

**FREMONT COUNTY  
PLANNING COMMISSION MEETING MINUTES  
October 4, 2022 AT 3:00 P.M.**

**MEMBERS PRESENT**

Mark Masar (Chairman)  
John Hamrick (Vice Chair)  
Larry Brown  
Travis Payne  
Dale McCullough

**STAFF PRESENT**

Danielle Adamic, Planning Coordinator  
Joanne Kohl, Office Manager

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF MINUTES**

July 5th, 2022 Planning Commission Meeting

5. **UNFINISHED BUSINESS**
6. **NEW BUSINESS**

**A. CDP 22-001 Penrose Tractor & Towing**

Requesting to add a 16'x 40' storage shed, 40' x 70' shop building, 3, 17' x 75' bay and a 26' x 75' wash bay. This will cover the lot by 7%.

Representative: Darryl Thompson

**B. PP 22-003 Greer Farms Subdivision**

Requesting approval of a Preliminary Plan  
Representative: George Hall

**C. FP 22-001 Greer Farms Subdivision**

Final Plan  
Representative: George Hall

**D. SRU 22-001 Arkansas Valley Ambulance District**

Requesting approval for construction of a substation that will house 2 ambulances. 2 or 3 emergency responders will man the station during calls.

Representative: Angela Bellantoni

1. **CALL TO ORDER**

Chairman Mark Masar called the meeting to order at 3:00 p.m.

2. **PLEDGE OF ALLEGIANCE**

Pledge of Allegiance was recited.

3. **APPROVAL OF AGENDA**

Chairman Masar asked if there were any changes, additions or corrections to the October 4, 2022, Fremont County Planning Commission Agenda.

**MOTION**

Mr. Brown motioned to accept the October 4, 2022, Fremont County Planning Commission Meeting agenda.

**SECOND**

Mr. Payne second the motion.

Chairman Masar called for a roll call vote, and the motion passed unanimously. (5 of 5)

4. **APPROVAL OF THE JULY 5, 2022, PLANNING COMMISSION MEETING MINUTES**

Chairman Masar asked if there were any changes, additions or corrections to the July 5, 2022, Fremont County Planning Commission Meeting Minutes.

**MOTION**

Mr. Payne motioned for approval of the July 5, 2022, minutes.

**SECOND**

Mr. Hamrick second the motion.

Chairman Masar called for a roll call vote and the motion passed unanimously. (5 of 5)

5. **UNFINISHED BUSINESS**

6. **NEW BUSINESS**

**A. CDP 22-001 Penrose tractor & Towing**

Representative Darryl Thompson was late in arrival, so Chairman Masar continued to the next item on the agenda, **PP 22-003 Greer Farms Subdivision.**

## **B. PP 22-003 Greer Farms Subdivision**

Chairman Masar starts by inviting George Hall to speak about his project.

Mr. Hall states they are requesting a 3-lot subdivision, since the property had been split before, they are having to go through a Major Subdivision process currently 2 lots located on Grandview Ave. just west of Canon Creek Ranch. Trying to take care of the Preliminary Plan and Final Plan at the same time. Lot 1 is fed off Columbine from the north and lot 2 will be fed from Highland Ave. They are both county-approved roads at this time. There is a water tap and sewer taps are permitted from the city water and Fremont County sanitation district. They have a detention pond area in the northern part of lot 2, there is also a drainage easement along the west line of lot 2 to get the drainage water off the property. The remaining property will say as hay fields. They are adding 10 feet to the smaller lot which fronts Grandview, then creating a stem lot or flag lot of 1.4 acres out of the remaining 8 acres. There is a note about the flood plain because at the very south end there is about 10 sqft. of flood plain that comes on the property where the irrigation ditches dump out of the property. No structure will be impacted by a floodplain in the future. The engineer did review and recommend that they wait until the time of the building permit to do a drainage study based on where the structures will be built.

Chairman Masar asks Coordinator Adamic for a staff report.

Coordinator Adamic says the Department of Transportation stated that driveway access permits will be required for each lot. Fremont County Project Engineer said they did review the items provided and the required drainage plan and report had been addressed with a request that the drainage requirements be waived based on the following response. The site slopes gently from north to south, it is well drained and previously irrigated pasture. There is no drainage or erosion areas and no spot drainages. It is their professional opinion that a drainage area would not be appropriate for the lot size and site slope. The addition of the one residence will be insignificant and will not increase the historic discharge of a measurable amount. At this time the Department does recommend approval with the following conditions, that all updated title commitments would be required before recording of the subdivision plat, drainage plan and report a note be on the plat stating that at time of development, the drainage plan and report is required. Issuance of address applications applied for at the time of development for each lot and driveway access applied for and approved for at the time of development. Staff also recommends the waiver of the drainage plan and report.

Chairman Masar asks if any commissioners have any questions.

Mr. Hamrick asks if the contingencies go with both or just the final.

Mr. Hall replies, just the final.

Chairman Masar opens the floor for a motion.

### **MOTION**

Vice Chair Hamrick motioned to approve **PP 22-003 Greer Farms Subdivision.**

### **SECOND**

Mr. Payne second the motion.

Chairman Masar called for a roll call vote and the motion to approve PP 22-003 Greer Farms Subdivision passed unanimously (5 of 5)

**C. FP 22-001 Greer Farms Subdivision**

Chairman Masar is open to a motion.

**MOTION:**

Mr. Payne makes a motion that they approve FP 22-001 Greer Farms Subdivision with the 1,2 and 3 contingencies:

- 1.The new plat be reviewed by Icon Engineering regarding the easement statement.
- 2.Updated Title Commitment once lien release is recorded.
- 3.All redlines and any other statement corrected on the Final Plat.

**SECOND:**

Mr. McCullough second the motion.

Chairman Masar confirms it had been moved and seconded to approve FP 22-001 Greer Farms Subdivision with the contingencies that were noted.

Motion passed unanimously (5 of 5)

**D. SRU 22-001 Arkansas Valley Ambulance District**

Chairman Masar asks Dr. Bellantoni to speak about this SRU.

Dr. Bellantoni states that they are here asking for a Special Review Use for construction of a substation in Coaldale. The property is currently undeveloped. It's a 1.33-acre non-conforming parcel in the Agricultural Living district, less than 9 acres. The southern portion of the lot is in the flood plain which is why the proposed development is on the north end of the parcel. Site development will include a gravel entrance and parking area. They are requesting a waiver for the hard surfacing of the parking area; the remaining surface will be made of vegetation. The station will be a 40x60x20 metal building with a concrete floor and a floor drain. The vehicle entrance is a pull through. Lights will be on the building. There will be a 500-gallon fuel tank with secondary containment. They are requesting a waiver for the landscaping plan and a waiver for a trash plan. They do not want to store any waste on-site in case it goes for a long period of time without use or occupancy. Water is from a well that is proposed to be drilled and a propane heater if needed. There is 1 employee and 14 volunteers. The location of this substation will cut down their response time. Currently they leave out of Howard. They will also use this building for training of volunteers and EMT classes.

Chairman Masar asks Coordinator Adamic for a staff report.

Coordinator Adamic states that having found the application is in compliance with the requirements of the Fremont County Zoning Resolution, staff recommends approval of the Special Review Use Permit application with the following contingencies/Conditions:

Address all Icon Engineering concerns. In addition, the following contingencies shall be provided to the Department within six (6) months (no extensions) after final approval by the Board: At the time of development two (2) driveway access permits are required.

Show ADA parking spot on site plan. Fremont County DOT stated they have no issues but at the time of development, both entrances will require a driveway permit. They did go through BOZA, and they did approve the setbacks.

**WAIVERS:**

1. Landscaping plan
2. Parking area surface
3. Refuse

Mr. Brown asks about the waiver for the hard surface area, is the planning department going to require the ADA parking be provided even though it's temporary.

Dr. Bellantoni states that the 1 ADA space is by the pedestrian door on the building, and it will be concrete parking. They are not asking for the waiver for all parking, just the south parking lot.

Mr. Payne asks if they have an SOP for trash once they are done. For medical, it was stated that they haul it away, but do they have on paper what they do with the trash.

Mr. Van Nattan states that the trash will be taken out by the person conducting the classes. Before they leave, they will take their trash with them. The only trash they will have is the bio-hazard and that all will go to the hospital.

Mr. Hamrick asks how they will designate the parking spots.

Mr. Van Nattan states that yes, they will somehow designate the parking spaces.

Mr. Hamrick asks if the ambulances will be stored there and there will be medical supplies in the ambulance, they will have to protect them from freezing or not.

Mr. Van Nattan replies yes, they are looking at either propane heaters or a heat pump.

Mr. Hamrick asks if they have seen the staff recommendations and if they are good with it.

Mr. Van Nattan replies yes, they have seen it and they are good with it.

Chairman Masar states to the board that he is open for a motion and don't forget to include the 3<sup>rd</sup> waiver if you do so choose to do that.

**MOTION:**

Chairman Masar motions to approve **SRU 22-001 Arkansas Valley Ambulance District** and granting the waiver requests for landscaping plan, parking area surface and the refuse disposal plan and the contingency for the storm water drainage plan.

**SECOND:**

Vice Chair Hamrick second the motion.

Motion passed unanimously (5 of 5)

**A. CDP 22-001 Penrose Tractor & Towing**

Chairman Masar calls representative Darryl Thompson to speak on CDP 22-001 Penrose Tractor & Towing.

Mr. Thompson states they are proposing to put forth some improvements at 16055 State Hwy 115 Penrose Tractor & Towing operation. Thanking Danielle for making this process easier than what they have experienced in the past. To the North of the current structure, they are proposing to put a 20x40 building there that would be designated for storage off the usage of the garage area. On the West side of that structure, the addition is a 15x70 which runs the length of the existing structure, in that structure there would be a men's room, women's room, kitchen, tool room and a break room area. To the South there is a 60 wide 51 deep 3, pass through bay system. Those will be for the new mechanic area. To the South of that is a 26x60 drive through wash bay. It's a recirculating car wash system. That one is subject to some EPA review, however the company they hired to design it, it's a completely self-contained system. Moving to the East towards HWY 115, there is a proposed canopy that is 30x100. The existing office will remain the same, they have put in some code compliant ADA parking in front of that structure. To the South of the existing office will be the retention pond, put forth by 3 Rock Engineering, parking is designated to the West as well. Employee parking is to the South of the structure. To the North there is a 40x16 structure designated for storage. The last structure is to the North of the existing structure which is a proposed 40x80 structure which is designated for a show room area. The front portion is a 40x30 structure, the rear is a 30x40 structure.

Chairman Masar states he would really like to see something done with the waterline, weather it's an easement or something in writing for the waterline that goes through the property. Since they don't know exactly where it is, is it going to end up under the solar recovery area.

Mr. Thompson states they do know where it is, and they can bring that in. States it is not under any structure. It is almost dead center underneath the drive path.

Chairman Masar states that the current water tap needs to be shown on the site plan and how it ties into the other buildings if they have water. Also, regarding the showroom, he can't imagine a public showroom that does not have water or bathroom facilities in it. He also states his other issue with this is the on-site wastewater treatment systems. He states that he really needs to see something showing it can handle the new use or that they will do a new one.

Mr. Thompson states it's just to show people or demonstrate products. It's just for visual, business will be conducted in the main office

Mr. Hamrick refers to the red-line plat, stating that it is too busy. It would be great if they could clean that up and make a clear depiction between what's existing and what's proposed. Include on that drawing, utilities, waterlines, leech field. That is something that has to be settled before it can be approved. Because of the staff review and all the 11 contingency items that need to be addressed, it's going to be hard to approve this in its current form.

Mr. Brown asks Mr. Thompson if he has got a copy from staff on the application requirements for submittal and seen the list of the 11 contingency items from Staff.

Mr. Thompson replies yes, they are about half-way to 2-3rds through addressing each of those items.

Mr. Brown states those have to be addressed prior to giving approval.

Chairman Masar agrees with Mr. Brown.

Coordinator Adamic states the Board can table it into the next meeting, or the consultant or owner can request for a 90-day extension. Staff likes to give 2 weeks' notice to review, so if they were going to have this on the agenda for next months meeting, they would need it within 2 weeks.

Mr. Payne asks Mr. Thompson if they can do it in the 2 weeks or would they rather the 90 days.

Mr. Thompson states that's not an issue and they can certainly do that in 2 weeks.

**MOTION**

Vice Chair Hamrick motioned to Table **CDP 22-001 Penrose tractor & Towing** until the next Planning Commission meeting on November 1, 2022.

**SECOND**

Mr. Payne second the motion.

Chairman Masar called for a roll call and the motion passed unanimously. (5 of 5)

7. **ADJOURNMENT**

Chairman Masar adjourned the meeting at 4:43 p.m.



\_\_\_\_\_  
CHAIRMAN, FREMONT COUNTY PLANNING COMMISSION

2-7-23  
DATE