

**TREMONTON CITY CORPORATION
PLANNING COMMISSION
September 24, 2013**

Members Present:

Richard Seamons, Chairman
Robert Anderson, Commission Member
Brian Mickelson, Commission Member
Troy Forrest, Commission Member
Micah Capener, Commission Member
David Deakin, City Councilmember
Norene Rawlings, Deputy Recorder

Chairman Richard Seamons called the Planning Commission Meeting to order at 5:30 p.m. The meeting was held September 24, 2013, in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Chairman Richard Seamons, Commission Member Robert Anderson, Commission Member Brian Mickelson, Commission Member Troy Forrest, Commission Member Micah Capener, City Councilmember David Deakin (arrived at 5:40 p.m.), Zoning Administrator Steve Bench, and Deputy Recorder Norene Rawlings were in attendance. Commission Member Rosa Gonzales and Commission Member Jared Summers were excused.

1. Approval of agenda:

Motion by Commission Member Capener to approve the September 24, 2013 agenda.

Motion seconded by Commission Member Anderson. Vote: Chairman Seamons – aye, Commission Member Anderson – aye, Commission Member Mickelson – aye, Commission Member Forrest – aye, and Commission Member Capener – aye. Motion approved.

2. Approval of minutes: August 13, 2013

Motion by Commission Member Forrest to approve the August 13, 2013 minutes.

Motion seconded by Commission Member Mickelson. Vote: Chairman Seamons – aye, Commission Member Anderson – aye, Commission Member Mickelson – aye, Commission Member Forrest – aye, and Commission Member Capener – aye. Motion approved.

3. New Business:

a. Review and consideration of proposed amendments to the Title II Subdivision Ordinance Chapter 2.04 Final Plats.

Zoning Administrator Bench stated that the proposed changes start on page 21 under Amendments to Recorded Plats. In Item A it currently states that the “Land Use Authority Board shall consider and approve or disapprove after a public hearing if required, with or without a petition, any proposed vacation, alteration, or

amendment of a subdivision plat". The petition is basically an application and in order to keep a good record, it is proposed to remove the "or without" a petition language so it reads "with a petition". A public hearing still may or may not be required depending on what's being vacated or amended.

Zoning Administrator Bench stated that the next proposed changes are on page 22. Item A and B were combined into one paragraph, Item C was changed to Item B and a new item C is proposed. In the Zoning Code there are steps that must be taken when an application is submitted so the required steps that must be taken for an Amendment to a Recorded Plat are being added to this section. Item C is the Submission of Application and Item D is the Form and Contents of Required Documents. Item D.1. requires a Petition to be submitted, Item D.2. requires a Title Report to be submitted, and Item D.3. requires the Proposed Amended Plat to be submitted.

Zoning Administrator Bench stated that the next proposed changes are on page 23 under Lot Line Adjustments. The steps required for Lot Line Adjustments were also added to this section. Item B is the Submission of Application and Item C is the Form and Contents of Required Documents. Item C.1. requires a Title Report to be submitted, Item C.2. requires the existing Recorded Plat to be submitted, Item C.3. requires a Legal Description to be submitted, Item C.4. requires the Diagrams of Improvements, Item C.5. requires a Locations of Utilities & Easements Plan, Item C.6. requires a signed Warranty Deed, and Item C.7. requires a Letter of Consent from the lending institution.

Zoning Administrator Bench stated that was all the proposed changes and that a public hearing will be set.

5. Adjournment

Motion by Commission Member Capener to adjourn the meeting. Motion seconded by consensus of the Board. The meeting adjourned at 5:50 p.m.

The undersigned duly acting and appointed Recorder for Tremonton City Corporation hereby certifies that the foregoing is a true and correct copy of the minutes of the Planning Commission held on the above referenced date. Minutes were prepared by Linsey Nessen.

Dated this 12 day of November, 2013



Darlene S. Hess, RECORDER

*Utah Code 52-4-202, (6) allows for a topic to be raised by the public and discussed by the public body even though it was not included in the agenda or advance public notice given; however, no final action will be taken.