

RECORD OF PROCEEDINGS

Regular Planning Commission meeting – February 26, 2024

The meeting of the Town of Meeker Planning Commission was called to order by Commissioner Morgan at 7:00 p.m.

Pledge of Allegiance

Commissioners Present: Amanda Back
 Greg Hanberg
 Michele Morgan
 Amanda Smith

Staff Present: Carly Thomson, Town Planner
 Mandi Etheridge, Town Administrator

Citizens Present: Beth Ford, applicant

Approval of Agenda

Motion to approve agenda made by Commissioner Smith, second by Commissioner Hanberg. All ayes, motion carried.

Approval of Minutes

Motion to approve the minutes from the February 12, 2024 Planning Commission meeting made by Commissioner Hanberg, second by Commissioner Smith. All ayes, motion carried.

Public Participation

No public participation.

Public Hearing

Commissioner Morgan opened the public hearing at 7:03 for the Consideration of Conditional Use Permit by The Church At Meeker to operate an Early Learning and Childcare Center called Firm Foundations at 1032 Jennifer Drive.

Planner Thomson thanked Beth Ford, applicant for being present and reported the following:

The Church At Meeker dba Firm Foundations Early Learning Center is requesting to operate an early learning center/childcare center at the subject property. The property is located in the Mixed Residential (MR) zone in the Sanderson Hills Subdivision. Childcare center is listed as a Conditional Review Use under the MR zoning code. The original building was built for the purpose of a childcare center but the property has changed ownership and uses. The applicants have submitted the required application within the required time frame and the request has been advertised as mandated by the Meeker Land Use Development Code including notification of the Public Hearing to property owners within 300 feet, at the subject property, and in the Herald Times. During the referral review period the application received a comment from Meeker Police Department regarding safety of pedestrians. Staff further investigated the application as related to safety of pedestrians and bicyclists and found that the concerns were not applicable based on the structure of the childcare facility; Thomson confirmed with applicant that there would be no after-school programming so the issues of increased pedestrian/bicycle traffic during busy

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after school hours is no longer a concern. Since receiving the application, staff has received the zero comments from the public in favor of or against the application. Staff recommends approval of the Conditional Use Permit to operate childcare center at this location for the following reasons:

- The Conditional Use request meets the conditions of Meeker Land Use Development Code section 18.1.18.
- The Conditional Use request meets the goals of the Comprehensive Master Plan

Administration has reviewed this report and concurs with the recommendation.

Beth Ford, applicant stated they were excited to be open and currently have 37 children on the waitlist and will eventually have room for 60 depending on space and staffing. Ford also shared that getting through the State Licensing process and finding qualified personnel have been difficult.

Commissioner Morgan asked for any additional comments; hearing none, Morgan closed the public hearing at 7:07 pm and asked for a motion. Motion to recommend approval of the Conditional Use Permit to the Board of Trustees made by Commissioner Hanberg. Second by Commissioner Back.

New Business

Planner Thomson introduced potential changes to the Municipal Code Title 18 – Zoning and Subdivisions stating that since adoption of the new Land Use Code last May, some things have come up that require some updating.

1. M.M.C. §18.1.7 Allowable Uses Chart (Commercial) – This request is to allow a Recreation Facility (Indoor or Outdoor) as a conditional use in MR Zone. The Commission asked where Mixed Residential Zones are in Town and clarified that Mobile Homes are a different zone so this change would not apply to Mobile Home parks. Discussion followed regarding what recreation facility would be considered – with yoga, dance studio, pickleball court as examples – and Commissioner Smith asked whether someone could build another Rec Center; Thomson clarified that a Recreation Center would fall under the Community Facility Zone, while this change would allow a private gym in the Mixed Residential Zone that would likely meet different community needs than a Rec Center. Thomson then clarified that this change to the code would still list a Recreation Facility as a Conditional Use so any application would go through the process including public hearings before the Commission and Board.
2. M.M.C. §18.1.16(4)(a)(ii) – This request is to change RV occupancy from “fourteen (14) consecutive days in a thirty (30) day period” to “seven (7) consecutive days in a ninety (90) day period”. Thomson clarified that this was for private property, not for right-of-way or public streets and that the seven (7) day limit would be going back to previous regulations prior to adopting the new Land Use Code. Discussion followed regarding when an RV is considered occupied and what enforcement looked like. Thomson also clarified that the allowance is property specific.
3. M.M.C. §18.2.6(2)(a)(iv-v) – This request is to require notification for boundary adjustments and lot consolidations. Thomson stated that currently these applications are done at the administrative level, and do not require a public hearing and that these applications are still sent to referral agencies for comment. Thomson clarified that notification is required only for public hearings

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before the Commission or the Board. Discussion followed regarding whether requiring public hearings for these types of applications would only draw out the process and add another level of unnecessary bureaucracy.

4. M.M.C. §18.2.6(2)(c) – This request is to change the criteria language for major subdivisions to simplify the reading and remove the requirement of acreage. Thomson explained that the current code lists bullet points for the criteria and that the new language would be “Major subdivisions include all subdivisions and re-subdivisions that would create more than five (5) separate parcels of land and/or involve the dedication of public right-of-way or construction of public improvements”. This new language would be more direct, consistent with previous language in the section, and take away the size criteria of a parcel for subdivision. Commissioner Smith asked if this new language would change the requirements for any major subdivision in Sanderson; Thomson replied no because there is the dedication of public right-of-way and improvements requirement. Thomson continues that this particular change would potentially apply to Industrial Zone where parcels are larger. Commissioner Smith then asked what kind of catches are still in place if this is approved for a major subdivisions; Thomson replied that the other criteria would be sufficient to ensure proper development.
5. M.M.C. §18.2.6 Table 18.13 – This request is to remove mineral estate notification requirement on the Final Plat of Subdivision of a PUD because it is redundant and the time requirements are unattainable. When asked why the notification occurred at the Preliminary Plat Thomson stated that the Preliminary Plat application is where the bulk of the consideration and discussion happens regarding the PUD. Commission noted that mineral estate notifications are expensive and should not have to happen more than once.

Commissioner Morgan asked for a motion to recommend approval of requested updates #1, #2, #4, and #5 to the Board of Trustees. Motion made by Commissioner Hanberg, second by Commissioner Smith. All ayes, motion carries.

Commissioner Morgan adjourned the meeting at 7:36 p.m.

Attest:

Michele Morgan, Vice Chairman

Mandi Etheridge, Town Administrator