

Minutes of the Regular Meeting of the Riverdale City Planning Commission held Tuesday, December 11, 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 Steve Hilton, Commissioner Blair Jones, Commissioner Kathy Eskelsen, Commissioner Amy Ann Spiers, Commissioner Rikard Hermann, Commissioner
City Employees:	Mike Eggett, Community Development Jackie Manning, City Recorder
Excused:	David Gailey, Commissioner
Visitors:	None

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.

B. Public Comment

There were no members of the public present to comment.

C. Presentations and Reports

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

- Eyemart is open for business
- Cycle Gear is moving forward
- Besst Realty and Good Earth are remodeling their businesses
- Reminder of the all employee luncheon on December 12th at the Community Center

D. Consent Items

1. Consideration of meeting minutes from the Planning Commission Meeting held on November 27, 2018.

Chairman Wingfield asked for changes or corrections to the Planning Commission meeting minutes for the November 27, 2018 Work Session and Regular Meeting. There were no changes requested.

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

There was no discussion regarding this motion.

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

2. Introduction of new planning commissioner Rikard Hermann.

Rikard Hermann introduced himself and explained he has been a Riverdale resident for over 30 years. He expressed love of the city, and stated he was happy to be a part of the planning commission.

E. Action Items

1. a. Public Hearing: to receive and consider comments regarding an update to the General Plan, located within the housing policies section.

MOTION: Commissioner Hilton moved to open the public hearing. Commissioner Eskelsen seconded the motion; and all voted in favor.

With no members of the public being present Chairman Wingfield closed the public hearing.

b. Consideration to forward a recommendation to the City Council regarding an update to the General Plan, located within the housing policies section.

Mr. Eggett summarized an executive summary which explained:

Per State Code requirements, Riverdale City is expected to prepare a five-year update to the Housing Policies (Element) of the Riverdale General Plan. The last time this component was updated was over five years ago and, for this reason, we are required to review and then officially update this component in the General Plan with new statistical data and other information currently applicable to the Riverdale community.

The proposed updated language is attached in order to allow for a review of these proposed amendments to Housing Policies of the General Plan. Any proposed amendments to the General Plan require a public hearing to be held. A public hearing has been noticed for this meeting and this update, according to State Code, and copies of this notice are found within your packet.

Following review and discussion of this matter, the Planning Commission may make a motion to recommend that the City Council approve the proposed General Plan changes to the Housing Policies section, approve the proposed language with any proposed changes to the updated language, table the matter to allow for additional future discussion, or not approve the proposed General Plan language changes as provided herein, with sufficient findings of fact noted to justify the decision.

Should this matter receive a recommendation to City Council, this matter would then be considered by the City Council for approval and adoption of the proposed amendments into the General Plan.

Title 10 Ordinance Guidelines (Code Reference)

This General Plan amendment review is regulated under City Code 10-1 "General", specifically 10-1-5 "Changes and Amendments", and the Utah State Code Annotated 10-9a-400 series of codes.

Changes made to the Housing Policies of the General Plan were made in conjunction with updated data that was provided by the Utah State Housing and Community Development Department and the U.S. Census Bureau databases. These updated statistics were utilized in the updated biennial moderate income housing report that has been already submitted to the Utah State Housing and Community Development Department and hereafter has been asked by this Department.

For the Planning Commission's convenience, City Staff has provided the previous version of the Housing Policies section of the General Plan and an amended completed version of the Housing Policies section of the General Plan.

General Plan Guidance (Section Reference)

The Housing Policies section of the General Plan is being proposed for amendment to fulfill Utah State Moderate Income Housing reporting requirements.

MOTION: Commissioner Hilton moved to forward a favorable recommendation to the City Council regarding the regarding an update to the General Plan, located within the housing policies section. Commissioner Spiers seconded the motion.

There was no discussion regarding this motion.

ROLL CALL VOTE: Commissioners Jones, Hilton, Spiers, Eskelsen, Hermann, and Wingfield all voted unanimously in favor of the motion.

2. (Itemed tabled from November 27, 2018 Planning Commission Meeting) Consideration of recommendation to City Council for approval of the Garff-Lesley Small Subdivision request at approximately 671 West 4400 South, Riverdale, Utah as requested by Matt Garff.

Mr. Eggett summarized an executive summary which explained:

Matt Garff, as represented by Brad Brown, Tyler Knight and/or Mr. Garff, has provided an application for a Residential Small Subdivision Site Plan review for a two-lot subdivision proposal located at approximately 671 West 4400 South and 667 West 4400 South within the Mobile Home Park-Recreational Vehicle Park (Rmh-1) Zone. The proposed subdivision comprises 5.25 acres of land within the proposal.

This site plan is being proposed for the two-lot subdivision and subsequent development of a large parking area on the easternmost lot (Lot 2) in this subdivision. A small portion of Lot 2 will include an off premises large advertising sign (billboard). The western lot (Lot 1) will continue to exist as a mobile home park. All properties affected by this proposal are currently owned by Garff Properties Riverdale, LLC.

This matter came before the Planning Commission previously on November 27, 2018 for review by the Commission. At the conclusion of the meeting a motion was approved to table the request to allow more time for the applicant to work through staff concerns. This matter is now back before the Commission for a review of the updated subdivision and site plan documents.

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 Garff-Lesley Small Subdivision site plan proposal, recommend approval of the proposed site plan with any requested modifications, table the matter to allow for further discussion and review, or not recommend final approval of the Garff-Lesley Small Subdivision site plan. If a recommendation for final approval is provided, then this matter could move forward to a future Final Small Subdivision and Site Plan approval consideration process with the City Council.

Title 10 Ordinance Guidelines (Code Reference)

This Small Subdivision Site Plan review is regulated under City Code 10-21 "Subdivisions", specifically 10-21-12 "Small Subdivisions; Special Provisions", and is affected by City Codes 10-9G "Mobile Home Park-Recreational Vehicle Park Zone (Rmh-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 on the western end of 4400 South, currently operated as the Leslie's Mobile Home Park on property currently owned by Garff Properties Riverdale, LLC. The property is located in a Rmh-1 zone and the requested use of an ancillary parking lot is a permitted use in this zone as noted in 10-9G-14 of the City Code.

Attached with this executive summary is a document entitled "Small Subdivision Site Plan Review – Garff-Lesley Small Subdivision"; this is a supplementary document addressing items on the Residential Subdivision Site Plan application document. Also attached, following this executive summary, are comments from the Public Works Director, the Fire Chief, the Police Chief, the Fire Inspector, and contracted City Engineer. The Planning Commission should discuss any concerns raised by these summaries.

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 to recommend to the City Council final approval of the Garff-Lesley Small Subdivision site plan proposal, recommend approval of the proposed site plan with any requested modifications, table the matter to allow for further discussion and review, or not recommend final approval of the Garff-Lesley Small Subdivision site plan. If a recommendation for final approval is provided, then this matter could move forward to a future Final Small Subdivision and 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 "Residential – Medium Density" and this proposed project would be allowed with this land use as a result of the Rmh-1 language regarding hard-surfaced area establishment.

Mr. Eggett noted a comment from the city attorney within the staff comments that advised the commission to review city staff comments carefully as it relates to city compliance.

Mr. Eggett explained he received a phone call shortly before the meeting from the applicant indicating there would not be anyone present to address the commission due to a scheduling conflict.

MOTION: Commissioner Eskelsen moved to untable the discussion from November 27, 2018 Planning Commission Meeting, consideration of recommendation to City Council for approval of the Garff-Lesley Small Subdivision request at approximately 671 West 4400 South, Riverdale, Utah as requested by Matt Garff. Commissioner Spiers seconded the motion.

There was no discussion regarding this motion.

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

MOTION: Commissioner Hilton moved to table the discussion consideration of recommendation to City Council for approval of the Garff-Lesley Small Subdivision request at approximately 671 West 4400 South, Riverdale, Utah as requested by Matt Garff, due to the applicant not being present to address the list of outstanding items, and with regard to the previous meeting where the commission stated within the motion the item was tabled "until the outstanding items have been addressed and reviewed by city staff", which does not appear to have occurred. Commissioner Eskelsen seconded the motion.

Planning Commission Regular Meeting, December 11, 2018

There was no discussion regarding this motion.

ROLL CALL VOTE: Commissioners Hilton, Spiers, Eskelsen, Hermann, Wingfield, and Jones 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 Eskelsen moved to adjourn the meeting. Commissioner Spiers seconded the motion; all voted in favor.

The meeting adjourned at 6:48 p.m.

Robert Wingfield
Planning Commission Chair

Jackie Manning
City Recorder

Date Approved: **January 8, 2019**