

## LEHI CITY PLANNING COMMISSION WORK SESSION

Minutes from the Lehi City Planning Commission Work Session held on Thursday, January 06, 2011 in the Planning Commission conference room.

Members Present: Kerry Schwartz, Ed James, Carolyn Player, Marilyn Schiess, Derek Byrne, Kordel Braley, Carolyn Nelson

Members Absent: None

Others: Kim Struthers, Frankie Christofferson, Christie Hutchings, Noreen Edwards, Brad Kenison, Council member Mark Johnson

Meeting began at 5:30 p.m.

### 1. REVIEW OF PLANNING COMMISSION BY-LAWS.

Mark Johnson explained the appointment process for the Planning Commissions.

Discussed the By-laws.

- Section 4.1 - take out 'regular' so they can vote on a Chair and Vice Chair at the work session so they can be a little more prepared for the first regular meeting.
- Discussed the ending time for the meetings being at 10:30. Do we need to extend it or just make sure when we move to extend the meeting that it's done for a reasonable amount of time.
- On item 7.11 we need to clarify that 'no business will be considered that is not shown on the official agenda of the meeting as legally noticed'.
- Discussed whether item 8.1 needs to be clarified better. Add in that if there is no representation the Planning Commission may choose to act or not act on the item.
- Discussed 'findings of fact' and that they need to be more specific.
- Discussed item 10.1 and when the applicant can actually withdraw the application. Staff will check on the legality of the applicant being able to withdraw up to when the motion is made or when.

### 2. REVIEW OF 2011 PLANNING COMMISSION SCHEDULE.

Discussed changing the following meetings:

- March 10<sup>th</sup> – take off for the Library Fund Raiser
- April 14<sup>th</sup> – take off for Spring Break
- May 5<sup>th</sup> – change to a combined work session with City Council on May 3<sup>rd</sup>
- June 23<sup>rd</sup> – take off for Rodeo Week
- October 6<sup>th</sup> – change to a combined work session with City Council on October 4<sup>th</sup>
- November 10<sup>th</sup> – take off for Veteran's Day
- November 24<sup>th</sup> – take off for Thanksgiving and schedule a meeting for November 17<sup>th</sup>
- December 22<sup>nd</sup> – take off for Christmas break

### 3. DISCUSSION OF SITE PLAN IMPROVEMENT REQUIREMENTS.

Christie Hutchings went through the presentation. She said that we need to put something in writing on the Site Plans and what we should and shouldn't require as far as improvements.

Discussed at what point we have them make improvements.

Kerry Schwartz suggested that the Commissioners go around and look at different Site Plans that have been approved to see about the requirements that we have made and see how we each feel about it and then we can discuss it more at another meeting.

**4. DISCUSSION OF JOINT WORK SESSION RESULTS.**

Not discussed at this time.

*Ed James moved to adjourn. Second by Kordel Braley. Motion carried unanimous.*

Meeting ended at 7:05 p.m.

Date Approved \_\_\_\_\_

Chairman \_\_\_\_\_

Secretary \_\_\_\_\_