



Development Review Committee Minutes

Vineyard City Council Chambers
125 South Main Street, Vineyard, Utah
February 1, 2024 9:04am

ATTENDANCE:

COMMITTEE MEMBERS: Naseem Ghandour, City Engineer and Public Works Director; Brian Vawdrey, Parks and Recreation Director; Eric Ellis, City Manager; Morgan Brim, Community Development Director; Brandon Valley, Deputy Fire Marshall; Cris Johnson, Building Official.

STAFF PRESENT: Cache Hancey, Anthony Fletcher, Planners; Patrick James, Staff Engineer; Patricia Abdullah, Plans Examiner; Maria Arteaga, Neighborhood Services Coordinator.

OTHERS PRESENT: Bronson Tatton, Flagborough Representative.

1. CALL TO ORDER/ INVOCATION



Planner Cache Hancey started the meeting at 9:04am by introducing the new format for DRC. He provided the language of the new code that lists the new official members, the agenda process, and approvals that the committee may make.

2. BUSINESS ITEMS

2.1. 2024 Calendar



Planner Hancey presented the two options to hold DRC on the first and third Tuesday or Thursday of each month. He asked if there were any preferences. A discussion ensued about the dates.



Community Development Director Morgan Brim. For the record, discussed the purpose of the meetings and the intended timeline for the meetings.



Motion: MR. BRIM MOVED TO APPROVE THE THURSDAY ONLY OPTION FOR THE 2024 CALENDAR AT 9:12AM. ENGINEER GHANDOUR SECONDED THIS MOTION. DRC MEMBERS, VAWDREY, ELLIS, GHANDOUR, BRIM, VALLEY, AND ABDULLAH VOTED YES. THE MOTION CARRIED UNANIMOUSLY.

2.2. Chair Nomination/Election



Planner Hancey described the process for the chair nomination and election.

 **Motion:** MR. BRIM MOVED TO NOMINATE NASEEM GHANDOUR AT THE CHAIR AT 9:13AM.  CITY ENGINEER NASEEM GHANDOUR WAS NOMINATED AS THE CHAIR OF THE DRC. MR. ELLIS SECONDED BOTH MOTIONS.

There was a discussion about the nominees.

 ROLL CALL VOTE WENT AS FOLLOWS: DRC MEMBERS VAWDREY, ELLIS, BRIM, VALLEY, AND ABDULLAH VOTED YES. MEMBER GHANDOUR ABSTAINED. THE VOTE CARRIED WITH ONE ABSTAINING.

Building Official Cris Johnson arrived at 9:16am.

3. WORK SESSIONS & APPLICATION REVIEW

3.1. Utah City Phase 3 Final Plat & Street Cross Sections

 Planner Hancey discussed that this item did not need approval but wanted to go over discussion questions. He introduced Bronson Tatton with Flagborough.

 Mr. Tatton discussed the plats for Utah City. He noted where they were at with the process and reviewed the plats with the committee.

 Chair Ghandour asked for clarification on what WC3. Mr. Tatton responded that it was a third party and stands for West Coast Code Consultants.

 Mr. Tatton acknowledged where they were with permitting and design. Mr. Brim asked when they plan to bring the plans to the planning commission. Mr. Tatton noted the permitting schedule was August 31, so they are anticipating sometime in July or early August. The other plats were too early to have a timeline.

 Discussion ensued about other details including the groundwork.

 Mr. Brim noted some comments on the documents presented. He asked Mr. Tatton to update the vicinity map. Discussion ensued about the phasing of roads.

 Chair Ghandour asked about the timeline for future plats. Mr. Tatton replied that these plats would set them up for quite a while.

 Discussion about the cross section and other requirements ensued. Mr. Ghandour requested that the cross section was not brought up for review at this time.

 Mr. Tatton called out the changes that have been made. There was a discussion about future development.

 Mr. Tatton discussed the outdoor infrastructure plans.

 Orem Deputy Fire Marshall Branden Valley asked about the height of the buildings. Mr. Tatton reviewed the heights. Deputy Valley mentioned that conversations with the fire marshal would need to be held about logistics.

 Mr. Brim suggested that they hold work sessions for some of the blocks. A discussion about paseos ensued.

 Chair Ghandour asked about the timeline of the private roads vs private roads. Mr. Tatton referred to City Attorney Jayme Blakesley. Chair Ghandour felt that should be addressed officially.

3.2. Holloway Fields Church of Jesus Christ of Latter-Day Saints

 Mr. Brim asked if this has been submitted to staff for review. Planner Hancey replied that it had been submitted and provided an update that they need a conditional use permit and the plat completed. Mr. Brim asked what they were looking for. Planner Hancey wanted to provide an update to get the reviews back sooner.

 Planner Anthony Fletcher provided details on the project. He also updated the committee on the progress.

 Chair Ghandour asked about the landscaping requirements. Planner Fletcher replied that it had not been reviewed from the planner's side. Mr. Brim added that the impervious surface requirement was a Water's Edge requirement.

3.2. The Orchards 7 & 8 Site Plan

 Planner Hancey introduced the site plan for the Live-Work units. He updated the timeline for the Planning commission on the 21st. Planner Hancey noted that parking would be updated.

3.4. Technical Review Committee Discussion

 Chair Ghandour provided a flow chart for structure for processes. He introduced the technical review committee and its purpose. It was planned to be provided to the public. He briefed the process.

 Mr. Brim suggested that it would help to add staff review time to help set expectations.

 Mr. Ellis asked about how many chances applicants had to get adjustments right.

 Mr. Brim felt that they should note at stage they should be submitting the technical review. Mr. Ghandour suggested they put together a flow chart for applicants. Mr. Brim suggest they define the terminology.

 Planner Hancey noted that he welcomed any feedback on the DRC structure.

 Ms. Abdullah asked if the land disturbance permit was going to be separated from the technical review. Chair Ghandour noted that it will be the same but will take the formal name.

4. **ADJOURNMENT**

 **Motion:** CHAIR GHANDOUR MOVED TO ADJOURN THE MEETING AT 9:58AM. MR. BRIM SECONDED THE MOTION. DRC MEMBERS VAWDREY, ELLIS, BRIM, VALLEY, GHANDOUR, JOHNSON, AND ABDULLAH VOTED YES. THE MOTION CARRIED UNANIMOUSLY.

COMPLETED MINUTES APPROVED ON: August 1, 2024

CERTIFIED BY: 
Madison Reed, Planning Technician

