



**MINUTES OF A DEVELOPMENT
REVIEW COMMITTEE MEETING
Vineyard City Council Chambers
125 South Main Street, Vineyard, Utah
March 21, 2024, at 9:00 AM**

ATTENDANCE:

COMMITTEE MEMBERS: Chair Naseem Ghandour, Public Works Director; Bryce Brady, Commissioner for Tay Gudmundson; Carson Vance, Parks and Recreation Representative for Brian Vawdrey; Brandon Valley, Deputy Fire Marshall; Patricia Abdullah, Building Department Representative for Cris Johnson; Eric Ellis, City Manager.

STAFF PRESENT: Cache Hancey, Senior Planner; Anthony Fletcher, planner; Patrick James, Staff Engineer.

OTHERS PRESENT: Bronson Tatton with Flagborough, Kinsli McDermott, Brant with Flagborough.

1. CALL TO ORDER

Chair Naseem Ghandour called the meeting to order at 9:04am.

2. CONSENT ITEMS

There were no consent items.

3. BUSINESS ITEMS

3.1. Utah City Phase 3 Final Plat

Senior Planner Cache Hancey noted technical difficulties before he introduced the Utah City Phase 3 Final Plat. He provided details for orientation and showed the included lots. Planner Hancey introduced Brant with flagborough and discussed some concerns for street name change.

Chair Ghandour discussed how the two streets had different names, and they do not anymore.

Planner Hancey noted that the streets were not part of the recordation in the plat, however they were labeled. Cache mentioned that this will be a condition.

Chair Ghandour introduced the fire department and discussed requirements and safety concerns for one-way streets.

Planner Hancey asked if they wanted to keep that name.

Brant, representing Flagborough, said yes and noted a possibility for “Broad Street S” and “Broad Street N”.

Chair Ghandour requested simplicity in street names for public safety concerns.

Planner Hancey noted that this will be a condition of approval.

Deputy Fire Marshall Brandon Valley asked what the benefit name on both sides.

Brant responded in saying that’s it is two segments that one is north bound, and one is south bound.

Fire Marshall Valley asked for more clarification

Brant discussed the numbering of the roads and that the section between is a park.

Chair Ghandour discussed the importance of correct orientation for public safety responses.

Planner Hancey welcomed Bronson Tatton. He mentioned the concern for confusion of street naming.

Bronson Tatton, with Flagborough, asked for Brandon Valley’s perspective.

Fire Marshall Valley noted that it was the sheriff department’s concern.

Chair Ghandour mentioned that the street names would need to be addressed as a condition.

Planner Hancey noted a correction on page numbering.

Chair Ghandour added that a condition for a phasing diagram will be provided to recordation. He asked Mr. Tatton what the determination between public and private streets was.

Mr. Tatton informed the committee that they will be transferred to the public but that it is still being worked out.

Chair Ghandour asked to add a condition for the determination of public or private roads.

City Manager Eric Ellis asked what the timeline for determination in terms of construction was.

Chair Ghandour responded in saying prior to the Certificate of Occupancy issuance.

Planner Hancey noted that Lot 10A would be for the new city hall and asked if that was correct.

Mr. Tatton said that was correct and that there were designs of city hall sitting in Civic Way but that the building will sit in 10A off of the utilities.

City Manager Ellis asked if there would be anything to prevent us from bridging over to the parking from an upper floor.

Planner Hancey noted there is no road between 10A and 13A, and he asked if there would be a paseo.

Mr. Tatton mentioned that they have not designed over there. He recognized the need for coordination.

Chair Ghandour asked to add another condition for small technical or grammatical errors to be corrected.

Planner Hancey and Chair Ghandour reviewed the recommendations. These conditions include: phasing diagram is provided prior to recordation, the private/public road configuration agreement is made between the applicant and the city prior to a certificate of occupancy is issued, the applicant works with the Community Development Department and City Engineer to fix any addressing errors (Broad Street), the applicant fixes the sheet numbers on the plat, the applicant pays any outstanding fees, and the applicant makes any redline corrections prior to the recordation of the plat.

COMMISSIONER BRYCE BRADY MOTIONED TO APPROVE THE UTAH CITY PLAT WITH THE RECOMMENDED CONDITIONS AT 9:26AM. PARKS AND RECREATION REPRESENTATIVE CARSON VANCE SECONDED. THOSE VOTING YES: ELLIS, VANCE, GHANDOUR, VALLEY, AND BRADY.

CITY MANAGER ERIC ELLIS MADE AN UPDATED MOTION TO APPROVE THE UTAH CITY PLAT WITH THE RECOMMENDED CONDITIONS AT 9:50AM. FIRE MARSHALL VALLEY SECONDED. ROLL CALL FOR YES WENT AS FOLLOWS: ELLIS, VANCE, GHANDOUR, AND BRADY. PATRICIA ABDULLAH WAS ABSENT ON THE ROLL. MOTION PASSED.

3.2. The Orchards 7 & 8 Final Plat

Planner Hancey presented the plat and provided a background as well as the reviewing process. He highlighted comments about parking being that it is oriented in the wrong direction.

Chair Ghandour asked for clarification.

Planner Hancey discussed the wrong angles. He also noted another condition for an addition of an easement on the east side for public access. He then briefed the plat and how the development will be used.

Building Department Representative Patricia Abdullah asked about parcels A, B, and C. She believed that the hash is not for parking, it is to represent a separate area.

Planner Hancey clarified he wants those areas to not affect parking.

Chair Ghandour asked about the greyed-out area as they can not record the plat with the “To be acquired”.

Planner Hancey noted he could add this to a condition of approval.

Chair Ghandour laid out the process for this plat as it must be recorded with the county first.

Discussion about the timeline ensued.

Planner Hancey included the Quick Claim Deed and Development Agreement to the conditions.

Chair Ghandour gave more information on what is required.

Chair Ghandour asked if the wording had been changed from “Town of Vineyard” to “Vineyard City” throughout the plat. This was added as a condition.

Fire Marshall Valley asked about access for the fire department. He commented on the lack of fire hydrants and access.

Planner Hancey referenced the site plan to provide that there will be three access points.

Chair Ghandour noted that the applicant would have to show the private roads or emergency access easements.

Conversations about fire hydrant placement ensued.

Chair Ghandour recommended to add fire department access.

Fire Marshall Valley suggested the FDC and Fire Hydrant locations.

Planner Hancey asked if he should require this prior to approval so that the applicant would have to speak with Orem Fire.

Chair Ghandour noted that the plat does not show the orientation, but he clarified that this would be on the site plan.

Chair Ghandour asked about the location for the parking stalls.

Planner Hancey noted that he thought they were private.

Planner Anthony Fletcher noted that the one on the south side is supposed to be public.

Chair Ghandour asked who it was owned by.

Planner Hancey noted he could have them include a maintenance or ownership document with information of Parcels a, b, and c on the plat.

Chair Ghandour suggested what specifics to ask for.

Planner Hancey added this to the conditions.

Bylaws were reviewed for voting purposes.

Planner Hancey listed the conditions of approval: public easement on the east is added, development agreement record prior to recordation, quick claim deed is recorded prior to recordation, fix “town of vineyard” error under lot drainage section as required by engineering, include internal road naming and diagram, show fire department access and determine hydrant locations per Orem Fire Department’s requirements prior to site plan approval, parking parcels along new vineyard road are configured with the approval of the community development director, include ownership and maintenance information of parcels a, b, and c on the plat.

FIRE MARSHALL VALLEY MOTIONED TO APPROVE THE ORCHARDS AT VINEYARD IN PHASE 7 AND 8 SUBDIVISIONS FINAL PLAT WITH THE CONDITIONS AS PRESENTED AT 9:51AM. CITY MANAGER ELLIS SECONDED. ROLL CALL VOTE YES WENT AS FOLLOWS: ELLIS, VANCE, GHANDOUR, AND BRADY. MS. ABDULLAH WAS ABSENT IN ROLL. THE MOTION PASSED.

4. WORK SESSION

4.1. The Orchards 7 & 8 Site Plan

Planner Hancey noted that the applicant was not present.

Planner Fletcher presented the comments for the applicant. This included a transportation circulation plan, which was delivered recently and needed review. He acknowledged missing sidewalks and crosswalks; he represented these on a map. More clarification is needed and there is concern about parking in the future. He also discussed roadway alignment for flow to block off a road for more parking and add safety for pedestrians.

Chair Ghandour noted that blocking it off would impede on fire safety.

Fire Marshall Valley noted some requirements to meet if that were the case.

Planner Fletcher asked if they should get in touch to gather that criteria that needs to be met.

Fire Marshall Valley said yes.

Planner Fletcher noted that it would improve parking for future build.

Planner Fletcher noted there was no lighting provided and that they need a photometric plan. He commented that the elevations need to provide the materials. There is no information on bike parking and bike racks.

Planner Fletcher emphasized that the parking is represented in the site plan.

Chair Ghandour suggested contacting other municipalities on the orientation of parking.

Commissioner Bryce Brady asked about the trail that just ends.

Planner Fletcher added that the trail is on the other side of center street so the goal is to cross and connect there; it would need a crossing at that intersection.

Commissioner Brady wanted to see landscaping between the parking and the parcels.

Planner Fletcher noted that more landscaping information was included in the comments.

Chair Ghandour commented on the sidewalk continuity and asked about bullbouts for the intersections.

4.2. DRC Bylaws

Planner Hancey and Chair Ghandour agreed that it would be more beneficial to discuss bylaws with more people present.

Planner Fletcher noted that it would be good if they will only hear an item at DRC if the applicant is present.

Chair Ghandour asked if that meant physical or virtual presence.

Planner Fletcher asked for clarification.

Planner Fletcher suggested allowing planning commission designations to vote.

Planner Hancey agreed.

City Manager Ellis asked to add clarification that that designee is also on the planning commission.

5. **STAFF, COMMISSION, AND COMMITTEE REPORTS**

There were no comments made.

6. **ADJOURNMENT**

FIRE MARSHALL VALLEY MOTIONED TO ADJOURN THE MEETING AT 10:09AM. CITY MANAGER ELLIS SECONDED.

MINUTES CERTIFIED COMPLETE ON: October 3, 2024

CERTIFIED (NOTICED) BY:


Madison Reed, Planning Technician

