

Minutes of the Regular Meeting of the Riverdale City Planning Commission held Tuesday, October 23, 2018, at 6:30 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:** Commissioners: Robert Wingfield, Chairman  
David Gailey, Commissioner  
Blair Jones, Commissioner  
Kathy Eskelsen, Commissioner  
Amy Ann Spiers, Commissioner

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

Excused: Steve Hilton, Commissioner

Visitors: Larvin Pollock

**A. Welcome & Roll Call**

The Planning Commission Meeting began at 6:30 p.m. Chairman Wingfield welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present with the exception of Steve Hilton who is excused.

**B. Public Comment**

Chairman Wingfield asked for any public comments and there were not any.

**C. Presentations and Reports**

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

- Krispy Kreme is now open with a grand opening schedule for Friday 10:00 a.m.
- McDonalds recently remodeled
- Dubs Scrubs is finished on their expansion
- Tandy Leather remodeled
- Guitar Center remodeled
- The Planning Commission will review and update the general plan pertaining to the housing element
- There may be a future site plan involving a redesign, more information at a future meeting
- Mr. Eggett informed the planning commission he will not be presenting at the meeting as he will be on vacation.

**D. Consent Items**

**1. Consideration of meeting minutes from the Planning Commission Meeting held on August 14, 2018.**

Chairman Wingfield asked for changes or corrections to the Planning Commission meeting minutes for the August 14, 2018 Work Session and Regular Meeting. There were no changes requested.

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

There was no discussion regarding this motion.

**CALL THE QUESTION:** Commissioners Eskelsen, Spiers, Wingfield, Gailey and Jones all voted unanimously in favor of the motion.

**E. Action Items**

**1. Consideration to forward recommendation to the City Council regarding the Final Site Plan Approval for Quick Quack Car Wash, located approximately 697 West Riverdale Road, Riverdale, Utah 84405; requested by QQ Utah 3, LLC.**

Mr. Eggett summarized an executive summary which explained:

QQ Utah 3 LLC., as previously represented by Joseph Earnest, and today represented by Larvin Pollock, has continued application for a Final Site Plan review of a new car wash site and facilities located at approximately 697 West Riverdale Road in a cross-zoned parcel within the Regional Commercial (C-3) zone and the Light Manufacturing Use (M-

1) zone. This site plan is being proposed for development on property that is adjacent to a tire repair store, a music store, and across from an automotive sales facility. The property is currently owned by River Corner, LLC. A public hearing is not required to consider this Site Plan proposal. Following the presentation and discussion of the proposal, the Planning Commission may consider making a motion to recommend to the City Council final approval of the Riverdale Quick Quack site plan proposal, recommend approval of the proposed site plan with any requested modifications, or not recommend final approval of the Riverdale Quick Quack site plan. If a recommendation for final approval is provided, then this matter could move forward to a future Final Site Plan approval consideration process with the City Council.

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-3)", 10-11A "Light Manufacturing Use Zone (M-1)", 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 south of Riverdale Road and east of 700 West on property currently owned by River Corner, LLC. The property is located in a mixed C-3 and M-1 zoned area and the requested use of car wash is a permitted use in these zones.

Attached with this executive summary is a document entitled "Final Site Plan Review – Quick Quack Car Wash"; 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.

The Planning Commission is encouraged to briefly discuss signage plans with the petitioner to better understand how site lighting and 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. Signage information for this site has been provided in your packet.

If a recommendation for final approval is provided, then this matter could move forward to a future Final Site Plan approval consideration process with the City Council.

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.

Mr. Eggett summarized the outstanding items as expressed by the public works director and contracted city engineer:

PUBLIC WORKS COMMENTS

Water

1. Provide correct meter box design specifications.
2. Provide correct meter setter and pipe type per Riverdale City Specifications.
3. Provide proposed water usage peak demand and thousands of gallons per day.
4. The existing water line will need to be disconnected prior to construction.
5. Site engineer need to evaluate provided water loss data.

Sewer

6. Provide proposed sewer flows including daily and peak flows. Are there ways to reduce peaking?
7. Work with city engineer to ensure there is capacity in sewer system.

Storm Water

8. Provide drainage system long term operation and maintenance plan with BMPS.
9. Long term operation and maintenance plan needs to be recorded with plat.
10. Office size, location and plan detail. This structure will need to be a non-inlet structure due to its location after the water cleanup device. Current plan may not meet city standards.
11. Provide for free board and emergency overflow on storm detention system.
12. Provide correct storm water flows for 100 year event.
13. Notice of intent for storm water permit will need to be filed with the State of Utah.
14. Current information shows a carry out rate for water. Water needs to be dried or removed from vehicles before they leave the site.
15. A permit for an injection well will need to be filed with the state. And a water pre-treatment device (hydrodynamic separator or other highly effective BMP) will need to be installed on any piping entering the retention area.

Mr. Eggett noted the response letter from the applicant pertaining to staff outstanding items is missing a page within the packet, but a physical copy is available for review.

CITY ENGINEER COMMENTS

#### Plat Drawing

1. We recommend that a "Plat" be developed and submitted combining all properties into one parcel. If a plat was created then all existing and new public utility easements, private easements, right-of-way's, slope easements and cross-access easements will be easily identified. A 10' wide public utility should be dedicated around the entire property for existing and future public utilities and storm drainage utilities. A cross-access easement will need to be considered at the northeasterly driveway and involve the approval of the adjacent property owners.

#### Improvement Drawings

2. A "Geotechnical Report" needs to be modified and submitted for review. There has been excessive excavation during the demolition process on this site. In the geotechnical report the geotechnical engineer needs to make statements that he has supervised all excavations and compactions performed during demolition work and all earthwork meets his requirements and the newly placed soils have been compacted properly and acceptable to build upon. The report should further address the depth of sub-base material for the building areas and the paved areas, thickness of the roadbase and asphalt materials for the site pavement, soil percolation under the required storage media and area of voids in the specified underground storm water storage media.

3. The drawings of the storm water collection are a bit confusing and a bit vague. If the storm water drawings and calculation were placed upon a separate "Drainage Plan" it would help with the review and future construction. The Storm Water calculations for a 100-year event, with a 24-hour storm, will need to be checked and re-submitted for our review. The storm water study submitted was incorrect. Our independent review of the site indicates that the peak run-off occurs at 90-minutes into the storm event, with a value of approximately 3,500 cubic feet.

- The storage volume and the soil percolation values for the underground detention basin
- will need to be calculated and reviewed by the Geotechnical Engineer and placed in the
- "Geotechnical Report". The basin location, basin size (basin dimensions), rock media size,
- void ratio calculations, the separation fabric with other details are required.
- Observation manholes into the underground storage sump area will be required along with
- access manhole steps in the observation manholes.
- Prior to the storm water entering the underground storage area the storm water will need
- to be cleaned of oil, silt & trash by being processed through additional "storm water
- pollution removal filter manholes, i.e. "Bay Saver" or "Storm Ceptor" or equivalent
- process manholes.
- A maintenance schedule and maintenance plan will need to be prepared and included with
- the site drawings.
- The "Orifice" manhole/structure will need to be designed to provide access and safety for
- a maintenance worker to enter safely and not require that the worker reach under water or
- risk his safety to clean the orifice, as cleaning operations take place. An "Orifice Structure
- Box" needs to be designed to have a separate orifice/overflow compartment. The orifice
- structure box will need to be large enough for a maintenance person to safely enter.
- A note needs to be placed on the "Drainage Plans and Grading Plans" that upon
- completion of the "underground storage" detention basin construction, the design
- engineer must survey and verify in writing to the Riverdale City Public Works Director that
- the volume required for detention has been accomplished.
- All existing piping and collection structures must be cleaned/video inspected (piping) and
- certified capable of performing the new intended use.
- We would recommend that a concrete apron be designed and installed around all parking
- lot catch basins to help with future settlement.

4. All old existing culinary water and sanitary sewer laterals which served other prior buildings must be located, shown on the drawings and the connection removed from the main pipelines in the roadway right-of-way.

5. A water use/discharge study will need to be prepared by the developer's hydraulic engineer to determine the culinary water volume of water required and the sewage volume which will be discharged into the City sanitary sewer system. The Public Works department then will be able to determine if the capacity of the existing sanitary sewer will be jeopardized with this new use.

6. Details for the irrigation water connection and backflow device are required on the plans.

There was a discussion regarding the easements and the process to acquire the easements. Larvin Pollock, representative of the applicant, stated the easements have been drafted, but are not yet signed. He offered to provide a copy to the city. Mr. Eggett recommended he send the easement document to the city engineer.

Mr. Pollock discussed the property owner's decision in electing to not record a subdivision plat, due to the expense. Mr. Eggett briefly discussed the requirements for subdivision plats and why some properties can do agreements in lieu of a subdivision plat.

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The planning commission reviewed the response letter from the applicant in addressing staff's concerns. Chairman Wingfield asked Mr. Pollock if he felt they could meet the outstanding requirements as listed by city staff. Mr. Pollock confirmed he would be able to address and meet the outstanding items.

**MOTION:** Commissioner Jones moved to forward a favorable recommendation to the City Council for the Final Site Plan Approval for Quick Quack Car Wash, located approximately 697 West Riverdale Road, Riverdale, Utah 84405; requested by QQ Utah 3, LLC, with the condition that all outstanding items be addressed before moving on to the City Council. Commissioner Gailey seconded the motion.

There was no discussion regarding this motion.

**ROLL CALL VOTE:** Commissioner Wingfield, Jones and Gailey voted in favor of the motion. Commissioner Eskelsen and Spiers voted in opposition of the motion. The motion carried with a majority vote.

**F. Discretionary Items**

Commissioner Gailey stated he has been approached by residents regarding the new development on Ritter Drive, with concerns regarding the potential for multiple phases resulting in empty lots. Mr. Eggett stated this is a one phase subdivision, so that shouldn't be an issue.

Commissioner Jones asked Mr. Eggett to speak to the public works department regarding the road sweeper.

**G. Adjournment**

**MOTION:** There being no further business to discuss, Commissioner Gailey moved to adjourn the meeting. Commissioner Eskelsen seconded the motion. Commissioners Wingfield, Jones, Gailey, Eskelsen and Spiers voted in favor of the motion.

The meeting adjourned at 7:04 p.m.

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Robert Wingfield  
Planning Commission Chair

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Jackie Manning  
City Recorder

Date Approved: **November 13, 2018**