

Minutes of the Syracuse Planning Commission Work Session, October 21, 2014

Minutes of the Syracuse City Planning Commission Work Session held on October 21, 2014, at 6:00 p.m., in the Conference Room, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present:

Commission Members:	TJ Jensen, Chairman Ralph Vaughan, Vice-Chairman Dale Rackham Curt McCuiston Trevor Hatch Troy Moultrie Greg Day
City Employees:	Sherrie Christensen, Director of Community & Economic Development Jenny Schow, Planner Jackie Manning, Admin Professional Clint Drake, City Attorney Jo Hamblin, Deputy Fire Chief Brian Bloemen, City Engineer
City Council:	None
Excused:	Curt McCuiston Craig Johnson
Visitors:	

[7:24:39 PM](#)

1. **Department Business:**

Director Christensen reminded that there is only one meeting for November due to Election Day, and it will be on the 18th. She stated the subdivision changes were approved by City Council. She is in the process of getting updated prints to the Planning Commissioners.

[7:26:37 PM](#)

2. **Commissioner Reports:**

Commissioner Rackham stated the subcommittee has been working on the maps as well as a discussion regarding density incentives. The meeting minutes held on October 15, 2014 and October 29, 2014 for the General Plan Subcommittee are attached as Exhibits.

Chairman Jensen reported on the Trails Committee meeting. He discussed the Davis County Meeting and stated the map is close to being published by the end of the year or early spring. Chairman Jensen discussed the potential to add goat head weeds to the prohibited weed list as they are a nuisance. Director Christensen stated the inmates came and cleared stickers off the trail within the last month.

[7:38:05 PM](#)

3. **Upcoming Agenda Items:**

The next meeting agenda did not have any definite items as of yet. Chairman Jensen asked Commissioner Vaughan to get with staff to be added to the agenda for a presentation on metal buildings in the Industrial Zone. Commissioner Vaughan asked Director Christensen to add him on the agenda for the next available moment.

Commissioner Day made comment on maximizing the discussions in the Work Session.

[7:39:49 PM](#)

4. **Discussion Items**

[7:39:52 PM](#)

a. Planning Commission Training

City Attorney Drake discussed Bylaws and their function. He discussed the duties of the Chair and Vice-Chair. He discussed conflicts of interest. He discussed the rules for tabling motions and stated they need to include the reason and the specific date it will be tabled to.

Director Christensen discussed the new format for subdivisions: Concept Plan Review, Report to Commissioners after the Pre-application Meeting, Reported in the Work Session, Preliminary Plat Application, and then Final. Planning Commissioners will make recommendations for Preliminary and Final to the City Council and the City Council will vote to approve or deny.

There was discussion regarding bylaws and potential for improvement and possible change. There was discussion regarding an expedited process for smaller subdivisions (5 lots or less). Chairman Jensen discussed lot line adjustments for minor versus major.

[8:03:00 PM](#)

b. Title X Amendments

Commissioner Rackham reviewed the definition for kitchens. There was discussion regarding basement kitchens and the potential for basement apartments. Director Christensen discussed the advantages of having language that monitors kitchens for the purpose of having safe basement apartment units. There was a general consensus to review the accessory dwelling code in conjunction with the kitchen at the next meeting.

There was discussion regarding accessory structures and potential height restrictions as well as an increase in set-backs. There was a comment to simplify the accessory structure ordinance to ensure a more efficient process that is better understood. Commissioner Rackham stated he had plans to put an accessory structure in his side yard, and expressed concern regarding the proposed change in the ordinance. Chairman Jensen discussed the need to consider how set-backs could affect solar panels.

Commissioner Rackham suggested having the ordinance accommodate larger lots that could support a shed in the side yard. There was a general consensus to implement an exception for side yard accessories if the lot was large enough. Chairman Jensen suggested the set-backs for the side yard exception be 10 feet from house, 10 feet from the property line, and at least 5 feet from the back yard.

Chairman Jensen recommended having the accessory structure on the work session agenda for next Planning Commission Meeting, as well as discuss the kitchen ordinance. Commissioner Moultrie asked if covered patios could be discussed next work session as well.

[9:01:18 PM](#)

5. **Adjourn.**

EXHIBIT A

Subcommittee Meeting Minutes

Date: October 15, 2014

Location: Syracuse City Recreation Center

Minutes By: Dale Rackham with the Density Portion by Kenneth Hellewell

Attendees:

- Dale Rackham (Chair)
- Troy Moultrie (Vice Chair)
- Kenneth Hellewell (Member)
- Ray Zaugg (Member)
- Pat Zaugg (Member)
- David Jones (Member)
- Noah Steele
- TJ Jensen

Minutes:

1. Next meeting October 29, 2014

2. Discussion on the Bonus Incentive, below is the 1st draft for the bonus density incentives:

Bonus density incentives.

(A) Bonus Density. The City shall consider additional units per acre for a development that complies with the bonus density requirements. In no case shall the bonus density exceed the maximum allowed for the [zone](#). Prior to any bonus density being awarded, the project shall have a city approved professionally managed HOA under contract. To calculate the bonus density, add the incentive density to the standard density permitted in the proposed location.

Zone Density	Incentive Density	Standard Density	Maximum Density
R-1	1.3	2.4	3.7

(B) Bonus Density Calculations. For a permitted project to develop with a density greater than the zone allows, the density incentives as listed below:

Amenity	HOA Managed	Bonus Density
Pool	Yes	.7
Clubhouse	Yes	.6
Tennis Court	Yes	.3
Public School Property (must be owned by or donated to the school or district)	No	1
5+ acre Park	No	1
Smaller Park (min ½ acre)	Yes	.3
Volley Ball Courts	Yes	.3

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Splash Pad	Yes	.3
Basketball Court	Yes	.3
Detention Basin Playground	No	.25
Trails (must connect or access current trail system)	No	.3
Gazebo (must be combined with another amenity)	Yes	.1

3. Suggested changes are as follows:
 - a. Include that the amenity must be available to be used by the entire development for its intended use
 - b. Incentive density should be 1.4
 - c. Standard density should be 2.3
 - d. Pool should include a pool house
 - e. Clubhouse should include kitchen and meeting/recreation area
 - f. Public school property should be sold at less than market value (suggested 1/2) and remove "must be owned by or"
 - g. Smaller park should be minimum 1 acre in lieu of 1/2
 - h. Add; Trails must be identified on city trails master plan and be landscaped. Landscaping should include trees and benches
 - i. Trails bonus should be .5 in lieu of .3
4. Discussion on General Plan Map:
 - a. Change R-2 zoning of land north of 700S between 2000W and 2500W to R-1
2. Discussion about how to get more trees in the city
 - a. At a development entrance road, add more park strip so trees can be added.
 - b. Discussion on adding incentive for large trees

EXHIBIT B

Subcommittee Meeting Minutes

Date: October 29, 2014
 Location: Syracuse City Recreation Center

Attendees:
 Dale Rackham (Chair)
 David Jones (Member)
 TJ Jensen
 Noah Steele

Minutes:

5. The November schedule is as follows:
 - a. Meet on November 6th at 6:30PM in the City Hall conference room, to hear the Parks Committee efforts
 - b. Meet on November 19th in the Rec Center at 6:30PM
6. Discussion on proposed bonus density incentives for the R-1 residential and reviewed the following:

Bonus density incentives

(A) Bonus Density. The City shall consider additional units per acre for a development that complies with the bonus density requirements. In no case shall the bonus density exceed the maximum allowed for the zone. Prior to any bonus density being awarded, the project shall have a city approved professionally managed HOA under contract. To calculate the bonus density, add the incentive density to the standard density permitted in the proposed location. The amenity must be available to be used by the entire development for its intended use.

Zone Density	Incentive Density	Standard Density	Maximum Density
R-1	1.4	2.3	3.7

(B) Bonus Density Calculations. For a permitted project to develop with a density greater than the zone allows, the density incentives as listed below:

Amenity	HOA Managed	Bonus Density
Pool (including pool house)	Yes	.7
Clubhouse (must include areas such as kitchen, and meeting/recreation areas)	Yes	.6
Tennis Court	Yes	.3
Public School Property (must be sold at ½ market value or donated to the school or district)	No	1
5+ acre Park	No	1
Smaller Park (min 1 acre) – must include park items such as a children play area and landscaping consistent with intended use or be a city identified preservation area.	Yes	.3
Volley Ball Courts	Yes	.3
Splash Pad	Yes	.3
Basketball Court	Yes	.3
Detention Basin Playground	No	.25
Trails (must be identified on city trails master plan and be landscaped. Landscaping should include trees and benches.)	No	.5
400 ft ² or greater gazebo (must be combined with another amenity)	Yes	.1

7. Discussion on the Title X definition for Family and Kitchen and thoughts on allowing a 2nd kitchen in the basement of a single-family dwelling. Group would like to see the city make permits easier and cheaper to get as a way to incentivize residents to get one for the project. Discussion on other city definitions for Family and Kitchen along with reviewing the changes that that will be proposed to the Planning Commission:

Syracuse (Current):

“FAMILY” means:

(1) One individual living alone or one, but not more than one at the same time, group of individuals described in the following subsections who together occupy a single-family dwelling unit as one nonprofit housekeeping unit and who share common living, sleeping, cooking, and sanitation facilities:

(a) A head of household and all persons related to the head of household by blood, marriage, adoption, guardianship, or other duly authorized custodial relationship, and not more than two additional related or unrelated persons, including, but not limited to, personal care or personal service providers.

(b) Up to four related or unrelated persons and any children of either individual, if any.

(2) In applying this definition, the existence of more than one kitchen in a dwelling unit shall create a presumption that two housekeeping units exist in the dwelling.

“FAMILY” does not include:

(1) Any society, club, fraternity, sorority, association, lodge, combine, federation, coterie, or like organization.

(2) Any number of individuals whose association is temporary or seasonal in nature.

(3) Any number of individuals who are in a group-living arrangement as a result of criminal offenses.

“KITCHEN” means any room or space used, intended, or designed for cooking or preparation and/or serving of food, including such areas as wet bars and snack bars, notwithstanding whether such room or space is within a primary dwelling structure or a structure accessory to the dwelling and finished as an addition to the living, working, or recreational space of the dwelling as permitted under the provisions of applicable land use ordinances. Facilities that establish use of a room or space as a kitchen include refrigerators, stoves, other cooking appliances, built-in cabinets, sinks, garbage disposal units, 220 voltage and/or natural gas supply lines, or any combination thereof for the purpose of using any room or space as a kitchen.

West Point

“FAMILY” means an individual, or two or more persons related by blood, marriage, or adoption, or a group of not more than four persons (excluding servants) who are not related, living in a dwelling unit as a single housekeeping unit and using common cooking facilities.

KITCHEN: No definition

Layton:

" FAMILY ": Any number of individuals, related by blood, marriage, or adoption, and domestic servants for such family, or a group of not more than five (5) persons who are not so related, living together as a single nonprofit housekeeping unit doing their own cooking.

KITCHEN: No definition

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Clearfield:

FAMILY: Shall include the following:

- A. The head of household and all persons related to the head of household by blood, marriage, legal guardianship, or adoption as a parent, child, sibling, grandparent or legal guardian, living together as a single housekeeping unit in a dwelling unit. Such spouse, parent, child, sibling, grandparent or guardian must actually reside in the subject dwelling; or
- B. Up to three (3) unrelated persons, with or without children, living together as a single housekeeping unit in a dwelling unit.

KITCHEN: Any room and/or other place used, or intended or designed to be used for cooking, or for the preparation of food.

Roy:

FAMILY: No definition

KITCHEN: No definition

Ogden:

FAMILY:

- A. One individual living alone; or
- B. One of the following groups of individuals, but not both at the same time, living together as a single nonprofit housekeeping unit, together with any incidental domestic staff residing on the premises:
 1. Two (2) or more individuals related by blood, marriage, adoption, guardianship, or other duly authorized custodial relationship;
 2. Two (2) unrelated individuals and any children of either such individuals, if any; or
 3. A group of not more than three (3) unrelated individuals including in such number any domestic staff residing on the premises.

KITCHEN: No definition

Kaysville:

FAMILY - An individual, or two (2) or more persons related by blood, marriage, adoption or guardianship, or a group of not more than five (5) persons who are not all so related, living in a dwelling unit as a single housekeeping unit and using common cooking facilities.

KITCHEN: No definition

Bountiful:

FAMILY: No definition

KITCHEN: No definition

Farmington:

Code not available, under review

Brigham City:

Family. An individual, or two (2) or more persons related by blood, marriage, or adoption, or a group of not more than four (4) persons (excluding servants) who are not related, living in a dwelling unit as a single housekeeping unit and using common cooking facilities. "Family" does not exclude the care of foster children

KITCHEN: No definition

Farr West:

FAMILY: An individual or two (2) or more persons related by blood, marriage or adoption living together in a dwelling unit. For the purpose of this title, paying tenants in excess of two (2) shall be considered as boarders or roomers, and the building in which they abide shall be considered as a boarding or rooming house.

KITCHEN: Any room and/or other place used, or intended, or designed to be used for cooking, or for the preparation of food.

Syracuse (Proposed):

"FAMILY" means:

- a. One individual living alone; or
- b. One of the following groups of individuals living together as a single nonprofit housekeeping unit, together with any incidental domestic staff residing on the premises:
 1. Two (2) or more individuals related by blood, marriage, adoption, guardianship, or other duly authorized custodial relationship;
 2. Two (2) unrelated individuals and any children of either such individuals, if any;
 3. A group of not more than four (4) unrelated individuals, including in such number any domestic staff residing on the premises, who live in a dwelling unit as a single housekeeping unit and use a common cooking facility
- c. A family shall be considered two-family and shall comply with the requirements of a two-family dwelling unit when a second individual or groups of individuals, as specified above, resides in a single-family dwelling unit as a separate housekeeping unit and;

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1. Pays for such living accommodations; and
2. Uses a separate cooking facility

“KITCHEN” means any room and/or other place used, or intended, or designed to be used for cooking, or for the preparation of food. A second kitchen in single-family dwelling is permitted, provided its use shall be for a single-family unit.

8. Discussion on General Plan Map:

- a. Make property past Gentile that sewer cannot reach Open Space/Recreational, with no homes or businesses allowed
- b. Change Research Park zone by sewer plant to Open Space/Recreational, with no homes or businesses allowed
- c. Need zoning ordinance for Institutional
- d. Need zoning ordinance for Open Space/Recreational
- e. Make every part of the city that sewer cannot reach Open Space/Recreational, with no homes or businesses allowed