



**MINUTES OF A DEVELOPMENT REVIEW
COMMITTEE MEETING
Vineyard City Council Chambers
125 South Main Street, Vineyard, Utah
October 3, 2024, at 9:00 AM**

ATTENDENCE:

COMMITTEE MEMBERS PRESENT: Chair Naseem Ghandour, Public Works Director and City Engineer; Brian Vawdrey, Parks and Recreation Director; Eric Ellis, City Manager; Cris Johnson, Building Official; Brandon Valley, Deputy Fire Marshall; Cache Hancey, Senior Planner standing in for Community development in place of Morgan Brim.

STAFF PRESENT: Patricia Abdullah, Plans Examiner; Madison Reed, Planning Technician; and Patrick James, Assistant City Engineer

OTHERS PRESENT: There were no others present.

1. CALL TO ORDER

Chair Naseem Ghandour called the meeting to order at 9:02am. He prompted roll call.

2. CONSENT ITEMS

2.1. Approval of the March 21st, 2024 Development Review Committee Draft Minutes

2.2. Approval of the April 4th, 2024 Development Review Committee Draft Minutes

2.3. Approval of the April 18th, 2024 Development Review Committee Draft Minutes

Motion: CITY MANAGER ERIC ELLIS MOTIONED TO APPROVE THE MINUTES AS PRESENTED AT 9:03AM. DEPUTY FIRE MARSHALL BRANDOON VALLEY SECONDED. ALL IN FAVOR VOTED YES: VAWDREY, ELLIS, GHANDOUR, JOHNSON, AND VALLEY. THE MOTION CARRIED UNANIMOUSLY.

3. BUSINESS ITEMS

3.1. 1600 N Roadway Dedication Plat

Assistant City Engineer Patrick James presented the item and provided an introduction.

Chair Ghandour noted that it would officially make it a public road.

Assistant City Engineer James noted we would take over the maintenance and.

City Manager Ellis asked if taxed or any roll back had been taken care of.

Senior Planner Hancey responded in saying that he sent it off to the county and there were no comments.

Chair Ghandour highlighted that it lived up to the railroad crossing standards.

Senior Planner Hancey asked about maintenance on the road and the trail.

Chair Ghandour said that Vineyard would maintain it.

Senior Planner Hancey noted that it was not included on the plat.

Senior Planner Hancey noted that a condition could be to decipher ownership and maintenance of the trail.

Motion: SENIOR PLANNER AND COMMUNITY DEVELOPMENT REPRESENTATIVE CACHE HANCEY MOVED TO APPROVE THE 1600 N ROADWAY DEDICATION PLAT AS REQUESTED BY CHRIS KEPHARDT WITH MS PROPOERTIES OF VINEYARD WITH A CONDITION TO FIGURE OUT THE OWNERSHIP OF THE TRAIL AT 9:07AM. BUILDING OFFICIAL CRIS JOHNSON SECONDED. ALL IN FAVOR VOTED YES: VAWDREY, ELLIS, GHANDOUR, JOHNSON, AND VALLEY. THE MOTION CARRIED UNANIMOUSLY.

4. WORK SESSION

4.1. DRC Review and Comment Process - Switching to Bluebeam Studio

Senior Planner Hancey introduced the aim to review things in Blue Beam. The intention is to review the items before DRC, and to discuss comments at DRC.

Plans Examiner Patricia Abdullah added that the idea was to create a shared space for review and have DRC for making comments and asking questions to the applicants.

Chair Ghandour noted that this would make the meetings more constructive.

Senior Planner Hancey noted how the noticing would come with the items to review.

Chair Ghandour said that there may be changes to timelines and that there would need to be hard deadlines to maintain the schedule.

Senior Planner Hancey said we could create a timeline flowchart.

Deputy Fire Marshall Valley suggested to have a place to initial and comment on the document.

Senior Planner Hancey said that would be a question for patty.

Plans Examiner Abdullah said that Bluebeam has a place for you to leave comments.

Senior Planner Hancey recommended that we could do a brief training in the next DRC meeting.

Plans Examiner Abdullah said we could do a work session and map out how this can work in the next meeting.

Senior Planner Hancey said we could also meet outside of DRC.

Building Official Johnson appreciated this idea.

City Manager Ellis commented that we should maintain flexibility but find deadlines to everybody.

Chair Ghandour noted that everyone on DRC would need to have access.

5. STAFF, COMMISSION, AND COMMITTEE REPORTS

Senior Planner Hancey asked if this time is till working. He noted that the calendar for the next year will be in works.

Chair Ghandour said that if anyone had comments on that to get in touch

Plans Examiner Abdullah asked if the minutes were approved because she did not hear that. She did not have any opposition.

6. ADJOURNMENT

The meeting was adjourned at 9:18am.

MINUTES CERTIFIED COMPLETE ON: February 20th, 2025

CERTIFIED (NOTICED) BY:


Madison Reed, Planning Technician



