

Minutes of the Regular Meeting of the Riverdale City Planning Commission held Tuesday, January 9, 2019, 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
Rikard Hermann, Commissioner

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

Excused: Steve Hilton, 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, with the exception of Commissioner Hilton who is excused.

B. Public Comment

There were no members of the public to comment.

C. Presentations and Reports

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

- Legislative session begins first week in February; land use, food trucks, and sales tax are all topics of discussions
- Eyemart is officially open
- Cycle Gear and La-Z Boy continue to progress in construction
- There are two potential future site plans, more information will be given once an official application has been submitted to the city
- It was noted Commissioner Gailey and Commissioner Hilton's Planning Commission terms expire on January 31, 2019
- The joint land use study with Hill Air Force Base is ongoing

D. Consent Items

1. Consideration of meeting minutes from the Planning Commission Meeting held on December 11, 2018.

Chairman Wingfield asked for changes or corrections to the Planning Commission meeting minutes for the December 11, 2018 Work Session and Regular Meeting. There were no changes requested.

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

There was no discussion regarding this motion.

CALL THE QUESTION: The motion passed unanimously in favor.

2. Consideration to approve the 2019 annual meeting calendar

There was no discussion regarding this item.

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: The motion passed unanimously.

E. Action Items

1. (Itemed tabled from December 11, 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.

MOTION: Commissioner Eskelsen moved to untable 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 from the December 11, 2018 Planning Commissioner Meeting. Commissioner Spiers seconded the motion; and all voted in favor.

CALL THE QUESTION: The motion passed unanimously in favor of the motion.

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 and December 11, 2018 for review by the Commission. At the conclusion of both meetings 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.

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The applicant recently met with the city engineer and public works director regarding outstanding items. Mr. Eggett stated he felt that meeting was productive and the applicant expressed verbally that they are working towards completing the outstanding items. It was noted that no representation for the application was present to comment or address the outstanding items.

Commissioner Eskelsen emphasized the importance of applicants being present to Planning Commission Meetings so they could address why the outstanding items are incomplete, and continue to be incomplete, as well as to provide clarification as to how they are addressing those items. Without having the applicant present to address these questions she didn't feel comfortable forwarding this item to the City Council knowing that it was incomplete.

MOTION: Commissioner Spiers moved to table the action item regarding the Garff-Lesley Small Subdivision request at approximately 671 West 4400 South, Riverdale, Utah as requested by Matt Garff, until outstanding items are addressed as listed by all appropriate Riverdale City staff.

Commissioner Jones instructed Mr. Eggett to not bring this item back to the Planning Commission until all items had been addressed.

Commissioner Gailey seconded the motion.

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

F. Discretionary Items

There were no discretionary items discussed.

G. Adjournment

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

The meeting adjourned at 6:42 p.m.

Robert Wingfield
Planning Commission Chair

Jackie Manning
City Recorder

Date Approved: **February 12, 2019**