

*City of Green River*  
460 East Main Street, Green River, Utah

Planning Commission Minutes  
Regular Meeting  
Tuesday, January 28, 2020

**ATTENDING:** Kim McFarlane, Don Meadows, Stephanie Crabtree and Kent Johnson;  
Employees, Conae Black  
**ABSENT:** Royd Hatt

**CONDUCTING:** Vice Chair, Kim McFarlane, the meeting began at 6:28 p.m.

**ORDER OF BUSINESS:**

1. Discuss/approve/deny minutes for August 27, 2019 regular meeting and October 23, 2019 regular meeting.

**MOTION:** Kent Johnson made a motion to approve the August 27, 2019 regular meeting minutes. Don Meadows seconded the motion. **VOTE:** Kim McFarlane, Don Meadows, Stephanie Crabtree and Kent Johnson voted aye. The motion carried

**MOTION:** Stephanie Crabtree made a motion to approve the October 23, 2019 regular meeting minutes. Kent Johnson seconded the motion. **VOTE:** Kim McFarlane, Don Meadows, Stephanie Crabtree and Kent Johnson voted aye. The motion carried

2. Discuss/approve/deny Conditional Use Permit from Jennifer Vollmer for a Home Occupation.  
The Conditional Uses Ordinance under 10-13-5 states "in addition to the foregoing, the planning commission must evaluate the applicant's compliance with each of the following criteria when considering whether to approve, deny or conditionally approve an application for Home Occupations.

1. Is the conditional use in all zoning districts? Jennifer Vollmer resides at 545 East Kings Lane in Green River. The zoning for that location is A-1, Agricultural. In the A-1 zoning ordinance under 10-5A-3 Home business or professional occupations are permitted conditionally.
2. Shall be conducted entirely within a dwelling, accessory building or garage and shall be carried on in the building only by members of the residing family. Jennifer Vollmer will be conducting the service in the home and she will be the only one providing the service.
3. Does not involve the use of yard space for storage or activities. She will be using the spare bedroom.
4. No commercial vehicles are used except one delivery truck with a single rear axle. This criterion was met.
5. The home occupation is clearly incidental and secondary to the use of the dwelling for dwelling purposes and does not change the character of the building from that of a dwelling. The business is conducted in their primary residence with the spare bedroom as an office.
6. Signs are limited to one non-illuminated accessory sign t larger in area than three square feet. She doesn't address having any signs on the property.
7. The owner of the home occupation shall purchase a business license to operate within the city limits. Due to the nature of her practice she will be required to have a license with the State of Utah Division of Occupational Licensing before a business license can be obtained.
8. Shall not cause a demand for municipal services in excess of that associated with normal residential use. There will not be any excessive use at the residence.
9. Shall be enclosed within a structure in complete conformity with international building codes as adopted by the city. The occupation is part of an existing home.
10. The physical appearance, traffic, and other activities in connection with the home occupation shall not be contrary to the intent of the zone in which the home occupation is located and will not

depreciate surrounding values or decrease the quality of life within the area. There were not any concerns that this would happen.

11. All parking associated with the business or residence shall be contained on the property. The property has a large driveway that will handle any traffic associated with the occupation.

**MOTION:** Stephanie Crabtree made a motion to approve the Conditional Use Permit, with the conditions that were stated, from Jennifer Vollmer for a Home Occupation. Kent Johnson seconded the motion. **VOTE:** Kim McFarlane, Don Meadows, Stephanie Crabtree and Kent Johnson voted aye. The motion carried

Kent Johnson said he would like to remove the “single rear axle” truck out of the ordinance.

3. Discussion and training on Land Use Authority roles and responsibilities. Conae Black explained that one of the roles of the Planning Commission is to oversee the General Plan. The State of Utah has adopted HB259 which are Moderate Income Housing Amendments. One requirement is to update the General Plan to include the Moderate Income Housing element by July 1, 2019. The City is not in compliance with this law. There was discussion on drafting an Appeal Authority or Board of Adjustment ordinance and reviewing the Planning Commission ordinance to make sure the city is in compliance with current State law. Conae Black also showed a video presented by Utah League of Cities and Towns on the roles and responsibilities of the Planning Commission.

4. Set 2020 meeting schedule. The Planning Commission’s 2020 meeting schedule will be every 4<sup>th</sup> Tuesday at 7:00 p.m. except for the month of November. The November meeting will be the Tuesday the 17<sup>th</sup> due to the Thanksgiving holiday and no meetings will be held in December.

5. Adjourn. The meeting adjourned at 7:15 p.m.

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Royd Hatt, Chair

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Conae Black, City Recorder

Approved: February 26, 2020