

TOWN OF PAYSON
DESIGN REVIEW BOARD
MINUTES OF THE PUBLIC MEETING
JULY 08, 2008

- A Chairman Lieder called the duly posted public meeting of the Design Review Meeting Time Board to order at 3:00 p.m. in the Community Development Conference Room. & Place
- B MEMBERS PRESENT: Susan McIntyre; Deborah Hughes; Barbara Underwood; Roll Call Mareena Cords; Bill Ensign; Jeanie Langham; and Bernie Lieder.
- C STAFF PRESENT: Sheila DeSchaaf, Planner II; Ray Erlandsen, Zoning Staff Present Administrator; Tim Wright, Deputy Town Attorney; and Chris Floyd, Secretary.
- D OTHERS PRESENT: Clmn. Rick Croy, Rex Hinshaw, Hinshaw Associates, and Others Present Teresa Bishop.
- E Barbara Underwood moved, seconded by Mareena Cords, to approve the June 10, Approval Of 2008, minutes, pages 58-59; motion carried 7-0. Minutes
- F Rex Hinshaw, Hinshaw Associates, gave a brief overview of the proposed 2nd story 405A West apartment addition to the building that was previously approved by the Board. The Main Street Board asked questions, which were answered by the applicant and staff.
- G Barbara Underwood moved, seconded by Mareena Cords, to approve the upstairs Approve apartment of the Hinshaw office at 405A West Main Street. Addition To 405A W. Main Street
- Motion carried 7-0.
- H Rex Hinshaw, Hinshaw Associates, gave a brief overview of the proposed project 916 North at 916 North Beeline Highway, which is south of Postnet. The proposed project Beeline will include a new retail/office building. The Board asked questions, which were Highway answered by the applicant. Sheila DeSchaaf, Planner II, asked if the Board would consider a time limit for their approval.
- I Bill Ensign moved, seconded by Mareena Cords, to approve the design plans for Approve 916 North Beeline Highway with the following conditions: 916 N. Beeline Hwy.
1. Final landscape plan shall come back before the Design Review Board for review and approval prior to permit issuance.
 2. Approval is valid so long as a permit for construction is issued within 18 months from date of approval.
- Motion carried 7-0.
- J Sheila DeSchaaf, Planner II, noted that the draft guidelines will go to the Planning Guidelines

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and Zoning Commission on July 14, 2008. She also noted that she had some pictures that the Chairman took that could be added to the guidelines as illustrations along with other examples. Tim Wright, Deputy Town Attorney, stated that the draft guidelines could go to Council by the first meeting in August with a possible effective date of mid-October.

Jeanie Langham voiced her concerns and disappointments on how the guidelines were drafted. She felt there should be more input, communication, and cooperation. She had asked that a certificate of appreciation be given to Andy Romance for all of his prior work on design review.

Chairman Lieder stated that he felt the Board had responded to what the Council had asked the Board to do, which was to review existing documents. Deborah Hughes felt that the draft guidelines were the beginning but could still be added to and expanded. Chairman Lieder read an excerpt from Exhibit 'A' to Resolution 2258, which was the powers, duties, and responsibilities of the Board.

There was further discussion on how the draft guidelines were established and the fact it is an ongoing project and could be further revised.

- A Su McIntyre moved, seconded by Bill Ensign, that once the design review package is done then set a list of priorities of where we want to go next and what needs to be done and maybe firewise and landscaping and also that when we do the industrial and other that we do use some guidelines that have been in place as an example to help us through it. Motion For
Priority List

Motion carried 7-0.

- B Chairman Lieder moved, seconded by Mareena Cords, as the Board's first step towards accomplishing its mission as set forth in the resolution discussed, it approves the design review manual, July 2008 draft, for submittal to Planning and Zoning and subsequently to Council and add to the draft an 18 month, or longer for phased projects, time frame from the Board's approval of the applicant's submittal to the issuance of a building permit. Motion To
Forward
Draft
Guidelines
To P & Z
And Council

Motion carried 7-0.

- C Sheila DeSchaaf, Planner II, stated that some of the pictures were taken by the Chairman and some she got from other places. She asked that the Board provide direction on how they want to accomplish the visual. The Board then discussed the photos and commented on the ones they would liked used in the guidelines. Illustrations
For Guidelines

There was more discussion on Ms. Hughes proposed landscaping and how some of it was added to the draft guidelines.

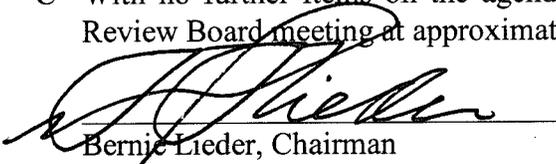
- D Bill Ensign left the meeting at 5:00 p.m. Left Meeting

- A Chairman Lieder commented on the proposed letter to a couple of businesses regarding future improvements and using the design review guidelines. Proposed Letter

Tim Wright, Deputy Town Attorney, stated that the proposed letter should not be under the Board's signature. The Board could ask staff to write the letter. Mr. Wright also felt that the letter shouldn't go to individual businesses but a group of businesses.

- B The next meeting is scheduled for July 22, 2008. Next Meeting

- C With no further items on the agenda, Chairman Lieder adjourned the Design Review Board meeting at approximately 5:18 p.m. Adjournment


Bernie Lieder, Chairman

8/12/08
Approved


Chris Floyd, Secretary