

Minutes of the Regular Meeting of the Riverdale City Planning Commission held Tuesday, May 10, 2016, at 6:30 PM, at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:**

Commissioners:	Blair Jones, Vice-Chair David Gailey, Commissioner Lori Fleming, Commissioner Robert Wingfield, Commissioner
City Employees:	Mike Eggett, Community Development Jackie Manning, City Recorder
Excused:	Steve Hilton, Chairman Kathy Eskelsen, Commissioner Michael Roubinet, Commissioner
Visitors:	Elizabeth Hunt, Maverik

#### **A. Welcome & Roll Call**

Commissioner Jones welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present, with the exception of Commissioners Hilton, Eskelsen and Roubinet. The only other attendee was Elizabeth Hunt, a representative for Maverik.

#### **B. Open Communications**

There were not any open communications.

#### **C. Presentations and Reports**

Commissioner Jones made reference to the reports that were mentioned during the Work Session Meeting:

- Reeve and Associates will be open shortly.
- Sweeto Burrito is now open.
- Wendy's remodel is almost complete.
- There will be a two-lot subdivision on the next agenda.
- Aunt Nancy's Assisted Living Facility may be looking to amend their site plan.

#### **D. Consent Items**

Commissioner Jones asked for changes or corrections to the Planning Commission meeting minutes for April 26, 2016 Work Session and Regular Meeting. There were no corrections requested.

**MOTION:** Commissioner Fleming 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 of approval for reduction of rear yard space for mobile home placement on a lot in Riverside Village mobile home park, 4375 Weber River Drive, Riverdale, Utah 84405.**

Mr. Eggett summarized an executive summary, which explained:

The Riverside Village Mobile Home Park has applied for a rear yard setback review for a trailer lot located inside of a cul-de-sac within this trailer park that is located at approximately 4375 South Weber River Drive in a Mobile Home Park-Recreational Vehicle Park (RMH-1) zone. This request is subject to the review of the Planning Commission per 10-9G-14(F.)(2.)(e.) of the Riverdale City Code. A public hearing is not required to consider this request. Following the presentation and discussion of the mobile home placement request, the Planning Commission may make a motion to approve the location of the mobile home as submitted, approval of the proposed mobile home location with any requested modifications, or not approve the location of the mobile home within the Riverside Village Mobile Home Park.

## Planning Commission Regular Meeting, May 10, 2016

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This mobile home location request is regulated under City Code 10-9G "Mobile Home Park-Recreational Vehicle Park Zone (RMH-1)".

The language as found in the code in 10-9G-14(F.) (2.) (e.) states as follows:

"e. Yard space between the end of a mobile home and the boundary line: fifteen foot (15') minimum. Where due to the shape of the mobile home space it is desirable to locate the mobile home closer to the boundary line, the planning commission may authorize a reduction to allow the corner or end of a mobile home to be not less than five feet (5') from the park boundary."

Attached with this executive summary is a packet of information provided by the applicant which includes a letter of request for the approval to place a mobile home in the vacant lot, an aerial image of the lot wherein the trailer is being requested to be located, and a drawing of how the trailer would be located on the lot with a representation of the site back distances. Please note that the rear yard distance from the mobile home park property boundary is represented as being placed at a distance of 9 feet from the property boundary. Additionally, this trailer would be relocated from another mobile home park within Riverdale City.

Any staff feedback received before this meeting will be shared with the Planning Commission as part of the review discussion.

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 encourage the Planning Commission to make a motion to approve the location of the mobile home as submitted, approval of the proposed mobile home location with any requested modifications, or not approve the location of the mobile home within the Riverside Village Mobile Home Park.

Mr. Eggett referred to the site plan drawings for this request. Commissioner Jones inquired about the placement of the mobile home as well as whether or not there would be an awning. Mr. Eggett stated the building official oversees and measures all mobile home relocations to ensure accuracy. Mr. Eggett stated Riverside Mobile Home Park has been compliant historically. Mr. Eggett felt the new mobile home should be smaller than what is shown in the aerial (which shows the previous mobile home tenant). The applicant is requesting a 6-foot movement. Mr. Eggett felt the building official would enforce what the planning commissioners stipulated.

**MOTION:** Commissioner Fleming moved to approve request for reduction of rear yard space for mobile home placement on a lot in Riverside Village mobile home park, 4375 South Weber River Drive, Riverdale, Utah 84405, with stipulations that the building official enforce the applicant not to exceed an allowance of 6 feet. The motion was seconded by Commissioner Gailey.

There was no discussion regarding this motion.

**CALL THE QUESTION:** The motion passed unanimously.

### **2. Consideration of Preliminary Site Plan approval for Maverik, Inc., 900 West Riverdale Road, Riverdale, Utah 84405.**

Mr. Eggett summarized an executive summary which explained:

Maverik, as represented by Elizabeth Hunt, has applied for a Preliminary Site Plan review of a Gas Station and Convenience Store Site Plan located at approximately 900 West Riverdale Road 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 Riverdale Maverik site plan proposal, approval of the proposed site plan with any requested modifications, or not giving preliminary approval of the Riverdale Maverik 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.

Title 10 Ordinance Guidelines (Code Reference)

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 the southeast corner of 900 West and Riverdale Road on property currently owned by H&P Investments. 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 retail convenience store and gas station.

## Planning Commission Regular Meeting, May 10, 2016

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Attached with this executive summary is a document entitled "Preliminary Site Plan Review – Riverdale Maverik"; 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, a packet referencing the exterior building elevation design have been provided. The attached building renderings, materials summary, and landscaping have been reviewed by the City's Design Review Committee on April 29, 2016 wherein the Design Review Committee approved the submitted 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 Riverdale Maverik site plan proposal, approval of the proposed site plan with any requested modifications, or not giving preliminary approval of the Riverdale Maverik 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 briefly discussed the signage requirements. He reviewed the staff reports and outstanding items (which are highlighted in yellow in the preliminary site plan review).

The Public Works Director, Shawn Douglas, submitted the following comments:

- 1-Drainage system operation and maintenance plans need to be provided and recorded.
- 2-Retention for site needs to be provided based on the new state requirements.
- 3-A device to clean up storm water before it leaves the site needs to be provided.
- 4-Method of connection to city storm drain needs to be provided.
- 5-Provide proposed storm water flows and calculations.
- 6-A note to certify retention pond size and elevation needs to be included on the plans.
- 7-Concrete wash out needs to be on the building site.
- 8-Left turn on 900 W needs to be deleted, due to interference with existing turn lanes.
- 9-Concrete in sidewalks and approaches needs to be 6" thick.
- 10-Water meter needs to be placed in park strip and connected to city main.
- 11-Existing water service needs to be capped at city main.
- 12-Fire line needs to be connected to city main in 900 W and labeled on the plans as a private line.
- 13-Backflow preventer size, type and location needs to be shown.
- 14-Provide proposed water usage demands.
- 15-Provide proposed sanitary sewer flows.
- 16-Show size and condition of existing sanitary sewer service.
- 17-Note on the plans requiring all construction and materials shall meet Riverdale City standards.
- 18-Note on the plans requiring all missing, nonfunctioning or damaged surface improvements shall be replaced
- 19-Gravel turn arounds are not allowed.

There was a brief discussion regarding handicap parking. Mr. Eggett explained the handicap parking was adequate according to the building code standard.

Elizabeth Hunt, showed the trash enclosure location on the site plan. There was a discussion regarding fuel pump requirements and standards in relation to the environment and disposal of closed gas stations.

Mr. Eggett discussed the temporary turn around and the various access points for Maverik. Mr. Eggett explained the location of the proposed Maverik in relation to existing businesses. There was a discussion regarding traffic patterns in relation to Wal Mart and other businesses along Riverdale Road. Mr. Eggett discussed how the access points to Maverik will change in the future should the property to the east develop.

**MOTION:** Commissioner Wingfield moved to approve Preliminary Site Plan approval for Maverik, Inc., 900 West Riverdale Road, Riverdale, Utah 84405, subject to all city ordinances and that the outstanding requirements by city staff are completed. The motion was seconded by Commissioner Fleming.

There was no discussion regarding this motion.

**CALL THE QUESTION:** The motion passed unanimously.

**Planning Commission Regular Meeting, May 10, 2016**

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**F. Discretionary Items**

Commissioner Gailey expressed concern regarding a free movement lane near Riverdale Road near 1500 West. Mr. Eggett discussed the functions of concrete barriers and continuous flow lanes. He explained there is a motorist discretion for continuous flow lanes. He explained this intersection is owned by UDOT (Utah Department of Transportation). Mr. Eggett stated he will make an inquiry to the public works director to see if he has any ideas regarding additional safety for that area.

**G. Adjournment**

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

The meeting adjourned at 7:02 PM.

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Blair Jones  
Planning Commission Vice-Chair

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Jackie Manning  
City Recorder

Date Approved: **May 24, 2016**