

Minutes of the Syracuse Planning Commission Work Session, September 16, 2014

Minutes of the Syracuse City Planning Commission Work Session held on September 16, 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
Jo Hamblin, Deputy Fire Chief
Brian Bloemen, City Engineer

Excused: Greg Day

Visitors: None

1. **Discussion Items**

[7:00:05 PM](#)

a. Planning Commission Training

[7:00:11 PM](#)

City Attorney Drake suggested postponing the training until all the Commissioners were in attendance. Chairman Jensen stated they could wait until next meeting.

b. Title X Amendments, Cluster Subdivisions

[7:07:33 PM](#)

Director Christensen stated she liked the subcommittee's suggestion of looking at bonus density as its own entity that could be applied in any zone based upon a specific set of criteria, rather than a specific cluster ordinance. She asked the Planning Commissioners thoughts regarding implementing the new suggestion. Commissioner Rackham stated he will include Director Christensen in the minutes draft for the subcommittee meeting. There was a general consensus to hear more from the subcommittee regarding their suggestions for the bonus density. There was discussion regarding creating a moratorium for cluster subdivisions. City Attorney Drake discussed the rules for moratoriums.

c. Priority of additional Title X Amendments

[7:19:48 PM](#)

Chairman Jensen stated the subcommittee expressed they would like to keep the density versus having straight minimum lot sizes. Commissioner Rackham stated they would like to go to a gross acreage calculation versus a net calculation. There was discussion regarding the calculation for density. Director Christensen recommended whole numbers to avoid confusion. Director Christensen discussed the advantages of having straight lot size minimums.

There was discussion regarding the effect the density may have on lot size minimums. Commissioner Rackham stated he will send an excel spreadsheet with various examples of density calculations. Chairman Jensen gave the direction to the Planning Department to remove the Title X discussions off of the agenda temporarily. He suggested they review Conditional Use, Metal Building, and Industrial Zones.

2. **Department Business**

[6:27:15 PM](#)

Director Christensen invited the Planning Commissioners to attend the APA Conference in the first part of October. She stated they would need to let her know a week in advance, and she has updated their memberships. She reported last week she attended the Utah League of Cities and Towns.

Director Christensen stated the SR-193 contractor has been selected, so that work should start soon. She stated they will be putting mostly sprinkling and underground work this fall and do the plantings in the spring.

Director Christensen stated at the last City Council meeting the Avery Gardens and the Cook zone changes were approved and at the meeting prior to that, the Ninigret rezone was approved. All projects will be moving forward in regards to their applications. Chairman Jensen gave a brief overview of all the changes for the Ninigret project. Director Christensen showed the changes as referenced in the August 2014 City Council Packet.

Director Christensen stated at the next council meeting the title 8 amendments will be discussed at length. She stated they will also be discussing the Siefert, David George, Annexation. The public hearing has been moved to October 14, 2014 at the request of the applicant. The Park Advisory Committee has started meeting to come up with a park plan.

Director Christensen requested the dates the General Plan Subcommittee will be meeting. Commissioner Rackham stated their second meeting will be September 18, 2014. Director Christensen praised the Farmers Market and stated there

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are only 3 more opportunities to attend. She commented on the Chloe's Park progress. Planner Schow sent all the Commissioners the updated Ipad Policy.

3. Commissioner Reports

[6:35:25 PM](#)

- Commissioner Rackham stated the first subcommittee meeting was September 3, 2014 at the Rec Center. The minutes for that meeting are attached as an exhibit. The next scheduled meeting for the committee is September 18, 2014 at 6:30 pm. Commissioner Rackham took the minutes for the meeting and gave a brief overview.
- Chairman Jensen requested a satellite image of the city from the Planning Department for Thursdays meeting.
- Director Christensen discussed the R-4 Zone and suggested addressing the zone.
- Chairman Jensen discussed open space and suggested creating language for the institutional zone.
- Commissioner Hatch commented on the Engineer review on the Trails Edge Subdivision Phase 2, "the references to phase 1 plat, in the boundary description are confusing as the calls are not specific and could pertain to multiple different points." He stated there have been issues with plats where they are asking the engineer to do a survey review and he is missing a lot of things. He asked if it were possible to contract with a private surveyor review on the subdivision plats to ensure state code is met within the city. Director Christensen stated she will look into the cost and see if it could be covered in professional and technical. Commissioner Hatch provided the fee schedule for Weber County Fee Schedule and suggested the Developer cover the cost.
- Commissioner Vaughan extended congratulations to Commissioner Rackham for his first subcommittee meeting.
- Chairman Jensen reported on the ULCT (Utah League of Cities and Towns) Conference.
- Chairman Jensen discussed the potential for a commercial broker and the need for streamlining the subdivision process.
- Chairman Jensen referenced the fourth meeting of UDOT (Utah Department of Transportation).
- Chairman Jensen reminded the October 31, 2014 deadline for trail ideas.
- Commissioner Vaughan stated there is language ready for the metal buildings discussion. Chairman Jensen stated he had some older Conditional Use Ordinances and a chart he would like to include as well with that discussion. He requested a copy be placed in the Commissioners DropBox.
- Commissioner McCuiston discussed the entry monuments that are throughout the city and have fallen into disrepair. Director Christensen stated the city would have to bear the cost of repair, as they are on city property. City Attorney Drake stated they received approval from the City Council approximately 2 years ago to surplus those properties, so anyone who is interested may purchase the properties. There was discussion regarding maintenance for these properties.
- Commissioner Vaughan expressed concerns about a company offering to collect prescription drug waste, as advertised on a Syracuse City website. He expressed legal concerns and stated the drop off place for the city of Syracuse is primarily the Smith's Market. He stated the targeted medication is restricted, dangerous drugs, which puts the possessor of the pills in violation of several laws. City Attorney Drake stated it also makes the person who disposes liable, because they would be distributing a controlled substance. Director Christensen stated they were dispersed directly to Smith's, as it is a pharmacy program, and the residents will need to bring it to a drop off location. City Attorney Drake stated there is also a drop off in the police department lobby for medications. City Attorney Drake stated he will look into the issue and make appropriate changes.

4. Upcoming Agenda Items

[6:34:02 PM](#)

Planner Schow stated the items on the next agenda, the Cook Subdivision, a major conditional use application, and the item that was tabled from Mark Sanders project.

Adjourn.

[7:30:47 PM](#)

EXHIBIT

Subcommittee Meeting Minutes

Date: September 3, 2014

Location: Syracuse City Recreation Center

Attendees:

Dale Rackham (Chair)

Gary Pratt (Member)

April Cooper (Member)

Dustin West (Member)

Ray Zaugg (Member)

Pat Zaugg (Member)

Kenneth Hellewell (Member)

Karianne Lisonbee

TJ Jensen

Minutes:

1. Introduction of members and guests
2. Discussion on date, time, location and duration of meetings with a consensus that the meetings be held on Thursdays at 6:30PM in the Syracuse Recreation Center. The next meeting is scheduled for September 18th at 6:30PM in the Recreation Center
3. Discussion on the Purpose for the subcommittee: to review the General Plan with emphasis on undeveloped residential zoning
4. Discussion of "Open Space" and "Common Space" definitions found in Title VIII; the way the terms "Open Space" and "Common Space" specified and used is in the Cluster & PRD ordinances
5. Discussion of some of the Cluster developments in Syracuse: Trailside, Stillwater and Sunset Park
6. Discussion of the Cluster Ordinance; the main points for the zone (such as lot size, set backs and density) and the changes talked about by the Planning Commission during the work sessions
7. Discussion of the PRD development in Syracuse: Stoker Gardens
8. Discussion of the PRD Ordinance; the main points for the zone (such as lot size, set backs and density) and the removal of remaining PRD zones from the General Plan Map
9. Discussion of the A-1 Ordinance; why it exists and the main points for the zone (such as lot size, set backs and density)
10. Discussion of R-1 Ordinance; the main points for the zone (such as lot size, set backs and density)
11. Discussion of R-2 Ordinance; the main points for the zone (such as lot size, set backs and density)
12. Discussion of R-3 Ordinance; the main points for the zone (such as lot size, set backs and density)
13. Discussion of Moderate Income Housing Report; the consensus was that if existing developments and all the new R-2/R-3 developments in work are included in the calculations, the city more than adequately meets the "unspecified requirement" for moderate income housing.
14. Review of General Plan map; the consensus is that we need to have an updated/current map to properly do the review
15. Discussion of what impact removing an ordinance, such as R-4 would have on a zone in the area was destroyed and was to be rebuilt. The understanding is that an R-4 should be at least an R-3 density for that particular situation. Wording may be required in Title VIII or X to ensure that happens
16. The majority of members in attendance felt the Cluster Ordinance should be eliminated as it appears that the developers do not want to use the ordinance to build a cluster subdivision as intended, but rather find omissions and loop holes to build what was never intended. Rather than allow bonus density for Cluster add bonus density allowance for individual improvements

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17. Discussion on writing a new Trail Plan and amending Title VIII to allow for a bonus density in the zone (A-1, R-1, R-2 and R-3) for having trails that connect with the current trail system
18. Discussion on adding bonus density for having a clubhouse, a pool or other residential amenities that are managed by an HOA
19. If Cluster Ordinance is allowed to continue, there was discussion of adding words to the ordinance that require a single HOA for the development
20. Discussion of adding a property line setback in the PRD ordinance. As currently written it only requires a space between buildings, not the first building and the edge of the property
21. Discussion of requiring a minimum house size on A-1 as a way to ensure a better end product and as a way to try and get property owners in that will landscape and maintain the full lot, rather than just a portion
22. In the General Plan map (or as a stand-alone map) show layout of the sewer system and indicate areas that cannot be developed without special provisions, such as a pump.
23. Discussion on minimum lot size currently in the ordinances and the consensus was that R-1 zone have a 12000 sq-ft minimum lot size, A-1, R-2 and R-3 are acceptable as is
24. Discussion on doing homes per acre on gross acreage rather than net (-20%). The consensus was the current density limits are adequate but the number would need to be reduced to correct the calculation and produce the same result
25. Discussion on doing just minimum lot size and eliminating density from the ordinance. The consensus was the density should remain in the ordinances.

Action Items:

1. Gary will research APA definitions for "Open Space" and Common Space" to reduce or eliminate any ambiguity between the two definitions
2. Kenneth will look at possible wording changes that will allow for an increase in bonus density for a residential zone when a trail is added
3. Dale will look at what the density numbers should be to calculate on gross acreage in lieu of net acreage