

**MINUTES OF THE PROCEEDINGS
OF THE PLANNING COMMISSION OF THE CITY OF JORDAN
IN THE COUNTY OF SCOTT
November 15, 2022**

1.0 CALL TO ORDER

Present: Bill Heimkes, Brenda Lieske, Scott Penney, Ray Sandey, and Jeff Will

Also Present: T.J. Hofer, Planning Consultant

Absent: Jane Bohlman

Meeting called to order at 6:35 pm by Vice Chair Will.

2.0 ADOPT AGENDA

Motion by Lieske to adopt the agenda as presented. Seconded Heimkes. All commissioners present voted ayes. And the motion was declared carried.

3.0 APPROVAL OF MINUTES

A. October 11, 2022

Lieske asked the minutes be amended to list Brenda Lieske as “absent” from the meeting.

Motion by Heimkes to approve of the October 11, 2022 Minutes as amended. Seconded by Penney. All commissioners present voted ayes. And the motion was declared carried.

4.0 NEW BUSINESS

A. City of Jordan Addition – CUP (231 Broadway Street South)

Consultant T.J. Hofer presented the staff report for the Conditional Use Permit application with a recommendation for approval. Vice Chair Will opened the public hearing to receive comment.

Kim Hanner, 231 Broadway Street South, stated that the site was already being used for an event center and listed off events that had been held in the past. Hanner asked who else had a parking plan and stated that parking is a big issue for all. Hanner asked about the ordinances that required parking and when the zoning was changed on the property.

Laura Engleby, 221 Broadway Street South, stated they were in support of the proposal, but that the adjacent use to the north was residential, a bed and breakfast, and not commercial. Engleby stated they had concerns over noise from events and concerns about the courtyard that is adjacent to the subject property to the north. Hofer then reviewed a list of questions that were sent by Engleby and provided responses provided by the applicant. These questions were regarding

noise, the use of the back door on the building, how catering and other vendors will access the site, if there was outdoor space planned, specific concerns about the courtyard that is on the property of the Nicolin Mansion, how people will exit the venue, and how the shuttles will operate.

Bob Malz, 737 Heritage Trail and operator of the Jordan Area Food Shelf, 312 Water Street, stated that the food shelf operates from 9:00 a.m. to 12:00 p.m. and requires a loading area. Currently, the spots in front of the 312 Water Street are used for this. Will asked Malz his opinion on the noise concerns as a former police chief. Malz stated that he believes there is regulation around noise starting at 12:00 a.m. Malz also asked about parking during snow emergencies and how parking could spill over into the residential area to the east. Malz stated that he was surprised more businesses were not concerned.

Andre Cilliers, the application representative, informed the Planning Commission that the applicant could not attend the meeting due to meeting conflicts. Heimkes asked how the upper and lower floors would be used. Cilliers detailed how the upper floor would be used for the event center while the bottom floor was planned for a small restaurant and bar. Cilliers stated that the event center would be used largely on the weekends with some weekday events. Cilliers described the parking plan as well as the valet and shuttle services that would be utilized to avoid congestion in the area. Heimkes asked about improvements regarding the building code. Cilliers confirmed that the building would be brought up to code. Penney inquired if ceremonies would be held at the event center. Cilliers stated that there would be ceremonies. Cilliers stated that the applicants intend to update the exterior with small improvements and have the long-term goal of restoring historic elements to the building.

The public hearing was then closed.

Sandey inquired what action was needed. Will summarized the need for action to determine the number of parking stall required and he stated that he agreed with the calculations of staff of 92 stalls. Sandey stated that he agreed that the parking proposal seemed sufficient. Heimkes stated support for the application. Lieske stated that she supported the application and the parking proposal. Penney questioned staff about the process and the need for the conditional use permit and noted that parking on site was a concern. Will stated that off-street parking would not be impacted by the application and requested that the Commission not make statements of assurances of public parking for private entities. Will also inquired about the need for a conditional use permit. Hofer stated that the change in intensity of the use was large enough that the permit was required.

Motion by Sandey to approve of the Conditional Use Permit and the parking plan of 92 stalls. Seconded by, second by Penney. All commissioners present votes aye and the motion was declared carried by a vote of 5-0.

B. City of Jordan Addition – CUP (108 1st Street West)

Hofer notified the Planning Commission that an application for a CUP at 108 1st Street West was withdrawn by the applicant. Hofer detailed how the applicant had made a decision to use the site in a way that would not require a conditional use permit.

5.0 OLD BUSINESS

Penney discussed tobacco sales uses in the city and how staff had previously informed the council that a study would be required to set distance limitation for tobacco sales uses. Hofer informed the commission that staff had an update in the Planner's Report.

6.0 PLANNERS REPORT

A. General Updates

Hofer discussed a zoning amendment that would be brought forward by staff at the following December meeting to address which zoning districts would allow for tobacco sales uses. Penney informed the Planning Commission that Council Member Whipps had directed staff to move forward with an ordinance amendment that did not require distance requirements.

Hofer informed the Planning Commission that staff had started inquiring about historic brick material retention when issuing demolition permits in order to address the concerns of Vice Chair Will that were expressed at a past meeting.

Hofer updated the Planning Commission with responses to questions that Commissioner Bohlman had asked at past meetings and Mr. Hofer stated that he would inform Bohlman at the next meeting as well.

B. Next Meeting – Tuesday December 13th, 2022

7.0 CITY COUNCIL MEMBER UPDATE

Council Member Heimkes provided an update on the Jordan Apartments and stated that he intends to apply for the open Planning Commission position once his term as City Councilmember expires in January.

Council Member Penney informed the Commission that he intends to remain a part of the Commission in 2023. Penney also provided an update on the withdrawal of the Brick's Boatworks project.

8.0 COMMISSION MEMBER UPDATE

Will expressed concern about the parking plans presented for the CUP application and the effectiveness of the parking plans, but understands it is necessary to maintain a plan in the downtown area.

9.0 ADJOURNMENT

Motion by Heimkes to adjourn, Second by Lieske. The meeting was adjourned at 7:44 p.m.