

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

MEETING DATE: June 25th, 2020
PLACE: Electronic Zoom Meeting,
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
Steve Songer	Planning Commissioner	Excused
Blake Bingham	Town Council Liaison	Present
Beckki Endicott	Recorder	Present
Bill Morris	Town Attorney	Excused

Citizens: Rex Harris, Mayor Truett, TCM Richard Sorensen, TCM Wendy McKay, Gary Probasco, Kevin Anderson, Allen Endicott

1–Roll call: Chairman Doug Allen introduced everyone on Zoom and at Town Hall.

2–Discussion and/or action on Boundary Line Adjustment for Kevin Anderson/Gary Probasco. Address of properties at 6745 East and 6775 East at 100 South. Parcel #240170034 and #240170008. (See Attachment #1) Gary Probasco is wanting to sell .30 acres to the Andersons and make a boundary line adjustment. This would leave Gary with the required .75 acre lot. Rex stated he has reviewed the survey and the adjustment, and he approves of the adjustment. PCM Liz Poulter was wanting to know about the pedestrian path on the south side of the property. She is wanting to know if the fence line is the boundary line between the them and the Forest Service Property. Gary stated the fence is on Forest Service property, but it is not the property line. PCM Liz Poulter was wondering what the Anderson’s are going to do with the new property. Kevin Anderson stated eventually they would like to have a small barn, grass and use the land for residential purposes. Mayor Truett was wondering if the property would be fenced since it is an area that has a lot of parking difficulties. Kevin Anderson stated they might consider fencing the lot. **PCM Liz Poulter motioned to recommend to the Town Council the Boundary Line Adjustment of Gary Probasco and Kevin Anderson, parcel #240170034 and #240170008 at 6745 East and 6775 East at 100 South.** PCM Larel Parkinson seconded the motion. All votes aye. Roll Call Vote. Motion passes. Votes are reflected below.

VOTES:	
AYES:	Chairman Doug Allen Commissioner Jeff Larsen Commissioner Liz Poulter Commissioner Larel Parkinson
NAYS:	

3-Chairman's Report. Chairman Doug Allen wanted to express his concerns about holding public hearings by electronic meetings. He states that people will not come and wear a mask. He also believes that people are not computer literate enough to sign on to Zoom and participate. Chairman Allen stated the population of Huntsville is older and is uncomfortable with technology. He would like others to share their thoughts. He doesn't believe that public hearings are possible right now during this pandemic.

Rex wanted to comment. He has been experiencing public hearings at the state level. He stated it is the opportunity for people to provide public comment. The state gives a couple of options. There is an online option. There is the option to send in written comments. Rex stated they added a limited size presentation where people can come in limited numbers. They have also provided a way for someone to show up and a recorder to record their comments. Rex stated we have the ability to send out email. There are other ways to solicit comments.

Blake stated Weber Morgan Health has set up the guidelines and we just need to figure out what a public hearing looks like within those guidelines. He recommends that we continue to do the business of the Town. There will not be a way to please everyone.

Chairman Allen would like to see us utilize the water billing to solicit comments. Mayor Truett states he sees both sides of the argument. He favors gathering people together but recognizing that electronic meetings are effective. Mayor Truett states there are a lot of ways to meet the needs for a public hearing. He would like to see online surveys and mail in surveys.

PCM Larel Parkinson wanted to comment that he sees the value in making the venue for the public hearings consistent. TCM Wendy McKay stated that when surveys have been made available in the water bill only 9 or 10 come back. She recommends using the BSA to go door to door to present and collect the surveys.

PCM Jeff Larsen stated he would like to check with Bill Morris about what other municipalities are doing. Rex wanted to make sure that we are not just surveying people. Public hearings are to invite input, but the committees are the decision makers. Rex advised to be careful about questions on a survey. Mayor Truett suggested using The Mercantile for meeting. It has the facilities and the space.

Rex stated that maybe the simplest idea is to have the public hearing outside. Mayor Truett liked the idea of simplifying and doing it at Huntsville Park. TCM McKay really likes the idea of going outside.

4-Public Comment. There were none.

PCM Larel Parkinson motion to adjourn the meeting. Chairman Allen seconded the motion. All votes aye. **Meeting is adjourned at 7:41 p.m.**



Beckki Endicott, Recorder

Huntsville Town

Boundary Line Adjustment Application

Applicant Name: KEVIN E. ANDERSON
 Applicant Mailing Address: 6745 E. 100 SO. HUNTSVILLE, UTAH
 Email: [REDACTED] Phone: [REDACTED]
 Brief Description of Proposed Boundary Line Adjustment: _____

THE PURPOSE IS TO REMOVE A PORTION OF THE
PROBASCO PROPERTY AND ADD IT TO THE
ANDERSON PROPERTY. THE PROBASCO PROPERTY
WOULD STILL RETAIN LEGAL SIZE (3/4 ACRE).

Parcel Owner's Permission for Boundary Line Adjustment Application

The undersigned authorize this application for boundary line adjustment:

Parcel Number(s): 24-017-0008
 Parcel(s) Owner Name: G/ GARY PROBASCO
 Parcel(s) Owner Mailing Address: P. O BOX 226 HUNTSVILLE UTAH 84317
 Email: [REDACTED] Phone: [REDACTED]
 Parcel Owner Signature: [Signature] Date: 6-22-2020
 Title (Authorized Agent): _____

The undersigned authorize this application for boundary line adjustment:

Parcel Number(s): 24-017-0034
 Parcel(s) Owner Name: KEVIN E. ANDERSON
 Parcel(s) Owner Mailing Address: 6745 E. 100 SO. HUNTSVILLE, UTAH
 Email: [REDACTED] Phone: [REDACTED]
 Parcel Owner Signature: [Signature] Date: 6-22-2020
 Title (Authorized Agent): _____

(For Additional Parcel Owners Use Attached Sheet)

For Town Use:

Application Date: 6/24/20 Fees Paid: \$100.00

[Signature]
 Beckki Endicott, Town Clerk

Huntsville Town Planning Commission

- Recommended for Approval
- Recommended for Conditional Approval
- Recommended for Rejection
- Deferred

Chair Signature: [Signature] Date: 6-25-20

Notes/Conditions: _____

Huntsville Town Council

- Approved
- Conditional Approval
- Rejected
- Deferred

Mayor Signature: [Signature] Date: 6-25-20

Notes/Conditions: _____

ATTEST:
[Signature]
Beckki Endicott, Town Recorder



Date: 6-25-20

Boundary Line Adjustment Application Requirements:

- The change in boundary lines does not result in the creation of a new lot or parcel.
- The change in boundary does not involve a recorded subdivision plat.
- The proposed change to a lot does not result in the creation of a parcel of size or shape that does not conform to all Town zoning regulations, site development standards, and uses as approved in Appendix One, Table 15-1 (Acceptable Uses by Zone). If the proposed change is to a legally existing nonconforming lot, the change may not perpetuate the nonconformity.
- The proposed change to a parcel does not result in changing a complying structure into a non-complying structure as a result of setbacks, proximity to other structures, use, landscaping, or any other land use requirement.
- The petition to change the boundaries must include signatures from representatives of each parcel affected by the boundary line adjustment.
- The subject parcels are the same zone.

Submission Requirements & Process:

- Completed & Signed Application Form
- Payment of Application Fee to Huntsville Town
- Legal descriptions of each parcel involved in the boundary line adjustment
- Copies of deeds reflecting the proposed property boundaries (not yet recorded)
- One 11x17 (or larger) drawing to scale of the existing plat showing all structures, fence lines, easements, driveways, and streets. Plats must include a measurement scale.
- One 11x17 (or larger) drawing to scale of the proposed plat showing all structures, fence lines, easements, driveways, and streets. Plats must include a measurement scale.
- Boundary Line Adjustment Applications (including all required documents) must be reviewed by the Huntsville Planning Commission and approved by the Huntsville Town Council.
- Once approved by the Huntsville Town Council, the boundary line adjustment shall be accomplished by recording the appropriate deeds with the County Recorder's Office.

ANDERSON EXHIBIT

100 SOUTH STREET

N88°39'00"E 128.73' S88°39'00"W 115.50'

49.5'

49.5'

49.5'



1"=60'

N01°21'00"W 395.95'

ORIGINAL 24-017-0034
50,971 S.F.
1.170 ACRES

NEW AREA
64,033 S.F.
1.470 ACRES

N01°21'00"W 282.86'

NEW AREA
32,670 S.F.
0.750 ACRES

S88°39'00"W 115.50'

N01°21'00"W 113.09'

ORIGINAL 24-017-0008
13,062 S.F.
0.300 ACRES

S01°21'00"E 282.86'

6800 EAST STREET

S01°21'00"E 113.09'

S88°39'00"W 128.73' S88°39'00"W 115.50'



Reeve & Associates, Inc.

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LAND PLANNERS * CIVIL ENGINEERS * LAND SURVEYORS
TRAFFIC ENGINEERS * STRUCTURAL ENGINEERS * LANDSCAPE ARCHITECTS

Project Info.

Designer: TJH
Date: 5-27-2020
Name: K. ANDERSON
Number: 7430
Scale: 1"=60'