

**FARMINGTON CITY  
PLANNING COMMISSION**

December 07, 2023

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**WORK SESSION**

**Present:** Chair Erin Christensen; Vice Chair John David Mortensen; Commissioners Tyler Turner, Frank Adams, Samuel Barlow, Mike Plaizier and Larry Steinhorst. **Staff:** Community Development Director David Petersen, Assistant Community Development Director/City Planner Lyle Gibson, and City Planner/GIS Specialist Shannon Hansell. **Excused:** Alternate Commissioners Alan Monson, Clay Monroe, and Planning Secretary Carly Rowe.

The Planning Commission reviewed facts and statistics regarding Farmington City before going over the regular session agenda items.

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**REGULAR SESSION**

**Present:** Chair Erin Christensen; Vice Chair John David Mortensen; Commissioners Tyler Turner, Frank Adams, Samuel Barlow, Mike Plaizier and Larry Steinhorst. **Staff:** Community Development Director David Petersen, Assistant Community Development Director/City Planner Lyle Gibson, and City Planner/GIS Specialist Shannon Hansell. **Excused:** Alternate Commissioners Alan Monson, Clay Monroe, and Planning Secretary Carly Rowe.

Chair Erin Christensen opened the meeting at 7:03 pm.

**SUBDIVISION/SITE PLAN APPLICATIONS – no public hearing**

**Item #1 Shivang Hospitality LLC – Applicant is requesting Final Site Plan and Final Subdivision approval for the proposed Farmington Station Parkway Phase II subdivision which will include a hotel, located at 332 West Park Lane on 4.15 acres of property in the OMU (Office Mixed Use) zone. (SP-6-22, S-13-22)**

Farmington Station Parkway Phase II is a proposed two-lot, one parcel subdivision located in the OMU zone on the west/south side of the curve of Station Parkway and Burke Lane. The applicant has proposed the southern lot, Lot 201, as a hotel use. Lot 202 does not currently have a proposal but will follow the OMU zoning. Finally, there is a remainder parcel northwest of Shepard Creek, which will remain a parcel until such a date as it is developed. At that point, the plat will be amended to convert the parcel to a buildable lot. The City Council approved the schematic site plan and schematic subdivision plan on June 7, 2022.

Commissioner Mortensen encouraged the property owner to plant large trees to help establish mature landscaping more quickly.

**MOTION**

**Tyler Turner** made a motion that the Planning Commission approve the final plat for Farmington Station Parkway II, a two-lot subdivision; and that the Planning Commission approve the final site plan for Farmington Station Parkway Phase II Lot 201. Both subject to all applicable City ordinances and development standards.

**Findings 1-3:**

1. The applicant adds another hotel use for visitors to Farmington, which enhances the local economy of the City.
2. The project is consistent with the previously approved Schematic Plat and Site plan, the City's Master Plan, and meets the goals and purposes of the Zoning Ordinance.
3. The development proposal improves the Shepard Creek Trail connection, and provides open space, from Cook Lane to Station Parkway.

**Supplemental Information 1-4:**

1. Vicinity Map
2. Final Subdivision Plat
3. Final Site Plan – Lot 1
4. Building Elevations

**Samuel Barlow** seconded the motion, which was unanimously approved.

- |                                   |              |
|-----------------------------------|--------------|
| - Chair Erin Christensen          | X Aye ___Nay |
| - Vice Chair John David Mortensen | X Aye ___Nay |
| - Commissioner Samuel Barlow      | X Aye ___Nay |
| - Commissioner Frank Adams        | X Aye ___Nay |
| - Commissioner Mike Plaizier      | X Aye ___Nay |

- Commissioner Tyler Turner
- Commissioner Larry Steinhorst

X Aye \_\_\_\_Nay  
 X Aye \_\_\_\_Nay

**ZONE CHANGE – public hearing**

**Item #2 Davis County – Applicant is requesting consideration of an addendum to a Development Agreement to consider a sign package proposal for the Western Sports Park project at 151 South 1100 West. Signs are being considered as part of the existing Agriculture Planned (AP) district and include an electronic message sign and wall signs. (Z-3-23)**

Assistant Community Development Director/City Planner **Lyle Gibson** presented this agenda item. In April of 2023, following the recommendation of the Planning Commission, the City Council approved a Development Agreement (DA) and General Development Plan (GDP) that granted the Agricultural Planned District (AP) overlay zone at the subject property. The DA allowed for the redevelopment of the property in a move away from the traditional equestrian and fairground-type use to what Davis County has branded as the Western Sports Park (WSP). The site plan for this project has also previously received approval and the project has been under construction for some time.

As is often the case, the sign program or details are looked at separate from the site plan and building plans. The County is looking to finalize the details for the signage on site with the Supplemental Development Agreement as proposed.

Typically, signage in the A zone where the project is located are subject to the following regulations:

***15-5-010: AGRICULTURAL AND RESIDENTIAL ZONES:***

*Signs in agricultural districts A, AE and AA, and residential districts R, LR, S, LS, OTR, R-2, R-4 and R-8, are subject to all standards set forth in this title and to the following additional standards:*

*A. Permitted Signs: Only the following signs are permitted in agricultural and residential districts:*

- 1. Monument signs;*
- 2. Nameplate signs;*
- 3. Open house signs;*
- 4. Political signs;*
- 5. Project identification signs;*
- 6. Property signs;*
- 7. Temporary signs advertising garage or yard sales, craft boutiques or sale of fruits and vegetables during the normal harvest season.*

*B. Project Identification Signs: Apartment developments, condominium projects and residential subdivisions may have one project identification sign indicating only the name of the development. Such signs shall be either wall or monument signs and shall be not more than thirty two (32) square feet in size.*

*C. Nameplate Signs: One nameplate sign may be used for each dwelling unit. No permanent signs other than nameplates are permitted on individual lots.*

*D. Monument, Wall Signs For Public Uses: One monument or wall sign, not to exceed thirty two (32) square feet, may be permitted in conjunction with a public use, quasi-public use or public utility installation.*

*E. Monument, Wall Signs In R-4, R-8: One monument or wall sign, not to exceed sixteen (16) square feet, may be permitted in an R-4 or R-8 zone for a daycare center or professional office.*

*F. Monument Signs In OTR Zone: One monument sign, not to exceed sixteen (16) square feet, may be permitted for a nonconforming professional office in the OTR zone.*

*G. Temporary Signs For Fruit, Vegetable Sales: Temporary signs advertising sale of fruits and vegetables during the normal harvest season shall not exceed a total of thirty two (32) square feet for all signs on the premises.*

*H. Temporary Home Occupations: Temporary home occupations, such as a garage or yard sale, or craft boutiques, may have a maximum of one temporary on premises sign and two (2) temporary off premises signs for each event. Each sign shall not exceed six (6) square feet in one area. The number of events on an individual residential lot shall not exceed four (4) in any calendar year.*

*I. Distance to Property Line: No on premises sign shall be located closer than one foot (1') to any property line so long as the site distance for vehicles entering traffic is not compromised.*

Rather than follow these limited provisions, under the AP District the County may seek permission from the City to deviate from the usual requirements under new rules which are established and outlined in a Development Agreement.

**Electronic Message Sign**

Many signs are included with the request. One item of note is the interest in an Electronic Sign, which is not generally permitted in the A zone. For many years there was an electronic message sign on the northwest corner of the property as shown in FIGURE 1.



**FIGURE 1**

When the County pursued an approval to remodel and expand the old Legacy Events Center, they wanted to ensure that they would be allowed to continue having an electronic message sign to help advertise the facility and events. To solidify this right, the original DA includes provisions related to signage on the property. Section 5 of the DA specifically states:

**5. *Alternative Development Standards.*** Pursuant to Utah Code Ann. § 10-9a-532(2)(a)(iii), this Development Agreement contains terms that conflict with, or is different from, a standard set forth in the existing land use regulations that govern the Property. This Agreement, which has undergone the same procedures for enacting a land use regulation, overrides those conflicting standards as it relates to this Project, as follows:

**c) *Electronic Message Sign.*** All signage for the Project shall comply with Farmington City Sign Regulations except that the Property shall be permitted one (1) Electronic Message Sign which shall comply with the design standards of Farmington City Code 15-4-030 and 15-5-060 with a limit on operations to turn off after 10pm until 6am. Any deviations from the code or applicable development standards sought related to the sign shall undergo the process for a supplemental or amended development agreement.

Additional terms exist within the agreement related to the shared participation, use and maintenance of this Electronic Message Sign.

Apart from size requirements regulated by the structure type the sign is on, Farmington City does contain provisions in code which regulate details related to an Electronic Message Sign.

**15-4-030: ELECTRONIC MESSAGE SIGNS:**

The following standards shall govern the use of electronic message signs. The nighttime and daytime illumination of an electronic message sign shall conform with the criteria set forth in this section:

A. *Illumination Measurement Criteria:* The illuminance of an electronic message sign shall be measured with an illuminance meter set to measure foot-candles accurate to at least two (2) decimals. Illuminance shall be measured with the electronic message sign off, and again with the electronic message sign displaying a white image for a full color capable electronic message sign, or a solid message for a single color electronic message sign. All measurements shall be taken perpendicular to the face of the electronic message sign at the distance determined by the total square footage of the electronic message sign as set forth in the "Sign Area Versus Measurement Distance" table in this section:

**SIGN AREA VERSUS MEASUREMENT DISTANCE**

<b>Area Of Sign (Square Feet)</b>	<b>Measurement Distance (Feet)</b>
10	32
50	71
100	100
200	141

Note: For signs with an area in square feet other than those specifically listed in the table, the measurement distance may be calculated with the following formula: The square root of the product of the sign area and 100.

B. *Measurement Difference:* The difference between the off and solid message measurements using the electronic message sign measurement criteria shall not exceed 0.3 foot-candle at night.

*C. Automatic Dimming Technology: Electronic message signs shall come equipped with automatic dimming technology that must automatically adjust the sign's brightness in direct correlation with ambient light conditions not to exceed fifteen percent (15%) of full brightness at night and eighty five percent (85%) of full brightness at day.*

*D. Minimum Hold Time: The minimum hold time between messages, for an electronic message sign, shall be no less than three (3) seconds. Any such sign with a hold time less than three (3) seconds shall be considered an animated sign and shall be prohibited.*

*E. Images: Fading, transitioning or dissolving of images shall occur on an electronic message sign of no less than one second, but not to exceed 1.5 seconds, to reduce the abrupt "flashing" effect as the message on the sign changes from one image to another.*

*F. Color LED: All images on electronic message signs shall be full color RGB LED (light emitting diode). (Note: The RGB color model is an additive color model in which red, green and blue light are added together in various ways to reproduce a broad array of colors. The name of the model comes from the initials of the 3 additive primary colors: red, green and blue.)*

*G. Traveling Messages: Traveling messages are prohibited.*

*H. Prohibited Hours: Electronic message signs must be turned off between the hours of twelve o'clock (12:00) midnight and six o'clock (6:00) A.M.*

The applicant has indicated that their sign will be functionally capable of meeting these provisions. They are not seeking approval to deviate from these items except that they have previously agreed to turn the sign off at 10 pm. Rather, they are looking to confirm the size and location of the sign. As proposed, this sign would stand 21 feet tall, being 9 feet wide. The electronic message component of the sign is the top 14 feet covering 126 square feet. It would produce light with internal illumination. The Chevron on Park Lane is comparable in size, and it can also be compared to the University of Utah Healthcare sign. This sign would be shorter than those by about 8 or 9 feet. This function and look would face both the east and west. The bottom is static and made up of the WSP logo. The Commission has the flexibility to suggest modifications and limitations. The ordinance already triggers some controls.

### **Wall Signs:**

The northernmost and southernmost façade of the main buildings are proposed to include large wall signs with the WSP logo. Within the A zoning district, on a public building there is a standard wall sign maximum of 32 square feet (essentially the size of a 4' x 8' piece of plywood). The proposed signage for this project includes a wall sign on the south façade which covers approximately 2,000 square feet and another on the façade facing Clark Lane, which covers approximately 4,600 square feet. These large signs are not illuminated. Other wall signs are included which face internally and will be much smaller in scale with some details still to be determined. Typical commercial sign requirements are 10% of the façade. These are about 10% and 20% as proposed.

### **Other signage:**

All other signs such as directional, traffic, and parking location signs are identified and located in the included site plan exhibit.

Applicant **Scott Smith** (Millcreek, Utah), who is part of the design team with Method Studio Architects, addressed the Commission. Because this is such a prominent façade for those coming in from outside the community, this is more like a billboard. It will be a vinyl graphic on the siding of the building. It would not be lit and would only be viewed during the day. Everything now is still in design, so these are only examples. The smaller signs will be lit for wayfinding for directional and traffic purposes. A monument sign not connected to the building will be for photo opportunities. He plans that signs can be interchangeable in case they need to be used for another event, such as the Olympics or national sports tournament. Davis County will use the electronic sign 80% of the time, and Farmington City will use it 20% of the time. It will be used to advertise calendar events, upcoming tournaments, and event sponsors. The sign on the west has already been totally removed because they want to shift everyone's view to the east coming from Park Lane.

Commissioners wondered if the sign could be reduced in size, and commented on the color of the proposed logo. They wondered if the electronic sign could only have still images rather than moving video sort of images. **Gibson** said moving, animated images would not be allowed by Farmington ordinance (Section 15-4-030). Height, size, and location are the only deviations being requested at this point, so everything else would need to adhere to the City ordinance.

**Chair Erin Christensen** opened the public hearing at 7:33 pm.

**Mike Seely** (28 S. 1100 W., Farmington, Utah) asked if the marquee would be on Clark Lane, which it will. He asked if any signage would be on 1100 West.

**Chair Erin Christensen** closed the public hearing at 7:34 pm.

**Smith** said there will not be any lit or big signs on 1100 West. The only sign on 1100 West will be painted on the siding. The windows along 1100 West will be low for natural lighting, and there will be an exit door. He is hoping most of the public traffic would be coming off Park Lane. Most of the other areas on 1100 West and by the sheriff's complex would be exits.

**Gibson** said most of the signage is finalized for wayfinding and traffic. There are stop signs and exit signs on 1100 West. The Commission can approve size parameters and have a percentage maximum for coverage. Signage is never permanent, as logos change over time and rebranding may be necessary. Size and location details are more important. Substantial changes would need to come through Staff for future approvals. To get an additional sign on 1100 West, the applicant would have to come before the Commission for approval.

**Smith** said the document doesn't show details on the east side. They may need signage there in the future facing the plaza.

Community Development Director **David Petersen** said signs further than 25 feet from a public street are not intended to be seen from adjacent streets. The area of the sign is much greater than 10% of the building. However, there is flexibility in the AP District. The Commission may want to ask to tap the brakes due to off-site advertising content that could be included on the electronic sign, since **Smith** said some event sponsors may be included on the sign. This may be a content issue. Billboard companies, CenterCal and their tenants, and legislators are watching this item very closely. He doesn't want to set a precedence with outdoor signage including off-site content, even if it is an upcoming Farmington community play. He would like to have this item tabled to allow time to check with the City Attorney about this.

**Christensen** said this agreement does not address content, just size and location of signs. **Smith** said this could be considered a mural or architectural feature instead of a sign. They are happy to do whatever the City decides for sign and size. **Christensen** said the ordinance can be consulted for definitions.

Commissioner **Frank Adams** said the size of the sign concerns him. The large sign on the side of the building on 1100 West may misdirect traffic to go further down 1100. He wants to know who owns the brand, as the artist may need to be paid for it if it is to be removed. **Smith** said Discover Davis owns the brand.

Commissioner **Sam Barlow** said the look and design is good, as it is built into the columns. Covering windows is a concern, as it could deteriorate the architectural design and set a precedence. Commissioners said no matter what, motorists will probably go down 1100 West, even if it is not the preferred entrance. It will be a problem no matter what is done with the signage on the building. **Christensen** said she doesn't have a problem with the big sign because it is a unique use, which is why the AP District was placed on the property.

Commissioners want to be careful about setting a precedence. **Gibson** said those developments in the mixed use zones are being done under Development Agreements, which in theory could offer deviations from the underlying zone. **Petersen** wondered what direction Google maps will take traffic to, and how to make corrections to Google wayfinding. Although he does want to address content implications, he also doesn't want to hold the County up.

**MOTION:**

**John David Mortensen** made a motion to table this agenda item in order to have discussions with the City Attorney on any content implications and regulations. The time would give the applicant time to come up with wayfinding signs and what those would look like, a smaller concept for all signs, especially the north side, and come back with an east side concept.

**Tyler Turner** seconded the motion, which was unanimously approved.

- Chair Erin Christensen X Aye \_\_\_Nay
- Vice Chair John David Mortensen X Aye \_\_\_Nay
- Commissioner Samuel Barlow X Aye \_\_\_Nay
- Commissioner Frank Adams X Aye \_\_\_Nay
- Commissioner Mike Plaizier X Aye \_\_\_Nay
- Commissioner Tyler Turner X Aye \_\_\_Nay
- Commissioner Larry Steinhorst X Aye \_\_\_Nay

**ZONE TEXT AMENDMENTS – public hearing on item 4 only**

**Item #3 Andrea & Andrew Gooch – Applicant is requesting consideration of additional text and amendments to Title 11: ZONING REGULATIONS establishing the definition of “Accessory Structure Operation” in Chapter 11-2 Definitions, and amending the SCHEDULE OF USES in Chapter 11-10 to determine where an Accessory Structure Operation is permitted and by which process it must be considered. (ZT-20-23) (Tabled on 11.16.2023)**

City Planner/GIS Specialist **Shannon Hansell** presented this agenda item. The applicants reside at 473 S. 950 W. and also own the property at 912 W. 500 S. The 912 S. property includes a main dwelling and large detached accessory building. The applicant would like to utilize the accessory building as a for-rent storage unit where neighbors’ recreational vehicles, equipment, etc. may be stored. Storage units are not a permitted use in the Agricultural zones. The purpose of this zone text amendment is to update 11-10-020 of the Zoning Ordinance, which outlines the schedule of uses in Agricultural Zones. Additionally, the applicant wishes to establish the definition of “Accessory Structure Operation.” The new use would be allowed only in the Agricultural Estates (AE) zone, and the created definition has been requested to include very specific elements which are aimed at preventing the use except in the most specific of situations. **Hansell** said the AE is a large portion of Farmington, and this use in an accessory structure could be considered commercial.

City Staff has informed the applicant of their general concern for allowing such a use, without the ability to understand all the potential consequences. Having expressed this concern, suggestions from the City have been given to the applicant that will help narrow the occurrence of such a use, making it more suitable.

The Planning Commission reviewed and tabled the proposed amendment on November 16, 2023. The Commission formed a subcommittee to review the ordinance and propose a different ordinance amendment that would not create a new use in the AE zone. Instead, the subcommittee recommended reviewing Chapter 35 Home Occupations. Because of this direction change, Staff is recommending that the Planning Commission recommend denial for the amendments to 11-2 and 11-10 as outlined in the November 16, 2023 proposal. This recommendation for denial is intended to steer the amendment towards Home Occupation ordinances, rather than Agricultural zone ordinances.

**Christensen** said it seems like a bigger change to the statute with greater unknowns. This feels more like a home occupation, which happens to be on the lot next door. It could work despite the off-site nature under the Home Occupations chapter as a Conditional Use Permit. One of the renters of the home on that property could help operate the business, which puts them on site. The subcommittee’s recommendation was to deny under the current application, but give Staff some time to bring a new application under the Conditional Use process, and bring amendments under the Home Occupation ordinance.

Applicant **Andrew Gooch** (473 S. 950 S., Farmington, Utah) said he appreciated the subcommittee exploring other options. He understands the need to limit the scope in order to allow the requested use.

**Gibson** said one of the conditions and findings that the subcommittee considered was the actual owner was adjacent, which is unique to this application. It could be on condition that the owner remain adjacent to the property. Other conditions would include hours of operation. **Adams** said the code prohibits having hazardous materials in the structure, and vehicles can’t be worked on in it. Instead, it is for passive use storage only, which would limit traffic. **Christensen** said the number of renters should be limited, which would also help limit the traffic. The size of the building should be limited as well, or subordinate in size to the main dwelling. The future process would address these conditions and any others needed. **Gibson** said the applicant has the option to withdraw the application and proceed with the conditional use route.

**MOTION:**

**Tyler Turner** made a motion that the Planning Commission recommend the City Council deny the amendments to Farmington Code 11-2 DEFINITIONS and 11-10-020 SCHEDULE OF USES, in order to explore amendments to 11-35 HOME OCCUPATIONS.

**Findings 1-2:**

1. The requested use of Accessory Structure Operation does not meet the purposes of Title 11 as stated in 11-1-020 as it does not:
  - a. Lessen congestion in the streets.
  - b. Secure safety from fire, panic and other dangers, and provide adequate light and air.

- c. Encourage the orderly growth and expansion of the City and avoiding the overcrowding of land and the undue concentration of population.
- d. Foster the city's industries and encourage the development of an attractive and beautiful community.
- 2. The requested use of Accessory Structure Operation does not comply with 11-6-020 D Planning Commission Review for Proposed Amendments, as the definition:
  - a. Is not reasonably necessary.
  - b. The proposed amendment is not in the public interest of those residing in the AE zones.
  - c. Is not consistent with the General Plan.

**Supplemental Information 1-3:**

- 1. Requested edits to 11-2 Definitions and 11-10-020 Schedule of Uses
- 2. Map showing example property 912 W. 500 S.
- 3. Map of areas zoned AE

**Larry Steinhorst** seconded the motion, which was unanimously approved.

- Chair Erin Christensen X Aye \_\_\_Nay
- Vice Chair John David Mortensen X Aye \_\_\_Nay
- Commissioner Samuel Barlow X Aye \_\_\_Nay
- Commissioner Frank Adams X Aye \_\_\_Nay
- Commissioner Mike Plaizier X Aye \_\_\_Nay
- Commissioner Tyler Turner X Aye \_\_\_Nay
- Commissioner Larry Steinhorst X Aye \_\_\_Nay

**Item #4 Farmington City – Applicant is requesting a consideration of additional text and amendments to Chapter 32, OFF STREET PARKING, LOADING AND ACCESS, of Title 11: ZONING REGULATIONS. The amendments are proposed to establish new parameters around what portions of a front yard can be paved and used for vehicle parking and access. (ZT-22-23).**

**Petersen** presented this agenda item. The City's Storm Water Official, **Brent White**, administers and implements, among other things, federal, state, and local stormwater regulations for the City. In so doing, he reviews all commercial and residential site plans including site plans for single- and two-family dwellings. Paved residential driveways are an acceptable impervious surface as per Section 11-32-030 E. of Chapter 32 of the Zoning Ordinance, and this subparagraph also seems to imply a gravel driveway is also an allowed surface. **White** is requesting that the City clarify this Section to ensure that pavement and gravel are approved surfaces. [Note: He is okay with either material]. In meeting this request, Staff found that it may be reasonable to make modifications to Section 11-32-060 A.1. as well.

Commissioner **Barlow** said there are many examples of this throughout Farmington, where cement has been poured without the property owner getting permission first. **Petersen** said this does not address walkways between a sidewalk and front door. There is not a minimum green requirement in front yards. Commissioners said allowing parking on the side of a house would keep vehicles off the road, which is helpful especially in a snow storm.

Chair **Erin Christensen** opened and closed the public hearing at 8:54 pm due to no comments received.

**MOTION**

**John David Mortensen** made a motion that the Planning Commission recommend the City Council approve the following amendments to Sections 11-32-030 E. and Section 11-32-060 A.1. of Chapter 32 of the Zoning Ordinance.

**11-32-030: GENERAL PROVISIONS:**

- E. Parking In Front Yard or Side Corner Yard: No portion of a ~~required~~ front yard or side corner yard shall be used for parking, except for the paved **or gravel** driveway area. No portion of a ~~required~~ front yard or side corner yard, other than driveways leading to a garage or properly designated parking space, shall be paved **or** graveled to encourage **or** make possible the parking of vehicles thereon.

**11-32-060: ACCESS TO OFF STREET PARKING AND LOADING SPACES:**

- A. Ingress And Egress: Adequate ingress and egress to all uses shall be provided as follows:
  - 1. Residential driveways shall be not more than twenty feet (20') in width when serving as access to two (2) properly designated spaces, or thirty feet (30') in width when serving as access to three (3) properly designated parking spaces as measured at the front or side corner property line. "Properly designated parking spaces" shall include spaces in a garage, carport or on a parking pad located to the side of a dwelling and not located within the ~~minimum~~-front yard **or required side corner yard**-setback. Additional

driveway width for access to a rear yard, for more than three (3) properly designated parking spaces, or for multiple-family residential developments, **or for a different location of a properly designated parking space than set forth herein**, may be reviewed by the planning commission as a special exception. Residential driveways shall be designed at a width which is the minimum necessary to provide adequate access to designated parking spaces.

**Findings 1-2:**

1. Impervious surface is a key element related to stormwater run-off. Clarifying allowed surface types for residential driveways will help the City in its administration of its regulations.
2. Impervious surface increases run-off sometimes to the detriment of the environment and may result in costlier infrastructure to handle the additional stormwater for the City to construct, operate, and maintain. Limiting residential driveway surface area to what is necessary helps the community to achieve its goals and objectives of managing stormwater runoff.

**Frank Adams** seconded the motion, which was unanimously approved.

- Chair Erin Christensen X Aye \_\_\_\_Nay
- Vice Chair John David Mortensen X Aye \_\_\_\_Nay
- Commissioner Samuel Barlow X Aye \_\_\_\_Nay
- Commissioner Frank Adams X Aye \_\_\_\_Nay
- Commissioner Mike Plaizier X Aye \_\_\_\_Nay
- Commissioner Tyler Turner X Aye \_\_\_\_Nay
- Commissioner Larry Steinhorst X Aye \_\_\_\_Nay

**OTHER BUSINESS**

**Item #5 Miscellaneous, correspondence, etc.**

**a. Minutes Approval from November 16, 2023**

**i. Tyler Turner** motioned to approve the minutes from the above date. **Mike Plaizier** seconded the motion. **Erin Christensen** abstained, as she was not able to read them yet.

- Vice Chair John David Mortensen X Aye \_\_\_\_Nay
- Commissioner Samuel Barlow X Aye \_\_\_\_Nay
- Commissioner Frank Adams X Aye \_\_\_\_Nay
- Commissioner Mike Plaizier X Aye \_\_\_\_Nay
- Commissioner Tyler Turner X Aye \_\_\_\_Nay
- Commissioner Larry Steinhorst X Aye \_\_\_\_Nay

**b. City Council Report from December 5, 2023.**

- i. Gibson** said the Council discussed preliminary plat for the PUD of the Gattrell property, deliberating on the Commission’s conditions. Any changes to the historic homes would maintain eligibility for the national register. They did not implement timing of improvements for the historic structures, since there are current tenants in them. The direction was to keep the homes. The Council let the developer off the hook on the open space requirement recommended by the Commission.
- ii.** The Council followed the Commission’s recommendation for the Acer Trees home business off the frontage road. It got more colorful during the Council’s public hearing than it did at the Commission’s hearing, as a neighbor shared his concerns.
- iii.** The Council tabled the designation of Main Street Historic Landmark District in order to hold a question-and-answer session with affected landowners. The Council held a canvass of the election, where all three incumbents were re-elected.

**c. Review of 2024 PC Calendar.** **Gibson** said Commission meetings are the first and third Thursdays of the month, except in February and December. In April, there would not be a meeting held over spring break. The July 4 meeting would be canceled. There will be one meeting in December.

**Steinhorst** motioned to approve the 2024 calendar. **Plaizier** seconded the motion.

- Chair Erin Christensen X Aye \_\_\_\_Nay
- Vice Chair John David Mortensen X Aye \_\_\_\_Nay
- Commissioner Samuel Barlow X Aye \_\_\_\_Nay
- Commissioner Frank Adams X Aye \_\_\_\_Nay



- Commissioner Mike Plaizier X Aye \_\_\_Nay
- Commissioner Tyler Turner X Aye \_\_\_Nay
- Commissioner Larry Steinhorst X Aye \_\_\_Nay

**d. Election of Chair and Vice Chair for 2024.**

**i. Erin Christensen** nominated **John David Mortensen** for the Chair position. **Mortensen** accepted the nomination.

- Chair Erin Christensen X Aye \_\_\_Nay
- Vice Chair John David Mortensen X Aye \_\_\_Nay
- Commissioner Samuel Barlow X Aye \_\_\_Nay
- Commissioner Frank Adams X Aye \_\_\_Nay
- Commissioner Mike Plaizier X Aye \_\_\_Nay
- Commissioner Tyler Turner X Aye \_\_\_Nay
- Commissioner Larry Steinhorst X Aye \_\_\_Nay

**ii. Tyler Turner** nominated **Frank Adams** for the Vice Chair Position. **Adams** accepted the nomination.

- Chair Erin Christensen X Aye \_\_\_Nay
- Vice Chair John David Mortensen X Aye \_\_\_Nay
- Commissioner Samuel Barlow X Aye \_\_\_Nay
- Commissioner Frank Adams X Aye \_\_\_Nay
- Commissioner Mike Plaizier X Aye \_\_\_Nay
- Commissioner Tyler Turner X Aye \_\_\_Nay
- Commissioner Larry Steinhorst X Aye \_\_\_Nay

**e. Other**

- i. Petersen** said the Commission is invited to the training before the January 16, 2024, City Council meeting at 6 p.m. Commissioners are supposed to have four hours of training each year. The City Attorney will provide training on ex parte contact, conflicts of interest, rules, and procedures.
- ii.** This was the last meeting with **Mike Plaizier** and **Larry Steinhorst**. They will receive recognition on the January 2, 2024, City Council meeting for all of their dedication over the last four to five years. **Gibson** said the alternates were appointed to one year, and often they move up into Commissioner seats. The City advertised the two open Commission positions as well as two open alternate positions, and received multiple applications. The Mayor will present nominations at the January 2, 2024, Council meeting. **Joey Hansen**, who expressed interest in filling a Commission seat, was in attendance.

**ADJOURNMENT**

**Mike Plaizier** motioned to adjourn. **Larry Steinhorst** seconded the motion.

- Chair Erin Christensen **X** Aye \_\_\_\_Nay
- Vice Chair John David Mortensen **X** Aye \_\_\_\_Nay
- Commissioner Samuel Barlow **X** Aye \_\_\_\_Nay
- Commissioner Frank Adams **X** Aye \_\_\_\_Nay
- Commissioner Mike Plaizier **X** Aye \_\_\_\_Nay
- Commissioner Tyler Turner **X** Aye \_\_\_\_Nay
- Commissioner Larry Steinhorst **X** Aye \_\_\_\_Nay



Erin Christensen, Chair  
John David Mortensen, vice chair.