

Minutes of the Regular Meeting of the Riverdale City Planning Commission held Tuesday, May 24, 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  
Michael Roubinet, Commissioner  
Lori Fleming, Commissioner  
Robert Wingfield, Commissioner

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

Excused: David Gailey, Commissioner

Visitors: Cameron Scott                      Jana Scott                      Donna Walker  
Brent Hill

**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 Gailey who is excused.

**B. Open Communications**

Chairman Hilton asked for any open communications and there were none.

**C. Presentations and Reports**

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

- Grand opening for Reeves and Associates
- Grand opening for Sweeto Burrito
- Grand Reopening for Wal Mart in Riverdale on Friday at 8:00AM
- Denny's remodel continues
- Maverik should be coming to the Planning Commission on June 14, 2016
- The Best Buy building may be getting filled
- The Sports Authority will be closing shortly

**D. Consent Items**

Chairman Hilton asked for changes or corrections to the Planning Commission meeting minutes for May 10, 2016 Work Session and Regular Meeting. There were no corrections requested.

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

There was no discussion regarding this motion.

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

**E. Action Items**

**1. Consideration of Infill Lot Development/Preliminary Residential Subdivision Approval for A K Walker Subdivision, 850 West 4375 South, Riverdale.**

Mr. Eggett summarized an executive summary which explained:

Cameron Scott has applied for a five-lot subdivision preliminary review and approval of the proposed A K Walker Subdivision located at approximately 850 West 4375 South in a Residential R-2 zone. Additionally, because the proposed lots are just short of the minimum width requirements and based on being surrounded by other similar residential projects with stubbed roads to the property, the proposed development fits the criteria for consideration as an Infill Lot Development and, therefore, subject to City Code 10-12 "Infill Lots". A public hearing is not required to consider this proposal. Following the presentation and discussion of the proposal, the Planning Commission may provide preliminary approval of the proposed A K Walker Subdivision, preliminary approval with additional comments and/or conditions, or not

provide preliminary approval of the proposed A K Walker Subdivision with the supporting findings of fact. Should the Planning Commission approve this preliminary subdivision proposal, this project would then advance the Planning Commission to consider final subdivision recommendation to the City Council for this proposal.

Title 10 Ordinance Guidelines (Code Reference)

This Infill Lots/Preliminary Residential Subdivision Plan review is regulated under City Codes 10-12 "Infill Lots" and 10-21 "Subdivisions", and is affected by City Codes 10-9B "Single Family Residential Zones (R-1-10, R-1-8, R-1-6, R-1-4.5)", 10-14 "Regulations Applicable to All Zones", and 10-15 "Parking, Loading Space; Vehicle Traffic and Access".

The proposed subdivision parcels currently are planned for the vacant and undeveloped lot, comprising 1.53 acres of property, which has historically been used as agricultural space primarily for horse grazing and usage. The property is owned by the Al & Donna Walker Family Trust. At current time, there are two stubbed dead ends roads across from each other that terminate at this lot; these two stubs are proposed to be connected as part of this proposed subdivision project. The proposed lots are slightly smaller than the minimum requirement in order to accommodate four new residential lots on this property. Due to this proposed scenario, this lot, when subdivided, cannot meet the minimum lot requirements. Additionally, this lot currently is surrounded by residential use homes and properties that would be similar to the types of residential uses proposed for these subdivision lots. Due to the above noted three considerations, this subdivision proposal meets criteria found within the Infill Lots ordinance to allow this lot to be subdivided. According to the applicant, once the lots have been subdivided they would then be available for purchase in the real estate marketplace for residential dwelling use.

Attached with this executive summary is a document entitled "Infill Lot Development/Preliminary Residential Subdivision Plan Review"; this is a supplementary document addressing items on the Preliminary Site Plan application. No major concerns were noted as part of the Planning and Zoning review. Also attached, following this executive summary, are comments from the contracted City Engineer, Public Works Department, City Administrator, Fire Department, and Police Department.

Staff would encourage the Planning Commission to review this matter, including concerns outlined herein, and then discuss with the petitioner concerns raised by staff, in addition to any items of discussion and concern raised by the Planning Commission. Staff would then recommend that the Planning Commission act accordingly to make a motion to provide preliminary approval of the proposed A K Walker Subdivision, preliminary approval with additional comments and/or conditions, or not provide preliminary approval of the proposed A K Walker Subdivision with the supporting findings of fact.

Mr. Eggett explained the applicant has addressed the outstanding items noted in the packet under the preliminary review. He stated the updated drawings will be provided to the Planning Commission at the Final approval of this application. Mr. Eggett invited questions and concerns regarding this item.

Cameron Scott, the applicant, stated this project will be developed to a similar style as the surrounding housing. This project will allow a through street to be completed. There was a discussion regarding existing fencing. Mr. Eggett explained the existing fence will need to be addressed.

**MOTION:** Commissioner Eskelsen moved to give preliminary approval for the proposed Infill Lot Development/Preliminary Residential Subdivision Approval for A K Walker Subdivision, 850 West 4375 South, Riverdale, subject to the applicant adhering to all the concerns expressed by City Staff and the Riverdale City Municipal code. Commissioner Wingfield seconded the motion.

There was no discussion regarding this motion.

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

**2. Consideration of Infill Lot Development/Residential Small Subdivision Approval for Hill Family Subdivision, 300 West Highland Drive, Riverdale.**

Mr. Eggett summarized an executive summary which explained:

Brent Hill and the Hill Family have applied for a Small Subdivision review and approval of the proposed Hill Family two-lot subdivision located at approximately 300 West and Highland Drive in a Residential R-1-10 zone. Small subdivision applications are governed by City Code 10-21-12 "Small Subdivisions; Special Provisions" when certain criteria have been met as part of the application. Additionally, because the proposed development fits the criteria for consideration as an Infill Lot Development, this project is also considered to be subject to City Code 10-12 "Infill Lots". A public hearing is not required to consider this proposal. Following the presentation and discussion of the proposal, the Planning Commission may make a recommendation to the City Council for approval of the proposed Hill Family Subdivision, recommendation to the City Council with additional comments and/or conditions, or not to recommend City Council approval of the proposed Hill Family Subdivision with the supporting findings of fact. Should the Planning

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Commission recommend this matter for approval to the City Council, this project proposal would then advance for approval consideration by the City Council.

### Title 10 Ordinance Guidelines (Code Reference)

This Small Subdivision/Site Plan review is regulated under City Codes 10-12 "Infill Lots" and 10-21 "Subdivisions", specifically 10-21-12 "Small Subdivisions; Special Provisions", and is affected by City Codes 10-9B "Single Family Residential Zones (R-1-10, R-1-8, R-1-6, R-1-4.5)", 10-14 "Regulations Applicable to All Zones", and 10-15 "Parking, Loading Space; Vehicle Traffic and Access".

The Small Subdivisions section of the City Code states specifically:

### 10-21-12: SMALL SUBDIVISIONS; SPECIAL PROVISIONS:

A preliminary plan shall be required for all subdivisions but under the conditions listed below, approval of the preliminary plan by the planning commission and by the city council shall be authorization for the subdivider to sell lots within the subdivision covered by the preliminary plan by metes and bounds, and the requirements of a final plan shall be waived. When final plans are not required, the subdivider shall provide such improvements on existing streets within the subdivision as shall be required by the city council. Final plans shall not be required where all of the following conditions exist:

- A. The subdivision consists of not more than ten (10) lots.
  - B. The subdivision does not require the dedication of any land for street or other public purposes.
  - C. The subdivision is not traversed by the mapped lines of a proposed street or a street to be widened as shown on the major street plan.
  - D. Each of the lots in the subdivision meets the frontage, width and area requirements of this title, or has been granted a variance from such requirements by the board of adjustment. (1985 Code § 19-40-11)
- The proposed subdivision is currently planned for a vacant and undeveloped lot owned by Earl F Hill Successor Trustee that comprises 0.44 acres. The proposed lots taper into the corner to the south of the proposed subdivision. Due to this tapering in the south, this lot cannot meet the minimum lot requirements and meets criteria found within the Infill Lots ordinance to allow this lot to be subdivided. There are many other lots in this geographical area of the city which have been allowed to develop in similar fashion as infill lots. According to the applicant, once the lots have been subdivided they would then be available for purchase in the real estate marketplace for residential dwelling use.

Attached with this executive summary is a document entitled "Infill Lot Development/Residential Small Subdivision Plan Review"; this is a supplementary document addressing items on the Preliminary Site Plan application and as directed by 10-21-12. Aside from the need to receive a geotechnical report for this project, no other major concerns were noted as part of the Planning and Zoning review. Also attached, following this executive summary, are comments from the contracted City Engineer, Public Works Department, Fire Department, and Police Department.

Staff would encourage the Planning Commission to review this matter, including concerns outlined herein, and then discuss with the petitioner concerns raised by staff, in addition to any items of discussion and concern raised by the Planning Commission. Staff would then recommend that the Planning Commission act accordingly to make a motion showing support, support with additional comment and/or conditions, or not showing support for a recommendation to the City Council for approval of the proposed Hill Family Subdivision, based upon sufficient findings of fact to support the Planning Commission action.

Mr. Eggett stated there was no representative for the Hill family regarding this item. Mr. Eggett referred to the reviews from the City Engineer, Public Works, regarding the need for a geotechnical report and study. Mr. Eggett discussed the minor errors on the plat. The applicant arrived shortly after Mr. Eggett finished his review of the application.

Brent Hill, the applicant, explained his intention to subdivide the lot and build smaller homes similar to that of the existing neighborhood. Mr. Hill anticipated construction to begin next year. There was a discussion regarding the unique shape of the property and the challenge of meeting existing set-back requirements. Mr. Hill felt he could meet the current set-backs in the Riverdale City code without requesting a variance.

Mr. Eggett reminded the Planning Commissioners that because this application is for a small subdivision it could go to the next City Council Meeting without further approval from the Planning Commission.

**MOTION:** Commissioner Roubinet moved to recommend approval to the City Council for the proposed Infill Lot Development/Residential Small Subdivision for Hill Family Subdivision, 300 West Highland Drive, Riverdale, subject to conditions of City Staff Comments and the Riverdale City Municipal Code. Commissioner Eskelsen seconded the motion.

There was no discussion regarding this motion.

**ROLL CALL VOTE:** The motion passed unanimously in favor.

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Mr. Eggett confirmed the applicants email address to ensure he would receive the staff comments.

**F. Discretionary Items**

Chairman Hilton invited discretionary items. Commissioner Roubinet asked about trees on a parking strip. Mr. Eggett explained trees located on the parking strip are the responsibility of the property owner. Mr. Eggett informed the Planning Commissioners of upcoming trainings from the Utah League of Cities and Towns.

**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 7:00 PM.

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Steve Hilton  
Planning Commission Chair

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Jackie Manning  
City Recorder

Date Approved: **June 14, 2016**