

**MINUTES OF THE VINEYARD TOWN
PLANNING COMMISSION MEETING**

Site Visit: 496 E 1750 N, 6:30 PM

Regular Meeting: Vineyard Town Hall, 240 East Gammon Road, 7:00 PM

Wednesday, January 18, 2017

PRESENT	ABSENT
Commissioner Chair Chris Judd	Commissioner Tim Blackburn
Commissioner Angela Kohl	
Commissioner Daniel Pace	
(A) Commissioner Cristy Welsh	
(A) Commissioner Anthony Jenkins	

STAFF PRESENT—Town Engineer Don Overson, Community Development Technician Elizabeth Hart

OTHERS PRESENT— Leighton Jenson, MS property owner, Niel Townsend and Clint Summers, Owners of Transwest Mobile Truck Repair.

The Vineyard Town Planning Commission conducted a site visit starting at 6:30 PM at 496 E 1750 N, and held a public hearing and regular meeting on Wednesday, January 18, 2017 starting at 7:00 PM in the Vineyard Town hall.

SITE VISIT

The site visit began at 6:30 PM with a site visit to 496 E 1750 N. The applicant, Niel Townsend, took the commissioners through the proposed layout of the unit. Mr. Townsend answered questions about how the unit will be used, the type of work the company does, and where the employee parking is located.

REGULAR SESSION: CALL TO ORDER

Chair Judd opened the regular session at 7:00 PM in the Town Council Chambers at 240 E Gammon Rd.

INVOCATION

Commissioner Jenkins offered the invocation.

OPEN SESSION

Chairman Judd asked for public comment. None was given.

MINUTES FOR APPROVAL

Chairman Judd called to approve the minutes of the December 7, 2016 Planning Commission meeting.

Motion: COMMISSIONER PACE MADE A MOTION TO APPROVE THE MINUTES FROM THE DECEMBER 7, 2016 PLANNING COMMISSION MEETING. COMMISSIONER KOHL SECONDED THE MOTION. ALL WERE IN FAVOR. THE MOTION CARRIED UNANIMIOUSLY.

BUSINESS ITEMS

5.1 Site Visit, Public Hearing, and Consideration – Transwest Mobile Truck Repair

Niel Townsend, Transwest Mobile Truck Repair, reviewed the conditional use permit application for a vehicle and equipment repair garage. Mr. Townsend talked about the history of the company and what the company does. He stated that the company specializes in onsite

vehicle repair and that no repairs will be done inside the unit. He also stated that employees will use the backside parking and small delivery trucks will most likely use parking in the front.

Chairman Judd asked for a motion to open the Public Hearing.

Motion: COMMISSIONER JENKINS MADE A MOTION TO OPEN THE PUBLIC HEARING AT 7:07 PM. COMMISSIONER KOHL SECONDED THE MOTION. ALL WERE IN FAVOR. ALL WERE IN FAVOR. THE MOTION CARRIED UNANIMOUSLY.

Chairman Judd asked for public comment. There was none. Chairman Judd asked for a motion to close the public hearing.

Motion: COMMISSIONER PACE MADE A MOTION TO CLOSE THE PUBLIC HEARING AT 7:08 PM. COMMISSIONER KOHL SECONDED THE MOTION. ALL WERE IN FAVOR. THE MOTION CARRIED UNANIMOUSLY.

Chairman Judd asked the commission for questions on the conditional use permit. There was discussion on the conditions recommended by staff. Commissioner Pace made a recommendation to strike out the proposed conditions number two and four.

Motion: COMMISSIONER KOHL MADE A MOTION TO APPROVE THE CONDITIONAL USE PERMIT WITH THE SIX (6) BELOW.

1. All signage shall require permit.
2. This conditional use permit shall maintain compliance with the approved site plan, local, state and federal laws.
3. No vehicular service or repair is permitted outside of the building.
4. All storage of liquids, materials, parts, tools and other items associated with this business shall be stored within the building.

COMMISSIONER PACE SECONDED THE MOTION. ALL WERE IN FAVOR. THE MOTION CARRIED UNANIMOUSLY.

5.2 Open House Exhibits

Ms. Hart presented the commission with the exhibits created to display at the open house that detailed the update of the Town's general plan. Discussion ensued about the activities to take place at the open house.

5.3 Planning Commission Chair/Vice-Chair Election

Motion: COMMISSIONER WELSH NOMINATED CHRIS JUDD FOR CHAIRMAN. COMMISSIONER PACE SECONDED THE MOTION. ALL PRESENT VOTED FOR COMMISSIONER JUDD AS CHAIRMAN. THE MOTION CARRIED.

Motion: COMMISSIONER NOMINATED COMMISSIONER PACE AS VICE CHAIR. COMMISSIONER KOHL SECONDED THE MOTION. ALL PRESENT VOTED IN FAVOR FOR COMMISSIONER PACE. THE MOTION CARRIED.

PLANNING COMMISSION MEMEBERS' REPORTS/DISCLOSURES

Chairman Judd asked the commission for any reports or disclosures. Commissioner Jenkins talked about air quality information the City of Provo has been promoting on their city website.

Chairman Judd gave an update from the Town Council. He stated that a discussion on hiring a Town Manager happened. He also stated that the Town Council retreat would be taking place the next weekend and that it is open to the public to come listen.

STAFF REPORTS

- Morgan Brim, Community Development Director
 - None was given.
- Don Overson, Town Engineer
 - Mr. Overson gave an update on the Transportation Master Plan.

ADJOURNMENT

Chairman Judd adjourned the meeting at 8:08 PM

MINTUES APPROVED ON: February 1, 2017

CERTIFIED CORRECT BY: /s/

Elizabeth Hart, Community Development Technician