

SOUTH WEBER CITY PLANNING COMMISSION MEETING WORK MEETING

DATE OF MEETING: 13 December 2018

TIME COMMENCED: 6:05 p.m.

PRESENT: COMMISSIONERS:

Tim Grubb
Debi Pitts
Rob Osborne
Wes Johnson
Taylor Walton

CITY ENGINEER:

Brandon Jones

CITY PLANNER:

Barry Burton (excused)

PLANNING COORDINATOR:

Lisa Smith

Transcriber: Minutes transcribed by Michelle Clark

ATTENDEES: Blair Halverson, Chris Cave.

Public Hearing and Action on Street Vacation: Request by South Weber City to vacate Spaulding Drive at approximately 600 E Petersen Parkway as a public right of way to satisfy the conditions of the development agreement for Riverside Place Subdivision:

Commissioner Osborne asked how the citizens feel about this. Brandon Jones, City Engineer, stated the improvements have been removed and the curb and gutter have been installed. He said he did send out a request to the utilities and both power, gas, and Comcast all have something located in the right of way. He said the development agreement states the developer will pay to switch over the power, and when he talked to Rocky Mountain Power, they haven't heard from the developer. He will have to follow up. He said the gas comes into the home on the west on the side from a main line and he is waiting to hear back from them. He said we may preserve a Public Utility Easement (PUE) over the top of it. He said the ordinance will need to be changed to include the PUE. Commissioner Osborne said according to the development agreement, the developer is required to cap the utilities. Brandon said the intent of that is the city utilities. He said the developer did cap the water, sewer, and irrigation. They also agreed to eliminate the transformer. He said there is a work order in place, but that hasn't been completed yet. He said the worst case scenario is that the property owners will have the title and a PUE. Commissioner Grubb suggested identifying the location a little bit better so that the property owners have a better idea of where the utilities are located.

Action on Final Plat approval: Application for Harvest Park Subdivision, at approximately 725 E 6640 S (63 lots) by applicant Bruce Nilson: Commissioner Osborne asked how many lots are in phase 1. It was stated 29 lots. Brandon said the point of egress/ingress is the intersection of Pebble Creek Drive and Canyon Meadows Drive. Commissioner Walton asked

about the basement depth. Brandon said he is waiting for a geotech to provide a basement depth table. Commissioner Walton pointed out that the plat states I-80 and it should be I-84.

Action on Road Dedication Plat: Portion of Canyon Meadows Drive (675 East) through Riverside Place: Brandon said this is related to the Final Plat for Harvest Park Subdivision, but Barry Burton felt it should be a separate agenda item.

Public Hearing and Action and amending code 11.04 along with City Development, Design, and Constructions Standards: Changes to procedures for purchase and maintenance of Streetlight: Brandon Jones, City Engineer, stated with some recent developments, there are a few more clarifications that need to be included. He said it will probably come back to the Planning Commission again.

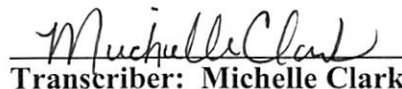
Discussion on proposed commercial business by Colby Sherman: (No discussion on this item)

ADJOURNED: 6:30 p.m.

APPROVED:


Chairperson: Rob Osborne

Date 29 JAN 19


Transcriber: Michelle Clark

Attest:


Planning Coordinator: Lisa Smith

SOUTH WEBER CITY PLANNING COMMISSION MEETING

DATE OF MEETING: 13 December 2018

TIME COMMENCED: 6:32 p.m.

PRESENT: COMMISSIONERS:

Tim Grubb
Debi Pitts
Rob Osborne
Wes Johnson
Taylor Walton

CITY PLANNER:

Barry Burton (excused)

CITY ENGINEER:

Brandon Jones

PLANNING COORDINATOR:

Lisa 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

ATTENDEES: Chris Cave, Stanley R. Cook, Skyler Moss, Colby Sherman, Erick Meacock, Jason Korcher, and Julie Korcher.

APPROVAL OF CONSENT AGENDA

- **Minutes November 8, 2018**
- **2019 meeting calendar**

Planning Commission 2nd Thursday 6:30 p.m. (work mtg. 6 pm)

January 10

February 14 21

March 14

April 11

May 9

June 13

July 11

August 8

September 12

October 10

November 14

December 12

Commissioner Osborne asked if there is any room to move the February 14th meeting to February 21st. The Planning Commission agreed to change the February 14th meeting to February 21st.

Commissioner Grubb moved to approve the consent agenda as amended. Commissioner Walton seconded the motion. Commissioners Grubb, Johnson, Pitts, Osborne, and Walton voted yes. Commissioner Johnson abstained from approval of the minutes of 8 November 2018 as he was excused from the meeting. The motion carried.

DECLARATION OF CONFLICT OF INTEREST: (None)

Commissioner Johnson moved to open the public hearing for request by South Weber City to vacate Spaulding Drive at approximately 600 E Petersen Parkway as a public right of way to satisfy the conditions of the development agreement for Riverside Place Subdivision. Commissioner Pitts seconded the motion. Commissioners Grubb, Johnson, Pitts, Osborne, and Walton voted yes. The motion carried.

******* PUBLIC HEARING *********Public Hearing and Action on Street Vacation: Request by South Weber City to vacate Spaulding Drive at approximately 600 E Petersen Parkway as a public right of way to satisfy the conditions of the development agreement for Riverside Place Subdivision:**

Commissioner Osborne asked if there were any public comments.

Eric Meacock, 617 Petersen Parkway, asked what is going on with this.

Brandon Jones, City Engineer, explained the procedure of vacating a street, which in this case, is Spaulding Drive.

Brandon stated the developer is not proposing to connect the subdivision to the abutting Spaulding Drive stubbed street. This will allow for an additional lot in the development. In the development agreement, the City agreed to allow the developer will not connect to Spaulding Drive. The City also agreed to initiate proceedings to formally vacate the right-of-way. The developer agreed to cap the existing underground utilities, remove the existing curb, gutter, sidewalk, and asphalt, and install curb, gutter, sidewalk, and asphalt across the southern boundary of the vacated right-of-way to completely remove the former intersection. This construction will be required along with the other improvements with the Riverside Place Phase 3 development.

Commissioner Walton moved to close the public hearing for request by South Weber City to vacate Spaulding Drive at approximately 600 E Petersen Parkway as a public right of way to satisfy the conditions of the development agreement for Riverside Place Subdivision. Commissioner Johnson seconded the motion. Commissioners Grubb, Johnson, Pitts, Osborne, and Walton voted yes. The motion carried.

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

Brandon discussed maintaining side yard easements. Commissioner Osborne said we need to find out exactly where the utilities are located. Brandon said before the vacation is recorded, a decision needs to be made on the utilities as to utility easement preservation.

Commissioner Johnson moved to approve the request by South Weber City to vacate Spaulding Drive at approximately 600 E Petersen Parkway as a public right of way to satisfy the conditions of the development agreement for Riverside Place Subdivision subject to removal or capping the utilities or identify the easement before it is turned over to the landowners. Commissioner Grubb seconded the motion. Commissioners Grubb, Johnson, Pitts, Osborne, and Walton voted yes. The motion carried.

Action on Final Plat and Improvement plans: Application for Harvest Park Subdivision, phase 1 at approximately 725 E 6640 S (29 lots) by applicant Bruce Nilson: Commissioner Osborne asked if there is any discussion from the Planning Commission. He noted Barry's letter of the 6 December 2018. He also noted the letter of 5 December 2018 from Jones & Associates. Commissioner Walton clarified that this is for phase 1 (29 lots).

HARVEST PARK PHASE 1 DEVELOPMENT REVIEW by Barry Burton 12.6.18 is as follows:

Plat/Layout: The layout of lots and roads is as approved with the revised preliminary plat. Lot widths and sizes also are as approved on the preliminary plat. The access road into the project through Riverside Place Subdivision is included on a separate road dedication plat. This plat will also need approval for this phase to have access from a dedicated public street. This section of roadway is included in the improvement drawings for Phase 1.

Development Agreement: There is an existing approved development agreement for Harvest Park that specifies, among other things, that the developer will dedicate the land for South Bench Drive and pay their proportionate share of the costs of construction of that road. The City will be constructing the road next year. It also specifies what the developer will do to improve the open space. Specifically, they will construct a detention basin that is also a public dog park with a 6' chain link fence and a 6' wide natural surface trail around the perimeter. (The Parks Committee met on Dec. 5th and recommended a design for the park that incorporates these items.)

The agreement also specifies that homes built on the lots on the west side of the property adjacent to Canyon Meadows will be restricted to a maximum height of 25'.

Recommendation: The Phase 1 Plat and the accompanying Road Dedication Plat along with the Development Agreement meet the requirements of Preliminary Approval and negotiations between the City and the developer. I recommend forwarding both plats to the City Council with a recommendation of approval.

Brandon Jones, City Engineer's, memo of 5 December 2018 is as follows:

Our office has completed a review of the Final Plat and Improvement Plans for the Harvest Park Subdivision Phase 1, dated November 14, 2018. We recommend approval subject to the following items being addressed prior to approval from the City Council. Some items are mentioned for information purposes only.

GENERAL

1. Final plans need to be submitted to the South Weber Irrigation Company and an approval letter provided indicating that the improvement plans meet their requirements.
2. The South Weber Fire Department needs to provide an approval letter.
3. The Detention Basin is only being constructed in part with Phase 1 and will not be completed with sod, sprinklers and fencing, as specified in the Development Agreement, until Phase 2.
4. A portion of the ROW for South Bench Drive is being dedicated with Phase 1. The remaining portion will be dedicated with Phase 2 or prior to that by deed as needed, in accordance with the Development Agreement.
5. Easements outside of the subdivision boundary (sewer and turnaround) will need to be conveyed to the City with a separate easement document and must be recorded prior to or with the plat.

PLAT

6. The streets need to be given names. If names are not desired, we can provide coordinate street numbers.
7. Addresses for the lots will be provided by our office.
8. A maximum basement depth table needs to be added according to the recommendations of the geotechnical engineer.
9. The following notes should be added:
 - a. Lots 106 – 112 are restricted to a maximum structure height of 25'. The maximum structure height for all other lots must comply with the provisions of the Development Agreement, dated _____.
 - b. The existing sewer easement located on Lots 101 and 103 – 112 is hereby vacated with the recordation of this plat.
10. There are some discrepancies between the written boundary description and the drawing. The surveyor needs to make sure both match.

ROAD DEDICATION PLAT

11. The plat needs to be given a unique name, perhaps Canyon Meadows Drive Road Dedication Plat.
12. The streets need to be labeled.
13. Centerline information and monuments need to be added.
14. The ROW radii at the east connection with Harvest Park appear to be reversed and potential don't match correctly.

IMPROVEMENT PLANS

15. If the grades of the storm drain system will allow for the storm drain to drain out to South Bench Drive, the outlet control structure could be located adjacent to the sidewalk for better maintenance access and would not require all of the piping through the open space. We would request that the developer's engineer look into this possibility.
16. The Utility Plan and/or each Plan and Profile sheet should add notes indicating:

a. The approximate depth of groundwater in order to notify the contractor. The sewer is very deep, and groundwater will be an issue in getting it installed.

b. That imported trench backfill will be required wherever unsuitable conditions are present within the street

ROW.

17. Existing asphalt and curb and gutter need to be removed at the connection of Canyon Meadows Drive in order to provide a smooth transition between the grades of the two roads.

18. A 6' vinyl fence needs to be shown and called out in the plans along the south and east sides of the open space as shown in the preliminary plans.

19. We have a few additional minor comments that we will supply to the developer's engineer to be addressed.

Commissioner Walton moved to recommend approval to the City Council the Final Plat and Improvement Plans Application for Harvest Park Subdivision, phase 1, at approximately 725 E 6640 S phase 1 (29 lots) by applicant Bruce Nilson subject to the following:

1. Barry Burton's memo of 6 December 2018.
2. Brandon Jones' memo of 5 December 2018.

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

Action on Road Dedication Plat: Portion of Canyon Meadow Drive (675 East) through Riverside Place: It was stated that in the future, a road dedication should be put on the agenda prior to the final plat approval of a subdivision.

Commissioner Grubb moved to recommend approval to the City Council for the road Dedication Plat: Portion of Canyon Meadow Drive (675 East) through Riverside Place subject to the following:

1. Barry Burton's memo of 6 December 2018.
2. Brandon Jones' memo of 5 December 2018.

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

Commissioner Johnson moved to open the public hearing amending code 11.04 along with City Development, Design, and Constructions Standards: Changes to procedures for purchase and maintenance of Streetlight. Commissioner Pitts seconded the motion. Commissioners Grubb, Johnson, Pitts, Osborne, and Walton voted yes. The motion carried.

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

Public Hearing and Action and amending code 11.04 along with City Development, Design, and Constructions Standards: Changes to procedures for purchase and maintenance of Streetlight: Brandon Jones reviewed his letter of 6 December 2018.

Brandon Jones, City Engineer's, letter of 6 December 2018 is as follows:

BACKGROUND

When the current City Standards were approved in October 2017, there was discussion about which approach for streetlights was best; City owned vs. Rocky Mountain Power (RMP) owned. The City moved forward with the RMP owned approach in the Standards at the time but requested that the City Staff look into the matter. Over the past several months the City Staff has analyzed the advantages and disadvantages of both approaches. The results were presented to the Municipal Utilities Committee on November 1, 2018, and then to the City Council on November 13, 2018. The City Staff and MUC recommended moving forward with city-owned streetlights for the following reasons:

- The City could save \$1,600 - \$10,000 per light, depending on what light is selected (50-year analysis)
- The City has more control over costs
- The City can provide a higher level of service
- The streetlights selected are all LED, which provides long life and low maintenance
- The streetlights selected are more attractive and can provide style and character to the City

NEW RECOMMENDED STREETLIGHTS

There were three different styles of streetlights that were recommended to the City Council based on their proposed function (described and similar examples shown below). All styles would have a fluted pole with a script "South Weber City" inscribed on the base.

- Residential: Located in cul-de-sacs, mid-block, and minor intersections (where approved)
- Intersection: Located at all intersections
- Corridor: Located along major corridors (South Weber Drive and South Bench Drive), commercial centers and other locations (where approved)

The City Council agreed with the recommendation of moving forward with City-owned streetlights. The City Council also agreed with the general style and use of the recommended streetlights in the appropriate locations.

IMPLEMENTATION

The first step in moving forward with city-owned streetlights is to make all necessary changes in the City Code and City Standards.

1. City Standards. The changes in the City Standards consist of detailed drawings that include materials, part numbers, styles, fixtures, etc. necessary to ensure that the same lights are manufactured and installed consistently no matter what company supplies the lights. These drawings are not included with this memo but will be adopted by ordinance by the City Council.
2. City Code. The City Code needs to be revised. Below are the recommended revisions.

11.04.020.J General Requirements

6. Street Lights: The sub divider is required to pay for all street lights required by the City Standards. Once power is installed, the sub divider shall notify the City. The Street Lights will be ordered by the City and installed by the **City's authorized Contractor** ~~Power Company~~. Once

paid for, the sub divider is no longer responsible for the installation or the timing of the installation.

11.04.140 Street Lighting

- A. The sub divider shall be required to pay for all outdoor street lighting fixtures.
- B. The placement and installation of street lighting shall be in accordance with adopted city standards.
- C. The sub divider shall be required to get power installed into the subdivision and notify the City when power is available.
- D. The City is responsible to order the street lights. The street lights are then installed and maintained by the **City's authorized Contractor** ~~Power Company~~.

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

Commissioner Grubb moved to close the public hearing amending code 11.04 along with City Development, Design, and Constructions Standards: Changes to procedures for purchase and maintenance of Streetlight. Commissioner Johnson seconded the motion. Commissioners Grubb, Johnson, Pitts, Osborne, and Walton voted yes. The motion carried.

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

Commissioner Grubb asked how it is decided as to what type of street light style for intersections. Brandon explained that it is a case by case according to location and use. He said at this point, this is for new subdivision street lights moving forward. Discussion took place regarding dark sky lighting. It was stated that is something that may need to be checked as to whether or not it is required in the city code.

Commissioner Grubb moved to recommend approval to City Council to amend code 11.04 along with City Development, Design, and Constructions Standards: Changes to procedures for purchase and maintenance of Streetlight subject to Brandon Jones letter of 6 December 2018. Commissioner Pitts seconded the motion. Commissioners Grubb, Johnson, Pitts, Osborne, and Walton voted yes. The motion carried.

Discussion on proposed commercial business by Colby Sherman:

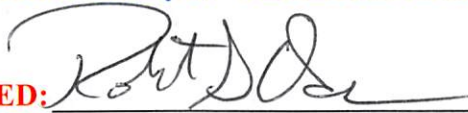
Colby Sherman stated he comes from a long line of car dealerships. He said the hours would be 10:00 a.m. to 5:00 p.m. and would mainly be on-line sales. He would like the Planning Commissions opinion as to where such a business could be located in the city. He said they need frontage of 100' to 200'. He asked how close they can be to the street. He said because of the hours they wouldn't need the lighting. He said ideal would be two acres. He understands there are lots available by Burly Burger. Commissioner Grubb said he would be in favor of this type of business and the master plan shows all the commercial zones. Mr. Sherman said most of our vehicles are ten years old or newer and wouldn't be an eyesore. Commissioner Osborne said we would love to have you in the city. He said we would love to see something.

PUBLIC COMMENTS: (None)

Planning Commission Comments:

Commissioner Johnson: He reported that he attended a site plan meeting for the RV Park on Cottonwood. He said KOA is doing the layout and they have hired an arborist to check out the trees. He said there will be access from Cottonwood to the trail. He said they discussed the need for public parking in that area. He said the Parks and Trails Committee will be applying for three grants for the parking on Cottonwood, underpass on I-89, and sidewalk along South Weber Drive.

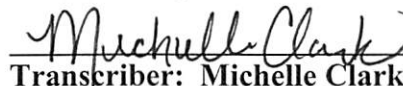
ADJOURNED: Commissioner Grubb moved to adjourn the Planning Commission meeting at 7:16 p.m. Commissioner Walton seconded the motion. Commissioners Grubb, Johnson, Pitts, Osborne, and Walton voted yes. The motion carried.

APPROVED:

Date

JAW
29th 2019

Chairperson: Rob Osborne



Transcriber: Michelle Clark



Attest: Planning Coordinator: Lisa Smith