



MINUTES

Oakley City Planning Commission
Meeting
March 2, 2022
Zoom Meeting Platform
7:00 PM

AGENDA

1. Call the meeting to order
2. Discussion/Possible Action: Planning Commission meeting minutes 2/3/2022
3. Discussion/Action: Signage for Oakley Storage
4. Discussion/Possible Action: Businesses: Grandfathered status
5. Discussion/Possible Action: City Center Action Plan
6. Discussion of Code Changes
7. Action Item: Election of Chair/Vice-Chair
8. Planner Items
9. Adjourn

MINUTES

1. Call to order and roll call:
 - a) Planning Commission: Vice Chairman Cliff Goldthorpe; Commission Members: Doug Evans, Richard Bliss, Jan Manning, Lane Livingston
 - b) City Staff: Stephanie Woolstenhulme, City Planner; Tristin Leavitt, City Treasurer
 - c) Other: Tiny Woolstenhulme, Kelly EdwardsZoom: Kelly Kimber, Kathy Lyne Jones, KC Jones, Jack Walkenhorst, Deb (Galaxy S21)
2. Discussion/Possible Action: Planning Commission meeting minutes 2/3/2022

Vice-Chair Cliff Goldthorpe entertains a motion to approve the minutes from 2/3/2022.
Richard Bliss makes a motion to approve the minutes of 2/3/2022.
Jan Manning seconds the motion.
All in favor.
3. Discussion/Action: Signage for Oakley Storage

Planner Stephanie Woolstenhulme shares the following proposal for Oakley Storage (New Lane) signage with planning commission:

- Free-standing sign to be put out in front of the building that has living quarters.
- Complying with code for a free standing sign. (40 sq. ft.)
- Needs to comply with the dark sky ordinance.
- Lighting is the biggest question.

General discussion amongst Planning Commission members regarding the lighting.

Doug Evans has concerns regarding the Public Utility Easement. If there is something in easement, or if in the future it was needed for something, applicant would have to comply with conditions to mitigate need. Tiny states that utilities are in easement on other side of road but acknowledges the public easement encroachment.

Also questions if the signs on the building will come down after this sign is up and Tiny confirmed that they are only temporary.

Vice-Chair Cliff Goldthorpe puts forth a motion that we approve the signage for Oakley Storage with regards to the lumens and kelvins meeting our code requirements.

Jan manning seconds the motion.

All in favor.

4. Discussion/Possible Action: Businesses: Grandfathered status

Planner Stephanie Woolstenhulme shares that there are a couple of businesses that are not in compliance with our current code, but have been in operation long before code existed. Discussion as to how the Planning Commission would like to recognize these businesses. Businesses in possible question include:

- Bill Madsen Auto Repair
- Reidhead Excavating (in compliance now)
- Dig 'N Dump (in compliance now)
- Dog Days Pet Pampering (in compliance now)
- Dog Days Helping Paws (in compliance now)
- Dutch's Service
- Georgi Construction
- Ken's Kash
- Kumbayah Kitchen
- Groundhog Excavating (grandfather or low impact permit)
- O'Driscoll Constructor's
- Oakley Animal Ranch
- Prestine Excavation
- Reins Inc.

General discussion amongst planning commission. Decision to propose plan to Mayor to reach out to businesses to determine current scope of business and work with them for proper permitting.

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89 5. Discussion/Possible Action: City Center Action Plan
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91 **Planner Stephanie Woolstenhulme** shares that City Council has put the planning
92 commission in charge of starting the conversation with the community.
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94 General discussion amongst planning commission regarding action plan for City Center.
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96 Open House scheduled for March 30th at 7:00 PM.
97

98 6. Discussion of Code Changes
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100 General discussion regarding changes to the code.
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102 7. Action Item: Election of Chair/Vice-Chair
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104 **Doug Evans** makes a motion that **Cliff Goldthorpe** be elected as Chairman of the Planning
105 Commission for 2022.

106 **Jan Manning** seconds the motion.

107 No further discussion.

108 All in favor.
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110 **Chairman Cliff Goldthorpe** asks for a nomination to be brought forward for Vice-Chair.
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112 **Jan Manning** entertains a motion to nominate **Richard Bliss** as Vice-Chair of the Planning
113 Commission.

114 **Doug Evans** seconds the motion.

115 No further discussion.

116 All in favor.
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118 8. Planner Items
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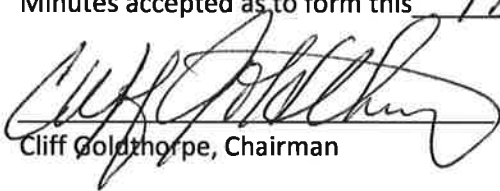
120 -Drafted letter from Tom Smart on behalf of the Planning Commission regarding support of
121 the T-Mobile Grant.


122 -Next meeting April 14, 2022.
123

124 9. Adjourn
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126 **Chairman Cliff Goldthorpe** declares the meeting adjourned.
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130 Minutes accepted as to form this 18th day April of 2022.
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134 
135 Cliff Goldthorpe, Chairman


Tristin Leavitt, City Treasurer

