



**Syracuse City
Planning Commission Meeting
December 1, 2015**
Begins at 6:00 p.m. in the City Council Chambers
1979 West 1900 South, Syracuse, UT 84075

Regular Meeting Agenda

**PLANNING
COMMISSIONERS**

CHAIR

Ralph Vaughan

VICE CHAIR

Dale Rackham

T.J. Jensen
Curt McCuistion
Greg Day
Troy Moultrie
Grant Thorson

1. **Meeting Called to Order**
 - Invocation or Thought by Commissioner Moultrie
 - Pledge of Allegiance by Commissioner Rackham
 - Adoption of Meeting Agenda
 - Adoption of the 2016 Meeting Schedule
2. **Meeting Minutes**

October 20, 2015 Regular Meeting and Work Session (tabled from last meeting)
November 3, 2015 Regular Meeting and Work Session (tabled from last meeting)
November 17, 2015 Regular Meeting and Work Session
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.
4. **Final Subdivision Plan**, Keller Crossing Phase 2, K.W. Advisory Group, property located at 2000 S 1000 W, R-3 Residential Zone.
5. **Conditional Use Permit**, Accessory Dwelling Unit, Dale McCrary, located at 2313 W 1700 S, A-1 Zone.
6. **Adjourn**

Work Session

1. **Department Business**
 - a. City Council Report
 - b. City Attorney Updates
Planning Commission Bylaw Review
 - c. Upcoming Agenda Items
2. **Discussion Items**
3. **Commissioner Reports**
4. **Adjourn**

NOTE

If you wish to attend a particular agenda item, please arrive at the beginning of the meeting. In compliance with the Americans Disabilities Act, those needing auxiliary communicative aids and services for this meeting should contact the City Office, at 801-614-9626, at least 48 hours prior to the meeting.

CERTIFICATE OF POSTING

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PLANNING COMMISSION AGENDA

December 1, 2015

Agenda Item # 2

Meeting Minutes

October 20, 2015 Regular and Work Session

(tabled from previous meeting)

November 3, 2015 Regular and Work Session

(tabled from last meeting)

November 17, 2015 Regular and Work Session

Suggested Motions:

Grant

I move to approve the meeting minutes dated ... for the regular meeting and work session planning commission meeting, as amended...

Deny

I move to deny the meeting minutes dated ... for the regular meeting and work session planning commission meeting with the finding...

Table

I move to deny the meeting minutes dated ... for the regular meeting and work session planning commission meeting until ...

Minutes of the Syracuse Planning Commission Regular Meeting, October 20, 2015

Minutes of the Regular Meeting of the Syracuse City Planning Commission held on October 20, 2015, at 6:00 p.m., in the Council Chambers, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present:

Commission Members:	Ralph Vaughan, Chairman	
	Dale Rackham, Vice Chair	
	TJ Jensen	
	Curt McCuiston	
City Employees:	Jenny Schow, Planner	
	Paul Roberts, City Attorney	
	Noah Steele, Planner	
	Stacy Adams, Admin Professional	
City Council:	Councilman Mike Gailey	
	Councilman Craig Johnson	
Excused:	Commissioner Greg Day	
	Commissioner Troy Moultrie	
	Commissioner Grant Thorson	
Visitors:	Ray Zaugg	Pat Zaugg
	Adam Bernard	

[6:01:10 PM](#)

1. **Meeting Called to Order:**

Commissioner McCuiston provided a thought "I've never met a strong person with an easy past" unknown author, but maybe they can take a little solace in that even when it is hard for us, it is doing us some good. The Pledge of Allegiance was led by Commissioner Jensen.

COMMISSIONER JENSEN MADE A MOTION TO ADOPT THE PLANNING COMMISSION AGENDA FOR OCTOBER 6, 2015 MEETING. THE MOTION WAS SECONDED BY COMMISSIONER MCCUITION. ALL WERE IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

[6:02:37 PM](#)

2. **Meeting Minutes:**

October 6, 2015 Regular Meeting & Work Session

COMMISSIONER JENSEN MADE A MOTION TO TABLE REGULAR AND WORK SESSION MEETING MINUTES FOR OCTOBER 6, 2015 DUE TO ABSENTEE COMMISSIONERS. COMMISSIONER MCCUITION SECONDED THE MOTION. ALL WERE IN FAVOR, MOTION CARRIED UNANIMOUSLY.

[6:03:55 PM](#)

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.

None

[6:04:20 PM](#)

4. **Public Hearing - Municipal Code Amendments Title X**

Commissioner Vaughan asked staff if they should break the amendments out individually for public comment or approve all of them at one time. City Attorney Roberts stated there is no harm in approving them all at one time, if there are specific comments on individual sections they can let them know, the group is small enough they can take as much time as they need for any section they have comments on. Commissioner Jensen stated he would like to highlight the changes they made the last time, since they are all very familiar with them.

Planner Steele began reviewing the changes. Planner Schow stated as far as the codes that were listed for the public hearing tonight and for the Commission to make a motion on, there was only one that had changes from what was previously gone through in work sessions and that would be the amendments to 10.20.070 that Commissioner Jensen had worked on. Planner Schow asked if they wanted to know if they wanted to go through the other changes first. Commissioner Vaughan stated however staff wanted to proceed and as a public hearing they should go through everything for the public.

Commissioner Jensen stated he had one item for the Commission on 10.20.060 General Plan Amendments, it talks about the text amendments starting on January 2016, since they are amending the plan now and since there are a few decisions that are still up in the air as far as West Davis and such, it might be more productive to make that 2018 to give UDOT time to give record of decision, because once they get that record of decision and if they can see what is going on

64 as far as any entities that are going to challenge UDOT on their final solution, they are not going to get that by January 1,
65 2016 and that would be the major reason they would be looking to change the plan, so suggest making it 2018 instead of
66 2016. Commissioner Vaughan stated they can go through the amendments and staff can suggest recommendations on
67 changes. Commissioner Rackham asked if they should hold any comments until after or intervene as they go.
68 Commissioner Vaughan stated because it is a public hearing, they should let staff give their report before they ask
69 questions on them.

70 [6:11:30 PM](#)

71 Planner Schow stated starting with 10.50 Establishments of Zones, amended all the changes for the density
72 requirements to gross acreage and then there is the addition of the R-4 Zone that was discussed in the last meeting.
73 Commissioner Jensen asked if staff was able to determine what the highest density of the existing R-4's were. Planner
74 Schow stated she did not.

75 [6:12:05 PM](#)

76 Planner Schow stated 10.20.060 General Plan Amendments, this is the section discussing opening and closing and
77 this is where Commissioner Jensen was discussing that date back to 2018. Planner Schow stated the City Attorney just
78 informed her there were some changes that did not make it into the packet. City Attorney Roberts stated a few weeks ago
79 they talked about objective standards for the Council, because the Council can open the amendment period but they
80 needed to have some objective standards so it is not just up to the whims of the Council. They talked about three different
81 ways that could happen. Under subsection 4 Consideration outside the amendment period to be authorized by Council a)
82 the City Council may authorize the consideration of an applicant's amendment outside of the open amendment periods
83 established by this section, such a request is sent directly to the City Council and the proposal is then referred to the
84 Commission if authorization is granted. It goes straight to the Council and if they agree to open it then it would come back
85 to the Commission or be seen either. B) the Council may authorize the consideration of general plan amendments outside
86 of the open enrollment period if any of the following apply: i) significant changes to arterials or infrastructures by agencies
87 other than the City and which were contrary to the assumptions in the general plan ii) Catastrophic events, such as natural
88 disasters or conflagrations or iii) the Council finds that a development is proposed which : A) consists of at least ten (10)
89 acres and B) has the potential to confer a substantial benefit to the City. Like a major RDA project where there is a
90 significant economic benefit to the City, they can open the general plan to make room for something like that. Subsection
91 5) each timely application which is submitted by an applicant shall be considered and given due consideration by the
92 Commission and Council, unless withdrawn by the applicant. That addresses the concern with people if they've submitted
93 a general plan amendment they are entitled to the full process going forward. Rather than just saying at the end of three
94 months it is closed, if they haven't had a chance to have their proposal heard, that wouldn't be fair to them, to make sure
95 due process is given to people who have submitted an application, it goes through, even if it takes nine months or a year,
96 it goes through to the end. Those were the changes he had made to 10.20.060. Commissioner Jensen asked if there was
97 an amended packet. Planner Schow stated no, she did not have these changes in the packet, but they can still consider
98 the changes since they did discuss the changes in a work sessions. City Attorney Roberts stated he wasn't sure if he
99 forgot to forward the changes to Planner Schow or if the wrong version was added, but discussing the changes in this
100 public hearing and allowing people to comment if they do not like it, meets the intent of. Commissioner Jensen stated he
101 would ask that the changes be put up on screen so they can view them. Commissioner Jensen stated they had most of it
102 there are just a few changes additional.

103 [6:19:35 PM](#)

104 Commissioner Vaughan stated this is the most important document in the City and doesn't mind going slow and
105 making sure they are covering all the bases. Planner Schow asked if they were good with the changes they just reviewed
106 with 10.20.060. Commissioner Rackham asked how many pages it was and if they could get a printed copy. City Attorney
107 Roberts stated four pages and he could print out copies for the Commission.

108 [6:20:35 PM](#)

109 Commissioner Vaughan asked in the beginning if they should break them out and discuss them individually, thinks
110 they are going to wind up with too many questions if they go through this so it might be a good idea to go through and pick
111 an order of what could be called the easy ones and then they can decide on those right off the bat and get those out of the
112 way and then the ones that might require a little bit more discussion and or debate they can take their time. Looking at
113 items 5-9 the A-1 zone, R-1 zone, R-2 zone, R-3 zone and R-4 zone think they are pretty clear on all of those and
114 hopefully they should be able to get those out of the way.

115 [6:21:33 PM](#)

116 Planner Schow stated on item 5, A-1 Ag zone, the change was the density went to 0.5 lots per gross acre and there
117 was a minor change with accessory buildings, 200 sq. ft. or less, same thing for conditional use, this would be greater
118 than 200 sq. ft. No issues with changes

119 [6:22:20 PM](#)

120 Planner Schow stated item 6, R-1 zone, density changed to 2.3 per gross acre and there was the same changes for
121 the accessory buildings for less and greater than 200 sq. ft. There was one of change in this zone that the minimum lot
122 size increased from 10,000 to 12,000 sq. ft. Now the R-1 zone is the only zone allowing the Cluster subdivision, so that
123 was clarified. No issues with changes.

124 [6:23:22 PM](#)

125 Planner Schow stated item 7, R-2 zone changed to 3.0 per gross acre and same change with accessory buildings and
126 uses. No issues with changes.

127 [6:23:44 PM](#)

128 Planner Schow stated item 8, R-3 zone these changes have the potential to be the most controversial. Commissioner
129 Rackham stated the R-3 zone was not in the packet. Planner Schow stated R-3 is the same as the packet before, nothing
130 was changed except the gross density and the accessory structures. It was changed to 4.0 per gross acre and the
131 accessory buildings change. No issues with changes.

132 [6:25:27 PM](#)

133 Planner Schow stated item 9, R-4 zone this was one of two options to address R-4 zoning in the City that currently
134 does not have any code tied to it. They amended the gross as in the other zones, 11 lots per gross acre and the key on
135 this zone is the sentence added on 10.14.10 that states this zoning shall not be permitted for new development and is
136 only applicable to the existing R-4 zones on the zoning map. As well as the changes to the gross and accessory
137 structures.

138 [6:26:48 PM](#)

139 Commissioner Vaughan stated so they keep the zones all together for staff to review item 4,10.50 Establishment of
140 Zones. Planner Schow stated item 4,10.50, the acreages were changed and densities.

141 [6:27:28 PM](#)

142 Commissioner Rackham stated at the bottom of R-4,10.14.010 it says 1991, where all the others say amended 1991.
143 Planner Schow stated she can add amended to 1991. Planner Schow stated at the top of R-4 she had Chapter XX, the
144 codifier will put in the numbering that will be consistent with the current code. R-3 is 10.70, so the next one is 10.75 and
145 wasn't sure where they would put that in.

146 [6:29:24 PM](#)

147 Planner Schow asked if they wanted to go back over 10.50. Commissioner Vaughan stated yes, 10.50 Establishment
148 of Zones and then they can submit sections 4 through 9 to the Commission for discussion and a vote for approval or
149 denial to the City Council on those items only.

150 [6:29:39 PM](#)

151 Commissioner Jensen asked if they were going to discuss Cluster subdivisions because it is part of this.
152 Commissioner Vaughan stated that is what he was asking as they went through each one. Commissioner Rackham
153 stated A-1 to R-4 is all they had gone through so far.

154 [6:30:15 PM](#)

155 Planner Schow stated the zoning in 10.50 has the amendments to the gross acreage and they appear to match
156 unless anyone has any discrepancies or have any changes. Commissioner Jensen asked if the PRD was changed
157 previously to the gross acreage. Planner Schow stated she will check and if not they will have to bring that one back and
158 send it through with that change because it was not noticed. Planner Schow stated the PRD had been amended to gross
159 acreage density calculations.

160 [6:31:15 PM](#)

161 Commissioner Vaughan stated on sections for zone items 4, 5, 6, 7, 8 and 9 are there any discussions on that if not
162 the Chair would entertain a motion to recommend approval to the City Council for those sections. Commissioner Jensen
163 stated Cluster subdivision is included in these amendments and they need to discuss that as well as another section he
164 wants to discuss and they do have a public hearing. Commissioner Vaughan stated he was hoping to get these sections
165 out of the way and then move one. Commissioner Jensen stated Cluster is part of this.

166 [6:32:21 PM](#)

167 Planner Schow stated item 10, Cluster Subdivision, the first change was to restrict it to the R-1 zone and no longer
168 permit it in the Agriculture zone. The decision was made to continue use it as major conditional use permit. The biggest
169 change that was made to the Cluster development was that the items that used to be optional for bonus density were
170 switched to required and then a max bonus density was given, those items were converted into the code, the code was
171 reorganized a little bit to make more sense, this section had the most changes of anything they worked on.

172 [6:33:40 PM](#)

173 Planner Schow stated (A) Acreage: A cluster subdivision shall have a minimum of 10 acres of contiguous land area.
174 (B) Phasing: The proposed development plan shall include all possible future phases. No additional phases shall be
175 permitted beyond the original concept. Adjacent property developed similarly shall be a separate development and shall
176 meet all requirements independently from any adjacent development. (C) Ownership: The development shall be in single
177 or corporate ownership at the time of application or the subject of an application filed jointly by all owners of the property.
178 (D) The Land Use Authority shall require that the arrangement of structures and open spaces be developed in such a
179 manner as to prevent any adverse effects on adjacent properties. (E) Density: The density of dwellings in a cluster
180 subdivision shall not exceed 4.6 units per acre. Set a minimum 7,000 sq. ft. lot size and added 20 feet corner side lot for
181 setbacks, which is standard for all the zones.

182 [6:35:24 PM](#)

183 Planner Schow stated (G) Home Owners Association: The development shall have a lawfully organized and
184 professionally managed homeowners' association. Commissioner Vaughan asked staff and City Attorney he is unsure if

185 the City can mandate the formation of a Home Owners Association. City Attorney Roberts stated yes, the City can, they
186 can make that a requirement that they are voluntarily accepting by building Cluster subdivision the one problem that they
187 often have is the HOA sometimes aren't managed effectively and they fail and then there is nothing the City can do to
188 help the HOA, but the City can require it.

189 [6:36:16 PM](#)

190 Planner Schow asked if they had any other questions up to this point. Commissioner Rackham stated on paragraph F
191 F)1, there are two 1's and 7,000 listed twice so one of those should probably go. Planner Schow stated she can remove
192 the second one if that works. Commissioner Rackham stated density and area are different. Planner Schow stated she
193 will remove minimum lot size 7,000. Commissioner Jensen stated on E above it stated density shall not exceed 4.6 units
194 per acre, that 4.6 is only supposed to be on 50% of the acreage, so that needs to be clarified otherwise they will have the
195 same problem as they had before. Planner Schow stated she wondered and wasn't sure if they had decided to drop it out
196 or not, is that how it should read. Commissioner Rackham stated yes, that is correct. Commissioner Jensen stated 4.6 per
197 acre on the 50% allowed for development. Planner Schow stated she will add that to the density. Commissioner Jensen
198 stated it should be added to 1 too. Commissioner Jensen stated it should be phrased 'of the acreage not allocated to open
199 space'.

200 [6:39:36 PM](#)

201 Planner Schow stated the next section was a little confusing, (H) Open Space and Common Space: 1. The
202 development shall provide (50) Fifty Percent open space. A Minimum of (10) Percent of the open space shall be common
203 space. City Attorney Roberts wanted to clarify 10% of the 50%, so basically so 5% of the overall development is common
204 space, is that that they intended or did they mean 10% of the overall development is common space. Commissioner
205 Jensen stated essentially they wanted 1/5 of the acreage in open space to be common space, so it phrased correctly.

206 [6:40:37 PM](#)

207 Planner Schow stated 2. Open space and common space shall not include streets, driveways, or parking areas.
208 3. Open space may include agricultural areas, recreation areas, and wetland preserve. 4. Open space not used for
209 agriculture and wetland preserve shall be fully landscaped and developed with approved amenities for the enjoyment and
210 use of all residents of the development and/or the public. Commissioner Rackham stated he thinks they should add the
211 word full before the word use, as well as paragraph 7 below, full use of all residents, his concern is they could have limited
212 use.

213 [6:41:56 PM](#)

214 Planner Schow stated 5. Open space that is designated for agricultural use shall have a recorded perpetual
215 conservation easement. 6. Open space shall not be enclosed with fencing, except as required per buffer table of Title X.
216 7. Common space shall be fully landscaped and developed with approved amenities for the enjoyment and use of all
217 residents of the development and/or the public. Adding the word full before use of all residents to that sentence.

218 [6:42:33 PM](#)

219 Planner Schow stated 8. Common space shall be preserved, maintained and owned through the **homeowners'**
220 association from the onset, or may be deeded to Syracuse City, if the developer makes the request and the City
221 Council grants the request, at the City Councils sole discretion. (I) Landscape Plan: The Land Use Authority shall review
222 the landscape plan designed in accordance with an approved theme that provides unity and aesthetics to the project. 1.
223 Landscape Plan shall be signed and stamped by a professional landscape architect. 2. The landscaping plan shall
224 indicate all special features, such as ponds, fountains, signs, walking paths, plant species and size, fencing etc., together
225 with a planting plan. 3. Landscaping must be completed prior to approval of the next consecutive phase of the subdivision,
226 or within the negotiated phasing per the development agreement. 4. Street Trees shall have a minimum 2 inch caliper
227 trunk size measured 12" above ground level, at the time of installation. 5. Street trees shall be selected in accordance with
228 the approved tree species in City code. 6. Street trees shall be spaced according to the approved species and park strip
229 width. In no case shall street trees be planted further than 50 feet apart. (J) Sidewalks and Park Strips: The design and
230 location of public sidewalks within a cluster subdivision shall be located in the public right of way and meet the following
231 conditions: 1. Sidewalks shall be a minimum of 5' wide and meet the **minimum** ADA standards. 2. Parkstrips shall be a
232 minimum of 10' wide. 3. Meandering sidewalks shall be no closer than 5' to the back of curb. 4. Sidewalk construction and
233 utilities shall comply with the adopted Engineering Standards and Specifications.

234 [6:45:50 PM](#)

235 Planner Schow stated (K) Trail System/Walking Paths: 1. The development shall contain trails/walking paths and
236 shall connect to the **City's** trails system per the Trail Master Plan, when applicable. 2. Trails/walking paths shall meet the
237 cities Engineering Standards and Specifications. Commissioner Jensen stated he wanted bike paths added after walking
238 paths.

239 [6:47:17 PM](#)

240 Planner Schow stated (L) Signage: The development may include landscaped identification entry signs maintained by
241 the home owners association.

242 [6:47:38 PM](#)

243 Planner Schow stated Design Standards: (A) The development shall have restrictive covenants to facilitate superior
244 architectural design elements. (B) A common building theme shall be required and approved by the Planning
245 Commission. The design shall show detail in the unification of exterior architectural style, color, and size of each unit;

246 however, the intent is not to have the design so dominant that all units are identical. (C) Patios shall not extend beyond
247 the width of the primary structure and shall not extend beyond half the rear setback. Privacy fencing around a patio is
248 allowed.

249 [6:50:13 PM](#)

250 Commissioner Vaughan stated they had gone through items 4-10 any further discussion. Commissioner Jensen
251 stated they had glossed over 10.20.070 E) there were a couple of changes made from their last meeting that wanted sure
252 everyone saw them. Planner Schow stated they had not gone through that section yet. Commissioner Jensen stated they
253 had not. Planner Schow stated she thought they were skipping those and going through the residential zones first and
254 then coming back to those. Commissioner Jensen stated that is why he was suggesting coming back. Planner Schow
255 asked if they wanted to make a motion or continue all the way through. Commissioner Jensen stated this is all part of the.
256 Commissioner Vaughan stated let's do these right here and get them out of the way, since there will be discussion on the
257 others. Planner Schow stated they need to open the public hearing on those sections before the motion.

258 [6:50:30 PM](#)

259 Commissioner Vaughan stated he would open a public hearing on items 4-10 Establishment of Zones, Agriculture,
260 Residential and Cluster subdivisions.

261 [6:51:30 PM](#)

262 Mike Gailey, City Councilman, just a point of clarification he thought they had decided at one point to eliminate
263 Cluster subdivisions and agricultural, it is still listed as a major conditional use in that part of the document, to bring that to
264 the Commissions attention. The other thing is he would like to take a minute and asked Councilman Craig Johnson to join
265 him because they overlapped on it, he wanted to make sure the language he uses here, he can't speak for the Council,
266 but they can speak on behalf of the Council, he would like to thank Commissioner Rackham so much for the work he put
267 in to this project and those resident who were involved in it. The amount of hours have been heroic and the work that has
268 gone on here is really unseen by most people. He personally would like to thank those individuals that were on that
269 committee and wondered if sometime he could forward the names of those individuals that were on that, because he
270 would personally like to send them a thank you note and thank them for their effort in what they have done here and
271 would like to thank Commissioner Rackham for all the work he has done on this, the Council is eager to see this, because
272 their tenure has overlapped they are not speaking for the Council but on the behalf. Councilman Johnson stated he
273 appreciated the efforts of the committee as well and thinks they did a good job, it has been a long time in the making and
274 we'll keep rolling on. Councilman Gailey stated as he read through it, it is pretty understandable to the lay person and
275 thinks that is great, thank you.

276 [6:53:21 PM](#)

277 Commissioner Vaughan asked staff regarding Councilman Gailey's comment on the Cluster subdivision still listed as
278 a major conditional use in the document. Planner Schow stated they will get that stricken out. Commissioner Jensen
279 stated in the packet there are two versions of the general plan for work session, the second one is mainly trying to
280 suggest changing the look of the general plan to make it look like a more vibrant document and the acknowledgement
281 section in the front they have listed all of the committee members who participated.

282 [6:54:35 PM](#)

283 Commissioner Vaughan closed the public hearing on items 4-10.

284 [6:55:03 PM](#)

285 Commissioner Jensen stated he was unclear why they were not discussing items 1-3 as well since it is all one public
286 hearing and why he was holding off on those items. Commissioner Vaughan stated they are going to come back to those.
287 Commissioner Jensen stated his intent is to make one motion for all of it. Commissioner Vaughan stated he thought that
288 those would be a little bit lengthier comments and discussions on these. Commissioner Jensen stated they can certainly
289 discuss those now they don't need to separate them in the motion that is his point. Commissioner Vaughan stated his idea
290 was to get the easiest ones out of the way first and go from there. Commissioner Jensen stated he doesn't think the other
291 three are controversial necessarily and thinks they can get them done in probably 10 minutes. Commissioner Vaughan
292 stated thank you and appreciates his input but will continue with what he had announced. Commissioner Jensen stated
293 unless he makes a motion to approve all Title X amendments, which is what he would like to do. Commissioner Rackham
294 stated he doesn't want to create waves but if they continue they are deviating from what was approved as an agenda and
295 they just need to discuss all items. Commissioner Vaughan stated the Chair will apologize for taking items 4-10 out of
296 order and will go to items 1, 2 and 3 before they discuss anything else.

297 [6:56:37 PM](#)

298 Planner Schow stated 10.20.050 was also not in the packet, but was in the previous packet and nothing changed.
299 City Attorney Roberts stated this was when they were talking about the general plan open amendment period. The
300 thought was to add it as another subsection and looking at the noticing section it was really lengthy and it was a bit
301 confusing. So in going to the State law and making sure it is compliant with the State law and makes it a little bit more
302 logical from his perspective. It starts with making sure they give applicants notice of any hearings, 3 days in advance,
303 public notice of meetings is accomplished by 24 at least notice and this is pursuant to State law. Public notice of hearings
304 there is the 10 days notice and that also has the listed entities they mail notices to. Specific third party notice if they have
305 to give notice to any adjacent property owners then it talks about how that is calculated. Meetings or hearings requiring
306 specific third party notice that would be sent out for those three items and those that would require a public hearing. They

307 discussed previously at the work session that site plan approval had been noticed to neighbors and that had been less
308 effective because people came contesting the use, they didn't like the use rather than the site plan. It is not required by
309 the State law, so removed it as a notice requirement under the City code. General plan open amendment period they
310 have the 90 days of notice prior to the opening. Proposal to vacate, public streets, right of way or easements that would
311 go out according to State code. They renumbered the challenge of notice, if someone doesn't challenge the notice within
312 30 days then it is done. These changes were discussed at length at the last meeting. Commissioner Vaughn asked about
313 the color variations in the code amendments. City Attorney Roberts stated if it is underlined it is new, if it struck ten it is
314 being deleted. Commissioner Jensen stated he like the simplification that has been done here, it was a pretty redundant
315 section before and like it being a little cleaner and likes what the City Attorney has done there.

316 [7:00:15 PM](#)

317 Planner Schow stated item 2, 10.20.060. Commissioner Rackham had a question on paragraph 4, unsure what it is
318 on the new one, the Planning Commission as the advisory board shall schedule and hold a public hearing. The words
319 added if the proposed amendment was timely submitted under section D, would like to propose a change to that slightly,
320 remove the word timely and say if the proposed amendment was submitted in accordance with section D. City Attorney
321 Roberts stated there is no problem with changing that, it captures the intent. Commissioner Jensen stated since they are
322 discussing that he wanted to point out again that changing the general plan amendments under C) 1, changing the year
323 from 2016 to 2018 and then every 4 years after. The Commission agreed on moving the date to 2018.

324 [7:03:32 PM](#)

325 Commissioner Jensen stated he wanted to point out a nuance in the language that he noticed before for the benefit of
326 the Commission and this might be something for the City Council, essentially towards the end of 10.20.060 under D) 4 it
327 talks about the Planning Commission shall hold public hearing and then under 5 it says City Council may schedule and
328 hold a public hearing. So the City Council has the option to have a public hearing or not, does the Commission have any
329 thoughts on that. That is not a change, but do they want to mandate the City Council have a public hearing as well or give
330 them the option. Commissioner McCuiston stated he thought the idea was to give them the option. Commissioner
331 Rackham stated that was his preference to give them the option.

332 [7:04:43 PM](#)

333 Planner Schow stated the last item 3, 10.20.070 Zoning Map and Text Amendments, there were a few minor changes
334 and whether they should break them down with map versus text for the general plan. This is the language proposed by
335 the City Attorney. The changes were Under E) Approval standards, adding, such changes shall be consistent with the
336 current general plan and general plan map. Deleting original 1) due to redundancy and adding 1) or in cases of text
337 amendments, in areas governed by the amended text; (2) in cases of text amendments, harmonious with areas governed
338 by the amended text. Commissioner Jensen stated that is a different approach from what he proposed last time and does
339 appreciate it.

340 [7:08:01 PM](#)

341 Commissioner Vaughan opened a public hearing on items 1, 2 and 3.

342 [7:08:26 PM](#)

343 Adam Bernard, Syracuse, wanted to know if the items that were not included in the packet in an edited packet after
344 the meeting or the public doesn't get any other access until they are changed. Planner Schow stated the amendments will
345 be made and the two sections that were left out will be included in the City Council packet. Adam Bernard stated he would
346 also like to say that he still doesn't agree with the general plan map amendments on the odd years, still am of the opinion
347 that it doesn't give everybody the fair opportunity, especially if they are citizens of the City who have land that they can
348 develop and it may take them a while to get that done if they miss that 90 day window or opportunity.

349 [7:09:32 PM](#)

350 Commissioner Vaughan closed the public hearing on items 1-3.

351 [7:09:48 PM](#)

352 Commissioner Vaughan asked the Commission if they had any discussions on the items they have gone through.
353 Commissioner Jensen stated he is good with where they are at. Commissioner Rackham stated he had no discussion
354 items. Commissioner McCuiston state no, he thinks they discussed the 90 days quite a bit and if it matches the general
355 plan they can still move forward, if it is not then they would have to do a little more planning but doesn't seem to be too out
356 of line.

357 [7:10:16 PM](#)

358 Commissioner Vaughan stated he has some questions for staff and this has to go with the overall procedure that they
359 have adopted for this and why he tried to break the items out and this is something that needs to be put into the record for
360 consideration, the City Attorney will understand the phrase 'fruit of the poisoned tree', he has some concerns as to
361 whether or not all of these recommendations the way they have been put forward have been done in a correct way that
362 would stand up to any review or any challenge especially if the Planning Commission is about ready to submit these to the
363 City Council. First question did the general plan committee request, or did the City Council request specifically a review or
364 a rewrite of the general plan to be conducted by the Planning Commission prior to the initiation of this work. Planner
365 Schow stated she could not answer that question that would be something that would need to be directed to the
366 Community Development Director. Commissioner vaughan stated they do not have any idea if the City Council asked for
367 this. Planner Schow states she does not personally. Commissioner Vaughan stated the other questions to follow up to

368 that is when did they request that and what specifically did they ask the Planning Commission to review inside the general
369 plan and was there a deadline specifically given by the City Council to the Planning Commission for a review of the
370 general plan. Associated with that as they move forward into the Planning Commission now acting upon a review of the
371 Planning Commission wondering if staff has ever received what is called a purpose and need document. This is a
372 document that is required by the Bylaws to be submitted as soon as a committee is established and with specific items,
373 each committee shall draft a purpose and need document and present it to the Planning Commission for approval within 6
374 weeks of the first committee meeting, purpose and need document should keep committee work within the scope laid out
375 for the committee at inception, if a need arise to revise the scope exists it shall be brought back to the Planning
376 Commission for approval and wondering if there was ever a purpose and need document prepared. Planner Schow stated
377 not that she is aware of. Commissioner Rackham stated there was in fact one brought forward to the Planning
378 Commission, it was discussed and it was approved, it was broad enough that it allowed the committee to consider
379 ordinance changes in the zones that related to the master plan. That was all coordinated and done with the approval of
380 the Planning Commission. Planner Schow asked if he remembers when that was done and we can pull that for
381 Commissioner Vaughan. Commissioner Rackham stated that committee went for a long time it was submitted as part of a
382 packet. Commissioner Jensen stated he wanted to say late September or early October but not exactly sure.
383 Commissioner Jensen stated under Title III the Planning Commission has the, it is within the Planning Commission to
384 purview to review the general plan, it does not need the City Council to initiate that.

385 [7:14:54 PM](#)

386 Commissioner vaughan stated he is just trying to find out exactly where and how this is going and this is based upon
387 some additional work has been prepared by the Planning Commission that although this body reviewed it and it was
388 presented by another body another committee that was sent as an example the Architecture Review Committee has spent
389 an awful lot of time meeting much the same way that Chairman Rackham, Vice Chairman to this Planning Commission,
390 Commissioner Rackham was a Chairman of the General Plan Committee much the same way that they had another
391 committee, ARC met for a long period of time, probably as long as this committee did, they prepared a lengthy report
392 reviews by the Planning Commission and when it was submitted to the City Council, hate to use the euphemism, but
393 basically it was shot down and would hate to see another document being prepared, a major document being prepared by
394 the Planning Commission that is going to be going to the City Council possibly to have it meet the same fate as the
395 Architecture Guideline. If they are quite confident that everything is done by the numbers and they are good, they can
396 stand behind everything and they have nothing to fear then he has no problems and his questions are basically moot, but
397 just want to make sure that they do the best possible job.

398 [7:17:02 PM](#)

399 COMMISSIONER JENSEN MADE A MOTION TO ADOPT THE MUNICIPAL CODE AMENDMENTS TO TITLE X
400 AND RECOMMEND TO THE CITY COUNCIL WITH THE FOLLOWING ADDITIONAL DIRECTIONS THAT STAFF
401 CHECK THE DENSITIES OF THE EXISTING R-4'S, DETERMINE THAT NUMBER AND HAVE THAT NUMBER READY
402 FOR CITY COUNCIL, SHOULD THEY WISH TO CHANGE THE GROSS DENSITY TO BE IN LINE WITH THAT
403 NUMBER. COMMISSIONER JENSEN PICKED 11 SINCE IT WAS CLOSE TO THE 14.52 GROSS, BUT IF EXISTING R-
404 4 DENSITIES ARE LOWER THAN 11, HIS INTENT WAS TO PICK A LOWER NUMBER AND WANTED THE CITY
405 COUNCIL TO HAVE THAT INFORMATION AT HAND. COMMISSIONER RACKHAM SECONDED THE MOTION. ALL IN
406 FAVOR, MOTION CARRIED UNANIMOUSLY.

407 [7:18:17 PM](#)

408 Commissioner Vaughan gave congratulations and admiration to Commissioner Rackham, he had a very daunting
409 task, he has done an outstanding job, heck of a job.

410 [7:18:35 PM](#)

411 Planner Schow stated they were able to find the packet and the information for when the scope and duration was
412 presented and adopted by the Planning Commission, it occurred on August 19, 2014.

413 [7:19:18 PM](#)

414 5. **City Trail - Monterey Estates**, located in the Utah Power and Light Corridor between 700 S and 300 S

415 Planner Schow stated City staff has been working with Ivory Homes and Ninigret during the Monterey development
416 process also the school, the commercial property that is coming in, it has taken them quite a while but they have finally
417 been successful in negotiating a trail system that will be installed through Ivory and Ninigret with some minor participation
418 by the City. The Ninigret portion was shown and allocated for on the site plan when that came through for the Ninigret
419 North II, however they did not show any kind of trail other than the minor connection through Monterey Estates this trial is
420 proposed to go through the power corridor, it is on the master trails plan, which they did have some minor discussion
421 when that came in and they did plan for the trial connection with Monterey but they have finally been able to get the entire
422 trail planned out and would say a lot of this has been due to the new CED Director and City Manager, they have worked
423 very hard on making this task happen. Because they didn't the section of trail with Ivory, it is being presented tonight, the
424 City has worked out a development agreement that they will install from a trailhead on the south end up to the City
425 property and the Ninigret section on the north end. Ivory homes will be installing the trail for the City and have worked it
426 out with them to have that put in by phase 3 of the Monterey Estates subdivision. The trial head to the south that is in part
427 going to be installed by Ninigret and that was done with the City being able to negotiate the improvements there with the
428 dedication and purchase of this parcel, parcel A, that was dedicated to the City at the time that the Ninigret North II plat

429 was adopted. There isn't anything necessarily to approve, just wanted to bring this to the Commission to be updated and
430 see if there were any questions or concerns.

431 [7:22:36 PM](#)

432 Commissioner Rackham asked where the parcel was located. Planner Schow stated it is a trail head off of 700 S, it
433 will have a few parking stalls and then the hope, maybe not immediately, but the City would like to see some fitness
434 equipment there, make it sort of a little biking, walking, pedestrian, exercise, trailhead for the City. It took quite a while to
435 get to this point. Commissioner Vaughan asked if it was passive equipment, Planner Schow stated yes, passive fitness
436 equipment.

437 [7:23:35 PM](#)

438 City Attorney Roberts stated just to be clear this parcel is owned by Ivory, so part of the purchase agreement, they
439 are installing the trail and they would also be conveying this acre of parcel to the City, Ninigret would be installing the trail
440 and the parking lot though pursuant to the other development agreement the City had. Commissioner Rackham stated if
441 the City does not agree to it, what happens to the one acre. Planner Schow stated Ivory currently owns the parcel. City
442 Attorney Roberts stated Ivory would continue to own it, they would likely build the trail and then the City would wait until
443 they could work out a deal in the future. In the development agreement if the City doesn't acquire the one acre the
444 contract price for Ninigret goes down, so at least they would not pay for improvements that they cannot have installed.
445 Commissioner Rackham had a couple questions after reading through the agreement. The City is responsible to negotiate
446 with Rocky Mountain Power for rights to put the trail in there and who in the City is negotiating that. Planner Schow stated
447 the City Manager is currently in the process of working with Rocky Mountain Power. Commissioner Rackham asked if it
448 looked like it was going to go through. Planner Schow stated yes, there are trail systems and parks that have been
449 developed by other cities in the power corridor and so he has reached out to the other cities and is following the process
450 that has already been established. Commissioner Rackham stated reading through the document that is a critical piece to
451 the whole thing, if that does not happen then they made agreements with Ninigret the City is stuck with. Commissioner
452 Rackham would also like to add a statement in the document that if they do not get the agreement from Rocky Mountain
453 Power that the entire contract is null and void. Planner Schow stated she can recommend to the CED Director to include.
454 City Attorney Roberts stated they can talk with Ivory and see if they have a concern with that being added to the
455 document.

456 [7:26:20 PM](#)

457 Planner Schow stated there are two different parcels of ground, there is a one acre parcel that is going to established
458 as a trail head and there is another parcel that is part of the whole deal all together and that is where the trailheads meet
459 behind the Syracuse Arts Academy and that was part of the transaction with Ninigret North II subdivision and that is City
460 owned property, that had already been negotiated for. This parcel is owned by Ivory and being negotiated as well as
461 Clearfield City for the site plan, since it is not in the Syracuse City boundaries. Commissioner Jensen asked if they were
462 getting an easement with Rocky Mountain Power. Planner Schow stated it will actually be more like a lease agreement
463 rather than an easement. City Attorney Roberts stated as they get closer to it they will know more, but they know for sure
464 that the City will not be acquiring the property, whether or not it is an easement or a license or a lease, not sure what
465 format that is going to be. If the Commission has any concerns or comments about it they can let staff know and bring it
466 back to the Commission once they have the agreement figured out with Rocky Mountain Power. Commissioner Rackham
467 asked if there were any plans to do something on either side of that trail, plants or grass. Planner Schow stated not within
468 the corridor right now, the trailhead yes, that will be landscaped, not sure of the details on that yet, as far as the trailhead
469 that will be native grass. Commissioner Jensen asked about the property that the City acquired from Ninigret behind the
470 school is there a thought process in moving the trail over like that or a plan for the land behind there. Planner Schow
471 stated there is, the connection to Ninigret on the north, the intent for this parcel eventually and this could change but right
472 now the intent is to have overflow parking for the amphitheater and so the alignment of the trail was place as such so the
473 City could reduce traffic conflicts between pedestrians and cars, there will be access from the east and south.
474 Commissioner Rackham asked if it was going to be a paved access or dirt access. Planner Schow stated they haven't
475 gotten that part figured out yet, the need for the parking lot they don't have the demand quite yet so that isn't top priority,
476 they have the land, the easements and still in the process of working out the access with the property owner.

477 [7:30:19 PM](#)

478 Commissioner Jensen asked regarding Jer's Auto came in with their development that they were talking about maybe
479 doing a trail over by them, how does that tie into this parcel. Planner Schow stated the access to the parking lot is an
480 easement though Jer's property and that is what they are working out the details on. Commissioner Vaughan asked if the
481 auto repair project were to not go forward, what would that do this trail project. Planner Schow stated the auto repair does
482 not have any effect on the trail project itself, the trail is getting installed by Ninigret and the easement will remain it is part
483 of the recorded subdivision plat.

484 [7:32:44 PM](#)

485 City Attorney Roberts stated they do need formal recommendation from the Commission tonight, because the City is
486 acquiring, proposing to acquire that acre of the Ivory parcel that needs to submitted for the Commission's consideration or
487 recommendation before the Council can move forward on it, no specific public hearing requirement just for the
488 Commission's recommendation.

489 [7:33:17 PM](#)

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COMMISSIONER JENSEN MADE THE MOTION TO RECOMMEND APPROVAL OF THE AGREEMENT WITH IVORY HOMES TAKING POSSESSION OF THE ONE ACRE PARCEL LOCATED WITHIN CLEARFIELD CITY, DAVIS COUNTY, SERIAL NUMBER 12-766-0004 WITH THE INTENT TO DEVELOP THE TRAILHEAD AND WORKING WITH IVORY HOMES TO DEVELOP A TRAIL TO THE ROCKY MOUNTAIN POWER CORRIDOR AND FORWARD THAT RECOMMENDATION TO THE CITY COUNCIL WITH THE SUGGESTED AMENDMENTS BY COMMISSIONER RACKHAM. COMMISSIONER RACKHAM SECONDED THE MOTION. ALL IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

[7:34:36 PM](#)

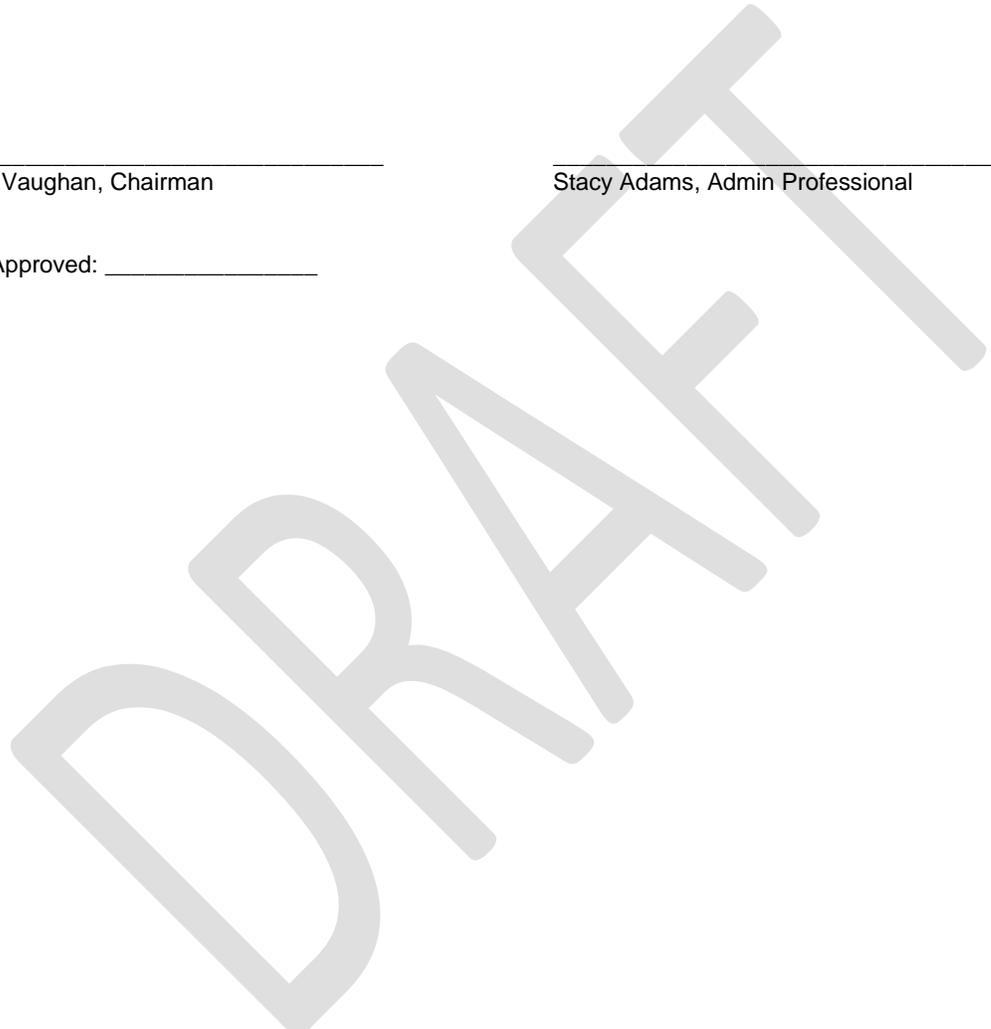
6. **Adjourn.**

COMMISSIONER JENSEN MADE A MOTION TO ADJOURN INTO WORK SESSION. COMMISSIONER MCCUISTION SECONDED THE MOTION. ALL VOTED IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

Ralph Vaughan, Chairman

Stacy Adams, Admin Professional

Date Approved: _____



Minutes of the Syracuse Planning Commission Work Session, October 20, 2015

Minutes of the Syracuse City Planning Commission Work Session held on October 20, 2015, at 6:00 p.m., in the Conference Room, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present:

Commission Members: Ralph Vaughan, Chairman
Dale Rackham, Vice Chair
TJ Jensen
Curt McCuiston

City Employees: Jenny Schow, Planner
Paul Roberts, City Attorney
Noah Steele, Planner
Stacy Adams, Admin Professional

City Council: Councilman Mike Gailey
Councilman Craig Johnson

Excused: Commissioner Greg Day
Commissioner Troy Moultrie
Commissioner Grant Thorson

Visitors:

NO AUDIO RECORDED SUMMARY FROM MEETING

7:50:00 PM

1. **Department Business:**

Planner Schow discussed upcoming code amendment for minor subdivisions.
Planner Steele discussed the 4 site plans he had that will be on upcoming agendas.

2. **Commissioner Reports:**

Commissioner Jensen gave an update on the City Council Meeting.

3. **Upcoming Agenda Items:**

Commissioner Vaughan wanted to discuss Planning Commission attendance and quorum required in the Planning Commission Bylaws. Possibly changing the voting in of a new Chair to the last meeting by the old Commission, so they can make an informed decision on who they are voting in.

Commissioner Vaughan also wanted to discuss a Noise and Light ordinances as well as Parking and Sign ordinances.

4. **a. Discussion Items: General Plan**

Commissioner Rackham wanted the General Plan to be sent to Department Heads for review, not editing, just factual and policy review.

Commissioner Jensen is working with Commissioner Rackham to make the updates to the general plan and will submit the updated document to staff before the next meeting.

Planner Steele is working with Commissioner Rackham and Commissioner Jensen to make the changes to the general plan map.

Commissioner Vaughan would like to submit Planning Commission recommendations to the City Council by December 8th.

b. Discussion Items: Municipal Code Title X Amendments pertaining to Metal Buildings in Industrial Zone

Commissioner Jensen made a motion to move Metal Building amendments to agenda.

Commissioners agreed on holding a Planning Commission regular meeting and work session on November 3, 2015 even though it had been previously canceled for election night and review items that needed to be addressed prior to the next scheduled Planning Commission meeting.

5. **Adjourn**

Minutes of the Syracuse Planning Commission Regular Meeting, November 3, 2015

Minutes of the Regular Meeting of the Syracuse City Planning Commission held on November 3, 2015, at 6:00 p.m., in the Council Chambers, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present:

Commission Members:	Ralph Vaughan, Chairman	
	TJ Jensen	
	Curt McCuiston	
	Greg Day	
	Grant Thorson	
City Employees:	Jenny Schow, Planner	
	Paul Roberts, City Attorney	
	Noah Steele, Planner	
	Stacy Adams, Admin Professional	
City Council:	Councilman Mike Gailey	
Excused:	Commissioner Rackham	
	Commissioner Moultrie	
Visitors:	Adam Bernard	Bernie Rodriquez
	Tom Davidson	Tyler Colling
	Dave Ward	Scott Hendriksen
	Becky Edwards	

[5:59:41 PM](#)

1. **Meeting Called to Order:**

Commissioner Day provided an invocation. The Pledge of Allegiance was led by Commissioner Thorson.

COMMISSIONER JENSEN MADE A MOTION TO ADOPT THE PLANNING COMMISSION AGENDA FOR NOVEMBER 3, 2015 MEETING. THE MOTION WAS SECONDED BY COMMISSIONER MCCUITION. ALL WERE IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

[6:00:52 PM](#)

2. **Meeting Minutes:**

October 6, 2015 Regular Meeting & Work Session

COMMISSIONER JENSEN MADE A MOTION TO **ADOPT** THE REGULAR AND WORK SESSION MEETING MINUTES FOR OCTOBER 6, 2015. THE MOTION WAS SECONDED BY COMMISSIONER MCCUITION. ALL WERE IN FAVOR, MOTION CARRIED UNANIMOUSLY.

October 20, 2015 Regular Meeting & Work Session

COMMISSIONER JENSEN MADE A MOTION TO **TABLE** THE REGULAR AND WORK SESSION MEETING MINUTES FOR OCTOBER 20, 2015 DUE TO ABSENTEE COMMISSIONERS. THE MOTION WAS SECONDED BY COMMISSIONER THORSON. ALL WERE IN FAVOR, MOTION CARRIED UNANIMOUSLY.

[6:03:55 PM](#)

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.
None

[6:04:34 PM](#)

4. **Public Hearing – Site Plan Approval IPW Fabrication, located at 1052 W 450 S, Industrial Zone**

Planner Steele stated this site plan review is for IPW, they are an industrial piping and welding company and they proposed to build approximately 18,000 square foot building in the Ninigret North subdivision on approximately 7 acres. They also have plans to build a future office building to the east of the proposed building that would be about 5,000 square feet. In the packet are the proposed plans, the performance standards, with the potential sources of nuisances associated with the use and a more detailed planner review that shows all the items that staff has checked, engineering review and fire review. They have also met with Architectural Review Committee to go over the architecture of the building. The applicant has gone through a few different revisions and they have complied with all of the items that staff has asked of them and they have revised their plans. This is an Industrial Zone, the majority of it is a manufacturing and shop area and to the front is an office building with a break room and a few offices. Staff has checked parking ratios, building heights, allowed uses. Engineering has checked storm water calculations and detention ponds and found that to the best of our knowledge it meets all of the ordinances. To the south of this applicant is US Cold Storage and their frontage will be on 450 S, they have buffered their use on all sides on 1000 W they are providing a berm with landscaping

64 and dense vegetation. There will be additional lots to the north of them, other buildings, so driving down by SR-193 there
65 will be other buildings before this property. Their proposed fabrication process receive material from various suppliers of
66 pipe fittings, pipe hangers, etc and cut the pipe into lengths and install the fitting. IPW specializes in the welding as their
67 main process, testing inspections and load on trucks to be shipped to job sites. Tonight is an administrative decision, not
68 weighing in on the use, the use is a permitted ad allowed use in an Industrial Zone, if the Commission sees any additional
69 items that should be addressed concerning the site plan or any questions or concerns.

70 [6:09:15 PM](#)

71 Commissioner Jensen asked about the vast expanse to the north east there essentially the person that is putting this
72 building in, they are going to own that land as well. Planner Steele stated yes, they will have the entire 7 acres.
73 Commissioner Jensen asked if there was any discussion of turning that into a building or keeping it open. Planner Steele
74 stated their intent is to keep it open.

75 [6:11:10 PM](#)

76 Commissioner Vaughan asked if the applicant would like to address the Commission, he had nothing to add.
77 Commissioner Vaughan asked the Deputy Fire Chief if this particular facility had any equipment or any liquids on site that
78 might need emergency electricity should there be a power failure and if there is a need for that such as a generator or
79 system for that. Deputy Fire Chief Hamblin stated at this time he is not aware of any material that is going to be store
80 inside the building that might require that, if however presented with that information they will look into that so the
81 generators or what is required will be in the building plan. Commissioner Vaughan asked if there were any major fire
82 hazards that the general community might be interested in knowing that is going to be on this property. Deputy Fire Chief
83 Hamblin stated they have made note that there will be some settling or a gas store towards north corner of the building
84 that is going to be outside in an enclosed area, those limits will be within the requirements. Commissioner Jensen asked if
85 they have met all the required concerns. Deputy Fire Chief Hamblin stated they have met all the concerns and working
86 with getting a fire lane into the building.

87 [6:13:45 PM](#)

88 Commissioner Vaughan opened the public hearing.

89 [6:14:00 PM](#)

90 Public hearing closed.

91 [6:14:01 PM](#)

92 Commissioner McCuiston asked staff about the red comments on the staff review document and wanted clarification
93 if the red lined items had been corrected or in the process of being corrected. Planner Steele the red text means that they
94 have addressed the staff concerns which are highlighted in yellow. Commissioner Jensen asked Planner Steele if he had
95 any outstanding concerns, Planner Steele stated no.

96 [6:14:46 PM](#)

97 COMMISSIONER JENSEN MADE A MOTION TO APPROVE OF THE SITE PLAN FOR IPW FABRICATION
98 LOCATED AT 1052 W 450 S, INDUSTRIAL ZONE, SUBJECT TO ALL APPLICABLE REQUIREMENTS OF THE CITY'S
99 MUNICIPAL CODES. COMMISSIONER THORSON SECONDED THE MOTION. ALL WERE IN FAVOR, MOTION
100 CARRIED UNANIMOUSLY.

101 [6:15:21 PM](#)

102 **5. Public Hearing – Site Plan Approval Pacific Steel, located at 404 S 4080 W, Industrial Zone**

103 Planner Steele stated this is directly to the west of the previous application, it is for another Industrial user that will
104 have a rail line that goes the building and basically they will take coils of steel and flatten it, stretch it and cut it to length
105 and ship it off. This building is much larger it is 103,000 square feet and will be on 11.58 acres. In the packet are the
106 proposed plans, explanation of the performance standards, operations inside the building and review comments from
107 planning, engineering and fire. To the best of staff knowledge it is meeting all ordinances, it has also been through the
108 Architectural Review Committee. Ninigret North subdivision was amended recently to include 1080 W and 350 S so it will
109 create a loop down in and will help with their operation, because the trucks will come in and pull through the building and
110 come out to the north and the rail line will go into the building where they will unload the coils. It is a very large building
111 with some pretty heavy equipment and to the south is there office area. Along the street edge to the east there will be
112 trees and shrubs and along the foundation of the building there will be a lot of nice landscaping, which is welcome
113 because of the large, long walls, it will help to break that up. There will also be a large field area that they are not
114 proposing to do anything with at this time. The semi-truck parking and maneuvering will primarily take place on the north
115 side of the building and all of the employee traffic will be primarily on the south side. The machinery is all hydraulic so it
116 does create some noise, the decibel levels next to the machinery inside the building would be 95-98, which is pretty loud,
117 but once outside of the building the levels won't be as impactful. Staff comments are in black and the red is what they had
118 done to meet those requirements and have agreed to make those required edits.

119 [6:20:12 PM](#)

120 Commissioner Jensen asked about the metal panels on the exterior, are they insulated panels. Planner Steele stated
121 the panels will be uninsulated panels but they have chosen textures and colors, one is a deeply ridged panel and the
122 other is a smooth panel and the profiles are different and the different thickness will cast a shadow to break the façade up
123 with the textures. Commissioner Jensen stated between this and the previous application this is the much better looking
124 building, likes what he sees, the only concern is it might get kind of loud in that building, wondering about the sound

125 dampening qualities of the building. Planner Steele stated it is a very large site and the applicant can speak more to the
126 sound. As far as the performance standards they have supplied to the City, they stated it wasn't a big issue.
127 Commissioner McCuiston asked staff, engineer and fire if the comments the applicant has responded to in red that they
128 feel that they will meet the requirements and/or will correct the deficiencies. City Engineer Bloemen and Deputy Fire Chief
129 Hamblin nodded affirmative. Commissioner Vaughan asked Deputy Fire Chief Hamblin this being at the end of a cul-de-
130 sac any foreseeable problems other than normal should there be fire incident at this property because there is only one
131 access from the one corner of the building, the fire access road on the north is very important and sufficient for fire
132 access. Deputy Chief Hamblin stated they do meet the code with the fire access roads around the building. They do have
133 2 egress points, one at the north and one at the south of the property at both cul-de-sacs there to get people in and out if
134 they need to get somebody out. They do meet the requirements of having access around the building for fire department
135 access. Commissioner Vaughan asked if they will have easy access to post indicator or do they have any on this property
136 for fire department use. Deputy Chief Hamblin stated until he sees the size of the sprinkler system and where they are
137 going to put the different risers at, that will be reviewed in the building plan, they are taking a fire line into the building for
138 sprinklers.

139 [6:24:43 PM](#)

140 Commissioner Vaughan stated that he had the opportunity to sit on a previous meeting with this, although this is a
141 huge building, the vast majority of the building is to basically cover a massive crane, a gantry crane, that is going to be
142 inside that is going to be moving product and even though it is 100,000 square feet there will only be 20 employees inside
143 the building to run the operation.

144 [6:25:36 PM](#)

145 David Ward, Product Manager with the Boyer Company from Salt Lake City, we have been retained by Pacific Steel
146 to act as their development manager for this project which started at site selection, has moved through design and gone
147 through due diligence to make sure that the property would work for Pacific's use and with him is Scott Hendriksen who is
148 an principal with GSBS architects out of Salt Lake City and GSBS is the lead designer and architect for the project. They
149 have worked closely with the planning staff through this process, asking multiple questions and along with Chief Hamblin
150 and Brian Bloemen who have been very helpful and as this project has evolved, it looks rather simple in the plan that is
151 shown, when considering the rail lines coming through the building and getting elevations correct for the loading areas in
152 the building and crane heights and delivering product to the processing machinery inside the building, can assure that
153 there has been a tremendous amount of thought that put into the building placement on the site as well as the building
154 elevations as they have been designed and moved forward. The design presented by GSBS and refined over time does
155 meet the intent of trying to break up the large elevations. The materials on the building exterior are two different textures,
156 two separate types of panels. The first panel is fluted with very deep imbeds and reveals, the second panel is a flat
157 surface and the depth difference between the flat and fluted panels will create a shadow line or edge that create depth to
158 the overall elevation to the building. The office building they have integrated some store front glazing on the front to
159 accentuate the entry way, which will be the view from the main store front entry way from cul-de-sac as entering, which
160 creates a very defined and nice entry into the building for the employees and what few visitors that come to the facility.

161 [6:28:41 PM](#)

162 Commissioner Jensen asked if they are all using the same rail spur, the pallet place, the US Cold Storage and Pacific
163 Steel along with some turnouts. How much rail traffic are they anticipating going to the facility, are they talking a train a
164 day, what are they talking.

165 [6:29:02 PM](#)

166 David Ward stated they have restrictions within the agreement with US Coal on how many rail cars can come off of
167 their spur, the spur that comes north to this property not only services the property on Pacific Steel but also to the
168 remaining parcel that is located to the north. There is a potential future third rail on outside that would go up and the total
169 that they have right now, they have 20 cars per week for the arraignment that will come into US Coal.

170 [6:29:42 PM](#)

171 Commissioner Jensen asked if they are picked up once or twice a week or how does that work. David Ward stated
172 that is up to union Pacific, they can drive their delivery and pick up schedule and they have total flexibility, naturally what
173 they are going to want to do is bundle cars if you will to make it the most efficient to deliver, they have the ability to deliver
174 5 days a week, but the likelihood of that is probably not real high unless there is a tremendous demand, they are going to
175 bring in cars as they assemble them and bring them in and drop them off. The rail goes through the building on the west
176 side and there is an additional rail to the west of the building and what that does is provide car capacity, so Pacific Steel
177 has the flexibility to move loaded and unloaded cars back and forth and also provided Union Pacific with the ability to
178 manage their car flow as they see fit, when they want to deliver and when they want to pick up.

179 [6:30:48 PM](#)

180 Commissioner Jensen asked staff currently that single track that crosses 1000 W that is in use, it is not signalized,
181 sounds like there is going to be a little bit of traffic there, is there any intent to maybe signalize that or put some bars
182 across or anything like that. Planner Steele stated he hadn't heard anything. Commissioner Jensen stated with US Cold
183 Storage and the pallet place, there is a little bit of traffic and doesn't get blocked off very often but where they are going to
184 have this user and then one more user potentially to the north of Pacific Steel that might also need a rail spur, they might
185 need to look at some traffic control there. Planner Steele stated he thinks it is a good point to bring up, primarily they are
186 thinking of automobile and semi-truck traffic and thinking of those impacts and especially the City Engineer looks at the

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impact to the transportation system that is something that should be looked at in the future. Commissioner Jensen stated that does go beyond this site plan but thinks they do need to look into that and have a conversation with Union Pacific because 1000 W can be a very busy street. Planner Steele stated he makes a good point. Commissioner Jensen stated for what the building is, it does look very nice and thinks they put together a very nice looking building and would like the insulated steel panels to muffle the sound a little better.

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Commissioner Jensen asked how much sound, what decibel levels are they anticipating exiting the building. Scott Hendriksen stated they don't have any data that suggests what the sound levels will be outside the building however he would like to clarify that even though the panels themselves are not insulated the building is insulated and there will be batt insulation in the roof and in the walls. Commissioner Jensen stated that will help to muffle the sound and plus help with the heat bills. Scott Hendriksen stated clearly that will help dampen the sound and contain it within the building, does not think there will be any issue outside the building. Commissioner Jensen stated his concern was just a sheet of steel with nothing behind it and then sound gets out and acts like a big drum head basically.

[6:33:00 PM](#)

Public Hearing opened

[6:33:06 PM](#)

Public Hearing closed

[6:33:24 PM](#)

Commissioner McCuiston stated the plan set look wonderful and the building is really nicely done and thinks it will be a nice addition to the City.

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Commissioner Vaughan stated with the staff questions and comments and additional wants and needs by Planner Steele were readily answered and thinks City Engineer Bloemen agreed they have satisfied all of his requests and concerns at this particular point. City Engineer Bloemen stated they haven't satisfied all of them, but nothing outstanding. Commissioner Jensen asked City Engineer Bloemen what items were still outstanding that he was concerned about. City Engineer Bloemen stated there is nothing that he is concerned about that is still outstanding, there are a couple items that need to be taken care of but nothing that cannot be worked out.

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COMMISSIONER JENSEN MADE A MOTION TO APPROVE THE SITE PLAN FOR PACIFIC STEEL LOCATED AT 404 S 4080 W, INDUSTRIAL ZONE, WITH THE ADDITIONAL DIRECTION TO STAFF TO DISCUSS WITH UNION PACIFIC REGARDING THE ADDITIONAL TRAFFIC CROSSING AT 1000 W. COMMISSIONER MCCUITION SECONDED THE MOTION. ALL WERE IN FAVOR, MOTION CARRIED UNANIMOUSLY.

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6. **Adjourn.**

COMMISSIONER JENSEN MADE A MOTION TO ADJOURN INTO WORK SESSION. COMMISSIONER MCCUITION SECONDED THE MOTION. ALL VOTED IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

Ralph Vaughan, Chairman

Stacy Adams, Admin Professional

Date Approved: _____

Minutes of the Syracuse Planning Commission Work Session, November 3, 2015

Minutes of the Syracuse City Planning Commission Work Session held on November 3, 2015, at 6:00 p.m., in the Conference Room, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present:

Commission Members:	Ralph Vaughan, Chairman TJ Jensen Curt McCuiston Greg Day Grant Thorson
City Employees:	Jenny Schow, Planner Paul Roberts, City Attorney Noah Steele, Planner Stacy Adams, Admin Professional
City Council:	Councilman Mike Gailey
Excused:	Commissioner Rackham Commissioner Moultrie
Visitors:	Adam Bernard

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1. **Department Business:**

[6:44:01 PM](#)

a. City Council Report

Planner Schow stated the City Council discussed the skate park and potentially starting up a mentoring program to help guide the activity that is going on there and maybe eliminate some of the problems they are having with the skate park.

Another item from the Director was the water conservation plan was discussed which Council should be acting on December and this will give the City basically a 5 year guide for the water impact and how the residence can help with the impact and provide good water usage.

The City is potentially looking at updating the rules and procedures for public comment, there was some discussion on how public comments will be taken and held in the meetings, mainly effects City Council but if there are updates the Commission will want to look at it as well. Commissioner Jensen stated he did suggest to the Council that they use the same language the Commission uses in the general public comment section. Planner Schow stated it is easier to keep the procedures consistent between the two bodies, but it is not necessary that they are identical. The ice skating rink is coming back, the grand opening is scheduled for Saturday November 21st from 10-2 at Founders Park, in the Lyons Club pavilion.

The Mayor has scheduled a series of Town Hall meetings, basically broken the City down into 5 different regions and they will be inviting each region on a separate night to have discussions with the Mayor. The first meeting is scheduled for November 12th and the next one is November 18th at 630pm, the remaining 3 meetings will be held off until after the holiday season and will resume in January.

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b. City Attorney Updates

No updates from City Attorney Roberts

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c. Upcoming Agenda Items

Planner Schow stated there are two more site plans coming up, Lakeside Church on Gordon and Beehive Assisted Living on 1000 W north of the Elementary School.

Public Hearing for the General Plan Text and Map amendments for the Commission to potentially making a motion and recommendation to the City Council at the next meeting.

Public Hearing for two code amendments, Industrial Architecture and Minor Residential Subdivision at the next meeting.

2. **Discussion Items:**

[6:50:06 PM](#)

a. General Plan

Planner Schow stated Commissioner Rackham was not present, but Commissioner Rackham and Commissioner Jensen submitted one updated copy of the General Plan. The updated version was submitted to City Department heads and feedback is starting to come back and will be provided to Commission at the next meeting, basically just asking for

factual, accuracy type information as requested from Commissioner Rackham. Commissioner Vaughan asked when it comes back to them will it all have the same color code. Planner Schow stated yes, she will compile all the comments into one master document for simplicity. Commissioner Day suggested they should hold off until feedback comes in to discuss it, other than belabor it and really complicate it. Commissioner Jensen stated he did send his changes to Commissioner Rackham but they did not get incorporated into the document and was asked to try to provide a closing for the document. Commissioner Jensen stated he looked at a couple adjacent cities general plans and something that Clearfield did that jumped out, is they actually have a flow chart in their general plan that talks about the process to update the general plan, so one doesn't have to jump through code and figure out when the next update is, it is covered in the document. Commissioner Jensen stated he submitted an electronic copy to staff earlier and has handouts. Commissioner Jensen stated this closing section page would start at 9.1, the next page has a flow chart which shows the steps in the process of updating the general plan and the last page is closing statement which would go before the acknowledgments.

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Commissioner Vaughan asked if this was an addition to what had been submitted prior. Commissioner Jensen stated this is his proposed amendment. Commissioner Vaughan stated they have had an issue in the past where they get something at the time of the meeting and they do not have a chance to really study and read it out, it is kind of difficult for a Chairman to be able to conduct a meeting. Commissioner Jensen stated he did submit a less pretty copy to Commissioner Rackham minus the fancy flow chart but for whatever reason that did not get submitted with his changes. Commissioner Vaughan asked Commissioners Jensen when he submitted this update to Planner Schow and wondering why she wasn't able to get it out in an email before the meeting. Commissioner Jensen stated he submitted it to Planner Steele. Commissioner Jensen stated since this is work session and since they discussed it, it would be an addition. Commissioner Vaughan asked if this would be coming back to them in another work session as opposed to a readymade document. Planner Schow stated it was forwarded to her today at 4 minutes to 5 o'clock from Planner Steele. Commissioner Vaughan stated staff hasn't had a chance to review it. Commissioner Thorson stated they would address it at the same time they would address other staff comments. Commissioner Day agreed and that way they can all review it. Commissioner Thorson asked City Attorney Roberts if they tell people how they can change the plan in the plan and in the code, if one or the other changes or one and the other is different, is that a problem. City Attorney Roberts stated yes, they need to make sure they are accurate. Commissioner Thorson stated that is why he would tend to not say it twice, as an engineer, make a dimension and make it hard to find and it is never wrong, because it is only once. Commissioner Day stated he agrees, example Saratoga Spring has a flow chart on their wall that is so complex and convoluted and to try to figure it out, inherently they are going to make a mistake in the future, perhaps not this Commission but someone else and it will have something conflicting, thinks it is a great idea, but thinks they need to contemplate it deeper.

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Commissioner Jensen stated his thoughts on it were basically it is the general plan, it should be a one stop document. The problem with the code right now is there are so many cross references to stuff and sometimes stuff gets mixed because it is not all in one section. What we are starting to do in the code is we are referencing the code section it comes from but we are also making sure to include a brief summary of the code of whatever section we are dealing with to try to reduce that cross referencing, that has been kind of our tendencies in some of our recent code resolutions and this is kind of going with that. Seen at least one other general plan where they do exactly this, they have the procedure in there, that way the public when they are looking at the document.

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Commissioner Day asked City Attorney Roberts if the code and the general plan are in conflict, which one would succeed. City Attorney Roberts stated the code would probably prevail. Commissioner Thorson stated one way to make it work would be to the method to change the plan is in this code and generally is this process and be vague. Commissioner Jensen stated he tried to stay away from specific dates in the flow chart. Another thing we could do, and maybe something the Council may suggest if they adopt the Title X changes, essentially since they are talking about locking down the general plan, should add that appendixes to that plan can be amended at any time, since it is a data document it is not a law document it is just basically data and stats, this could be an appendix, not included in the general plan itself but text stating see appendix 1 and see flow chart and if the City Council ever needs to change the flow chart they can but don't need to open the general plan. The flow chart is just reflecting what is in Title X right now.

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City Attorney Roberts stated another option is the general plan is going to be on the website, they could have a document like this just next to it, so it is not adopted but it just there for reference f people want to see how the process is. Commissioner Vaughan asked if they have any idea what type of format the Mayor wants to adopt for his presentation, something like this might be nice to have up on the wall, as an example of how things can be done, copies or salient points of the general plan to hand out, especially the basic philosophy of what the plan is. Do we have any idea how the Mayor is going to handle that, with what the Mayor is going to have, a chart like this can be very helpful and some of the recommendations that have been proposed by the Planning Commission are available also to be discussed at that time might be good for additional comment to come in to see, not knowing how detailed or expansive the Mayor wants his presentations to be, whether working with staff or by himself. Planner Schow stated he is talking with staff to have a platform for the meetings, with handouts and maps and possibly a questionnaire involved.

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Commissioner Jensen stated if they take the future updates to the general plan and generalize it to say that the process is outlined in Title X and also a flow chart on website, take it out of the general plan itself but mention it exists and then the closing statements, if everyone is good with that. Commissioner Thorson asked if the closing statement goes into the text. Commissioner Jensen stated yes. Commissioner Thorson asked if the text is just a build up to the chart. Commissioner Jensen stated it is basically explaining to people that there is a process to update the general plan, but will change the language to say as reference in Title X whatever. Commissioner Day stated he likes the chart and think they could put it in the Planning office so people can see and on the website, that is what the purpose of the chart is. Commissioner Jensen stated the goal is since they are going to hard closing, people will understand how that process works that is the purpose of the chart. Commissioner Jensen stated there is one other change he'd like to see to the language, this compliments a resolution City Council passed earlier this year, it is a minor change.

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Commissioner Vaughan stated any time they have submissions on this, they need to be submitted in a more timely fashion so staff has an opportunity to review them in advance and get them posted. Commissioner Jensen stated his instructions were to submit to Commissioner Rackham and so he submitted the version of this without the flow chart to him last Monday and thought he was working on this and was submitted in the packet, but looked at the packet yesterday and saw it was not in there. Commissioner Day stated his suggestion is to table this until they get all the comments in, because it is really unproductive to come in and get comments at 5 o'clock, table the discussion for tonight, get all the comments in, Commissioner Rackham should be the point man on this, it should be handed back over to staff, he's done with the committee, it should be closed down, table it for tonight and wait until after all the comments are in.

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Commissioner Jensen stated they still need to make a recommendation to the City Council at their next meeting, they have asked for one. Commissioner Day stated he is okay with that, but can't give stuff at 5 o'clock and then say we have to get to it. Commissioner Jensen stated he followed procedure and unfortunately that Commissioner didn't follow through. Commissioner Day stated they are all imperfect people here working at this. Commissioner Vaughan stated they are still bound by what the rules of staff and submission and it is just difficult and tough, would have certainly liked to have had a lot more time to review this rather than being handing it to at the meeting. It didn't get into the packet, but this is critically important and studied what is in the document there may have been some additional comments on it. City Attorney Roberts stated that was his thought also. Commissioner Vaughan stated it happens. Commissioner Day stated at some point they have to draw a line in the sand and say they are not going to take more comment on this. Commissioner Jensen stated as a Commissioner he can submit an amendment, which is what he has done. Commissioner Day stated he understands that and they are all trying to do their best to get it going, for practical, being very pragmatic if we have a recommendation at the next meeting, at some point we have to say all comments have to be in by such a date. Commissioner Thorson asked if they are supposed to give the City Council a recommendation on this. Commissioner Day stated that is what he just heard. Commissioner Jensen stated they will be voting on it first of next month. Commissioner Vaughan stated they are trying to, but as an applicant themselves if they are not complying with the applicant rules, the rules are it wouldn't be accepted, staff is not going to put it on an agenda if it is not ready. Commissioner Day agreed. Commissioner Jensen stated this is why he is proposing it as an amendment. Commissioner Vaughan stated approve it for the next opportunity when it is ready so they do have complete packets. Commissioner Vaughan stated he hopes that everyone had a chance to review 10.20.060, there is some heavy stuff in there. Commissioner Jensen stated he thinks that City Council will be voting on it at their next meeting. City Attorney Roberts stated it will be in their meeting in December, they will review them all at once.

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City Attorney Roberts stated some changes had been made at the request of the Mayor and City Manager at the Council level. Planner Schow stated there were a few changes, the Commission already acted and made a motion on it. The Mayor and City Manager wanted to meet to discuss what the Planning Commission was forwarding to the City Council so they were on board. There was a recommendation that they define applications for the open amendment period verses applications when it was closed so the content is the same it just makes it clear. City Attorney Roberts stated the effect is basically the same they were trying to soften it up a little bit so the developers don't think they are not interested. Planner Schow stated it is not different content it is just broken down, open amendment period and closed amendment period, so it is very clear how to apply during which part of the cycle. If the Commission would like it to come back for them to review, it can be put on the next meeting agenda to look at and re-do their motion or if they are comfortable with that change. Commissioner Vaughan stated it sure would be nice to know what the Mayor and City Manager are thinking on that. Commissioner Jensen stated he wouldn't mind seeing it come back, if they aren't going to approve it until their meeting in December. Planner Schow stated she can add it to the agenda and notice it tomorrow and the Commission can do another recommendation on it. City Attorney Roberts stated it was a draft and he didn't believe anyone had a chance to comment on it yet. Planner Schow stated no one had, it is the same content from what they had already approved, but if they would like to review it. Commissioner Jensen stated if it is ready, we can leave it to the Chairman's discretion, if it is not ready.

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Commissioner Jensen stated there is one other thing he wanted to point out, in the flow chart, there is section that talks about if the Planning Commission has their scheduled openings which have to give a 90 day notice, but if the City Council opens, there is no talk about the noticing on that and think that does need to be defined in some way, whether

that is upon the City Council deciding to open, the Council will give 2 week notice or 4 week notice or whatever it is that they are giving of that opening, not currently in the ordinance. Planner Schow asked City Attorney Roberts if he was okay with bringing it back even though they have made a recommendation on it. City Attorney Roberts stated they can always bring it back to review. Planner Schow stated she will put it in the next packet and they will have time to review it and discuss it at the next meeting and make sure they are still comfortable with it. Commissioner Vaughan asked if it had ever been an issue with the City Council and the general plan before, as far as opening and closing. Commissioners stated it had always been open. Commissioner Jensen stated it is a paradigm shift from what they currently doing. Commissioner Day stated no, the way it previously was the City was divided into 10 districts, at each time the general plan was always open one district over a 5 year rotating period, they had to open it up every 5 years, so that is the way the previous Planning Director's way of doing it and a lot of people do it that way. Commissioner Jensen stated before that the general plan was opened once every 5 years that was when changes could be submitted, that was the only time it could be changed, that was how the City did it for decades. They started to do it by every district but that was when Ninigret and West Davis and everything else, they wanted to suspend that process and so the general plan has been opened ever since, it was never officially closed, because there has been all these amendments coming forward, which is completely different from how the City has handled it in the past. That was why the general plan committee wanted to go to a strict system that is defined.

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Commissioner Vaughan asked if that was something the City Council specifically requested or they said they did not want to do the district they want to run to a different standard or was it a previous Director. Commissioner Day stated it was the committee that was put together and there was a couple councilmembers who were on that committee, this was within the last year, Commissioner Rackham and the general plan committee put together the idea that it would be closed every 2 years. Commissioner Jensen stated the Council's main direction has been that every time he has had discussions with Council members is that they want the general plan to be closed, they don't want it to be perpetually open, they actually want it to be physically closed for a period of time, in that respect, the Council is in agreement with what the committee did. Whether the specific committee recommendation is what the Council wants they don't know yet, because they haven't voted on it. Commissioner Vaughan stated it would have been nice if the City Council had spoken as a body saying that Council wanted it closed as opposed to two members who were attending, not speculating, but given what today is and who those people are, they may or may not be around and hate to have a new Council come in to be bound by something that was done by people that are no longer with the City next year.

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Commissioner Jensen stated in the general plan language in section 5.2 goals, paragraph 3 talking about West Davis corridor. Planner Schow stated she thought they were going to hold the comments until the next meeting and move onto the next item, until they have everything together. Commissioner Day stated that would be his recommendation, unless they can move quickly. Commissioner Jensen stated this one is short, essentially since the Council put the resolution forward yesterday that they wanted to see the alternatives process for West Davis Corridor, they want to see that process continue to play out, they weren't necessarily happy with how it currently proposed but they still want to work with UDOT. Wanted to make the proposal at the end of the first sentence, add text 'in regards to the alternatives to the corridor'. Commissioner Vaughan asked how can they comment on that tonight, right now. Commissioner Jensen stated because it is in work session, that is what they do. Commissioner Vaughan stated it is open to discussion, but he is presenting definitive language and has staff seen the definitive language. Commissioner Jensen stated he is proposing it right now as an amendment. Commissioner Day stated take it down and put it in, take note and move on. Commissioner Day stated they are giving staff an impossible task of all these colors and they have to assign a color for each night and it is impossible. Commissioner Vaughan stated he is sorry staff has to do that but it is the most important document and it has to be letter perfect, it has got to be dead on. Commissioner Day stated he total agrees but they are making it so impossible. Commissioner Vaughan stated not making it impossible, they are making it specifically clear and readable for anybody who picks it up, but right now it is a basket case, colors all over the place and no one in this room hat knows what any particular section says all the way through.

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Planner Schow asked Commissioner Jensen to send an email with his changes. Commissioner Vaughan stated all Commissioners are invited to participate and send any thing in, but make sure it is in a timely fashion, get it into staff, so staff has the opportunity to get it out. Commissioner Thorson stated just understand it is going to get lumped in with all the other comments that they address at the end, not every time.

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Commissioner Vaughan stated the worst problem that they have here, is tonight they have 5 Commissioners, last meeting they had 4, half of that meeting is not here tonight. In the prior meeting where they discussed that, half of the people who are here where not there for that, we haven't gotten 7 people in how many meetings. Talking on attendance, was one thing he was going to bring up, they are talking about the most important document and they cannot get 7 people in the room at the same time, it is embarrassing for the Commission. Commissioner Jensen stated since they are talking about attendance, he wanted to point out that the 7 people attending their meetings has been a problem for well over a year now, there have been a few meetings where they have had full attendance, but in general they are always missing at least one Commissioner and this is why he really thinks they need to have an alternate because an alternate could be

there to vote and especially in light of the revelation they figured out last time, where they are supposed to have 4 affirmative votes to approve anything, which is according to Title III.

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Commissioner Jensen stated there is one other minor change he noticed under acknowledgements in the back, it says general plan committee, has his name at the bottom that should say advisory role, he was not a member of the committee, he was just there to advice.

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Commissioner Vaughan stated he thinks an alternate under the circumstances would be a very important thing and would like to see it as an agenda item to make a formal proposal to ask the Mayor and Council to reconsider the existing position if not having an alternate position. As an example at the last meeting, they had 4 members, if one person had decided to vote no on any of the items they discussed, it would have failed, even though it would have carried by a majority at that meeting, it still would have failed because 4 people which is the majority of the Planning Commission would not have heard it. If they had an alternate or they had increased attendance, they could have had a discussion on that and thinks it is one of the things they need to bring up at another meeting.

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Commissioner Jensen stated he would formally, even though it is just a work session and they are not voting, but he would very much like to see the Planning Commission formally make a request to City Council to get an alternate member, since the other Commissioners seem to be more busy these days and this is volunteer roles to get people to show up in the first place is nice and they do get a stipend, but it is minimal, the fact that they have 5 people at the meeting tonight that are willing to set aside their day, their Tuesday night s to come in to discuss City business, thinks that is great, it just hasn't been, they haven't had full attendance for a while and when they did have an alternate, until the alternate was removed last year, the alternate voted nearly every single meeting they had, the only time the alternate gets to vote is if someone is missing. The fact that he voted at almost every single meeting, over 2/3, not every single meeting, but the alternate was an active participate in the votes and think that in itself speaks volumes. It is great the City Council wants us to show up every time, it just doesn't happen.

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Commissioner Vaughan stated he didn't mean to side track on attendance and apologized, but thinks Commissioner Day has an excellent idea as far as keeping track on this, what else can they do to discuss these items. Commissioner Day stated he wanted to clarify, he thinks Commissioner Jensen's comments are great and wants participation in the general plan and thinks they are all kind of experiencing this as, they are sort of belaboring the general plan at a very extreme. It has been open for the last year and they've been talking about it, they need to draw a line in the sand and if they miss it this time they can add these texts or whatever the next time it is open in 2 years or whenever, it is not going to be amiss. Commissioner Thorson stated he has read the general plan and he would approve it right now as is. Commissioner Day stated quite frankly he would too, he would approve it tonight. Commissioner Thorson asked what are they supposed to be discussing regarding the general plan. Planner Schow stated if they had any other comments. Commissioner Thorson stated the status is, it is in staff comments and Commissioner Jensen made some comments. Commissioner Day stated take the comments and put it, at the Chairman's discretion move it onto the agenda and move forward.

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Commissioner Jensen stated as he pointed out last time, the main reason that we discussed having a meeting this time is Planning Commission hasn't had a chance to review the proposed map changes that was really the whole point of this meeting. Commissioner Jensen asked the Commissioners if they were okay with putting him as an advisory role for the general plan committee, because he didn't get to vote, they asked him suggestions and gave them to them, but let them make decisions. Commissioners stated they were fine with it.

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b. General Plan Map

Planner Steele stated he updated the existing general plan map with the changes summarized in 4-5 points. It was missing a lot of institutional uses, like schools and City buildings and open space zoned parks, those aren't proposing any zone change, just updating what is on the ground, just a matter if they ever wanted to change or a future vision of City owned land that wasn't zoned institutional. Planner Schow stated the added category for institutional is now blue. Planner Steele stated open space is light green. Out by the sewer district there was a big research park on the existing and since the sewer district does not want any development and wants to be a buffer zone out there, the committee felt that would probably not ever going to be feasible to have a research park out there, so change it to buffer as an open space. The other changes in the south east corner of the City, those are conservation or nature conservancy or URMCC, wetlands and other agencies which are lumped together as HATCH and wetland preserve. It is not very practical that there will be industrial or commercial in wetland preserve so proposed to change to open space. Along the south edge of Gentile, the committee felt that there is some potential for some agricultural uses out there, maybe even very large development. In general the south edge of the City needs to be, those views are beautiful and attracts a lot of bicyclists that come through and is an asset to the City. The other change is there is additional R-1 that is being driven by sewer serviceability, by Still Water. Minor changes and in the committee there was a lot of discussion about different neighborhoods and there really wasn't ever a consensus, in his opinion as a Planner thinks if there are more changes to the map and neighborhoods there should be some additional public input, some small area plans like intersection of Antelope and 2000 W, once West

Davis corridor comes in, that is going to change a lot land use plans as well and wanted to get the Commissions comments and thoughts on the appropriateness of changing the A-1 to R-1 and industrial, and the other changes.

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Scout Troop arrived. Planner Schow welcomed the scout troop and gave a brief explanation of the City maps and zones.

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Commissioner Jensen stated he wanted to propose two clean ups to the map. Basically where the additional A-1 is proposed, it is the north east corner of a lot, he would propose that would be extended all the way across that lot, since the corner is R-1 extend it to A-1. Planner Steele stated he can make that change to the map. Commissioner Thorson asked how it got drawn mid parcel. Commissioner Jensen stated he gave Planner Steele to put it at the half mile but wasn't sure where it ended, essentially the line is on 2500 W, having to do with the sewer line and how far south it can go.

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Commissioner Jensen stated the square parcel has been sold to Davis School District potentially for an Elementary school for future development. Planner Schow stated she would like to make a recommendation because of the changes they have forwarded on to the City Council for the R-1, because they have recommended to no longer allow the Cluster in A-1 Zone, it is a good idea to add R-1, following the sewer line may actually be limiting some future developers because they could potentially use the Ag zone if it were also R-1, they could be using as the agricultural preserve and still getting that density, which is the only way that the Cluster zone is going to benefit any developer that comes in. it is a great property for clustering development, to preserve that open space that possibly can't be served by sewer, not sure if they want to limit the R-1 to just the part that can be serviced, when they could find a density bonus and preserve the open space at the same time. Something to think about while they are making the changes to the map at this time, just because the land is not serviceable by sewer doesn't mean they couldn't get a great opportunity of getting that preserve or possibly developed into some useable open space for the City, since the recommendation submitted to the Council limited the cluster to the R-1 Residential. Commissioner Day stated the R-1 cluster would give more of an opportunity to the City to retain high quality open space in perpetuity. Commissioner Thorson asked if they didn't they would have to go get a portion of the A-1 rezoned or the R-1 would be limited. Planner Schow stated if they closed the general plan and make it so that it can only be opened every two years but they have a developer come, that land is for sale, nearly 300 acres is up for sale, if a developer comes in 2 ½ months with a deal and the general plan is closed, they have to open it. Commissioner Day stated what will happen is they will end up with for lack of better word, track housing on the R-1 side, otherwise it could be a nicer community with open space and would preserve the lower end, it would do both. Commissioner McCuiston stated it would relocate their densities.

[7:34:30 PM](#)

Commissioner Jensen asked if they were talking about extending it down to Gentile St and 3000 W. Planner Schow stated at minimum. Commissioner Jensen stated it will be up to the Commission, as one of the property owners affected there, trying to forward the committee's recommendations as to what was shown on the map, if the Commission wants to extend that recommendation that is certainly in their purview. Commissioner Vaughan stated he was not excluded from the discussion. Commissioner Jensen stated it is a gray area, he doesn't really want to have to vote on his own property. Commissioner Day stated he can't talk about it and then say he doesn't want to talk about it. Commissioner Jensen stated he'd rather step back from a decision. Commissioner Vaughan stated by him telling them exactly what his concerns are and explaining where his interests are that helps the Commission shows they are not doing anything for him. Commissioner Jensen stated in the interest of disclosure so everyone is clear he pointed to the map location where Jensen brother's farm and ranch was located as well as other property that is current up for sale. Commissioner Thorson asked what the negative impact would be making it all R-1 in the plan. Planner Schow stated they would still have to come in and ask for a re-zone and the Commission has every right to say no, so if it on the general plan as R-1 it doesn't mean they have to re-zone it as R-1. Commissioner Day asked about the sewer line is still limiting, most of that property they would need a sewer lift station and the sewer district currently does not allow. Planner Schow stated the City is not in favor as well. Commissioner Day stated the best thing for that owner would be able to put the property that is not serviceable in open space. Commissioner Jensen stated to play devil's advocate, if they took one of the long parcels and do an R-1 cluster, what that is going to do is they are going to have 7,000 sq. ft. lots, some small lots among some of the larger lots in those other areas, so it kind of breaks it up. If the idea is to have an R-1 track verses the R-1 cluster is going to have half that land with very dense lots, which not necessarily opposed to, just pointing out that is going to be a side effect. Commissioner Day stated that would be the negative.

[7:38:06 PM](#)

Planner Schow stated they already have dense lots going in over there and that is the market trend, they have to consider what is selling out there, they have half acre subdivisions with plenty of available lots that have been there for years and years and have Still Water and Trailside Park and subdivisions like that that they can't keep up on them. Commissioner Day stated he lives directly adjacent to half acre lots and they are the lowest value homes. Commissioner Jensen stated probably since the mid 2000's doesn't think any large track A-1 have ever been developed, but we don't have a lot of people showing up to say they want large acre lots. Planner Schow stated they have had one development in 3 years that are half acre lots and that is Avery Gardens, there are 6 lots and not one has sold and they have 2 beautiful homes on them, they are great location, not what people are looking for right now, the majority, the right buyer will buy there. Planner Steele stated the two scenarios before them, they can strictly go by the division of A-1 and R-1, the R-1 will

develop they will maximize their density in the R-1 and then the remaining A-1 will be limited to 2 acre lots but not developable, may just end up with agriculture or fields forever down there unless there are ever lift stations allowed. The other option of the R-1 is they will have greater density on the north than what would have been with the normal R-1 because they will get cluster benefit of taking all that density of what is undevelopable anyway and putting up there. So they will get higher density than what they would, but there will be more imaginative design in the neighborhood which could be park spaces and open spaces that could be a nicer neighborhood, the density factor. Planner Schow stated another thing to consider looking at the larger lots, they have a bigger change coming through, so having some higher density along that isn't necessarily going to be a bad thing those big buffer zones break everything up naturally anyway. Planner Steele stated once a freeway interchange there probably going to want to change the land use anyway. Planner Schow stated probably not going to sell half acre lots with big fancy homes right by an interchange, so things to consider.

[7:41:31 PM](#)

Commissioner Jensen stated he had 2 other items he wanted to discuss, they still need to discuss if they want to extend it down to Gentile. Commissioner Vaughan asked if they could put together a Jensen map with the Schow exception Planner Schow stated it would just be expanding that one parcel, the rest is already outlined. Commissioner Vaughan stated just to show, he thinks there are some sympathetic people understanding what his comments are, like the idea of it. Commissioner Jensen stated they could have two proposals to consider and adopt map A or map B. Commissioner Vaughan stated it might be nice to see if it is possible what that winds up showing them, it would be easier to see it visually. Planner Schow stated City staff and Department head can create a proposal for that area for the Commission to consider. Planner Steele stated he can easily do those two things and thinks the longer they keep it in work session it will prolong passing it along to the Council. Planner Schow stated they can create that for the next meeting.

[7:43:07 PM](#)

Commissioner Jensen stated there are 2 other areas of the City he wanted to discuss. Regarding the City Center, he had a land owner talk to him about a parcel, across from the City Hall there are 4 parcels zoned for Professional Office, essentially facing the road and as far as developing the back part of the land, they have indicated an interest in having R-3 on the back 2/3 instead of Professional Office because if the houses stay there is going to be Professional Offices back there and they have had no interested in the back part of the parcel and it has R-2 next to it, approximately 4-5 acres total. They would like the Commission to consider it.

[7:44:11 PM](#)

Commissioner Jensen stated the other thing is along SR-193 and 2000 W. The general plan as it currently reads talks about this entire corridor, the commercial corridor, and thinks that since UDOT is going to eventually extend SR-193 but the WFRC has indicated the extension of SR-193 down to 2000 W, it is on their first priority list, they would like to see that as soon as possible. One of the things he had already discussed was along with when they start to tear 2000 W apart, they have discussed building SR-193 to 3000 W to help reroute traffic, for the people who won't be able to access 2000 W due to construction, they may put that road in fairly soon, he would propose that they talked about it anyway, using the parcel line and extending commercial all the way across off SR-193, 1000 feet off 300 W landing is, if that goes residential as it is zoned right now they are going to lose commercial opportunities for that and since they are discussing the general plan and since they have already rezoned others to commercial, it make sense to follow that all the way through. Commissioner Thorson stated to add that to the proposed map for the next meeting. Commissioners agreed they liked the idea and they had talked about it before, following the parcel line along there.

[7:47:06 PM](#)

Planner Schow stated the City is also looking at locations for a park and this is a general area for one of them that came back from the parks master plan, so would hate to change it to commercial and then the City have to buy commercial land back.

[7:48:14 PM](#)

Commissioner Jensen asked if the Commission liked the City Center change as well. Commissioner Vaughan stated they were all in agreement on that. Planner Schow stated she had been contacted by the property owner several times with the potential of them wanting to tie into Craig Estates with site plans to create two cul-de-sacs and possibly do the density of Craig Estates and actually buy into their home owners association. Adam Bernard stated he has talked to Planner Schow several times about the property. He stated they do not have the acreage to do the PRD type development with that density and so they are currently working with a developer to see how many lots they would be able to get with an R-3, since they would be long lots with the cul-de-sacs there, R-3 is probably the best they would be able to do at best and they would still be larger than 7,000 sq. ft. lots. Planner Schow asked if they were still looking to tie into Craig states. Adam Bernard stated they are still looking at that, he is meeting with the HOA to see what their conditions would be on that, either off that subdivision or off of 2000 W in between the residential lots. Commissioner Day stated to add it to the updates for the map at the next meeting.

[7:51:42 PM](#)

c. Code Amendment Minor Subdivision

Planner Schow stated she brought this idea to the Commission a few meetings back, they have been needing to do this for quite some time. The proposal is to do a minor subdivision process for 10 lots or less, State Code actually is even less restrictive than what they are proposing here for 10 lots or less. Researched a few city codes, this would basically be a new section of code to Title VIII, they would still have to follow all the rules and regulations of a regular subdivision just

that if it is 10 lots or less they would do concept and final, instead of concept , preliminary with Planning Commission, preliminary with City Council, final Planning Commission, final City Council, skip the preliminary stuff and do it all at once. They still have the same abilities, just don't have to make them come twice for something. Commissioner Thorson stated the State is less restrictive, how many lots do they allow. Planner Schow stated the State does 10 or less, they don't even require them to do a recorded plat, which it is cleaner to have a recorded plat just for the City's end. Just proposing that they have this process so they can skip one step. Commissioner Thorson stated 10 or less in an R-1 would be 3-5 acres or so. Commissioner Jensen stated when they discussed it previously was the 10 number they all agreed on, he thought maybe it was 4 or 5. Commissioner Day stated 10 is a common number. Planner Schow stated there was never a hard number, 10 is where the State divides it. Commissioner Jensen stated he wanted to point out where it states less than 10 lots, he is good with that as long as it is less than 10 in the entire text. Planner Schow stated in the definition it is referred to as small subdivision and is proposing to change that to minor and will change the text to 10 or less throughout. Planner Schow stated they would do concept with staff and then they would bring them to the Commission for recommendation to the Council and then they would go to the Council for a final, just one time instead of twice, saving the applicant some fees and City staff some time.

[7:56:40 PM](#)

3. **Commissioner Reports:**

Commissioner Vaughan stated there were a couple things that he mentioned at the last meeting that he wanted to bring up, they talked about attendance and then the other thing he wanted to talk about was term of the Chair. In their Bylaws right now it shows the first meeting in July and thinks they should move it to the last meeting in June. It was mentioned possibly the first meeting in January but then if a person is in the middle of their term and they do not get renewed or half way through the year they would be faced with finding a Chairman in the middle, so the last meeting in June and the basic thinking behind that is this would give everybody on the Commission would be experienced with the performance of the people that would possibly be nominated as opposed to someone that is coming in and doesn't know anybody and would be voting on something that they are not quite sure on. Planner Schow stated she would put the Bylaws on the work session for the next meeting. Commissioner Thorson stated then they are stuck with a Commissioner they didn't get to vote for, for a chairman they didn't vote for. Commissioner McCuiston stated every item he's seen it happen they just follow with whomever. Commissioner Vaughan stated it isn't officially in the Bylaws for the Planning Commission as far as when they only have a minimum number of members, it might be codified in the Bylaws so they know specifically that should they run into that situation. Planner Schow stated if any of them have anything in the Bylaws they would like to be amended or changed email them and will put them on for the next work session.

[7:58:47 PM](#)

Commissioner Jensen stated the other issue is in Title III which relates to their Bylaws, because the Bylaws say with the majority of Commissioners present to support a motion it passes, Title III says four Commissioners must support any action they take, that usually means 4 have to vote aye, where there is 4 there or 7, they need to discuss and ask the Council to change Title II so it can say the majority of Commissioners present or if they want it to say 4 or better. The Bylaws either need to reflect Title III or they need to change Title III to reflect the bylaws. Commissioner Vaughan asked City Attorney Roberts which he preferred and he stated it is a policy question, there is no State law governing that, the City Council has a law, but the Commission as far as they have a quorum they can have the majority of the quorum. Commissioner Vaughan asked to have it added to work session with a recommendation to have it follow Title III. Commissioner Jensen stated they would have to have 4 people vote aye, he would rather it be majority of Commissioner present, that makes more sense. Planner Schow stated if they have any other recommendations for the Bylaws send them in by Tuesday the 10th by 5pm to be included in the packet for the next meeting, so staff can try to get the packet out on Wednesdays consistently has not been happening with all the different submittals coming in late.

[8:01:18 PM](#)

4. **Adjourn**

Minutes of the Syracuse Planning Commission Regular Meeting, November 17, 2015

Minutes of the Regular Meeting of the Syracuse City Planning Commission held on November 17, 2015, at 6:00 p.m., in the Council Chambers, 1979 West 1900 South, Syracuse City, Davis County, Utah.

- Present:** Commission Members: Ralph Vaughan, Chairman
TJ Jensen
Greg Day
Grant Thorson
Troy Moultrie
- City Employees: Jenny Schow, Planner
Noah Steele, Planner
Paul Roberts, City Attorney
Stacy Adams, Admin Professional
- City Council: Councilman Mike Gailey
- Excused: Commissioner Rackham
Commissioner McCuiston
- Visitors:** Adam Bernard Joel Hansen Dan Bankhead
May Bankhead Marta Black Brandon Law
Gary Black Brent Codi Judy Codi
Leo Cook Sonje Beal Scott Crawley
Erik Craythorne Dave Cook Carl Cook
Phillip Jones Jordan Hatch Gary Archuleta
Brenda Archuleta Richard Cowley Mark Hilles
Ray Zaugg David Griffin Cole Schlack
Robin Schlack Joanne Panacci

6:01:05 PM

1. **Meeting Called to Order:**

Commissioner Moultrie provided an invocation. The Pledge of Allegiance was led by Commissioner Jensen.

COMMISSIONER JENSEN MADE A MOTION TO ADOPT THE PLANNING COMMISSION AGENDA FOR NOVEMBER 3, 2015 MEETING. THE MOTION WAS SECONDED BY COMMISSIONER MOULTRIE. ALL WERE IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

6:02:45 PM

2. **Meeting Minutes:**

October 20, 2015 Regular Meeting & Work Session

COMMISSIONER JENSEN MADE A MOTION TO **TABLE** THE REGULAR AND WORK SESSION MEETING MINUTES FOR OCTOBER 6, 2015 DUE TO ABSENTEE COMMISSIONERS. THE MOTION WAS SECONDED BY COMMISSIONER MOULTRIE. ALL WERE IN FAVOR, MOTION CARRIED UNANIMOUSLY.

November 3, 2015 Regular Meeting & Work Session

COMMISSIONER JENSEN MADE A MOTION TO **TABLE** THE REGULAR AND WORK SESSION MEETING MINUTES FOR OCTOBER 20, 2015 DUE TO ABSENTEE COMMISSIONERS. THE MOTION WAS SECONDED BY COMMISSIONER MOULTRIE. ALL WERE IN FAVOR, MOTION CARRIED UNANIMOUSLY.

6:03:03 PM

City Attorney Roberts advised Commission there is no rule or statue that states that they have to had actually been in a meeting to approve the minutes, if they have reviewed recordings, minutes or through conversations, even if they weren't there, any of the Commissioners even if the weren't there, if they are comfortable with approving the minutes, there is no law prohibiting it.

6:04:34 PM

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.

None

6:05:12 PM

4. **Public Hearing – Site Plan Approval Lakeside Church, located at 1870 W 2700 S, A-1 Zone**

Planner Steele stated Lakeside Church presented their site plan application about a month ago and staff has been working with them to get their plans up to ordinance and have been reviewing them. The project is located near RC Willey's on an existing property that has a home and a steel building where the church currently operates and has their

64 meeting hall there. They are planning on building an approximate 4800 sq. ft. meeting hall addition to the south of the
65 existing residence. The residence in the middle and the hall on the southwest and 60 foot by 80 foot proposed building to
66 the south of the existing home and parking around it. They plan to add trees and foundation plantings and storm water
67 detention for the parking. It is a steel building with architectural panels. The applicant provided the Commission with a
68 sample board of the materials. They have corrected and changed items that have been asked of by staff. Engineering and
69 Fire reviewed the plans and the applicant has addressed those issues. The Architecture Review Committee has reviewed
70 the project and with a recommendation to the Commission with some conditions, they wanted to see more variation in the
71 facade, it originally was one long roof line along the top and they have since added variation to that.

72 [6:10:23 PM](#)

73 Commissioner Vaughan asked if the applicant had anything to add, they did not.

74 [6:11:33 PM](#)

75 Commissioner Vaughan opened up the public hearing.

76 [6:11:47 PM](#)

77 Adam Bernard, 1845 W 2700 S, stated he lives almost directly across the street from this site plan and they have
78 been very gracious neighbors, they take care of this area that they are planning on putting this building and is of the
79 opinion that they will continue to take care of the building and keep the area nice.

80 [6:12:23 PM](#)

81 Chris Rowan, Syracuse, stated he had two questions. The first question was if there is a general theme for
82 architectural compatibility as far as structures in the City, other wards are there elements of the building they would like to
83 potentially change or modify that would be keeping with the general theme of the City. The second question would be if
84 this facility was for another religion, say a Mosq, would there be other types of things that would be required of it.

85 [6:13:31 PM](#)

86 Planner Steele stated if it were a different religion, the City is not trying to stand in the way of any particular religion
87 and any of their particular architectural styles that they want to portray. The Architectural Review guidelines and standards
88 that the committee goes by, has some standards as far as the required materials that are allowed on the facades of the
89 buildings, there is a 65% brick, rock or insulated metal panel requirement and there is also requirements for the amounts
90 of variation that the building has to provide, the ordinance doesn't prohibit or make them be exactly like the surrounding
91 development. As far as context that is something that they did review in the committee and there was a discussion, since
92 it is a rather modern looking building and the surrounding development is a little bit more of a residential neighborhood
93 context, but felt that the use and the materials being used and the way they had massed the building, the west side is a
94 home and the east side is a park, so the west side is lower, so the massing next to that home will be lower than what will
95 be on the east side, so there has been some conscious decisions made and from the church with their architecture, as far
96 as context it matches, it is not the same style, and that is what we are talking about tonight with the Planning Commission
97 and the public if there are any additional conversations or specific things the applicant would have to do to meet that. As
98 far as staff reviews, they have met everything in the ordinance that is required.

99 [6:15:42 PM](#)

100 Chris Rowan asked what the earthquake zone that it is designed for. Planner Steele stated he was not sure.

101 [6:15:53 PM](#)

102 Commissioner vaughan asked Planner Steele how many pages are in the Architecurte Review Guide. Planner Steele
103 stated he did not know, but guessed 4 or 5. Commissioner Vaughan stated the booklet they have everyone review.
104 Planner Steele stated the booklet is probably about 30 pages which is an example guide which helps illustrate the
105 standards that are required. Commissioner vaughan stated the very specific sections that they review are approximately 4
106 or 5 pages and there is no distinction between left handed and right handed, black, blue, orange, green, purple, mars,
107 Venus, Earth, it is one size fits all for everybody, no matter who is coming in, it would be the same standards, they would
108 come before the Architecture Review board.

109 [6:17:04 PM](#)

110 Public hearing closed

111 [6:17:08 PM](#)

112 Commissioner Jensen stated he thinks it great that they have multiple faiths being represented in Syracuse, certainly
113 they have the predominate faith which is LDS, which is predominate throughout Utah but it is good that they have some
114 other alternatives. A while ago, decades ago, they used to even have a Buddhist temple in Syracuse, certainly appreciate
115 seeing something like this and as far as how it looks, thinks they did a really good job on the design and it fits with the
116 buildings that are adjacent to it, certainly there is a cost factor which is why they used some of the materials they have,
117 but thinks it is going to make that area look very nice. Syracuse does have some building standards, but those building
118 standards are not so much about trying to get a unified look through Syracuse, essentially they just have certain minimum
119 materials they like to see on buildings, they don't just want any old building to go up, they want to make sure they have
120 good architectural materials, how those architectural materials are used and showcased are completely up to the
121 developer and certainly there are specific developments where they have architectural themes that they adopt, but as far
122 as the City is concerned they don't have one architectural theme. Specifically want developers to have flexibility to build
123 what they want and a lot of the developers seem to like 'beigeville' these days but that might not always be the case.

124 [6:18:49 PM](#)

125 COMMISSIONER MOULTRIE MADE A MOTION TO RECOMMEND APPROVAL OF THE SITE PLAN FOR
126 LAKESIDE CHURCH LOCATED AT 1870 W 2700 S. COMMISSIONER JENSEN SECONDED THE MOTION. ALL
127 WERE IN FAVOR, MOTION CARRIED UNANIMOUSLY.

128 [6:19:29 PM](#)

129 **5. Public Hearing – Site Plan Approval Beehive Assisted Living, located at 1401 S 2000 W, Professional Office Zone**

130 Planner Steele stated this is for an assisted living center and it is just north of Syracuse Elementary School, for a 20
131 bed facility on the east side of the road. They do plan on building one building right now and have some future plans for a
132 second building down the road. There was a home there previously and it was demolished a while ago and the applicant
133 has purchased some additional property to the north to make room for the building. It is a very deep parcel, the building
134 faces south and has a covered drive. The parking will be on the east of the building or the rear of the building, the drive
135 isle will be on the south side. There is a covered awning that goes through for drop off and pick up. The floor plan included
136 a large foyer area with fireplace and dining and bedrooms with bathrooms and closets. The landscape plans have a lot of
137 perennial flowers and screen trees they have street trees that will be provided along 2000 W and some screening for the
138 homes on the north and south. They have correctly everything that staff had concerns with, except a few minor things
139 where a north arrow was facing the wrong way and working with Fire to correct the plans so that the drive is the right
140 height for the fire apparatus when they come through. They have made some modifications where the riser room as a
141 sprinkler building, they have also added an oil and water separator.

142 [6:24:16 PM](#)

143 Commissioner Vaughan stated on the floor plan showing the individual rooms, appears to be an old design with the
144 north boundary at the bottom above Beehive Homes is pointing in the wrong direction. There is only one door showing,
145 but the diagram on the west elevation shows two doors. Planner Steele stated the north arrow is wrong on the floor plan
146 and will be corrected. The arrow is pointing to the west as north, it should face downwards. The door shown on the
147 elevation is to the mechanical room and that elevation is correct. Commissioner Vaughan asked if the outside drawing of
148 the building is what it is going to look like, Planner Steele stated yes, just the north arrow is pointing in the wrong direction,
149 which is causing the confusion the doorway he is referring to is to an outdoor access to a mechanical room, that doesn't
150 go inside the building. Commissioner Vaughan stated he had attended the ARC review meeting on this and they talked
151 about sidewalks going around and does not see any overhead plans that show sidewalks, have they added that. Planner
152 Steele stated they have added adequate sidewalks for access as well as changed the door location to the sun room and
153 now the sidewalk goes back towards the east and down as well as a side walk to the mechanical room, all of the
154 doorways have sidewalks now. Commissioner Vaughan asked if they are complying with all the additional requests from
155 staff. Planner Steele stated they are compliant with the exception of some very minor things, about half a foot off on the
156 parking drive isle width in the parking lot and then the correction to the elevation to the covered drive.

157 [6:28:18 PM](#)

158 Commissioner Vaughan asked Deputy Fire Chief Hamblin if he had a chance to review the plans and with the
159 modifications do they meet his satisfaction. Deputy Fire Chief Hamblin stated the only concern that he had was the
160 sidewalks to the doors and after talking with planner Steele and the architectural plans the only concern he has left is the
161 covered parking for drop off and pick up area for the ambulance to fit under, they have it marked at 9'4" and that would be
162 right close to the their antennas, and they are asking for a little bit higher elevation. Commissioner Vaughan asked how
163 much additional clearance is required. Deputy Fire Chief Hamblin stated the Fire Chief is asking for 11 feet.

164 [6:29:17 PM](#)

165 Commissioner Thorson asked Deputy Fire Chief Hamblin is the likelihood the emergency vehicles at an assisted
166 living, is access in and out of this do they need to make a 3 point turn to exit, is that a problem. Deputy Fire Chief Hamblin
167 stated if the building didn't have sprinklers that would be a concern of his, but with the building having sprinkler, thinks
168 they have adequate access.

169 [6:29:55 PM](#)

170 Erik Craythorn, 2596 W 550 N West Point, applicant for the project stated the one elevation the door was flipped
171 around via the recommendation of the architectural committee and that didn't reflect that on the one elevation, they did
172 change the plan. They talked about having the sidewalk go around the perimeter of the building, on the west side there is
173 going to be a detention area, so it was problematic to get that area to work, ADA requires access to a public way, even
174 though that is a mechanic room, which attaches to a regular sidewalk.

175 [6:31:27 PM](#)

176 Commissioner Vaughan asked what the detention basin is going to be made of. Erik Craythorn stated it is going to be
177 landscaped, grass and trees. Erik Craythorn stated they do have the minor items that were brought up, they will raise the
178 covered awning up to 11 feet and width on the parking lot will be widened by moving the curb and gutter all the other
179 setbacks are fine as well as the north arrow direction change.

180 [6:32:38 PM](#)

181 Jordan Hatch, 2743 S 1140 W, had questions regarding medical emergencies and feels that particular stretch of road
182 2000 W leading to that proposed development is extremely busy during school times, when school gets out and is starting
183 and also near Walmart and during a medical emergency it would difficult for paramedics or firemen to get to this building
184 because it is a very narrow stretch of road and feels there is not adequate space for cars to move over especially during
185 the rush hour when children are getting out of school. Wonders if it will be as big of an issue as she foresees it to be.
186 Wondering if there is a way to divert traffic so paramedics can get to the property easier or maybe a separate entrance.

187 [6:34:28 PM](#)

188 Commissioner Jensen stated he wanted to point out that 2000 W UDOT is planning on widening that to 4 lanes and a
189 center turn lane, but summer of 2017, they actually want to see if they can get started a year earlier, they may try to start
190 next summer. That road is slated for a massive widening, so on the short term that could be an issue but on the longer
191 term it will not be that narrow.

192 [6:34:53 PM](#)

193 Planner Schow stated that the applicant has been working with UDOT and has provided him with a letter, the road is
194 planned to expand primarily on the west side of 2000 W, so he could probably be affected, but not to the extent that it is
195 taking the whole front lawn area.

196 [6:35:22 PM](#)

197 City Engineer Brian Bloemen stated UDOT plan is to widen all to the west through there, they don't plan on needing
198 to take any additional property from the applicant on the east side, the extent might be a temporary construction
199 easement, it might be beneficial to coordinate the landscaping and potentially do it after the widening.

200 [6:36:02 PM](#)

201 Commissioner Jensen advised the audience that outside in the foyer there are some illustrations showing the
202 proposed widening that UDOT is currently doing property acquisitions on, if they would like to take a look at what they
203 have in mind.

204 [6:36:28 PM](#)

205 Deputy Fire Chief Hamblin stated the drive into that area does meet codes and the standards that have been set forth
206 from the State, they have checked that, it might be tight, but it does meet the minimum requirements at the 26 feet, there
207 is a hydrant on it, so that would be considered the access point and 26 feet is a minimum road width, to get an ambulance
208 in, that is a big concern with raising the covered entry, that way they could drive through and turn around, feels it is
209 sufficient width to get their emergency vehicles into.

210 [6:37:11 PM](#)

211 Commissioner Vaughan asked if it would make it any safer or give crews any easier access to have something like
212 'keep driveways clear' or 'remain back' on the ground. Deputy Fire Chief Hamblin stated that would as long as it is
213 enforced, that is the biggest problem they have, as long as people obey those rules and it is enforced, as long as they are
214 followed. With their lights and sirens when driving down the road if people would pull over and slow down and allow them
215 to pass they wouldn't have an issue but as the way it is on the plans they do meet the codes.

216 [6:38:00 PM](#)

217 Commissioner Vaughan stated on that side of the street it would be 3rd graders walking home and generally how do
218 they behave a fire truck or ambulance. Deputy Fire Chief Hamblin stated they like to watch and fire personnel are trained
219 and are actually going through an emergency vehicle training tonight that deals with these types of situations, going
220 through school zones and those areas how to handle the apparatus and drive that, they are trained in this and something
221 they do look as a hazard and prepare for that hazard as well. Commissioner Vaughan asked in the case of adults
222 compared to kids, which of those two groups generally stop and look as opposed to just ignore and keep on doing what
223 they were doing. Deputy Fire Chief Hamblin stated he thought that was a trick question. Commissioner Vaughan stated in
224 his past experience in law enforcement that children when they see a unit running code tend to stop, turn around to look
225 and pay attention wondering where they are going where as adults tend to think it is just a car and keep walking and not
226 paying attention.

227 [6:39:19 PM](#)

228 Public hearing closed

229 [6:39:25 PM](#)

230 Commissioner Jensen wanted to make the comment that he likes seeing facilities such as these as their population
231 ages especially with the baby boomers hitting retirement age now and starting to have the later life issues, this is going to
232 be a benefit to the City and is glad to see it.

233 [6:39:53 PM](#)

234 COMMISSIONER JENSEN MADE A MOTION TO APPROVE THE SITE PLAN FOR BEEHIVE ASSISTED LIVING,
235 LOCATED AT 1401 S 2000 W, PROFESSIONAL OFFICE ZONE, WITH THE RECOMMENDATIONS FROM STAFF.
236 COMMISSIONER THORSON SECONDED THE MOTION. ALL WERE IN FAVOR, MOTION CARRIED UNANIMOUSLY.

237 [6:40:28 PM](#)

238 **6. Public Hearing – General Plan Text Amendments**

239 Planner Schow stated doesn't have anything new to introduce to Commission just to make sure that they are familiar
240 with what's in the packet, the scope and duration was included so it was clear what the general plan committee's goals
241 and objectives were and when the committee was established and included the first draft of the general plan, which is the
242 most recent one that was submitted to the City by Commissioner Rackham and most recent changes requested by
243 Commissioner Jensen. Planner Schow stated she wasn't exactly sure where to put that and discussed with the City
244 Attorney where the best location would be to put it. Since there wasn't a table or section for appendixes in the new draft
245 so they placed after the introduction. Commissioner Jensen stated that was something he had also discussed with the
246 City Attorney and thinks that is a good place for it. Planner Schow other than that, there were no additional changes to the
247 first draft, the second draft in the packet is the original one that was submitted to staff and that is what went out to the

248 Directors before receiving the latest one, kept the changes that were made to it and can update into the latest draft that
249 was submitted.

250 [6:43:44 PM](#)

251 Commissioner Jensen stated there is one that caught his eye where the Police Chief asked for the opportunity to
252 change the photograph used there, if he can get them a photo by December 15th to replace that, for a more up to date
253 version of the police vehicles in the photo. The other item was on the West Davis Corridor and redrafted that paragraph
254 that had some other changes and is okay with adding 'as growth continues' to the language that he proposed in the first
255 draft.

256 [6:45:31 PM](#)

257 Planner Schow asked if they liked all the other changes. Commissioner Jensen stated he liked all the other changes,
258 they look good. Commissioner Vaughan asked Planner Schow to explain to the audience what the difference between
259 colors and the print is. Planner Schow stated blue strike out is delete and new text is underlined in blue and the red is also
260 recommendations, no matter the color. Planner Schow stated she added a comment in purple regarding the photo that will
261 not be added to the text, the rest are no matter the color are recommended changes.

262 [6:46:38 PM](#)

263 Commissioner Jensen stated regarding the text with 500 W and 1000 W, when that was written the City contemplated
264 extending 1000 W across Bluff Road to Gentile Street, however since the West Davis corridor is now going to be cutting
265 across there and doesn't believe UDOT is looking at putting a bridge there, think that entire concept, do not think that
266 applies any longer, do not think the City currently has any interest in extending that road, immigrant trail goes down where
267 that road would eventually go, but doesn't think that is critical to the development to the City to have 1000 W extended
268 and recommends striking that sentence. Other Commissioners concurred with Commissioner Jensen's recommendation.

269 [6:48:13 PM](#)

270 Public hearing opened

271 [6:48:39 PM](#)

272 Ray Zaugg, Syracuse, stated working on this document there were a lot of places where they had Antelope Drive and
273 1700 South and doesn't know if the Planning Commission wants to consider consistency, he prefers Syracuse Road
274 because when he grew up here, that is what it was.

275 [6:49:03 PM](#)

276 Public hearing closed

277 [6:49:14 PM](#)

278 Commissioner Jensen stated he certainly like when they talk about Antelope Drive the first time, maybe refer to all
279 three, Syracuse Road, Antelope Drive and 1700 South, but for the sake of consistency and for the sake of people who
280 think in numbers like he does, think they should be consistent in referring to it as 1700 South. Use 1700 South (Antelope
281 Drive) so there is no confusion in the future, UDOT refers to it as State Road 108.

282 [6:51:09 PM](#)

283 Commissioner Jensen wanted to add his kudos, he was the chairman of Planning Commission when this committee
284 was incepted and went through its process and the committee did an awesome job and put a lot of thought into it, tried not
285 to change the document as much as to streamline it and make it easier to read and get rid of a lot of repetition that was in
286 the old document. As Commissioner Rackham said to the City Council last week, this document really isn't a rewrite as so
287 much as an update so essentially a massive update the committee did and think they did an awesome job.

288 [6:51:53 PM](#)

289 Commissioner Vaughan stated as the Commission well knows the General Plan is the probably the most important
290 document that the City has, it really is a foundation for them, although they may have some levity and some light hearted
291 laughs from time to time but they are taking this particular item very, very seriously.

292 [6:52:09 PM](#)

293 COMMISSIONER JENSEN MADE THE RECOMMENDATION TO FORWARD TO CITY COUNCIL THE GENERAL
294 PLAN TEXT AMENDMENTS, INCORPORATING ALL OF STAFF'S RECOMMENDED CHANGES WITH THE OTHER
295 CHANGES BEING MADE WITH 1000 W PARAGRAPH BEING DELETED, WEST DAVIS CORRIDOR STATEMENT
296 ADDING 'AS GROWTH CONTINUES', CONSISTENCY OF 1700 S (ANTELOPE DR) AND NEW POLICE PHOTO BY
297 DECEMBER 15TH FOR CITY COUNCIL MEETING. MOTION WAS SECONDED BY COMMISSIONER MOULTRIE. ALL
298 WERE IN FAVOR, MOTION CARRIED UNANIMOUSLY.

299 Commissioner Jensen also wanted to thank staff for all the hard work they did on this.

300 [6:54:15 PM](#)

301 **7. Public Hearing – General Plan Map Amendments**

302 Planner Steele stated the committee has proposed a total of 25 general plan map changes, the large majority of them
303 are changing things that are already parks to open space or churches to institutional. Items 1, 2, 24 and 25 we'll go
304 through. Number 24, is an area of the City where it is agriculture right now and with State Road SR-193 planned to go
305 through there and in anticipation of that the committee felt there could some additional opportunity for commercial
306 development. Commissioner Jensen asked Planner Steele to explain to the audience the difference between current
307 zoning and what the general plan map is doing. Planner Steele stated the general plan map is not current zoning, so for
308 example if own property in the City and it is currently zoned A-1 and want to farm and want to build a home, can pursue

309 that current zoning as it is and if the City decides to change the general plan map zone to commercial it still means the
310 current zoning is A-1 and can do all of those things, it just is a visioning map, but if wanted to do something different in the
311 future then the City is asking that the current zoning would be changed to the future general plan zone. They are two
312 different things and the general plan is not current zoning. Planner Steele stated number 24, where SR-193 ends at 2000
313 W and it is anticipated to go down extend to at least 3000 W and if West Davis Corridor comes through and is anticipated
314 to come through in the future with UDOT.

315 [6:57:29 PM](#)

316 Planner Steele stated the next group of changes number 10 and 25 are in the southeast corner of the City in which
317 he has had some phone calls and comments and concerns about changing the general plan to an open space. In the
318 current general plan map there is industrial and commercial and the committee felt that since the lands are sensitive,
319 there is a green hatch that is currently managed by the Nature Conservancy and there is also a wetland bank, so there is
320 habitat protection that is going on in this area and so with industrial and with West Davis Corridor coming through there
321 the committee felt that could potentially not be the best interest of the City for highest and best use of that area.
322 Commissioner Jensen stated number 10 on the map, Nature Conservancy currently owns that property, it is under a
323 perpetual conservation easement, they are never going to sell that property, it would never be commercial, so the
324 committee felt it was silly to have commercial there when it will never happen.

325 [6:58:45 PM](#)

326 Planner Steele stated number 25 is from open space to A-1 because of the proximity to Gentile Street, the committee
327 felt that there could be some potential development along there.

328 [6:59:25 PM](#)

329 Planner Steele stated for number 2 the area was previously agriculture and committee proposed to change it to R-1
330 which would allow more residential density and also provide for the opportunity for a cluster subdivision which provides
331 some additional flexibility in the lot and open space use since some of the land out there may have some difficulty in
332 services the property with sewer and also some open space conservation. The darker gray is the City boundary, that area
333 is currently not annexed into the City, so any current zoning if the land owner wanted to develop and was congruent with
334 what the County wanted they would work with the County and not the City, if it was a large development then it would be
335 annexed into the City.

336 [7:00:29 PM](#)

337 Planner Steele stated number 1 this was proposed to change to an R-3, it was general commercial.

338 [7:00:45 PM](#)

339 Commissioner Jensen asked Planner Steele to talk about the sewer plant. Planner Steele stated number 3, to the
340 east of the sewer plant and he did receive a letter from the sewer plant saying they do support this change. In the past it
341 was on the general plan as a research park use and the sewer plant has expressed their desire to keep it as open space,
342 they don't much going on out there because of the potential nuisances associated with the sewer plant. Commissioner
343 Jensen stated they are trying to maintain a half mile buffer around the plant on property they own.

344 [7:01:36 PM](#)

345 Planner Steele stated before the meeting, the Black family presented him with a letter regarding their property is
346 partly affected by the A-1 to R-1 general plan rezone, but they also own property to the west of 3000 W and they have
347 requested that it be zoned as R-2 on the general plan.

348 [7:02:24 PM](#)

349 Commissioner Thorson asked regarding number 3, going from Research Park to open space, that subdivision Miller
350 Springs and Buffalo Point Elementary doesn't have a really good resolution for traffic going in and out of there, does that
351 change or possibly affect the possibilities of a road coming through the sewer plant to resolve that access, does it change
352 that or is a road still a possibility. Planner Steele stated the open space general plan zone is currently not in the zoning
353 ordinance which means that the allowed and permitted uses in that zone are yet to be determined, so a roadway could be
354 something that could be an allowed use in an open space zone as long as it was congruent with the surrounding
355 development. Commissioner Thorson stated he doesn't want to hope for that area to be designated conservation where a
356 road couldn't be used to resolve that traffic problem. Planner Steele stated he has heard of some possible development
357 and possible rezone south of Buffalo Point so that area is currently being pursued. Commissioner Jensen stated it would
358 still be up to the sewer plant whether or they want to allow a road going across their parcel as their own entity.
359 Commissioner Thorson just wanted to make sure they are not adding an obstacle. Commissioner Vaughan stated they
360 will add his concerns and City Council liaison to carry that forward that they do have concerns for that traffic matter there.

361 [7:04:29 PM](#)

362 Commissioner Jensen stated on number 25, west of the strip that has been annexed into the City along Gentile, the
363 thought on that is basically a strip of A-1, the reason that the committee felt that was an appropriate change was that
364 when the North Davis Sewer District did their sewer expansion that basically is right in the road on Gentile Street there
365 and goes down to about the County drain which is about 1500 W so that land previously, the sewer wouldn't reach to but
366 now it would so the committee felt giving those land owners an option to do some light development might not be a bad
367 idea.

368 [7:05:28 PM](#)

369 Public hearing opened

370 [7:05:32 PM](#)

371 Joel Hansen, Fruit Heights, talking about number 25 on the map has a couple things he has a few questions on and
372 would like to comment on tonight. Number 10 that is not currently owned entirely by the Nature Conservancy, partners
373 that he has been working with, looking at the current general plan they started in 2003 to update and amend the general
374 plan to make that piece of property commercial and industrial, the dark gray strip on the beginning of number 10, that is a
375 20 acre parcel that is still currently privately owned. They have been through the entire process in the City to annex that
376 property. They have been through all of the zoning updates and ordinances that they were required to do starting 2003.
377 The comment was made about open space mostly not on private property, but that is private property. When they came
378 through the process they did it with the intention of making it commercial and industrial because of a project they have
379 been working on. Having it go from commercial and industrial on the general plan to open space is something that he and
380 the people that he has been working with since 2003 have a huge problem with. Essentially that can be construed as
381 taking of private property. If he were to come in on Monday and submit a zone change for it if that would be an issue. He
382 wanted to be on record for the Bankhead family trust, the owners of the 20 acre parcel of property, they have been
383 through all of the hoops, jumped through all the zone change and update to the general plan in the past, they do have a
384 problem with this particular piece going to open space. Mr. Bankhead in the beginning owned the entire piece and he did
385 sell a parcel of that to the Nature Conservancy that they do currently own, however they did intentionally cut the 20 acre
386 parcel out and change it for the intention that they changed the zone on when they did that and was never sole to the
387 Nature Conservancy . With all of the development going on, when they did that originally, they were told by the Mayor
388 and the City Council at the time, there would never be development west of that parcel and it would never happen. As you
389 can see down the road there are all of those new developments, now the general plan is being amended. They have a
390 problem with the proposed changes.

391 [7:09:02 PM](#)

392 Commissioner Thorson asked Mr. Hansen to be clear the property he is representing is the gray square. Joel Hansen
393 stated it is the long gray square. Commissioner Jensen asked if that section is annexed into Syracuse. Joel Hansen
394 stated yes it is, it is currently part of and when they updated the general plan and zone change, they did do the annexation
395 at the same time, they had to annex the 3 corner piece across the street on the corner of Bluff and Gentile through the
396 whole process. Commissioner Jensen stated to be clear he is just representing the parcel that is currently annexed in.
397 Joel Hansen stated yes, the 20 acre parcel that fronts Gentile.

398 [7:10:14 PM](#)

399 Don Bradshaw, Clearfield, owns some ground there by number 25, is that in the County or Syracuse, has that been
400 annexed into Syracuse. Is everything west of number 25, they were under the impression they were in the County.
401 Commissioner Jensen stated this includes the current annexation boundaries for Syracuse so everything that is on this
402 plan is what Syracuse could potentially annex and so the City has to come up with a general plan to cover all of the areas
403 that it may potentially annex. Everything west of Gentile except for the Bankhead property currently is not in Syracuse it is
404 in the County. Don Bradshaw asked what the difference now because of the sewer it can be developed back to the back
405 of the dark green, didn't know why the parcel was split. So they are still in the County and none of this changes unless
406 they request it, the old plan goes on in perpetuity unless they want to use the new plan and annex into the City. Planner
407 Steele stated he is in the County and whatever he is doing in the County right now he can keep on doing, but if he wanted
408 to say subdivides or similar to what is on the north side of the road and had annex into the City wouldn't be able to do that
409 because it is proposed to be an A-1 and A-1 has a maximum lot density of a half-acre.

410 [7:12:38 PM](#)

411 Gary Black, Syracuse, west of number 2, the property is owned by his sister in law, Marty Black, himself and Bruce
412 Black, they are petitioning to have both sides of the road as residential rather than the west side as agriculture, but
413 wanted to clarify that, the darker portion of the property on the west side of 3000 W along the wetland preserve they
414 border on, there is 40 acres that the Nature Conservancy owns the development rights to it, so the 40 acres along the
415 south edge of the property they would want it to stay agriculture, but the rest of it they would petition it to be residential.
416 Commissioner Vaughan asked if the 40 acres represented by the individual parcels on the map. Gary Black stated they
417 are, if looking at the diagonal land part and the darker line that steps up across the property, to the south is the 40 acres
418 that the Nature Conservancy has a development rights for and they want that to stay as agriculture but the rest would
419 petition as residential. Commissioner Thorson asked if they were requesting R-2. Gary Black stated yes they would
420 request R-2 instead of R-1 feel that R-2 is a better use of the land in the long term.

421 [7:15:09 PM](#)

422 Cole Schlack, 920 S 4000 W, 23 acres near number 18 by the golf course to the north, their property is currently in
423 the R-1 area, they would like that their property be considered for R-2 zoning in the future general plan, the property has
424 R-2 zoning on two sides and the Rock Creek subdivision could have sworn was an R-4 at one point, but shows as an R-1
425 with a cluster, but maybe was changed from how it was done years and years ago. They are looking to develop that
426 property in the next year and would appreciate the consideration to handle moving it to an R-2 for future now verses trying
427 to present it as an amendment to the general plan in the future.

428 [7:17:19 PM](#)

429 Public hearing closed

430 [7:17:19 PM](#)

431 Commissioner Jensen stated that area is an R-1 cluster and essentially what they did there is they got some pretty
432 dense density but on the subdivision but then the land for the Rock Creek Park was set aside as the open space for that
433 cluster that is why that is so dense there. As for the applicants request to take that to R-2, depending on how the rest of
434 the Commission feels, that actually seems to make sense that would congruent with the adjacent land. Commissioner
435 Thorson stated that would be a great transition that would be an easy transition point to go from R-2 to dense R-1.
436 Commissioner Jensen stated he would also like to make a proposal on number 25, the Bradshaw property essentially
437 they tried to get a number of feet away from the road there, there are the two parcels by the access road that are partial
438 R-1, he would propose on those two parcels that they extend R-1 to the end of the parcels. Planner Steele confirmed he
439 meant A-1.

440 [7:18:55 PM](#)

441 Commissioner Jensen stated they should also discuss the area the Black Island Farm piece the Black family
442 commented on. Commissioner Vaughan asked City Attorney Roberts if he had any comments regarding parcel number
443 10 where they had planned on changing and based upon the comments they received where the citizen had been in the
444 works with the City for almost a decade in regards to it and has some concerns about taking movement tonight that might
445 change everything that they are trying to and been working for the last 10 years, plus. City Attorney Roberts stated it
446 sounds like the zoning change 10 years ago the general plan map is not a controlling document, so this is the City's future
447 plans, so the current zoning isn't being changed, it is not being proposed tonight or in the near future at all, zoning will
448 remain the same until a zoning change comes along, so an application could come in tomorrow for any uses that have
449 been approved in those zones, general plan map is not controlling, the zoning map controls. Commissioner Jensen stated
450 essentially when the general plan committee discussed that, they had contemplated since that had been annexed that
451 the zoning had already been changed, but looking at the zoning map and it is showing A-1 currently for the current zoning.
452 Planner Steele stated he reviewed that before the meeting, it is A-1 with an odd tab of industrial, researched previous
453 zoning maps and went back to 2002 and it has always been that so there needs to be further research, the City Recorder
454 was out today, and didn't get a change to look further into the history on that, maybe there was some sort of conversation
455 as to why the little tab was only industrial if that was what they wanted to limit them to some reason.

456 [7:21:51 PM](#)

457 Commissioner Jensen stated he wanted to make the suggestion that they leave that strip of land on the general plan
458 as it currently is, so that there is not an issue. Not fully recalling what the general plan committee discussion on that was.
459 Commissioner Jensen asked Ray Zaugg could comment on that. Ray Zaugg stated he did not recall.

460 [7:22:51 PM](#)

461 Commissioner Vaughan asked if other Commissioners had any objections to leaving number 10 the way it is at this
462 particular time. Commissioner Jensen stated he is proposing just leaving the strip of land that annexed, leave that as
463 currently general plan but the rest of number 10 change, since the Nature Conservancy owns it. Commissioner Vaughan
464 stated they would be leaving it alone. Commissioner Jensen stated the general plan shows that as commercial for Nature
465 Conservancy property. Commissioner Thorson stated if they are not going to change their use, he would be inclined to
466 just not change that parcel, number 10 change, not make it. Commissioner Jensen stated he is saying they can change
467 the rest of number 10, but leave the parcel strip. Commissioner Thorson stated a partial change is harder, than to not do a
468 change. Commissioner Jensen stated they are there, they can do it, it is easy, but that is fine.

469 [7:23:46 PM](#)

470 Commissioner Vaughan stated number 18, Black Island, Commissioners thoughts on going from R-1 to R-2.

471 [7:23:58 PM](#)

472 Commissioner Jensen asked the City Attorney Roberts any additional changes they make after this meeting tonight,
473 does those need to be noticed. City Attorney Roberts stated no, they would not have to re-notice, if they make a change
474 during a public hearing, they can approve it and just make sure when they approve it to make note of those changes
475 specifically for staff to have direction.

476 [7:24:31 PM](#)

477 Commissioner Jensen stated on number 2 change by staff, number 23 is a new school site. The thought of changing
478 that to R-1 was the sewer can service a portion of that land but not all of it and so by allowing it to go to R-1 they could
479 cluster on the sections that could be built on and then utilize the ground in the open space where they can't get service,
480 essentially cluster would allow to get full use of that land by clustering on the half that can be developed. R-2 does not
481 have a cluster a provision in it and that could be an issue and that would also apply to the west of the Black Island
482 property. An R-1 might be a very good for that because the sewer is in 3000 W there, but an R-2 that is a little nuance but
483 the R-1 on the sections that can be built will end up with a higher density per acre on the half that can be built than the R-
484 2 can provide, the R-1 cluster might be more beneficial to them, which is 4.62 density on 50% of the acreage, where an R-
485 2 is only 3.0.

486 [7:25:53 PM](#)

487 Commissioner Vaughan asked staff if they accommodated number 18 and did go to R-2 and some issues came up
488 later and found out only R-1 or anything else would be the way to go, they would still have leave to come back at later
489 time. Planner Steele stated if they change the general plan now, he would not have to come back for a general plan
490 change later it would essentially would originate from the public hearing and from the subcommittee. Planner Schow
491 stated if the Commission changed it to R-2 and the Council agrees and then they decide that the R-1 was more feasible
492 for them, they way that the code amendments that were adopted for the general plan last week at the City Council would

493 require them to either wait until the general plan is open again to apply for an amendment or to apply to the City Council to
494 open the general plan which would require a super majority vote, so they would have to apply for an amendment if they
495 wanted to change it. Commissioner Vaughan stated it would be a substantial process for them. City Attorney Roberts
496 stated practically speaking though they could build an R-1 subdivision in an R-2 zone, it is not a problem, it is a maximum
497 density question, so they could build half acre lots in an R-2 zone if they want, don't think it would be a burden on them.
498 Commissioner Jensen stated not as far as the density but as far as the cluster that is not allowed in R-2 and with the
499 configuration of the land there because of the North Davis Sewer line that goes through there, doesn't think they are going
500 to get 100%, thinks 50% will be pushing your luck. Planner Schow stated they would lose the ability to have the density for
501 the whole acreage on half, so would lose density at R-2. Commissioner Jensen asked if the Black family was made aware
502 of the new cluster that has been adopted, have they had a chance to review that. Commissioner Jensen stated for the
503 benefit of the audience, the way that the cluster zone now reads which was adopted by City Council last week is that 50%
504 of the acreage must remain open and the other 50% of the acreage may be developed at a gross density of 4.6. So that is
505 4.6 houses per acre and R-2 only allows 3.0 houses per acre with no provisions for clustering. The other thing that the
506 cluster allows is the lot size can go down to 7,000 square feet, where as a R-2 they are 10,000 square foot lots, end up
507 getting a lot more flexibility on what can be developed with a cluster, where all of the land doesn't have sewer involved
508 and where the City is not going to, is very adamant about not having lift stations, not flat out not allow them but they City
509 really, really, really do not want them and are limited to what the sewer can service.

510 [7:29:46 PM](#)

511 Commissioner Vaughan stated number 25, where the citizen was requesting R-2 rather than R-1. Commissioner
512 Jensen stated on the two lots, the south border is so close to that, extending it down to the border line, not on the whole
513 thing just on the last two lots. Planner Schow asked about the parcel south of Rock Creek. Commissioner Thorson stated
514 he is inclined to go R-2, which is what they asked for. Commissioner Moultrie and Jensen agreed. Commissioner Thorson
515 stated he isn't worried if it is R-1 or if they decide different.

516 [7:30:34 PM](#)

517 Commissioner Thorson asked about Black Island Farms number 2 area, they have their L parcel that was designated
518 as R-1 and then they have the parcel on the west side of the road that was at A-1, and in their letter and comments
519 tonight they have implied they would like that changed as well, Is there a reason it stopped on the map at 3000 W at R-1.
520 Commissioner Jensen stated the committee recommendation was everything north of the sewer line and staff expanded
521 that a little bit. Essentially that change down to Gentile Street was something staff recommended, but doesn't think
522 anything was contemplated south of 3000 W. Commissioner Thorson stated he is inclined to leave it as R-1, doesn't really
523 want to put a R-2 at the end of the road, think R-2 belongs in the center. Recommend to upgrade the parcel on the west
524 side of the road to an R-1 in addition to the east side of the road to match and leaving those parcels to the south A-1 like
525 they have and asked for. Commissioner Jensen stated he can go along with that. Commissioner Vaughan stated that is
526 an excellent compromise.

527 [7:32:40 PM](#)

528 Gary Black stated the Nature Conservancy goes to the northern border, that line in the middle can be disregarded
529 and jogs up those to steps. Gary Black asked City Attorney Roberts where they own the entire block but the Nature
530 Conservancy owns the development rights on the south 40 acres if they put clusters in on the north portion can the 40
531 acres be used as part of the 50% of the open space or since the Nature Conservancy has the development rights to that
532 could it not be used. City Attorney Roberts stated he cannot offer an opinion in this meeting.

533 [7:33:51 PM](#)

534 Commissioner Jensen stated them selling development rights is a little bit different that Nature Conservancy owning
535 it, that one parcel on the west side changed to R-1 is not a bad thing. Just think with where the sewer is, don't think they
536 will be able to get 50% development out of it. Commissioner Thorson stated engineers and land owners get creative and
537 figure something out. Commissioner Jensen stated the timeline that was adopted by the Council when they approved the
538 ordinance last week, this map will be opening in 2017 essentially it is supposed to be opened every other year but it will
539 only be closed for a year once they close it which should work out with west Davis Corridor as well.

540 [7:34:41 PM](#)

541 Planner Steele asked to clarify they are suggesting the R-1 to exclude Nature Conservancy. Commissioner Jensen
542 stated yes.

543 [7:35:24 PM](#)

544 COMMISSIONER THORSON MADE A RECOMMEND APPROVAL OF THE GENERAL PLAN MAP CHANGES AS
545 DESCRIBED IN THE PACKET WITH 4 EXCEPTIONS: PARCEL TO THE SOUTH OF ROCK CREEK SUBDIVISION
546 WOULD BE CHANGED TO R-2 INSTEAD OF R-1, NUMBER 10 WOULD BE A NO CHANGE, NUMBER 2 WOULD BE
547 EXTENDED TO INCLUDE THE NORTHWEST PORTION OF BLACK ISLAND FARM AND NUMBER 25 TO EXTEND TO
548 INCLUDE THE REMAINDER OF THE 2 LOTS ON THE ACCESS ROAD. COMMISSIONER JENSEN SECONDED THE
549 MOTION. ALL WERE IN FAVOR, MOTION CARRIED UNANIMOUSLY.

550 [7:36:56 PM](#)

551 **8. Public Hearing – Code Amendment, Land Use Ordinance Title X 10.28.220 pertaining to Industrial Architecture**

552 Planner Steele stated this is a proposed ordinance change in the Architecture Review Committee standards and this
553 originated with some concern about metal buildings and the materials and architecture of those metal buildings. The
554 nature of a metal building makes it very boxy and the standard vertical raised seam metal panel that is very economical

555 and durable but does look 'cheap' and staff was asked to look at some language that could potentially improve that built
556 environment in the City to keep the property values up. Included in the packet reviewed what is currently there and in the
557 commercial building section the materials have a 65% requirement to be brick, stone, tile, masonry materials or insulated
558 metal panels and to clarify insulated metal panels and raised seam, vertical panel are not the same, insulated is a little bit
559 more of an architectural metal. Most of the metal buildings are going into the industrial zone, which has less stringent
560 requirements. The existing ordinance text doesn't really go into what kinds of materials the City would like to see on the
561 facade of the industrial buildings. In the packet there are examples of good and bad examples of architectural
562 components and types of metal panels in industrial buildings. Included the Ninigret CC&R's since a lot of metal buildings
563 are going into the Ninigret subdivision and it talks about the types of materials they like to see on the façade, which the
564 City doesn't include. Commissioner Vaughan researched other cities what they had and some are pretty stringent and
565 could incorporate some of those text changes, varying from no changes to making it look just like a brick building. Red
566 text is updated changes, also asking for sample boards of the physical materials, which is in the commercial section.

567 [7:43:28 PM](#)

568 Commissioner Jensen asked regarding Ninigret CC&R's included, that is something they decided to do and the City
569 has no control over. Planner Steele stated yes, that is outside of the City's purview, they enforce that. Commissioner
570 Jensen stated regarding what they saw happening recently in the Ninigret subdivision, there are buildings that don't look
571 like each other, there is not a unified theme other than industrial park, is there a way the City can have those CC&R's
572 included in the development agreement in the future so they have a mechanism to enforce those. Planner Steele stated in
573 a development agreement there could be some concessions of what the City wants to do there can also be added text as
574 far as theme and context, since the current ordinance talks about context. Commissioner Jensen asked how adding this
575 this to section 28, would that apply to each commercial and professional office and industrial zones, does that apply to all
576 of them or just guidelines. Planner Steele stated all commercial buildings have to be reviewed by the Architectural Review
577 Committee, which it states in each zone ordinance. Commissioner Jensen asked when they added the Architectural
578 Review Committee section 28, was it added to the other zones at that same time. Planner Steele stated it states they are
579 required to be reviewed by the Architectural Review Committee. Commissioner Jensen stated they have the language
580 that it is required to be reviewed but doesn't say the recommendations of the Architectural Review Committee are binding,
581 can they be made binding. Planner Steele stated the ordinance, the design standards are binding, but the Architectural
582 Review Committee recommendations are just a recommendation to the Commission. Commissioner Jensen stated it is up
583 to the Planning Commission to if what is being proposes is in accordance with chapter 28. Planner Steele stated the last
584 one the Architectural Review Committee reviewed the ordinances and asked for some changes and were changed prior to
585 being presented to the Planning Commission, the committee cannot deny an applicant going before Planning Commission
586 but can state the applicant did not meet certain ordinances and the Commission can then make the decision.
587 Commissioner Jensen stated he would like to see what each requirement is in each zone, the Architectural Review
588 Committee is doing a good job the applicant is meeting them. Commissioner Jensen stated at their last meeting there
589 were two site plans presented and one looked better than the other, but they both complied with the ordinance, but felt
590 Ninigret's CC&R's weren't in effect there, doesn't see a unified theme there in the buildings and wondered if there was a
591 way to add language for developers when doing commercial developments they have to develop CC&R's which would be
592 included in development agreements and if the development is sold to someone else, the CC&R's would be binding. City
593 Attorney Roberts stated if it was part of a development agreement that was part of a zone change or annexation that is
594 something that could be enforced but if it is a development agreement of the type they have written into their code that
595 says they have to have a development agreement, do not believe that is something that can be enforced. Planner Steele
596 stated then they would have to do a development agreement for ever project. Commissioner Jensen stated he likes the
597 changes Planner Steele is proposing.

598 [7:49:23 PM](#)

599 Commissioner Thorson asked about better materials on the front and street facing, what about the side facing
600 conflicting use, if there is a side that faces a residential, to include something for that or if masking or portions of the site
601 plan to be adequate. Commissioner Vaughn stated there are some in the other cities surveyed, that issue is specifically
602 brought up and usually it is talking about sides that face either wide open space or residential areas and also falls into
603 place and impacts mainly the first building that goes into an industrial zone because at that particular time that building
604 faces residential in all four directions, so the first developer in has to do everything where the last developer depending on
605 how situated doesn't have to do anything except the side that faces the street and so there were some compromises in
606 trying to find a balance, the basic concept was to try to avoid some of the buildings that have been previously built in
607 Syracuse like Letrono Crossfit on a main gateway on a busy street there is a restricted metal building. Planner Steele
608 stated the ordinance for residential zoning there are additional buffer requirements. Commissioner Vaughan stated the
609 two large industrial they had before them at the last meeting would have been designed differently on the outside if they
610 had an ordinance they are proposing tonight. Commissioner Jensen stated he does not disagree and wish they had
611 gotten this ordinance done sooner. Commissioner Vaughan stated the last two metal buildings would have been
612 dramatically different.

613 [7:53:14 PM](#)

614 Commissioner Jensen stated in reference to Commissioner Thorson concern under number 3, they could add the text
615 'front side streets of facades of large buildings visible from a public street or facing a non-commercial use' if it is a
616 residential zone that is next to it. Commissioner Thorson stated the other mitigating factor is screening requirements they
617 have in the landscaping on the sire plans and would rely on the screening more. Commissioner Vaughan stated several
618 months when the City Council was presented with the Architectural Review handbook or guide, it was included in there to

619 have some additional landscaping near buildings, alongside buildings or areas that would provide a little more screening
620 but there were comments among the Council members that they did not like the idea of landscaping beside a building,
621 they use the Walmart as an example, questioning having landscaping against the side of their buildings. Planner Steele
622 stated as far as the existing buffering required next to industrial, next to residential, it has the highest buffer Table E which
623 requires a berm and a fence and a whole bunch of landscaping and would be screened pretty well but it has to be
624 adjacent to a residential zone, Ninigret has the power corridor which is zoned industrial, so their adjacent zone is industrial
625 and there is no buffer required on that. Commissioner Vaughan stated the benefit they have is there is not that much
626 industrial area to be built.

627 [7:55:46 PM](#)

628 Public hearing opened

629 [7:56:00 PM](#)

630 Public hearing closed

631 [7:56:00 PM](#)

632 COMMISSIONER JENSEN MADE A MOTION TO APPROVE CHANGES TO TITLE X 10.28.220 AND FORWARD
633 TO CITY COUNCIL. COMMISSIONER THORSON SECONDED THE MOTION. ALL VOTED IN FAVOR, THE MOTION
634 CARRIED UNANIMOUSLY.

635 [7:58:37 PM](#)

636 **9. Public Hearing – Code Amendment, Land Use Ordinance Title VIII pertaining to Minor Subdivisions**

637 Planner Schow stated this is the same text that was presented in previous work session, the intent of the code
638 addition is to provide for a smaller process for minor subdivisions containing 10 lots or less for the approval process. They
639 are still required to meet all regulations of City code and engineering standards, staff has propose to combine the
640 preliminary and final steps into one step. Every subdivision including a minor subdivision would still go through concept
641 review at staff level and in a minor subdivision would come before the Commission for final approval and then the Council
642 for final approval.

643 [7:59:43 PM](#)

644 Public hearing opened

645 [7:59:59 PM](#)

646 Public hearing closed

647 [7:59:54 PM](#)

648 COMMISSIONER JENSEN MADE MOTION TO APPROVE CHANGES TO TITLE VIII PERTAINING TO MINOR
649 SUBDIVISIONS AND FORWARD TO CITY COUNCIL. COMMISSIONER THORSON SECONDED THE MOTION. ALL
650 VOTED IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

651 [8:00:39 PM](#)

652 **10. Adjourn.**

653 COMMISSIONER JENSEN MADE A MOTION TO ADJOURN INTO WORK SESSION. COMMISSIONER THORSON
654 SECONDED THE MOTION. ALL VOTED IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.
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666 _____
667 Ralph Vaughan, Chairman

666 _____
667 Stacy Adams, Admin Professional

668 Date Approved: _____
669

Minutes of the Syracuse Planning Commission Work Session, November 17, 2015

Minutes of the Syracuse City Planning Commission Work Session held on November 17, 2015, at 6:00 p.m., in the Conference Room, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present:

Commission Members:	Ralph Vaughan, Chairman TJ Jensen Curt McCuistion Greg Day Grant Thorson
City Employees:	Jenny Schow, Planner Paul Roberts, City Attorney Noah Steele, Planner Stacy Adams, Admin Professional
City Council:	Councilman Mike Gailey
Excused:	Commissioner Rackham Commissioner McCuistion
Visitors:	Adam Bernard

[8:10:28 PM](#)

1. **Department Business:**
a. City Council Report

Planner Schow stated the Department Heads and current and new City Council members held a retreat and met and went over the plans for the City. Staff will be presenting a final plan application for Keller Crossing phase 3 at the next meeting. Also busy getting new phases that have been approved online and plats recorded so developers can get more lots ready to go through the winter. Commissioner Jensen asked if staff knew the number of lots that were approved this year so far for residential. Planner Schow stated the Building Department could get that information.

[8:12:09 PM](#)

b. City Attorney Updates

City Attorney Roberts asked if they wanted to discuss the Bylaws Review. Commissioner Jensen stated he would like to make the recommendation that they have the entire Planning Commission present or at least more members than 4, it is a valuable discussion to have but thinks they need to have more Commissioners present to have that discussion. Commissioner Moultrie seconded that as well. Commissioner Vaughan stated it is optimistic that they will have more Commissioners present at a meeting. Commissioner Jensen stated they should have at least 5, not counting the alternate. Commissioner Vaughan agrees with Commissioner Jensen and they should have at least 5, so they can have 4/1 or a super majority. Commissioner Jensen stated even though it is a work session, he would make the motion to table the Bylaws for next time. Commissioner Vaughan stated they are important for the Planning Commission and would be a good idea. Commissioner Vaughan asked to have the Bylaws a continuing item on the agenda and they will take action when they have 5 seated.

[8:14:30 PM](#)

c. Upcoming Agenda Items

Planner Schow stated she was requested to ask the Commission if they would cancel the last meeting in December. Commissioner Jensen stated the City Council had also cancelled their last meeting in December. Commissioner Vaughan asked if there was anything for the benefit of applicants that is important that would need to be done before the end of the year. Planner Schow stated no, the only thing she is aware of coming up is the final approval is the final phase for Keller Crossing phase 3, the only other thing that could come up if anyone applied for a rezone as a result of the general plan closing. Commissioner Vaughan stated they can tentatively cancel it and if the City Council has something that they urgently needs them to consider they can be reinstated. Commissioner Jensen stated he doesn't think it will not matter if they have a meeting on the 15th or the first week of January. Planner Schow stated they can tentatively cancel and then make it formal at the next meeting on December 1st. Commissioner Jensen stated they will meet on January 5th and the City Council won't meet before January 12th. Planner Schow stated it will not hold anyone back and doesn't foresee a large load of work of new applications coming in. Commissioner Jensen stated if the situation changes they can discuss that at their next meeting. Commissioner Vaughan stated in Planners Schow's judgement there is no need for them to meet, send the Commission an email to confirm.

[8:16:44 PM](#)

Commissioner Jensen stated the Title X changes that the Commission proposed were passed by the City Council, the only significant change they made was they took out 10 acre minimum requirement if the Council wants to let someone open the plan outside of the 2 year schedule, they don't have to have at least 10 acres, as long as they can make a compelling argument to the Council to consider. Commissioner thought that was a good change. Commissioner Jensen stated Syracuse wasn't in its finest hour last week, it was a pretty contentious meeting when it didn't need to be and apologizes for having a part in that too, wish people could have discussed things like adults rather than pointing fingers, it could have been handled better.

[8:17:50 PM](#)

2. **Discussion Items:**
a. Noise Ordinance

Commissioner Vaughan stated they have discussed the need for a noise ordinance in previous meetings. The noise ordinance for Salt Lake County and Salt Lake City is 22-26 pages, it is massive, but suggested to initially start with 3 paragraphs. Commissioner Jensen stated the one thing he wants to see in a noise ordinance is something that allows reasonable noise levels during the day but a lower level at night, whether that is 10 pm essentially don't want to have people making all sorts of noise at 3 o'clock in the morning, don't want to be too restrictive but by the same token need to have an ordinance that allows more noise during the day. Commissioner Vaughan stated what he proposed does include noise levels and those noise levels are standard through the Western U.S. There is a time on general noise, but a caveat on that, if they are doing to have anything decibel a specific decibel number also have to have a decibel meter, industrial grade, used and used by code enforcement and trained on it. Commissioner Jensen stated they are a City of 27,000, they can afford a decibel meter. Commissioner Vaughan stated on motor vehicles, talking about off road bikes, which is more strict, with the use of snow mobiles and open exhaust. Construction noise speaks for its self and the last section refuge vehicle, trash pickup, started it at 7pm to 7am, in his neighborhood the trash man is there at 615am, so not sure how they would feel about that, but there is also a provision for a noise administrator, the trash company could make a blanket application for that. Commissioner Vaughan stated these are just suggestions for the Commission to think on and open for discussion and for staff and City Attorney to review. Commissioner Moultrie stated he thought it was good, this is what residents have wanted and is tired of some of the loud noise late at night. Commissioner Vaughan stated there is an exemption for fireworks, fireworks display is approved or permitted by the Fire Marshall.

[8:22:58 PM](#)

Commissioner Jensen wanted to compliment the City Attorney, he was trying to come up with draft language for the general plan to allow appendixes for that plan to be added at any time without them having to open the plan, for an example the parks master plan is appended to that document which is a good place for it, so citizens can find it, they can change the parks master plan whenever they want and don't have to involve the general plan process to do that. Had come up with a really complex amendment and the City Attorney came up with a much simpler way and thought it was really good and wanted to compliment him on that.

[8:23:58 PM](#)

3. **Commissioner Reports:**

Commissioner Moultrie stated they should limit the time to 5 minutes each, but had nothing to report. Commissioner Jensen stated the Davis County Act of Transportation Committee will be meeting this week and invited City Manager Brody Bovero to attend because they are going to be talking about what is going to happen since Proposition 1 was passed, which approved the quarter cent sales tax increase which would go to transportation. Syracuse the estimates from the committee are an extra \$278,000 a year based on current projections that would go to the City budget, which can be used for roads that need to be fixed but also can be used for trails and that type of things. The County's portion will be over 2 million and they discussed maybe doing a grant program or allocate some of theta money to the Cities as projects are submitted. Commissioner Thorson stated he had nothing to report.

[8:25:38 PM](#)

Commissioner Vaughan stated he wanted to extend an apology to Commissioners Rackham and Commissioner Jensen. At the last City Council meeting he made some comments from the microphone in front of the City Council and to a full house and made some statements that were based on incomplete information. After making those comments it was made known that some of the things he had said were said because not all the facts were known. After it was called to his attention, he apologized to Mr. Rackham and Mr. Jensen, also to Councilman Lisonbee, but apologizing in private is not the same as apologizing in public and putting it on the record and wants to go on record for his sincere humble apology and asks for their forgiveness for those comments. They were hard, they were harsh and sincerely apologize for them and look forward to moving on.

[8:26:51 PM](#)

Commissioner Jensen stated he wanted to comment on that as well. He had commented on it earlier, they tend to get in the bunker mode sometimes when they get passionate about issues and sometimes a lot of this stuff can be resolved if people just sit down and discuss it. Certainly appreciates Commissioner Vaughan's heartfelt apology and has no problem with him raising questions about the process because it is good to know that things are done right and has no problem at all in making sure that is done and bringing information to light. Believes Commissioner Rackham forwarded the minutes from the committee meetings since that was a concern and hadn't remembered seeing them and provided copies and thought that was good of Commissioner Rackham to do that. Hope that in the future they can be a little more constructive when they get into situations like that. The Chambers letter was a little scathing, that was read into the record last week, and if the Chamber had just come to the Planning Commission when they had public hearings and raise their concerns then, think a lot of issues that got blown out of proportion could have been resolved right then and there. Not sure what need to do to amend that bridge with other organizations within the City, specifically the Chamber of Commerce, they are free to attend the public hearings, there is no reason they can't and want to hear from them.

[8:28:26 PM](#)

4. **Adjourn**



PLANNING COMMISSION AGENDA

December 1, 2015

Agenda Item # 4

Final Subdivision Plan Keller Crossing Phase 2

Factual Summation

Address:	1475 W 2000 S
Zone:	R-3 Residential
Applicant:	K.W. Advisory Group
Total Acreage	8.519 acres
Net Acreage	6.815
Allowed Lots (5.44 units/acre)	37
Proposed Lots	23

Public Meeting Outline

General Plan and Rezone Approval	
Planning Commission	May 5, 2015
City Council	May 12, 2015
Concept Plan Staff Review	April 29, 2015
Preliminary Plan Review	
Planning Commission	June 2, 2015
City Council	June 9, 2015

Background

This request is for phase two of the Keller Crossing Subdivision. This phase is on the East end of the development and will tie in to Tivoli Gardens and Harvest Point Subdivision. Please see staff reports for outstanding issues.

Attachments

- Aerial
- Final Plan
- Staff Reviews

Suggested Motions:

Grant

I move to recommend approval of the final subdivision plan for Keller Crossing Phase 2, located at 1475 W 2000 S R-3 zone, subject to all applicable requirements of the City's municipal codes, city staff reviews (and to the condition(s) that...)

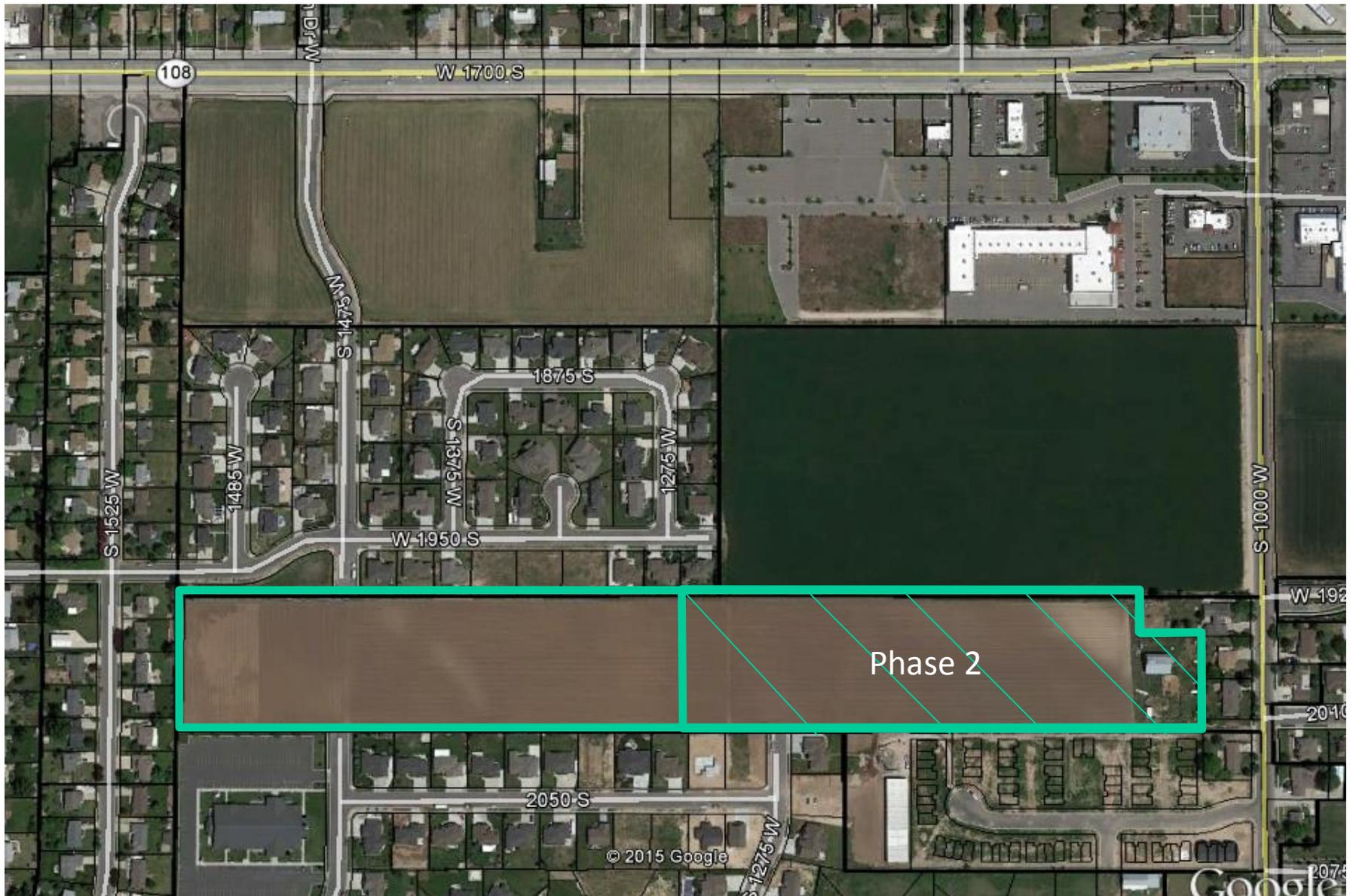
Deny

I move to recommend denial of the final subdivision plan for Keller Crossing Phase 2, located at 1475 W 2000 S R-3 zone, based on...

Table

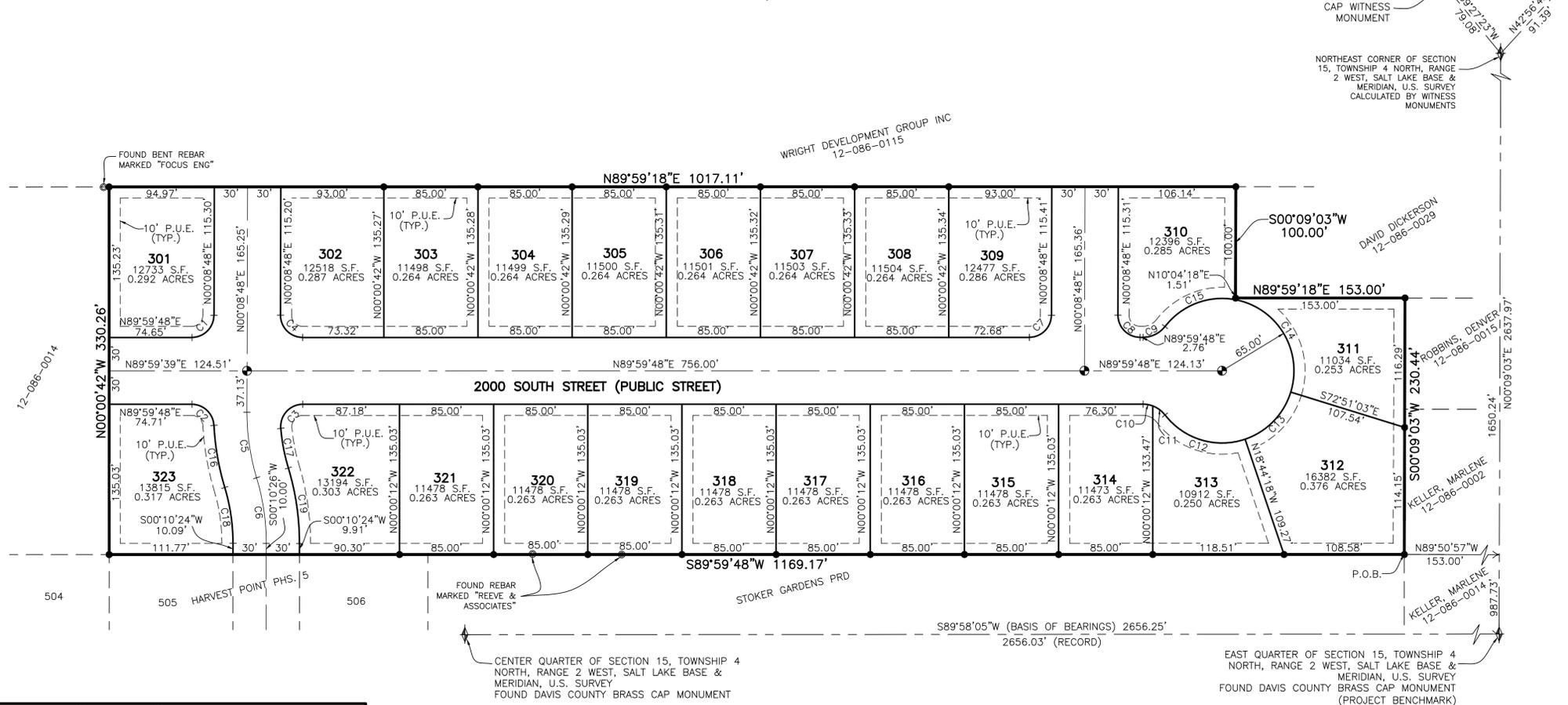
I move to table discussions pertaining to final subdivision plan for Keller Crossing Phase 2, located at 1475 W 2000 S R-3 zone, until....

Keller Crossing 2000 S 1000 W



KELLER CROSSING SUBDIVISION PHASE 3

PART OF THE NORTHEAST QUARTER OF SECTION 15, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY
 SYRACUSE CITY, DAVIS COUNTY, UTAH
 NOVEMBER, 2015



NARRATIVE
 THE PURPOSE OF THIS PLAT IS TO DIVIDE THIS PROPERTY INTO LOTS AND STREETS AS SHOWN. ALL BOUNDARY CORNERS WERE SET WITH A 5/8" REBAR AND PLASTIC CAP STAMPED "REEVE & ASSOCIATES". ALL FRONT LOT CORNERS WERE SET WITH A LEAD PLUG IN THE TOP BACK OF CURB AT THE EXTENSION OF THE SIDE LOT LINES. THE BOUNDARY ON THE NORTH, SOUTH AND WEST SIDES WAS FIXED BY EXISTING SUBDIVISIONS, WHICH MATCH DEED AND AN OCCUPATIONAL EVIDENCE.

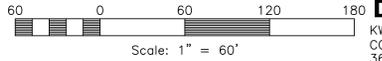
CURVE TABLE

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	31.36'	20.00'	89°51'00"	S45°04'18"W	28.25'
C2	30.43'	20.00'	87°10'08"	S46°25'08"E	27.58'
C3	33.06'	20.00'	94°43'20"	N42°38'08"E	29.43'
C4	31.47'	20.00'	90°09'00"	S44°55'42"E	28.32'
C5	59.77'	200.00'	17°07'21"	S08°24'53"E	59.55'
C6	59.86'	200.00'	17°08'57"	N08°24'05"W	59.64'
C7	31.36'	20.00'	89°51'00"	N45°04'18"E	28.25'
C8	31.47'	20.00'	90°09'00"	S44°55'42"E	28.32'
C9	22.83'	25.00'	52°19'48"	N63°49'54"E	22.05'
C10	8.88'	25.00'	20°21'37"	N79°49'24"W	8.84'
C11	13.95'	25.00'	31°58'11"	N53°39'29"W	13.77'
C12	80.62'	65.00'	71°03'54"	N73°12'21"W	75.55'
C13	61.39'	65.00'	54°06'46"	S44°12'20"W	59.13'
C14	109.58'	65.00'	96°35'31"	S31°08'49"E	97.06'
C15	71.35'	65.00'	62°53'27"	S69°06'43"W	67.82'
C16	56.77'	230.00'	14°08'28"	S09°54'19"E	56.62'
C17	36.35'	170.00'	12°15'02"	S10°51'03"E	36.28'
C18	50.88'	170.00'	17°08'57"	N08°24'05"W	50.69'
C19	68.84'	230.00'	17°08'57"	N08°24'05"W	68.58'

BASIS OF BEARINGS
 THE BASIS OF BEARINGS FOR THIS PLAT IS THE SECTION LINE BETWEEN THE FOUND DAVIS COUNTY BRASS CAP MONUMENTS AT THE CENTER QUARTER AND THE EAST QUARTER OF SECTION 15, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE & MERIDIAN, U.S. SURVEY. SHOWN HEREON AS: S89°58'05"W

BOUNDARY DESCRIPTION
 PART OF THE NORTHEAST QUARTER OF SECTION 15, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE & MERIDIAN, U.S. SURVEY, DESCRIBED AS FOLLOWS:
 BEGINNING AT A POINT ON THE NORTHERLY BOUNDARY OF STOKER GARDENS, SAID POINT BEING N00°09'03"E 987.73 FEET AND N89°50'57"W 153.00 FEET FROM THE EAST QUARTER OF SAID SECTION 15; THENCE S89°59'48"W ALONG SAID NORTHERLY BOUNDARY AND THE NORTHERLY BOUNDARY OF HARVEST POINT SUBDIVISION PHASE 5, 1169.17 FEET; THENCE N00°00'42"W 330.26 FEET; THENCE N89°59'18"E 1017.11 FEET; THENCE S00°09'03"W 100.00 FEET; THENCE N89°59'18"E 153.00 FEET; THENCE S00°09'03"W 230.44 FEET TO THE POINT OF BEGINNING.

- LEGEND**
- ◆ = SECTION CORNER
 - = WITNESS MONUMENT
 - = FOUND REBAR
 - = SET STREET MONUMENT
 - = SET 5/8" REBAR AND PLASTIC CAP STAMPED "REEVE & ASSOCIATES"
 - = PUBLIC UTILITY EASEMENT
 - = BOUNDARY LINE
 - - - = ADJOINING PROPERTY
 - - - = ROAD CENTERLINE
 - - - = SECTION TIE LINE



DEVELOPER
 KW ADVISORY GROUP, LLC
 COLBY BOND
 360 S FORT LANE C=111
 801-657-1678

SURVEYOR'S CERTIFICATE
 I, **TREVOR J. HATCH**, DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR IN THE STATE OF UTAH IN ACCORDANCE WITH TITLE 58, CHAPTER 22, PROFESSIONAL ENGINEERS AND LAND SURVEYORS ACT; AND THAT I HAVE COMPLETED A SURVEY OF THE PROPERTY DESCRIBED ON THIS PLAT IN ACCORDANCE WITH SECTION 17-23-17 AND HAVE VERIFIED ALL MEASUREMENTS, AND HAVE PLACED MONUMENTS AS REPRESENTED ON THIS PLAT, AND THAT THIS PLAT OF **KELLER CROSSING SUBDIVISION PHASE 3** IN **SYRACUSE CITY, DAVIS COUNTY, UTAH**, HAS BEEN DRAWN CORRECTLY TO THE DESIGNATED SCALE AND IS A TRUE AND CORRECT REPRESENTATION OF THE HEREIN DESCRIBED LANDS INCLUDED IN SAID SUBDIVISION, BASED UPON DATA COMPILED FROM RECORDS IN THE **DAVIS COUNTY** RECORDER'S OFFICE AND FROM SAID SURVEY MADE BY ME ON THE GROUND, I FURTHER CERTIFY THAT THE REQUIREMENTS OF ALL APPLICABLE STATUTES AND ORDINANCES OF **SYRACUSE CITY, DAVIS COUNTY** CONCERNING ZONING REQUIREMENTS REGARDING LOT MEASUREMENTS HAVE BEEN COMPLIED WITH.

SIGNED THIS _____ DAY OF _____, 20____.

9031945
 UTAH LICENSE NUMBER **TREVOR J. HATCH**

OWNERS DEDICATION AND CERTIFICATION
 WE THE UNDERSIGNED OWNERS OF THE HEREIN DESCRIBED TRACT OF LAND, DO HEREBY SET APART AND SUBDIVIDE THE SAME INTO PRIVATELY OWNED PROPERTY, COMMON AREA, LIMITED COMMON AREA, AND PUBLIC STREETS AS SHOWN ON THE PLAT AND NAME SAID TRACT **KELLER CROSSING SUBDIVISION PHASE 3**, AND DO HEREBY DEDICATE TO PUBLIC USE ALL THESE PARTS OR PORTIONS OF SAID TRACT OF LAND DESIGNATED AS STREETS, THE SAME TO BE USED AS PUBLIC THOROUGHFARES AND ALSO TO GRANT AND DEDICATE A PERPETUAL RIGHT-OF-WAY AND EASEMENT OVER, UPON AND UNDER THE LANDS DESIGNATED HEREON AS PUBLIC UTILITY, STORM WATER AND STORM DRAIN EASEMENTS, THE SAME TO BE USED FOR THE INSTALLATION, MAINTENANCE AND OPERATION OF PUBLIC UTILITY SERVICE LINE, STORM DRAINAGE FACILITIES, IRRIGATION CANALS OR FOR THE PERPETUAL PRESERVATION OF WATER CHANNELS IN THEIR NATURAL STATE WHICHEVER IS APPLICABLE AS MAY BE AUTHORIZED BY THE GOVERNING AUTHORITY, WITH NO BUILDINGS OR STRUCTURES BEING ERRECTED WITHIN SUCH EASEMENTS.

SIGNED THIS _____ DAY OF _____, 20____.

ACKNOWLEDGMENT
 STATE OF UTAH) ss.
 COUNTY OF _____)
 ON THE _____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, _____ (AND _____) SIGNER(S) OF THE ABOVE OWNER'S DEDICATION AND CERTIFICATION, WHO BEING BY ME DULY SWORN, DID ACKNOWLEDGE TO ME _____ SIGNED IT FREELY, VOLUNTARILY, AND FOR THE PURPOSES THEREIN MENTIONED.

COMMISSION EXPIRES _____ NOTARY PUBLIC

ACKNOWLEDGMENT
 STATE OF UTAH) ss.
 COUNTY OF _____)
 ON THE _____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, _____ (AND _____) BEING BY ME DULY SWORN, ACKNOWLEDGED TO ME THEY ARE _____ AND _____ OF SAID CORPORATION AND THAT THEY SIGNED THE ABOVE OWNER'S DEDICATION AND CERTIFICATION FREELY, VOLUNTARILY, AND IN BEHALF OF SAID CORPORATION FOR THE PURPOSES THEREIN MENTIONED.

COMMISSION EXPIRES _____ NOTARY PUBLIC

ROCKY MOUNTAIN POWER
 APPROVED THIS _____ DAY OF _____, 20____, BY ROCKY MOUNTAIN POWER.

ROCKY MOUNTAIN POWER

QUESTAR
 APPROVED THIS _____ DAY OF _____, 20____, BY QUESTAR.

QUESTAR

SYRACUSE CITY PLANNING COMMISSION
 APPROVED THIS _____ DAY OF _____, 20____, BY THE SYRACUSE CITY PLANNING COMMISSION.

CHAIRMAN, SYRACUSE CITY PLANNING COMMISSION

SYRACUSE CITY ENGINEER
 I HEREBY CERTIFY THAT THIS OFFICE HAS EXAMINED THIS PLAT AND IT IS CORRECT IN ACCORDANCE WITH INFORMATION ON FILE IN THIS OFFICE.

SYRACUSE CITY ENGINEER DATE

SYRACUSE CITY COUNCIL
 PRESENTED TO THE SYRACUSE CITY COUNCIL THIS THE _____ DAY OF _____, 20____, AT WHICH TIME THIS SUBDIVISION WAS APPROVED AND ACCEPTED.

SYRACUSE CITY MAYOR ATTEST: _____ CITY RECORDER

PROJECT INFORMATION

Surveyor: **T. HATCH** Project Name: **KELLER CROSSING**
 Designer: **D. CAVE** Number: **6634-02**
 Begin Date: **10-03-2015** Scale: **1"=60'**
 Revision: **11-13-2015** Page: **1 of 1**

4155 S. HARBOR BLVD., SUITE 310, OGDEN, UTAH 84403
 TEL: (801) 621-3100 FAX: (801) 621-2666 WWW: REEVE-ASSOCIATES.COM
 LAND PLANNERS • CIVIL ENGINEERS • LAND SURVEYORS
 TRAFFIC ENGINEERS • STRUCTURAL ENGINEERS • LANDSCAPE ARCHITECTS

DAVIS COUNTY RECORDER
 ENTRY NO. _____ FEE PAID _____
 _____ FILED FOR RECORD
 AND RECORDED, _____ AT
 _____ IN BOOK _____ OF
 THE OFFICIAL RECORDS, PAGE _____

RECORDED FOR:

 DAVIS COUNTY RECORDER
 _____ DEPUTY,

REVISED: 11-03-15

General Notes:

- ALL CONSTRUCTION MUST STRICTLY FOLLOW THE STANDARDS AND SPECIFICATIONS SET FORTH BY: GOVERNING UTILITY MUNICIPALITY, GOVERNING CITY OR COUNTY (IF UN-INCORPORATED), INDIVIDUAL PRODUCT MANUFACTURERS, AMERICAN PUBLIC WORKS ASSOCIATION (APWA), AND THE DESIGN ENGINEER. THE ORDER LISTED ABOVE IS ARRANGED BY SENIORITY. IF A CONSTRUCTION PRACTICE IS NOT SPECIFIED BY ANY OF THE LISTED SOURCES, CONTRACTOR MUST CONTACT DESIGN ENGINEER FOR DIRECTION.
- CONTRACTOR TO STRICTLY FOLLOW GEOTECHNICAL RECOMMENDATIONS FOR THIS PROJECT. ALL GRADING INCLUDING BUT NOT LIMITED TO CUT, FILL, CONSTRUCTION, ASPHALT PAVEMENT, SUBBASE, TRENCH EXCAVATION/BACKFILL, SITE GRUBBING, RETAINING WALLS AND FOOTINGS MUST BE COORDINATED DIRECTLY WITH THE PROJECT GEOTECHNICAL ENGINEER.
- TRAFFIC CONTROL, STRIPING & SIGNAGE TO CONFORM TO CURRENT GOVERNING AGENCIES TRANSPORTATION ENGINEER'S MANUAL AND MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
- ANY AREA OUTSIDE THE LIMIT OF WORK THAT IS DISTURBED SHALL BE RESTORED TO ITS ORIGINAL CONDITION AT NO COST TO OWNER.
- CONSULT ALL OF THE DRAWINGS AND SPECIFICATIONS FOR COORDINATION REQUIREMENTS BEFORE COMMENCING CONSTRUCTION.
- AT ALL LOCATIONS WHERE EXISTING PAVEMENT ABUTS NEW CONSTRUCTION, THE EDGE OF THE EXISTING PAVEMENT SHALL BE SAWCUT TO A CLEAN, SMOOTH EDGE.
- ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH THE MOST RECENT, ADOPTED EDITION OF ADA ACCESSIBILITY GUIDELINES.
- PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAKING SURE THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL THE CONTRACTOR HAS RECEIVED THOROUGHLY REVIEWED PLANS AND OTHER DOCUMENTS APPROVED BY ALL OF THE PERMITTING AUTHORITIES.
- CONTRACTOR IS RESPONSIBLE FOR SCHEDULING AND NOTIFYING ENGINEER OR INSPECTING AUTHORITY 48 HOURS IN ADVANCE OF COVERING UP ANY PHASE OF CONSTRUCTION REQUIRING OBSERVATION.
- ANY WORK IN THE PUBLIC RIGHT-OF-WAY WILL REQUIRE PERMITS FROM THE APPROPRIATE CITY, COUNTY OR STATE AGENCY CONTROLLING THE ROAD, INCLUDING OBTAINING REQUIRED INSPECTIONS.
- ALL DIMENSIONS, GRADES & UTILITY DEVICES SHOWN ON THE PLANS SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. CONTRACTOR SHALL NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO PROCEEDING WITH CONSTRUCTION FOR NECESSARY PLAN OR GRADE CHANGES.
- CONTRACTOR MUST VERIFY ALL EXISTING CONDITIONS BEFORE BIDDING AND BRING UP ANY QUESTIONS BEFOREHAND.
- SITE GRADING SHALL BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AND THE RECOMMENDATIONS SET FORTH BY THE GEOTECHNICAL ENGINEER.
- CATCH SLOPES SHALL BE GRADED AS SPECIFIED ON GRADING PLANS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ALL FLAGGING, CAUTION SIGNS, LIGHTS, BARRICADES, FLAGMEN, AND ALL OTHER DEVICES NECESSARY FOR PUBLIC SAFETY.
- CONTRACTOR SHALL, AT THE TIME OF BIDDING AND THROUGHOUT THE PERIOD OF THE CONTRACT, BE LICENSED IN THE STATE WHERE THE PROJECT IS LOCATED AND SHALL BE BONDABLE FOR AN AMOUNT EQUAL TO OR GREATER THAN THE AMOUNT BID AND TO DO THE TYPE OF WORK CONTEMPLATED IN THE PLANS AND SPECIFICATIONS. CONTRACTOR SHALL BE SKILLED AND REGULARLY ENGAGED IN THE GENERAL CLASS AND TYPE OF WORK CALLED FOR IN THE PLANS AND SPECIFICATIONS.
- CONTRACTOR SHALL INSPECT THE SITE OF THE WORK PRIOR TO BIDDING TO SATISFY HIMSELF BY PERSONAL EXAMINATION OR BY SUCH OTHER MEANS AS HE MAY PREFER OF THE LOCATIONS OF THE PROPOSED WORK AND OF THE ACTUAL CONDITIONS OF AND AT THE SITE OF WORK. IF, DURING THE COURSE OF HIS EXAMINATION, A BIDDER FINDS CONDITIONS WHICH APPEAR TO HIM TO BE IN CONFLICT WITH THE LETTER OR SPIRIT OF THE PROJECT PLANS AND SPECIFICATIONS, HE SHALL CONTACT THE ENGINEER FOR ADDITIONAL INFORMATION AND EXPLANATION BEFORE SUBMITTING HIS BID. SUBMISSION OF A BID BY THE CONTRACTOR SHALL CONSTITUTE ACKNOWLEDGMENT THAT, IF AWARDED THE CONTRACT, HE HAS RELIED AND IS RELYING ON HIS OWN EXAMINATION OF (1) THE SITE OF THE WORK, (2) ACCESS TO THE SITE, AND (3) ALL OTHER DATA AND MATTERS REQUISITE TO THE FULFILLMENT OF THE WORK AND ON HIS OWN KNOWLEDGE OF EXISTING FACILITIES ON AND IN THE VICINITY OF THE SITE OF THE WORK TO BE CONSTRUCTED UNDER THIS CONTRACT. THE INFORMATION PROVIDED BY THE ENGINEER IS NOT INTENDED TO BE A SUBSTITUTE FOR, OR A SUPPLEMENT TO, THE INDEPENDENT VERIFICATION BY THE CONTRACTOR TO THE EXTENT SUCH INDEPENDENT INVESTIGATION OF SITE CONDITIONS IS DEEMED NECESSARY OR DESIRABLE BY THE CONTRACTOR. CONTRACTOR SHALL ACKNOWLEDGE THAT HE HAS NOT RELIED SOLELY UPON OWNER- OR ENGINEER-FURNISHED INFORMATION REGARDING SITE CONDITIONS IN PREPARING AND SUBMITTING HIS BID.
- CONTRACTOR SHALL BE RESPONSIBLE TO PROVIDE ALL WATER, POWER, SANITARY FACILITIES AND TELEPHONE SERVICES AS REQUIRED FOR THE CONTRACTOR'S USE DURING CONSTRUCTION.
- CONTRACTOR SHALL BE HELD RESPONSIBLE FOR ANY FIELD CHANGES MADE WITHOUT PRIOR WRITTEN AUTHORIZATION FROM THE OWNER, ENGINEER, AND/OR GOVERNING AGENCIES.
- CONTRACTOR SHALL EXERCISE DUE CAUTION AND SHALL CAREFULLY PRESERVE BENCH MARKS, CONTROL POINTS, REFERENCE POINTS AND ALL SURVEY STAKES, AND SHALL BEAR ALL EXPENSES FOR REPLACEMENT AND/OR ERRORS CAUSED BY THEIR UNNECESSARY LOSS OR DISTURBANCE.
- CONTRACTOR SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOBSITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER AND ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR THE ENGINEER.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ADEQUATELY SCHEDULING INSPECTION AND TESTING OF ALL FACILITIES CONSTRUCTED UNDER THIS CONTRACT. ALL TESTING SHALL CONFORM TO THE REGULATORY AGENCY'S STANDARD SPECIFICATIONS. ALL TESTING AND INSPECTION SHALL BE PAID FOR BY THE OWNER; ALL RE-TESTING AND/OR RE-INSPECTION SHALL BE PAID FOR BY THE CONTRACTOR.
- IF EXISTING IMPROVEMENTS NEED TO BE DISTURBED AND/OR REMOVED FOR THE PROPER PLACEMENT OF IMPROVEMENTS TO BE CONSTRUCTED BY THESE PLANS, THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING EXISTING IMPROVEMENTS FROM DAMAGE. COST OF REPLACING OR REPAIRING EXISTING IMPROVEMENTS SHALL BE INCLUDED IN THE UNIT PRICE BID FOR ITEMS REQUIRING REMOVAL AND/OR REPLACEMENT; THERE WILL BE NO EXTRA COST DUE TO THE CONTRACTOR FOR REPLACING OR REPAIRING EXISTING IMPROVEMENTS.
- WHENEVER EXISTING FACILITIES ARE REMOVED, DAMAGED, BROKEN, OR CUT IN THE INSTALLATION OF THE WORK COVERED BY THESE PLANS OR SPECIFICATIONS, SAID FACILITIES SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE WITH MATERIALS EQUAL TO OR BETTER THAN THE MATERIALS USED IN THE ORIGINAL EXISTING FACILITIES. THE FINISHED PRODUCT SHALL BE SUBJECT TO THE APPROVAL OF THE OWNER, THE ENGINEER, AND THE RESPECTIVE REGULATORY AGENCY.
- CONTRACTOR SHALL MAINTAIN A NEATLY MARKED SET OF FULL-SIZE AS-BUILT RECORD DRAWINGS SHOWING THE FINAL LOCATION AND LAYOUT OF ALL STRUCTURES AND OTHER FACILITIES. AS-BUILT RECORD DRAWINGS SHALL REFLECT CHANGE ORDERS, ACCOMMODATIONS, AND ADJUSTMENTS TO ALL IMPROVEMENTS CONSTRUCTED. WHERE NECESSARY, SUPPLEMENTAL DRAWINGS SHALL BE PREPARED AND SUBMITTED BY THE CONTRACTOR. PRIOR TO ACCEPTANCE OF THE PROJECT, THE CONTRACTOR SHALL DELIVER TO THE ENGINEER ONE SET OF NEATLY MARKED AS-BUILT RECORD DRAWINGS SHOWING THE INFORMATION REQUIRED ABOVE. AS-BUILT RECORD DRAWINGS SHALL BE REVIEWED AND THE COMPLETE AS-BUILT RECORD DRAWING SET SHALL BE CURRENT WITH ALL CHANGES AND DEVIATIONS REDLINED AS A PRECONDITION TO THE FINAL PROGRESS PAYMENT APPROVAL AND/OR FINAL ACCEPTANCE.
- WHERE THE PLANS OR SPECIFICATIONS DESCRIBE PORTIONS OF THE WORK IN GENERAL TERMS BUT NOT IN COMPLETE DETAIL, IT IS UNDERSTOOD THAT ONLY THE BEST GENERAL PRACTICE IS TO PREVAIL AND THAT ONLY MATERIALS AND WORKMANSHIP OF THE HIGHEST QUALITY ARE TO BE USED.
- CONTRACTOR SHALL BE SKILLED AND REGULARLY ENGAGED IN THE GENERAL CLASS AND TYPE OF WORK CALLED FOR IN THE PROJECT PLANS AND SPECIFICATIONS. THEREFORE, THE OWNER IS RELYING UPON THE EXPERIENCE AND EXPERTISE OF THE CONTRACTOR. PRICES PROVIDED WITHIN THE CONTRACT DOCUMENTS SHALL INCLUDE ALL LABOR AND MATERIALS NECESSARY AND PROPER FOR THE WORK CONTEMPLATED AND THAT THE WORK BE COMPLETED IN ACCORDANCE WITH THE TRUE INTENT AND PURPOSE OF THESE PLANS AND SPECIFICATIONS. THE CONTRACTOR SHALL BE COMPETENT, KNOWLEDGEABLE AND HAVE SPECIAL SKILLS IN THE NATURE, EXTENT AND INHERENT CONDITIONS OF THE WORK TO BE PERFORMED. CONTRACTOR SHALL ALSO ACKNOWLEDGE THAT THERE ARE CERTAIN PECULIAR AND INHERENT CONDITIONS EXISTING IN THE CONSTRUCTION OF THE PARTIAL FACILITIES WHICH MAY CREATE, DURING THE CONSTRUCTION PROGRAM, UNUSUAL OR UNSAFE CONDITIONS HAZARDOUS TO PERSONS, PROPERTY AND THE ENVIRONMENT. CONTRACTOR SHALL BE AWARE OF SUCH PECULIAR RISKS AND HAVE THE SKILL AND EXPERIENCE TO FORESEE AND TO ADOPT PROTECTIVE MEASURES TO ADEQUATELY AND SAFELY PERFORM THE CONSTRUCTION WORK WITH RESPECT TO SUCH HAZARDS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OF ALL STRIPING AND/OR PAVEMENT MARKINGS NECESSARY TO THE EXISTING STRIPING INTO FUTURE STRIPING. METHOD OF REMOVAL SHALL BE BY GRINDING OR SANDBLASTING.
- CONTRACTOR SHALL PROVIDE ALL SHORING, BRACING, SLOPING OR OTHER PROVISIONS NECESSARY TO PROTECT WORKMEN FOR ALL AREAS TO BE EXCAVATED TO A DEPTH OF 4 FEET OR MORE. FOR EXCAVATIONS 4 FEET OR MORE IN DEPTH, THE CONTRACTOR SHALL COMPLY WITH LOCAL, STATE AND NATIONAL SAFETY CODES, ORDINANCES, OR REQUIREMENTS FOR EXCAVATION AND TRENCHES.
- ALL EXISTING GATES AND FENCES TO REMAIN UNLESS OTHERWISE NOTED ON PLANS. PROTECT ALL GATES AND FENCES FROM DAMAGE

Utility Notes:

- CONTRACTOR SHALL COORDINATE LOCATION OF NEW "DRY UTILITIES" WITH THE APPROPRIATE UTILITY COMPANY, INCLUDING BUT NOT LIMITED TO: TELEPHONE SERVICE, GAS SERVICE, CABLE, POWER, INTERNET.
- EXISTING UTILITIES HAVE BEEN SHOWN ON THE PLANS USING A COMBINATION OF ON-SITE SURVEYS (BY OTHERS). PRIOR TO COMMENCING ANY WORK, IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO HAVE EACH UTILITY COMPANY LOCATE IN THE FIELD, THEIR MAIN AND SERVICE LINES 48 HOURS IN ADVANCE OF PERFORMING ANY EXCAVATION WORK. THE CONTRACTOR SHALL RECORD THE BLUE STAKES ORDER NUMBER AND FURNISH ORDER NUMBER TO OWNER AND ENGINEER PRIOR TO ANY EXCAVATION. IT WILL BE THE CONTRACTOR'S SOLE RESPONSIBILITY TO DIRECTLY CONTACT ANY OTHER UTILITY COMPANIES THAT ARE NOT MEMBERS OF BLUE STAKES. IT SHALL BE THE CONTRACTOR'S SOLE RESPONSIBILITY TO PROTECT ALL EXISTING UTILITIES SO THAT NO DAMAGE RESULTS TO THEM DURING THE PERFORMANCE OF THIS CONTRACT. ANY REPAIRS NECESSARY TO DAMAGED UTILITIES SHALL BE PAID FOR BY THE CONTRACTOR. THE CONTRACTOR SHALL BE REQUIRED TO COOPERATE WITH OTHER CONTRACTORS AND UTILITY COMPANIES INSTALLING NEW STRUCTURES, UTILITIES AND SERVICE TO THE PROJECT.
- CONTRACTOR SHALL POT HOLE ALL UTILITIES TO DETERMINE IF CONFLICTS EXIST PRIOR TO BEGINNING ANY EXCAVATION. NOTIFY ENGINEER OF ANY CONFLICTS. CONTRACTOR SHALL VERIFY LOCATION AND INVERTS OF EXISTING UTILITIES TO WHICH NEW UTILITIES WILL BE CONNECTED. PRIOR TO COMMENCING ANY EXCAVATION WORK THE CONTRACTOR SHALL NOTIFY ALL UTILITY COMPANIES IN ACCORDANCE WITH THE REQUIRED PROCEDURES.
- CARE SHOULD BE TAKEN IN ALL EXCAVATIONS DUE TO POSSIBLE EXISTENCE OF UNRECORDED UTILITY LINES. EXCAVATION REQUIRED WITHIN PROXIMITY OF EXISTING UTILITY LINES SHALL BE DONE BY HAND. CONTRACTOR SHALL REPAIR ANY DAMAGE TO EXISTING UTILITY LINES OR STRUCTURES INCURRED DURING CONSTRUCTION OPERATIONS AT HIS EXPENSE.
- ALL VALVES AND MANHOLE COVERS SHALL BE RAISED OR LOWERED TO MEET FINISHED GRADE.
- CONTRACTOR SHALL CUT PIPES OFF FLUSH WITH THE INSIDE WALL OF THE BOX OR MANHOLE.
- CONTRACTOR SHALL GROUT AT CONNECTION OF PIPE TO BOX WITH NON-SHRINKING GROUT, INCLUDING PIPE VOIDS LEFT BY CUTTING PROCESS, TO A SMOOTH FINISH.
- CONTRACTOR SHALL GROUT WITH NON-SHRINKING GROUT BETWEEN GRADE RINGS AND BETWEEN BOTTOM OF INLET LID FRAME AND TOP OF CONCRETE BOX.
- SILT AND DEBRIS IS TO BE CLEANED OUT OF ALL STORM DRAIN BOXES. CATCH BASINS ARE TO BE MAINTAINED IN A CLEANED CONDITION AS NEEDED UNTIL AFTER THE FINAL BOND RELEASE INSPECTION.
- CONTRACTOR SHALL CLEAN ASPHALT, TAR OR OTHER ADHESIVES OFF OF ALL MANHOLE LIDS AND INLET GRATES TO ALLOW ACCESS.
- EACH TRENCH SHALL BE EXCAVATED SO THAT THE PIPE CAN BE LAID TO THE ALIGNMENT AND GRADE AS REQUIRED. THE TRENCH WALL SHALL BE SO BRACED THAT THE WORKMEN MAY WORK SAFELY AND EFFICIENTLY. ALL TRENCHES SHALL BE DRAINED SO THE PIPE LAYING MAY TAKE PLACE IN DE-WATERED CONDITIONS.
- CONTRACTOR SHALL PROVIDE AND MAINTAIN AT ALL TIMES AMPLE MEANS AND DEVICES WITH WHICH TO REMOVE PROMPTLY AND TO PROPERLY DISPOSE OF ALL WATER ENTERING THE TRENCH EXCAVATION.
- MAINTAIN A MINIMUM 18" VERTICAL SEPARATION DISTANCE BETWEEN ALL UTILITY CROSSINGS.
- CONTRACTOR SHALL START INSTALLATION AT LOW POINT OF ALL NEW GRAVITY UTILITY LINES.
- ALL BOLTED FITTINGS MUST BE GREASED AND WRAPPED.
- UNLESS SPECIFICALLY NOTED OTHERWISE, MAINTAIN AT LEAST 2 FEET OF COVER OVER ALL STORM DRAIN LINES AT ALL TIMES (INCLUDING DURING CONSTRUCTION).
- ALL WATER LINES SHALL BE INSTALLED A MINIMUM OF 60" BELOW FINISHED GRADE.
- ALL SEWER LINES AND SEWER SERVICES SHALL HAVE A MINIMUM SEPARATION OF 10 FEET, PIPE EDGE TO PIPE EDGE, FROM THE WATER LINES. IF A 10 FOOT SEPARATION CAN NOT BE MAINTAINED, THE SEWER LINE AND WATER LINE SHALL BE LAID IN SEPARATE TRENCHES AND THE BOTTOM OF THE WATER LINE SHALL BE AT LEAST 18" ABOVE THE TOP OF THE SEWER LINE.
- CONTRACTOR SHALL INSTALL THRUST BLOCKING AT ALL WATERLINE ANGLE POINTS AND TEES.
- ALL UNDERGROUND UTILITIES SHALL BE IN PLACE PRIOR TO INSTALLATION OF CURB, GUTTER, SIDEWALK AND STREET PAVING.
- CONTRACTOR SHALL INSTALL MAGNETIC LOCATING TAPE CONTINUOUSLY OVER ALL NONMETALLIC PIPE.

Erosion Control General Notes:

THE CONTRACTOR TO USE BEST MANAGEMENT PRACTICES FOR PROVIDING EROSION CONTROL FOR CONSTRUCTION OF THIS PROJECT. ALL MATERIAL AND WORKMANSHIP SHALL CONFORM TO GOVERNING AGENCIES ORDINANCES AND ALL WORK SHALL BE SUBJECT TO INSPECTION BY THE COUNTIES. ALSO, INSPECTORS WILL HAVE THE RIGHT TO CHANGE THE FACILITIES AS NEEDED.

CONTRACTOR SHALL KEEP THE SITE WATERED TO CONTROL DUST. CONTRACTOR TO LOCATE A NEARBY HYDRANT FOR USE AND TO INSTALL TEMPORARY METER. CONSTRUCTION WATER COST TO BE INCLUDED IN BID.

WHEN GRADING OPERATIONS ARE COMPLETED AND THE DISTURBED GROUND IS LEFT "OPEN" FOR 14 DAYS OR MORE, THE AREA SHALL BE FURROWED PARALLEL TO THE CONTOURS.

THE CONTRACTOR SHALL MODIFY EROSION CONTROL MEASURES TO ACCOMMODATE PROJECT PLANNING.

ALL ACCESS TO PROPERTY WILL BE FROM PUBLIC RIGHT-OF-WAYS. THE CONTRACTOR IS REQUIRED BY STATE AND FEDERAL REGULATIONS TO PREPARE A STORM WATER POLLUTION PREVENTION PLAN AND FILE A "NOTICE OF INTENT" WITH THE GOVERNING AGENCIES.

Maintenance:

ALL BEST MANAGEMENT PRACTICES (BMP'S) SHOWN ON THIS PLAN MUST BE MAINTAINED AT ALL TIMES UNTIL PROJECT CLOSE-OUT.

THE CONTRACTOR'S RESPONSIBILITY SHALL INCLUDE MAKING BI-WEEKLY CHECKS ON ALL EROSION CONTROL MEASURES TO DETERMINE IF REPAIR OR SEDIMENT REMOVAL IS NECESSARY. CHECKS SHALL BE DOCUMENTED AND COPIES OF THE INSPECTIONS KEPT ON SITE.

SEDIMENT DEPOSITS SHOULD BE REMOVED AFTER EACH RAINFALL. THEY MUST BE REMOVED WHEN THE LEVEL OF DEPOSITION REACHES APPROXIMATELY ONE-HALF THE HEIGHT OF BARRIER.

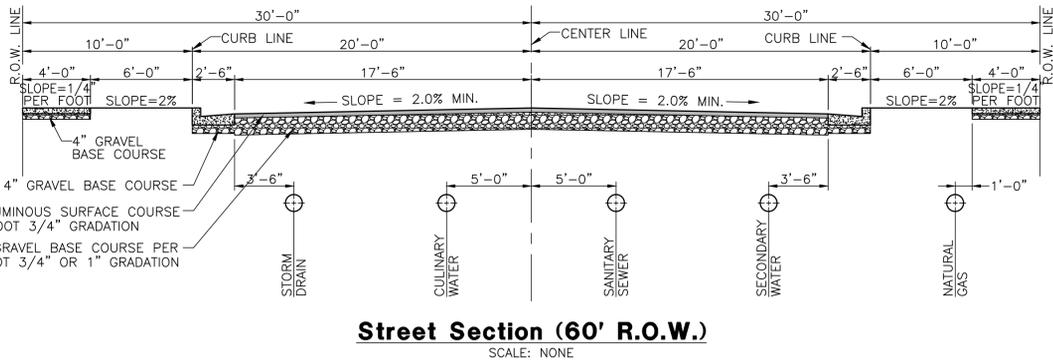
SEDIMENT TRACKED ONTO PAVED ROADS MUST BE CLEANED UP AS SOON AS PRACTICAL, BUT IN NO CASE LATER THAN THE END OF THE NORMAL WORK DAY. THE CLEAN UP WILL INCLUDE SWEEPING OF THE TRACKED MATERIAL, PICKING IT UP, AND DEPOSITING IT TO A CONTAINED AREA.

EXPOSED SLOPES:

- ANY EXPOSED SLOPE THAT WILL REMAIN UNTOUCHED FOR LONGER THAN 14 DAYS MUST BE STABILIZED BY ONE OR MORE OF THE FOLLOWING METHODS:
- Spraying DISTURBED AREAS WITH A TACKIFIER VIA HYDROSEED
 - TRACKING STRAW PERPENDICULAR TO SLOPES
 - INSTALLING A LIGHT-WEIGHT, TEMPORARY EROSION CONTROL BLANKET

Master Legend

—W— = PROPOSED CULINARY WATER LINE	TOE = TOE OF SLOPE
--EX.W-- = EXISTING CULINARY WATER LINE	TOP = TOP OF SLOPE
—SS— = PROPOSED SANITARY SEWER LINE	TOW = TOP OF WALL
--EX.SS-- = EXISTING SANITARY SEWER LINE	TSW = TOP OF SIDEWALK
—SD— = PROPOSED STORM DRAIN LINE	VPI = VERTICAL POINT OF INTERSECT.
--EX.SD-- = EXISTING STORM DRAIN LINE	W = CULINARY WATER
—LD— = PROPOSED LAND DRAIN LINE	WM = WATER METER
--EX.LD-- = EXISTING LAND DRAIN LINE	[Grey Box] = NEW PAVEMENT
—SW— = PROPOSED SECONDARY WATER LINE	[White Box] = NEW CONCRETE
--EX.SW-- = EXISTING SECONDARY WATER LINE	FFE = FINISH FLOOR ELEVATION
—IRR— = PROPOSED IRRIGATION LINE	FG = FINISHED GRADE
--EX.IRR-- = EXISTING IRRIGATION LINE	FH = FIRE HYDRANT
--OHP-- = EXISTING OVERHEAD POWER LINE	FL = FLOW LINE
--TEL-- = EXISTING TELEPHONE LINE	GB = GRADE BREAK
--GAS-- = EXISTING NATURAL GAS LINE	HDPE = HIGH DENSITY POLYETHYLENE PIPE
—E— = EXISTING EDGE OF PAVEMENT	INV = INVERT
×—X— = FENCE LINE	IRR = IRRIGATION
[Black Box] = MASONRY BLOCK/RETAINING WALL	LD = LAND DRAIN
[Dashed Line] = DITCH/SWALE FLOWLINE	L.F. = LINEAR FEET
[Red Circle] = PROPOSED FIRE HYDRANT	NG = NATURAL GRADE
[White Circle] = EXISTING FIRE HYDRANT	O.C. = ON CENTER
[Black Circle] = PROPOSED MANHOLE	PC = POINT OF CURVE
[White Circle] = EXISTING MANHOLE	PRC = POINT OF REVERSE CURVE
[Red Circle] = PROPOSED SEWER CLEAN-OUT	PRVC = POINT OF REVERSE VERT. CURVE
[X] = PROPOSED GATE VALVE	PT = POINT OF TANGENT
[Z] = EXISTING GATE VALVE	PP = POWER/UTILITY POLE
[Square] = PROPOSED WATER METER	P.U.E. = PUBLIC UTILITY EASEMENT
[Circle] = EXISTING WATER METER	R/C = REBAR & CAP
[Black Box] = PROPOSED CATCH BASIN	RCB = REINFORCED CONCRETE BOX
[White Box] = EXISTING CATCH BASIN	RCP = REINFORCED CONCRETE PIPE
[S] = EXISTING SPRINKLER	RIM = RIM OF MANHOLE
[W] = PLUG W/ 2" BLOW-OFF	R.O.W. = RIGHT-OF-WAY
[V] = AIR-VAC ASSEMBLY	SD = STORM DRAIN
[R] = PROPOSED REDUCER	SS = SANITARY SEWER
[M] = PLUG & BLOCK	SW = SECONDARY WATER
[Light Circle] = STREET LIGHT	TBC = TOP BACK OF CURB
[T] = SIGN	
BLDG = BUILDING	
BVC = BEGIN VERTICAL CURVE	
C&G = CURB & GUTTER	
CB = CATCH BASIN	
C.F. = CUBIC FEET	
C.F.S. = CUBIC FEET PER SECOND	
CL = CENTERLINE	
DI = DUCTILE IRON	
EP = EDGE OF PAVEMENT	
EVC = END VERTICAL CURVE	
FC = FENCE CORNER	
FF = FINISH FLOOR	



Street Section (60' R.O.W.)

SCALE: NONE

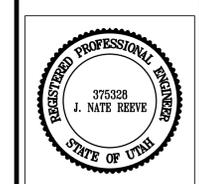
*ASPHALT WIDTH NOTE: THE ASPHALT WIDTH OF 1475 WEST IS TO MATCH THE EXISTING WIDTH, APPROX. 41' WIDE

Reeve & Associates, Inc.
 920 CHAMBERS STREET, SUITE 14, OGDEN, UTAH 84403
 TEL: (801) 621-2100 FAX: (801) 621-2666 www.reeve-assoc.com
 LAND PLANNERS • CIVIL ENGINEERS • LAND SURVEYORS
 TRAFFIC ENGINEERS • STRUCTURAL ENGINEERS • LANDSCAPE ARCHITECTS

REVISIONS	DESCRIPTION	DATE

Keller Crossing Subdivision Phases 2 & 3
 SYRACUSE CITY, DAVIS COUNTY, UTAH

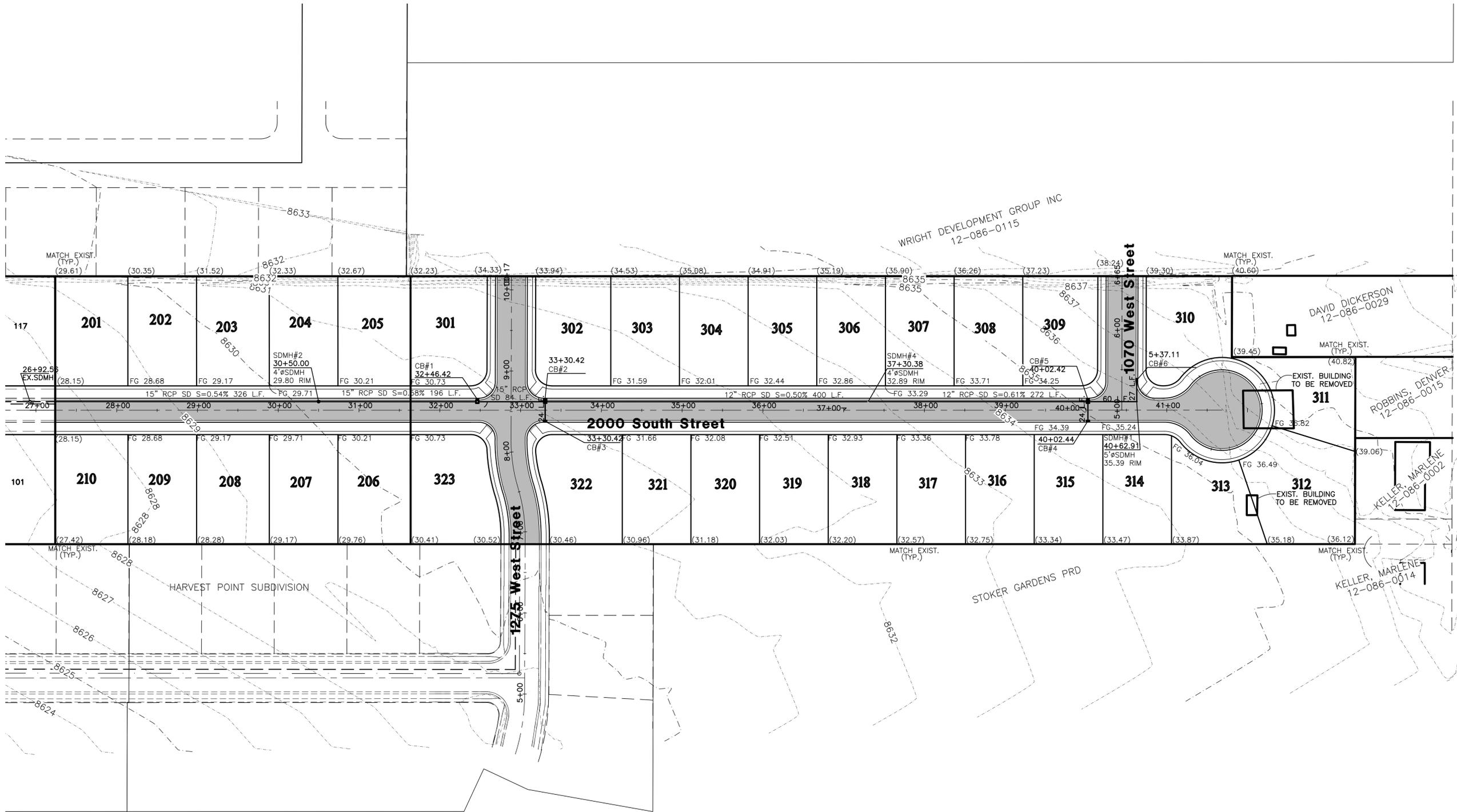
Notes/Legend/ Street Cross-Section



Project Info.

Engineer:	J. NATE REEVE
Drafter:	C. KINGSLEY
Begin Date:	NOVEMBER, 2015
Name:	KELLER CROSSING SUBDIVISION PHASES 2 & 3
Number:	6634-02

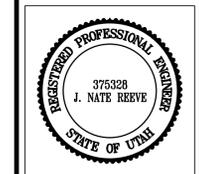
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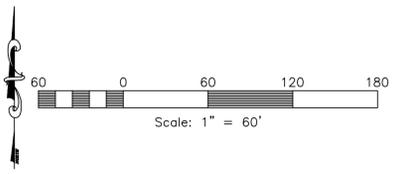
REVISIONS	DESCRIPTION
DATE	

Keller Crossing Subdivision Phases 2 & 3
 SYRACUSE CITY, DAVIS COUNTY, UTAH

Master Grading & Drainage Plan



Project Info.
 Engineer: J. NATE REEVE
 Drafter: C. KINGSLEY
 Begin Date: NOVEMBER, 2015
 Name: KELLER CROSSING SUBDIVISION PHASES 2 & 3
 Number: 6634-02





SYRACUSE
EST. CITY 1935

Planner Final Subdivision Review

Subdivision: Keller Crossing
Completed By: Jenny Schow, City Planner

Date: November, 24 2015
Updated:

8-6-10 Final Plat

Please review and amend the following items:

1. Include a typical set back diagram or list set backs on the plat.
2. Add street addresses when submitted by the city planner.
3. Label 1230 W and 1100 W

Items required for Preconstruction:

1. Construction Drawing Prints and PDF files
2. Schedule a preconstruction meeting
3. Bond estimate using the City template
4. Final Inspection Fees as calculated in the approved bond estimate
5. Offsite Improvement Agreement
6. BMP Facilities Maintenance Agreement (Parcel A)
7. Streetlight Agreement
8. SWPPP NOI
9. SWPPP City Permit
10. Fugitive Dust Control Plan

Items required for Recording:

1. Escrow Agreement
2. Water Shares
3. Title Report - must be updated within 30 days or recording
4. Recording fees: \$37/page +\$1/lot and any common space as well as \$1/land-owner signatures over two



Keller Crossing Subdivision Phase 2

1100 West & 2000 South

Engineer Final Plan Review

Completed by Brian Bloemen on November 23, 2015

Below are the engineering comments for the final plan review of the Keller Crossing Subdivision Phase 2.

Plat:

1. The north south streets are missing street coordinates. The most easterly street is 1100 West & the through street on the west side of phase 2 is 1230 West. Please update the plans to reflect this.
2. Add addressing.

Plans:

1. Update the lot numbering and street coordinates on the plans.
2. Culinary water laterals shall be ¾" copper.
3. Both stub streets to the north shall connect into the existing culinary and secondary mains. Remove the caps and flushing hydrants shown.
4. Eliminate LDMH#5 & SSMH#7.
5. Verify the elevations of the streets being tied into on the north side and update as necessary.
6. Minimum storm drain size is 15" RCP.
7. All ADA ramps shall meet current standards at time of installation.
8. Update the standard cross section to include the low volume local cross section.

If you have any further comments or questions please feel free to contact me at 801-614-9630.

Sincerely,

Brian Bloemen, P.E.

City Engineer



TO: Community Development, Attention: Jenny Schow
FROM: Jo Hamblin, Fire Marshal
RE: Keller Crossing Subdivision phase 2 final

DATE: November 19, 2015

I have reviewed the site plan submitted for the above referenced project. The Fire Prevention Division of this department has the following comments/concerns.

1. Fire hydrants and access roads shall be installed prior to construction of any buildings. All hydrants shall be placed with the 4 1/2" connection facing the point of access for Fire Department Apparatus. Provide written assurance that this will be met.
2. Prior to beginning construction of any buildings, a fire flow test of the new hydrants shall be conducted to verify the actual fire flow for this project. The Fire Prevention Division of this department shall witness this test and shall be notified a minimum of 48 hours prior to the test.

These plans have been reviewed for Fire Department requirements only. At this time the Fire Department has no concerns with these plans. Other departments must review these plans and will have their requirements. This review by the Fire Department must not be construed as final approval from Syracuse City.



PLANNING COMMISSION AGENDA

December 1, 2015

Agenda Item # 5 Conditional Use Permit-Accessory Dwelling Unit

Factual Summation

Address:	2313 W 1700 S
Zone:	A-1 Agriculture
Applicant:	Dale McCrary
Total Acreage	8.519 acres

Background

This request is for an Internal Accessory Dwelling Unit. The applicant has recorded the deed restriction for owner occupancy with the Davis County recorder. The dwelling unit contains 2 bedrooms requiring 2 extra off street parking spaces which can easily be accommodated by the applicant. The applicant can meet all the requirements of the City Code.

Applicable City Code Requirements:

- (1) Internal, Attached, or Detached. Accessory dwelling units may be built internal to, attached to, or as a separate unit detached from the principal dwelling on a lot where a single-family dwelling exists, in accordance to the standards set forth in this section. Accessory dwelling units are allowed in the following residential zone districts: R-1, R-2, and R-3, subject to the provisions of this section.
- (2) Owner Occupant Requirement. Accessory dwelling units shall only be permitted when an owner occupant lives on the property within either the principal dwelling or accessory dwelling unit. Owner occupancy shall not be required when:
 - (a) The owner has a bona fide, temporary absence of three years or less for activities such as military service, temporary job assignments, sabbaticals, or voluntary service (indefinite periods of absence from the dwelling shall not qualify for this exception); or
 - (b) The owner is placed in a hospital, nursing home, assisted living facility or other similar facility that provides regular medical care, excluding retirement living facilities or communities.
- (3) Deed Restriction. A lot approved for development with an accessory dwelling unit shall have a deed restriction, the form of which shall be approved by the City Attorney, filed with the county recorder's office, indicating such owner occupied requirement of the property prior to issuance of a building permit for the accessory dwelling unit by the City. Such deed restriction shall run with the land until the accessory dwelling unit is discontinued, abandoned or revoked.
- (4) One accessory dwelling unit is permitted per single-family residential lot.
- (5) Underlying Zoning Applies. Unless specifically provided otherwise in this section, accessory dwelling units are subject to the regulations for a principal building of the underlying zoning district with regard to lot standards, such as building and wall height, setbacks, yard requirements and building coverage.
- (7) Minimum Lot Area. Within permissible zoning districts, the minimum lot area required for an

accessory dwelling unit shall be:

(a) Internal. For accessory dwelling units located within the principal single-family dwelling, the minimum lot size shall be that of the underlying zone district.

(8) Building Code Compliance. Accessory dwelling units are subject to compliance with current building code.

(9) Separate Utility Connections. Separate utility connections shall not be permitted for internal accessory dwelling units. Owners of lots with an accessory dwelling unit shall be charged for two City utility connections, regardless of shared connection.

(10) Not a Unit of Density. Accessory dwelling units are not considered a unit of density and therefore are not included in the density calculation for residential property.

(11) Nightly Rental. Neither dwelling unit may be used for nightly/weekly rental.

(12) Home Occupations. Home occupations (minor) in accessory dwelling units shall only be permitted for those businesses where no clientele visits are made to the property in order to maintain the residential nature of the dwelling unit.

(14) Methods of Creation. An accessory dwelling unit may only be created through one or more of the following methods:

(a) Conversion of existing living area within a principal structure, such as a basement or attic space;

(b) Addition of floor area to a principal structure;

(c) Construction of a new single-family structure with an internal or detached accessory dwelling unit;

(a) Internal accessory dwelling units (basement or attic) shall not exceed 50 percent of the gross square footage of the principal dwelling unit.

(d) The minimum size of an accessory dwelling unit is that size specified and required by the adopted building code of the City.

(16) Ownership. An accessory dwelling unit shall not be sold separately or subdivided from the principal dwelling unit or lot.

(17) Number of Residents. The total number of residents that may reside in an accessory dwelling unit may not exceed the number that is allowed for a "family" as defined in this code.

(18) Parking.

((b) An accessory dwelling unit that contains two or more bedrooms shall require two additional on-site parking spaces. Parking may be provided in tandem for accessory unit only, when sufficient on-street parking is also available and the lot is not located within a cul-de-sac.

(19) Location of Entrance to Accessory Dwelling Unit.

(a) Internal or Attached Units. Accessory dwelling units that are internal to or attached to a principal dwelling may take access from an existing entrance on a street-facing front facade of the principal dwelling. No new street-facing entrances may be added to the principal dwelling for an accessory

dwelling unit unless such access is located at least 20 feet behind the front facade of the principal dwelling unit.

(21) Conditional Use Permit Required. A conditional use permit shall be required for an accessory dwelling unit in compliance with the standards of review set forth in this code. Applications which do not meet the minimum standards set forth herein and have been denied by the Zoning Administrator as a minor conditional use permit may be appealed to the Planning Commission for review.

(22) Building Permit. A building permit is required for the proposed accessory dwelling unit, regardless of method of creation.

(23) Occupancy. No accessory dwelling unit shall be occupied until the property owner has obtained a building permit and certificate of final occupancy from the City. [Ord. 14-01 § 1; Ord. 11-04 § 1; Ord. 11-02 § 1 (Exh. A); Ord. 10-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Ord. 04-04; Ord. 03-08; amended 1994; Code 1971 § 10-6-020.]

Attachments

- Aerial
- Site Plan

Suggested Motions:

Grant

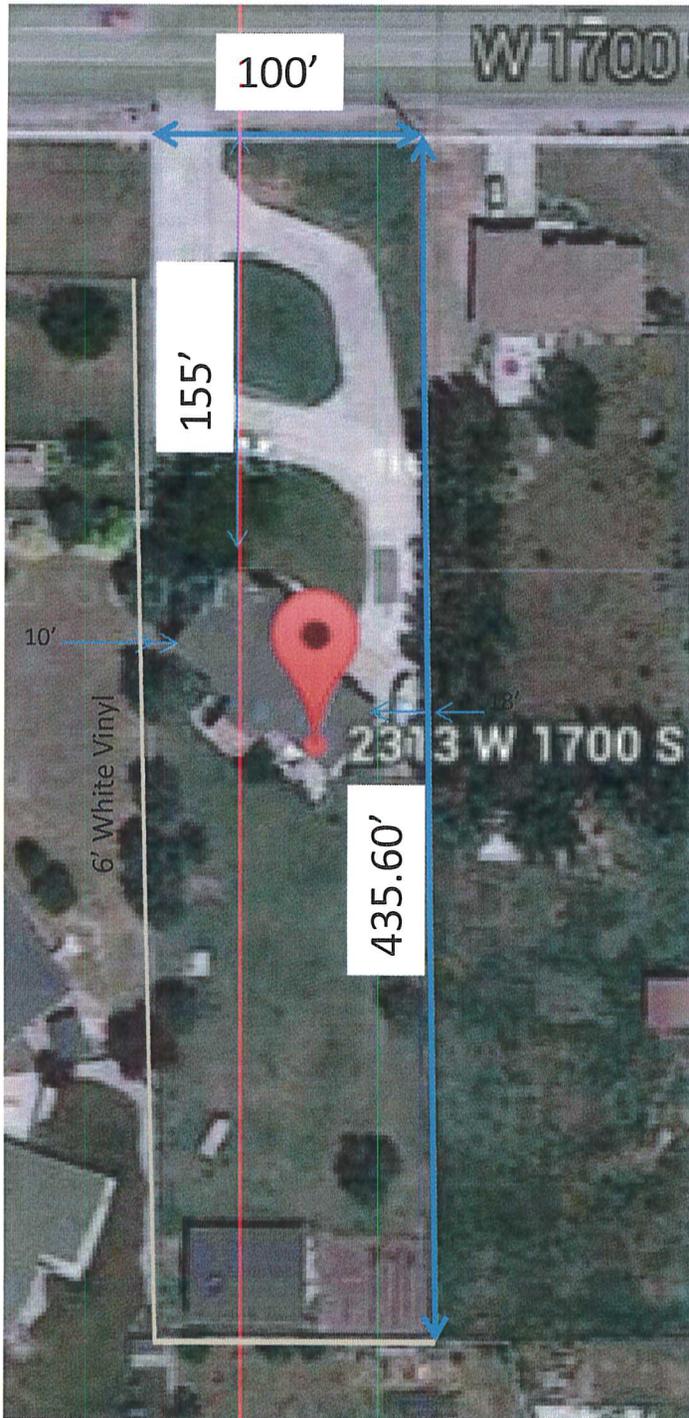
I move to approve for an accessory dwelling unit for Dale McCrary located at 2313 W 1700 subject to applicable requirements of the City's municipal codes (and to the condition(s) that...)

Deny

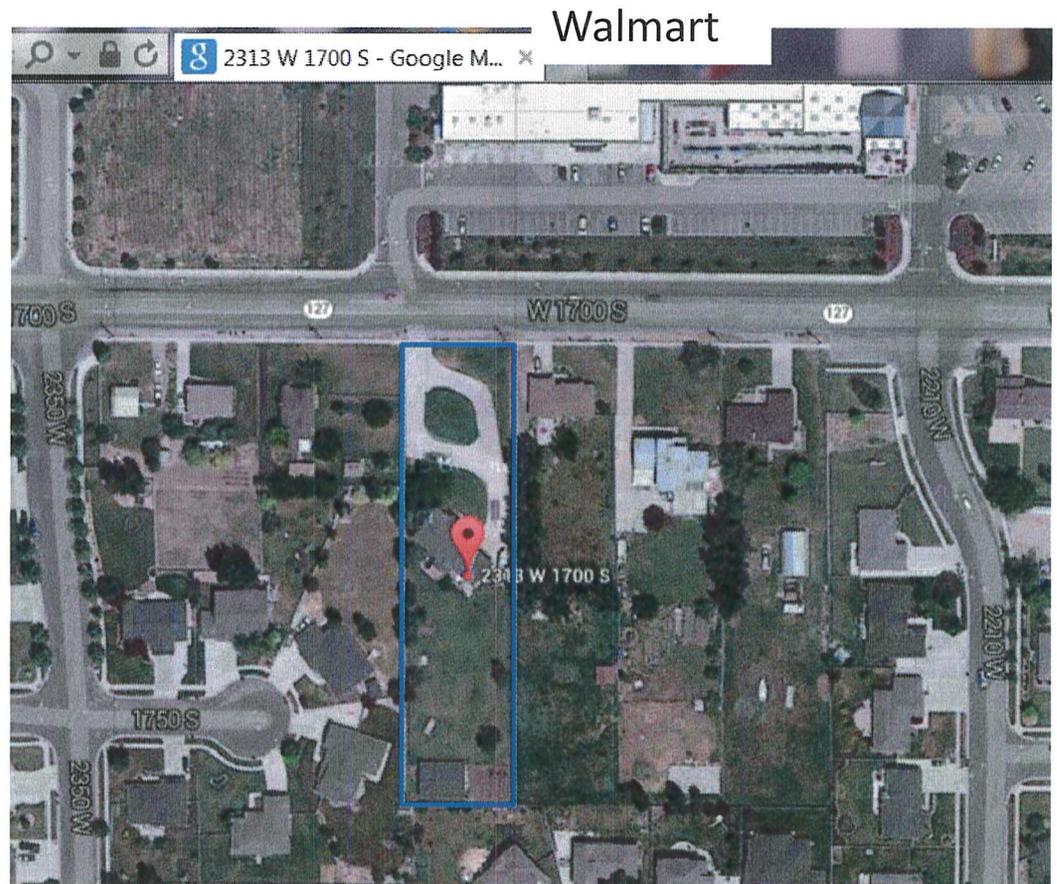
I move to deny an accessory dwelling unit for Dale McCrary located at 2313 W 1700, based on...

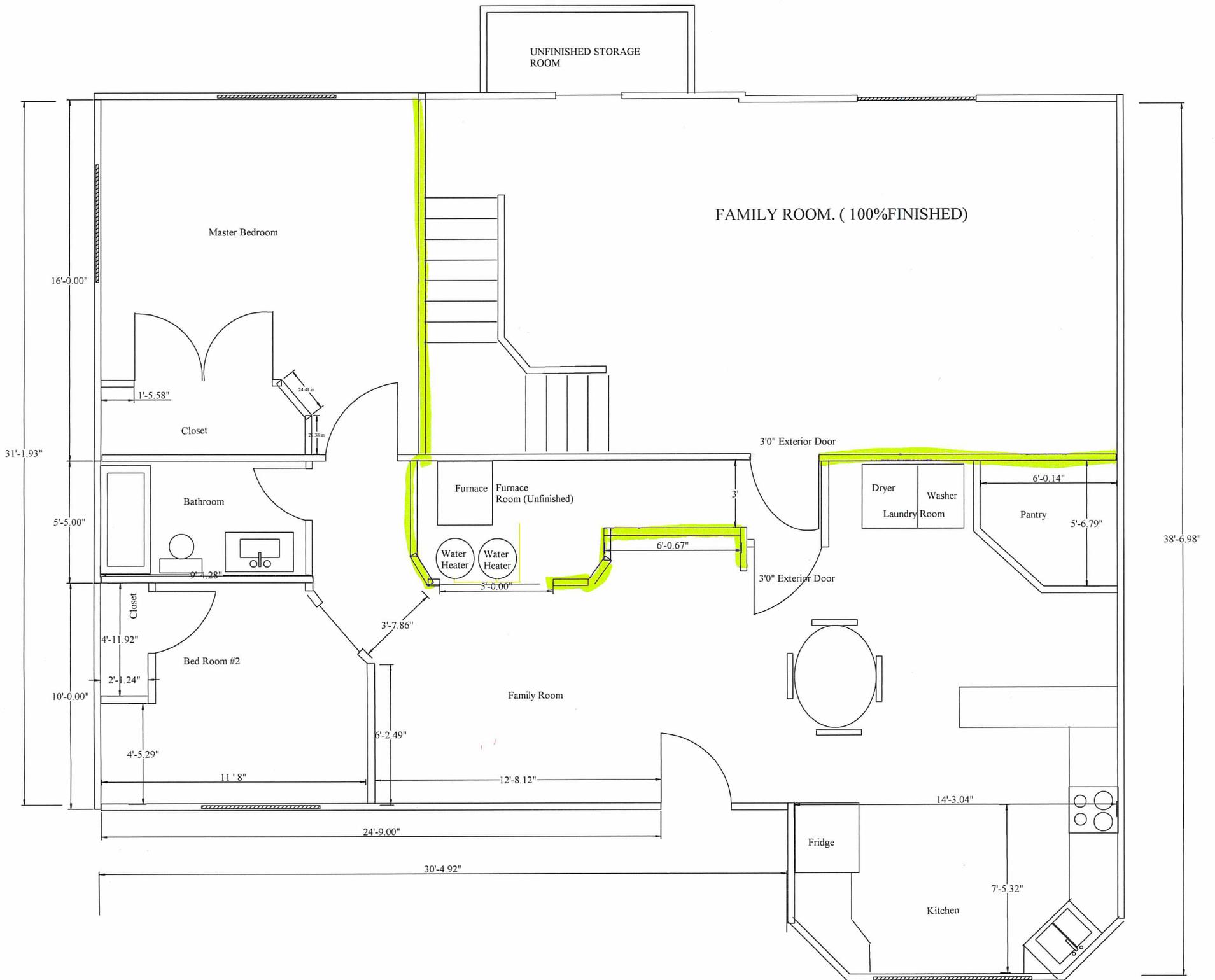
Table

I move to table discussions pertaining to an accessory dwelling unit for Dale McCrary located at 2313 W 1700, until....



Dale McCrary
801-675-0691
2313 W 1700 South







PLANNING COMMISSION WORK SESSION AGENDA

November 17, 2015

Agenda Item # 1b

Potential Amendments to By-Laws

Summary

During previous planning commission meetings, it has been requested that we consider some amendments to our by-laws, particularly addressing the ambiguous rules related to the number of votes needed for a measure to receive approval and the timing of votes for Council Chair.

I have gone through the by-laws and identified areas which could use clarification or amendment. To facilitate guided discussion, those topics are listed on the attached spreadsheet with potential direction for amendments.

I also received some direction for discussion items from Council Chair Vaughn, which are included on the chart.

Come prepared with any additional issues or topics which you would like to discuss as it relates to our by-laws.

Once I have received policy direction from you on these changes or any other issue which is raised, I will draft a red-line version for consideration at a regular business meeting or further work meeting.

Paul Roberts

2015 Planning Commission By-Laws Potential Amendments

Provision	Reference	Potential Amendments
Election of Chair/Vice-Chair	II.A	Move election to late June
Collection of documents provided by public or applicant during meeting	II.E	Make PC Secretary responsible to collect all documents
	IV.G	Require electronic or physical copy of any document presented to the commission by a member of the public or the applicant - powerpoint, exhibits, etc
Meeting Attendance	III.A	Objective standard; consequences
Conflict of Interest	III.B	Lockstep with state code? Define "an action" for purposes of section Define "discussion and voting"
Cancellation of meetings	IV	Permit cancelation or rescheduling of meetings by majority vote Cancelation of meetings due to lack of agenda items
Unscheduled meetings	IV.D	Narrow to "regular meetings" rather than "regularly scheduled meetings" (work)
Quorum	IV.F	Removal of "except where unanimous consent of all members is required."
Deadline for changes to items being considered for final action	IV	Set date for applicants, staff or commission members to submit information in order for it to be considered for an item scheduled for final action
Opportunity for applicant to address concerns raised by citizens during public hearing	IV.H	Provide opportunity between (f) and (g) for applicant to address issues raised by citizens during public hearing process
Voting - Majority or at least 4?	VI	Clarify that both a majority of the Commission and 4 votes is necessary for a motion to carry Recommend amendment to City Code providing that only majority of Commissioners in attendance is necessary
Specifics of report by committees	VII.D	Indicate that the Chair may request specific information in committees' progress reports Require committee recommendations and findings to be submitted in a combined document, if multiple drafts or recommendations are provided

**SYRACUSE CITY
PLANNING COMMISSION
BYLAWS & RULES OF PROCEDURE**

Approved by City Council on November, 29, 2011

I. PURPOSE AND SCOPE

These policies and procedures are designed and adopted for the purpose of guidance and direction to the members of the Syracuse City Planning Commission in the performance of their duties. The Planning Commission shall be governed by the provisions of all applicable State Statutes, City ordinances and these rules. Nothing in these rules shall be interpreted to provide independent basis for invalidating or in any way altering a final decision of the Commission unless otherwise provided by City Ordinance or State Law. Nor shall anything herein be construed so as to provide or create an independent cause of action for any person or entity.

The scope of the Planning Commission shall include Title III of the Syracuse City Ordinance.

II. ORGANIZATION.

A. Election of Chair and Vice-Chair. The Commission, at its first regular meeting in July of each year, shall elect a Chair and a Vice-Chair from the duly appointed members of the Commission by a majority of the total membership. The Chair and Vice-Chair may be elected to subsequent terms.

B. Duties of the Chair.

1. Preside and normally conduct meetings of the Commission and shall provide general direction for the meetings
2. Be a voting member of the Syracuse City Planning Commission
3. Approve the agenda prior to the meeting
4. Call the Commission to order, and proceed with the order of business
5. Announce the business before the Commission in the order in which it is to be acted upon
6. Receive and submit in the proper manner all motions and propositions presented by the members of the Commission
7. Put to vote all questions which are properly moved, or necessarily arise in the course of proceedings and to announce the result thereof

8. Inform the Commission, when necessary, or when referred to for that purpose, on any point of order or practice. In the course of discharge of this duty, the Chair shall have the right to call upon Legal Counsel for advice
9. Authenticate by signature when necessary, or when directed by the Commission, all acts, orders and proceedings of the Commission
10. Maintain order at meetings of the Commission
11. Move the agenda along, hold down redundancy, reference handouts and procedures in a sensitive way during meetings
12. Recognize speakers and commissioners prior to receiving comments and presentation of physical evidence, i.e., plans and pictures
13. Oversee all committees set up under the Planning Commission

C. Duties of the Vice-Chair. The Vice-Chair, during absence of the Chair, shall perform all the duties and functions of the Chair. In the event the Chair resigns or is removed from the Planning Commission, the Vice-Chair shall become the new Chair. The new Chair and/or Commission shall nominate a new Vice-Chair. The new Vice-Chair shall be approved by vote of the Planning Commission.

D. Temporary Chair. In the event of the absence or disability of both the Chair and the Vice-Chair, the senior member of the Commission in attendance shall serve as a temporary Chair to serve until the Chair or Vice-Chair shall return. In such event, the temporary Chair shall have all the powers and perform the functions and duties herein assigned to the Chair of the Commission.

E. Secretary. The Administrative Secretary shall serve as secretary of the Commission. The secretary shall have the following duties:

1. To give notice of all Planning Commission meetings
2. To keep and record the minutes of the proceedings of the Commission
3. To keep and record a permanent record file of all documents and papers pertaining to the work of the Commission and see that the Commission agendas and minutes are posted on the City website in a timely manner
4. To perform such other duties as may be required

III. DUTIES OF MEMBERS

A. Meeting Attendance. Every member of the Commission should attend the sessions of the Commission unless duly excused or unless unable to attend because of extenuating circumstances. Any member desiring to be excused will notify the secretary and/or the Chair. The secretary shall call the same to the attention of the Chair.

B. Conflict of Interest. A Planning Commissioner to whom some private benefit may come as the result of a Planning Commission action shall not be a participant in the action.

1. The private benefit may be direct or indirect; create a material or personal gain; or provide an advantage to relations, friends, or to groups and associations which hold some share of a person's loyalty. However, membership itself in a group or organization shall not be considered a conflict of interest as to Planning Commission action concerning such group or unless a reasonable person would conclude that such membership in itself would prevent an objective consideration of the matter.
2. A Planning Commissioner experiencing, in their opinion, a conflict of interest, shall declare that interest publicly, shall abstain from discussion and voting on the action, and may sit in the audience or be excused from the room during consideration of the action. That Commissioner shall not discuss the matter privately with any other commissioner.
3. When the Planning Commissioner is the applicant in a land use decision the Commissioner is allowed to present and discuss the application, but shall not participate in the voting decision of the Planning Commission. It is encouraged that the Planning Commissioner has an alternate party act on their behalf.
4. The vote of a Planning Commissioner deemed to be experiencing a conflict of interest, who fails to be disqualified, shall be disallowed.
5. A conflict of interest may exist under these bylaws although a Planning Commissioner may not believe an actual conflict does exist; therefore, a Planning Commissioner who has any question as to whether a conflict of interest exists under these bylaws shall raise the matter with the other Planning Commissioners. The matter may be tabled until such time that the City Attorney's Office can be contacted in order that a determination may be made as to whether a conflict of interest exists.
6. The requirements of Section 10-3-1301 et. Seq. Of the Utah Code, known as the "Municipal Officers' and Employees' Ethics Act", shall be adhered to. If a conflict exists between these policies, State law, or City ordinance, the strictest shall apply.

C. Gifts and Favors. Gifts, favors, or advantages must not be accepted if they are offered because the receiver holds a position of public responsibility. It is very important that Planning Commissioners be fair and impartial in their dealings with the public and that they serve all citizens equally. It is not enough to avoid favoritism. They should strive to avoid even the appearance of giving preference to one citizen or business over any other.

1. The value of a gift or advantage and the relation of the giver to public business should be considered in determining acceptability. Small gifts that come in the form of business lunches, calendars, or office bric-a-brac are often, not always, acceptable. In cases of doubt, refuse. In cases of marginal doubt, refuse.
2. Planning Commissioners should not accept gifts from outside agencies which may be competing or applying for City business, permits, or development decisions. Accepting gifts not only gives the appearance of favoritism, but may create an embarrassing and possible unlawful position for the City.
3. Items of small value such as calendars, pencils, etc. (usually to be considered \$50 or less) with advertising or logos are acceptable, but larger items such as clothing, equipment for personal use, etc. should be politely declined.

D. Commissioner Removal. A Commission member may be permanently removed from the Planning Commission as outlined in City Code. Recommendation for such action may also be made by a majority vote of the Commission to the Mayor and may be based on any of the following:

1. Continuous unjustified non-attendance of Planning Commission work meetings and/or regular meetings.
2. Demonstrated inability or unwillingness to participate cooperatively as a working member of the Commission including, but not limited to, such actions as:
 - a. Repeatedly showing a lack of preparation during meetings, or
 - b. Repeated attempts to disrupt meetings; or
 - c. Frequent votes contrary to the evidence presented for no apparent reason.
3. Failure to conduct oneself in a professional and competent manner appropriate to the position of Planning Commissioner.
4. Violation of the criminal laws, federal, state, or local.
5. A change in residency outside of Syracuse City.
6. Failure to abide by Syracuse City Human Resources Policies and Procedures.

E. Treatment of Information. It is important to discriminate between planning information that belongs to the public and planning information that does not.

1. Reports and official records of a public planning agency must be open on an equal basis to all inquiries.
2. Information considered private, controlled or protected, that is learned in the course of performing planning duties must be treated in confidence if specifically requested by the applicant or as dictated by Title X of the Syracuse City Municipal Code. Such information becomes public when an application for official action, such as a change in zone classification or approval of a plat, is submitted.
3. Information contained in studies that are in progress in a planning agency should not be divulged except in accordance with established agency policies on the release of its studies. A public planning agency is not required to share its thoughts publicly.
4. Prearranged private meetings between a Planning Commissioner and applicants, their agents, or other interested parties, are prohibited. Partisan information on any application received by a Planning Commissioner whether by mail, telephone, or other communication shall be made part of the public record.
5. Any member of the Commission may make a concurring or dissenting report or recommendation to the City Council whenever he/she deems advisable. Reports and recommendations must be submitted to City Council in a written format for inclusion in City Council documentation and materials.

IV. MEETINGS.

A. Place. All meetings of the Planning Commission shall be held in the City Council Chambers of City Hall, Syracuse, Utah, or at such other place in Syracuse City as the Commission may designate.

B. Regular Meetings. Regular meetings of the Planning Commission shall be held on the first and third Tuesdays of each month at the hour of 6:00 p.m.

C. Work Meetings. Work meetings may be held on the first and third Tuesdays of each month after the regular meeting.

D. Unscheduled Meetings. An unscheduled meeting may be held after consent of unanimous vote of the Planning Commissioners in attendance at a regularly scheduled meeting. An unscheduled meeting may not be held that has the appearance of giving preference to one citizen or business or may create an embarrassing and possible unlawful position for the City.

E. Joint Sessions. Joint sessions between Planning Commission and City Council may occur at the request of the Mayor and/or Council.

F. Quorum. Four members of the Commission shall constitute a quorum thereof for the transaction of all business except where unanimous consent of all members is required. Any member disqualified because of a conflict of interest shall not be considered when determining whether a quorum is constituted.

G. Content. Discussions in the meetings are to be limited to agenda items and issues reasonably related thereto. Comments or presentations by the public are to be limited to relevant issues. In order to ensure that the meetings proceed timely and orderly, the Chair may impose a time limit on those desiring to address the Commission. Any person who disrupts the meeting by exceeding a time limit, discussing irrelevant issues, or otherwise, may be removed at the direction of the Chair. Future agenda items may be added at the request of two or more Commissioners.

H. Order and Decorum.

1. Consideration of Agenda Items. The following procedures for consideration of business items on the agenda will normally be observed. However, the procedure may be modified by the chairman if necessary for the expeditious conduct of business.

- a. Chair introduces the agenda items.
- b. City staff is invited to provide comments and/or recommendations.
- c. Petitioner presents the proposal.
- d. Commissioners ask questions and seek clarification on issues presented.
- e. Petitioner is asked to be seated.
- f. If item includes a public hearing then public is invited to ask questions and seek clarification on issues presented.
- g. Commissioners discuss the proposal and ask for clarification as necessary.
- h. Chair requests a motion on the proposal.
- i. Upon motion and second, commissioners vote on the proposal. Any commissioner may, prior to casting a vote, explain the basis for his or her vote. The Commission may approve, deny, table, or approve with conditions the proposal before them.

I. Time. Meetings shall not exceed 9:00 p.m. unless extended through a two-thirds (2/3) majority vote of the Commission.

J. Additional Guidelines. In addition to these policies and procedures, the Commission may invoke additional guidelines as necessary to address issues as they arise so long as they are consistent with the nature and intent with the content herein.

V. MOTIONS.

A. Making of Motions. Any Planning Commissioner, but the Chair, may make or second a motion. Motions should state findings for denial or approval within the motion:

1. Motions should state findings at the beginning.
2. The staff reports should be in sufficient detail to assist Planning Commission in stating findings.
3. All motions should be repeated at the direction of the Chair

B. Second Required. Each motion of the Planning Commission must be seconded, except for the motion to adjourn a meeting; a motion that fails to receive a second shall fail.

C. Withdrawing a Motion. After a motion is stated by the Chair or read by the secretary, it shall be deemed in the possession of the Commission, but may be withdrawn at any time before decision or amendment by the unanimous consent of the Commission.

D. Motion to Table. A motion to table an agenda item for further study should be accompanied by specific reasons for continuing the matter and whenever possible, a specific date to rehear the matter is to be scheduled.

E. Amending Motions. When a motion is pending before the Commission, any member may suggest an amendment without a second, at any time prior to the Chair putting the motion to a vote. The amendment must be accepted by the author and the second of the motion in order to amend the stated motion. The author and the second may choose not to accept the amendment.

F. Amending Amendments to Motions. An amendment to a motion may be amended, no second required, at any time prior to the Chair putting the motion to a vote. The amendment must be accepted by the author and the second of the motion in order to amend the stated motion. The author and the second may choose not to accept the amendment

G. Substitute Motions. A substitute motion, which shall replace the original motion, may be made prior to a vote on the original motion.

H. To Rescind a Motion. A motion to rescind or make void the results of a prior motion may take place when the applicant and other persons directly affected by the motion have not materially changed their position in reliance on the Commission's action on the motion.

I. To Reconsider a Motion. To recall a previous motion for further evaluation and/or action, a motion for reconsideration may be made by a Commissioner who voted with the majority. The motion to reconsider must pass with a majority vote. If it is determined that the motion should stand as previously approved, no formal vote is necessary. If the former motion is to be amended or made void, the motion shall be put to a formal vote of the Commission. Motions to reconsider a previous motion must take place during the same meeting the motion was made or when the minutes containing that particular item are approved.

J. Motion to Open and Close Hearings is not required. The Chair will state when the public portion of the hearings are open and closed.

K. Motion to Recess. A motion shall be made to break for a specific purpose while also stipulating a specific time to reconvene the meeting. The time to reconvene must be during the same day as the meeting in which the motion to recess was made.

L. Motion to Adjourn. A motion to adjourn the meeting shall be made at the end of each Planning Commission meeting. No second to the motion to adjourn is required.

VI. VOTING.

Except as otherwise specifically provided in these rules, a vote of four (4) members of the Commission shall be required and shall be sufficient to transact any business before the Planning Commission.

A. Changing a Vote. No member shall be permitted to change his/her vote after the decision is announced by the Chair.

B. Tie Votes. Tie votes shall cause a motion to fail.

C. Conflict of Interest/Disqualification. See section III. B.

VII. COMMITTEES

Committees may be set up by the Planning Commission to enhance planning of specific areas of the city.

A. Scope and Duration. The Planning Commission Chair, with the consent of the Planning Commission, shall set the scope and duration of each committee at the inception of the committee.

B. Members. The Planning Commission Chair shall appoint members of the Planning Commission to serve as chair and vice-chair of each committee. Committee chair and vice-chair, including input from other Commissioners, shall select other members of the committee. Committee membership should not normally exceed 12 members, including chair and vice-chair. No more than two sitting Planning Commissioners may be appointed to a committee.

C. Purpose and Need Document. Each committee shall draft a Purpose and Need document and present it to the Planning Commission for approval within six weeks of the first committee meeting. Purpose and Need document should keep committee work within the scope laid out for the committee at inception. If a need to revise the scope exists, it shall be brought back to the Planning Commission for approval.

D. Progress Reporting. Committees shall report to the Planning Commission at intervals determined by the Planning Commission Chair. Committees shall not make reports to other entities, without first reporting to the Planning Commission and receiving permission.

E. Completion of Committee Tasking. At the completion of the assigned task or assigned duration, the committee shall present findings and recommendations to the Planning Commission. If committee was unable to complete task within assigned duration, the committee may request an extension from the Planning Commission.

VIII. AMENDMENTS.

These rules may be amended at any regular meeting of the Planning Commission by an affirmative vote of the Commission provided that such amendment has been presented in writing to each member of the Commission at least 48 hours preceding the meeting at which the vote is taken. Such amendments shall be submitted to the City Council for its approval before they shall take effect.

PC Schedule 2016

Meeting Date 2016		Invocation/Thought	Pledge
January	5	Day	McCuistion
January	19	Rackham	Thorson
February	2	McCuistion	Moultrie
February	16	Moultrie	Jensen
March	1	Thorson	Day
March	15	Day	Rackham
April	5	Rackham	McCuistion
April	19	McCuistion	Thorson
May	3	Moultrie	Jensen
May	17	Thorson	Moultrie
June	7	Day	Rackham
June	16	Rackham	Day
July	5		
July	19		
August	2		
August	16		
September	6		
September	20		
October	4		
October	18		
November	1		<i>Elections</i>
November	15		
December	4		
December	18		