

1 River Heights City Planning Commission  
2 Minutes of the Meeting  
3 February 17, 2015  
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5 Present: Commission members: Rex Davidsavor, Chairman  
6 Jim Royle  
7 Patti Seeholzer  
8 Lorin Zollinger  
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10 Councilmember Blake Wright  
11 Recorder Sheila Lind  
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13 Excused Commissioner Danny Petersen  
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15 Others Present: Craig Ramsussen, Bracken Atkinson, Brent Skinner  
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17 Motions Made During the Meeting  
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19 Motion #1

20 Commissioner Seeholzer moved to “approve the minutes of the February 3, 2015  
21 Commission Meeting, as amended.” Commissioner Royle seconded the motion, which carried.  
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23 Motion #2

24 Commissioner Royle moved to “approve the Conservice carport amendments,  
25 conditional upon trees being added back in on the north side of the property and landscape  
26 plant material being approved by the city engineer.” Commissioner Knowles seconded the  
27 motion, which carried.  
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30 Proceedings of the Meeting  
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32 The River Heights City Planning Commission met at 7:00 p.m. in the Ervin R. Crosbie  
33 Council Chambers on February 17, 2015. Commissioner Davidsavor excused Commissioner  
34 Petersen due to shoulder surgery.

35 Adoption of Prior Minutes: Minutes for the February 3, 2015 Planning Commission  
36 Meeting were reviewed. A couple changes were made.

37 **Commissioner Seeholzer moved to “approve the minutes of the February 3, 2015**  
38 **Commission Meeting, as amended.” Commissioner Royle seconded the motion, which**  
39 **carried.**

40 Review of Conservice Parking Lot Amendments: Bracken Atkinson handed out copies of  
41 the updated parking lot plans and photos of existing solar panel roofing to show what the  
42 panels look like. He pointed out that they look like the roof of a regular carport.

43 Brent Skinner stated the Council asked them to return with their new plan, to seek  
44 approval from the Commission.

45 Bracken Atkinson explained the reason for their change in design. They found out that  
46 Rocky Mountain Power rebates are better with more panels and they will be able to offset their  
47 power costs by 60%. Because of the change in design, they will end up with more trees than  
48 with the previous plan.

49 Engineer Rasmussen discussed the tree types and locations, in regards to the city  
50 ordinance. With their revised plan, they have nearly the amount of trees the code requires. He  
51 likes the shrub border along the sidewalk. Councilmember Wright suggested someone review  
52 the tree list to make sure they have enough room to grow and won’t cause trouble later on.  
53 Mr. Rasmussen said the soil needs to be looked at, as well. Brent Skinner said they don’t have  
54 their mind set on which trees they will use on this current plan and are willing to make  
55 adjustments. Mr. Rasmussen recommended the landscaping on the north perimeter be put  
56 back in, as the old plan showed. Mr. Atkinson will pass this along to their landscape designer.

57 Engineer Rasmussen asked how the solar panels will handle snow. Bracken Atkinson  
58 stated the solar panels will cause melting, which will run into a drain under the roof, installed  
59 for catching run off. They will be on a 10% grade with a 1” gap between panels, which will  
60 create a slow slide. They are agreeable to installing snow stops, if it becomes a problem. Their  
61 plan shows the carport height at 7 feet on the low end and 12 feet on the high end. The panels  
62 will be rated for 60 pounds of snow load. The code states a 30 pounds minimum, which can  
63 collapse in a heavy snow.

64 There was concern on whether the design allows enough space for semis to turn around  
65 in the parking lot. They felt and explained how it would be sufficient.

66 They also explained that there will be additional lighting under the carports, powered by  
67 the solar panels. They will still have the needed amount of pole mount lights.

68 **Commissioner Royle moved to “approve the Conservice carport amendments,**  
69 **conditional upon trees being added back in on the north side of the property and landscape**  
70 **plant material being approved by the city engineer.” Commissioner Knowles seconded the**  
71 **motion, which carried.**

72 Discuss the Creation of a Solar Panel Ordinance: Commissioner Davidsavor mentioned  
73 some avenues they have for help on a solar panel ordinance. He likes the idea of keeping  
74 panels on the roof, at no more than a 10% grade. Discussion was had on the ordinance that

75 Commissioner Davidsavor sent out for the Commission to review. The Commissioners who  
76 reviewed it, liked the easy way it was worded. Mr. Davidsavor asked Commissioner Knowles to  
77 make some changes, have the city engineer look at it and come back to the Commission with it.

78 Nick Evans is a contact from Solar Tech, the company Conservice is using; they could  
79 answer questions and give valuable information on forming an ordinance. Bracken Atkinson is  
80 very sure they would be willing to come to a commission meeting and present. Councilmember  
81 Wright thought this was a good idea and that the Council should be invited, as well. He  
82 wondered if they could ask Solar Tech to review the draft Commissioner Davidsavor found,  
83 before the city puts too much time into it. Mr. Atkinson explained this is an opportune time to  
84 use this company, while they are young and growing, and before they get too busy with future  
85 companies.

86 Bracken Atkinson explained how their company was selected in a lottery system,  
87 through Rocky Mountain Power, to receive grant money for their solar panels.

88 Bracken Atkinson recommended researching lease versus purchase options, when  
89 drafting the ordinance. He said to ask Solar Tech how they handle this and how it works. They  
90 don't do any leasing, just purchase.

91 Commissioner Knowles will call Solar Tech and report at the next meeting.

92 The meeting adjourned at 8:05 p.m.

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Sheila Lind, Recorder

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99 R. Rex Davidsavor, Chairman