

SOUTH WEBER CITY PLANNING COMMISSION MEETING

DATE OF MEETING: 8 December 2016

TIME COMMENCED: 6:33 p.m.

PRESENT: COMMISSIONERS:

Debi Pitts
Rob Osborne
Wes Johnson
Taylor Walton (excused)
Wayne Winsor

CITY PLANNER:

Barry Burton

CITY RECORDER:

Elyse Greiner

CITY MANAGER:

Tom Smith

Transcriber: Minutes transcribed by Michelle Clark

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

PLEDGE OF ALLEGIANCE: Commissioner Pitts

VISITORS: Barbara Shupe, Dan Shupe, Joe & Lilian DeLong, Cymbre Rowser, Traci Wiese, Tani Lynch, Michael Spens, Louise Cash, Marie Cash, Kyle Shupe, and Lynn Poll.

APPROVAL OF MEETING MINUTES

- **November 10, 2016**

Commissioner Johnson moved to approve the meeting minutes of 10 November 2016 as written. Commissioner Pitts seconded the motion. Commissioners Osborne, Pitts, Johnson, and Winsor voted yes. The motion carried.

APPROVAL OF THE AGENDA: Commissioner Winsor moved to approve the agenda as amended with the addition that the public hearing for Ferndale Subdivision will include the final plat as well. Commissioner Johnson seconded the motion. Commissioners Pitts, Johnson, Osborne, Winsor, and Walton voted yes. The motion carried.

DECLARATION OF CONFLICT OF INTEREST: None

Commissioner Winsor moved to open the public hearing for Preliminary Subdivision: Application for Ferndale Subdivision (2 lots) located at approx. 7375 S. 900 E. (Parcel 13-021-0103), approx. 3.08 acres; by applicant Lynn Poll. Commissioner Johnson seconded the motion. Commissioners Pitts, Johnson, Osborne, and Winsor voted yes. The motion carried.

******* PUBLIC HEARING *******

Public Hearing and Action on Preliminary/Final Subdivision: Application for Ferndale Subdivision (2 lots) located at approx. 7375 S. 900 E. (Parcel 13-021-0103), approx. 3.08 acres; by applicant Lynn Poll: Barry Burton, City Planner, said this is located at the corner of 7375 S. 900 E. It is a three lot subdivision. The subdivision will entail widening both of those streets. The final plat as currently drafted for two lots but Mr. Poll would like to amend the final plat to include three lots instead of two lots.

Lynn Poll, 826 E. South Weber Drive, said this development has to maintain the storm water on site. He said the City is requiring a 6' sidewalk. He said he would like to see a 4' sidewalk on the south property and then the City wouldn't need to purchase more property when the street goes through. Mr. Poll said he would like to request a variance on the width of the road. He said only two lots will be built on right now.

Cymbre Rowser, 985 E. 7375 S., said she is concerned because she owns a 1' strip of property in front of a portion of this property and hasn't received any money for it. She would like impact fees because this subdivision will impact her. She feels the 70' street should stand because of parking issues.

Kyle Shupe, 7318 S. 925 E., said his property is where the sidewalk will go from 70' to 50'. He is concerned about how the sidewalk will affect him. He is also concerned about big trucks trying to turn around.

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

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

Commissioner Osborne asked about the 1' strip of property. Mr. Poll discussed the history of the property and when the original road went in.

Barbara Shupe, 933 E. South Weber Drive, explained how the 1' right of way came about and how it was suppose to protect them back in 1973.

Commissioner Osborne said he is still confused about the 1' right of way. Barry said it is located on the north side of the street. He identified the area on the plat. Barbara Shupe discussed the right of way ditch used for irrigation at one time.

Barry discussed Kyle Shupe's concerns with the sidewalk. He explained how some variation will need to take place to make the sidewalk fit. He said there may not be a park strip in certain

locations. He said this subdivision needs the park strip because of the storm drainage. He said the water will be collected into underground tanks.

Commissioner Winsor said there is to be no taking of surrounding property owner's property. Barry said the developer isn't developing up to a dead end street and that is why a cul-de-sac wouldn't be required.

Commissioner Pitts asked about the width of the asphalt on 925 East. Barry explained the distance from the center line to the back of the curb.

Barry then reviewed **Brandon Jones memo of 30 November 2016 which is as follows:**

Our office has completed a review of the preliminary plans submitted to us, received November 21, 2016. We recommend approval, subject to the following items being addressed prior to seeking final approval from the Planning Commission

GENERAL

1. The plans need to be submitted to the South Weber Water Improvement District and approved. We need a letter indicating their approval of the plans.
2. A Geotechnical Report, conducted by Earthtec Engineering (dated July 18, 2016), was provided. We recommend that all provisions and recommendations contained in this report be followed.

PLAT

3. Addresses will need to be added. These will be provided by our office.
4. The following note should be added to the plat: "All lots are subject to the requirements of the Geotechnical Report Produced by Earthtec Engineering, dated July 18, 2016."
5. The plat is showing setting property corners in the street, rather than monuments. A monument needs to be shown at the intersection of the centerlines of the 70' ROWs for 925 East and 7375 South. Another monument needs to be shown at the east end of Lot 2 on the centerline of the 70' ROW to establish the bearing of the street. This monument should be moved to the east end of 7375 South with future development.
6. The title of the subdivision should be "Ferndale Subdivision – Phase 1". The "Final Plat" wording should be removed.
7. The line and text referencing the existing zoning should be removed.
8. The remainder parcel should list the current owner of the land and remove the reference to "future development."
9. Several "owners" are listed. The only owners required are those who will be the owners of the property inside the boundary description when it is time to record the plat. Also, an acknowledgement is needed for each owner, unless one Notary is going to witness the signature of all owners, and indicate such.
10. 1025 East should be labeled as a "Private Street."
11. The Point of Beginning for the Boundary Description is not labeled.
12. There are two things that should be corrected in the Survey Narrative: (1) the number of lots being created is ~~two~~, **three**, and (2) its the Davis County Surveyor (not Weber County).

13. The signature blocks needed are: Planning Commission, City Council, City Attorney and City Engineer.

IMPROVEMENT PLANS

14. This development is proposing a retention approach (meaning no storm water leaves the site) to handling the storm water produced. This is being allowed for the following reasons:

- a. There are no storm drainage facilities within a reasonable distance to this area to drain to.
- b. The size of the development is small and subsequent impact is not significant.
- c. The groundwater in the area is reported to be deeper than 16 feet.
- d. According to the percolation tests performed in the geotechnical study, a full basin would percolate in less than an hour. With a reduction factor of 0.5 due to a reduction in percolation effectiveness over time, the basin would still drain in less than two hours. Therefore, a retention approach with the soils present is acceptable.

15. According to my calculations, the following would be the required volume of retention at each of the three inlet locations (100-yr, 24-hr storm event):

16. The inlets do not need to be built as sumps. They can just be standard inlet boxes (minimum depth / cover) with a 15" PVC pipe connecting them to the top of the R-tank module.

17. The R-tank modules will need to be located so as to avoid conflicts with any service lateral into the lot (water, sewer, irrigation). Also keep in mind that the gas line is typically installed in the park strip. It might be helpful to show the R-tanks in the profile to avoid these conflicts.

18. It is difficult to see how the new asphalt pavement will match with the existing pavement and provide the standard 2 % cross slope in the road. The following note should be added to the plans: "Additional existing asphalt pavement may need to be removed in order to provide a smooth transition between the new and existing pavement, and also provide the City Standard 2% cross slope crown for the new pavement."

19. The area around the intersection is very flat. There should be no grade anywhere that is less than 0.5%.

20. A City Standard ADA ramp needs to be added at the corner.

21. It may be more advantageous to locate the sewer lateral for Lot 1 at the northwest corner on 925 East.

22. The culinary water services need to be 1" copper from the main to the meter. The material after the meter can be whatever is desired.

Barry Burton's memo of 23 November 2016 is as follows:

This is a proposal for a three lot subdivision on existing streets, 7375 South and 925 East. The lots range from 1/2 acre to 2/3 acre which are in conformance with the zone, as are the lot widths. Developers are dedicating additional right-of-way on both streets for required widening. There is a 1' wide holding strip on the north side of 7375 South that developers appear to have acquired to allow the widening of the street and access to the lots. The proposal appears to meet the requirements of the staff established at the Sketch Plan meeting.

The final plat is for only the two westernmost lots, not all three. Engineering drawings, however, are for all three lots. These should be revised to show only the improvements that will go in as part of Phase 1.

There is one issue in the title report that is of some concern. This property is involved in a bankruptcy proceeding that is currently under way. That means that the purchase of the property by the developer will have to be cleared by the bankruptcy trustee.

The title of the final plat should indicate this is Phase 1 of the Ferndale Subdivision. The plat indicates seven owners of the property. All seven names must appear exactly the same on the plat as they do on the deeds. The plat also has two unnecessary signature blocks that should be removed, the Health Department block and the Mayor block. The mayor signs on behalf of the City Council in the City Council block.

Barry said I recommend approval of the preliminary plat and hold the final plat until the changes are made to the plat.

Commissioner Osborne recommends approval of preliminary plat and not final. Commissioner Winsor thanked the public for their input and voices their concerns.

Commissioner Winsor moved approve only the Preliminary Subdivision Application for Ferndale Subdivision (3 lots) located at approx. 7375 S. 900 E. (Parcel 13-021-0103), approx. 3.08 acres; by applicant Lynn Poll with the following to be completed:

- 1. Items completed in Barry Burton's memo of 23 November 2016.**
- 2. Items completed in Brandon Jones memo of 30 November 2016.**
- 3. Amend the preliminary plat from (2 lots) to (3 lots).**
- 4. Title to be in good standing.**
- 5. All fees to be paid.**

Commissioner Pitts seconded the motion. Commissioners Pitts, Johnson, Osborne, and Winsor voted yes. The motion carried.

Discussion on general zoning ordinance update: Barry explained the movement in the Legislature that cities will have to bring their ordinances up to State statute. He said conditional uses are a big part of that. He said the Planning Commission needs to take a look at moving some conditional uses to permitted uses. He said we need to discuss the number of people allowed in group homes. Barry said federal law doesn't require an on-site professional who takes care of individuals in a group home. Barry discussed 10-03-100 concerning definition of Planning Commission. He would like to revamp the whole thing. He said it will take him some time. It was suggested looking at a chapter or section a month. Commissioner Osborne suggested starting with buffer yards. Barry said he will start with the Zoning Ordinance first.

PLANNING COMMISSION COMMENTS:

Commissioner Johnson:

F-35's Noise: He said studies are going on concerning the F-35's noise. A complete new map will be put together. He said the model will take terrain into consideration. He said the study will be available in approximately 9 to 12 months. Barry said the City's general plan does include the noise zone. He said changes can be made to the plan based on the study.

Layne Kap 1 lot Subdivision: He asked about the concerns with the one lot subdivision. Tom said there was an over site on this lot concerning this lot putting this subdivision over the 30 lots maximum and now the subdivision should have another egress. As a result, Tom said there City has included a checklist.

Commissioner Pitts:

Emails: She is concerned about getting City related emails on her private computer. She asked about getting a City email. Commissioner Winsor said he would like a City email.

Commissioner Winsor:

6650 South West Side: Tom discussed the open house concerning 6650 South Street. Elyse said surveys were completed by residents. Tom said the soccer complex will affect the traffic. He said Old Maple Farms will help eliminate traffic on 6650 South.

Commissioner Osborne:

Hard Copy of Agenda: He requested the Planning Commission receive a hard copy of the agenda, minutes, maps, staff comments, and sketch plan minutes.

Next Year: The Planning Commission will meet once a month on the second Thursday of the month beginning in 2017.

CITY RECORDER:

Commissioner Johnson: Elyse said Commissioner Johnson has opted to remain on the Planning Commission. His new term will be for the next five years beginning in January 2017.

City Summit: January 14, 2017 from 8 a.m. to 5 p.m. at the Davis County Library in Farmington.

ADJOURNED: Commissioner Winsor moved to adjourn the Planning Commission meeting at 7:58 p.m. Commissioner Pitts seconded the motion. Commissioners Johnson, Pitts, Osborne, and Winsor voted yes. The motion carried.

APPROVED: _____ Date

Chairperson: Rob Osborne

Transcriber: Michelle Clark

Attest: _____
City Recorder: Elyse Greiner

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Rob Osborne
Wes Johnson
Wayne Winsor
Taylor Walton (excused)**

CITY PLANNER:

Barry Burton

CITY RECORDER:

Elyse Greiner

CITY MANAGER:

Tom Smith

Transcriber: Minutes transcribed by Michelle Clark

VISITORS: Lynn Poll

Approval of Meeting Minutes of 10 November 2016:

Public Hearing and Action on Preliminary Subdivision: Application for Ferndale Subdivision (2 lots) located at approx. 7375 S. 900 E. (Parcel 13-021-0103), approx. 3.08 acres; by applicant Lynn Poll: Commissioner Osborne asked if this is suppose to be preliminary or preliminary/final. Barry said this is preliminary final. He said this is a small subdivision. He said the preliminary plat shows three lots, but the final is only for two of those lots (Phase 1). He said the engineering drawings were for all three lots. Mr. Poll said he wants to put in all the improvements for all three lots. Barry said the final plat will need to be expanded to three lots instead of two. Barry referenced Brandon Jones memo of 30 November 2016.

Brandon Jones memo of 30 November 2016 is as follows:

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22. The culinary water services need to be 1" copper from the main to the meter. The material after the meter can be whatever is desired.

Barry said on 925 East the lots are 50'. He said the City standard is 70'. He asked if we need to recommend a variance. Commissioner Osborne said 7375 South is a 70' wide street. Barry said the general plan shows 7375 South extending to 850 East. Mr. Poll discussed the option of changing the sidewalk from 6' to 4'. Barry discussed the bottle neck being on 925 East going to South Weber Drive. Barry said there is no place for storm drain to go off of this property and the City is requiring the developer to maintain the storm water on site. Barry said the City needs the wider park strip for the drain. Mr. Poll said if the City has to purchase property then it will be from other landowners. Barry said the 70' standard is required, but the question is what to do with 925 East. He feels the City can go to 60' on 925 East. Commissioner Pitts is concerned because there was another development that was held to the 70'. Barry discussed options with 925 East going from 70' to 50' and how curb, gutter, and sidewalk through the bottle neck situation.

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STAFF RECOMMENDATION: I recommend approval of the preliminary plat and Phase 1 final plat subject to the provisions listed above.

Discussion on general zoning ordinance update: (No discussion on this item)

APPROVED:

Chairperson: Rob Osborne **Date**

Transcriber: Michelle Clark

Attest: _____
City Recorder: Elyse Greiner