

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

**MEETING DATE:** March 28th, 2019  
**PLACE:** Huntsville Town Hall, 7309 E. 200 S.  
**TIME:** 7:00 P.M.

NAME	TITLE	STATUS
Doug Allen	Planning Commission Chair	Present
Sandy Hunter	Planning Commissioner	Present
Blake Bingham	Planning Commissioner	Present
Liz Poulter	Planning Commissioner	Present
Jeff Larsen	Planning Commissioner	Present
Larel Parkinson	Planning Commissioner	Present
Bill White	Town Council Liaison	Present
Wendy McKay	Town Council Liaison	Present
Beckki Endicott	Recorder	Present
Bill Morris	Town Attorney	Excused

**Citizens:** Rex Harris, Mayor Truett, Mark Babbitt (Great Basin Engineering), Scott Roberts, Tim Charlwood, Jennifer Sorenson, Ron Gault, Kevin Wilson (Weber County Library), Krista Marshall (Weber County Library), Barry Whitehead, Lynda Wangsgard (Weber County Library)

1 – Roll call: Chairman Doug Allen called the meeting to order

2 – Approval of the Minutes from February 28th, 2018: **Blake made a motion to approve minutes for the Planning Commission Meeting on February 28th, 2019.** Seconded by Sandy. All vote aye. Minutes are approved.

3 – Discussion and/or action on Land Use Permit for Barry Whitehead porch addition, parcel #240110005. (See Attachment #1) Rex commented there needed to be the required setbacks for Barry to go ahead with the porch addition to the North part of the home. Rex stated that vehicular access is required to be on the frontage of the home. Barry Whitehead’s frontage is on 7400 East. The old part of his home is out of compliance, but the addition is compliant. Because the vehicle access is on the West side (7400 East), that will be considered the frontage and requires a 30-foot set-back. The porch addition will face 300 South. 300 South is Barry’s side yard by definition of the vehicular access and only requires a 10-foot set back. **Blake made a motion to approve a Land Use Permit for the porch addition on parcel #240110005.** Liz seconded the motion. All votes aye. Motion passes. A Land Use Permit was signed by Chairman Allen and copy given to Barry Whitehead.

VOTES:	
AYES:	Commissioner Sandy Hunter Commissioner Blake Bingham Chairman Doug Allen Commissioner Liz Poulter Commissioner Jeff Larsen
NAYS:	
ALTERNATE:	
EXCUSED:	Commissioner Larel Parkinson

4 – Discussion and/or action on Land Use Permit for Time Charlwood house, parcel #200110005. (See Attachment #2)

**Commissioner Larel Parkinson entered the meeting at 7:15 p.m.**

The plans for Tim Charlwood were reviewed by the Huntsville Planning Commission. The project was reviewed for set backs and height. The parcel number has not been assigned for this part of the subdivision, but the address is 6510 East and 100 South. Rex stated to the PC that the Moratorium hasn't been lifted on Fractured Ownership. It was agreed in the work session that this moratorium would just expire in June. The Land Use permit is a gesture in good faith that the PC and TC will let the moratorium expire in June. CM White recommended to the Mayor that the moratorium be lifted at the next meeting. Tim Charlwood stated he thought the agreement during the work session was to lift the moratorium. **Liz motioned to approve the Land Use Permit for parcel number #200110005 at 6510 East and 100 South.** Jeff Larsen seconded the motion. All votes aye. Motion passes. Land Use Permit was signed by Chairman Allen. A copy was given to Tim Charlwood.

VOTES:	
AYES:	Commissioner Sandy Hunter Commissioner Blake Bingham Chairman Doug Allen Commissioner Liz Poulter Commissioner Jeff Larsen
NAYS:	
ALTERNATE:	Commissioner Larel Parkinson
EXCUSED:	

5 – Discussion and/or action Land Use Permit for new waste water system for the Weber County Library-Huntsville Branch. (See Attachment #3) Mark Babbott with Great Basin Engineering made a presentation with for the Library. The Huntsville Branch has had a difficult time with their septic system and drain field. The Library has contracted with Great Basin to look at some solutions. They are upgrading the septic tank, adding a pump station and then adding a splitter box that will pump to the septic field, which they will be adding additional lines. They have received septic plan approval from the Weber Morgan Health Department. Mark explained that

there will be some other repairs that will be associated with this change. They will change the stairs and they will put a fence around the field. Mark will leave the plans for the upgrade with the Town. Rex commented he has not receive word back from Summer Day at Weber Morgan Health Department. Rex feels that a land use permit would be applicable. Jeff made a motion to approve the land use permit for the new waste water system for the Weber County Library-Huntsville Branch at 131 South 7400 East. Seconded by Liz Poulter. All votes aye. Motion passes. Land Use Permit was signed by Doug Allen and Linda Wangsgard was given a copy of the Land Use permit.

VOTES:	
AYES:	Commissioner Sandy Hunter Commissioner Blake Bingham Chairman Doug Allen Commissioner Liz Poulter Commissioner Jeff Larsen
NAYS:	
ALTERNATE:	Commissioner Larel Parkinson
EXCUSED:	

6 –Discussion and/or action on Land Use Permit for Scott Roberts, 216 South 7500 East, parcel #240100017. (See Attachment #4) Scott Roberts explained this was a family home. They have torn down the old home and tonight are presenting a plan for a new home. He explained there is a problem that Rex has identified with the plans for the new home. Rex explained the site plan showed a home facing the west. This home is on a corner lot and the garage is located east of the home with access to that home/garage on the north. Per our ordinances, the access of the home should be on the frontage of the home, which, per the address, is on the west. Rex believes the home plans could remain the same if the family shifted the site plan to allow for a 30-foot set-back on the north side of the property. Scott Roberts agreed to move the house 20 additional and 30 total feet to the south to have the correct 30-foot set-back on the north side. Blake made a motion to conditionally approve the land use permit for Scott Roberts at 216 South 7500 East, conditioned upon the owners moving the footprint of the house 20 feet south to allow for a 30-foot set back. Sandy seconded the motion. All votes aye. Motion passes. Chairman Allen noted the land use permit and signed the land use permit. Scott Roberts was given a copy of the land use permit.

VOTES:	
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NAYS:	
ALTERNATE:	Commissioner Larel Parkinson
EXCUSED:	

7 – Discussion and/or action on 15.25.1.13.A.4 & 15.25.1.14.A.6 which requires the parcels under consideration for consolidations or line adjustments to be in the same zone. (See Attachment # 5) Blake discussed the pros and cons for the change in this ordinance. Blake will draft the language in this ordinance to allow for the line adjustments. The public hearing will be scheduled for April 25<sup>th</sup>, 2019.

8 – Discussion and/or action on Boundary Line Adjustment for Jennifer Sorenson. (See Attachment #6) **Blake made a motion to approve boundary line adjustment for Jennifer Sorenson on the following parcels: #210080039, 240140042, 240140044, 240140043, subject to the amendment of the existing boundary line adjustments that would allow existing boundary line adjustments to occur with adjacent to parcels with different zones.** Sandy seconded the motion. All votes aye. Motion passes.

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NAYS:	
ALTERNATE:	Commissioner Larel Parkinson
EXCUSED:	

9 – Public Hearing on Ordinance 2019-3-28: 15.6.7 Side Yard Regulations. (See Attachment #7) Rex stated this was to protect the adjoining neighbor from being penalized for someone else breaking the ordinance for a side set back. The PC is proposing taking out the requirement for a total of 20 feet between houses. Currently, if neighbor builds into the side set back, it takes away land that the other neighbor could be using with a 20-foot requirement. **Ron Gault** stated he thought at it was admirable that a small town could propose something to ease the burden on a neighbor. **Bill White** stated he thought this was a good idea. Chairman Allen closed the public hearing and moved into the regular meeting.

10 – Discussion and/or action on Ordinance 2019-3-28: 15.6.7 Side Yard Regulations. **Sandy made a motion to recommend approval of Ordinance 2019-3-28: 15.6.7 Side Yard Regulations.** Liz Seconded the motion. All votes aye. Motion passes. Ordinance will be heard at the next Town Council Meeting.

11 – Discussion on Derek and Jenny Taylor Appeal. Rex wanted to update the Planning Commission on this appeal. The property is located on 7700 East. Initially the Taylors wanted a rental unit on this parcel. The owners have backed off the request to build a rental but have now asked for access to that parcel through the alleyway. The frontage for the property is blocked by a guardrail.

12 – Discussion on Title 4 Land Use Permits Revisions. Rex reported that there are a lot of discrepancy between terms. The Title really needs some clean up work. Rex presented some of his edits. A work schedule was scheduled for April 10<sup>th</sup> at 6 p.m. at the Town Hall

13 – Citizen Comments. CM Bill White reported to the Town Council that he will be resigning from the Town Council while he renegotiates the Water Contract with the Town of Huntsville. He desires to step down avoid a conflict of interest. He will be stepping down in the next month.

14 – Motion to adjourn. **Sandy made the motion to adjourn the meeting.** Blake seconded the motion. All votes aye. **Meeting is adjourned at 9:26 p.m.**

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Beckki Endicott, Recorder