

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

**MEETING DATE:** May 23rd, 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	Excused
Liz Poulter	Planning Commissioner	Present
Jeff Larsen	Planning Commissioner	Present
Larel Parkinson	Planning Commissioner	Present
Wendy McKay	Town Council Liaison	Excused
Beckki Endicott	Recorder	Present
Bill Morris	Town Attorney	Excused

**Citizens: Rex Harris, Jay Lems (Prescott Muir Architects), Michelle Howard (Prescott Muir Architects), Allen Endicott, Lynda Wangsgard**

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

2 – Approval of the Minutes from April 25th, 2019: **CM Jeff Larsen made a motion to approve the amended minutes for the Planning Commission Meeting for April 25th, 2019.** Motion seconded by CM Larel Parkinson. All votes aye. Minutes are approved.

3 – Discussion on future Planning Commission Meeting dates. Beckki asked the commissioners who would be able to be at the June 27<sup>th</sup> meeting. No one was able to make that meeting. Beckki suggested that the meeting be cancelled. **CM Larel Parkinson made the motion to cancel the June meeting and Liz Poulter seconded the motion.** All votes aye. Motion passes. June meeting is canceled.

3 –Discussion and/or action on Land Use Permit for Jake Songer Shed. Rex stated Jake had asked him to represent him. The sheds would be and are located at the back of his lot and would be and are under 200 square feet. Rex stated the Planning Commission note on the land use permit that no plumbing or electrical be apart of the shed. Doug asked if the shed would impact the drain field. Rex stated Jake had redundancy and would not impede the drain field. Rex shared the site plan with the Planning Commission **(See Attachment #1).** **Liz Poulter made a motion to approve the Jake Songer sheds with the stipulation there be no plumbing and electrical.** Larel Parkinson seconded the motion. All votes aye. Land Use Permit is approved. **(See Attachment #2)**

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

4 – Discussion and/or action on Boundary Line Adjustment for Endicott/White parcel #240120028 and #240120013. Allen Endicott explained the White’s had approached them making a boundary line adjustment between the two lots. Allen explained that the White’s were short on frontage and not able to comply to the 130 feet. The boundary line was also currently angled from north to south. The Endicott’s have agreed to adjust the line 15 feet to the west on the front of the property and about 6 or 7 feet on the back to straighten the boundary line. Doug asked about the unusual curved lines on the plat map. Allen explained that had been there since they combined two lots together. Allen explained that the White’s lot has more than enough acreage to build but needed a little more frontage. The Endicott’s lot has more than enough acreage and frontage. Beckki pointed the Planning Commission toward the procedure for a Boundary Line Adjustment and the new form. Beckki stated the requirements per the ordinance. **(See Attachment #3)**CM Jeff Larsen made a motion to approve the Application for the Endicott/White Boundary Line Adjustment and recommended the Application be sent to the Town Council for approval. CM Liz Poulter seconded the motion. All votes aye. Motion is approved.

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

5 –Discussion and/or action on Land Use Permit for Children’s Program Education Center. The architects from Prescott Muir presented the plans and Rex stated he has looked over them. Rex commented the library was currently working on improvements to the septic system. As long as Weber Morgan Health can approve the plans, he doesn’t see a problem. Lynda Wangsgard explained that they had bonded for monies to improve the libraries in Weber County. When the work was done, it was done underbudget. They had some funds to be able to work on a couple of projects. The Weber County Commissioners suggested the library think about proposing a children’s outdoor education center on the Huntsville Library. The Weber County Library needs to use the funds by September 1<sup>st</sup> and so they have fast tracked a lot of the paperwork.

Jay Lems took the PC members through the plans put up on the screen. (See Attachment #4) CM Parkinson asked about more parking. Lynda stated they would love to have more parking but the land to the West would be best used as the outdoor space. **CM Liz Poulter motioned to approve the land use permit for the Children’s Education Center at the Weber County Library.** CM Jeff Larsen seconded the motion. All votes aye. Motion approved.

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

6 –Citizen Comments.

**CM Larel Parkinson** wanted to ask about the ally next to the Shooting Star. He commented that people are parking on both sides of the ally, and it is getting difficult to get through the ally. Rex commented the Town could enforce a parking ordinance. Chairman Allen recommended they take this to the Town Council. Rex recommended that the ally be added to the list for potholes as well.

7 – Motion to adjourn. **CM Larel Parkinson made the motion to adjourn the meeting.** Liz Poulter seconded the motion. All votes aye. **Meeting is adjourned at 7:53 p.m.**

---

Beckki Endicott, Recorder