

# SOUTH WEBER CITY PLANNING COMMISSION MEETING

**DATE OF MEETING:** 10 November 2016

**TIME COMMENCED:** 6:30 p.m.

**PRESENT: COMMISSIONERS:**

Debi Pitts  
Rob Osborne  
Wes Johnson  
Taylor Walton  
Wayne Winsor

**CITY PLANNER:**

Barry Burton

**CITY RECORDER:**

Elyse Greiner (excused)

**CITY MANAGER:**

Tom Smith

**Transcriber:** Minutes transcribed by Michelle Clark

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*A PUBLIC WORK MEETING was held at 6:00 p.m. to REVIEW AGENDA ITEMS*

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**PLEDGE OF ALLEGIANCE:** Commissioner Johnson

**VISITORS:** Jacob McReaken, Bruce & Loreen Wolfely, and Jill & Layne Kap.

## **APPROVAL OF MEETING MINUTES**

- **September 8, 2016**

Commissioner Johnson moved to approve the meeting minutes of 8 September 2016 as amended with a change to the signature line. Commissioner Winsor seconded the motion. Commissioners Pitts, Johnson, Walton, and Winsor voted yes. Commissioner Osborne abstained as he was excused from the meeting. The motion carried.

**APPROVAL OF THE AGENDA:** Commissioner Johnson moved to approve the agenda as written. Commissioner Pitts seconded the motion. Commissioners Pitts, Johnson, Osborne, Winsor, and Walton voted yes. The motion carried.

**DECLARATION OF CONFLICT OF INTEREST:** None

Commissioner Johnson moved to open the public hearing on Final Subdivision: Application for Weaver Estates located at approx. 1225 E. Lester St. (Parcel 13-011-0154),

**approx. 1.42 acres; by applicant Layne Kap. Commissioner Winsor seconded the motion. Commissioners Pitts, Johnson, Osborne, Winsor, and Walton voted yes. The motion carried.**

**\*\*\*\*\* PUBLIC HEARING \*\*\*\*\***

**Public Hearing and Action on Final Subdivision: Application for Weaver Estates located at approx. 1225 E. Lester St. (Parcel 13-011-0154), approx. 1.42 acres; by applicant Layne Kap.** Barry said this is a one lot subdivision on approximately 1225 E. Lester Street. He said there are some easements on the property. There are no road dedications. The developer will be required to install a sidewalk. There is a power transformer and phone pedestal that are in conflict with the new sidewalk and will need to be relocated. Because they are in the ROW, the City should make the request for them to be relocated. Barry said there are minor changes that need to be made to the plat and improvement plans.

Commissioner Osborne asked if there was any public comment. There was none.

Brandon Jones memo of 9 November 2016 is as follows:

Our office has completed a review of the Plat and Improvement Plans for the Weaver Estates Subdivision dated, October 24, 2016. We recommend approval subject to the following items being addressed before approval from City Council. We also offer the following comments as direction following approval.

1. **Plat.** The water and sewer laterals should not be shown on the plat. It appears that the sewer line running along the west property line is also being shown. It should be removed as well.

**2. Improvement Plans**

- a. The water service should be labeled as 1” copper.
- b. The sewer lateral should be labeled as 4” PVC.
- c. There is a WM shown at the southwest corner of the lot. If this is a secondary water service, then it should be labeled as such. If this is the not secondary water service to the lot, then that service needs to be shown and labeled.
- d. There is a power transformer and phone pedestal that are in conflict with the new sidewalk and will need to be relocated. Because they are located in the ROW, the City should make the request for them to be relocated. The cost of this should be covered by the City’s franchise agreement. However, whatever cost, if any, associated with relocating these will be the responsibility of the developer.

**Following Approval:**

3. Before the plat can be recorded, the required improvements (water service, meter, sewer lateral, secondary water service, sidewalk, etc.) will need to be escrowed for or actually installed. Our office will approve this escrow amount prior to the account being set up.

4. Prior to construction of the required improvements we will need to hold a preconstruction meeting with the developer’s contractor to ensure that proper construction expectations and City Standards are understood and met.

**Commissioner Winsor moved to close the public hearing. Commissioner Pitts seconded the motion. Commissioners Pitts, Johnson, Osborne, Winsor, and Walton voted yes. The motion carried.**

**\*\*\*\*\* PUBLIC HEARING CLOSED \*\*\*\*\***

**Commissioner Winsor moved to recommend approval to the City Council for Final Subdivision: Application for Weaver Estates located at approx. 1225 E. Lester St. (Parcel**

**13-011-0154), approx. 1.42 acres; by applicant Layne Kap with the completion of items from Brandon Jones memo of 9 November 2016 and all fees be paid. Commissioner Johnson seconded the motion. Commissioners Pitts, Johnson, Osborne, Winsor, and Walton voted yes. The motion carried.**

**Discussion and Action on Final Subdivision: Application for South Weber Valley Estates Subdivision – 1st Amendment located at approx. 7154 Jensen Circle (Parcel 13-017-0035), approx. .79 acres; by applicant Jacob McReaken.:** Commissioner Osborne said this item was discussed in the work meeting. Barry said there will need to be another set of utilities (water service, meter, sewer services, secondary water service and street repairs) will need to be escrowed for or actually installed.

Brandon Jones memo of 9 November 2016 is as follows:

Our office has completed a review of the Plat and Improvement Plans for the South Weber Valley Estates Subdivision – 1st Amendment, and the associated Improvement Plans received today, November 9, 2016. We recommend approval and offer the following comments as direction following approval

1. **Plat.** No comments.
2. **Improvement Plans.** No comments.

**Following Approval:**

3. Before the plat can be recorded, the required improvements (water service, meter, sewer services, secondary water service and street repairs) will need to be escrowed for or actually installed. Our office will approve this escrow amount prior to the account being set up.
4. Prior to construction of the required improvements we will need to hold a preconstruction meeting with the developer's contractor to ensure that proper construction expectations and City Standards are understood and met.

**Commissioner Winsor moved to recommend approval to City Council for Final Subdivision: Application for South Weber Valley Estates Subdivision – 1st Amendment located at approx. 7154 Jensen Circle (Parcel 13-017-0035), approx. .79 acres; by applicant Jacob McReaken subject to Brandon Jones memo of 9 November 2016 and all fees paid. Council Member Pitts seconded the motion. Council Member Pitts, Johnson, Osborne, Winsor, and Walton voted yes.**

**Discussion on City Landscape Ordinance:** Commissioner Osborne said this item was discussed in the work meeting. Barry said he would like to know how the Planning Commission would feel about eliminating the buffer yard requirement all together because it is difficult to regulate. He said not many people know the difference between a canopy and under story tree. He said the whole issue is to buffer or screen from uses. He feels there are better ways to approach this. He said some buffers require a wall. He said there is difficulty in knowing who is maintaining landscape. He said this will prove to be difficult for the City to administer this ordinance. Barry would like to know if the City would like him to look into alternatives. The Planning Commission was in agreement.

**ADJOURNED: Commissioner Johnson moved to adjourn the Planning Commission meeting at 6:58 p.m. Commissioner Pitts seconded the motion. Commissioners Johnson, Pitts, Osborne, Winsor, and Walton voted yes. The motion carried.**

**APPROVED:** \_\_\_\_\_ Date  
Chairperson: Rob Osborne

\_\_\_\_\_  
Transcriber: Michelle Clark

Attest: \_\_\_\_\_  
City Manager: Tom Smith

# SOUTH WEBER CITY PLANNING COMMISSION MEETING WORK MEETING

**DATE OF MEETING:** 10 November 2016

**TIME COMMENCED:** 6:00 p.m.

**PRESENT: COMMISSIONERS:**

**Debi Pitts  
Rob Osborne  
Wes Johnson  
Wayne Winsor  
Taylor Walton**

**CITY PLANNER:**

**Barry Burton**

**CITY RECORDER:**

**Elyse Greiner (excused)**

**CITY MANAGER:**

**Tom Smith**

**Transcriber:** Minutes transcribed by Michelle Clark

**VISITORS:** Jacob McReaken

**Approval of Meeting Minutes of 8 September 2016: no discussion on this item**

**Public Hearing and Action on Final Subdivision: Application for Weaver Estates located at approx. 1225 E. Lester St. (Parcel 13-011-0154), approx. 1.42 acres; by applicant Layne Kap:**

Commissioner Osborne asked if there are any questions. Commissioner Johnson referenced Mr. Brent Poll's letter and asked if those items mentioned in this letter really happened. Commissioner Winsor said this came up about a year ago, Mr. Poll brought this up as part of the budget review with the City Council. He said the City has been maintaining, paying taxes, and plowing those roads. He said if he wants payment for those roads, then the City is due payment for taking care of them. He doesn't feel the Planning Commission needs to give it 100% credence, but at the end of the day, as far as he knows, these are City maintained streets. Commissioner Winsor said today these are public streets. Commissioner Osborne said it would have been recorded if so and so owes so and so. Commissioner Johnson said the question is there is no documentation. Commissioner Osborne said the property belongs to Layne Kap. Commissioner Osborne said the City will attach Mr. Poll's letter to the minutes. Commissioner Walton asked if the City Attorney has a point of view. Tom said he may be aware of it, but no comment has been expressed. Barry Burton said the City can't just take Mr. Poll's word for it. Tom asked if there are any liens against it. It was stated there aren't any liens. Barry said there are a couple of labels on the plat that need to be changed. He said the biggest issue is there is a power transformer and phone pedestal that are in conflict with the new sidewalk and will need to be relocated. Because they are located in the ROW, the City should make the request for them to be relocated. Commissioner Winsor asked about the west side of the lot running north and south and if that will impact the road. Barry said 1220 East will eventually come through and connect to 1160 East.

Brandon Jones memo of 9 November 2016 is as follows:

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1. **Plat.** The water and sewer laterals should not be shown on the plat. It appears that the sewer line running along the west property line is also being shown. It should be removed as well.
2. **Improvement Plans**
  - a. The water service should be labeled as 1" copper.
  - b. The sewer lateral should be labeled as 4" PVC.
  - c. There is a WM shown at the southwest corner of the lot. If this is a secondary water service, then it should be labeled as such. If this is the not secondary water service to the lot, then that service needs to be shown and labeled.
  - d. There is a power transformer and phone pedestal that are in conflict with the new sidewalk and will need to be relocated. Because they are located in the ROW, the City should make the request for them to be relocated. The cost of this should be covered by the City's franchise agreement. However, whatever cost, if any, associated with relocating these will be the responsibility of the developer.

**Following Approval:**

3. Before the plat can be recorded, the required improvements (water service, meter, sewer lateral, secondary water service, sidewalk, etc.) will need to be escrowed for or actually installed. Our office will approve this escrow amount prior to the account being set up.
4. Prior to construction of the required improvements we will need to hold a preconstruction meeting with the developer's contractor to ensure that proper construction expectations and City Standards are understood and met.

**Discussion and Action on Final Subdivision: Application for South Weber Valley Estates Subdivision – 1st Amendment located at approx. 7154 Jensen Circle (Parcel 13-017-0035), approx. .79 acres; by applicant Jacob McReaken.** Barry Burton said this received a conditional use permit to construct a twin home on this property. Commissioner Johnson brought up the power line going through the property and said it looks like it will be very close to the one house. Barry said the site plan looks like this will work. Jacob McReaken said it will be tight but he needs to make sure to protect the easement. Commissioner Winsor discussed the landscape. Jacob said he will comply with the easement and he is allowed the landscape. He did present the hard copy of the plans to Tom to give to Elyse.

Brandon Jones memo of 9 November 2016 is as follows:

Our office has completed a review of the Plat and Improvement Plans for the South Weber Valley Estates Subdivision – 1 st Amendment, and the associated Improvement Plans received today, November 9, 2016. We recommend approval and offer the following comments as direction following approval

1. **Plat.** No comments.
2. **Improvement Plans.** No comments.

**Following Approval:**

3. Before the plat can be recorded, the required improvements (water service, meter, sewer services, secondary water service and street repairs) will need to be escrowed for or actually installed. Our office will approve this escrow amount prior to the account being set up.
4. Prior to construction of the required improvements we will need to hold a preconstruction meeting with the developer's contractor to ensure that proper construction expectations and City Standards are understood and met.

**Discussion on City Landscape Ordinance:** Barry said this came about because of the soccer complex and issues with buffer yards. He suggested adding requirements to allow xeriscaping. He said it does specify that secondary water is required and there are places in the City where secondary water is not available. Commissioner Osborne suggested identifying parcels that don't have secondary water. Barry said he would hesitate to do that because there may be places that were annexed that don't have secondary water. He said we would have to state in the ordinance that this is only where there cannot be secondary water. Commissioner Johnson discussed adding language in which the City encourages xeriscaping to conserve water. Barry said that option is always there, but in the case of commercial development, the City might want to require xeriscape. He then discussed applying xeriscaping to everything. Commissioner Winsor said the Planning Commission needs to decide what they want the City to look like visually. Commissioner Johnson said Weber Basin Water does have documentation on xeriscaping that can be added to the ordinance.

**APPROVED:**

\_\_\_\_\_ Date  
**Chairperson: Rob Osborne**

\_\_\_\_\_  
**Transcriber: Michelle Clark**

**Attest:** \_\_\_\_\_  
**City Manager: Tom Smith**