

Syracuse City Planning Commission Meeting
March 16, 2010
Minutes

1. Meeting called to Order, Adoption of Agenda, and Approval of Minutes

Planning Commission Chairman Robert Whiteley called the meeting to order at 6:04 p.m., indicating that City staff posted the agenda 24 hours prior to the meeting and delivered copies to all Commission members. Judy Merrill offered the prayer, and Gary Pratt led the pledge of allegiance.

Members Present: Chairman Robert Whiteley, Vice Chairman Kenneth Hellewell, Tena Campbell, Nathan Miller, Eric Hazen, and Gary Pratt as well as GIS Specialist Troy Moyes and Administrative Assistant Judy Merrill

Visitors: Patrick McReaken Lurlen Knight Vickie Kimball

Commissioners reviewed the March 16, 2010, agenda and noted an error in Item 3 for the Utah Onion building. The wording should have noticed consideration of Site Plan, rather than Conditional Use, approval.

NATHAN MILLER MOVED TO ADOPT THE MARCH 16, 2010, AGENDA AS AMENDED, SECONDED BY GARY PRATT; ALL VOTED IN FAVOR.

2. Approval of Planning Commission Minutes

Commissioners reviewed the minutes of the March 2, 2010, Planning Commission work session.

KENNETH HELLEWELL MADE A MOTION TO ADOPT THE MARCH 2, 2010, PLANNING COMMISSION WORK SESSION MINUTES AS WRITTEN, SECONDED BY NATHAN MILLER; ALL VOTED IN FAVOR EXCEPT TENA CAMPBELL, WHO ABSTAINED SINCE SHE DID NOT ATTEND THAT MEETING.

Commissioners reviewed the minutes of the March 2, 2010, Planning Commission meeting.

ERIC HAZEN MOVED TO ADOPT THE MARCH 2, 2010, PLANNING COMMISSION MEETING MINUTES AS WRITTEN, SECONDED BY KENNETH HELLEWELL; ALL VOTED IN FAVOR EXCEPT TENA CAMPBELL, WHO ABSTAINED SINCE SHE DID NOT ATTEND THAT MEETING.

3. Public Hearing and Site Plan for Utah Onion Storage Building

Patrick McReaken, the architect and engineer for the subject project, appeared before the Planning Commission requesting Site Plan approval for a 150x120 foot warehouse, located at 830 South 2000 West, for Utah Onions. This building would have no fire system and no need for water. Its construction would be fairly time sensitive due to the upcoming onion season. The structure would have steel framing and sit immediately north of the existing facility. Specialist Moyes added that the location of this 1800 square-foot building, on the northwest corner of their properties, would have straddled two existing property lines. However, the owners recently combined the parcels into one with the County Recorder's office. The building would rest on a 2-foot foundation, so the metal would not extend to the ground, and anything bumping into it would hit the foundation rather than the metal. Staff did not receive any comments from adjacent property owners.

Chairman Whiteley opened up the meeting to public hearing. No one came forward, so he closed the public hearing.

Vice Chair Hellewell asked if the building would adhere to the 20-foot setbacks. Mr. McReaken assured him it would be 20 feet from the north and west property lines. Mr. Pratt asked if they anticipated problems with odors. Mr. McReaken preferred to defer such a question to the owners but stated the addition of this building would not be a real change in current use of the property. Commissioner Pratt then asked if they settled on colors yet. Mr. McReaken stated it would be mostly white to hold down the temperature inside. The building would have a fan system with vents installed on the north wall at each of the six eaves.

TENA CAMPBELL MADE A MOTION TO RECOMMEND SITE PLAN APPROVAL OF A STORAGE BUILDING, LOCATED AT 830 SOUTH 2000 WEST, FOR UTAH ONIONS SUBJECT TO ALL REQUIREMENTS OF THE LAND USE ORDINANCE SPECIFIC TO SITE PLAN AND INDUSTRIAL USES, AND FORWARD IT TO CITY COUNCIL. GARY PRATT SECONDED THE MOTION; ALL VOTED IN FAVOR.

4. Public Hearing and Conditional Use for Ivory Homes Model Home

No one came forward to represent this request. After a brief discussion as to whether the Commission should discuss the item without representation, Commissioner Campbell voiced her preference to table it until the end of the meeting.

TENA CAMPBELL MOVED TO TABLE THIS REQUEST, SECONDED BY GARY PRATT;
ALL VOTED IN FAVOR.

TENA CAMPBELL MADE A MOTION TO MOVE BACK TO AGENDA ITEM 4, SECONDED
BY NATHAN MILLER; ALL VOTED IN FAVOR.

Commissioner Miller asked the other commissioners and staff if they knew anything about this requested use that concerned them. Chairman Whiteley stated that he drove by it and noticed there were no other homes built on either side of that road for quite a distance. He did not believe the use would have any impact on traffic or adjacent property owners. The applicants had not yet installed the requested flags, so Specialist Moyes explained how he specifically advised them not to install the flags until after they received approval.

Chairman Whiteley opened up the meeting to public hearing. No one came forward, so he closed the public hearing.

NATHAN MILLER MOVED TO GRANT CONDITIONAL USE APPROVAL FOR IVORY HOMES TO CONDUCT BUSINESS FROM A MODEL HOME, LOCATED AT 757 SOUTH 2200 WEST, IN THE SAN MELIA SUBDIVISION SUBJECT TO ALL REQUIREMENTS OF THE CITY LAND USE ORDINANCE SPECIFIC TO TEMPORARY USES OF BUILDINGS. KENNETH HELLEWELL SECONDED THE MOTION; ALL VOTED IN FAVOR.

5. Public Hearing and Conditional Use for Just 4 Clicks Clogging Home Occupation

Specialist Moyes, representing the applicant, requested Conditional Use approval for his wife, Nicole, to teach clogging in their home on Thursdays. Their lot fronted 1000 West, so it would not have any impact on traffic, and they could provide plenty of off-street parking. She already received Conditional Use approval to conduct a preschool in their basement years ago, and she would simply change the use from preschool classes to clogging.

Chairman Whiteley opened up the meeting to public hearing. No one came forward, so he closed the public hearing.

KENNETH HELLEWELL MADE A MOTION TO GRANT CONDITIONAL USE APPROVAL FOR NICOLE MOYES TO OPERATE A BUSINESS, *JUST 4 CLICKS CLOGGING*, FROM HER HOME, LOCATED AT 2443 SOUTH 1000 WEST, SUBJECT TO ALL REQUIREMENTS OF THE CITY LAND USE ORDINANCE SPECIFIC TO HOME OCCUPATIONS. NATHAN MILLER SECONDED THE MOTION; ALL VOTED IN FAVOR.

6. City Council Report

Specialist Moyes reported on the City Council's discussion of an agreement authorizing Granite Construction to install culinary water and road improvements on 2700 South from the 1000 West roundabout to Bluff Road. The project would be done in two phases, and they should begin April 1. One lane would remain open at all times, and they were to communicate well with RC Willey. The next item regarded authorization of the Mayor to enter into an agreement with Unlimited Play for consulting services for the No Child Left Out Park. Because this company would be soliciting federal grants and the Council did not have a full quorum, the motion to approve failed due to Councilman Kimmel's dissenting vote. He believed funding needed to come from private sources rather than federal grants. However, the Council revisited this agenda item during a special meeting following their retreat, and they approved it. Councilman Hammond was a member of the High School Community Council, and they were organizing scholarship funds. He also pointed out that www.lds.org featured the school's cheerleaders. The Museum board would be honoring the Cook family next, and that display would be ready this spring. Councilman Clark talked about the land fill and its new recycling facility to open on May 5. The Mayor explained how SR193 was in jeopardy of losing all funds. The Governor had been looking for money to construct two new buildings at Snow College and Utah State, and SR193 was on the top of that chopping block. The Mayor and other City staff members

convinced the legislature to take the street names off the list and come up with a dollar amount instead that UDOT would then use to decide what projects to cut. Councilman Clark was on his way to St. George that night to attend UDOT's conference this weekend and would report back to the City the next day. Specialist Moyes doubted they would be making any decisions this soon, though. PRI was unaware of these new developments and the Governor's decision. They donated the land to UDOT for the construction of that road at a reduced price, and Syracuse needed that road for economic development and access.

7. Planning Commission Business

Chairman Whiteley explained how the City Council held a retreat about every March to unify and regroup. They discussed ideas that might help the City progress and set new goals for the year. Some of the major issues on the table were economic development and filling vacancies in staff to set up the organization for improved efficiency. Another big issue was putting together capital improvement plans and budgeting each fiscal year for different department needs. Because the City's funds were stretched so thinly and departments were understaffed, community volunteerism would be crucial to surviving these economic times. They discussed the possibility of creating a staff position to coordinate and manage these volunteer programs, such as Heritage Days, the Pumpkin Walk, Architectural Review Committee, Museum Board, fall and spring clean up, etc., which took an enormous amount of time to plan and carry out. Each Council-member took a responsibility to head one of these efforts, which played right off the transition team's work to understand the City's current position with existing resources and evaluate Strengths, Weaknesses, Opportunities, and Threats (SWOT). Specialist Moyes added that the Council wanted to simplify City processes, such as many of those that fell to the Planning Commission. Their hope was to reduce the number of obstacles applicants had to hurdle in opening a business here. The Commission needed to revisit the Ordinance and change those processes in order to free up time for planning instead of day-to-day operations, such as signage, that clogged the approval procedure for businesses. Commissioners should instead be envisioning and preparing the City for its future, so the commissioners' mindsets would need to change. He admonished them about the three months it typically took for businesses to get through the current process when it should really be a few weeks. By crafting the Ordinance appropriately, approvals could easily hinge on complying with clearly-written requirements. Chairman Whiteley suggested creating a flow chart for applicants to easily see the process, so they could better understand each step. He believed this would relieve a lot of the frustration and help them accept the current timeline for approvals. Vice Chair suggested the value in such a flow chart in helping commissioners decide what they could cut. Specialist Moyes agreed to put together some staff recommendations and present them to the Commission. It would include some standards for the Architectural Review Committee as well.

Commissioner Pratt reported on the land use training he attended the week before. Some years back, the State began issuing guidelines for cities to follow because developers were lobbying them about the problems they encountered from one city to the next and specifically those that forwarded applications around in circles rather than advancing them to the end of the process. Most of the changes made by the legislature were good concerning the way city commissions and councils could operate and what ordinances could require. They adopted pretty strict guidelines in some areas but were always careful to use wording in the legislative process that gave municipalities the freedom to decide how they wanted their cities to look. He distributed the book the Utah League of Cities & Towns put together every year after the legislature finished their session, since the requirements always changed. Commissions conducted the City's business in public differently than councils, who could go behind closed doors. The book dealt a lot with the State's clarifications and requirements to adopt common terminology to eliminate statewide confusion. The State had been moving towards mandatory training for all commissioners. The ULC&T convinced them to keep it voluntary due to the large turnover. They would now be encouraging cities to ensure their commissioners attended these training sessions voluntarily. He suggested they read through the manual, since it had much of the information needed for amending the City's ordinances. By not following these strict requirements, the Commission really opened up the City to lawsuits, since developers usually had strong legal talent and were not afraid to use it. Ordinances needed to be clearly written and specific to prevent liability. The presenter actually volunteered to review any proposed amendments cities were considering to ensure they complied with State law and would hold up if challenged legally.

Chairman Whiteley informed the commissioners of Mike Norton's resignation from the Commission due to conflicts with his schedule and other new commitments. He hoped to have more time in the future to serve the City. Chairman Whiteley expressed his appreciation for Mr. Norton's service.

Specialist Moyes stated he hoped to open Title X at the next Commission meeting to address some minor changes, including the issue of maximum weight for occupational vehicles in residential zones. If the Commission was amenable to considering new amendments, he would schedule a public hearing for April 6, 2010. After some brief discussion, Chairman Whiteley directed Specialist Moyes to proceed with the hearing.

Vice Chair Hellewell referred to the public hearing requirement for all conditional uses and asked if the Commission could change that to an administrative process. Chairman Whiteley referred to the book Commissioner Pratt just reviewed, which indicated conditional uses did not require public hearings. Specialist Moyes advised them that even subdivisions and site plans did not require public hearings anymore, because they were not legislative decisions. Vice Chair Hellewell asked if that was a LUDMA change, and Chairman Whiteley explained how the City's attorney made the decision to require public hearings. Specialist Moyes stated that staff wanted to identify major and minor conditional uses and have staff process minor uses while the Commission processed major uses. The Commission could grant final approval for site plans as well. The current Ordinance provided no authority for the Architectural Review Committee. If their input did not hinder the desired timeline, they could still review plans and make recommendations. He even suggested the Committee review plans on line and submit recommendations via email. Clearfield City did all signs and alcohol licenses administratively. Syracuse needed to follow State guidelines by adopting their requirements in the ordinances to avoid granting or denying approvals arbitrarily. By so doing, the Commission would be free to focus on shaping the City and driving code enforcement.

8. Adjournment

KENNETH HELLEWELL MOVED TO ADJOURN AT 6:53 P.M.; ALL VOTED IN FAVOR.

Robert Whiteley
Planning Commission Chair