

Minutes of the Regular Meeting of the Riverdale City Planning Commission held Tuesday, November 14, 2017, at 6:30 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:** Commissioners: Steve Hilton, Chairman  
David Gailey, Commissioner  
Kathy Eskelsen, Commissioner  
Robert Wingfield, Commissioner  
Gary Boatright, Commissioner

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

Excused: Lori Fleming, Commissioner  
Blair Jones, Commissioner

Visitors: Mike Sessions

**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 and Commissioner Jones.

**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:

- Floor and Décor is advancing in construction.
- Lumbar Liquidators nearing completion.
- The building near Hobby Lobby is nearing completion.
- New site plan was submitted and more information will be forthcoming.
- El Pollo Loco is still advancing in progress.

**D. Consent Items**

**1. Consideration of meeting minutes from the Planning Commission Meeting held on September 12, 2017.**

Chairman Hilton asked for changes or corrections to the Planning Commission meeting minutes for the September 12, 2017 Work Session and Regular Meeting. There were no changes requested.

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

There was no discussion regarding this motion.

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

**E. Action Items**

**1. Consideration to approve amendments to a conditional use permit regarding a single rental unit located within an owner occupied home, property located approximately 4587 South 1150 West, Riverdale, Utah 84405; in a Single-Family and single-Family with rental unit residential (R-2) zone; requested by Michael & Bonnie Sessions.**

Mr. Eggett summarized an executive summary which explained:

The petitioners W. Michael and Bonnie R. Sessions have submitted updated plan drawings for the construction of an owner occupied two-family dwelling at 4587 South 1150 West. Previously, they filed for a conditional use permit to establish a single-family rental unit in their proposed owner occupied dwelling planned to be constructed at 4587 South 1150 West, as required by 10-9C-3 of the Riverdale City Code. This property development proposal is located within a Single-Family and Single-Family with Rental Unity Residential (R-2) Zone. Following discussion of the original Sessions development plan, the Planning Commission approved the conditional use permit for the proposed owner occupied two-family dwelling on the Sessions property. However, due to the significant changes that have taken place with the building plans and site design, the two-family dwelling is functionally and visually different than the plan that was previously approved by the Planning Commission. As a result, this matter is back before the Planning Commission as an amended conditional use request for an owner occupied two family dwelling at 4587 South 1150 West (the new address would be

4583 South 1150 West). Per City Code, there are four standards (as further outlined below) that need to be met in order to qualify for a conditional use permit approval of a single-family unit rental request. Following the presentation and discussion of the proposal, the Planning Commission may make a motion to approve, approve with amendments, or not approve the Amended Conditional Use permit for the requested single-family rental unit in the proposed owner occupied dwelling planned to be constructed at 4587 South 1150 West, subject to the appropriate findings of fact.

**Title 10 Ordinance Guidelines (Code Reference)**

This Conditional Use Permit request is regulated under City Code 10-9C "Single-Family and Single-Family with Rental Unit Residential Zone (R-2)" and 10-19 "Conditional Uses".

Community Development staff has discussed this property use proposal and the conditional use standards for this request with Mr. Michael Sessions. Currently, the property has an existing residence on the property that has unsafe foundation and flooring concerns within the building. The property is currently listed with Weber County as being owned by Kaleb Culbertson. The plan would be for the existing residence to be demolished and a new home constructed on this property, which would include the proposed single-family rental unit.

For discussion purposes, there has been provided supplementary documents regarding this request which includes the application, updated site plan, updated building drawings, and updated elevation drawings. Additionally, comments have been provided by City staff outlining concerns and discussion points that may be discussed with the petitioners associated with this request.

All R-2 zoning single-family rental unit requests within the City are subject to City Code 10-9C-3, which states:

**10-9C-3: CONDITIONAL USES:**

The following uses shall be permitted only when authorized by a conditional use permit as provided in chapter 19 of this title:

Single rental unit created only by owner occupied homes, located within, underneath or above the primary single-family dwelling unit. Any conditionally permitted rental unit shall be incidental to the primary residential use and shall meet the following minimum standards:

The square footage of the rental unit shall not exceed fifty percent (50%) of the overall square footage of the dwelling structure;

The rental unit shall be designed with a secondary entrance in a manner that the primary dwelling appears visually and functionally as if it were a single-family dwelling without a rental unit;

The rental unit shall have its own off street parking provided on the primary dwelling premises. Exiting units will be grandfathered until the property is sold and the new owner must be a residence of one of the units. (Ord. 655, 4-4-2006)

**General Plan Guidance (Section Reference)**

The General Plan land use for this site is Residential – Low Density.

Mike Sessions, the applicant, explained the changes to the site plan are due to appraisal/funding issues. He described the new design and the purpose of the design, which included a three car garage, which in conjunction with the driveway will meet the Riverdale City Ordinance in relation to parking.

Chairman Hilton asked the applicant if he was aware of all city staff requirements and concerns and could adhere to the requirements, and Mr. Sessions confirmed.

**MOTION:** Commissioner Boatright moved to approve amendments to a conditional use permit regarding a single rental unit located within an owner occupied home, property located approximately 4587 South 1150 West, Riverdale, Utah 84405; in a Single-Family and Single-Family with rental unit residential (R-2) zone; requested by Michael & Bonnie Sessions, with the condition the applicant meet all City Requirements. Commissioner Wingfield seconded the motion.

There was no discussion regarding this motion.

**ROLL CALL VOTE:** Commissioners Hilton, Gailey, Boatright, Eskelsen, and Wingfield all voted in favor. The motion passed unanimously in favor.

**F. Discretionary Items**

There were no discretionary items.

G. Adjournment

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

The meeting adjourned at 6:46 p.m.

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Steve Hilton  
Planning Commission Chair

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Jackie Manning  
City Recorder

Date Approved: **November 28, 2017**