

Minutes of the Regular Meeting of the Syracuse City Planning Commission held on February 5, 2013, at 6:00 p.m., in the Council Chambers, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present:

Commission Members: TJ Jensen, Acting Chairman
Gary Pratt
Tyler Bodrero
Dale Rackham
Curt McCuiston

City Employees: Michael Eggett, Community & Economic Development Director
Will Carlson, City Attorney
Sherrie Christensen, Planner
Jenny Schow, Administrative Professional
City Engineer Brian Bloeman
Jo Hamblin, Deputy Chief/Fire Marshal

Excused: Kenneth Hellewell

Visitors: Reva Laurella Mike McBride Amy Landers

1. Meeting Called to Order

- a. **Invocation or Thought**- Commissioner Pratt
- b. **Pledge of Allegiance**-Commissioner Rackham
- c. **Adoption of Meeting Agenda**-

COMMISSIONER BODRERO MADE A MOTION TO ADOPT THE MEETING AGENDA FOR FEBRUARY 5, 2013. COMMISSIONER PRATT SECONDED THE MOTION; ALL VOTED IN FAVOR, THE MOTION PASSED.

2. Approval of Regular Meeting and Work Session Minutes for January 15, 2013

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- Proof read once more for typo errors

COMMISSIONER PRATT MADE A MOTION TO APPROVE THE JANUARY 15, 2013 PLANNING COMMISSION REGULAR MEETING AND WORK SESSION MINUTES AS WRITTEN AND AMENDED. COMMISSIONER RACKHAM SECONDED THE MOTION; ALL VOTED IN FAVOR, THE MOTION PASSED.

3. Highlands at Glen Eagle, Ph. 10, located at approximately 3250 W 900 S, Renewal of Final Plat.

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Planner Christensen gave a description of the project. This project was previously approved and placed on hold due to the economy. The project meets the current ordinance requirements. Community development has no outstanding issues, however there some items from engineering that need to be resolved.

Commissioner Pratt asked if this project is grandfathered to the original approval requirements, of if it must be updated. Planner Christensen explained that this project is grandfathered because it is a phase or continuation of a prior development and infrastructure has already been installed, however this project does meet current requirements. If the project had been a new development, then it would have to start over in the development approval process.

Mike McBride, 1453 Brookshire Drive, stated this is the final phase for the Highlands at Glen Eagle project with a total of 17 lots. This phase provides road connectivity between previously completed phases and Muirfield Estates subdivision. The phases provides better circulation and access to 700 S. He said the sewer and land drains have already been installed when phase 9 was completed in 2010. He said, as far as he knew, his staff has taken care of all the engineering questions.

Commissioner Jensen asked Brian Bloemen, City Engineer if the engineering issues have been addressed to his satisfaction. City Engineer Bloemen said that there still a couple of outstanding items, including adding side lot easements on lots 1003, 1006 and 1013. The grade differential on St. Andrews changes from -5.8% to a 1.7% and is too high. Either the grade needs to be adjusted or a vertical curve should be installed. The last main issue is maintaining a 10 foot separation between culinary water mains and the sewer lines as required by the State of Utah's Division of Drinking Water standards.

Commissioner Jensen asked planning staff if the latest drawings submitted by the applicant reflected the changes. Planner Christensen did not believe the drawings were updated. She said that she understood the applicants engineer still needed some clarification from the city engineer, and has attempted to contact Brian. City Engineer Bloeman explained that the changes were included in the packet. The previous engineering reviews were from 2007, City Engineer Bloeman's letter included standards that have been updated from 2007. Commissioner McCuiston asked if the applicant still needed to comply with the items in the Epic Engineering Memo. City Engineer Bloemen said yes.

Commission McCuiston discussed two additional issues. He said there are a couple instances where drainage crosses a handicap ramp that should be reviewed. Also, the minimum slope velocities were all covered in the memo, including the variation they received. City Engineer said that the variation in grade should not have been allowed, but where the infrastructure has already been installed, it would be unfair to make the developer redo the work. Commissioner McCuiston agreed.

Mr. McBride said the previous standard for lot easements was ten feet on all sides. He said that Planner Christensen said side yard easements are typical for all side yards within the city. He said they have previously installed storm drains in the back yards easements of previous phases, but this phase will have all the utilities and drains installed in the front easement however they are happy to add the side yard easements with no issues. He said he talked with Robert Whitely, City

Public Works Director, regarding the road grade issues and understood him to be ok with the design as previously approved. He also said his Engineer is the Clearfield City Engineer and his designs are based on practical installation.

Commissioner McCuiston asked what the planned speed limit is. He said the design of the vertical curve between the two grade differentials is importance for comfort and safety. He is referring to the City Engineers requirement for the grade.

Mr. McBride said they have already installed the sewer and land drain manholes. There is a new 8" pressurized mainline through the golf course that was designed according to the initial engineering requirements. Commissioner McCuiston asked if the manholes have been installed at base course or subgrade level. Mr. McBride said there were at rough grade level. Commissioner McBride explained the manholes can be easily raised with rings to accommodate for the grade change. Mr. McBride said they tried but were unable to make contact with Brian Bloeman to resolve the issues today.

Commissioner Bodrero asked if the installed utilities that have been inspected and videoed by the city. Mr. McBride said he believed the inspectors were out there almost 6 years ago when the installation occurred, but was not sure if the videos have been turned in. City Engineer Bloeman not aware if the videos were completed and turned in. Planner Christensen said they may have been installed and looped in phase 9 and inspected at that time but we would need to pull the files and confirm it. Director Eggett stepped out to locate the file.

Planner Christensen explained the side yard setbacks. Mr. McBride agreed to add 7.5 foot easements on the side yards of each lot and 10 foot easements in the front and back of each lot.

Commissioner Jensen asked City Engineer Bloeman for further comment. City Engineer Bloeman said that he has been working closely with Public Works Director Robert Whitely, specifically because this project started prior to his employment with the City. He said that Director Whitely has seen all of the Engineering Reports and has been in agreement with the issues. City Engineer Bloeman is in favor of seeing St. Andrews Street completed. The previous engineer review, dated 2007, highlighted multiple items that have yet to be resolved. They were never addressed properly in the initial approvals. Engineer Bloeman said the main concern is the culinary water separation. The lines may need to be moved to the other side of the street to provide 10 foot separation and the drawings will need to be updated. Commissioner Jensen asked if he was ok to move the project forward with conditions or if the Planning Commissioner should table the application. City Engineer Bloeman said the issues need to be resolved prior to City Council review.

Commissioner Pratt asked if the water lines have been installed. Mr. McBride said no. Mr. McBride said moving the lines is going to create connection problems with the previous completed phases. City Engineer Bloeman said it is ok to cross the lines to make the connections.

Commissioner Jensen opened the discussion to commissioners. Commissioner Bodrero said that he would be ok to approve with conditions, only if those conditions were met prior to City Council. Attorney Carlson said that once the Commission approves the items, it is up to City Council to decide when the project is ready to be placed on the agenda. Commissioner Pratt said this is a perfect example of the amendments the Commission has been considering in the ordinance. He said, based on what they worked on, they should table this item and not put a burden on the City Council. Commissioner Jensen did not feel the changes were small enough to move the project forward. He is in favor of tabling the item. Commissioner Rackham and McCuiston were inclined to table the item.

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COMMISSIONER PRATT MADE A MOTION TO TABLE THE HIGHLANDS AT GLEN EAGLE, PH. 10, LOCATED AT APPROXIMATELY 3250 W 900 S, RENEWAL OF FINAL PLAT UNTIL THE REGULAR PLANNING COMMISSION MEETING SCHEDULED FOR FEBRUARY 19, 2013, WITH THE CONDITION THAT THE ITEMS PUT FORTH BY CITY ENGINEERING ARE COMPLETED AND THE DRAWINGS ARE UPDATED AND RESUBMITTED TO THE CITY, SECONDED BY COMMISSIONER RACKHAM, ALL VOTED IN FAVOR, THE MOTION PASSED.

4. Amy Landers- located 2115 W 700 S, Conditional Use Permit (Major) Preschool (2 sessions/day, 3 days/week)

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Planner Christensen explained that the applicant, Mrs. Landers, is a previous teacher of the Little Scholars Preschool that has unexpectedly and abruptly closed which left many parents in need of a solution. She is applying for a home occupation for a preschool. The applicant is proposing two sessions of 16 children each, three days per week. Each session is approximately two hours in length. Preschools above four sessions per week require a Major Conditional Use permit. Planner Christensen put the site plan up for viewing. She explained that we needed to confirm the parking and drop off/pick up plan with the applicant.

Amy Landers, Syracuse, applicant stated that her driveway can accommodate two cars for parking. Drop off and pick times do not correspond with traditional school schedules, therefore there will be not conflict. She is proposing a 5 minute drop off zone in front of the home. Mrs. Landers is working on the option to have a teacher outside to escort the students into the building.

Commissioner Pratt asked if the City or State required the children to be escorted. Planer Christensen said no. Commission Pratt said it would be nice. He also asked if there was anything in code that would require the Commission to table the item until the building permit is approved and inspected. Planner Christensen said no. Commissioner Pratt asked the applicant if she is state licensed. Mrs. Landers said she is state licensed. She is waiting on one last letter due to the use of the word college in her business name. Commissioner Pratt asked the applicant what date she was planning on opening. Mrs. Landers said she is hoping to be ready for February 12, 2013.

Commissioner Jensen asked if the City Inspector was confident that the applicant will get all work done to satisfaction. Planner Christensen explained that applicant cannot receive her license until everything is complete and meets code.

Commissioner Bodrero confirmed that the preschool is located in the basement. Mrs. Landers said yes and her basement is day lighted and only 3 feet deep. Commissioner Bodrero also asked about her hours of operation. Mrs. Landers explained that the first session is from 9-11:30 am and the second runs from 12:30-3:00 pm. Commissioner Bodrero asked

the applicant if she has discussed the school with her neighbors. She explained that she has not gone door to door. Planner Christensen explained that the city has sent out a public notice letter to all property owners within 300' and the city has not received any comment in favor or against the application.

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COMMISSIONER PRATT MADE A MOTION TO GRANT A MAJOR CONDITIONAL USE PERMIT TO AMY LANDERS, THE CRAYON COLLEGE, LOCATED AT 2115 W 700 S, FOR A PRESCHOOL OF MORE THAN 4 SESSIONS PER WEEK, SUBJECT TO COMPLIANCE WITH ALL REQUIREMENTS OF THE LAND USE ORDINANCE SPECIFIC TO THIS USE. COMMISSIONER RACKHAM SECONDED THE MOTION; ALL VOTED IN FAVOR, THE MOTION PASSED.

5. Motion to adjourn

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COMMISSIONER BODRERO MADE A MOTION TO ADJOURN.

Kenneth Hellewell, Chairman

Jenny Schow, Administrative Professional

Date Approved: