

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

Present:

Commission Members: Kenneth Hellewell, Chairman
TJ Jensen, Vice Chairman
Tyler Bodrero
Dale Rackham
Wayne Kinsey
Brandon Haddick

City Employees: Michael Eggett, Community & Economic Development Director
Will Carlson, City Attorney
Sherrie Christensen, Planner
Jenny Schow, Administrative Professional

Excused: Gary Pratt
Curt McCuiston

Visitors: Reva Laurella Boy Scout Troup 339
Pat Zaugg Ray Zaugg
Alex Newel

1. Meeting Called to Order

- a. **Invocation or Thought**-Commissioner Rackham
- b. **Pledge of Allegiance**-Mitchell Hargis Troup 339
- c. **Adoption of Meeting Agenda**-

COMMISSIONER JENSEN MADE A MOTION TO ADOPT THE MEETING AGENDA FOR MARCH 5, 2013, WITH A MODIFICATION TO ITEM 2 ON THE WORK SESSION AGENDA TO STRIKE THE WORDS, "PROPOSED DIRECTION OF THE C-2 ZONE AND." COMMISSIONER BODRERO SECONDED THE MOTION; ALL VOTED IN FAVOR, THE MOTION PASSED.

2. Approval of Regular Meeting and Work Session Minutes for February 19, 2013

[6:10:37 PM](#)

- Work Session Minutes, reword to, "Commissioner Jensen apologized for the unintentional implication of misconduct by Gary Pratt during his passing on information regarding City Council and Mayor Actions and how our bylaws might apply."
- Line 116 expand to included "see the whole package we have been working on"
- Line 146 regular meeting- not a complete thought, should read, "The main portion of the building should be oriented to the street."
- Line 97 work session change "though" to "throughout."

[6:14:04 PM](#)

COMMISSIONER JENSEN MADE A MOTION TO APPROVE THE PLANNING COMMISSION REGULAR MEETING AND WORK SESSION MINUTES FOR FEBRUARY 19, 2013, AS AMENDED. COMMISSIONER KINSEY SECONDED THE MOTION; ALL VOTED IN FAVOR, THE MOTION PASSED.

3. Proposed Title X Amendment Adopting Architectural Review Committee and Repeal Conflicting Sections

[6:14:26 PM](#)

City Attorney Carlson, the Planning Commission and City staff read through and discussed the following changes:

- Line 11 & 12 change 'are' to 'is.'
- Line 13 Inserted "This Chapter is based on the following principles", removed the remainder of the paragraph.
- Line 19 changed "Citizens" to "Residents."
- Line 20 removed the list, local and national retailers.
- Line 21 Commissioner Hellewell discussed the purpose for recognizing business branding. Planner Christensen explained that while some business have established branding, the City will have exceptions as outlined in the ARC that need to be followed. The recommended change is, "Syracuse welcomes a variety of businesses and acknowledges that branding has become an important..."
- Line 22 shortened to read clearly.
- Line 29 the list was removed.
- Line 31 reworded with "references"
- Line 36-43 cut out the word "shall" and moved the last sentence to the next sub section.
- Line 44-54 made sure all references to guidelines were referring to Design Guidelines
- Line 56 removed "guidelines" and "shall."
- Line 60-62 removed section 10-28-20(a) (i.) The Town Center should comply with the guidelines.
- Line 63 removed the word "expressly."
- Line 65-66 added "design", cut out "guidelines", added "either"

- Line 72-75 changed “approving” to “When reviewing a development plan, the Architectural Committee (ARC)...” removed the term “may”, changed last line to read, “the Design Standards in this Chapter.”
- Line 76-78 eliminated “shall” and the list
- Lines 83-93 abbreviated Architectural Review Committee exclusively to ARC and added ARC to the title of the Chapter. Replaced, “proposed” with “applicable.” Removed “shall”

6:27:57 PM

Attorney Carlson read chapter 10.28.030 as changed.

Commissioner Hellewell suggested changing the wording to say Syracuse City Municipal Code and removing the Title II reference. Attorney Carlson suggested removing line 92-93 regarding recommendation by the Planning Commissioner Chair as well, because it addresses the specific appointment process. Commissioner Hellewell said he was flexible either way. Commissioner Jensen was in favor of keeping lines 92-93 and simplifying it to read Syracuse Municipal Code.

- Line 94 changed “Committee” to “ARC”
- Line 98 eliminated “for final approval”
- Section 40 eliminated and a new section was written. Attorney Carlson read the new section. Commissioner Hellewell asked if a developer could pick and choose from the items listed. Attorney Carlson said the language was soft. The items are considerations and not mandatory. The term “and” on line 24 requires a developer to consider all of the items.
- Line 129-132 eliminated “shall”
- Line 139 added “or” and removed line 140-141
- Line 143, 145, 147 replaced “shall”

6:34:24 PM

Commissioner Haddick discussed the avoidance of ambiguity in the future. Attorney Carlson agreed. He said that his role in Ordinance writing has been to review what the Planning Commission creates and he encouraged them to avoid the use of the term shall because it creates ambiguity and complications. He also recommended the Planning Commission write Ordinance as a requirement and not a recommendation.

- Line 143-144 Commissioner Jensen suggested to change “demonstrate” to “have”.
- Line 147, 154, replaced “shall”.
- Line 157-158 changed to read, “Uninterrupted facades 100 feet or greater in length are prohibited.
- Line 159 removed “shall”
- Line 161 added “are required”.
- Line 163 added “are required to have”.
- Line 175 removed “shall”.
- Line 164 Commissioner Rackham suggested replacing “demonstrated” with “have.” Commissioner Kinsey recommended adding “have” to the end of section 4, and removing is from each subset.
- Line 166 removed “provide”.
- Line 168 removed “use”.
- Line 171 removed “provide”
- Line 173, 175 replaced “shall”.
- Line 180-181 replaced “should be used” with “must be used” and removed “that may occur”.
- Line 183 replaced “shall” with “are”.
- Lines 185-186 were removed because they were redundant.
- Line 187 replaced “shall” with “is”.
- Line 191 replaced “shall” with “are required to”
- Lines 197-200 were removed.

Commissioner Bodrero asked if there is a list of secondary materials. The Commissioners discussed potential secondary materials and the wording.

- Line 204 replaced “shall” with “are required to”
- Line 206-207 changed to read “photos alone are not sufficient.”
- Line 208-215 removed “shall” and reworded to reference the Design Pattern Book
- Lines 216-221 were removed to simplify.
- Line 222-231 sub sections were renumbered.
- Lines 232-234 were eliminated to simplify.
- Line 237-238, 240-240 replaced “shall” with “are required to”
- Line 244 replaced “shall” with “will”
- Line 249-250 replaced “shall” with “are required to”

7:01:32 PM

- Line 251-252 Commissioner Jensen was concerned with only allowing windows at eye level. He explained that some buildings have second story windows for lighting purposes. Planner Christensen explained that the ordinance reads, windows “should” be at eyelevel. Commissioner Bodrero defined window. He was in favor of the wording, “windows should be at eye-level.” The consensus was to leave the wording as it.
- Line 254 replaced “shall” with must
- Line 256 replaced “shall” with “are allowed”
- Line 260 added “use” removed “shall”
- Lines 266-270 Attorney Carlson said this was soft language and edited the text to read as a requirement.

- Line 275 Commissioner Hellewell generated discussion regarding the purpose of corner buildings having a prominent architectural feature. Walgreens was mentioned. Planner Christensen explained the purpose is to provide prominence to both streets while adding variety.

[7:09:06 PM](#)

Commissioner Rackham expressed concern with the requirement for buildings orienting toward the main street. The Commissioners discussed existing developments within the City and in surrounding areas, including Wal-Mart, the corner strip-mall with Tai Jasmine. Commissioner Rackham suggested an allowance for buildings surrounding a large parking lot and changing the text to require any facade facing the main road to have architectural interest. Commissioner Kinsey suggested using a set-back distance as an exception. Commissioner Bodrero discussed the Wal-Mart and surrounding stores in Clinton and how all the stores have their main façade face the primary road. Commissioner Jensen said that he liked what they were trying to accomplish, but it feels too restrictive. Commissioner Hellewell discussed the lot behind Person Auto and how this requirement may cause a new building to face the side of O'Reily's. Commissioner Bodrero explained that the lot does not have primary frontage, therefore it would not have to face Antelope. Director Eggett read the definition of frontage, "Frontage is the distance along the right of way lines between the two side lot lines of a parcel measured along the street, or streets of a corner lot to which the parcel shall have access." He explained that Park City outlet stores, as mentioned by Commissioner Hellewell were likely internal private streets. Commissioner Hellewell said his intention is not to discourage development with the façade language. Commissioner Jensen asked for the definition of façade. Commissioner Jensen discussed the development in South Jordan and how there is a wall of stores along Bangarter. He explained that their purpose is to prevent a wall of commercial buildings along Antelope drive. Commissioner Bodrero read the definition of a facade, "A façade is generally one exterior side of a building usually, but not always, the front. The word comes from the French language, which literally means frontage or face. In architecture the façade of a building is often the most important from a design standpoint as it sets the tone for the rest of the building. Many facades are historic and local zoning regulations or other laws generally restrict or forbid their alteration." He explained he would like to see a façade face the main street. Commissioner Bodrero suggested adding the definition of façade to the City ordinance. Commissioner Jensen suggested changing the text to read, "All buildings must be oriented with a façade...."

[7:28:58 PM](#)

The Planning Commission allowed public comment.

Pat Zaugg, Syracuse, asked about buildings located on a corner lot. Commissioner Hellewell said that was the next line item in the ordinance for discussion.

Commissioner Bodrero suggested the text, "All buildings must be oriented with the façade...." The Commissioners began to discuss buildings on corner lots and whether each street should have equal treatment with regards to the façade. Commissioner Rackham suggested removing the existing text and just requiring any building with frontage to have architectural treatments if it faces the street. Planner Christensen explained that we are trying to establish guidelines for future developments to establish a main street feeling. Commissioner Bodrero explained that simply adding extra stucco and wainscoting would meet the requirement of architectural treatment and did not feel that would establish a façade feel to a building. Commissioner Jensen suggested the wording..."All buildings with the main entryway facing away from the street must provide a similar facade on the street frontage." Attorney Carlson suggested, "all buildings must be oriented with a main facade or a similar façade..." The Commissioners agreed upon this text.

[7:41:41 PM](#)

- Line 273 replaced "shall" with "are required to".
- Line 275-277 defined "greater height".
- Line 278-279 changed "are encouraged" to "will" Commissioner Hellewell was concerned that this contradicted the prior requirement with facades. Planner Christensen explained that is why she was in favor of the term encouraged here, so that each development can be decided on an individual basis. Director Eggett suggested moving it into staff guidelines. The consensus was to remove lines 278-279 and lines 280-282 and add them to the guidelines.
- Line 283 Attorney Carlson recommended that is would be a lot of knowledge for the ARC. Commissioner Hellewell pointed out that ADA compliance is a Federal law. He suggested it say, "Conform to the accessibility requirements of the ADA." Attorney Carlson agreed to refine the text and move to section (3.) Miscellaneous.
- Line 285 replaced "shall".
- Line 289-292 Director Eggett suggested to remove this section and put in the guidelines. The Commissioners consensus was to remove this section.
- Line 293-302 replaced "shall." Planner Christensen explained that the purpose was to maintain internal circulation. Commissioner Hellewell suggest the text, "Service and loading bays should be oriented away from neighboring residential areas and have interior circulation." Commissioner Rackham suggested creating two separate sentences. The consensus was, "Service and loading bays should be oriented away from neighboring residential areas. Service and loading bays cannot have direct access to major public streets."
- Line 303-316 replaced "shall"
- Line 317-328 Attorney Carlson rewrote the paragraph to for clarity. Commissioner Hellewell suggested adding examples of business requiring generators to the guidelines.
- Line 329-333 lists the requirements for generators.
- Line 331 add "and" to the end.
- Line 334 replaced "shall" with "required".
- Line 337 replaced "shall" with "will" and "calculated" with "established".
- Line 342-366 Director Eggett suggested this section be shifted to the guidelines. Planner Christensen suggested the change to "Landscaping is a required tool to enhance and beautify the site and the buildings architectural design.

The developer shall refer to the Cities design guidelines manual for examples to fulfill this requirement". The Commission agreed.

- Lines 367-371 replaced "shall" and removed can. Commissioner Hellewell said there are different lighting requirements for each zone, and he suggested keeping a general statement and then moving the rest to the guidelines to prevent conflicts.
- Line 372 replaced "should" with "will"
- Line 375-376 were moved to guidelines
- Line 377-381 Commissioner Hellewell suggested the text, "Lighting in parking areas must be designed to have a minimal impact on the surrounding environment."
- Line 382 replaced "should" with "will".
- Line 385-386 removed text.
- Line 388 replaced "shall" with "must".
- Line 394 replaced "shall" with "are required to".
- Line 397 replaced "shall" with "is required".
- 398 removed "and in perpetuity."
- 399 eliminated "considerations" add "shall".
- Line 401 changed to "Pedestrian access".
- Line 404 replaced "shall" with "are required to".
- Line 405 changed "than" to "to".
- Line 408, 412 changed "shall" to "are required to".
- Line 413-415 Attorney Carlson suggested moving to guidelines
- Line 416 replaced "shall" with "is required to be addressed"
- Line 417 replaced "shall" with "is required to", removed "any"
- Lines 424-468 were amended to a new section 10-18-100

Commissioner Hellewell suggested revising the zones to include the ARC requirement. He also asked to list the ARC for a Public Hearing for the next Planning Commission meeting.

The Planning Commissioner asked for a clean copy with any additional changes, beyond today's discussion, redlined.

The Commissioners discussed which zones to apply the ARC to. The consensus was to apply it to all non-residential zones.

There was brief discussion to add a section that addresses the conversion of existing structures.

[8:42:34 PM](#)

COMMISSIONER JENSEN MADE A MOTION TO TABLE THE PROPOSED TITLE X AMENDMENT ADOPTING ARCHITECTURAL REVIEW COMMITTEE AND REPEAL CONFLICTING SECTIONS, UNTIL THE NEXT REGULARLY SCHEDULED PLANNING COMMISSION MEETING. COMMISSIONER RACKHAM SECONDED, ALL VOTED IN FAVOR, THE MOTION PASSED.

4. **Motion to adjourn**

COMMISSIONER JENSEN MADE A MOTION TO ADJOURN. ALL VOTED IN FAVOR.

Kenneth Hellewell, Chairman

Jenny Schow, Administrative Professional

Date Approved: