

**LAYTON CITY PLANNING COMMISSION WORK MEETING MINUTES
JUNE 26, 2012**

MEMBERS PRESENT: Brian Bodily, Gerald Gilbert, Wynn Hansen, Dave Weaver

ALTERNATE MEMBERS PRESENT: Jeremy Davis, Dawn Fitzpatrick

MEMBERS ABSENT: Sharon Esplin, Tim Pales

ALTERNATE MEMBERS ABSENT:

OTHERS PRESENT: Staff Members: Bill Wright, Peter Matson, Kem Weaver, Clint Drake, Debi Richards, Julie Jewell, Councilmember Jory Francis

OTHER:

City Planner, Peter Matson introduced Debi Richards, Assistant City Engineer. He gave an overview of the responsibilities of the Engineering Division Staff, which includes reviewing the plans that are submitted. The Public Works Inspectors make sure contractors are installing utilities as per specifications.

Mrs. Richards presented a summary of the Engineering review process and how it relates to the City ordinances, design standards, and City master plan including water, sewer and storm drainage. She explained the review of the Foothills at Cherry Lane Subdivision and the Beyond Spa site plan. Mrs. Richards also explained the secondary water system which is not managed by the City but by the water provider companies. The dedication of water shares or payment of water exactions was reviewed and all water systems are approved by the State of Utah. She also reviewed the duties of each Staff engineer.

There was a discussion regarding land drain requirement. Mrs. Richards also explained the reason for geotechnical reports and how the City uses the reports to determine pavement thickness, foundation materials, distance from faults, liquefaction potential, depth of basement according to ground water level, and land drain system recommendations.

Mrs. Richards said the public works inspector inspects, with regard to laterals, everything from the property line into the public area, and the building inspector inspects the line going into the house.

Mrs. Richards said that all requirements have to be met for the plans to be approved. She recommended that the public or the Commission call her with any questions regarding a development.

There was a discussion of areas requiring geotechnical reports and Mrs. Richards said the City requirements will match the geotechnical requirements.

With regard to streets, Mrs. Richards said the asphalt thickness, curve radius based on standards, curb length, intersection layout, street width based on the Master Plan, and turnaround requirements are all aspects of the street design that are reviewed by the Engineering Division. She used the example of the widening of Oakridge Drive for the Foothills at Cherry Lane Subdivision.

Mrs. Richards said the developer has to submit a storm drain analysis to make sure the pipes can drain for a 10 year storm. The Engineering Division runs an analysis on the City's storm drain model to make sure the calculations are accurate. A review is done to determine where storm water will drain. She said detention ponds are sized for a 100-year storm and said the City doesn't allow underground detention such as in a vault.

Commissioner Weaver asked if the Engineering Division reviews hotels and multi-story buildings. Mrs. Richards responded that the engineers do a site plan review, ask for a fixture count and make sure the fire flow and pressure will make it to the top floor.

Mrs. Richards also talked about the FEMA flood plain.

There was a discussion regarding the Kayscreek Pump Station.

The review of the dedication plats was explained, and Mrs. Richards related how it took four days to review the first submittal of the final plan for the Foothills at Cherry Lane Phase 3.

There was a discussion on the retrofit of a proposed gun range, and Mrs. Richards explained which aspects of the plan the Engineering would review and aspects that would be the responsibility of the Building Division.

Mr. Matson explained site plan review for development that is not reviewed by the Planning Commission.

There was a discussion of the Adams Property LLC mass grading project, and Mrs. Richards said that the long range goal is that the mass grading mitigate the existing problem to the extent that it doesn't get to a critical stage.

PUBLIC REVIEW:

1. COTTAGES AT CHAPEL PARK PHASE 5 – FINAL APPROVAL

This 2.81 acre property is located at approximately 150 South Chapel Street in an R-1-6 zoning district. The property owner is the Alice W. Johnson Estate represented by Linda K. Duncan, Trustee and Brad Frost of Ovation Homes. The proposal is for 12 single family residential lots on 2.77 acres.

This item was not reviewed due to lack of time.

2. FOOTHILLS AT CHERRY LANE PHASE 2– FINAL APPROVAL

This 4.17 acre property is located at 1425 North 2000 East in an R-1-10 zoning district. The applicant, Brighton Homes Utah, represented by Patrick Scott, is proposing 11 single family residential lots.

This item was not reviewed due to lack of time.


Julie Jewell, Planning Commission Secretary

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Planning Commission Vice-Chair, Gerald Gilbert called the meeting to order at 7:07 p.m.

The Pledge of Allegiance was recited and an invocation was given by Commission Bodily.

Vice-Chair Gilbert called for a motion to approve the May 22, 2012, Planning Commission and Work Meeting Minutes. Commissioner Bodily moved to approve the minutes as written. Commissioner Fitzpatrick seconded the motion, and the voting was unanimous.

Vice-Chair Gilbert called for a motion to open Public Review. Commissioner Weaver moved to open Public Review. Commissioner Bodily seconded the motion, and the voting was unanimous.

PUBLIC REVIEW:

1. COTTAGES AT CHAPEL PARK PHASE 5 – FINAL APPROVAL

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Planner II, Kem Weaver, presented the request for final approval for the Cottages at Chapel Park Phase 5. He said that Elm Street will continue west to Cottage Way or 800 East. He said the subdivision consists of 12 lots with a detention pond at the corner of Elm Street and Cottage Way. This detention pond, which captures storm water mostly from Phase 5 and some from Phases 3 and 4 of the Cottages at Chapel Park, will connect to the storm drain system at Whitesides Street which flows to Fort Lane.

Mr. Weaver said the development meets the requirements for the R-1-6 zone. He also said this phase must adhere to the development agreement associated with the rezoning of the property.

Mr. Weaver said that before the request for final approval can be presented to the City Council and before the plat can be recorded, the developer must provide a Phase 5 addendum to the original in-depth geo-technical report to be reviewed by Staff.

Based on this information, Mr. Weaver said Staff recommends the Planning Commission forward a positive recommendation to the City Council subject to the developer providing the addendum report and to meeting all Staff requirements as provided in Staff memoranda.

Vice-chair Gilbert moved that the Planning Commissioner forward a positive recommendation to the City Council to approve the final plat of the Cottages of Chapel Park Phase 5 subject to the receipt and reviewing of the geo-technical report addendum and subject to all Staff requirements as provide in Staff memorandums. Commissioner Fitzpatrick seconded the motion, and the voting was unanimous.

2. FOOTHILLS AT CHERRY LANE PHASE 2– FINAL APPROVAL

This 4.17 acre property is located at 1425 North 2000 East in an R-1-10 zoning district. The applicant, Brighton Homes Utah, represented by Patrick Scott, is proposing 11 single family residential lots.

Mr. Weaver said that on February 12, 2008, the Planning Commission approved the preliminary plat for what was then called Coventry Estates. The subdivision has now been renamed as The Foothills at Cherry Lane, and Phase 1 is currently being developed. Phases 3 and 4 of the Foothills at Cherry Lane will have frontage on Oakridge Drive and once the subdivision, being developed by Brighton Homes Utah, is complete, there may be a fifth phase.

Mr. Weaver said Phase 2 meets all the requirements for the R-1-10 zoning district. He said there are minor corrections required on the plat that will need to be changed before a final mylar is submitted for recording. He said Staff recommends the Planning Commission forward a positive recommendation to the City Council to grant final approval to the Foothills at Cherry Lane Phase 2.

Vice-chair Gilbert moved that the Planning Commission forward a positive recommendation to the City Council to grant final approval to the Foothills at Cherry Lane Phase 2. Commissioner Weaver seconded the motion, and the voting was unanimous.

Vice-chair Gilbert called for a motion to close Public Review.

Commissioner Bodily moved to close Public Review. Commissioner Weaver seconded the motion, and the voting was unanimous.

OTHER:

Bill Wright, Community and Economic Development Director, said he had been meeting with the Mayor regarding Planning Commissioner terms expiring and reappointments to the Commission. He said they had discussed proposing a change to the City Council that the Planning Commission consist of nine regular Commission members versus the current seven regular members and two alternate members.

Mr. Wright said this change was considered because of what is expected of alternates to be prepared, attend all meetings but not always have the opportunity to participate in the vote. He said the proposal would be presented to the City Council at their July 5, 2012, meeting.

He said with the proposal that a quorum would change from four to five members required to be present with the number of affirmative votes for a motion to pass remaining at four with a minimum of five members present. Otherwise, a majority vote rules. He said the current alternate members, who have served well as alternates and a very high percentage of the time served as part of the voting Commission, will be appointed as regular members of the Planning Commission.

Mr. Wright said the petition drive for the referendum vote on the Village Center received enough signatures to be placed on the ballot and will be placed on the November 6, 2012, ballot. He said there will be a lot of discussion and information to share with the community, and the Planning Commission members will be invited to participate in the discussions. He said there would be community meetings and informational brochures delivered to every Layton City household with statements both from the City and the petitioners.

Mr. Wright said a "Yes" vote would support the City Council's decision and a "No" vote would overturn the City Council's action.

Commissioner Bodily asked if the landowner was still in favor of the Village Center. Mr. Wright responded that their statements indicate they still believe it is an appropriate way to develop the land.

Mr. Wright explained the State law with regard to the expenditure of public funds regarding the referendum. No public funds can be used to campaign or defend the City's position.

Mr. Wright said Staff and the City Council absolutely still believe the Village Center is the right planning concept. He said apparently a lot of people who signed the petition didn't have a full understanding of the Village Center concept. He encouraged the Commissioners to let him or Peter Matson know if they wanted to be involved in the public discussions to support the Village Center.

Vice-chair called for a motion to adjourn the meeting. Commissioner Weaver moved to adjourn the meeting. Commissioner Fitzpatrick seconded the motion. The meeting adjourned at 7:31 p.m.



Julie Jewell, Planning Commission Secretary