

Plain City Planning  
Minutes of Meeting  
January 11, 2018

Minutes of the Plain City Planning Commission Meeting held on January 11, 2018 at 7:00 p.m. in the Council Chambers of Plain City Hall – 4160 W 2200 N, Plain City, Utah 84404.

Present: Chairman            Blake Neil  
          Vice Chair            John Leonardi  
          Commissioner        Jarod Maw  
          Commissioner        Mark Osenbach *Absent*  
          Commissioner        Cheri Sparks  
          Alt. Commissioner    Kris Carrigan  
          Staff: Mike Kerswell, Derek Moss

**ATTENDEES:** Alex Papageorge, Heidi Gibson, Kenneth Gibson, Brad Cragun, Jeff Hales

**WELCOME:** Chairman Neil

**PLEDGE OF ALLEGIANCE:** Commissioner Sparks

**MOMENT OF SILENCE/INVOCATION:** Commissioner Maw

**1.ROLL CALL** Chairman Neil conducted roll call and indicated Commissioners Sparks, Maw, Leonardi and Carrigan were present. Commissioner Osenbach was absent.

**2. OPENING MEETING STATEMENT**

The opening statement was read by Chairman Neil

**3. EX PARTE COMMUNICATION OR CONFLICTS OF INTEREST TO DISCLOSE**

Chairman Neil asked if any members needed to declare a conflict of interest or disclose any ex parte communication in which they had engaged. Commissioner Leonardi relayed difficulties reported by Mark Kartchner, in obtaining information on property improvement application requirements. He indicated, Mr. Kartchner had left telephone messages for the Public Works Department but has not been contacted. Chairman Neil made known, Farr West Planning Commissioner Becky Brooks has approached him about collaborating for project planning that includes both Farr West and Plain City. He asked for input on the proposed partnership from the Commission. The matter was discussed and unanimously supported.

**4. Public Comments for items not on the Agenda**

None were imparted.

**5. Approval of Minutes for December 14, 2017**

Commissioner Leonardi notified of an inconsistency in his attendance status – listed as “absent” in one location and “excused” in another part of the minutes. He requested “absent” be changed to “excused”.

**Motion: Commissioner Leonardi made a motion to approve the Minutes of Dec. 14 2017 with said changes. Commissioner Carrigan seconded the motion. Vote: Commissioners Sparks, Maw, Carrigan, Leonardi and Chairman Neil voted aye. Motion carried.**

## **6. Technical Review Report**

There was not a Technical Review

## **7. Administrative Items:**

### **a. Discussion / Motion: Cragun Subdivision**

Chairman Neil confirmed, the Cragun Subdivision had been approved during a previous meeting but information, including lot size, on the mylar print of the final plat (presented thereafter) was not consistent with what had been approved. Brad Cragun acknowledged the inconsistency and divulged details of the post-approval changes. He indicated, he had received guidance from the City Engineer on City zoning compliance, prior to making revisions. Commissioner Maw reviewed the proposed dimensions. Chairman Neil reminded the Commission, according to Plain City ordinance, Minor Subdivisions can be approved by the Planning Commission without presenting to City Council. Commissioner Carrigan queried if a Deferred Improvements Agreement will be required for this subdivision. Chairman Neil asked if one had been issued with the previous petition. Commissioner Maw reviewed the minutes from the meeting at which approval was granted (June 22, 2017), finding no evidence of Deferral Agreement procurement. Commissioner Carrigan suggested, a Deferral Agreement be obtained, as it is mandated by ordinance for subdivisions in the City. Commissioner Sparks weighed the effects of requiring a Deferral Agreement. Brad Cragun asserted, the adjoining road is State road. Commissioner Leonardi questioned the requisite for a road that is not maintained by the City. Commissioner Carrigan spoke to the possibility of future State imposed requirements for curb and gutter in that area. Chairman Neil expressed accord with Commissioner Leonardi's assessment. Commissioner Leonardi proposed adding a proviso to the plat, assigning responsibility for future improvements to the State. Commissioner Maw spoke to the need for good relations with State Transportation Agencies.

**Motion: Commissioner Leonardi motioned to approve the Preliminary Cragun Subdivision as presented. Commissioner Maw seconded the motion: Vote: Commissioners Sparks, Leonardi, Maw, and Chairman Neil voted aye. Commissioner Carrigan voted nay. Motion Carried.**

**Motion: Commissioner Maw motioned to approve the Final Cragun Subdivision. Commissioner Leonardi seconded the motion: Vote: Commissioners Sparks, Leonardi, Maw, and Chairman Neil voted aye. Commissioner Carrigan voted nay. Motion Carried.**

### **b. Discussion / Motion: Klomp/Papageorge Subdivision Amendment**

Chairman Neil noted, there are several differing names for the Minor Subdivision

being discussed. He proposed a single name be adopted to identify the development. City Planner, Derek Moss indicated, the Minor Subdivision does not require a name for approval. Chairman Neil asserted, identifying the property by one name will help eliminate confusion. Derek Moss agreed to give the final plat a permanent name. Commissioner Sparks sought clarification on Remainder Parcel regulations. Commissioner Carrigan commented on a “one time” Remainder Parcel allowance. Derek Moss further described the directive concerning Remainder Parcels. He indicated, a note will be included on the plat to pronounce Remainder Parcel policies. Alex Papageorge was asked by Commissioners if he had retained will-serve letters from utility providers. He answered in the negative, stating his understanding that subdivision approval was to be attained prior to will-serve letters. Commissioner Maw advised, the Minor Subdivision can only be voted on preliminarily without the will-serve letters in hand. Alex Papageorge agreed to obtain the letters prior to petitioning for final approval of the subdivision. Chairman Neil notified, a Deferral Agreement will also be required for final approval.

**Motion: Commissioner Leonardi made a motion to approve the Preliminary Klomp/Papageorge Subdivision pending will-serve letters and Deferral Agreement needed for final. Commissioner Carrigan seconded the motion: Vote: Commissioners Sparks, Carrigan, Maw, Leonardi and Chairman Neil voted aye. Motion Carried.**

**c. Discussion / Motion: Lot line – KH Gibson property**

Chairman Neil sought details regarding the requested lot line adjustment. Kenneth Gibson explained the modification, including dimensional specifications and purpose for the change.

**Motion: Commissioner Maw made a motion to approve the KH Gibson Lot line adjustment. Commissioner Carrigan seconded the motion: Vote: Commissioners Sparks, Carrigan, Maw, Leonardi and Chairman Neil voted aye. Motion Carried.**

**8. Legislative Items:**

**a. Discussion / Motion : Commercial Zones – Propane Refill Station**

Derek Moss reviewed discussions from December, 2017 related to Bulk Propane Sales. He gave emphasis to commercial zoning restrictions that were agreed upon and outlined conditional use provisions. He recommended scheduling a public hearing on the matter. Commissioner Leonardi questioned restrictions in C-1 zoned areas. Derek Moss explained, C-1 zoning is generally for businesses requiring a smaller lot size than is required for propane storage and distribution. He indicated, C-2 and C-3 zoning parameters are more accommodating of Propane Refill Station requisites. Chairman Neil commented on the proximity of residential neighborhoods to C-1 zoned areas. Commissioner Leonardi sought justification for allowing C-2 zoned areas adjacent to residential zones considering C-1 proximity to residential lot restrictions. Derek Moss declared, C-2 and C-3 zones presently have such restrictions in place.

Commissioner Maw commented on Utah State laws governing Propane Refill Stations. He related the need to for State law compliance. Derek Moss concurred, State directives must be followed. Chairman Neil pointed out a discrepancy in proposed permitted use in C-2 and C-3 zone ordinances. Derek Moss agreed to correct the conflicting terms. Chairman Neil instructed, a draft of the ordinance shall be reviewed by Fire Chief, Jeremy Crowton for comment.

**Motion: Commissioner Maw motioned to Set a Public Hearing for February 8, 2018, 7:00 pm. for Propane Refill Station Discussion. Commissioner Leonardi seconded the motion: Vote: Commissioners Sparks, Carrigan, Maw, Leonardi and Chairman Neil voted aye. Motion Carried.**

#### **9. Report from the City Council.**

Chairman Neil reported on the January 4<sup>th</sup> City Council Meeting. Recognition of the outgoing Mayor and City Councilmembers was given as well as a welcoming of the new Mayor, Jon Beesley, and Councilmembers Chad Allen and Don Weston. An independent audit report for 2017 was presented and approved. A final approval was made of Taylor Parks Phase I, with conditions. Ordinance 201801- Food Truck Clauses was adopted, as well as Ordinance 201802 – Electronic Signs. Public Works Director, Bren Edwards presented a Capital Investment Plan that was unanimously accepted by the Council. Amendments to Personnel Policy were discussed and tabled, pending further assessment.

#### **10. Commission Comments:**

Commissioner Leonardi spoke to recent PRUD considerations. He expressed, more affordable housing projects are needed in the community and will likely be mandated by the State in the near future. He reported on a Weber County affordable housing study and a request for participation. Commissioner Sparks commented on a trend to build larger homes on small lots, contrasting the principle of affordable housing. She suggested, decisions on PRUD accommodations should not be made until sewer study results are available. Commissioner Maw explained how long-range, high density planning is necessary to avoid rushed arrangements when regulations are imposed. Derek Moss noted, being in the process of updating the General Plan gives Plain City justification for mandated time constraint noncompliance. Commissioner Leonardi called for actions to set the direction of affordable community planning before it is a requirement. Chairman Neil turned time to Jeff Hales and Derek Moss for presentation of development progress. Derek Moss described the commercial property being developed – North of new residential construction in the S-Curve subdivision. Jeff Hales reviewed The current zoning status of the property and acknowledged its contingency on site plan approval. He announced a 4-acre lot has been selected as site for an IHC facility. He described access and other improvements that have been designed. He indicated, negotiations with IHC have been finalized and approval of site plan and zoning is the next step. Chairman Neil asked about proposed storage unit plans. Jeff Hales stated, the plan for the area is evolving and may not include storage units. He suggested, the land is suitable for high density housing. He asked for the status of a sewer study. Chairman

Neil indicated, the study is underway. Commissioner Maw noted, defining “high density” will be part of General Planning discussions. Derek Moss gave an update on General Planning progress. Two Advisory Committee Meetings have been held.

**11. Adjournment**

**Motion: Commissioner Maw made motion to adjourn at 8:00 p.m.**  
**Commissioner Sparks seconded the motion. Vote: Commissioners Sparks,**  
**Leonardi, Carrigan, Maw and Chairman Neil voted aye. Motion Carried.**

<u>2018</u>					
<u>Neil</u>	<u>Carrigan</u>	<u>Osenbach</u>	<u>Maw</u>	<u>Sparks</u>	<u>Leonardi</u>
	Jan 4	Jan 18	Feb 1	Feb 15	Mar 1
Mar 15	Apr 5	Apr 19	May 3	May 17	Jun 7
June 21	July 5	July 19	Aug 2	Aug 16	Sept 6
Sept 20	Oct 4	Oct 18	Nov 1	Nov 15	Dec 6
Dec 20					

\* Meeting canceled.

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Planning Commission Chair

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Planning Commission Secretary

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January 25, 2018

Minutes of the Plain City Planning Commission Meeting held on January 25, 2018 at 7:17 p.m. in the Council Chambers of Plain City Hall – 4160 W 2200 N, Plain City, Utah 84404.

Present: Chairman                    Blake Neil  
          Vice Chair                    John Leonardi  
          Commissioner                Jarod Maw  
          Commissioner                Mark Osenbach *Absent*  
          Commissioner                Cheri Sparks  
          Alt. Commissioner            Kris Carrigan  
          Staff: Mike Kerswell, Derek Moss, Bren Edwards

**ATTENDEES:** Alex Papageorge, Mark Staples, Chad Allen

**WELCOME:** Chairman Neil

**PLEDGE OF ALLEGIANCE:** Commissioner Maw

**MOMENT OF SILENCE/INVOCATION:** Commissioner Leonardi

**1.ROLL CALL** Chairman Neil conducted roll call and indicated Commissioners Sparks, Maw, Leonardi and Carrigan were present. Commissioner Osenbach was absent.

**2. OPENING MEETING STATEMENT**

The opening statement was read by Chairman Neil

**3. EX PARTE COMMUNICATION OR CONFLICTS OF INTEREST TO DISCLOSE**

Chairman Neil asked if any members needed to declare a conflict of interest or disclose any ex parte communication in which they had engaged. None was related.

**4. Public Comments for items not on the Agenda**

None imparted.

**5. Approval of Minutes for January 11, 2018**

1. Commissioner Leonardi notified of an inconsistency in the attendance status of
2. Commissioner Maw in the December 14<sup>th</sup> minutes – listed as “absent” in one location
3. and “excused” in another part of the minutes. He requested “absent” be changed to
4. “excused”. He asked that language in section 8, line 10 of the Jan. 11<sup>th</sup> meeting minutes
5. be changed, to more accurately reflect his question. He pointed out a misspelling of
6. Commissioner Maw’s name.
7. Chairman Neil called attention to areas where his first and last name were transposed. He
8. asked that “City Engineer” be replace with “City Planner” on page 3.
9. **Motion: Commissioner Leonardi made a motion to approve the Minutes of Jan. 11**
10. **2018 with said changes. Commissioner Maw seconded the motion. Vote:**

11. **Commissioners Sparks, Maw, Carrigan, Leonardi and Chairman Neil voted aye.**
12. **Motion carried.**

## **6. Technical Review Report**

There was not a Technical Review

## **7. Administrative Items:**

### **a. Discussion / Motion: Pappies Place Subdivision**

1. Chairman Neil confirmed, the Pappies Place Subdivision had been preliminarily
2. approved at the previous meeting but information, including Will-serve Letters and a
3. Deferral Agreement had not been submitted, delaying final approval. Alex Papageorge
4. presented the requested paperwork. Commissioner Maw noted, the Will-serve Letter
5. from Weber-Box Elder Conservation District states that the property owner must fulfill
6. inclusion requirements. He queried if those requirements have been met. Alex
7. Papageorge answered in the negative, acknowledging the contingency. He agreed to
8. complete the requirements that have yet to be satisfied. Chairman Neil asked if Fire
9. Chief, Jeremy Crowton had reviewed the plan and issued comment. Alex Papageorge
10. answered in the affirmative. He presented a signed approval letter.
11. **Motion: Commissioner Sparks motioned to table the petition for Final Approval of**
12. **Pappies Place Subdivision pending completion of Weber-Box Elder inclusion**
13. **requirements. Commissioner Leonardi seconded the motion. Vote: Commissioners**
14. **Sparks, Maw, Carrigan, Leonardi and Chairman Neil voted aye. Motion carried.**

## **8. Report from the City Council.**

1. Chairman Neil reported on the January 18<sup>th</sup> City Council Meeting. New Council
2. Assignments, proposed by the Mayor, did not pass. Personnel Policy was discussed and
3. parts were approved while other sections were tabled for further discussion.
4. Councilmember Sadler announced the Planning Commission vacancy.

## **10. Commission Comments:**

1. Commissioner Sparks commented on Technical Review scheduling. Public Works
2. Director, Bren Edwards confirmed, the last Technical Review was held in November,
3. 2017 and one is scheduled for February 6<sup>th</sup>, 2018. Commissioner Maw reported
4. discussions with the Urban Design Committee and committed to be at their next meeting
5. in February. He indicated, an update will follow, including his forthcoming assignment
6. with the Committee. Commissioner Leonardi reported on a meeting with the UDOT
7. Control Coordinator to clarify Deferral Agreement criteria. He asserted, a Deferral
8. Agreement involving a State-owned road, originated by any party other than the State of
9. Utah, will not be recognized. Commissioner Carrigan had no further comment.
10. Chairman Neil announced Open and Public Meetings training, January 30<sup>th</sup>. He reported
11. on a meeting with the Planning Commission leadership of Farr West. He conveyed, they
12. proposed a joint meeting involving all Commissioners from both municipalities, and

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13. indicated he deferred scheduling until he could discuss it with the Commission.
14. Commissioner Maw questioned the efficacy of such a meeting. Commissioner Leonardi
15. asked for the topic(s) to be discussed. Councilmember Sparks commented on existing
16. Mayoral coordination conferences, suggesting, Farr West Planning Commissioners obtain
17. desired information from their Mayor. Bren Edwards proposed, a copy of the new
18. General Plan (when completed) be presented to the Farr West Planning Commission.
19. Chairman Neil asked for consensus on scheduling the proposed meeting. All agreed to
20. forego the arrangement.

**11. Adjournment**

**Motion: Commissioner Maw made motion to adjourn at 7:38 p.m.**  
**Commissioner Leonardi seconded the motion. Vote: Commissioners Sparks,**  
**Leonardi, Carrigan, Maw and Chairman Neil voted aye. Motion Carried.**

<u>2018</u>					
<u>Neil</u>	<u>Carrigan</u>	<u>Osenbach</u>	<u>Maw</u>	<u>Sparks</u>	<u>Leonardi</u>
	Jan 4	Jan 18	Feb 1	Feb 15	Mar 1
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\* Meeting canceled.

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Planning Commission Chair

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Planning Commission Secretary

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