

**LAYTON CITY PLANNING COMMISSION WORK MEETING MINUTES
JULY 10, 2012**

MEMBERS PRESENT: Brian Bodily, Jeremy Davis, Sharon Esplin, Dawn Fitzpatrick, Gerald Gilbert, Wynn Hansen, Dave Weaver

MEMBERS ABSENT: Tim Pales

OTHERS PRESENT: Staff Members: Bill Wright, Peter Matson, Clint Drake, Dean Hunt, Councilmember Jory Francis

City Planner, Peter Matson, discussed the status of the UTOPIA hut sites. He said all 18 building permits have been issued with six of the pad sites having been poured. He said the Building official would be on site for the setting of the huts with City property involvement and would do a power clearance and final inspection. Representatives of the Engineering and Parks Department would also be present at the sites that have City property involvement. He said all 18 of the sites should be in place and connected with the UTOPIA system by October, 2012.

Mr. Matson said that the original modification to the conditional use for the hut site at Fort Lane and Gordon Avenue had expired on June 1, 2012, and would need an extension from the Planning Commission. He said a pre-construction meeting was held for the water connection and the landscaping plan had been signed off by the Parks Department. He said UTOPIA should have the funding to complete the landscaping project by mid-July, however, it would be too hot to put in the landscaping, but the infrastructure could be installed.

There was a discussion as to whether the UTOPIA should do the landscaping or if the funds should be turned over to the Parks Department to do the work. Community & Economic Development Director, Bill Wright, said he would talk to the City Manager to see if that is acceptable.

Some of the Commission members were of the opinion that UTOPIA was moving too slowly on the landscaping project. Commissioner Weaver felt the option to revoke the conditional use should be considered. Mr. Matson explained that if the hut site on Fort Lane and Gordon was not in operation, service to the central part of the City would be cut off. Mr. Wright said the site shouldn't be shut down because it would affect so many customers.

The Commission asked if Staff was of the opinion that the landscaping would be installed by the end of the season. Mr. Wright and Mr. Matson said it was Staff's opinion the landscaping would be in by the end of the season and that there was no reason to think the project had been abandoned. A lot of fiber optic cable has been installed while the huts have been going through the approval process.

Commissioner Fitzpatrick suggested that it be left up to Staff whether or not to put the conditional use for the Fort Lane and Gordon hut on an agenda for re-evaluation.

PLANNING COMMISSION TRAINING BY FIRE DEPARTMENT

Fire Marshall, Dean Hunt, presented a training on items the Fire Department reviews on a plan. He said they use the tables in the International Fire Code to make their determinations. Items the Fire Department reviews include the water supply, such as placement of hydrants, Fire Department access to the buildings, street width, fire protection systems, and Wildland Urban Interface Code. He explained the coordination with other departments and how the Building, Fire, and Mechanical codes intertwine as part of the International Code Council. He said the Engineering Division has an Engineer who makes sure the City's water flow is adequate for fire flow. He said Planning, Engineering and Fire meeting each Tuesday and Thursday afternoon to review projects.

Mr. Hunt also presented the areas restricted for fireworks.

Commissioner Fitzpatrick asked about circumstances in which car batteries are required to be disconnected while on display indoors as part of a conditional use. Mr. Hunt said that condition would not be applied to car dealerships, which have to meet certain building codes and limit the amount of fuel in the cars stored inside, but it would apply to a car on display in a mall or similar uses.

Mr. Hunt said the fire code doesn't allow the Fire Department to regulate what happens in a home.

PUBLIC REVIEW:

1. OAKRIDGE ESTATES – PRELIMINARY APPROVAL

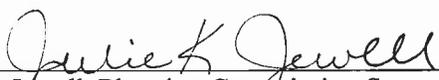
This 4.228 acre property is located at approximately 2213 East Oakridge Drive in an R-1-10 zoning district. The applicant, Ivory Homes represented by Daron Young, is proposing 9 single family residential lots.

This item was not discussed.

OTHER:

2. AMENDMENT TO THE PLANNING COMMISSION BYLAWS

This item was not discussed.



Julie Jewell, Planning Commission Secretary

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Chairman Esplin called the meeting to order at 7:05 p.m. The Pledge of Allegiance was recited and an invocation given by Commissioner Fitzpatrick.

OATH OF OFFICE FOR PLANNING COMMISSION APPOINTMENTS:

Jeremy Davis, Dawn Fitzpatrick, Gerald Gilbert, and Dave Weaver were given the Oath of Office by Planning Commissioner Secretary, Julie Jewell.

SELECTION OF CHAIR AND VICE-CHAIR:

Commissioner Gilbert moved that Sharon Esplin continue as Chair of the Layton City Planning Commission. Commissioner Hansen seconded the motion, and the voting was unanimous.

Commissioner Fitzpatrick moved that Gerald Gilbert remain as Vice-Chair of the Layton City Planning Commission. Commissioner Davis seconded the motion, and the voting was unanimous.

Chairman Esplin called for a motion to approve the June 12, 2012, and June 26, 2012 Planning Commission and Work Meeting minutes. There were no additions or corrections to the minutes. Commissioner Bodily moved to accept the minutes as written. Commissioner Gilbert seconded the motion, and the voting was unanimous.

Chairman Esplin called for a motion to open Public Review. Commissioner Gilbert moved to open Public Review. Commissioner Bodily seconded the motion, and the voting was unanimous.

PUBLIC REVIEW:

1. OAKRIDGE ESTATES – PRELIMINARY APPROVAL

This 4.228 acre property is located at approximately 2213 East Oakridge Drive in an R-1-10 zoning district. The applicant, Ivory Homes represented by Daron Young, is proposing 9 single family residential lots.

City Planner, Peter Matson, presented the request from Ivory Homes for preliminary approval for nine single family lots on 4.22 acres. He said the density would be 2.12 units per acre for the property, which is located in an R-1-10 zoning district. He said Lot 9 will front on Oakridge Drive.

Mr. Matson explained the street cross section and said the developer will be required to improve Oakridge Drive to the typical engineering standards.

Mr. Matson said Staff recommends the Planning Commission grant preliminary approval to Oakridge Estates. He said the Planning Commission will review and then forward the request for final approval to the City Council.

Commissioner Hansen asked for and received confirmation that Lot 9 will be the only lot fronting on Oakridge Drive.

There were no questions or comments from the Commission.

Lance Whittaker, 1028 North 300 West, Sunset, asked for and was given an explanation of Planning Commission meetings by Chairman Esplin.

Chairman Esplin called for a motion to approve the Oakridge Estates Subdivision preliminary plat. Commissioner Davis moved that the Planning Commission approve the preliminary plat. Commissioner Fitzpatrick seconded the motion, and the voting was unanimous.

OTHER:

2. AMENDMENT TO THE PLANNING COMMISSION BYLAWS AND RULES OF PROCEDURE

Mr. Matson explained that on July 5, 2012, the City Council voted to change the membership of the Planning Commission from seven regular members to nine regular members and eliminate the two alternate positions. One result of this change would be that a quorum would be defined as five members rather than four members. He said a revision to Section IV, subparagraph D of the Planning Commission Bylaws and Rules of Procedure is necessary to reflect this change in the definition of a quorum. Mr. Matson said Resolution 12-31 will accompany the bylaw revision to the City Council. He said Staff recommends the Planning Commission forward a positive recommendation to the City Council to approve the change to the bylaws.

Commissioner Hansen asked if Section VI, subparagraph D should also be changed to five members to reflect the number of affirmative votes required to pass a motion. Mr. Wright said Staff is recommending that this number remain at four so that one Commissioner could cast a dissenting vote and the motion could still pass.

Commissioner Davis asked for and received confirmation that four Commission members plus the Chair would make a quorum. Mr. Wright said that a quorum size greater than seven would require a majority vote. A quorum size of seven or fewer members would require four affirmative votes.

Commissioner Fitzpatrick asked if the electronic copy Commissioner Pales would receive since he was absent would constitute a written notification of the revision of the Bylaws and Rules of Procedure. It was determined that the electronic notice was adequate.

There were no questions from the Commission or the audience.

Chairman Esplin called for a motion on the item. Commissioner Hansen moved that the Planning Commission forward a positive recommendation to the City Council to adopt Ordinance 12-31 revising Section IV, subparagraph D of the Planning Commission Bylaws and Rules of Procedure. Commissioner Bodily seconded the motion, and the voting was unanimous.

Chairman Esplin called for a motion to close Public Review and adjourn the meeting. Commissioner Weaver moved to close Public Review and adjourn the meeting. Commissioner Fitzpatrick seconded the motion, and the voting was unanimous. The meeting adjourned at 7:22 p.m.


Julie Jewell, Planning Commission Secretary