

The meeting of the Meeker Planning Commission was called to order by Chairman Gary Hindman Monday, September 14, 2009, at Town Hall at 5:35 p.m.

Members Present: Chairman Gary Hindman  
Martha Griffin  
Keith Rholl

Members Absent: Jerry Belland  
Terry Goedert

Others Present: Anna Smith, Town Planner  
Sharon Day, Town Administrator

Citizens present: Roger Hall ó Manager, GICø Mobile Home Parks  
Jeff Burkhead - RB Herald Times

#### **APPROVAL OF AGENDA**

Chairman Gary Hindman asked if there were any changes to the agenda with none noted.

A motion to approve the agenda as presented was made by Commissioner Rholl, seconded by Commissioner Griffin. All ayes, motion carried.

#### **APPROVAL OF THE MINUTES**

Chairman Hindman inquired if there were any changes, corrections or additions to the July 27, 2009 Planning Commission minutes, with none noted

A motion to approve the minutes of July 27, 2009 as presented was made by Chairman Hindman, seconded by Commissioner Griffin. All ayes, motion carried.

#### **PUBLIC PARTICIPATION**

None

#### **PUBLIC HEARING**

None

#### **ANNUAL RE-LICENSING OF MOBILE HOME PARKS**

The annual inspection of the Mobile Home Parks on August 7, 2009, showed the following:

##### Findlay Trailer Park

No violations

##### Sizemore Trailer Park

No violations

##### GICø White River Mobile Home Park

No violations

##### GICø Circle N Mobile Home Park

1. Provide skirting for RVø spaces #1-4, 6-8 since spaces #5 and #10 are currently empty. Skirting is required to be in place within 90 days after the recreational vehicle is situated in a space. In addition, any

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skirting utilized is required to be weatherproof, rigid, durable, and finished in a manner compatible with the appearance of the recreational vehicle.

2. Space #4 (MH) needs a number posted.
3. Space #5 (MH) needs a number posted.
4. Space #8 (MH) needs a number posted.
5. Space #13 (MH) has a Port-A-John located in the front. Please remove from the space and MHP.
6. Space #15 (MH) front steps do not comply with code requirements.
7. 5 9<sup>th</sup> Street space (MH) rear steps need repair due to safety issues. Steps do not meet code requirements.

A follow-up inspection on September 4, 2009 showed that above comments 5 and 7 have been complied with. All other comments have not been complied with. (It should be noted that all RV spaces are now occupied, with only space #9 RV skirted.)

### GICø River View Mobile Home Park

1. RV spaces #9 and #10 require skirting of the RVs within 90 days after the recreational vehicle has been situated in the space. In addition, any skirting utilized is required to be weatherproof, rigid, durable, and finished in a manner compatible with the appearance of the recreational vehicle.

A follow-up inspection on September 4, 2009 showed that 3 of the 4 RVs do not have skirting installed.

**Recommendation:** Staff recommends approval of the Mobile Home Park re-licensing for Findlay Trailer Park, Sizemore Trailer Park, and GICø White River Mobile Home Park. Staff also recommends a temporary permit be issued to GICø Circle N Mobile Home Park and GICø River View Mobile Home Park, valid through November 13, 2009, to give GIC and its tenants time to comply.

Town Planner Smith stated items #2, 3, 4, 5, 6, and 7 for GICø Circle N Mobile Home Park had been corrected as of Friday, September 11, 2009. She stated the only outstanding issues for both Circle N and River View Mobile Home Parks were the skirting of RVø that had been there longer than 90-days. She stated Mr. Roger Hall; on-site manger for GICø Mobile Home Parks was present and had some comments. Mr. Hall stated the present situation was that 90 percent of residents at the park were pipeline employees and were due to move out around the beginning of November. He stated some of them were thinking about skirting their RVø, and some were not since they were leaving. Mr. Hall stated there was the issue where almost all of them would be past the 90-days in the next couple of days. Planner Smith replied, anybody who remained in the RV parks, would need to be skirted. She stated the three other Mobile Home Parks (Findlay Trailer Park, Sizemore Trailer Park and GICø White River Mobile Home Park), were in full compliance and Staff was recommending the Planning Commission recommend to the Board the granting of the re-licensing for the three Mobile Home Parks who were compliant and the granting of a temporary permit for the other two Mobile Home Parks (GICø Circle N Mobile Home Park, and GICø River View Mobile Home Park) with the permit valid until November 13, 2009. Planner Smith stated this would give the individuals who are staying beyond the 90-day timeframe, enough time to skirt their RV, coming into full compliance and Staff would then re-inspect. She stated if they have complied then the license would be issued at that time.

Chairman Hindman inquired if anyone said they would be gone, but had to extend their stay, was there any provision for that? Planner Smith stated they would be expected to skirt their RV. Chairman Hindman inquired of Mr. Hall if he was in agreement with Staffø recommendation, with Mr. Hall stating it was fair enough. He stated he had contacted everyone in the park, telling them it would be possible the Town would give them time and if they planned to stay, to have their skirting up or be out by November 14, 2009. Chairman Hindman inquired if they understood, with Mr. Hall stating yes.

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Planner Smith stated in the packet, she had provided a motion, but it was no longer accurate. She stated when the motion was read, to omit Items #2-5. Chairman Hindman clarified that River View Mobile Home Park would also receive a temporary permit, with Planner Smith stating that was correct, and read Staff's recommendation to the Planning Commission.

A motion was made by Commissioner Griffin to recommend to the Board of Trustees approval of the annual re-licensing of Findlay Trailer Park, Sizemore Trailer Park and White River Mobile Home Park, and the Board grant a temporary permit, valid through November 13, 2009, to GIC's Circle N and River View Mobile Home Parks in order to give time to GIC and its tenants to comply with the following conditions:

Circle N:

1. Provide skirting to RV's spaces #1-8 and #10. Skirting is required to be in place within 90-days after the recreational vehicle is situated in a space. In addition, any skirting utilized is required to be weatherproof, rigid, durable, and finished in a manner compatible with the appearance of the recreational vehicle.

River View:

1. Provide skirting for the RV's in spaces #8-10. Skirting is required to be in place within 90-days after the recreational vehicle is situated in a space. In addition, any skirting utilized is required to be weatherproof, rigid, durable and finished in a manner compatible with the appearance of the recreational vehicle.

Seconded by Commissioner Rholl. All ayes, motion carried.

Planner Smith stated the Board of Trustees would hear the Planning Commission's recommendation at their meeting on September 15, 2009 at 7:00 p.m. where they would make the final decision. Mr. Hall inquired if he had to be present, as he would be out of town, but would try to be back. Planner Smith stated it wasn't a public hearing and Staff would present to the Board of Trustees Mr. Hall's comments. Mr. Hall stated Staff overall did a fine presentation. Town Administrator Day stated the Board may want to speak with Mr. Hall, and the item could be postponed until the next Board meeting, but she doubted that would happen. Planner Smith relayed to Mr. Hall that if he was not present at the Board meeting, and the Board of Trustees granted approval, she would send him a memo enclosed with a temporary permit and the full license for the Mobile Home Park that would get it, with the understanding that the temporary permit would be valid through November 13, 2009.

### **OTHER PLANNING COMMISSION MATTERS**

**Liberty Industrial Park Subdivision Memo:** Planner Smith stated the Commissioners had in their packets, a copy of a memo Staff had sent to Rio Blanco County regarding Liberty Industrial Park Subdivision and was based on the comments received from the Commissioners at a previous meeting, and she was providing them on update on what had been submitted.

**Awards Presentation:** Planner Smith relayed to Chairman Hindman there was an award for Ms. Joy Thayer and one for Ms. Leslie Sorensen for their years of service to the Planning Commission. She stated Leslie was not able to attend, with Planner Smith reading the following (that was written on the award): *"You are a Star! Isn't it amazing how a blanket of stars can light up a night sky. Side by side they twinkle together to create a beautiful work of art. When we shine together, we light up the world to make an unforgettable difference. Thank you for shining with us."* Planner Smith asked Chairman Hindman to present the award to Ms. Thayer, who was present. Ms. Sorensen was unable to attend.

Chairman Hindman stated everyone else should be able to comment, as he had already taken a moment to acknowledge their service. He stated he appreciated both Ms. Thayer's and Ms. Sorensen's contribution

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to the Planning Commission and, through each diverse point of view, was where they drew their strength as a Planning Commission. He went on to state everyone's opinion and point of view was valued in every decision they made. Chairman Hindman then presented Ms. Thayer with her award and thanked her for her valuable input over the years, stating she was welcome to come back anytime. Planner Smith stated for the record, Leslie Sorensen served the Planning Commission from March 1996 to January 2009. Jeff Burkhead, Rio Blanco Herald Times was present to take pictures during and after the awards ceremony.

**ADJOURNMENT**

Commissioner Griffin made a motion to adjourn, seconded by Chairman Hindman. All ayes, motion carried.

Planning Commission Meeting adjourned at 5:50 p.m.

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Gary Hindman, Chairman

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Terry Goedert, Secretary