

**MINUTES
CITY OF ELKO NEW MARKET
PLANNING COMMISSION MEETING
December 2, 2014
7:00 PM**

1. CALL TO ORDER

Commission Chairman Thompson called the meeting of the Elko New Market Planning Commission to order at 7:00 pm.

Commission members present: Thompson, Smith, Kruckman, Hartzler and Vetter
Members excused: None
Staff Present: City Administrator Terry, City Planner Kirmis and City Engineer Ernst (substituting for City Engineer Revering)

2. PLEDGE OF ALLEGIANCE

Chairman Thompson led the Planning Commission in the Pledge of Allegiance.

3. APPROVAL OF AGENDA

A motion was made by Smith and seconded by Hartzler to approve the agenda as presented. Vote for: Thompson, Smith, Kruckman, Hartzler and Vetter. Against: None. Abstained: None. Vote 5-0. Motion carried.

4. PUBLIC COMMENT

There were no public comments.

5. ANNOUNCEMENTS

There were no announcements.

6. APPROVAL OF MINUTES

A motion was made by Hartzler and seconded by Vetter to approve the minutes of the November 18, 2014 Planning Commission meeting as written. Vote for: Thompson, Smith, Kruckman, Hartzler and Vetter. Against: None. Abstained: None. Vote 5-0. Motion carried.

7. PUBLIC HEARINGS

There were no public hearings.

8. PETITIONS, REQUESTS AND INQUIRIES

There were no petitions, requests or inquiries.

9. GENERAL BUSINESS

Boulder Heights PUD Sketch Plan. Chairman Thompson asked City Planner Kirmis to present his planning report dated November 24, 2014. Planner Kirmis introduced the item and summarized the Boulder Heights PUD Sketch Plan request as described in his planning report.

Planner Kirmis noted that the subject property presently lies outside of the City limits and that annexation of the subject property must precede any formal actions on the proposed development.

Kirmis further advised the Planning Commission that the applicant has requested informal feedback on the PUD sketch plan and that no formal action is to be taken.

Kirmis also noted that a PUD, Planned Unit Development zoning designation is being requested to allow lot area, width and setback flexibilities from the City's R-1, Suburban Single Family Residential Zoning District. In this regard, Kirmis stressed that, as part of subdivision processing, it is important that the intent of planned unit development be satisfied. It was specifically noted that the integration of neighborhood open space, landscaping which exceeds the minimum requirements of the Ordinance and trails/sidewalks could be provided to fulfill the purpose of planned unit development.

Following Planner Kirmis' presentation, Chairman Thompson asked City Engineer Ernst to convey the engineering staff comments. Engineer Ernst presented the information provided in the Bolton and Menk memorandums dated December 13, 2013 and November 24, 2014.

As part of his presentation, Ernst cited concerns over access spacing along 275th Street and Beard Avenue both of which are designated major collector streets. Engineer Ernst specifically noted that 1/8th mile spacing is required along such roadways.

Engineer Ernst also addressed surfacing options for abutting 275th Street and Beard Avenue. Ernst specifically described the use of "Otta Seal" as a potential interim surfacing solution. City Administrator Terry provided additional background information regarding the possible use of "Otta Seal" including past City discussions with New Market Township, investigation of product characteristics and associated risks.

Following the City Staff presentations, the Planning Commission provided various informal comments on the sketch plan. Provided comments are as follows:

- The proposed land use and housing type is viewed as acceptable provided the intent of PUD is fulfilled.
- The use of neighborhood open space, landscaping (planting islands within proposed cul-de-sacs and buffer plantings along abutting collector streets) and sidewalks/trails are supported as a means to justify the use of PUD.

- The subdivision design should be modified to meet the 1/8th mile access spacing requirements of the City (as identified in the City Engineer’s report).
- Improvement/surfacing options related to 275th Street and Beard Avenue, including but not limited to the use of “Otta Seal,” should be subject to further investigation. The Commission did however, note that the paving of 275th Street would be desirable.
- Consideration should be given to the inclusion of a tot lot in the subdivision.
- Butt lots should either be eliminated or the applicant should demonstrate that typical concerns related to home orientation and setback consistency can be resolved.
- Home plans should demonstrate an ability to provide a third garage stall.
- Lighting and sidewalk plans should be submitted as part of Development Stage PUD processing.

As a follow-up to the Planning Commission discussion, the applicant (Luke Isrealson representing KJ Walk Inc.) offered the following comments:

- An attempt will be made to meet the City’s access spacing requirements. The applicant specifically indicated that an access location along 275th Street which aligns with existing Oxford Lane and a centrally located, single access point along Beard Avenue will be investigated.
- Question was raised regarding the possibility of paving 275th Street (matching the existing paved segment of the roadway) and leaving Beard Avenue as a gravel-surfaced roadway. The Planning Commission indicated that such option, along with various other surfacing alternatives, should be considered.

There were no further comments offered by the Planning Commission.

10. MISCELLANEOUS

Staff Updates. City Administrator Terry provided updates on the following items:

- Dakota Acres - Senior Housing Project
- Grocery Store Development
- Convenience Store/Gas Station Development
- Interstate 35 AUAR Work
- Water Treatment Facility
- Public Works Facility

- Police Station Garage Addition
- Renee Christianson, Economic Development Coordinator, Employment Status
- Community Director Hiring (for 2016)
- City Consultant Evaluations
- City Snowplowing Responsibilities

11. ADJOURNMENT

A motion was made by Smith and seconded by Hartzler to adjourn the meeting. Vote for: Thompson, Smith, Kruckman, Hartzler and Vetter. Against: None. Abstained: None. Vote 5-0. Motion carried.

The meeting ended at 9:38 pm.

Submitted by:
Bob Kirmis, City Planner