

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

Present: Commissioners: Steve Hilton, Chairman
Blair Jones, Vice-Chair
Kathy Eskelsen, Commissioner
David Gailey, Commissioner
Michael Roubinet, Commissioner
Robert Wingfield, Commissioner

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

Excused: Lori Fleming, Commissioner

Visitors: Dave Pierson, Galloway
Wendy Miller Redd, Galloway
Roger Green, Roger Green Construction
Jim Rumpsa, H&P Inv.

A. Welcome & Roll Call

Chairman Hilton welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present, with the exception of Commissioner Fleming who is excused.

B. Open Communications

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

C. Presentations and Reports

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

- Reeves and Associate office building almost complete.
- Sweeto Burrito and Wendy's continue to progress within their construction activities.
- Triathlon Center open for business
- Metro PC is open in the smaller building next to Subway
- Site Plan Review for ARS parking and storm drain plan – subletting a portion of their building for a gymnasium use which will need additional parking. They will be on next Planning Commission Meeting.
- Wal-Mart continues remodel.
- CVS Pharmacy has moved into Target

D. Consent Items

Chairman Hilton asked for changes or corrections to the Planning Commission meeting minutes for January 12, 2016 Work Session and Regular Meeting, and March 8, 2016 Work Session Meeting. There were not any corrections requested.

MOTION: Commissioner Jones moved to approve consent items, meeting minutes as written.
Commissioner Wingfield seconded the motion.

There was no discussion regarding this motion.

CALL THE QUESTION: The motion passed unanimously.

E. Action Items

1. Consideration for Preliminary Site Plan approval for H&P Investments Flex Space Building, 4800 South River Park Drive, Riverdale, Utah 84405.

Mr. Eggett summarized an executive summary which explained:

H&P Investments, as represented by Dave Pierson, have applied for a Preliminary Site Plan review of a Flex Building Site Plan that will operate as a business park/office located at approximately 4800 South River Park Drive in a Regional Commercial (C-3) zone. This site plan is being proposed for development on property currently owned by H&P Investments. A public hearing is not required to consider this Site Plan proposal. Following the presentation and discussion of the proposal, the Planning Commission may make a motion giving preliminary approval of the H&P Investments Flex Building site plan proposal, approval of the proposed site plan with any requested modifications, or not

Planning Commission Regular Meeting, April 12, 2016

giving preliminary approval of the H&P Investments Flex Building site plan. If preliminary approval was provided, then this matter could move forward to a future Final Site Plan review process with the Planning Commission.

This Preliminary Site Plan review is regulated under City Code 10-25 "Development in All Zones", and is affected by City Codes 10-10A "Regional Commercial Zones (C-1, C-2, C-3)", 10-14 "Regulations Applicable to All Zones", 10-15 "Parking, Loading Space; Vehicle Traffic and Access", and 10-16 "Sign Regulations".

The proposed development parcel is located on property currently owned by H&P Investments and is located directly south of the Tony Divino Toyota site. The property is in a C-3 zone and all uses listed in this zone (whether permitted or conditional) would be available for development and use on this lot. Per the applicant, the desired uses are professional office, warehouse, and small business type uses.

Attached with this executive summary is a document entitled "Preliminary Site Plan Review – H&P Investments – Flex Building 1"; this is a supplementary document addressing items on the Preliminary Site Plan application document. Also attached, following this executive summary, are comments from the Public Works Director, the Fire Chief, the Police Chief, the City Administrator, and contracted City Engineer. The Planning Commission should discuss any concerns raised by these summaries.

In addition to the Preliminary Site Plan documentation, building elevation drawings have been provided. The attached building renderings are set to be reviewed by the City's Design Review Committee on April 11, 2016 to discuss landscaping, materials, and overall aesthetics of the proposed structure.

The Planning Commission is encouraged to briefly discuss signage plans with the petitioner to better understand how signage will work in this area; signage is regulated per City Code 10-16 (specifically section 8.(b.) for Commercial Districts); the applicant should be directed to adhere to this Code when contemplating signage.

Staff would encourage the Planning Commission to review this matter and then discuss with the petitioner concerns raised by staff and/or the Planning Commission. Staff would then recommend that the Planning Commission may make a motion giving preliminary approval of the H&P Investments Flex Building site plan proposal, approval of the proposed site plan with any requested modifications, or not giving preliminary approval of the H&P Investments Flex Building site plan. If preliminary approval was provided, then this matter could move forward to a future Final Site Plan review process with the Planning Commission.

Mr. Eggett discussed dumpster requirements and locations. He briefly discussed water meters and site lighting requirements. This project meets the landscaping ordinance. There is a lien on the property for past side walk improvements, which is being resolved internally with the City Administration.

There was a brief discussion regarding food preparation requirements for food establishments.

MOTION: Commissioner Roubinet moved to approve the Preliminary Site Plan for H&P Investments Flex Space Building, 4800 South River Park Drive, Riverdale, Utah, 84405 as proposed, contingent upon addressing any staff concerns, the city codes, ordinances, laws. Commissioner Gailey seconded the motion.

There was no discussion regarding this motion.

CALL THE QUESTION: The motion passed unanimously.

F. Discretionary Items

Chairman Hilton invited discussion. There were no discretionary items.

G. Adjournment

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

The meeting adjourned at 6:42 PM.

Steve Hilton
Planning Commission Chair

Jackie Manning
City Recorder

Date Approved: **April 26, 2016**