

Plain City Planning Commission
Minutes of Meeting
September 13, 2018

Minutes of the Plain City Planning Commission Meeting held on September 13, 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 Cheri Sparks
 Commissioner Kris Carrigan
 Commissioner Shawna Faulkner
Staff: Derek Moss, Shane McFarland, Mike Kerswell

ATTENDEES: Jeff Hales, Cecil Satterthwaite, Steve Diamond, Joe Taylor, Roger Larson, Mark Staples, Ryan Forsyth

WELCOME: Chairman Neil

PLEDGE OF ALLEGIANCE: Commissioner Leonardi

MOMENT OF SILENCE/INVOCATION: Commissioner Faulkner

1.ROLL CALL: Chairman Neil conducted roll call and indicated, Commissioners Sparks, Maw, Leonardi, Carrigan, Faulkner and Chairman Neil were present.

2. OPENING MEETING STATEMENT

Chairman Neil read the opening statement.

3. EX PARTE COMMUNICATION OR CONFLICTS OF INTEREST TO DISCLOSE

Chairman Neil reported conversation with developer, Jeff Hales, Cecil Satterthwaite, and Mayor Beesley, regarding the Town Square Estates development agreement.

4. Public Comments for items not on the Agenda

None were presented.

5. Approval of Work Meeting and Regular Meeting Minutes for August 23, 2018

Chairman Neil asked that line 18 on page 2 be stricken from the draft, as it was not a correct restatement. Commissioner Carrigan noted a typographical error.

Motion: Commissioner Carrigan motioned to approve the Meeting Minutes of August 23, 2018 with corrections as discussed. Commissioner Sparks seconded the motion. Vote: Commissioners Sparks, Maw, Leonardi, Carrigan, and Chairman Neil voted aye. Motion carried.

6. Technical Review Report

Chairman Neil reported review of a proposed lot line adjustment for Maren Dykster's property. He reported a zoning amendment review for Ryan Taylor. He noted, he was not present at the meeting.

7. Legislative Items:

a. Set Public Hearing: Mixed Use Overlay Zone

Chairman Neil explained, Public Hearing was set for the Mixed Use Overlay Zone, at a previous Planning Commission Meeting. Due to notification technicalities, Public Hearing must be rescheduled.

Motion: Commissioner Leonardi motioned to Set Public Hearing on the Mixed Use Overlay Zone for October 11, 2018. Commissioner Carrigan seconded the motion. Vote: Commissioners Sparks, Maw, Leonardi, Carrigan, and Chairman Neil voted aye. Motion carried.

8. Administrative Items:

a. Discussion / Motion: Final Sunflower Subdivision

1. Chairman Neil asked for details related to a required mailbox turnout. Project developer, Steve Diamond acknowledged deficiency of mailbox information on the final plan. He noted, the adjoining subdivision does not have a mailbox turnout. He deduced, the feature will likely be placed on land established as Lot 13 on the plan. Commissioner Maw indicated, the placement will need to be coordinated with the US Post Office. Commissioner Carrigan commented on a proposed assisted living facility, intended for Lot 13, and associated parking provisions.
7. Commissioner Sparks suggested putting the mailbox between Lots 12 and 13. Steve Diamond questioned if he might be required, by the Post Office, to provide mailboxes for the adjoining subdivision that does not have the feature. He agreed to arrange placement and provide details, as needed. Chairman Neil asserted, the City Engineer will corroborate specifications for the turnout, with the Post Office. Steve Diamond deliberated the possibility of installing a temporary mailbox and turnout, until plans for Lot 13 are developed. City Engineer, Shane McFarland expressed support of locating the mailbox turnout on Lot 13.

Motion: Commissioner Leonardi motioned to recommend Final Sunflower Subdivision to City Council for approval. Commissioner Maw seconded the motion. Vote: Commissioners Sparks, Maw, Leonardi, Carrigan, and Chairman Neil voted aye. Motion carried.

b. Discussion / Motion: Preliminary Sunset Meadows Subdivision

1. Commissioner Sparks asked if the property being discussed is land previously known as Papageorge Estates. Nilson Homes representative, Mark Staples answered in the affirmative. He noted, the subdivision name was established for marketing purposes. City Planner, Derek Moss further explained, Papageorge Estates was used on the Zoning Amendment Application. Sunset Meadows is the name of the proposed subdivision, and found on the Subdivision Application.
6. Mark Staples affirmed, an agreement has been structured, for the purchase of unincorporated Weber County land, aligning with 2200 North Street, in Plain City. Acquisition is forthcoming, and petition for annexation will be made when Phase 2 of the project is in process.
9. Commissioner Leonardi commented on restricting lots on designated turnarounds. He pointed out, lots 23 and 19 are located in this way, and should be restricted. He noted, vacant lots must be maintained until the restriction is lifted. Shane McFarland spoke of the intent to finish as road,

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12. and dedicate the turnaround to the City, allowing development of the lots around it.
13. Commissioner Leonardi noted, the turnaround is labeled “Temporary” on the plat. Mark Staples
14. agreed to eliminate the designation of “Temporary”. Commissioner Leonardi emphasized the
15. importance of consistency in the treatment of similar conditions, proposed in past and future
16. developments. He commented on safety concerns, related to turnarounds in front of residential
17. lots. He asked that direction of frontage be restricted on lots 58 and 33 (corner lots). Mark
18. Staples outlined development attributes that will be taken up in each phase. Commissioner
19. Leonardi cited Ordinance 11-5-3a, indicating, access to the development must be from an
20. improved street. He asked if access from 2200 North Street will meet the requirements of this
21. code. Mark Staples asserted, it will be improved. He further explained, 2200 North Street will be
22. improved through the development, to the end of Nilson Homes’ property. Commissioner
23. Leonardi mentioned the unimproved condition of Weber County road that aligns with 2200 North
24. Street, at the border. Mark Staples submitted, the Weber County gravel road does not constitute
25. an access point. Commissioner Leonardi asked if the improved road will be open to traffic at the
26. County line. Mark Staples answered in the affirmative. Commissioner Leonardi suggested the
27. City ordinance applies to the western extension of 2200 North Street as it joins the County road.
28. Derek Moss contended, Plain City cannot demand the improvement of the Weber County portion
29. of 2200 North Street. Commissioner Leonardi noted, the block on the east side of 3000 West
30. Street (Phase 2, Lots 34-44) is too long. He recommended a stub-road be placed where Lot 38 is
31. drawn, to solve the problem. He commented on the necessary placement of a common mailbox
32. assembly and turnout. Commissioner Carrigan asked if a timeline can be set for approval of each
33. phase, as the development progresses. Chairman Neil indicated, a time structure is stipulated in
34. Plain City Ordinance, that regulates the process of subdivision phase advancement. Mark Staples
35. sought details on the time directives. Chairman Neil stated, a maximum of one year is allowed,
36. between completion of one phase and commencement of application process for the next phase.
37. Shane McFarland reviewed phasing requirements, per Plain City code. Commissioner Leonardi
38. referred to a recent project that required permission from the State, to provide access to a new
39. development from a State-owned road. He questioned permitting of access to the Sunset
40. Meadows from a County road, without definite permission from Weber County. Shane
41. McFarland asserted, permission has been offered upon verification of preliminary approval of the
42. proposed subdivision. Commissioner Leonardi suggested preliminary approval be given,
43. contingent on written permission from Weber County, to join Plain City 2200 North Street with
44. the County-owned roadway. Commissioner Faulkner commented on lowering the speed limit on
45. 2200 North Street, prior to the proposed subdivision access point. Chairman Neil pointed out,
46. there are twelve lots in the subdivision that are greater than 20,000 square feet, in area. He noted,
47. horses are allowed on lots of this size, per City ordinance. Mark Staples indicated, the restrictive
48. covenants for the subdivision will prohibit the keeping of horses, on any lot. Chairman Neil
49. advised notation be placed on the plat, specifying that horses are not permitted. He assessed,
50. revision of permitted uses in Plain City ordinance may be necessary. Commissioner Leonardi
51. expressed opinion that the ordinance is appropriate, if resolutely enforced. Chairman Neil
52. mentioned the need for a stipulated mailbox turnout. Mark Staples indicated, the mailbox
53. turnout(s) will be shown on the final plat.

Motion: Commissioner Leonardi motioned to approve Preliminary Sunset Meadows Subdivision, with restriction placed on Lot 23, direction of frontage restricted on lots 58 and 33 to east (2975 West Street) and west (3000 West Street), replacing Lot 38 with a stub road continuation of 2100 North Street, and written permission from Weber County to join Plain City 2200 North Street with County-owned roadway, and provisions for common mailbox and turnout(s). Commissioner Maw seconded the motion. Vote: Commissioners Sparks, Maw, Leonardi, Carrigan, and Chairman Neil voted aye. Motion carried.

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c. Discussion / Motion: Mountain West Meadows Phase 1, Subdivision Amendment

1. Valeo Management representative, Cecil Satterthwaite identified changes, proposed in the
2. subdivision amendment. He explained, because of a misinterpretation of property line markers, a
3. fence was built four feet beyond the recorded boundary by the property owner. He indicated,
4. amendment of the subdivision is proposed in order to allow the fence and an out-building
5. (constructed with the fence) to remain in place. He clarified, the new property line will match the
6. fence. He charted a swap of land, previously dedicated to the City, for a larger piece, currently
7. owned by the developer. Derek Moss presented the layout on the large video display. He
8. illustrated how the amendment of Phase 1 will correspond with the proposed Phase 5 of Mountain
9. West Meadows. Commissioner Sparks noted, according to satellite photos of the area, a structure
10. stands where a road is proposed. Cecil Satterthwaite indicated, existing structures will be
11. removed from planned road locations, new lots have been designed to conform to City code, and
12. new utility locations will be developed.

Motion: Commissioner Maw motioned to approve Mountain West Meadows Phase 1, Subdivision Amendment. Commissioner Carrigan seconded the motion. Vote: Commissioners Sparks, Maw, Leonardi, Carrigan, and Chairman Neil voted aye. Motion carried.

d. Discussion/Motion: Preliminary Mountain West Meadows Subdivision – Phase 5

1. Referring to the layout, displayed on the large video display, Cecil Satterthwaite recapped the
2. correlation of amended Phase 1 with Phase 5 of Mountain West Meadows. Chairman Neil asked
3. if mailbox provisions for Phase 5 have been considered in other phases of the subdivision. Cecil
4. Satterthwaite answered in the affirmative. Commissioner Faulkner commented on Plain City Fire
5. Department review notes, concerning fire hydrant locations. Cecil Satterthwaite verified, updated
6. fire hydrant locations meet standards, set forth by the City Engineer and Fire Chief.

Motion: Commissioner Carrigan motioned to approve Preliminary Mountain West Meadows Subdivision – Phase 5. Commissioner Sparks seconded the motion. Vote: Commissioners Sparks, Maw, Leonardi, Carrigan, and Chairman Neil voted aye. Motion carried.

9. Report from City Council:

1. Commissioner Sparks summarized, Ben Hale presented a follow-up to his petition for blinking
2. lights at a crosswalk near the Fox subdivision during Public Comments. Mayor Beesley
3. submitted, the purchase and installation of new signs with button-operated lights at the proposed
4. location, be put on the agenda for next City Council Meeting. She reported the setting of Public
5. Hearing for Christensen Annexation for October 4th and a joint work session, with the Planning
6. Commission, for September 27. She reported the approval of a development agreement, drawn
7. up for Town Square Estates. She commented on the tabling of action for the updated General
8. Plan. She reported discussion on delayed road construction on 2200 North Street. She reported
9. deliberation of proposed sewer system improvements and the approval of \$2,000,000 for Land
10. Application preparations and other updates. She told of plans for future sewer operations,
11. announced by the Mayor, and approaching installation dates for the SCADA system.

10. Commission Comments:

1. Commissioner Sparks mentioned her involvement with the Fremont Communities that Care
2. Coalition. She described efforts by the Coalition, to deter underage alcohol consumption. She
3. reported a grant, received by the Plain City chapter, for theme-related advertisement materials.
4. She noted an example of a wrap that was produced by the City of Hooper. She indicated, Mayor

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5. Beesley has agreed to participate and sought insight on a Plain City contribution to announcing
6. the cause. She suggested a sign be placed on the backside of the new restroom building at Lee
7. Olsen Park. She indicated, there is a two-year availability window, for the grant. She spoke of
8. PTA and other community events that the Fremont Communities that Care Coalition takes part in,
9. to promote their cause. She reported backing by Weber Human Services, to publicize the events
10. and their foundation. Commissioner Maw told of Urban Design Assistance Team anticipation of
11. finalized General Plan updates. He agreed to forward the latest draft to the Committee
12. Chairperson. Commissioner Leonardi noted, the detention pond for Sunset Meadows is shown as
13. part of Phase 2, on the preliminary plat. He asked Shane McFarland if the basin will be provided
14. as part of Phase 1. Shane McFarland answered in the affirmative. Commissioner Carrigan had
15. no further comment. Commissioner Faulkner yielded. Chairman Neil announced the work
16. meeting, with City Council, scheduled for September 27th at 6:00.

11. Adjournment

Motion: Commissioner Leonardi made motion to adjourn at 8:10 p.m.

Commissioner Carrigan seconded the motion. Vote: Commissioners Sparks, Maw, Leonardi, Carrigan, and Chairman Neil voted aye. Motion Carried.

2018

| <u>Neil</u> | <u>Carrigan</u> | <u>Faulkner</u> | <u>Maw</u> | <u>Sparks</u> | <u>Leonardi</u> |
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| | 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 |
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| Dec 20 | | | | | |

 Planning Commission Chair

 Planning Commission Secretary



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Minutes of the Plain City Planning Commission Meeting held on September 27, 2018 at 7:10 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 Cheri Sparks
 Commissioner Kris Carrigan
 Commissioner Shawna Faulkner
Staff: Derek Moss, Shane McFarland, Mike Kerswell

ATTENDEES: Jeff Hales, Boyd Brown, Don Wade, Taylor Hawkins, Jay Christensen

WELCOME: Chairman Neil welcomed those in attendance and announced the cancellation of Public Hearing for the Panunzio Zoning Amendment. He indicated, the Administrative Items on the agenda, will be processed prior to the Legislative Items.

PLEDGE OF ALLEGIANCE: Commissioner Sparks

MOMENT OF SILENCE/INVOCATION: Commissioner Carrigan

1.ROLL CALL: Chairman Neil conducted roll call and indicated, Commissioners Sparks, Maw, Leonardi, Carrigan, Faulkner and Chairman Neil were present.

2. OPENING MEETING STATEMENT
Chairman Neil read the opening statement.

3. EX PARTE COMMUNICATION OR CONFLICTS OF INTEREST TO DISCLOSE
None reported.

4. Public Comments for items not on the Agenda
None presented.

5. Approval of Meeting Minutes for September 13, 2018
Commissioner Sparks noted the word “detour” was incorrectly used, and should be replaced with the word “deter”, on page four. Commissioner Faulkner pointed out, she was included in the voting data, but did not vote, as all Commissioners were present.
Motion: Commissioner Maw motioned to approve the Meeting Minutes of September 13, 2018 with revisions as discussed. Commissioner Carrigan seconded the motion. Vote: Commissioners Sparks, Maw, Leonardi, Carrigan, and Chairman Neil voted aye. Motion carried.

6. Technical Review Report

Technical Review was not held, this period.

7. Administrative Items:

a Discussion / Motion: Subdivision Amendment - Town Square Estates

Valeo Management representative, Jeff Hales referred to printed copies of an amended plat, previously distributed to Commissioners. He acknowledged, digital copies were also sent by email. He identified the proposed changes. He affirmed compliance with setback requirements and open space agreements. Commissioner Faulkner asked if mailbox directives will be met. Jeff Hales answered in the affirmative.

Motion: Commissioner Leonardi motioned to approve the Subdivision Amendment - Town Square Estates. Commissioner Maw seconded the motion. Vote: Commissioners Sparks, Maw, Leonardi, Carrigan, and Chairman Neil voted aye. Motion carried.

b. Discussion / Motion: Site Plan – Dr. Mackley Dentist Office at Kelly’s Corner

Chairman Neil expressed concern over a building entrance, positioned toward 3600 West Street. He suggested, it may propagate on-street parking. He reported conversations with Commissioner Maw and City Planner, Derek Moss, on code implications for commercial building exits. Commissioner Maw explained, briefly, applicable fire code requirements, and deduced, there is a need for two exits from the building. Derek Moss noted, a stipulated exit does not need to be a public access (entrance) into the building. Commissioner Maw agreed, clarifying, the exit must allow for an accessible means of egress. Derek Moss proposed designating the exit, facing 3600 West Street as “Exit Only” and/or “Private Access”. He pointed out, the interior layout of the building does not appear to make allowances for public entrance through the door from 3600 West Street. He asserted, the plan has been used before in other locations and is not site-specific. Commissioner Faulkner commented on lighting at the proposed exit. Commissioner Carrigan advised, the exterior lighting at the exit be restricted to business hours only. An accessible route to the main entrance was discussed. Commissioner Leonardi commented on signage to show that the door facing 3600 West Street is not a public entrance. Chairman Neil remarked on a proposed marquee sign for the business, indicating, the owner and builder have been notified that it will not be allowed. Derek Moss corroborated the report. Commissioner Sparks proposed the business be advertised in spaces provided on the existing Kent’s sign. She commented on landscaping berms that are listed in a contract with Kelly’s Corner ownership, that have yet to be provided. Derek Moss explained the purpose of the berm requirement. He cited language in the development agreement that allows alternatives, eliminating the need for the landscaping element. Commissioner Maw commented on architectural standards for Kelly’s Corner. He questioned if the proposed dentist office design is complimentary to the existing architectural aspects in the district. He indicated, the main, public entrance should be clearly distinguishable through design features.

Motion: Commissioner Leonardi motioned to table Discussion / Motion: Site Plan – Dr. Mackley Dentist Office at Kelly’s Corner. Project representative is not present to provide necessary information. Commissioner Carrigan seconded the motion. Vote: Commissioners Sparks, Maw, Carrigan, and Chairman Neil voted aye. Motion carried.

c. Discussion / Motion: Preliminary Wade Estates Subdivision

Chairman Neil asked if water shares for the property have been transferred. Don Wade answered in the affirmative. Commissioner Maw noted, the plat needs to indicate that there will be a future 2475 North street extending to 3975 West. Don Wade indicated, the road is shown on the recent

draft of the plat. Commissioner Leonardi noted, the road is not delineated on the tentative plat, provided by the City Engineer, and reviewed by the Planning Commission. Chairman Neil proposed approval of the preliminary subdivision, contingent on the inclusion of a future road (2475 North Street) on the plat.

Motion: Commissioner Leonardi motioned to approve Preliminary Wade Estates Subdivision, with the indication of a future 2475 North Street, extending to 3975 West Street, on the plat. Commissioner Carrigan seconded the motion. Vote: Commissioners Sparks, Maw, Carrigan, and Chairman Neil voted aye. Motion carried.

8. Legislative Items:

a. Discussion: Agriculture and Residential Zoning Text Amendments

Derek Moss reported discussion on changes to Agriculture and Residential Zoning ordinances, that have been ongoing for several months. He indicated, the revisions are to codes governing lot size with relation to the keeping of livestock. He explained the requirement of an “open” half – acre. He spoke of affiliating minimum area stipulations, more precisely with zoning class nomenclature. He reported the addition of an RE-30 Zone (minimum area of 30,000 square feet). Commissioner Maw asked if existing horse property that is rendered nonconforming through the proposed changes, will be grandfathered. Derek Moss answered, existing land that has been approved for the keeping of livestock will be granted continued allowance, though nonconforming. A time stipulation was discussed, as well as effects from the sale of such property. Commissioner Maw commented on anticipated reaction by the public, to the proposed changes. Chairman Neil told of previous attempts to modify ordinances that regulate the keeping of livestock on residential property. Commissioner Maw noted inhumane conditions, resulting from the confining of livestock in small spaces. Commissioner Leonardi proposed additional changes that would allow participants in 4-H and other youth programs, to raise livestock on residential property. He asserted, a sixty-foot setback from public streets is more appropriate than the proposed one hundred-foot setback. He suggested adding “edge of curb” to define the point of beginning for setback measurements. Commissioner Carrigan commented on a uniform setback requirement.

b. Set Public Hearing: Agriculture and Residential Zoning Text Amendments

Motion: Commissioner Leonardi motioned to Set Public Hearing on Agriculture and Residential Zoning Text Amendments for October 25, 2018. Commissioner Carrigan seconded the motion. Vote: Commissioners Sparks, Maw, Carrigan, and Chairman Neil voted aye. Motion carried.

9. Report from City Council:

City Council Meeting was cancelled.

10. Commission Comments:

Commissioner Sparks had no further comment.

Commissioner Maw reported a scheduled meeting with the Urban Design Assistance Team, in two weeks.

Commissioner Leonardi reported requesting the restriction of two lots in the Sunset Meadows subdivision, due to their location at a temporary turnaround. He recapped remarks by the City Engineer, indicating developer intent to dedicate the turnaround to the City. He voiced concern

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that alternative will replace proper cul-de-sacs, if allowed. He advised study of the issue and the drafting of an ordinance to regulate turnaround design and use.

Derek Moss commented on established design standards for temporary turnarounds.

Chairman Neil suggested the City Engineer review Public Works standards with the Public Works Director, to develop an acceptable application for turnarounds.

Commissioner Carrigan had no further comment.

Commissioner Faulkner reported dying trees at Kelly's Corner. She asked if anything can be done to remedy the condition.

Derek Moss indicated, owners of the property are required to maintain the landscaping and must replace dead trees.

Chairman Neil reported meeting with Derek Moss and Bowen Collins & Associates engineer, Brent Packer, to discuss the site plan and construction details for the Central Weber Sewer line that will run through Plain City. He commented on existing residences, located on unincorporated land, that may be permitted to connect to Central Weber facilities.

Derek Moss announced, the Mixed-use Overlay and the Residential Overlay draft-ordinance has been submitted and Public Hearing has been set for October 11, 2018

11. Adjournment

Motion: Commissioner Carrigan made motion to adjourn at 8:16 p.m.

Commissioner Leonardi seconded the motion. Vote: Commissioners Sparks, Maw, Carrigan, and Chairman Neil voted aye. Motion Carried.

2018

| <u>Neil</u> | <u>Carrigan</u> | <u>Faulkner</u> | <u>Maw</u> | <u>Sparks</u> | <u>Leonardi</u> |
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Planning Commission Chair

Planning Commission Secretary