

Harrisville City Planning Commission Meeting  
363 W. Independence Boulevard  
7:00 p.m., January 11, 2017

Commissioners: Steve Weiss

William Smith

Pat Young

Chad Holbrook

Kevin Jensen

Roger Shuman

Blair Christensen

Nathan Averill

Staff: Bill Morris (City Administrator)

Shanna Edwards (Secretary)

Laurence Boswell (Coordinator)

Visitors: Jeff Pearce, Ruth Pearce, Blaine Barrow, Don Ferrell, Austin Tracy, Eleanor Jenson, Joan Dailey, Lavon Thompson, Mary Beus, Stef Butte, Jessica Butte, Nicole Hellstrom, Madison Ross, Vivienne Murtha, Mike Murtha, Sherry Farrell, Micheal Farrell, Pleasant View Mayor Tony Mileski, Jared Van Orden, Jim Flint.

Chairman Weiss welcomes everyone to planning commission meeting Wednesday January 11, 2017, and calls the meeting to order.

**1. CONSENT APPROVAL of Planning Commission Meeting Minutes November 9, 2016.**

**MOTION:** Commissioner Chad Holbrook motions and Commissioner Blair Christensen seconds to approve minutes of planning commission meeting held November 9, 2016, as written. Voting was unanimous.

**2. OATH OF OFFICE.**

**MOTION:** Upon approval from Chair Steve Weiss, an oath of office for Nathan Averill is conducted by Bill Morris.

**3. REVIEW/DISCUSSION/ACTION for preliminary/final site plan for Phase 1 of a private animal shelter to locate at 1755 North 750 West in the A-1 Zone.**

Bill presents background information on the proposed animal shelter. The biggest concept scrutinized is the number of cats and dogs allowed in the shelter. It is proposed that 50 dogs and 100 cats is the maximum limit for the animal shelter. This facility will become the official facility that Harrisville will use for animal services. There is concern in money, but the city is prepared to explore options.

Site plan proposes to use the existing building on the property lot. The existing building is approximately 6,000 square feet. The green houses in the back of the lot will also be used and serve as an exercise area for the animals.

Engineer Jim Flint with Hansen Associates representing Eleanor Jenson presents. Jim explains that the animal shelter will only be undergoing a single phase right now. Jim is presented with a question concerning the number of dogs and cats allowed in the shelter and if that can be expanded. Bill clarifies that if the limit for dogs is 50, and then the shelter expands, they will not go over that 50 dog limit. The shelter would have to get special approval. Jim also addresses noise level and explains that there will be sound proofing on the east wall of the structure in order to ensure a moderate noise level. Last but not least, Jim talks about the two

parcels of land that will be used by the animal shelter. He wishes to keep both parcels separate, instead of combined, due to an easement description across the front parcel. He does not want the two parcels combined for loan purposes. The existing home on the frontage parcel will be occupied by a person associated with the business. There is an easement access description drawn up that will be recorded on the frontage lot which will provide access to the rear lot.

With commission approval, Jim Flint turned the time over to Michael Murtha to report on the sound study that was conducted. Mike Murtha went into extensive detail on his qualifications and past experience for conducting such a study. Sean Lambert, Public Works/Building Inspector, was asked to participate in the study using some city equipment (see attached study including test methods and results). Mike Murtha used a large scale print of the proposed site plan, to point out where different phases of the noise study were performed. He explained other variables that were considered when doing the study.

Bill reviews Section 11.10.020.4 e and f in the City's Land Use Ordinance Book in order to clarify any issues on noise. He states that such ordinance does not specify noise based on decibels, it is just based on "unreasonable" noise, which in turn is based on the people and situations. As far as the test that Mike Murtha conducted, there should not be a problem with a noise factor. If issues arise, that will be based on the people around the shelter and if they deem such noise from barking dogs as unreasonable.

Bill changes subjects and asks about animals would need to be quarantined at the animal shelter. What are the procedures? What about dogs who bite people? How will feces be disposed properly?

Eleanor Jenson is called to the stand and addresses the questions above. She explains that she will have separate rooms or areas for animals who need to be quarantined, including dogs who bite people. Eleanor also explains that the majority of feces will be bagged up and sent to a landfill. A contract will be in place with the garbage company. All loose waste will be washed down with water.

Bill asks Eleanor about a particular disease called Parvo. Eleanor responds that if there is Parvo or distemper outbreaks, animals will be euthanized. The time between euthanization and pick up for disposal of animal remains is approximately four to five days. During that time, animals will be held in a deep freezer. If an animal has the potential of being cured, they will be transported to a different facility to be treated immediately.

Bill asks about spay and neutering animals. Eleanor responds by stating that if animals haven't been spayed or neutered when adopted out, they can get a voucher at an animal shelter to get 80-90 dollars off. Eleanor also explains that she will spay and neuter, vaccinate, and chip animals on site since she is a licensed veterinarian. As far as maintaining the facility, Eleanor explains that the animal shelter will be kept in good condition. Disinfectant spray will be used for cleaning purposes. Dogs and cats will be kept in separate areas. The building will be kept at a moderate temperature of 77 degrees Fahrenheit. Eleanor also agrees to comply with regulations from the American Animal Association to run the facility and treat animals properly. In addition, a question was asked concerning communication between employees on site. Communication will be done through cellular devices, instead of intercom or speakers. Concerning screening requirements, Bill Morris states that the facility meets the requirements of A-1 agricultural screening.

There is further discussion concerning noise level. Bill Morris states that if there is a noise issue after the shelter is constructed, then the issue will be dealt with then. He says we cannot predict or specify noise standards further than what is already stated in Land Use Ordinance section 11.10.020. The judge enforces the standard including what is “reasonable.” Outside lighting will be directed at the front door that faces the canal. No additional outside storage is requested at this time.

**MOTION:** Commissioner Holbrook motioned and Commissioner Christensen seconded to approve the conditional use permit for the proposed private animal shelter to locate at 1755 North 750 West in the A-1 Zone, including preliminary and final site plan approval for Phase 1, subject to the following: (1) the city engineer’s memo January 5, 2017, (2) that it maintains compliance with the municipal code, specifically 11.10.020.4 e and 11.10.020.4 f, (3) that it conform to the standards of the American Animal Association, or comparable standard of another organization, (4) maximum of 50 dogs and 100 cats is the allowed number of animals, (5) additional sound proofing of the east wall of the structure, (6) it must maintain a reasonable personal standard of sound and odor subject to further review by the commission, (7) all disposal of feces will be handled in accordance with local laws, (8) quarantined facilities will be provided and executed as described by Eleanor Jensen (see section 3, paragraph seven), (9) and that it maintain an appropriate disposal of deceased animals waiting for pick up (appropriate freezer).

**4. NOMINATE AND ELECT planning commission chairman and vice chairman for 2017.**

**MOTION:** Chairman Weiss takes nominations for chairman and vice chairman of the planning commission for 2017. Commissioner Jensen nominates Stephen Weiss to continue as chairman. Voting unanimous. Commissioner Jensen proposes that Roger Shuman be vice chairman. Voting unanimous.

**5. ANNUAL TRAINING**

Bill Morris conducts the annual training covering Open and Public Meeting Act, and Non-discrimination and Sexual Harassment Training.

**6. ADJOURN:** At 8:56 p.m., Commissioner Young motioned and Commissioner Jensen seconded to adjourn. The next regularly scheduled planning commission meeting will be held February 8, 7:00 p.m. at the city hall.

Laurence Boswell  
Land Use Coordinator

Steve Weiss  
Chairman