

**MINUTES OF THE HUNTSVILLE TOWN  
PLANNING COMMISSION**

**MEETING DATE:** March 25<sup>th</sup>, 2010  
**PLACE:** Huntsville Town Hall, 7309 E. 200 S.  
**TIME:** 7:00 P.M.

|                  |                             |                             |           |
|------------------|-----------------------------|-----------------------------|-----------|
| <b>Present:</b>  | Ron Gault<br>Suzanne Ferre’ | Doug Allen<br>Gail Ahlstrom | Jeff Holt |
| <b>Excused:</b>  | Rex Harris                  | Sandy Hunter                |           |
| <b>Citizens:</b> | Paul Newey                  | Diane Nelson                |           |

Ron Gault called the meeting to order.

Approval of minutes for meeting held February 25<sup>th</sup>, 2010:

Doug made a motion to approve the minutes as amended. Suzanne seconded. All votes aye. Minutes were approved. Motion passed.

Citizen comments:

There were no comments.

Review of action items from previous meeting: (See Attachment #1)

Ron reported that Doug has reported on the requirements for road specifications for alley ways. The General Plan will be reviewed and updated over the next several months. Doug had an addition to the research he did on the Town’s alleys. After the last PC meeting Doug drove around Town and looked at fire access relative to alleyways and snow conditions. Doug wrote down a list of all structures that could not be reached by fire vehicles, he came up with 85 buildings that would burn down if there was a fire in them. Some were small sheds up to big buildings. They are located at the back of people’s property. There would be no way to reach these buildings by fire hose during the winter months. There are a few people who are plowing their own alleys. Ron asked how Doug was determining the maximum distance. Doug answered that the fire hoses are 150-200 feet, and the ladders and equipment would have to be carried through the snow. Ron would like to present this list at the next joint work session. Jeff stated a good companion piece to this would be to determine the number of alleys in Town, and the number that are blocked by structures, gates, vehicles, or yard waste. Ron asked Doug to follow up on this extra action item.

Review of draft letter for TC in regards to Craig Peterson’s request to consolidate his lots:

(See Attachment #2) Ron reported that he drafted a letter relative to Craig Peterson’s request to consolidate his two lots back into one. The letter is generic so that it could be used again with other consolidation requests. The commission reviewed the letter.

There is enough square footage to have two conforming lots. This letter will be forwarded to the TC. **Doug made a motion to approve the letter as presented.** Jeff seconded. All votes aye. Motion passed.

Review of Paul Newey's building plans for a garage at property located at 520 S. 7700 E.:  
(See Attachments #3 & #4) Paul Newey approached the commission with his proposal for a pole barn. He drew up two different site plans for the commission's review. The barn will be a 24 X 40 foot pole barn. Paul would like to put the building on the east side of his lot close to the Post Office, with a 10-foot setback from the property line. He is planning to tear down his old shed. Jeff asked about the setbacks on a corner lot, the frontage setback is 30 feet, what are the setbacks from the side yard when you are on a corner. Ron stated that this issue has come up before. Doug asked about the roof, will the snow drop off onto the Post Office's fence. Ron stated that there is a drawing that Diane Nelson hands out when people are issued a building permit. Ron recalls that there is also a 30-foot setback on the side yard as well if you are on a corner lot. Paul has a unique situation; he has a small lot and there is no verge on his property. Ron will get a copy of this drawing to Paul that specifies all the setback requirements.

**Jeff made a motion to approve drawing #1, it meets all setback requirements, and the commission gives conditional approval on drawing #2, if it meets all setback requirements.** Diane Nelson still needs to review the plans before construction can begin. Doug seconded. All votes aye. Motion passed. Paul plans to have gas, electricity, and a secondary water tap in the barn.

Review of draft letter for surrounding property owners to solicit interest for annexation:  
(See Attachments #5, #6, & #7) Ron reported that in the previous meeting there was general agreement of the commission to solicit interest in annexation from bordering property owners surrounding the Town. Gail has prepared a draft letter to mail to the property owners asking if they have any interest in being annexed into Huntsville Town, she also prepared a list of the property owners and mailing addresses, with corresponding map. Doug stated that he spoke with Dr. John Lowe about annexation and he is interested. Jeff spoke with Jack Davis who also expressed interest in annexation. Ron commented that wetlands can be moved, but if moved you have to replace it. Doug met with a gentleman who is involved with Bison Creek and he said the investors of the Bison Creek development are interested in annexation. Ron would like to go over the draft letter and get it to the TC to get the ball rolling. Ron proposed, that with the letter, he would like included a self addressed post card, so they could put a check mark on the card and drop it in the mail. The infra-structure burden to the Town will come gradually with the undeveloped land. **Ron made a motion to submit the draft letter to the TC with the recommendation that it be sent to all identified property owners and to include a post card response so they can check a box if they are interested or not.** Jeff seconded. All votes aye. Motion passed.

Update on Valley School Property:

Jeff reported on the Valley school property. Mayor Truett and Jeff met with the Monastery again to discuss a number of options. One option suggested was in regards to the 12 acres on the south side of the river, on the 40 acres the Town owns at the landfill. If the Monastery allows a road access into this property it will be subdivided into lots. This property is currently included on the counties flood plain maps.

Curtis Christensen, the W.C. Engineer, said they are currently reviewing the flood plain maps, being in a flood plain is not an impediment to building. Curtis claimed that people build on flood plain all the time, but you need to adhere to a couple of regulations. Curtis couldn't understand why the school district wouldn't want the lots. Jeff called Drew Wilson with the W.C. School District to ask if the Town could provide them with 10 acres on a flat pasture area would they be interested, the reply was yes. Jeff felt that the 12 acres by the river is more valuable than the farm land because of the trees. To the Monks their property bordering the river has been considered waste land that they haven't been able to farm. The Monastery is very interested in helping Huntsville get the Valley School property. The school district is planning on just sitting on the property and letting it appreciate. Ten acres could be a possible future school site. The Monks decided on a 10 acre parcel to present to the school district for a possible trade. Tomorrow morning the school board is meeting to discuss this again. Jeff commented that the school board is wondering if the Town would potentially provide the culinary water. The Monastery will be allowed to continue to farm the property until it is developed. The Town, the Monastery and the school board all have to agree with the proposed land trade. There will be a continuing obligation to the Town to help the Monastery subdivide the lots. The Monastery could sale the lots as needed.

Doug asked if the Town is getting additional legal help with drawing up all the papers for this type of deal. Ron wondered if the Town will be required to hold public hearings on a land swap. Ron thanked Jeff for this report.

#### Update on General Plan:

Ron stated that the sewer feasibility study should be done in time to be included in the updated General Plan. He would like to include approximate costs, rates, and fees. A General Plan should be updated every five years. The way the state describes a General Plan is that it is a living document because things change continually.

#### Commission Comments:

Doug asked about the tollbooth on First Street. If the Town puts up the tollbooth it will force traffic in all directions. To Doug it's a sanitation issue, even if the Forest Service doesn't want to close the beaches; the Town should talk to the county health department about sanitation concerns at the beaches. Jeff said the one thing the Town does control is the parking. How will the Town restrict parking through the summer months on verges anywhere in Town? Gail mentioned that the owner of Club Rec. called this week; he is very concerned about the tollbooth and feels that it could put him out of business. Very few people in Town even use the beaches.

Jeff brought up the issue of feeding wild turkeys in Town. There is a flock of about 40-200 wild turkeys being fed on a Town resident's property. This is affecting the adjoining property owners and is a health hazard. The turkeys came down to the park a few years ago when we had the big snow, and that's when the neighbor started feeding them. Jeff suggested adding to the ordinances to not feed wild turkeys. Gail commented that the turkeys will continue to come back, they have been trained now.

Animal Control Services will have to be called in to remove them. Ron will contract Iris Hennon, this is an ordinance issue and will need to be addressed by the TC.

Ron wanted to address the idea of preparing a data base on town property. Ron asked Suzanne to be the point person on this topic; she has a lot of history in the Town. Ron asked her to work with Gail on this. Jeff mentioned he started a sample data base with column headings on Town property. He will email it to Suzanne. Doug asked if it is legal for the Town to build buildings and rent them out as commercial space. The answer was yes. Doug has been doing some volunteer work on the History Building this past month and has been asked several questions concerning this type of venture.

Suzanne asked if the Town has an ordinance to address using personal property as storage space. There seems to be a number of lots in Town that are starting to do this. Ron stated that the PC is in charge of usage of the land, TC is in charge of enforcement. Doug brought up the issue of roaming dogs in town, this needs to be addressed again.

Citizen comments:

There were none.

Doug made a motion to adjourn. Suzanne seconded. All votes aye. Motion passed.

**Meeting adjourned at 8:40 P.M.**

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Gail Ahlstrom, Clerk/Recorder

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Ron Gault, Chairman

