

# Minutes of the Syracuse Planning Commission Regular Meeting, August 19, 2014

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Minutes of the Regular Meeting of the Syracuse City Planning Commission held on August 19, 2014, at 6:00 p.m., in the Council Chambers, 1979 West 1900 South, Syracuse City, Davis County, Utah.

**Present:**

Commission Members:	TJ Jensen, Chairman Ralph Vaughan, Vice-Chairman Curt McCuiston Dale Rackham Troy Moultrie Greg Day Trevor Hatch
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
City Council:	Craig Johnson
Excused:	Brian Bloemen
Visitors:	Mark Sandberg                      Ray Zaugg

**1. Meeting Called to Order:**

6:00:09 PM

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

MOTION TO ADOPT THE AMENDED MEETING AGENDA FOR AUGUST 19, 2014 BY COMMISSIONER MCCUITION. SECONDED BY COMMISSIONER DAY. ALL IN FAVOR. NO OPPOSED. MOTION CARRIED  
COMMISSIONER MOULTRIE WAS NOT IN ATTENDANCE FOR THIS VOTE.

**2. Meeting Minutes:**

6:02:08 PM

July 15, 2014 Regular Meeting

July 15, 2014 Work Session.

Chairman Jensen requested the change to line 34 change "fault" to "falls"

And line 69 needs to define Open Space and Institutional Zones.

Requested change by Commissioner Vaughan on line 44 to delete the word "developments" in the statement "Syracuse City does not allow flag lot developments".

August 5, 2014 Regular Meeting

Chairman Jensen requested that we add "the pipe had been installed in the spring"

Commissioner Vaughan brought the attention on line 143-145 regarding Open Public Meeting Acts. City Attorney Drake stated it would be a good practice. He recommended an abbreviated version to the minutes. He stated the minutes should include who is present, what items were discussed, and a summary of statements from the committee members. He suggested noticing take place. Chairman Jensen stated the minutes for the last 3 committees were taken for the subcommittee meetings. Commissioner Rackham stated there was no publication regarding the meeting, as far as announcing the meeting. City Attorney Drake suggested advertising the meeting on the city website, city Facebook page, and post it in the lobby of city hall.

Commissioner Rackham asked for a change on line 54 "4 lots that will one day be developed" to "4 lots that may not be developed."

MOTION TO APPROVE THE JULY 15, 2014 REGULAR AND WORK SESSION MEETING MINUTES AND AUGUST 5, 2014 REGULAR MEETING MINUTES AS AMENDED. BY COMMISSIONER MCCUITION. SECONDED BY COMMISSIONER HATCH. ALL IN FAVOR NO OPPOSED. MOTION CARRIED.

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3. **Public Comment:** This is an opportunity to address the Planning Commission regarding your concerns or ideas, regarding items that have not been scheduled for a public hearing on this agenda. Please limit your comments to three minutes.

[6:08:47 PM](#)

No Comments were made. Public Hearing Closed.

4. **Continued Public Hearing:** General Plan Amendment, Requested by City Council to amend following location Portions of Properties owned by GOR & CWR, LLC and Mark S. Johnson-Trustee, at approximately 2000 W 2700 S, from PRD (Planned Residential Development) and PO (Professional Office) to R-1 Residential.

[6:08:58 PM](#)

Director Christensen referred to an email from Steve Rampton stating the family is now in support of the General Plan Amendment and they understand the ramifications of the change. Director Christensen read an email from Carol Mussman, who is a partial land owner to the south.

Gentlemen/Ladies:

Thank you for giving my family more time to consider the proposal to cause the general plan to indicate that the zoning on our property should be R-1. It was very kind of you to be sensitive to the fact that we did not receive timely notice, and that our family has been facing some challenges lately. We appreciate your consideration.

I know that you must have spent some time studying this matter. I do note, however, that the preferred freeway plans look as if the freeway will be going in very close to, if not through, the family's property. It also appears that there may be a freeway on/off ramp at that location. I cannot help but wonder if this freeway plan lends itself to something other than single-family development?

I do believe that you have the best interests of the Syracuse community at heart. Although I do not now live there, Syracuse played an important part in my childhood since I spent significant time there with my grandparents. I want you to know that I want to remain a constructive partner in the land use direction of my family's property and the Syracuse area. –Carol Mussman.

Public Hearing Open.

[6:11:29 PM](#)

Steven Rampton, Utah, stated he represents GOR & CWR who own 20 acres of the two plats that are together. He stated Ms. Mussman is an attorney and therefore may be hard to understand. He stated in regards to the 20 acres his family owns, he is fine with the R-1 Residential. He stated the proposed road appears to be going through both properties, but as with all of those properties who knows what will actually happen. He stated he cannot speak for S. Mark Johnson, who is Carol Mussman's father. He thanked the Commissioners for the extra time given to take the General Plan Amendment into consideration.

Public Hearing Closed.

[6:13:58 PM](#)

Chairman Jensen stated he would have liked to have seen this area zoned as an R-2 Residential, but he believes R-1 Residential is what the Council has asked for. He stated his reasoning for the suggested R-2.

MOVE TO RECOMMEND APPROVAL TO THE CITY COUNCIL, GENERAL PLAN AMENDMENTS FOR PORTIONS OF PROPERTIES OWNED BY GOR & CWR, LLC AND MARK S. JOHNSON-TRUSTEE, PROPERTY LOCATED APPROXIMATELY 2000 W 2700 S, FROM PRD (PLANNED RESIDENTIAL DEVELOPMENT) AND PO (PROFESSIONAL OFFIC) TO R-1 RESIDENTIAL, BY COMMISSIONER DAY. SECONDED BY COMMISSIONER MCCUISTION. ALL IN FAVOR. NO OPPOSED. MOTION CARRIED.

5. **Public Hearing:** Rezone from A-1 to R-1 Residential, Cook Quarters, Sarah & Steven Cook, property located at approximately 2600 W 700 S.

[6:15:34 PM](#)

Planner Schow stated this is a small parcel .82 acres and the applicant would like to build Single-Family Residential. They wish to subdivide the lot into two parcels. She stated the lots meet the zoning requirements. She stated there were no outstanding issues for this applicant.

Steven, Cook, Kaysville, Utah agreed with the report read by Planner Schow. Mr. Cook stated he was good with the engineer memo.

Public Hearing Open

[6:17:27 PM](#)

Ray Zaug, Syracuse, Utah stated there should be an expedited way for smaller subdivisions (2 lots) for applicants. He recalled there being one prior. He recommended a way to simplify smaller subdivisions such as 2 or 3 lots.

Public Hearing Closed.

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### [6:18:30 PM](#)

Commissioner Vaughan inquired about the engineering statement specific to the 5 foot non-climbable fence required for the north property line, but no requirement for fence on the south side. Planner Schow stated the landscape buffer ordinance is based off of use, so the properties to the east and west are currently residential; however, the property to the north is Agricultural use and zone, so that is why it is only required on the property line. Chairman Jensen called a point of order to only discuss the General Plan Amendment. Planner Schow stated they are acting on the rezone.

MOTION TO RECOMMEND APPROVAL TO THE CITY COUNCIL FOR THE REZONE FROM A-1 TO R-1, REQUESTED BY SARAH AND STEVEN COOK, PROPERTY LOCATED APPROXIMATELY 2600 W 700 S, BY COMMISSIONER MCCUISTION, SUBJECT TO ALL THE CITY REQUIREMENTS OF THE SYRACUSE MUNICIPAL CODES. SECONDED BY COMMISSIONER HATCH. ALL IN FAVOR. NO OPPOSED. MOTION CARRIED.

6. **Public Hearing:** Sketch Plan Request, Cook Quarters, Sarah & Steven Cook, Property at approximately 2600 W 700 S.

### [6:20:54 PM](#)

Planner Schow referred to the reports regarding outstanding items. Steve Cook, Kaysville, Utah stated he has no issues with the outstanding items.

Public hearing open.

### [6:22:03 PM](#)

No comments were made. Public hearing closed.

### [6:22:15 PM](#)

Commissioner Rackham asked about the street dedication. Planner Schow stated as part of the development they will dedicate part of the street that is already in existence to avoid taxes. She referred to the aerial.

MOVE TO RECOMMEND APPROVAL TO THE CITY COUNCIL FOR THE SKETCH PLAN, FOR COOK QUARTERS, PROPERTY LOCATED APPROXIMATELY 2600 W 700 S, BY COMMISSIONER VAUGHAN, SUBJECT TO THE SYRACUSE MUNICIPAL CODE WITH NO ADDED CONDITIONS OTHER THAN ENGINEERING. SECONDED BY COMMISSIONER MCCUISTION. ALL IN FAVOR. NO OPPOSED. MOTION CARRIED.

7. **Preliminary Plan:** Trails Edge, Mark Sandberg, property located at approximately 700 S 3250 W, R-1 & R-3 Zone.

### [6:23:55 PM](#)

Planner Schow stated there are a total of 94 proposed lots in a combination of R-1 and R-3 zones. Applicant has received all the rezone approvals. She referred to the staff report regarding outstanding items. She stated the applicant will need to do a lot line adjustment for the eastern border property line because of the existing garage that crosses the boundary line. She reviewed the road improvements for 700 South and the land drain.

Commissioner Vaughan asked for specifics regarding the property line issue for lot 101. Planner Schow stated the building is very old and existing structure, so they didn't feel it was necessary to meet the current set-backs. She stated they allowed the applicant to do the zero lot line for the boundary adjustment. She stated the engineer will send forth the boundary adjustment.

Mark Sandberg, Henderson, Nevada, stated they will amend the entire property line so that it will be straight and they will meet the requirements of the city and submit the plans shortly. Commissioner Rackham inquired about the placement of the R-1 and R-3 lots. Mr. Sandberg showed the planning commissioners the locations of the two different zones. He discussed the various ranges for square footage on the lots that exceed the minimum requirements. Mr. Sandberg stated he is aware of all the requirements from engineering and he accepts them. Chairman Jensen asked about the frontage for lot 101. Planner Schow stated as long as one side of the house meets the set-backs then it will meet code.

MOTION TO APPROVE TRAILS EDGE PRELIMINARY PLAN, PROPERTY LOCATED APPROXIMATELY 700 S 3250 W, R-1 & R-3 ZONES, BY COMMISSIONER VAUGHAN, SUBJECT TO ALL APPLICABLE REQUIREMENTS OF SYRACUSE MUNICIPAL CODE AND TO THE CONDITIONS IN THE ENGINEERING REPORT, SECONDED BY COMMISSIONER MCCUISTION. ALL IN FAVOR. NO OPPOSED. MOTION CARRIED.

8. **Public Hearing-Municipal Code Amendment:** Title 8 pertaining to the subdivision process.

### [6:33:03 PM](#)

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Planner Schow stated there have been no additional changes to the provided code amendment in the packet. She stated in regards to private water ways they should have a standard that has to be met. She stated in the past they have had issues where the water ways are not constructed to a property owners request or some of the requests are unrealistic. She stated 8.15.030 is the section she was referring to. She read aloud line 958. She stated this would be the section they can use as a reference for privately owned water ways. She stated she would add a line "the developer shall work with the irrigation drainage or ditch companies, or privately owned service laterals". There was discussion regarding privately owned ditches and canals with an emphasis regarding the reasons for standards.

Public Hearing Open

[6:36:38 PM](#)

Ray Zaug, Syracuse, Utah reviewed section 8.10.120 where the city requires a developer to hook to the secondary water with the city. He stated if someone had 2 acres and they have been irrigating it with irrigation water and then decided to build a house on the property this would require them to pick up the cities secondary water, but it would not be sufficient to water all 2 acres, so they would also have to continue to use irrigation water to water the rest of it. He stated he didn't know if that instance would ever occur, but wondered if there ought to be a little flexibility for that.

[6:37:48 PM](#)

Sarah Cook, Kaysville, Utah stated there should be a more simplified process and expedited process for smaller subdivisions. She stated the previous applicant has 91 lots and they are only requesting 2 and yet they have to go through the same process. She felt it was a waste of the Planning Commissioners time and asked why she can't just cut to the chase and get through it for smaller subdivisions? She asked the Planning Commission to take her request into consideration.

Public Hearing Closed.

[6:38:50 PM](#)

Commissioner Vaughan stated they have discussed this title during many meetings. He stated they have made substantial changes to the code and he felt that the changes will result in an expedited process. He stated he would support to recommend approval of this project. Commissioner McCuiston stated they have worked on this title for a while and he didn't feel they should let "good" suffer while they try and pursue best or perfect, so he felt it important to get the title out there and make the changes. He stated they will be able to revisit this title soon.

Chairman Jensen stated since the time of the last meeting, he feels that an applicant should get the opportunity to visit the Planning Commission in a Work Session prior to submitting a formal application to avoid unnecessary fees for a project that may or may not be approved. He stated they also need to review if it is a minor subdivision, less than 2 acres in size, and expedite the process for the benefit of the applicant. He stated for the Cook application he would not have any issues with reviewing preliminary and final at the same time. He stated the Commission would have to agree with that proposal. Chairman Jensen stated in regards to DRC (Development Review Committee), he has reviewed other cities (Layton and Park City) and both cities just have Preliminary and Final and that is it. He stated he is beginning to come around to the idea of reviewing only 2 times.

Commissioner Vaughan stated he would hate to delay the document if there are only slight modifications that need to be made. He suggested withholding the sections the Commissioners are not comfortable with, but send through the majority of the document. He didn't want to delay the document, due to a minor change, as it could benefit the city and the citizens.

There was discussion regarding the ordinance pertaining to reviewing Preliminary and Final at the same meeting. There was a general consensus to review both Preliminary and Final for the Cook Subdivision in one meeting to avoid any unnecessary delays.

Chairman Jensen stated he is not comfortable with the Sketch, Preliminary, and Final the way it stands. Commissioner McCuiston discussed the benefits for meeting with staff before the applicant invests a lot of money, to ensure they comply with city ordinances. He stated as a consulting engineer he found the Sketch Plan helpful. He felt that it would be useful to have the DRC. Commissioner Hatch stated he is in favor of expediting processes where they can. Commissioner Rackham stated he felt it was beneficial to have the applicants discuss their development in a Work Session before they go to the DRC. Commissioner Moultrie stated he felt the less steps the better. Commissioner Vaughan stated there will never be a code that addresses everything. He felt they should continue with what they have written and amend the code as needed.

Commissioner Rackham asked staff regarding the change to line 1039 from "for the zone where subdivision is located" to "for cluster or PRD subdivision". Director Christensen stated she believed that referred to the focus on the minimum lot sizes versus the density for the regular zoning. Chairman Jensen stated the benefits of having density. Director Christensen stated this wouldn't change that language it just says what has to be on the plat.

**MOTION TO RECOMMEND APPROVAL TO CITY COUNCIL TO PROPOSED AMENDMENTS FOR SYRACUSE MUNICIPAL CODE FOR TITLE 8, WITH THE FINDING THAT THE PROPOSED AMENDMENTS ARE CONSISTENT WITH THE GOALS OBJECTIVES AND POLICIES OF THE CITY PLAN, BY COMMISSIONER**

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VAUGHAN.

Commissioner Vaughan stated City Council, all of staff, and all of the Planning Commissioners and those in the past recognize they have spent a lot of time in doing their very best. He stated they have reviewed every single paragraph with a proposed change. SECONDED BY COMMISSIONER MCCUISTION. COMMISSIONERS MOULTRIE, DAY, VAUGHAN, MCCUISTION, AND HATCH VOTED YAY. COMMISSIONERS RACKHAM AND JENSEN VOTED NAY. MOTION CARRIED.

9. **General Plan Update:** Adoption of scope and duration of General Plan Subcommittee.

[6:58:39 PM](#)

Commissioner Rackham referred to a typo on duration change "I" to "is". Chairman Jensen stated he would like to see the committee expire December 31, 2014. Commissioner Hatch referred to a typo in the first paragraph "The primary focus of the will be on proposed zoning" he stated there should be "of the committee". He stated on the last line there is a typo "By a majority vote of the subcommittee the members", he suggested removing the second "the" in that sentence. Chairman Jensen would like second paragraph where it says "to help ensure complete..." would suggest striking everything from A-1 to PRD (on the second grouping of zones), so it would say "any recommendations from the subcommittee shall be forwarded to the Planning Commission".

Commissioner Vaughan asked Chairman Jensen if they wanted public speaker input at the meetings, or will the subcommittee put the information together themselves. Commissioner Rackham stated they are looking at 10 members, so his preference would be to not have too many additional speakers or input to allow general consensus. He stated it's not unwelcome, but he didn't want to advertise for speakers outside the committee. Commissioner Vaughan stated it should be considered so a decision is made now in case someone shows up and wants to speak. Chairman Jensen stated they will post the meeting locations publicly. He stated he would not discourage public attendance because it is basically a group of residents coming up with recommendations. He suggested Commissioner Rackham use his best judgment. Commissioner Rackham stated if someone makes the effort to attend and speak they will listen.

Commissioner Vaughan wished the subcommittee the very best of luck. Commissioner Rackham stated the committee will meet twice a month and bring the minutes to the Planning Commission meetings so everyone can be aware of what happened in the meetings.

MOTION TO ADOPT THE SCOPE AND DURATION FOR THE SYRACUSE CITY PLANNING COMMISSION GENERAL PLAN SUBCOMMITTEE AS AMENDED, BY COMMISSIONER RACKHAM. SECONDED BY COMMISSIONER HATCH. ALL IN FAVOR. NO OPPOSED. MOTION CARRIED.

Below is an updated scope with the above changes/recommendations implemented:

**SCOPE:**

The scope of the subcommittee is to review the Syracuse General Plan, ensuring it meets the desires of Syracuse residents. The subcommittee will review the General Plan with an emphasis on residential zones throughout the city, although not exclusively. Any General Plan recommendations from the subcommittee shall be forwarded to the Planning Commission. The subcommittee will review the General Plan Map. The primary focus of the subcommittee will be on proposed zoning for undeveloped areas, while taking into consideration existing residential and commercial developments. Any General Plan Map recommendations shall be forwarded to the Planning Commission.

To help ensure a complete understanding of the General Plan and Map, the subcommittee will review the A-1, R-1, R-2, R-3, Cluster and PRD ordinances. Any recommendations from the subcommittee shall be forwarded to the Planning Commission.

The subcommittee may also review any other zoning ordinances that may be necessary for the General Plan review. Any zoning ordinance recommendations from the subcommittee shall be forwarded to the Planning Commission.

All recommendations forwarded to the Planning Commission by the subcommittee shall be by approval (vote) of a majority of the committee members in attendance when a vote occurs.

**DURATION:**

The subcommittee is expected to meet for a period of 120 days (after first meeting). The subcommittee shall not continue beyond 180 days (after first meetings), unless the Syracuse Planning Commission grants approval.

The meeting will be held twice a month at the Syracuse Recreation Center, on the first and third Wednesday of the month. The meeting will begin at 6:00pm and expected to last no longer than 90 minutes. The scheduled day(s) and time(s) may be changed by a majority vote of the subcommittee members in attendance when a vote is taken.

10. **General Plan Subcommittee-** Appointment of General Plan Subcommittee members.

[7:05:09 PM](#)

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Commissioner Rackham recommended the appointment of April Cooper, Justin Morley, Dustin West, David Jones, Pat Zaug, Ray Zaug, Gary Pratt, Kenneth Hellewell. Chairman Jensen stated David Jones is the county assessor and would be a great addition. The subcommittee will meet Wednesdays at 6:00PM, with their first meeting being September 3, 2014. Director Christensen asked for a schedule for all the meetings, so they can do one posting on the city website to avoid multiple noticing for the meetings. Commissioner Rackham stated as soon as the subcommittee sets the official perimeters they will provide them to Director Christensen.

### 11. **Adjourn to Work Session**

[7:08:44 PM](#)

MOTION TO ADJORN. WITH 5 MINUTE RECESS COMMISSIONER VAUGHAN. SECONDED BY COMMISSIONER MCCUISTION. ALL IN FAVOR. MOTION CARRIED.

\_\_\_\_\_  
TJ Jensen, Chairman

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Jackie Manning, Admin Professional

Date Approved: \_\_\_\_\_