

Minutes of the Regular Meeting of the Riverdale City Planning Commission held Tuesday, June 14, 2016, at 6:30 PM, at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present: Commissioners: Steve Hilton, Chairman
Kathy Eskelsen, Commissioner
Michael Roubinet, Commissioner
Lori Fleming, Commissioner
Robert Wingfield, Commissioner

City Employees: Mike Eggett, Community Development
Jackie Manning, City Recorder
Steve Brooks, City Attorney

Excused: David Gailey, Commissioner
Blair Jones, Vice-Chair

Visitors: Elizabeth Hunt Donna Walker
Cameron Scott Jana Scott
Thomas Hunt Tracy Stocking
K. Delyn Yeates

A. Welcome & Roll Call

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

B. Open Communications

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

C. Presentations and Reports

1. Discussion regarding code amendments/updates to Title 9 and Title 10.

This item was for informational purposes only and was not formally discussed during the regular meeting.

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

- Sports Authority is going out of business
- There may be a new business in the vacant Best Buy
- 550 West RDA Plan Continues
- City Council is exploring a CDA (Community Development Area) along 700 West

D. Consent Items

1. Consideration of meeting minutes from the Planning Commission Meeting held on May 24, 2016.

Chairman Hilton asked for changes or corrections to the Planning Commission meeting minutes for May 24, 2016 Work Session and Regular Meeting. There were no corrections requested.

2. Consideration to set a public hearing on June 28, 2016 to receive and consider public comment regarding code amendments to Title 9 "Building Regulations" and Title 10 "Zoning and Subdivision Regulations"

MOTION: Commissioner Wingfield moved to approve consent items.
Commissioner Fleming seconded the motion.

Chairman Hilton clarified the motion for consent items was to approve the meeting minutes and to give consent to set a public hearing for June 28, 2016.

CALL THE QUESTION: The motion passed unanimously in favor.

E. Action Items

1. Consideration of Final Site Plan recommendation to City Council for Maverik, Inc., 900 West Riverdale Road, Riverdale, Utah 84405

Mr. Eggett summarized an executive summary which explained:

Planning Commission Regular Meeting, June 14, 2016

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. This Preliminary Site Plan was approved previously by the Planning Commission on May 10, 2016 and is now before the Commission for Final review and potential recommendation consideration. Following the presentation and discussion of the proposal, the Planning Commission may make a motion recommending to the City Council approval of the Riverdale Maverik site plan proposal, recommending approval of the proposed site plan with any requested modifications/amendments, or not recommending approval of the Riverdale Maverik site plan. If a recommendation for approval was provided, then this matter could move forward to the City Council for consideration of approving the Final Site Plan for Maverik.

Title 10 Ordinance Guidelines (Code Reference)

This Final 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.

Attached with this executive summary is a document entitled "Final 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.

Signage for the site 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 make a motion recommending to the City Council approval of the Riverdale Maverik site plan proposal, recommending approval of the proposed site plan with any requested modifications/amendments, or not recommending approval of the Riverdale Maverik site plan. If preliminary approval was provided, then this matter could move forward to the City Council for consideration of approving the Final Site Plan for Maverik.

Mr. Eggett discussed the staff comments as pertains to the ingress and egress areas along 900 West. Mr. Eggett reminded the Planning Commissioners if they forward the approval of this item it should be subject to the outstanding items.

Elizabeth Hunt, Maverik Representative, stated they have received the comments and are working through addressing each issue. She was confident all outstanding issues could be resolved by the Council Meeting. Thomas Hunt, the engineer for Maverik, also felt confident these outstanding items could be addressed.

MOTION: Commissioner Roubinet moved to recommend approval to the City Council for the proposed Final Site Plan for Maverik, Inc., located approximately 900 West Riverdale Road, Riverdale, Utah 84405, subject to city staff concerns and meeting the Riverdale City Municipal Code. Commissioner Fleming seconded the motion.

There was no discussion regarding this motion.

ROLL CALL VOTE: The motion passed unanimously in favor.

2. Consideration of Amended Site Plan recommendation to City Council for Riverdale Assisted Living Center, 1580 West Ritter Drive, Riverdale, Utah 84405

Mr. Eggett summarized an executive summary which explained:

Planning Commission Regular Meeting, June 14, 2016

Riverdale Living, LLC, as represented by Delyn and Josh Yeates, has applied for an Amended Site Plan review of the Riverdale Assisted Living Center at approximately 1580 West Ritter Drive in an Agricultural (A-1) zone. The original site plan was previously approved by the Riverdale City Council on September 20, 2011, then known as Aunt Nancy's Assisted Living Center, and was planned to be developed in two phases. Additionally, an agreement was made with the developers, at that time, that a rezone process to change the zoning to Low Impact Transition Overlay (LIT) Zone would occur once construction on the project has commenced. The project is being proposed for development on property currently owned by Taska Capital V LLC. A public hearing is not required to consider this Site Plan proposal. The Amended Site Plan is before the Planning Commission because the new developers would like to build the entire building at one time and not in phases; additionally some areas of the proposed building are now configured differently than previously approved by the City Council. Following the presentation and discussion of the proposal, the Planning Commission may make a motion recommending to the City Council approval of the Riverdale Assisted Living Center amended site plan proposal, recommending approval of the proposed amended site plan with any requested modifications/amendments, or not recommending approval of the Riverdale Assisted Living Center amended site plan. If a recommendation for approval was provided, then this matter could move forward to the City Council for consideration of approving the Amended Site Plan for the Riverdale Assisted Living Center.

Title 10 Ordinance Guidelines (Code Reference)

This Amended Site Plan review is regulated under City Code 10-25 "Development in All Zones", and is affected by City Codes 10-8 "Agricultural Zones (A-1, A-2)", 10-13D "Low-Impact Transition Overlay Zone (LIT)", "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 at the west end of Ritter Drive on property currently owned by Taska Capital V LLC. The property is in an A-1 zone and the desired use of this property per federal housing standards would allow this project to be developed on this site. Per the applicant, the desired use is assisted living care facility and ancillary services to the facility.

Attached with this executive summary is a document entitled "Amended Site Plan Review – Riverdale Assisted Living Center (old Aunt Nancy's)"; this is a supplementary document addressing items on the Site Plan application document. Also attached, following this executive summary, are comments from the Public Works Director, the Fire Chief, the Police Chief, and contracted City Engineer. The Planning Commission should discuss any concerns raised by these summaries.

In addition to the Amended Site Plan documentation, there is a current status letter from City Staff to Mr. Tracy Stocking dated February 18, 2016, the updated interior building design and layout, a proposed elevation drawing dated July 27, 2009, the proposed engineer's cost estimate, an updated Geotechnical Report letter from Y2 Geotechnical, P.C., and a proposed draft development agreement for the project.

Signage for the site is regulated per City Code 10-16 (specifically section 8.(A.) for Residential 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 make a motion recommending to the City Council approval of the Riverdale Assisted Living Center amended site plan proposal, recommending approval of the proposed amended site plan with any requested modifications/amendments, or not recommending approval of the Riverdale Assisted Living Center amended site plan. If a recommendation for approval was provided, then this matter could move forward to the City Council for consideration of approving the Amended Site Plan for the Riverdale Assisted Living Center.

Mr. Eggett discussed the staff comments and outstanding items for this application. There was a brief discussion regarding the original site plan approval and development agreement pertaining to curb, gutter and sidewalk. Mr. Delyn Yeates explained his plan to extend the sidewalk.

Thomas Hunt, who is the engineer on this project as well, stated he is confident all outstanding issues will be addressed for this application as well. He briefly discussed the hydraulic design.

There was a brief discussion regarding Ritter Drive and the current closure. Mr. Yeates explained he is going to put forth a lot of money to bring a good development to Riverdale. He discussed the different developments he has overseen over the years through various cities and discussed his experience with traffic flow and ingress and egress as it pertains to a businesses success. He felt if the council decides not to open Ritter Drive it may be a detriment to his business.

There was a discussion regarding the new drawings for the assisted living facility it was confirmed that the elevation of the building did not change, but rather the square footage.

MOTION: Commissioner Fleming moved to recommend approval to the City Council for the amended site plan for the Riverdale Assisted Living Center, located approximately 1580 West Ritter Drive, Riverdale, Utah 84405, subject to the applicant addressing staff

concerns 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.

3. Consideration of Infill Lot Development/Final Residential Subdivision recommendation to City Council for A K Walker Subdivision, 850 West 4375 South, Riverdale, Utah 84405

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. On May 24, 2016, the Planning Commission provided Preliminary approval of the subdivision subject to resolving all outstanding staff concerns noted in reports found within the packet. Following the presentation and discussion of the proposal, the Planning Commission may provide a recommendation for final approval of the proposed A K Walker Subdivision, a recommendation for final approval with additional comments and/or conditions, or not provide a recommendation for final approval of the proposed A K Walker Subdivision with the supporting findings of fact. Should the Planning Commission recommend final approval of the subdivision proposal, this project would then advance to the City Council for consideration of subdivision approval 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 is currently planned for the vacant and undeveloped Walker family lot, comprising 1.53 acres of property, which has historically been used as agricultural space primarily for horse grazing. 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. Further, there are lots in close proximity that do not meet minimum lot requirements for width within the same zoning designation. 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/Final Residential Subdivision Plan Review"; this is a supplementary document addressing items on the Preliminary Site Plan application, following preliminary review of the 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 a recommendation for final approval of the proposed A K Walker Subdivision, a recommendation for final approval with additional comments and/or conditions, or not provide a recommendation for final approval of the proposed A K Walker Subdivision with the supporting findings of fact.

Mr. Eggett read an updated letter from the City Engineer expressing his approval. Mr. Eggett discussed staff comments and stated he felt comfortable recommending approval for this project. Mr. Eggett emphasized how the road connectivity for this project would benefit Riverdale City and provide additional access for the Public Works Department and Fire Department.

MOTION: Commissioner Wingfield moved to recommend approval to the City Council for the proposed of Infill Lot Development/Final Residential Subdivision recommendation to City Council for A K Walker Subdivision, located approximately 850 West 4375 South, subject to outstanding staff requirements and the Riverdale City Municipal Code. Riverdale, Utah 84405. Commissioner Roubinet seconded the motion.

Planning Commission Regular Meeting, June 14, 2016

There was no discussion regarding this motion.

ROLL CALL VOTE: The motion passed unanimously in favor.

F. Discretionary Items

Chairman Hilton invited discussion. Commissioner Wingfield stated he was approached by a resident who felt there was not sufficient handicap parking at the City Offices.

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 7:20 PM.

Steve Hilton
Planning Commission Chair

Jackie Manning
City Recorder

Date Approved: **June 28, 2016**