

Minutes of the Regular Meeting of the Riverdale City Planning Commission held Tuesday, July 10, 2018, at 6:30 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:** Commissioners: Robert Wingfield, Interim-Chairman  
Steve Hilton, Commissioner  
David Gailey, Commissioner  
Kathy Eskelsen, Commissioner

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

Excused: Blair Jones, Commissioner

Visitors: Norm Searle, Mayor Amy Ann Spiers  
Gary Boatright Woody Woodruff  
Shaun Young

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

The Planning Commission Meeting began at 6:30 p.m. Interim-Chair Wingfield welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present with the exception of Commissioner Jones.

#### **B. Public Comment**

Interim-Chair Wingfield asked for if there were any public comments. Mayor Norm Searle thanked Gary Boatright for his years of service, as a planning commissioner. Mayor Searle discussed Mr. Boatright's work relating to the trail markers, which help to preserve Riverdale City's history.

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

##### **1. Recognition of Retiring Planning Commissioner for their Dedication and Service.**

Mike Eggett, in Community Development, expressed appreciation to Gary Boatright and presented him with a small token in recognition for his planning commission service. Mr. Eggett noted each commissioner brings a different perspective to the commission.

Gary Boatright stated he has lived in Riverdale City his entire life and loves this community. He thanked for the opportunity to serve and felt the staff, elected and appointed officials were the best in the state.

##### **2. Interim-Chair Wingfield turned the time over to Mr. Eggett who reported the following:**

- Gary Boatright, former planning commissioner, will be recognized for his dedication and service to the city.
- Amy Ann Spiers is present and will be ratified as a planning commissioner at the next City Council meeting.
- Grand Re-opening for Best Buy on July 13, 2018 at 9:30 a.m.
- El Pollo Loco is anticipating opening for business on July 20, 2018. There is no known grand opening at this time.
- Krispy Kreme continues construction.
- Tandy Leather and Just Girls Stuff have relocated their business.

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

##### **1. Consideration of meeting minutes from the Planning Commission meeting held on June 26, 2018.**

Interim-Chair Wingfield asked for changes or corrections to the Planning Commission meeting minutes for the June 26, 2018 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. All voted unanimously in favor of the motion.

#### **E. Action Items**

##### **1. Consideration of recommendation to the City Council regarding Final Site Plan and amended Plat approval for Brook Haven Office Building, located approximately, 4919 South 1500 West, Riverdale, Utah 84405.**

Mr. Eggett summarized an executive summary which explained:

Rockworks Land Company, as represented by Shaun Young, has applied for a Final Site Plan and Amended Subdivision Plat review of a new three floor office building located at approximately 4919 South 1500 West Riverdale Road in a Regional Commercial (C-3) zone. This site plan is being proposed for development on property that is adjacent to other existing Brook Haven Office Buildings and currently owned by Rockworks Land, LLC. A public hearing is not required to consider this Site Plan and Amended Plat proposal. This site plan and amended plat proposal received Preliminary Approval from the Planning Commission on June 26, 2018. This project is now up for final recommendation consideration by the Planning Commission. Following the presentation and discussion of the proposal, the Planning Commission may make a motion recommending City Council approval of the Brook Haven Office Building #3 site plan and amended plat proposal, approval of the proposed site plan and amended plat with any requested modifications, or not recommending City Council approval of the Brook Haven Office Building #3 site plan and amended plat. If preliminary approval is provided, then this matter could move forward to a future Final Site Plan and Final Amended Subdivision Plat approval consideration process with the City Council.

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

This Preliminary Site Plan and Subdivision Plat review is regulated under City Code 10-21 "Subdivisions", 10-25 "Development in All Zones", and is affected by City Codes 10-10A "Regional Commercial Zones (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 located between Interstate 15 and 1500 West (also in the West Bench RDA area of the City) on property currently owned by Rockworks Land, LLC. The property is in a C-3 zone and the requested use of multi-use office space is a permitted use in this zone.

Attached with this executive summary is a document entitled "Preliminary Site Plan and Amended Plat Review – Brook Haven Office Building #3 (Brook Haven – A PUD Subdivision)"; 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, the Fire Inspector, and contracted City Engineer. The Planning Commission should discuss any concerns raised by these summaries.

A Design Review Committee for this site proposal was held on June 29, 2018, wherein the Committee approved the submitted elevation renderings, landscaping, and signage proposals for this site. If this Final Site plan and Final Amended Subdivision Plat is approved, it will progress to the City Council for final approval.

**General Plan Guidance (Section Reference)**

The General Plan use for this area is currently set as "Planned Commercial - High" and this proposed project would comply with this land use.

The applicant has been actively working to address staff concerns, as such new comments have been submitted by the fire inspector, Randy Koger, indicating he was comfortable with the updated plans. It was noted the future anticipated electronic sign will be approved as a conditional use permit at a future planning commission, also subject to approvals by the Utah Department of Transportation (UDOT) due to its location near Interstate 15.

Shaun Young, representative of Rockworks Land Company, stated there is currently a tenant on the main floor, with other floors begin negotiated with potential tenants. Mr. Young explained the three story design allowed for maximum parking. There was a discussion regarding the building design and it was noted it will be similar in materials as the existing Brookhaven building.

**MOTION:** Commissioner Hilton moved to provide a favorable recommendation to the City Council regarding the Final Site Plan and Amended Plat approval for Brook Haven Office Building, located approximately, 4919 South 1500 West, Riverdale, Utah 84405. Commissioner Gailey seconded the motion.

There was no discussion regarding this motion.

**ROLL CALL VOTE:** Commissioners Wingfield, Hilton, Gailey and Eskelsen all voted unanimously in favor of the motion.

**2. Consideration to elect chair and vice chair members for the Planning Commission, to be ratified by the City Council.**

Mr. Eggett explained as Commissioner Boatright resigned from the planning commission there is a Chair vacancy. The consideration to elect a new chair and potentially vice chair, if Commissioner Wingfield was elected the new chair, is

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before the body as they see fit. The recommendation would then be forwarded to the City Council for final ratification.

**MOTION:** Commissioner Hilton moved to table the chair and vice chair election until the newly appointed commissioner, Amy Ann Spiers, is ratified by the City Council and all planning commissioners are present to vote. Commissioner Gailey seconded the motion.

There was no discussion regarding this motion.

**CALL THE QUESTION:** All voted unanimously in favor of the motion.

**F. Discretionary Items**

There were no discretionary items.

**G. Adjournment**

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

The meeting adjourned at 6:45 p.m.

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Robert Wingfield  
Interim-Planning Commission Chair

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Jackie Manning  
City Recorder

Date Approved: **August 14, 2018**