



**MINUTES OF A DEVELOPMENT  
REVIEW COMMITTEE MEETING  
August 15, 2024, at 9:00 AM**

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**ATTENDANCE:**

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

**STAFF PRESENT:** Patrick James, Staff Engineer; Madison Reed, Planning Technician; and Patricia Abdullah, Plans Examiner.

**OTHERS PRESENT:** Mike Davey

**1. CALL TO ORDER/INVOCATION**

Chair Naseem Ghandour called to order at 9:02am.

**2. CONSENT ITEMS**

**2.1. Approval of March 7, 2024 Development Review Committee Draft Minutes**

**Motion:** SENIOR PLANNER CACHE HANCEY MOTIONED TO APPROVE THE MARCH 7TH, 2024 DEVELOPMENT REVIEW COMMITTEE MINUTES AT 9:03AM. BUILDING OFFICIAL CRIS JOHNSON SECONDED. ALL IN FAVOR VOTED YES: GHANDOUR, ELLIS, VANCE, HANCEY, VALLEY, AND JOHNSON. THE VOTE CARRIED UNANIMOUSLY.

**3. WORK SESSION**

**3.1. Geneva Road and 575 Church of Jesus Christ of Latter-Day Saints Chapel Site Plan Work Session**

Senior Planner Hancey presented the site plan and noted that the applicant was seeking feedback. He briefed the site.

The representative for the church, Mike Davey, provided that it will remain one lot. He provided a background.

Senior Planner Hancey asked him to discuss access.

Staff Engineer Patrick James noted he sent another site plan via email to cache.

Mr. Davey noted that plan is current and correct. He discussed access and asked about the current landscaping in the park strip. He asked for guidance on landscaping.

Senior Planner Hancey briefed the landscape requirements that are addressed at planning commission.

Mr. Davey noted the biggest issue is the access on 575 S. He informed a proposal to move the driveway back.

Chair Ghandour noted and advised them towards a traffic analysis would show the movements.

Mr. Davey clarified the process.

Mr. Davey asked about the other driveways.

Staff Engineer James noted that he does not think it is a problem.

Chair Ghandour asked about the speed of the road.

Mr. Davey asked if he had an approved list of traffic engineers for that study.

Chair Ghandour noted that it is not a recommendation but that he could share who we use.

Chair Ghandour clarified that it is a 25 mile per hour road.

Staff Engineer James noted that it may be 30 miles per hour.

Mr. Davey asked where the city boundary was.

Staff Engineer James noted that it was the next street.

Mr. Davey asked about the split zoning.

Senior Planner Hancey noted that he would have to look into it and that it may be a conditional use.

Mr. Davey asked about the approval process.

Senior Planner Hancey noted that a conditional use permit would not add any time. He laid out the zoning of each section included.

Mr. Davey clarified that he would do the conditional use and site plan approval. He asked if it would just go to planning commission.

Senior Planner Hancey said yes and laid out the process.

Mr. Davey asked at what point can they apply for a building permit.

Building Official Johnson said they could work together on that.

Senior Planner Hancey asked about landscaping for a lot.

Mr. Davey explained the materials.

Senior Planner Hancey asked about the intention for the different buildings.

Mr. Davey was unsure.

Senior Planner Hancey noted that he may receive questions on that at planning commission.

Mr. Davey asked about a path on 575 N.

Senior Planner Hancey noted that the active transportation plan called for a 10ft path. He said that they would look into it once they have a site plan submittal.

Mr. Davey said he would like to know the requirements before he drafted the plan.

Mr. Davey asked about fencing requirements.

Senior Planner Hancey noted that they would have to look into.

Mr. Davey asked if there would be any issue with having two buildings on the same site.

Building Official Johnson said no, not that he could think of.

Chair Ghandour noted that the technical review would look at the utility information.

Mr. Davey asked who to contact for utility questions moving forward.

Chair Ghandour suggested Staff Engineer James.

Mr. Davey asked about sidewalk requirements.

Chair Ghandour clarified the requirements are the same as the last church they did.

Building Official Johnson asked if the occupancy will be at the same time.

Mr. Davey said that they would time it to be together. He asked about the Certificate of Occupancy.

Building Official Johnson said the permits would be issued separately.

Chair Ghandour brought up addressing. Discussion ensued.

Mr. Davey asked for an estimated timeline.

Senior Planner Hancey outlined the process with estimated dates.

Chair Ghandour added that they will aid with questions as they come up.

Mr. Davey clarified the final approval time frame.

Senior Planner Hancey briefed the process.

Mr. Davey asked what the building review looked like.

Building Official Johnson noted that comments will be returned after about 2 weeks.

Mr. Davey asked if they reviewed them in house.

Building Official Johnson said yes.

There were no further comments.

#### **4. BUSINESS ITEMS**

##### **4.1. Utah City Block 4 Final Plat Approval**

Senior Planner Hancey provided a background on the subdivision. He noted planning comments: plat notes.

Mr. Tatton asked for clarification on the plat notes.

Discussion ensued.

Senior Planner Hancey noted the other condition about the fees.

Staff Engineer James asked about the addressing.

Mr.. Tatton clarified that it would be addressed off of Avery St.

Chair Ghandour asked about an arrow on the plat.

Staff Engineer James clarified that he thinks it is a part of the coordinates.

Chair Ghandour noted to ensure the public utility easement is well defined.

Mr. Tatton noted that he will take a look at that.

Chair Ghandour added that the addresses were set and to not change the building locations.

Plans Examiner Patricia Abdullah asked about a lot line from a different lot.

Mr. Tatton provided clarification.

Plans Examiner Abdullah suggested to be aware of that property line.

Mr. Tatton added that the lot lines were decided from an overlay.

Staff Engineer James asked if there would need to be fire access.

Chair Ghandour said it came down to the fire department's requirements.

Mr. Tatton noted that they are working in phases.

Discussion ensued.

**Motion:** SENIOR PLANNER HANCEY MOVED TO APPROVE THE UTAH CITY BLOCK 4 FINAL PLAT WITH CONDITIONS OF THE INCLUSION OF PLAT NOTES AND TO PAY THE BALANCE PRIOR TO RECORDATION OF THE PLAT AT 9:38AM. PARKS AND RECREATION REPRESENTATIVE CARSON VANCE SECONDED. ROLL CALL WENT AS FOLLOWS: : GHANDOUR, ELLIS, VANCE, HANCEY, VALLEY, AND JOHNSON. THE VOTE CARRIED UNANIMOUSLY.

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

There were no comments.

**6. ADJOURNMENT**

The meeting was adjourned at 9:39am.

**AGENDA NOTICING COMPLETED ON:** January 16th, 2025

**CERTIFIED (NOTICED) BY:**



Madison Reed, Planning Technician

