

## PLANNING COMMISSION AGENDA

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**PUBLIC NOTICE is hereby given that the Planning Commission of SOUTH WEBER CITY, Utah, will meet in a regular public meeting commencing at 6:00 p.m. on Thursday, January 11, 2024, in the Council Chambers at 1600 E. South Weber Dr.**

**OPEN** (Agenda items may be moved to meet the needs of the Council.)

1. Welcome: New Commissioner Chris Roberts
2. Pledge of Allegiance: Commissioner Boatright
3. Public Comment: Please respectfully follow these guidelines.
  - a. Individuals may speak once for 3 minutes or less: Do not remark from the audience.
  - b. State your name & city and direct comments to the entire Council (They will not respond).

### **ACTION ITEMS**

4. Consent Agenda
  - a. December 14, 2023 Minutes
5. Appointing Chair and Vice Chair

### **TRAINING**

6. Land Use Training by City Attorney Jayme Blakesley

### **REPORTS**

7. New Business
8. Commission & Staff
9. Adjourn

*In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the City Recorder, 1600 East South Weber Drive, South Weber, Utah 84405 (801-479-3177) at least two days prior to the meeting.*

The undersigned Deputy Recorder for the municipality of South Weber City hereby certifies that a copy of the foregoing notice was mailed/emailed/posted to: City Office building; Commissioners, and others on the agenda; City Website [southwebercity.com/](https://southwebercity.com/); and Utah Public Notice website [www.utah.gov/pmn/index.html](http://www.utah.gov/pmn/index.html).

**DATE: January 4, 2024**

**DEPUTY RECORDER: Raelyn Boman**

# SOUTH WEBER CITY PLANNING COMMISSION MEETING

**DATE OF MEETING:** 14 December 2023

**TIME COMMENCED:** 6:01 p.m.

**LOCATION:** South Weber City Office @ 1600 East South Weber Drive, So. Weber, UT

**PRESENT:**

**COMMISSIONERS:**

Gary Boatright  
Jeremy Davis  
Julie Losee (excused)  
Marty McFadden  
Chad Skola

**CITY ENGINEER:**

Brandon Jones

**COMMUNITY SERVICE DIRECTOR:** Trevor Cahoon

**BUILDING MANAGER:**

Kimberli Guill

**Minutes:** Michelle Clark

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**ATTENDEES:** Paul Sturm, Michael Grant, and Jon Wall.

## POLICY OPEN

Commissioner Davis called the meeting to order and welcomed those in attendance.

### **1. Pledge of Allegiance:** Commissioner Davis

### **2. Public Comment:** Please respectfully follow these guidelines.

- Individuals may speak once for 3 minutes or less: Do not remark from the audience. State your name & city and direct comments to the entire Commission (Commission will not respond).

### **3. Approval of Consent Agenda**

- **9 November 2023 Minutes**

Commissioner Boatright moved to approve the consent agenda as written. Commissioner McFadden seconded the motion. A roll call vote was taken. Commissioners Boatright, Davis, McFadden, and Skola voted aye. The motion carried.

## ACTION ITEMS

**4. Action on Final Plat for South Bench Meadows Subdivision Parcel# 13-030-0009, approx. 2.84 acres located at approx.7494 S 1025 E by Applicant: Jon Wall**

Community Services Director Trevor Cahoon explained this is a 5-lot subdivision. All lot widths comply, and the engineering review is complete. There is a temporary turn around with an easement recorded on Lot 1 until South Bench Drive is completed. City staff recommended approval.

Commissioner McFadden inquired if all easements have been completed. Trevor replied all easements with Davis/Weber Canal Company, South Weber Water District, and other entities have been taken care of.

**Commissioner McFadden moved to recommend approval of the final plat for South Bench Meadows Subdivision Parcel# 13-030-0009, approx. 2.84 acres located at approx.7494 S 1025 E by Applicant: Jon Wall. Commissioner Boatright seconded the motion. A roll call vote was taken. Commissioners Boatright, Davis, McFadden, and Skola voted aye. The motion carried.**

**5. Special Recognition for Outgoing Planning Commissioner Jeremy Davis (2021-2023)**

Community Services Director Trevor Cahoon thanked Commissioner Davis for his service to the city and the opportunity he has had to work with him. He presented Commissioner Davis with a plaque of appreciation. Commissioner Boatright appreciated sitting along side Commissioner Davis and is pleased he will be serving on the City Council with the integrity and level head that he has. Commissioner McFadden agreed and expressed his appreciation. Commissioner Skola appreciated Commissioner Davis's knowledge and dedication in serving South Weber City. Commissioner Davis acknowledged the everyone's kind words and is looking forward to serving on the City Council.

**DISCUSSION ITEMS****6. Land Use Lookout for 2024**

Community Services Director Trevor Cahoon explained there are several items that will be coming up in the city this next year. The State is requiring every city to update their general plan to make sure there is a component for water. This will require Weber Basin's help. The Planning Commission will be meeting with the City Council to discuss modifications to zoning maps. He reported the city was found out of compliance with the Moderate-Income Housing Plan and the City Council decided to amend the plan to include item F. General amendments and maintenance will take place to the city code as submitted by the Code Committee.

Mr. Cahoon expressed the State is looking at creating infrastructure districts. The Governor is interested in first home buyers and how cities can allow developers to construct homes for them. He added there will be impacts from the Legislature this next year.

**REPORTS****7. New Business**

**Trevor Cahoon’s Last Meeting:** His last day with the city will be December 21, 2023. Trevor will be taking the position of City Manager for Clinton City. He thanked everyone for the opportunity to work with them. Councilman Halverson thanked Trevor for his impact on how these meetings have been conducted. Commissioner Davis has enjoyed getting to know and working closer with Trevor. Commissioner Boatright agreed and thanked Trevor for helping to educate the Planning Commission. Commissioner McFadden expressed his appreciation. Commissioner Skola thanked Trevor for the high standard he has set.

Chris Roberts will replace Jeremy Davis seat and serving on the Planning Commission. The Planning Commission needs to consider a new chairperson for 2024. Commissioner Davis encouraged assigning the chairperson and co-chairperson serve on the Code Committee. Commissioner Losee will serve a second term.

**8. Commission & Staff**

**Commissioner Boatright:** announced the city website needs to be amended to replace Taylor Walton with Commissioner Chad Skola.

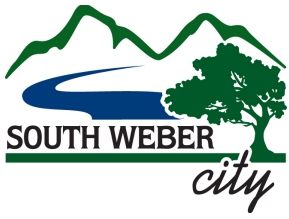
**9. ADJOURN:** Commissioner Boatright moved to adjourn the Planning Commission meeting at 6:34 p.m. Commissioner McFadden seconded the motion. A roll call vote was taken. Commissioners Boatright, Davis, McFadden, and Skola voted aye. The motion carried.

**APPROVED:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Chairperson: Jeremy Davis**

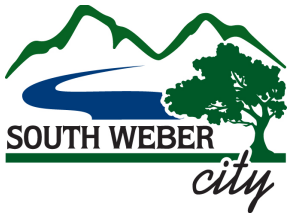
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**Transcriber: Michelle Clark**

**Attest:** \_\_\_\_\_  
**Building Manager: Kimberli Guill**



# PLANNING COMMISSION MEETING STAFF REPORT

<u>MEETING DATE</u>	<u>AGENDA ITEM</u>
January 11 2024	Appointing Chair and Vice Chair
<u>PREPARED BY</u>	<u>PURPOSE</u>
Raelyn Boman Deputy Recorder	To choose Chair and Vice Chair
<u>ATTACHMENTS</u>	<u>RECOMMENDATION</u>
NONE	N/A
<u>PRIOR DISCUSSION DATES</u>	<u>BACKGROUND</u>
NONE	City Code requires commissioners to choose their Chair and Vice Chair Yearly
	<u>ANALYSIS</u>
	N/A



# PLANNING COMMISSION MEETING STAFF REPORT

<u>MEETING DATE</u> January 11, 2024	<u>AGENDA ITEM</u> Land Use Training by City Attorney Jayme Blakesley
<u>PREPARED BY</u> Raelyn Boman Deputy Recorder	<u>PURPOSE</u> Required annual training
<u>ATTACHMENTS</u> NONE	<u>RECOMMENDATION</u> N/A
<u>PRIOR DISCUSSION DATES</u> NONE	<u>BACKGROUND</u> City Attorney will be training on Land Use
	<u>ANALYSIS</u> N/A