

Minutes of the Syracuse Planning Commission Work Session, April 7, 2015

Minutes of the Syracuse City Planning Commission Work Session held on April 7, 2015, 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:	Jenny Schow, Planner Noah Steele, Planner Jackie Manning, Admin Professional Brian Bloemen, City Engineer
City Council:	None
Excused:	Greg Day, Commissioner
Visitors:	

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1. **Department Business:**

Chairman Jensen stated Work Session will be in the small conference rooms going forward. Planner Schow stated she will be staying in the planning position indefinitely.

Planner Steele stated Utah APA (American Planning Association) has online training modules, associated readings and power-points with audio. He offered the password to the planning commissioners upon request.

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2. **Commissioner Reports:**

Commissioner Vaughan thanked the staff for the new formatting for the agenda items which has clear summations of the projects. Commissioner Hatch stated he will be moving out of the city, so the next meeting [April 21, 2015] will be his last.

Commissioner Rackham stated the next meeting for the general plan subcommittee is April 8, 2015. Chairman Jensen stated he received a letter of resignation from Commissioner Moultrie regarding the General Plan Subcommittee. Commissioner Jensen stated as the committee is close to accomplishing their objectives he asked Commissioner Moultrie to reconsider his resignation. Commissioner Moultrie agreed.

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3. **Upcoming Agenda Items:**

Planner Schow and Planner Steele reviewed all the upcoming agenda items.

- Conditional Use Application, Home Daycare for a maximum of 14 children.
- Conditional Use Application for basketball training gym.
- Storage Unit Strong Storage on Antelope Site Plan.
- Site plan Utah Onions, expansion on 2000 West.
- Chairman Jensen gave direction to get accessory structures for the public hearing this time.
- General Plan, Rezone, Concept – Keller property, below Tivoli Gardens and Antelope Run. The 1475 road will be completed with the project.
- Elmore Plaza, Preliminary Plan and Site Plan.
- Code Amendment for Title 10, pertaining to Accessory Structures.
- Dead End Street code amendment.

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4. **Discussion Items:**

a. **Subdivision Plan, Elmore Plaza, 1000 W Gordon Ave (2700 S)**

Commissioner McCuiston disclosed that he lives nearby, within the notification range. The Commissioners did not feel Commissioner McCuiston needed to recuse himself from this item.

Planner Steele summarized a staff memo from the Community Development Department that explained:

This project originally came to the city as a commercial site plan. The site plan was approved by this body in January 2014. The one year site plan approval period has lapsed for the project. City ordinance allows the Planning Commission

to grant a six month extension if the applicant makes a request in writing. The applicant has submitted the written request and it is included with this memo.

Last year, the entire site and the building's two tenant spaces were envisioned to remain under one owner. The property owner is now requesting to subdivide the two tenant spaces into two lots. The property owner intends to occupy their chiropractic practice into one tenant space and sell the other space. The parking and landscape areas will remain as common space.

The concept subdivision was reviewed at a pre-application meeting on March 18th, 2015 in accordance with Syracuse City Code Section 8.20.030.

Chairman Jensen asked if the suggestions previously given to the applicant last year were implemented, such as ensuring the trees are not located in the clear view site triangle. Planner Steele stated he believed the applicant incorporated the suggestions as mentioned in the previous year.

Commissioner McCuiston reviewed the site plan and suggested having right in and right out only on both entrances. Commissioner Vaughan recollected that no left turn would be allowed for the southern exit. Planner Steele stated he will review the meeting minutes to ensure the applicant is complying with all the provisions set-forth last year when the site plan was approved. Planner Schow clarified the only thing changing on the site plan is the applicant is requesting to separate the building itself, condominiumizing it. They haven't submitted any changes as far as the site plan is concerned.

Commissioner Rackham asked if the applicant would build the building all at once. Planner Steele confirmed. Commissioner Vaughan asked for clarification regarding the process to grant extensions for previously approved site plans. It is his understanding the site plans expire after the one year period, and any extension must be requested prior to the expiration date. He cautioned the planning commission in setting a precedent for future site plans that may request an extension. He stated the applicant should submit a new site plan and start over from the beginning.

Planner Schow stated the purpose of the one year expiration of the site plan is to enforce any new codes that are amended within that time frame. She was not aware of any code amendments that would affect the site plan approval for this applicant.

There was a unanimous decision among the Planning Commission to require the applicant to start the process over from the beginning because the site plan approval expired in January 2015. Chairman Jensen asked if there was a way to give the applicant a break on the application fee. Planner Steele stated there was not a way to reduce the fees for this type of application as there is not a revised site plan application.

Chairman Jensen stated they could accept this discussion as the concept plan. He stated the City Council may want to consider an amendment in the code for site plan revisions to help reduce fees for expired applications.

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Planner Steele reviewed the subdivision plans. He stated there is no difference in the design of the project, they are merely legally making it so the western portion will be Syracuse Chiropractic, as well as a tenant below, and the parking lot and landscaping, will remain under common area and maintained by an HOA. The plat meets the conceptual subdivision requirements. Chairman Jensen stated this purview would fall under the ARC (Architecture Review Committee). Planner Steele stated the ARC approved the building, layout, and landscaping. He stated the applicant is not changing anything, so it would be pointless to refer it back to the ARC again.

Commissioner Rackham inquired about a second owner for the building. Planner Steele was unsure.

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b. Title VIII Code Amendments: pertaining to dead-end streets.

Due to the expense of installation, maintenance and removal of temporary turn-arounds within the boundary of a subdivision, Public Works is recommending to modify the Dead End street ordinance. Please see the attached proposal in the packet.

There was a discussion regarding the previous code versus the proposed code with an emphasis on the requirements for the temporary turn-around. City Engineer Bloemen stated anything 150 feet deep would require a temporary turn-around. He stated the temporary turn-around is 50 feet in radius, with the standard being 60 feet in radius. Chairman Jensen explained the reasoning behind the 50 foot radius.

City Engineer Bloemen stated the proposed change will not allow any more temporary cul-de-sacs within the boundary of a subdivision. It must be built on an easement on the adjacent property.

Commissioner Vaughan recommended no construction parking within the cul-de-sac while the area is under construction. He stated given the size, shape, and parking abilities of some construction companies, there would not be an affective turn around even if the cul-de-sac is there due to vehicles being parked within the turn around. Chairman Jensen suggested applying the no parking rule once the road is dedicated with a temporary turn around. Commissioner Hatch liked the idea of Commissioner Vaughan's proposal for parking in construction zones.

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c. Title X Code Amendments: pertaining to accessory structures.

Commissioner Rackham gave direction to have Planner Steele to review 10.30.050. Planner Schow stated that section refers to corner lots and encroachments. There was a discussion regarding corner lots and applicable set-backs for accessory structures with an emphasis on neighboring driveways. Planner Schow offered to provide some examples of possible language to help mitigate clear view issues for accessory structures located on corner lots. Commissioner Rackham gave direction to strike the reference of 10.30.050 and gave direction to Planner Schow to review other cities pertaining to corner lots and accessory structures.

Commissioner Rackham discussed the increase set-backs and height maximum requirements. He stated the 5 foot set-back would eliminate the need for fire rating the walls, per building code. Planner Schow inquired about a section that would prohibit accessory structures in the front yard. Chairman Jensen confirmed there is a section that prohibits accessory structures in the front yard.

Chairman Jensen gave direction to staff to have the accessory structures for a public hearing.

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d. Title X Code Amendments: pertaining to metal buildings in the Industrial Zone.

Commissioner Vaughan referred to Letrono Crossfit, which inspired a change pertaining to the metal building ordinance. He stated the purpose is to limit metal buildings throughout the city. He read through the various options as seen in the packet. Commissioner Vaughan recommended implementing option 1 or 2 as the best interest in Syracuse.

There was discussion regarding the various materials used for metal buildings. Planner Steele mentioned that there is several construction methods commonly used, but wanted to clarify that the proposal was not to limit metal building construction, but to limit corrugated steel as a façade material. Chairman Jensen referenced US Cold storage metal building as a good example of ideal design for metal building guidelines. Planner Steele clarified the primary concern is aesthetics and not the construction method used. Commissioner Vaughan confirmed.

There was a discussion regarding corrugated metal and whether they should be permitted. Commissioner Rackham referred to a neighbor that has a corrugated metal barn that is architecturally pleasing and stated it depends on the overall design. He did not want to completely strike the possibility of corrugated metal buildings. There was a general consensus to prohibit corrugated metal. Commissioner Hatch asked if it would make it cost prohibiting for developers to build in an industrial zone if they can't have metal buildings. Planner Steele responded yes. Commissioner Hatch cautioned the commission stating they don't want to drive potential businesses away because it is too expensive to build in Syracuse. He would feel more comfortable with option 2. Commissioner Rackham liked option 3 the best, but would like to see it a little less restrictive. Commissioner McCuiston liked the idea of option 3. Commissioner Moultrie stated he was between option 2 and option 3. Commissioner Vaughan stated option 2 would be the most viable option for the city.

Planner Steele asked for clarification regarding which zone this metal building standard would apply. Chairman Jensen stated this would apply to the commercial and industrial zone. Commissioner Hatch suggested adding a definition for metal building for further clarification. Commissioner Vaughan invited Planner Steele to research other cities pertaining to metal buildings to draft some language.

Planner Steele stated the storage unit that will be coming to the next meeting in April, is constructing their buildings with corrugated metal, prefabricated steel buildings. He stated the industrial zone is more lenient than the commercial zone, so currently they would be able to do that. He stated along Antelope Dr., stucco and rock with rod iron fencing will be used. He stated along the future 500 west there is no way to enforce the rock or stucco. They may be able to apply additional landscaping buffering.

There was a discussion regarding what classifies as a pending ordinance and how to enforce pending ordinances. Planner Schow stated she will review with the city attorney pertaining to pending ordinances. Commissioner Rackham stated the application was submitted with the current ordinance and they were approved with the review committee, so he felt they should not be held to the pending ordinance. Commissioner Hatch and Commissioner McCuiston agreed with Commissioner Rackham.

Chairman Jensen gave direction to Planner Steele to review metal building ordinances in other cities.

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e. Title X Code Amendments: pertaining to the Land Use Matrix.

Chairman Jensen stated he would like to have one location that summarizes all the permitted uses within each zone for the city. Planner Schow stated she will include the materials for the next meeting. Commissioner Rackham stated it was easier to review a document that is already filled in, as opposed to filling it in as they go. He asked if staff would be willing to complete and present at the next meeting.

Chairman Jensen liked to have conditional uses be in one location that summarizes permitted uses within each zone. Chairman Jensen gave direction to staff to draft the conditional uses in one location.

There was a discussion regarding daycares and updating the requirements for home daycares. Planner Schow suggested restricting home daycares to a maximum of 8 children. There was a general consensus to restrict the number of children to 8 for home daycares. Chairman Jensen stated this will be implemented as a separate ordinance change.

Planner Schow made the recommendation to have an ordinance for minor subdivisions. She stated it is complicated to have 2 lot subdivisions go through the major process. She stated a lot of cities have small minor subdivisions. She said she has weekly calls regarding subdividing a property. Commissioner Rackham recommended less than 5 lots for a minor subdivision. Commissioner Hatch agreed 5 or less. Commissioner McCuiston felt 2 lots were an appropriate number. Commissioner Vaughan inquired about the definition of subdivision and recalled it as 4 or more lots. Commissioner Moultrie felt 5 lots was appropriate. Chairman Jensen gave direction to Planner Schow to put some language together for a minor subdivision process for 5 lots or less.

Chairman Jensen gave direction to Commissioner Vaughan to research surrounding cities for minor subdivisions. He asked to make it a priority item. Planner Schow suggested having the minor be a one step process to appear before the city council and the planning commission. Chairman Jensen gave direction to apply that method.

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5. **Adjourn.**