



# PLANNING COMMISSION MEETING AND HEARING

1777 N Meadowlark Dr, Apple Valley  
Wednesday, May 01, 2024 at 6:00 PM

## MINUTES

**Chairman** | Bradley Farrar

**Commissioners** | Lee Fralish | Richard Palmer | Garth Hood | Becky Wood

**CALL TO ORDER-** Chairman Farrar called the meeting to order at 6:00 p.m.

### PLEDGE OF ALLEGIANCE

### ROLL CALL

#### PRESENT

Chairman Bradley Farrar

Commissioner Lee Fralish

Commissioner Richard Palmer

Commissioner Garth Hood

#### ABSENT

Commissioner Becky Wood

### CONFLICT OF INTEREST DISCLOSURES

None declared.

### HEARING ON THE FOLLOWING

1. Recommendation of Approval to Amend Title 10.02.070 Site Plan Required, Ordinance-O-2024-18.

Chairman Farrar opened the hearing.

No public comments.

Chairman Farrar closed the public hearing.

2. Recommendation of Approval to Amend Title 10.14.020 Short Term Vacation Rental Rules and Regulations, Ordinance-O-2024-19.

Chairman Farrar opened the public hearing.

Janet Prentice, Apple Valley resident commented. How we are going to enforce people that do not have licenses.

Chairman Farrar closed the public hearing.

### DISCUSSION AND POSSIBLE ACTION ITEMS

3. Recommendation of Approval to Amend Title 10.02.070 Site Plan Required, Ordinance-O-2024-18.

Chairman Farrar discussed amending title 10.0 2.070 to update site plan requirements. The updates were based on recommendations from the fire chief, with additional items added. The amendments include new requirements such as specifying the distance to the nearest fire hydrant, identifying any



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wells on the property, outlining safety measures, specifying property lines, setbacks, construction limits, parking, surrounding streets, driveways, fire hydrants, easements, and landscaped areas.

Town Clerk/Recorder Jenna Vizcardo clarified that the amendments are recommendations to guide the public on site plan requirements and that they did not change any building codes. She also mentioned that discussions about building permits would be addressed separately.

Chairman Farrar noted that most of the requirements are already standard and should already be included in any site plan.

Commissioner Palmer emphasized the importance of accurately indicating the location of all wells on the property due to potential health hazards from contaminated water.

The commissioners agreed on the importance of these updates.

**MOTION:** Commissioner Hood motioned that we recommend approval to amend Title 10.02.070, Ordinance-O-2024-18.

**SECOND:** The motion was seconded by Commissioner Fralish.

**VOTE:** Chairman Farrar called for a vote:

Commissioner Hood - Aye  
Chairman Farrar - Aye  
Commissioner Palmer - Aye  
Commissioner Fralish - Aye

The vote was unanimous and the motion carried.

4. Recommendation of Approval to Amend Title 10.14.020 Short Term Vacation Rental Rules and Regulations, Ordinance-O-2024-19.

Chairman Farrar discussed amending Title 10.14.020 Short Term Vacation Rental Rules and Regulations. Some changes were described as housekeeping, while others were to align with new state laws. Was noted that some adjustments included raising the fee for violations from \$750 to \$1,000.

The commissioners agreed with the proposed amendments.

**MOTION:** Commissioner Palmer motioned to recommend for approval to Town Council, Title 10.14.020 Short Term Vacation Rental Rules, Ordinance-O-2024-19.

**SECOND:** The motion was seconded by Commissioner Fralish.

**VOTE:** Chairman Farrar called for a vote:



## PLANNING COMMISSION MEETING AND HEARING

1777 N Meadowlark Dr, Apple Valley  
Wednesday, May 01, 2024 at 6:00 PM

### MINUTES

Commissioner Hood - Aye  
Chairman Farrar - Aye  
Commissioner Palmer - Aye  
Commissioner Fralish - Aye

The vote was unanimous and the motion carried.

#### APPROVAL OF MINUTES

5. Minutes: March 27, 2024.

**MOTION:** Commissioner Fralish motioned we approve the minutes of 3/27/24 of the Planning Commission.

**SECOND:** The motion was seconded by Commissioner Palmer.

**VOTE:** Chairman Farrar called for a vote:

Commissioner Hood - Aye  
Chairman Farrar - Aye  
Commissioner Palmer - Aye  
Commissioner Fralish - Aye

The vote was unanimous and the motion carried.

#### ADJOURNMENT

**MOTION:** Commissioner Fralish motioned to adjourn.

**SECOND:** The motion was seconded by Commissioner Palmer.

**VOTE:** Chairman Farrar called for a vote:

Commissioner Hood - Aye  
Chairman Farrar - Aye  
Commissioner Palmer - Aye  
Commissioner Fralish - Aye

The vote was unanimous and the motion carried.



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The meeting was adjourned at 6:07 p.m.

Date Approved: \_\_\_\_\_

Approved BY: \_\_\_\_\_

Chairman | Bradley Farrar

Attest BY: \_\_\_\_\_

Town Clerk/Recorder | Jenna Vizcardo

DRAFT