motion carried.

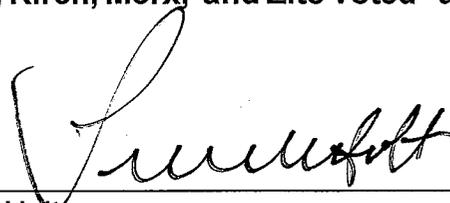
Commissioner Kirch moved to recommend that the City Council approve a conditional use for a personal instruction service at 1815 West 4000 South to be known as The Clubhouse based on the findings and recommendations of the staff. Commissioner Merx seconded the motion. Commission members Dickson Holt, Kirch, Merx, and Zito voted "aye." The motion carried.

5. STAFF UPDATE

Jared Hall stated that the final open house for the General Plan update would be held on Thursday, July 28th. After the final meeting, staff would prepare a draft form to be reviewed by the Planning Commission.

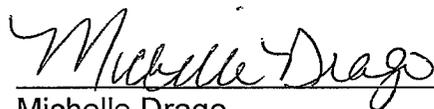
4. ADJOURN

Commissioner Dickson moved to adjourn at 6:40 p.m. Commissioner Zito seconded the motion. Commission members Dickson Holt, Kirch, Merx, and Zito voted "aye." The motion carried.



Lee Holt
Vice Chairman

Attest:



Michelle Drago
Secretary

dc:pjul2611