

## Minutes of the Syracuse Planning Commission Work Session, November 18, 2014

---

Minutes of the Syracuse City Planning Commission Work Session held on November 18, 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

City Employees: Sherrie Christensen, Director of Community & Economic Development  
Jenny Schow, Planner  
Jackie Manning, Admin Professional  
Clint Drake, City Attorney

City Council: None

Excused: Greg Day

Visitors: Pat Zaugg Ray Zaugg

6:30:41 PM

### 1. **Department Business**

Director Christensen welcomed the new businesses into the city. She discussed the workshop that she attended. City Attorney Drake announced he has accepted employment elsewhere and this is his last Planning Commission Meeting for the city of Syracuse.

Commissioner Rackham stated the next meeting for the General Plan Subcommittee will be tomorrow, November 22, 2014 at 6:30PM at the Rec Center. Commissioner Rackham stated he attended the parks committee meeting. Commissioner Hatch asked for a correction on the Subcommittee Meeting Minutes to properly recognize Troy Moultrie as the Vice-Chair of the Subcommittee.

Commissioner Vaughan stated the discussion of metal structures in the Industrial Zone will be an agenda item for the December 2, 2014 meeting. He stated he will submit the information in the DropBox.

6:36:03 PM

### 2. **Commissioner Reports**

Commissioner Rackham announced the next subcommittee meeting will be tomorrow at the Rec Center. Commissioner Vaughan inquired about the subcommittee attendance of only 2 members in attendance for the October 21, 2014 meeting. Commissioner Vaughan inquired about the exact number needed for a quorum for the General Plan Subcommittee. City Attorney Drake advised the subcommittee follow similar rules to the Public Meeting Act. There was discussion regarding adding City Planner Noah Steele as a committee member.

Chairman Jensen discussed the option for allowing a "holiday period" for building permits. This would be a period of time in which building permits would be cheaper and residents who finished basements without permits would be offered amnesty in exchange for bringing it up to code. He stated this would encourage those residents with "boot legged kitchens" to bring their kitchens up to code at a cheaper cost. Director Christensen stated she will review and look into this idea further.

Planner Schow reported on the kick off meeting for the JUB contract and services they will provide to the city in the parks department. Planner Schow stated she has been actively assessing the existing parks and photographing and rating them with the amenities.

6:55:05 PM

### 3. **Upcoming Agenda Items**

Director Christensen reported on the upcoming agenda items for December 2, 2014 meeting:

- 2 lot subdivision for Ninigret North II
- Commercial lot for Ninigret
- Site plan for Syracuse Arts Academy
- Site plan for a group home for persons with disabilities

## Minutes of the Syracuse Planning Commission Work Session, November 18, 2014

---

- Architectural Review Committee code amendments

Chairman Jensen would like to reach out to UDOT (Utah Department of Transportation) and invite them to do a presentation.

6:59:30 PM

#### 4. Discussion Items

6:59:38 PM

##### a. **Planning Commission Training**

Chairman Jensen reminded the commissioners that they need to wait for the chair to recognize them before they speak. City Attorney Drake reviewed expectations of the Planning Commissioners from the city staff. He recognized city staff and their ability and dedication to the city. He discussed the expectations of the staff from the Planning Commissioners. He expressed appreciation to the Planning Commission for their efforts and dedication to the city.

7:07:12 PM

Chairman Jensen stated the Planning Commission is an independent body that works for Syracuse City. He expressed concerns relayed from audience members regarding staff speaking too much at Planning Commission meetings. Chairman Jensen pointed out that staff, specifically Director Christensen, does give input more often than some people feel is warranted. Chairman Jensen thinks that is fine as long as everyone else is given equal opportunity to speak.

He reminded the commissioners that the chair may open the meeting up to the audience to allow for comments, even if the item is not scheduled for a public hearing. He stated if someone has information for the commission he will not be opposed to hearing their comments. He stated, "It is my meeting and I have the ability to do that...if there is someone that basically has got some information to the commission that they want to bring before us, I am not opposed to hearing that." He stated the number one priority of the Planning Commission is to meet the Syracuse Ordinance.

7:11:18 PM

Commissioner Rackham asked for clarification regarding disclosure in the public meeting for one on one discussion with staff and a planning commissioner. City Attorney Drake stated it is can be a benefit for the staff to receive and review questions of the Planning Commissioners pertaining to agenda items to allow for proper answers and research. He advised giving a brief overview of the information discussed in the meeting.

7:16:01 PM

##### b. **Title X Amendments-Accessory Structures**

Director Christensen referred to the draft amendments from the last meeting in the packet. She stated Mike Bastian gave some insight as a homeowner regarding wall height for larger lots. There was discussion regarding the limitation on accessory structures under 200 square feet to allow for a maximum height of 12 feet.

There was discussion regarding roof pitch limitations in conjunction with wall height limits. There was a general consensus to have the roof pitch match the pitch of the home. There was a general consensus to leave the wall height minimums the same.

There was a discussion to increase the minimum set-back from the property lines to 5 feet to be congruent with the national building code.

Chairman Jensen recommended adding language for large accessory buildings in side yards if it is 10 feet from the primary structure, 10 feet from the property line, and 5 feet from the front of the primary structure. Chairman Jensen discussed agriculture structures and potential regulations. There was a general consensus to strike the agricultural accessory structure section. There was a general consensus to allow two story accessory structures on a third acre lots.

Chairman Jensen stated Councilman Lisonbee requested the swimming pools be revised specifically pertaining to temporary swimming pools. Director Christensen discussed the purpose of the building inspections for the temporary pools.

8:00:11 PM

#### 10 minute recess.

Director Christensen expressed the need for updating the regulations for Day Cares. There was discussion regarding conditional use permits and the various requirements and regulations pertaining to use and zones. There was discussion regarding updating the regulations on apiaries with an emphasis on business apiaries versus residential apiaries. There was a discussion regarding various aviaries and the potential consequences with the animals kept in the aviaries. There was a general consensus to research aviaries in regards to chicken coops with the potential for the conditional use. Commissioner Vaughan offered to do a survey regarding aviaries.

There was a general consensus to leave duplexes in the PRD and R-1 Cluster Zones. There was discussion regarding the appropriate location for Assisted Living Facilities. There was discussion regarding home occupations and the need to update the regulations.

9:00:07 PM

#### 5. Adjourn.