

**TREMONTON CITY CORPORATION
PLANNING COMMISSION
November 12, 2013**

Members Present:

Richard Seamons, Chairman
Rosa Gonzales, Commission Member
Robert Anderson, Commission Member
Jared Summers, Commission Member
Brian Mickelson, Commission Member
David Deakin, City Councilmember
Linsey Nessen, Deputy Recorder

Chairman Richard Seamons called the Planning Commission Meeting to order at 5:35 p.m. The meeting was held November 12, 2013, in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Chairman Richard Seamons, Commission Member Rosa Gonzales, Commission Member Robert Anderson, Commission Member Jared Summers, Commission Member Brian Mickelson, City Councilmember David Deakin, Zoning Administrator Steve Bench, and Deputy Recorder Linsey Nessen were in attendance. Commission Member Troy Forrest and Commission Member Micah Capener were excused.

1. Approval of agenda:

Motion by Commission Member Anderson to approve the November 12, 2013 agenda. Motion seconded by Commission Member Gonzales. Vote: Chairman Seamons – aye, Commission Member Gonzales – aye, Commission Member Anderson – aye, Commission Member Summers – aye, and Commission Member Mickelson – aye. Motion approved.

2. Approval of minutes: September 24, 2013

Motion by Commission Member Mickelson to approve the September 24, 2013 minutes. Motion seconded by Commission Member Anderson. Vote: Chairman Seamons – aye, Commission Member Gonzales – aye, Commission Member Anderson – aye, Commission Member Summers – aye, and Commission Member Mickelson – aye. Motion approved.

3. Public Hearing:

Chairman Seamons called a public hearing to order at 5:38 p.m. There was one person in attendance.

- a. To receive public input on proposed amendments to Title II Chapter 2.04 Subdivision Ordinance concerning the submission of an application and form and contents of required documents to be submitted when amending or vacating a recorded subdivision plat, and the submission of an application and form and

contents of required documents to be submitted for a lot line adjustment.

Zoning Administrator Bench stated that these items have been formatted to be the same as the process chapters in the Zoning Code. There shall be a submission of application and all required documents as listed shall be included along with payment, which is set by resolution by the City Council. The items required for vacating or amending plats are the application, a title report, a plat showing the proposed amendment, and the current recorded plat.

The same format was also used on the Lot Line Adjustment. The items required are the payment of the fee, a title report, the recorded plat showing the existing lots, the legal description, a diagram showing how it will be split, location of current utilities and easements, a warranty deed, and a letter of consent from their bank.

Chairman Seamons asked if there were any comments or questions. There were no comments or questions.

Chairman Seamons closed the public hearing at 5:42 p.m.

4. New Business:

- a. Discussion and consideration of approving and recommending to the City Council the proposed amendments to Title II Chapter 2.04 Subdivision Ordinance concerning the submission of an application and form and contents of required documents to be submitted when amending or vacating a recorded subdivision plat, and the submission of an application and form and contents of required documents to be submitted for a lot line adjustment.

Motion by Commission Member Anderson to approve and recommend to the City Council the proposed amendments to Title II Chapter 2.04 Subdivision Ordinance concerning the submission of an application and form and contents of required documents to be submitted when amending or vacating a recorded subdivision plat, and the submission of an application and form and contents of required documents to be submitted for a lot line adjustment. Motion seconded by Commission Member Summers. Vote: Chairman Seamons – aye, Commission Member Gonzales – aye, Commission Member Anderson – aye, Commission Member Summers – aye, and Commission Member Mickelson – aye. Motion approved.

5. Adjournment

Motion by Commission Member Mickelson 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 14th day of January, 2014



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.