

Minutes of the Regular Meeting of the Riverdale City Planning Commission held Tuesday, January 12, 2016, at 6:30 PM, at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present: Commissioners: Blair Jones, Chair
Steve Hilton, Commissioner
Kathy Eskelsen, Commissioner
David Gailey, Commissioner
Michael Roubinet, Commissioner
Lori Fleming, Commissioner

City Employees: Mike Eggett, Community Development
Jackie Manning, City Recorder

Visitors: Robert Wingfield

A. Welcome & Roll Call

Chairman Jones welcomed everyone to the meeting and stated for the record that all members of the Planning Commissioner were present.

B. Open Communications

Chairman Jones asked for any open communications and there were not any.

C. Presentations and Reports

Chairman Jones turned the time over to Mr. Eggett who reported the following:

- Reappointment of Blair Jones as a Planning Commissioner
- Appointment of Robert Wingfield as Planning Commissioner
- Reeves and Associate Office Building in Progress

D. Consent Items

1. Consideration of Meeting Minutes from December 22, 2016 Regular and Work Session Planning Commission Minutes.

Chairman Jones asked for changes or corrections to the previous meeting minutes. There were not any corrections requested.

MOTION: Commissioner Eskelsen moved to approve the Planning Commission Meeting Minutes for the Work Session and Regular Meeting held on December 22, 2015 as proposed. Commissioner Fleming seconded the motion. There was no discussion regarding this motion. The motion passed unanimously.

E. Action Items

1. Public Hearing and Consideration of proposed changes to RCC 10-15 amending Riverdale's Parking/Loading Space Ordinance.

Mr. Eggett summarized an executive summary from the packet which explained:

Recently, City Staff has been approached by business development interests, regarding various commercial properties throughout the City, that have asked about parking requirements for non-dwelling buildings on commercially zoned properties. These discussions have yielded concerns relative to the current retail parking standard of 1 space per 200 square feet of sales floor spaces and the current bank standard of minimum of 30 spaces for these commercial properties. As a result of these discussions, City Staff provided the Planning Commission with multiple city ordinances from other cities in Weber and Davis Counties (9 in total) at the previous Planning Commission Meeting (December 22, 2015). Per the previous discussion with the Planning Commission, City Staff is hopeful that the attached proposed language for Title 10 Chapter 15, "Parking, Loading Space: Vehicle Traffic and Access", presents a solution for non-dwelling parking standards that continues to encourage commercial growth on properties within Riverdale. When considering amending the City Code, there is a requirement for there to be a scheduled public hearing which will be held at this meeting.

Following the public hearing the Planning Commission is expected to review this information and then provide a recommendation to the City Council for approval of the amended non-dwelling parking standards, or make revisions to the

suggested amendments to these parking standards, or not recommend approval of the proposed amended parking standards to the City Council.

Public Hearing.

No members of the public were present to comment.

MOTION: Motion to close the public hearing by Commissioner Fleming. Commissioner Gailey seconded the motion and all voted in favor.

Commissioner Hilton discussed the current parking requirements for credit unions, banks, and retailers. He asked if the proposed changes were comparable to other cities. Mr. Eggett confirmed he researched other cities in Weber County and he expressed this new parking ordinance will allow Riverdale City to remain business friendly and attract prime retail into the community.

MOTION: Commissioner Hilton moved to recommend approval to the City Council for the proposed change to RCC 10-15, Riverdale's Parking/Loading Space Ordinance. Commissioner Eskelsen seconded the motion.

There was no discussion regarding this motion.

CALL THE QUESTION: The motion passed unanimously.

2. Public Hearing and Consideration of Rezone requests for properties located in Riverdale City between 1050 W and 900 W along River Park Drive, change from Office Park (OP) to Open Space (O-1).

Mr. Eggett summarized an executive summary from the packet which explained:

Riverdale City Administration, as acting petitioner, is requesting a rezone of properties located between 1050 West and 900 West along River Park Drive, change from Office Park (OP) Zone to Open Space (O-1) Zone. This request is for approximately 17.65 acres of land that would be affected by the proposed rezone request (as outlined in the map, which is in the packet).

A public hearing has been noticed and scheduled to receive and consider public comment on the proposed amendment to the zoning map. Following the public hearing, the Planning Commission may make a recommendation to the City Council regarding this rezone request. Mr. Eggett confirmed he has not received any written or verbal comments pertaining to this project.

Public Hearing.

There were no members of the public present to comment.

MOTION: Motion to close the public hearing by Commissioner Roubinet. Commissioner Hilton seconded the motion and all voted in favor.

There were no additional comments from the planning commission.

MOTION: Commissioner Roubinet moved to recommend approval to the City Council for the Rezone requests for properties located in Riverdale City between 1050 W and 900 W along River Park Drive, change from Office Park (OP) to Open Space (O-1). Commissioner Hilton seconded the motion.

There was no discussion regarding this motion.

CALL THE QUESTION: The motion passed unanimously.

3. Public Hearing and Consideration of Rezone request for properties located at 863 W Riverdale Road, change from Light Manufacturing Use (M-1) to Regional Commercial (C-3).

Mr. Eggett summarized an executive summary from the packet which explained:

Riverdale City Administration, as acting petitioner, is requesting a rezone of properties located at approximately 843 W Riverdale Road; change from Light Manufacturing (M-1) Zone to Regional Commercial (C-3) Zone. This will provide zoning alignment with surrounding properties in this area. This request is for approximately 9 acres of land that would be affected by the proposed rezone request (as outlined in the map, which is in the packet).

A public hearing has been noticed and scheduled to receive and consider public comment on the proposed amendment to the zoning map. Following the public hearing, the Planning Commission may make a recommendation to the City Council regarding this rezone request.

Planning Commission Regular Meeting, January 12, 2016

Mr. Eggett read a letter from Utah Department of Transportation, dated January 7, 2016 addressed to Mr. Michael Eggett and Riverdale City. Mr. Eggett requested the letter be in the minutes verbatim:

Dear Mr. Eggett:

I am in receipt of your letter, dated December 29, 2015, concerning the rezoning of property adjacent to SR-26 (Riverdale Road) at 843 West in Riverdale. The Utah Department of Transportation (UDOT) does not have any objection to the rezoning of the property at 843 West Riverdale Road. However, as with any property adjacent to a state highway, the property owner is required to follow Administrative Rule R930-6 if the property will be accessing, or would like to access, the state highway. This includes following the Access Permit Application process, as described in rule R930-6.

If you have any other questions, please do not hesitate to contact me at (contact information redacted).

Sincerely,
Kris T. Peterson, PE
Region One Director

No other communication was received for this item.

Public Hearing.

There were no members of the public present to comment.

MOTION: Motion to close the public hearing by Commissioner Fleming. Commissioner Gailey seconded the motion and all voted in favor.

There was no discussion regarding this item.

MOTION: Commissioner Hilton moved to recommend approval to the City Council for the Rezone request for properties located at 863 W Riverdale Road, change from Light Manufacturing Use (M-1) to Regional Commercial (C-3). Commissioner Fleming seconded the motion.

There was no discussion regarding this motion.

CALL THE QUESTION: The motion passed unanimously.

4. Voting consideration to select the Planning Commission Chair Member and Vice Chair Member.

Mr. Eggett summarized the Planning Commission Bylaws which state:

Every two years the Planning Commission shall elect a Chair and Vice Chair who may be elected to succeed themselves during the first regularly scheduled meeting in January. The Chair and the Vice Chair shall be elected from the voting members of the Planning Commission by a majority of the total membership. The Chair, or in his/her absence or incapacity, the Vice Chair, shall preside over all meetings and hearing of the Planning Commission and shall execute all official documents and letter of the Planning Commission. In the event that both the Chair and Vice Chair are absent from the meeting, and a quorum is present, the senior remaining member of the Commission shall act as Interim Chair.

MOTION: Commissioner Roubinet moved to recommend Commissioner Jones as Chair to the Planning Commission, with Commissioner Hilton as Vice Chair Hilton. Commissioner Fleming seconded the motion.

Commissioner Gailey inquiring about recommending Commissioner Jones as Chair before he was officially reappointed as a Planning Commissioner. Mr. Eggett clarified they could make the motion contingent upon the Mayor reappointing Commissioner Jones. Chairman Jones stated he would prefer to step down as Chairman. There was a brief discussion regarding Commissioner Jones as Vice Chair and nominating Commissioner Hilton as Chair.

AMENDED MOTION: Commissioner Roubinet amended his motion to recommend Commissioner Hilton as Chair and Commissioner Jones as Vice Chair contingent upon reappointment by the Mayor. Commissioner Gailey seconded the motion.

CALL THE QUESTION: The motion passed unanimously.

F. Discretionary Items

Chairman Jones asked if there were any discretionary items. Commissioner Gailey commended and congratulated the new chair and vice chair. Mr. Eggett echoed the comments of Commissioner Gailey.

Planning Commission Regular Meeting, January 12, 2016

G. Adjournment

MOTION: There being no further business to discuss, Commissioner Fleming moved to adjourn the meeting. Commissioner Eskelsen seconded the motion; all voted in favor.

The meeting adjourned at 6:51 PM.

Blair Jones
Planning Commission Chair

Jackie Manning
City Recorder

Date Approved: **April 12, 2016**