



PLANNING COMMISSION

MEETING AGENDA

Tuesday November 12, 2019

6:30 p.m. WORK SESSION

Review of agenda items.

7:00 p.m. REGULAR SESSION (Held in the Court Room, upper level of the Santaquin City Offices, 275 West Main Street)

1. Welcome
2. Invocation / Inspirational Thought
3. Pledge of Allegiance
4. Order of Agenda Items
5. Public Forum
6. **DISCUSSION AND POSSIBLE ACTION ITEMS**
 - a. **Public Hearing- Orchard Vistas Condominium Rezone**

A review of a proposed rezone of approximately 5.097 acres from the Commercial (C-1) zone to the Main Street Residential (MSR) zone. The property to be rezoned is located at approximately N. Orchard Lane and between 400 E. and 200 N.
 - b. **Public Hearing- Heelis Farm Townhomes Rezone**

A review of a proposed rezone of approximately 3.91 acres from the R-10 Residential zone to the R-8 Residential zone (2.19 acres), and to the Main Street Residential (MSR) zone for (1.72 acres). The property to be rezoned is located at approximately 400 E. and between 200 N. and 300 N.
 - c. **Public Hearing- Summit Ridge Towns Concept Plan**

A concept review of the proposed 434-unit multifamily development located at approximately Summit Ridge Parkway and 1200 W. The Proposed subdivision is located within the Summit Ridge Development.
 - d. **Public Notice- Planning Commission By-laws**

The Planning Commission will review and consider adopting changes to the Planning Commission Bylaws.
7. **PLANNING COMMISSION BUSINESS**

Approval of minutes from:
October 22, 2019
8. **ADJOURNMENT**

Upon Request, in compliance with the Americans with Disabilities Act, reasonable accommodations for individuals with disabilities will be provided. For assistance, please call 754-3211.

CERTIFICATE OF POSTING

This agenda is hereby properly advertised this 8th day of November, 2019 through posting of copies of this agenda in three public places within the city, namely **City Hall**, **Zion's Bank**, and the Santaquin branch of the **United States Post Office**

Kira Petersen, Deputy Recorder

MEMO



To: Planning Commission

From: Jason Bond, Community Development Director

Date: November 6, 2019

Re: **Orchard Vistas Rezone**

From: C-1 To: MSR

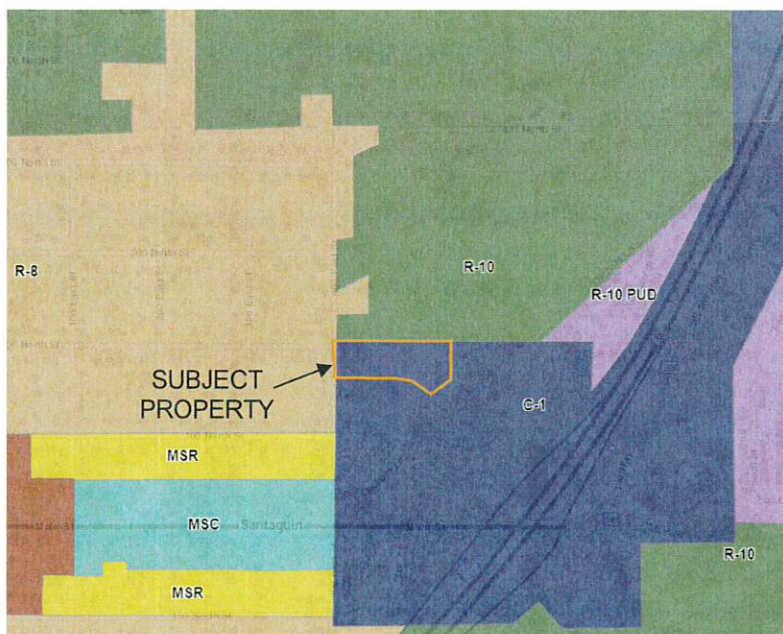
It is proposed that 5.76 acres of land located on the southeast corner of 200 North and 400 East (owned by RG Development LC (et al)) be rezoned. The property is currently zoned Interchange Commercial (C-1) (see below). The property owners are requesting that the property be zoned Main Street Residential (MSR) as indicated on the attached documents.

If this property is rezoned, it is proposed that it be developed into 9 twelve-plex buildings consisting of a total of 108 units. The applicant has provided two different concepts for the City to consider. Concept A features amenities that include a swimming pool, a clubhouse, an agrarian themed tot lot, and a pavilion. Concept B features amenities that include a clubhouse, 2 pickleball courts, an agrarian themed tot lot, a community fire pit with BBQ pavilions, and a few designated seating areas. The attached documents indicate the proposed layouts of the property and proposed elevations of the condominium units. An extensive review of the proposed development is not necessary at this point but conceptual plans have been provided to help the City consider the proposed rezone.

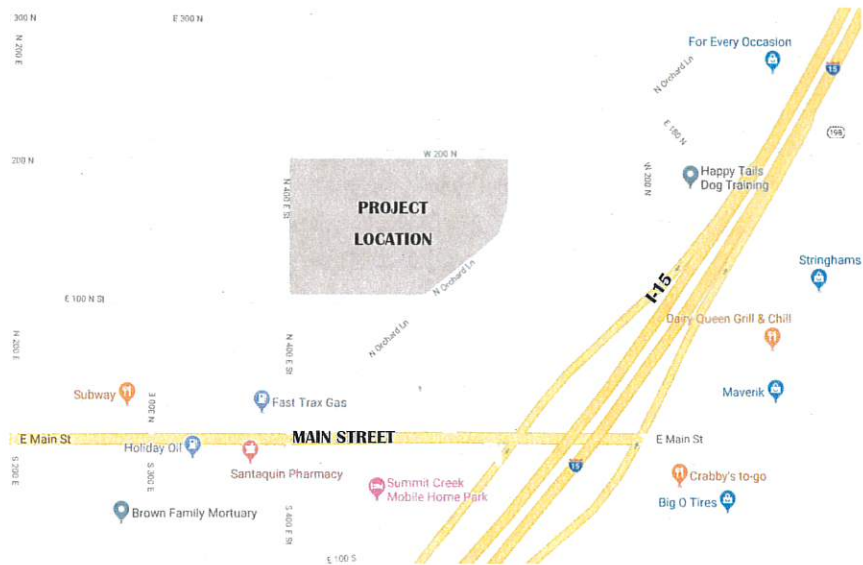
Staff Recommendation: It is recommended that the Planning Commission hold a public hearing and make a recommendation to the City Council concerning the potential rezone of the described property.

Recommended motion: "Motion to recommend approval/disapproval of the Orchard Vistas rezone."

Portion of Santaquin City Zoning Map showing subject property and surrounding area zoning



SANTAQUIN MULTI-FAMILY
SANTAQUIN, UTAH



LEGAL BOUNDARY:
EXISTING ZONING:
PROPOSED ZONING:



PROJECT DATA INFORMATION

AMENITIES	PARKING DATA
1 CLUBHOUSE	100 UNITS - 9 TWELVE PLEX BUILDINGS
5500 PLAYGROUND AREA	2 PARKING SPACES PER UNIT = 216
POOL AREA	GUEST PARKING = 30
8 BEACH SEATING AREAS	207 - TOTAL PARKING SPACES
1 POND PAVILION	8500 SQ. FT. OF PARKING AREA
2 BARBECUE GRILLS	INTERIOR PARKING LANDSCAPE AREA = 5000 SQ. FT.
	11% TOTAL INTERIOR PARKING LANDSCAPE

LANDSCAPE DATA

TOTAL SITE AREA = 251,000 SQ. FT.
 PARKING ISLANDS - 1 TREE AND 4 SHRUBS FOR EVERY 60 SQUARE FEET OF PARKING PLANTER
 OPEN SPACE AND AMENITIES:
 60 SQ. FT. OF OPEN SPACE PER UNIT = 54,000 SQ. FT. PATIOES PER UNIT PROVIDED
 TOTAL OPEN SPACE = 68,125 SQ. FT. (27%)
 OBSTRUCTED = 15,000 SQ. FT. PLAYGROUND, SEATING AREA, AND POOL
 2% OF THE SITE OPEN SPACE UNOBTAINED = 68%
 STREET TREES 1 PER 20' ON 200 NORTH AND ORCHARD LANE
 200 NORTH 14 STREET TREES
 ORCHARD LANE = 14 STREET TREES
 BUFFER AREA ALONG 400 EAST = 5 TREES AND 20 SHRUBS
 BUFFER ALONG COMMERCIAL AREA TO SOUTH = 14 TREES AND 72 SHRUBS

CONCEPT A

[illegible][illegible][illegible][illegible]

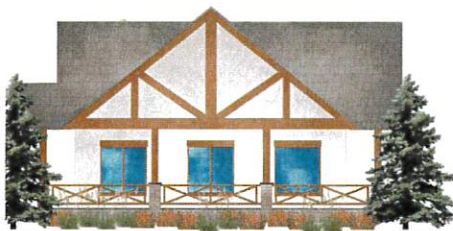
CONCEPT A



SIDE ELEVATIONS

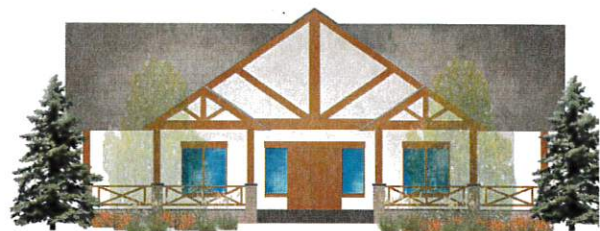


FRONT AND BACK ELEVATIONS



SIDE ELEVATION

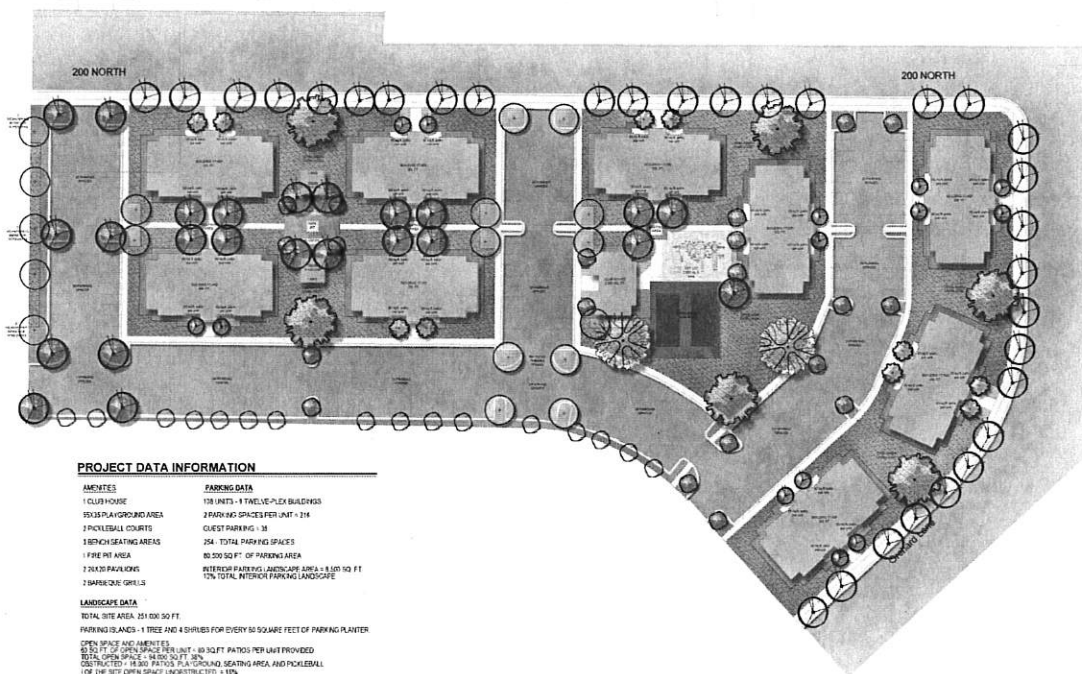
CLUB HOUSE



FRONT ELEVATION

CONCEPT A

CONCEPT A



PROJECT DATA INFORMATION

AMENITIES

1 CLUBHOUSE
50.0 PLAYGROUND AREA
2 PICKLEBALL COURTS
1 BENCH SEATING AREAS
1 FIRE PIT AREA
7 DAY PARKING
2 BARRICADE GRILLS

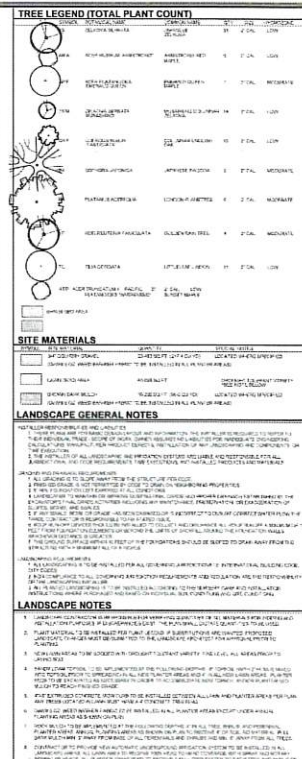
PARKING DATA

108 UNITS - 8 TWELVE-PLEX BUILDINGS
2 PARKING SPACES PER UNIT = 216
GUEST PARKING = 30
254 TOTAL PARKING SPACES
80,500 SQ. FT. OF PARKING AREA
INTERIOR PLAYING/AMENITY AREA = 1,500 TO 10 FT
10% TOTAL INTERIOR PARKING LANDSCAPE

LANDSCAPE DATA

TOTAL SITE AREA = 251,000 SQ. FT.
PARKING ISLANDS - 1 TREE AND 4 SHRUBS FOR EVERY 50 SQUARE FEET OF PARKING PLANTER
OPEN SPACE AND AMENITIES
40,000 SQ. FT. OF OPEN SPACE PER UNIT - 10,000 SQ. FT. PATIO PER UNIT PROVIDED
TOTAL OPEN SPACE = 1,000,000 SQ. FT.
CONSTRICTED - 10,000 PATIO PLAYGROUND SEATING AREA AND PICKLEBALL
[OF THE SITE OPEN SPACE UNCONSTRICTED = 10%]
STREET TREES 1 TREE SP ON 200 NORTH AND ORCHARD LANE
200 NORTH 10 STREET TREES
ORCHARD LANE 10 STREET TREES
BUFFER AREAS 100' 1 TREE PER AC AND 4 SHRUBS FOR EACH TREE
BUFFER AREA ALONG 400 EAST - 5 TREES AND 20 SHRUBS
BUFFER ALONG COMMERCIAL AREA TO SOUTH - 10 TREES AND 70 SHRUBS

CONCEPT B

[illegible]

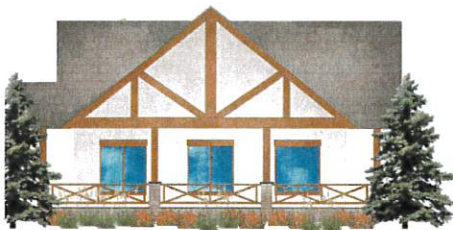
CONCEPT B



SIDE ELEVATIONS



FRONT AND BACK ELEVATIONS



SIDE ELEVATION

CLUB HOUSE



FRONT ELEVATION

CONCEPT B

MEMO



To: Planning Commission

From: Jason Bond, Community Development Director

Date: November 6, 2019

Re: **Heelis Farm Rezone**

From: R-10 To: R-8 and MSR

It is proposed that 3.91 acres of land located at 250 North 400 East (owned by James and Carla DeGraffenried) be rezoned. The majority of the property is currently zoned R-10 Residential with a part of it zoned R-8 Residential (see below).

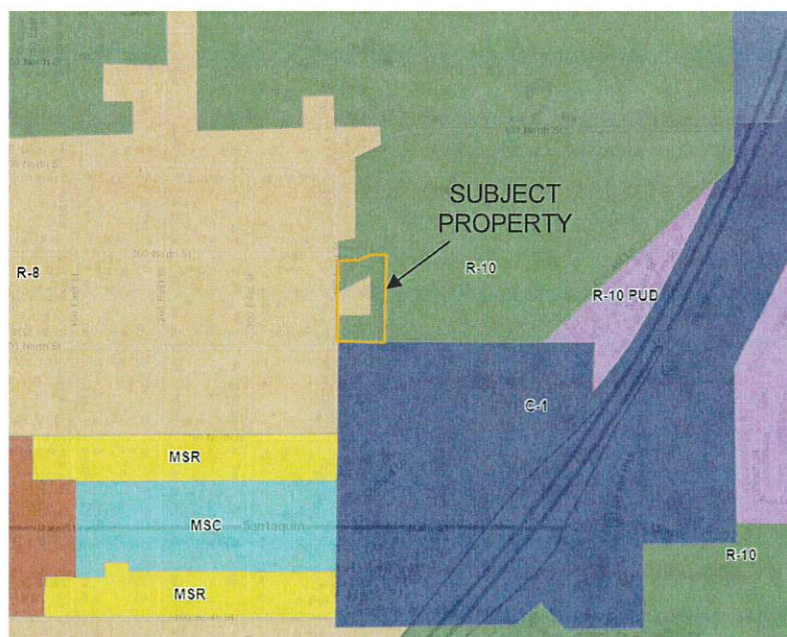
The property owners are requesting that 2.19 of the property be zoned R-8 Residential and 1.72 acres be zoned Main Street Residential (MSR) as indicated on the attached documents.

If this property is rezoned, it is proposed that it be developed with the MSR portion having 20 townhome units and the R-8 portion having 8 single family lots. Proposed amenities for the townhomes would include a basketball court, a tot lot, and a pavilion. The attached documents indicate a proposed layout of the property and proposed elevations of the townhome units. An extensive review of the proposed development is not necessary at this point but conceptual plans have been provided to help the City consider the proposed rezone.

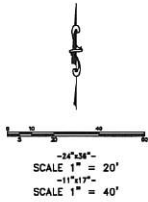
Staff Recommendation: It is recommended that the Planning Commission hold a public hearing and make a recommendation to the City Council.

Recommended motion: "Motion to recommend approval/disapproval of the Heelis Farm rezone."

Portion of Santaquin City Zoning Map showing subject property and surrounding area zoning



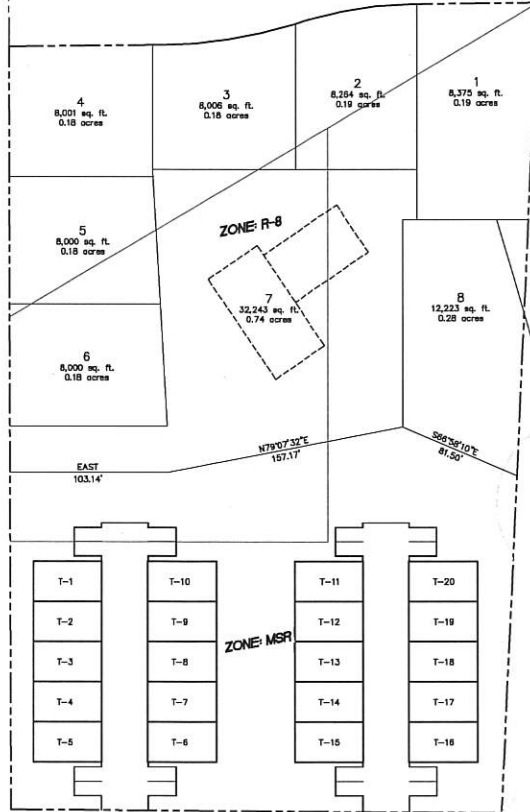
DATA TABLE:
 TOTAL ACRES: 3.91
 TOTAL # OF LOTS: 28
 UNITS/ACRE: 7.15
 MSR ACRES: 1.72
 R-8 ACRES: 2.19
 TOWNHOME LOTS: 20
 SINGLE FAMILY LOTS: 8
 MSR UNITS/ACRE: 11.63
 R-8 UNITS/ACRE: 3.65



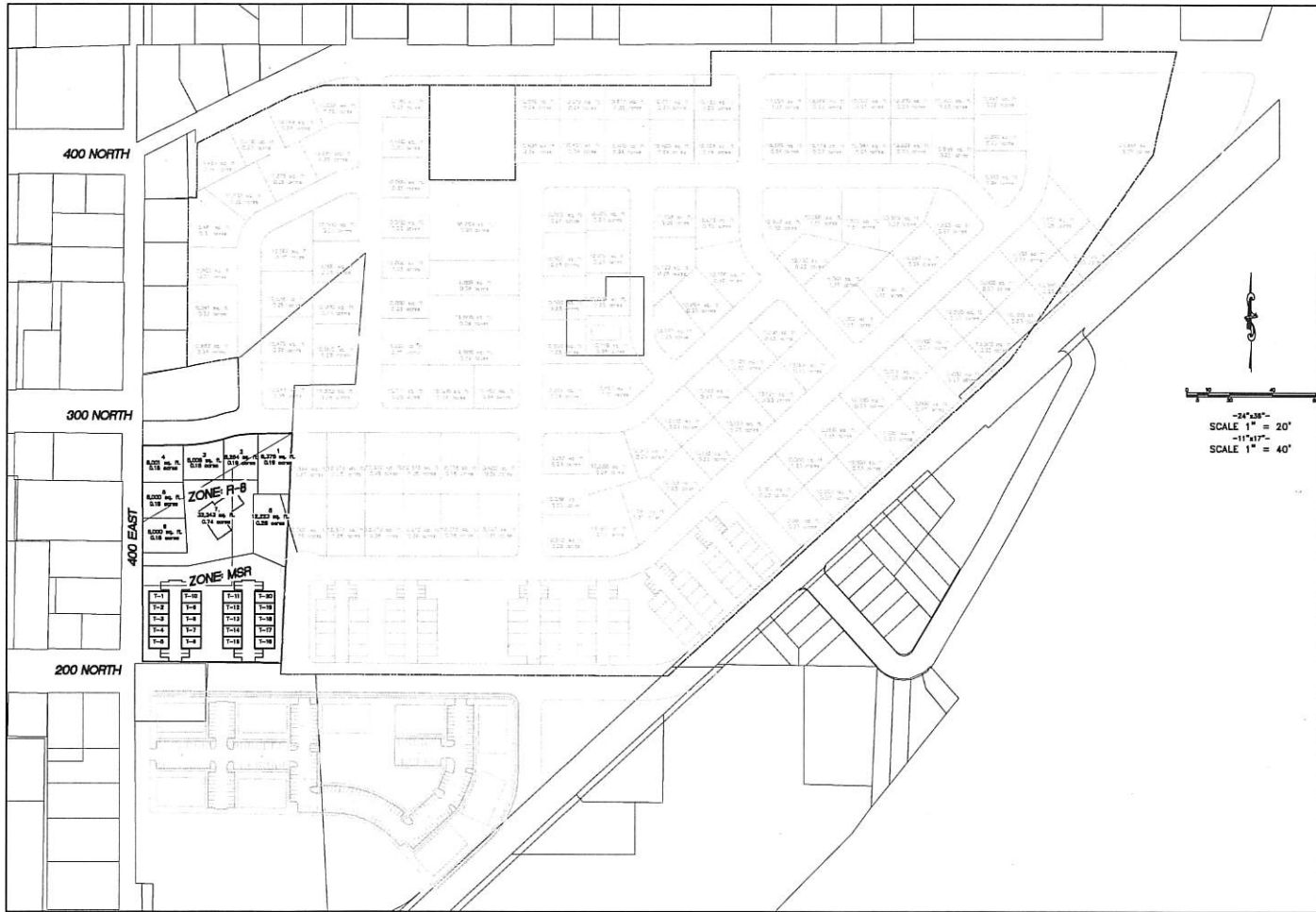
300 NORTH

400 EAST

200 NORTH



SHEET NO. 1	
ZONING EXHIBIT SANTAQUIN, UTAH	
DEGRAF SANTAQUIN ATLAS ENGINEERING L.L.C. 	
PROJECT NO. 2018-0008 PROJECT ADDRESS 1000 N. 200 E. SALT LAKE CITY, UT 84103	
PREPARED BY: [Name] CHECKED BY: [Name] DATE: [Date]	



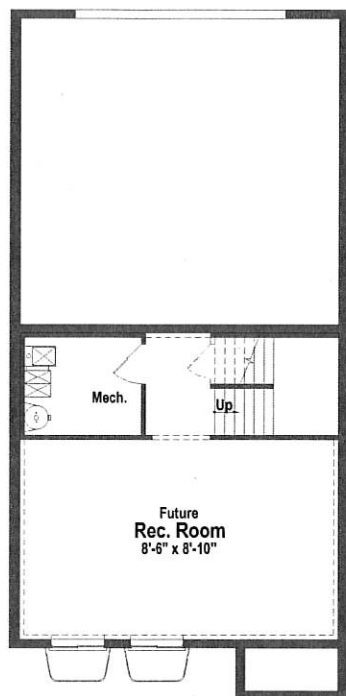
SHEET NO.		2
OVERALL EXHIBIT		SANTAQUIN, UTAH
<p>DEGRAF SANTAQUIN ATLAS ENGINEERING L.L.C.</p> <p>INDEPENDENCE, UT 84306 1000 N. 1000 E. SUITE A SALT LAKE CITY, UT 84143</p>		



Heelis Farm Townhomes
Santaquin, Utah



Heelis Farm Townhomes
Santaquin, Utah



Basement Floor Plan
608 sq. ft.



Main Floor Plan
602 sq. ft.



Second Floor Plan
884 sq. ft.

Heelis Farm Townhomes
Santaquin, Utah

MEMORANDUM



To: Planning Commission

From: Ryan Harris, Staff Planner

Date: November 12, 2019

RE: **Summit Ridge Towns Subdivision Concept Review**

Zone: PC
Size: 42.42 Acres
Units: 434

The Summit Ridge Towns Subdivision is located at Summit Ridge Parkway and 1200 West, which is just east of the new soccer fields. The proposed subdivision is located in the Summit Ridge Development and must follow the Summit Ridge Development Agreement and Santaquin City Code. The proposal consists of 432 townhomes on approximately 42.42 acres and is 10.18 units per acre. There is 7.89 acres of open space and 560 parking stalls (not including garages) for residents and guests. The amenities that they are proposing include a tot lot, hammock grotto, pool with restrooms, a terra park, dog park and an enhanced entry with a windmill and tractor.

This is a subdivision concept review. This review is for the Planning Commission to give feedback to the developer. The review of the concept plan shall not constitute an approval of any kind. After the concept review, the developer will need to submit preliminary plans. Preliminary plans will be reviewed by the Development Review Committee (DRC) and a recommendation will be forwarded to the Planning Commission. The Planning Commission will forward a recommendation to the City Council and the City Council will be the land use authority for preliminary plans. The subdivision has vested rights once it receives preliminary approval by the City Council.

After preliminary approval from the City Council, the DRC will need to approve the final plat before any lots will be recorded. The DRC may only approve a plat submittal after finding that the development standards of subdivision title, the zoning title, the laws of the State of Utah, and any other applicable ordinances, rules, and regulations have been or can be met prior to the recordation or construction beginning (Santaquin City Code 11-5-6B).

The Architectural Review Committee (ARC) will review architectural renderings when provided by developer.

Attachments:

1. Zoning and Location Map
2. Concept Plans

Exhibit 1: Location and Zone Map

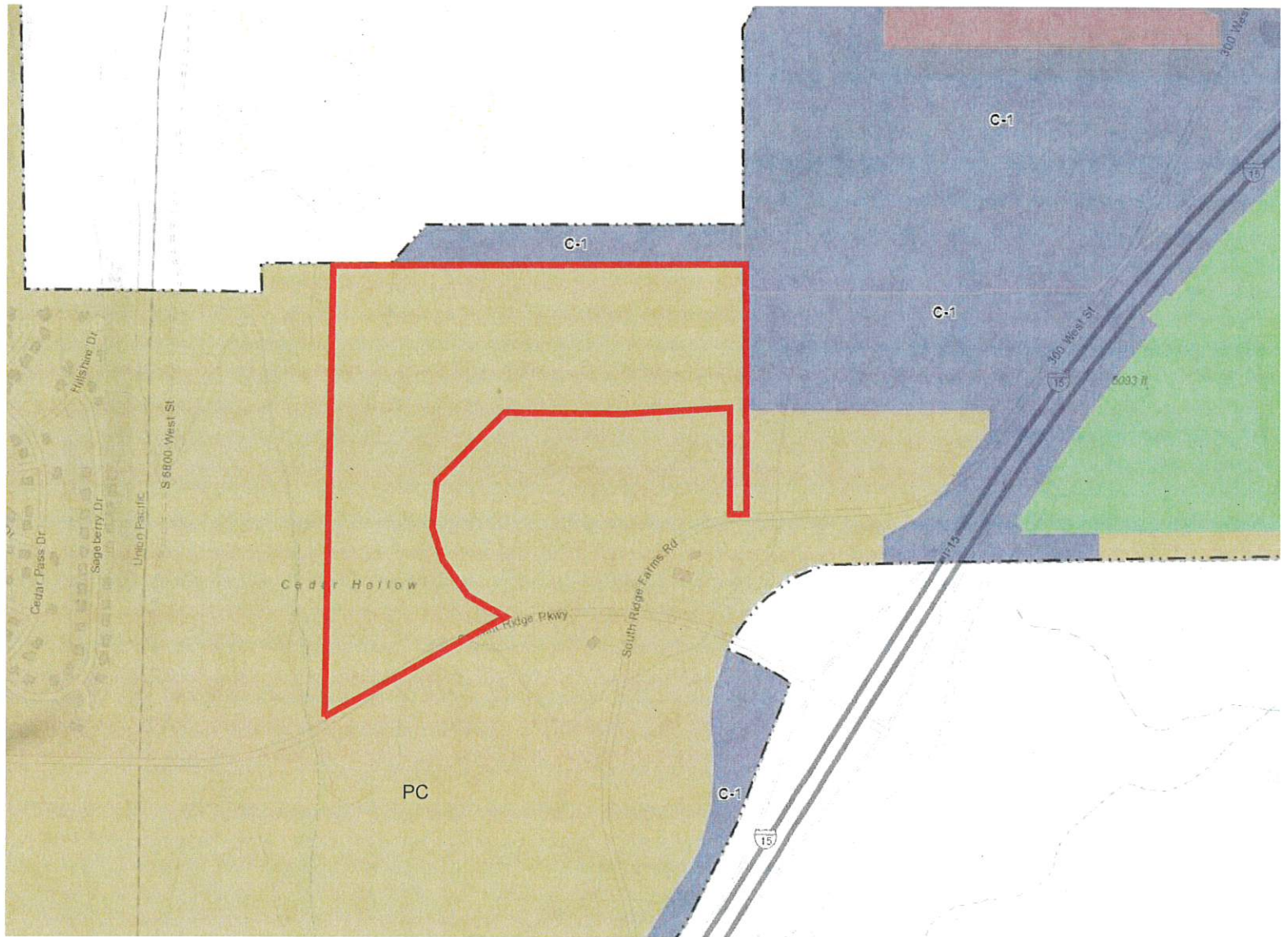
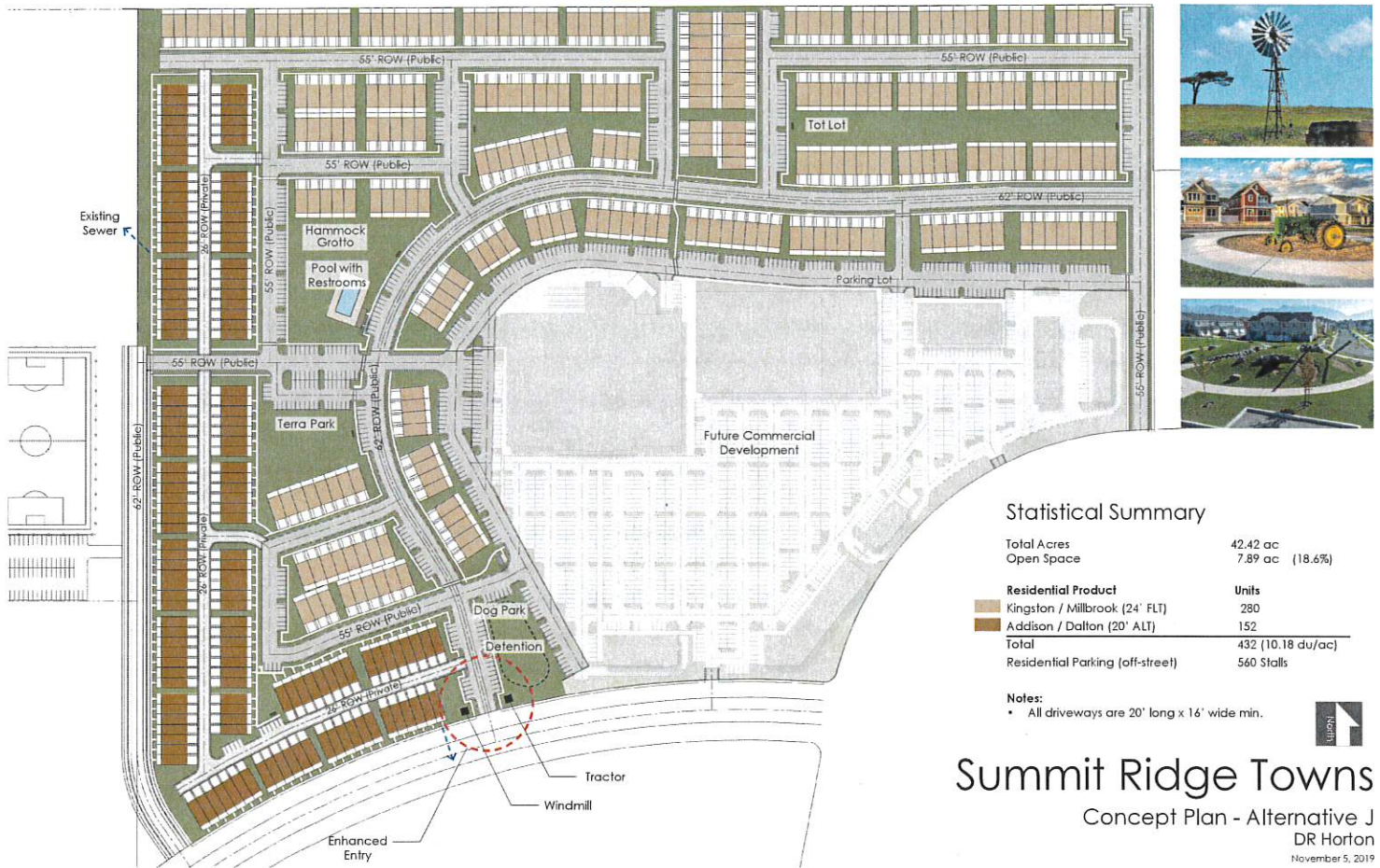


Exhibit 2 : Concept Plan



Statistical Summary

Total Acres	42.42 ac
Open Space	7.89 ac (18.6%)
Residential Product	
Kingston / Millbrook (24' FLT)	280
Addison / Dalton (20' ALT)	152
Total	432 (10.18 du/ac)
Residential Parking (off-street)	560 Stalls

Notes:
 • All driveways are 20' long x 16' wide min.



Summit Ridge Towns

Concept Plan - Alternative J

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November 5, 2019



Summit Ridge Towns

Amenities Plan
DR Horton
November 5, 2019

Hammock Grotto



Outdoor Pool



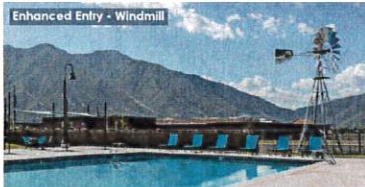
Dog Park



Playground



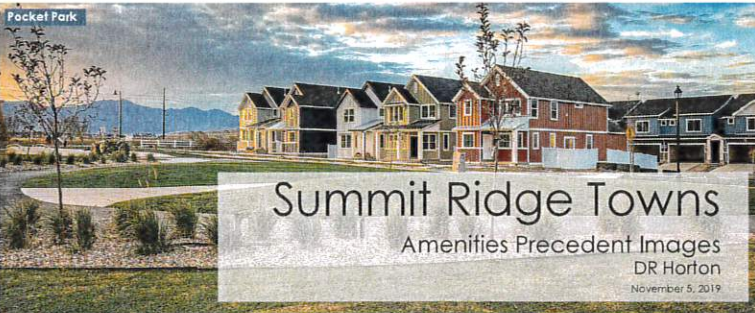
Enhanced Entry - Windmill



Enhanced Entry - Tractor



Pocket Park



Summit Ridge Towns

Amenities Precedent Images

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Areas Maintained by HOA

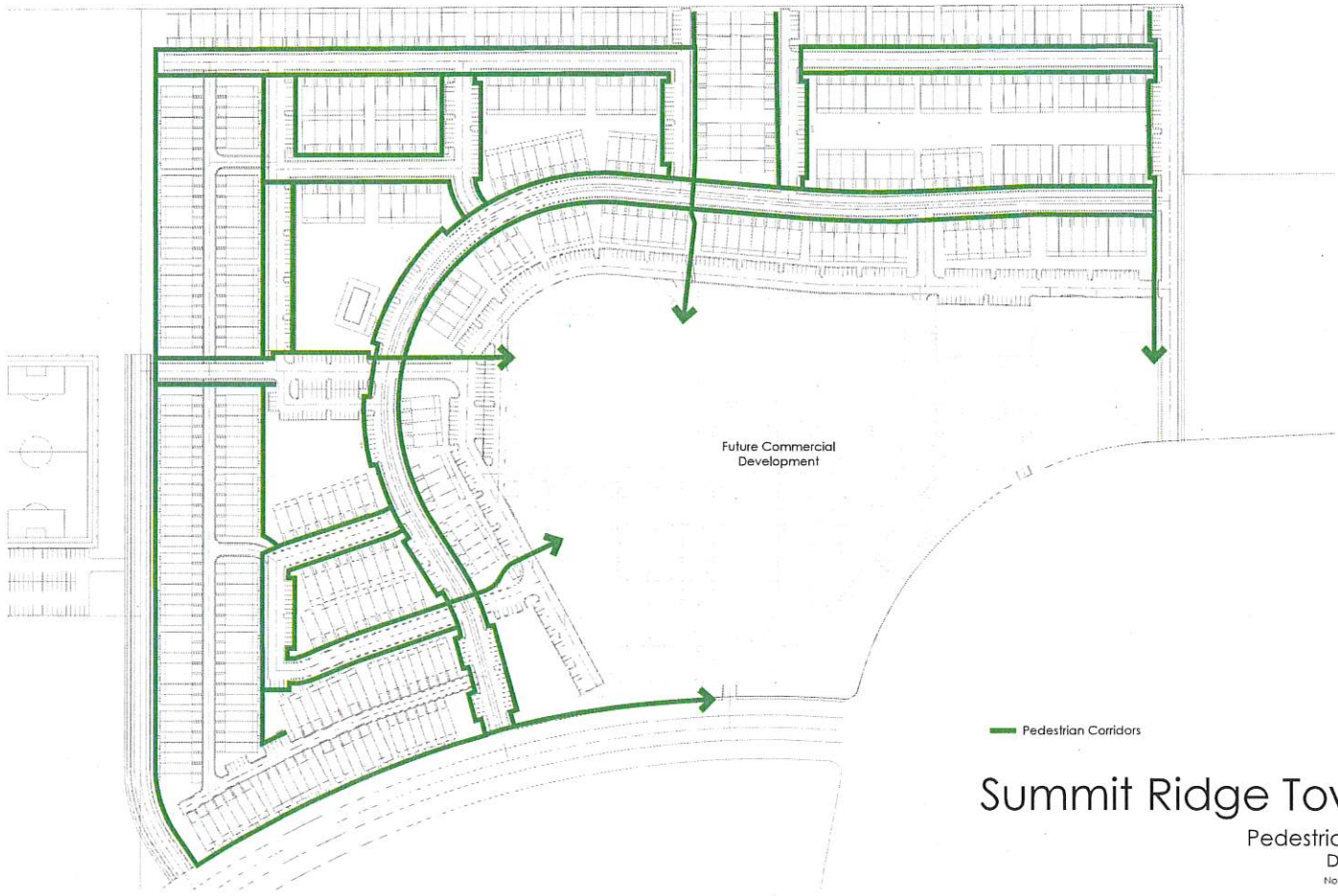


Summit Ridge Towns

Maintenance Plan

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November 5, 2019



— Pedestrian Corridors

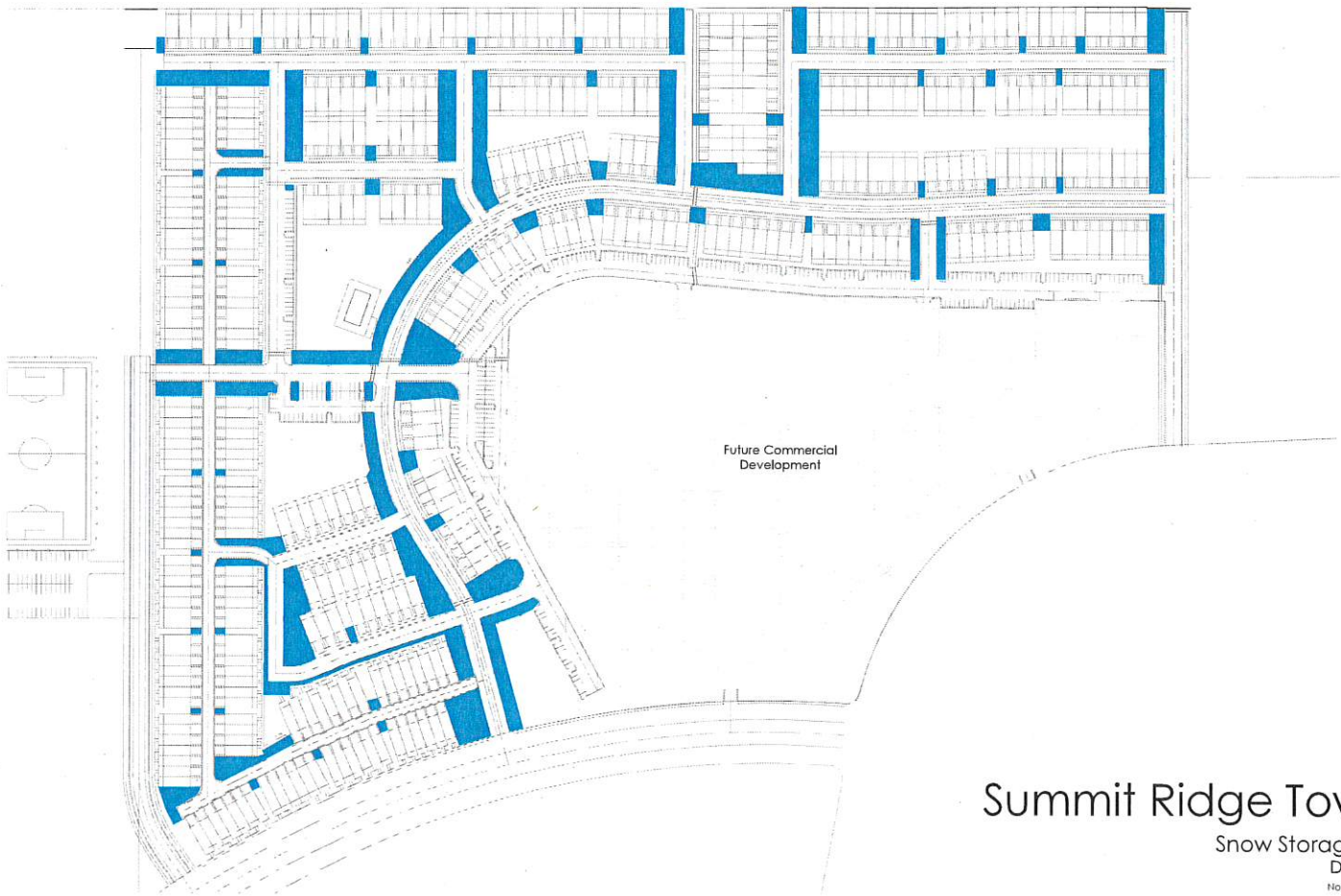


Summit Ridge Towns

Pedestrian Plan

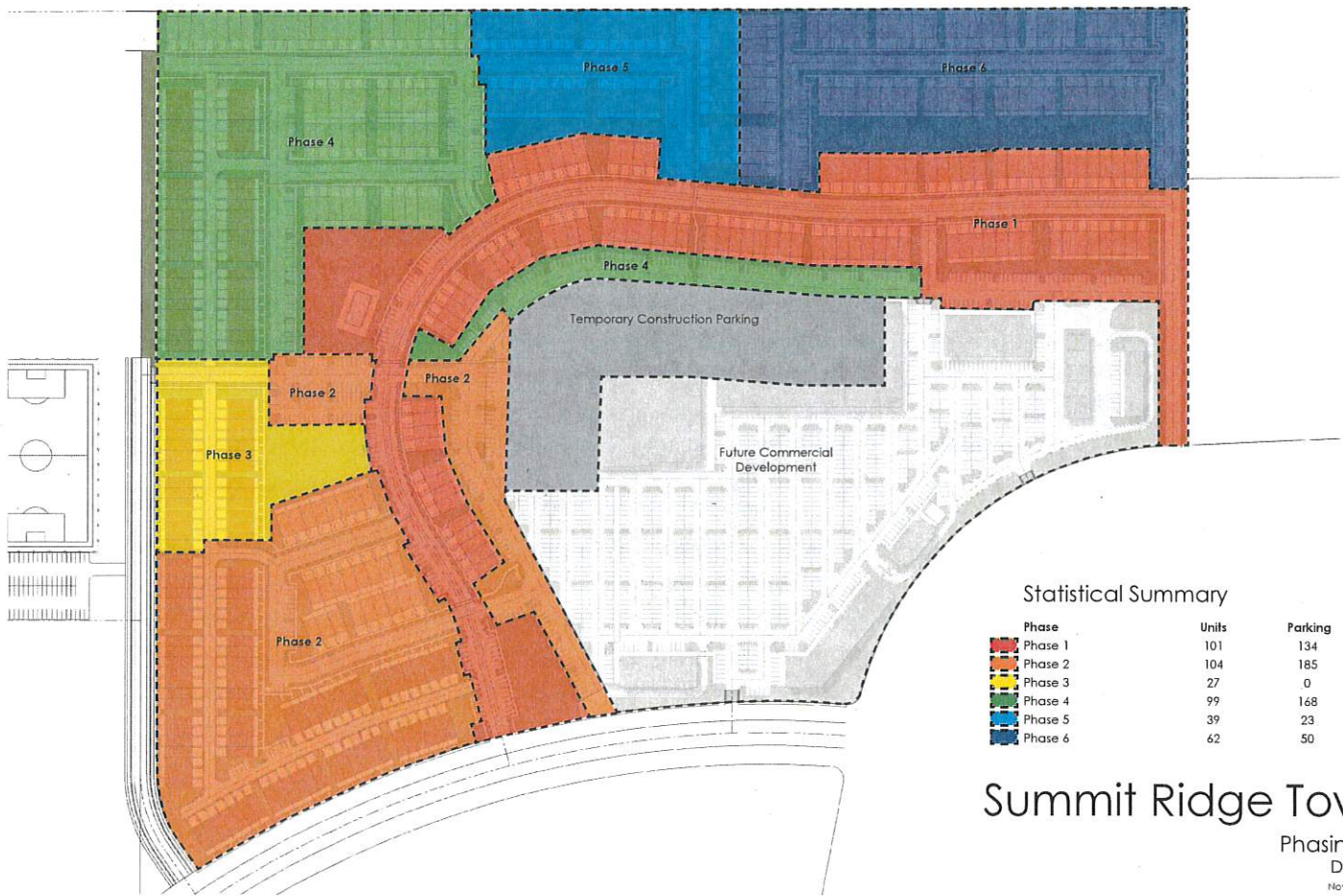
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Summit Ridge Towns

Snow Storage Plan
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November 5, 2019



Statistical Summary

Phase	Units	Parking
Phase 1	101	134
Phase 2	104	185
Phase 3	27	0
Phase 4	99	168
Phase 5	39	23
Phase 6	62	50



Summit Ridge Towns

Phasing Plan
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November 5, 2019

Major Local

The 62 foot Major Local cross section is designed to accommodate slightly higher density residential, neighborhood commercial, schools, churches and institutional land uses. This cross section features 10 foot lanes, 8 foot parking lanes, mountable curbs, park strips and sidewalks. The 8 foot parking lanes could also be restriped for bike lanes when deemed appropriate by city staff.

Figure 38: 62 foot Major Local

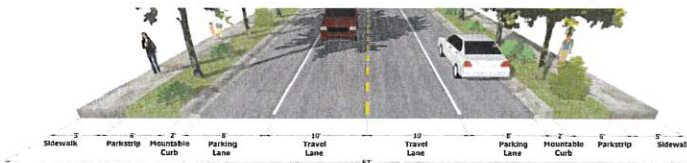


Figure 34: 55 foot Local

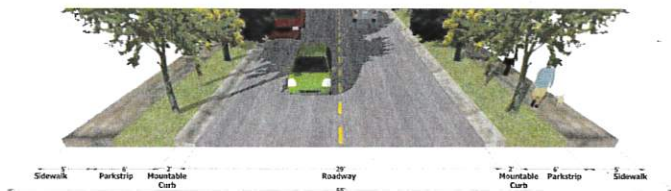


Figure 32: 26 foot Local Private



Master Declaration of Covenants, Conditions and Restrictions and Reservation of Easements for Summit Ridge Communities (pages 75 & 76)

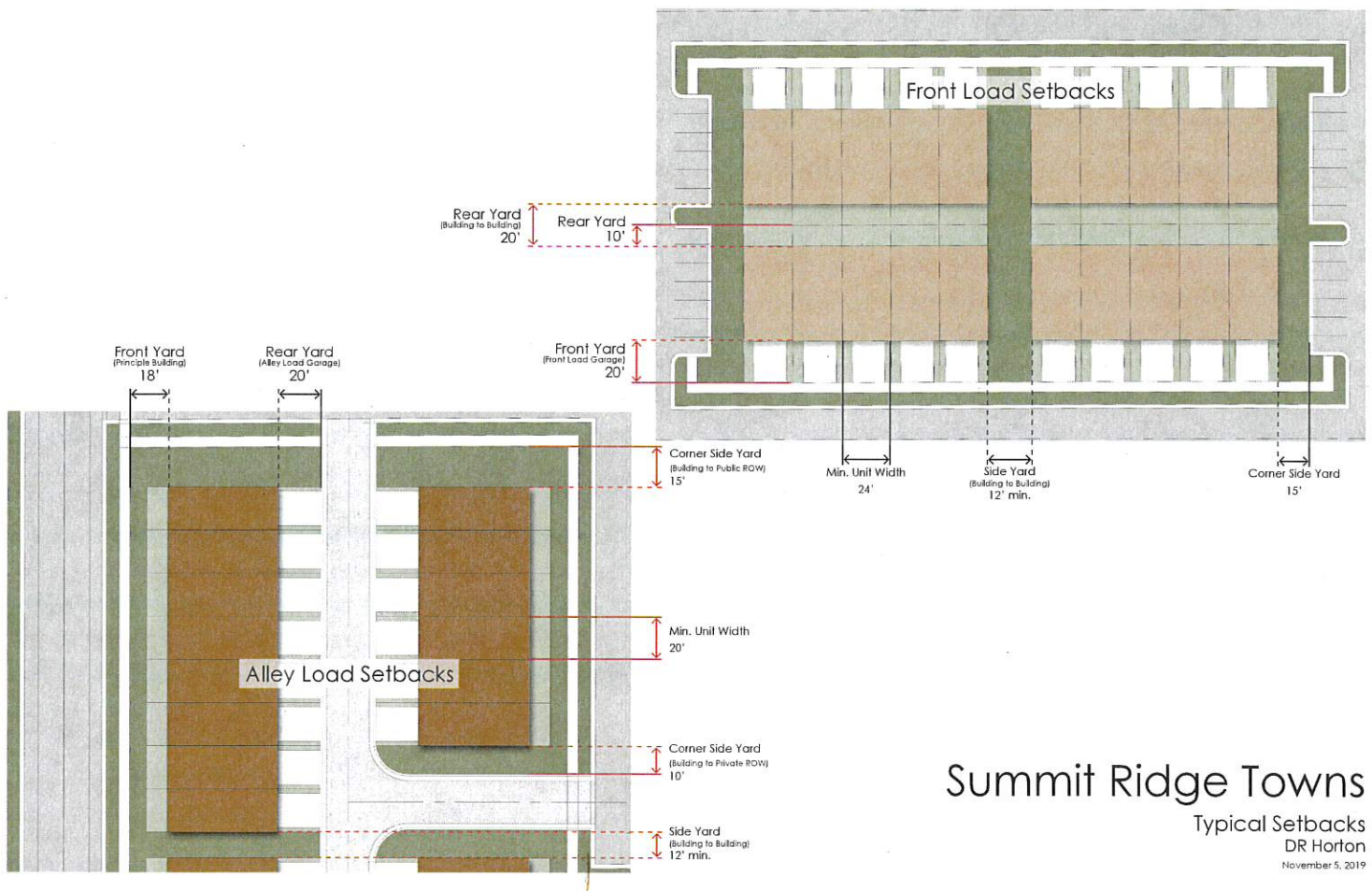
- 4) **Major Residential.** Two-lane Major Residential streets are intended to serve local neighborhoods within Summit Ridge within a 49 foot ROW. These roadways are characterized by two 12 foot travel lanes and an asphalt width of 34 feet. Other street section characteristics include a two foot modified high back curb on each side, a six foot park-strip and a detached five foot sidewalk on one side of the street, and a ten foot Public Utility Easement (PUE) on each side of the street.
- 5) **Minor Residential.** Two-lane neighborhood collector streets are intended to serve local neighborhoods within Summit Ridge. These roadways are characterized by two 12 foot drive lanes on 28 feet of asphalt located within a 43 foot right of way. Other street section characteristics include a two foot modified high back curb on each side, a six foot park-strip and a detached five foot sidewalk on one side of the street and a 10 foot Public Utility Easement (PUE) on both sides of the street.
- 6) **Cul-de-Sac Access Roadways.** Cul-de-Sac Access Roadways promote a "country" looking image by using historic county roadway elements that can more closely conform to the topography. These elements consist of two drive lanes on 28 feet of asphalt within a 32 foot right of way. This street section does not include any sidewalks but it does include a two foot modified high back curb and a ten foot Public Utility Easement (PUE) on each side of the road. Designed for speeds of 25 M.P.H., the Cul-de-Sac Access Roadways will serve low density neighborhoods.
- 7) **Private Residential Streets.** Private residential streets may be built to a variety of standards depending on the specific need. Design standards for private streets may include the following: (1) special curb treatments; (2) reduced pavement widths; and (3) special paving treatments, including stamped concrete or unit pavers. Private Streets shall be designed for speeds not to exceed 15 m.p.h. A typical cross section for a private street with reduced pavement should include two nine foot drive lanes and a seven foot parking lane for a total reduced pavement of 25 feet. Two parking lanes would increase the street width to 32 feet.

Summit Ridge Towns

ROW Cross Sections

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November 5, 2019

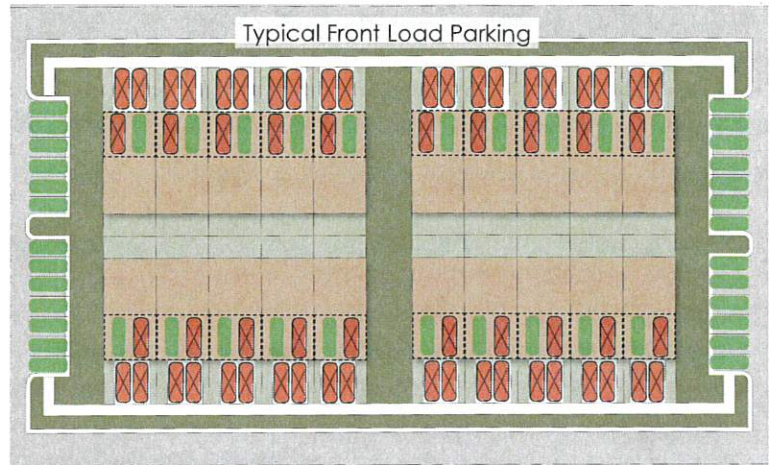
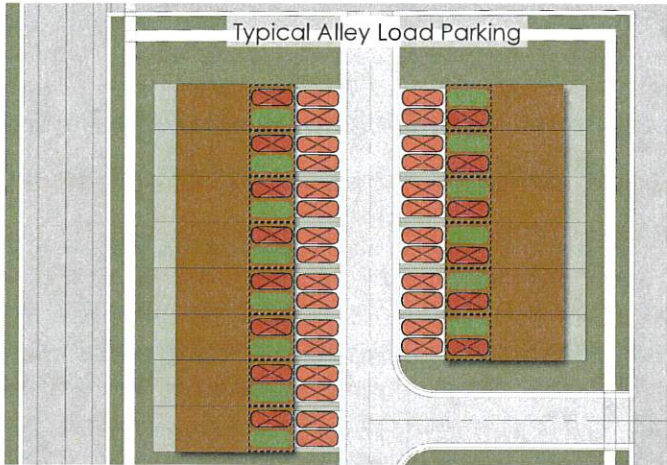


Summit Ridge Towns

Typical Setbacks

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November 5, 2019



Parking Calculations by Phase						
Phase	Units	Required Parking	Required Guest Parking	Total Provided	Cumulative Required	Cumulative Provided
Phase 1	101	202	32.75	(101 + 134) 235	234.75	235
Phase 2	104	208	26	(104 + 185) 289	468.75	524
Phase 3	27	54	6.75	(27 + 0) 27	529.5	551
Phase 4	99	198	24.75	(99 + 168) 267	752.25	818
Phase 5	39	78	9.75	(39 + 23) 62	840	880
Phase 6	62	124	15.5	(62 + 50) 112	979.5	992
Total	432	864	115.5		979.5	992



Use	Parking Required
Residential	
Duplex	2 parking spaces per unit
Mixed use development with residential dwellings ¹	2 parking spaces per unit. Additional parking is required per nonresidential uses as provided below. Garages will be counted as 1 parking space unless the garage dimension is a minimum of 24' x 24' with at least 20' for the opening, whether 1 door or 2 door, for vehicle entrance in which it would count as 2 parking spaces.
Multiple-unit dwelling (apartments) ²	2 parking spaces per unit. Garages will be counted as 1 parking space unless the garage dimension is a minimum of 24' x 24' with at least 20' for the opening, whether 1 door or 2 door, for vehicle entrance in which it would count as 2 parking spaces.

Notes:

Additional guest parking shall be provided as follows: The first 5 residential units (1 ≤ units ≤ 5) in a development require 1 parking space per residential unit. The next 5 residential units (5 < units ≤ 10) in a development require 0.75 parking space per residential unit. The next 5 residential units (10 < units ≤ 15) in a development require 0.50 parking space per residential unit. Residential units above 15 (units > 15) in a development require 0.25 parking space per residential unit. (Fractional spaces shall require a whole space.)

Summit Ridge Towns

Parking Calculations by Phase

DR Horton

November 5, 2019





**Planning Commission Meeting Minutes
Tuesday, October 22, 2019**

Planning Commission Members in Attendance: Trevor Wood, Art Adcock, Kylie Lance, Pamela Colson, Brad Gunnell, Michelle Sperry, and Jessica Tolman.

Other's in Attendance: Jason Bond Community Development Director, Bruce and Reva McAllister.

Commission Chair Wood called the meeting to order at 7:00 p.m.

Invocation / Inspirational Thought: Commissioner Adcock offered an inspirational thought and Invocation.

Pledge of Allegiance: Commissioner Lance led the Pledge of Allegiance.

Public Forum: Commissioner Wood opened the Public Forum at 7:02 p.m. and closed it at 7:02 p.m.

McAllister Secondary Driveway Conditional Use Permit

The Planning Commission will review a Conditional Use Permit Application for a secondary driveway with two requested secondary accesses located at approximately 875 E. 300 S.

Mr. Bond explained that due to a recent ordinance amendment passed by the City Council, the Planning Commission is no longer the approving body for secondary driveways. He clarified that because this application was noticed prior to the Council amendment, it will still be discussed tonight.

Mr. Bond illustrated the McAllister's request of two additional driveways; one on the East side of their property line and the other on the South side of the property. Mr. Bond explained that the proposed driveway on 300 South is too close to a neighboring driveway according to City Code and would not be permitted. He clarified that current code would allow for the ingress/egress off of 900 E.

Mr. McAllister asked for clarification. Mr. Bond explained that the flat work done on the property is fine, but code doesn't allow for a curb cut within 20 feet of an existing driveway. Mr. McAllister asked if he could put a metal grate over the curb. Mr. Bond explained that a metal grate would not be allowed as it impedes storm water and noted that curb, gutter and sidewalk are City infrastructure. Mr. Bond also advised the applicant not to drive over the curb. Mr. McAllister asked if the curb cut off of 300 South could be approved in the future. Mr. Bond explained that code could be changed in the future, but an amendment would have to go through the City Council.

Mr. Bond explained that because of the recent code change no motion is needed from the Planning Commission.

Review Planning Commission By-Laws:

Mr. Bond reported that the Planning Commission Bylaws need to be reviewed and updated. He explained that some of the information is outdated, such as the fact that the Planning Commission now meets on Tuesday nights rather than Thursday's. Mr. Bond pointed out the following inconsistencies or proposed changes (See Attachment 'A'). He described that any changes require a public notice and public hearing, and tonight's agenda item is merely a discussion.

Commissioner Lance suggested that it may be helpful for the public if a disclaimer about Planning Commission Procedure is posted near the sign in sheet. Specifically, she is concerned that the public becomes upset when the Planning Commissioners don't respond during public hearings. The Commission discussed posting a notice at meetings to inform the public that if they speak on an issue, either during the public hearing or forum; that the Planning Commission will not respond to them during that time. Mr. Bond noted this recommendation and stated that he will look into implementing this.

Commissioner Wood asked that the conditions in which someone can abstain from voting be clarified, as there have been some questions regarding this. Mr. Bond referred to the bylaws section F-2 which state;

'Any member of the Planning Commission may choose to abstain from voting on any agenda item if the Commissioner perceives a personal legal implication or other conflict. Commissioners wishing to abstain may remain at the Commission table and participate in the discussion. Reasoning for abstention is not required to be revealed prior to the vote being taken, but must be disclosed as a part of the Commissioner's vote for abstention in order to ensure that no conflict of interest has occurred.'

It was determined that this could be interpreted that a Planning Commissioner could abstain from voting on the minutes if they weren't in attendance as it would fall under 'other conflict'.

The question was posed, what constitutes a quorum if a voting member abstains? Mr. Bond clarified that 4 Planning Commission Members constitute a quorum. Commissioner Gunnell referred to the bylaws section C-6 which states, "No matters of business shall be heard, unless caused by a conflict of interest disqualification, unless a proper quorum is present." He also read the definition of a quorum which is, 'A simple majority of the total of the Commissioners present shall constitute a quorum for the transaction of business.' Mr. Bond stated that it is his understanding, according to Roberts Rules of Order that 4 votes are required for a motion to be approved. The difference between a quorum member and a voting member were discussed. The Commissioners had differing opinions on whether or not a quorum with one-member abstaining would be able to approve a motion. Mr. Bond noted that he will look into this to gain clarity on what the proper procedure is since the rules are based off of Roberts Rules of Order.

Mr. Bond suggested that section F which outlines voting should be amended to state that the Planning Commissioners vote verbally in the form of Aye, Nay, or an abstention as this is how the Commissioners have been voting. He noted that the bylaws currently call for voting by the show of hands.

Commissioner Lance asked if 3 Planning Commission Members having a conversation is considered a public meeting. Commissioner Adcock clarified that 3 City Council Members constitute a quorum but the quorum for the Planning Commission is 4 members. Mr. Bond explained that if 4 members of the Planning Commission are together that would be considered a public meeting. He noted that if it's a chance encounter it doesn't need to be noticed, but a planned meeting requires noticing.

Commissioner Gunnell suggested the addition of a section addressing what would happen in the case of a tie while voting for a Planning Commission Chair and Vice Chair. He also suggested that information is included on the agenda letting residents know how to provide feedback before the meeting, so the Planning Commission Members can review it.

Mr. Bond explained that he will take this feedback and make the proposed changes to the Bylaws. He also explained that the proper noticing will take place so a Public Hearing can be held and these changes implemented.

Review Planning Commission 2020 Schedule:

Mr. Bond presented the proposed meeting schedule for 2020. He asked the Commissioners to review and take note of the proposed dates. Commissioner Lance indicated that she will be gone for both meetings in June. Commissioner Tolman stated that she will be gone for the April 28th meeting. Commissioner Sperry stated that she will miss the January 28th meeting. And Commissioner Gunnell reported that he will miss the first meeting in December every year.

Motion: Commissioner Lance motioned to approve the Planning Commission meeting schedule for 2020 as proposed. Commissioner Sperry seconded. The vote was unanimous in the affirmative.

PLANNING COMMISSION BUSINESS

Commissioner Adcock noted Mr. Bond's previous suggestion of removing the term limit for Planning Commissioners and asked if that has been looked into. Mr. Bond answered that he hasn't looked into it yet and noted that any change will require City Council approval. Mr. Bond clarified that Planning Commission term lengths are currently 3 years and current code only allows Commissioners to serve two consecutive terms.

Approval of minutes from:
October 8, 2019

Motion: Commissioner Adcock motioned to approve the minutes from October 8, 2019. Commissioner Tolman seconded. The vote was unanimous in the affirmative.

ADJOURNMENT

Commissioner Gunnell motioned to adjourn at 8:04 p.m.

Trevor Wood, Commission Chair

Kira Petersen, Deputy Recorder