

**MINUTES OF THE VINEYARD TOWN
PLANNING COMMISSION MEETING**
Vineyard Town Hall, 240 East Gammon Road, Vineyard, Utah
Wednesday, November 2, 2016 at 6:30 p.m.

PRESENT	ABSENT
Commissioner Chair Chris Judd	Commissioner Angela Kohl
Commissioner Wayne Holdaway	Commissioner Tim Blackburn
(A) Commissioner Cristy Welsh	
Commissioner Daniel Pace	
(A) Commissioner Anthony Jenkins	

STAFF PRESENT– Community Development Director Morgan Brim, Town Engineer Don Overson, Community Development Technician Elizabeth Hart

OTHERS PRESENT– Resident and Town Councilmember Tyce Flake

The Vineyard Town Planning Commission held a public hearing and regular meeting on Wednesday, November 02, 2016, starting at 6:30 PM in the Vineyard Town hall.

CALL TO ORDER

Chairman Judd called the meeting to order at 6:33 PM.

INVOCATION

Commissioner Jenkins offered the invocation.

OPEN SESSION

Chairman Judd asked for public comment. No public comment was given.

MINUTES FOR APPROVAL

Chairman Judd called to approve the minutes of the 10.19.2016 Planning Commission meeting.

Motion: COMMISSIONER WELSH MOVED TO APPROVE THE MINUTES FROM THE OCTOBER 19, 2016 AND PLANNING COMMISSION MEETINGS. COMMISSIONER HOLDAWAY SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. NONE WERE OPPOSED. THE WAS MOTION WAS CARRIED UNANIMOUSLY

BUSINESS ITEMS

5.1 Public Hearing and Consideration– Great Harvest Bread

Jason Owens with Great Harvest Bread reviewed their application for a drive-thru at Great Harvest Bread located on 61 N. Geneva Rd. Mr. Owens explained the menu board is a metal frame that will have a menu displaying sandwiches. He went on to say that two additional menus will be attached to the left and right sides of the metal frame. The additional menus will extend out twenty-four inches in length and display the drinks and breads menu. He reviewed how the metal frame is connected to cement blocks that are planted into the ground.

Commissioner Holdaway asked about the speaker box for the drive-thru. Mr. Owens stated that there will be a five by five inch speaker box attached underneath to the metal frame and that there will be

lighting on the inside of the curb directed onto the menu board. Chair Judd asked if there was conduit already run for the lights and speaker box. Mr. Owens confirmed that conduit has already been run. Commissioner Holdaway asked about the drive-thru lane space between the menu board and drive thru window. Mr. Owens stated that he had not measured the distance but that three cars can fit comfortably in the drive thru lane between menu board and drive thru window. Commissioner Welsh asked if any landscaping would be done along the north property line. Mr. Owens stated that they are working with their landlord to get a fence put up along the property line. There was additional discussion about fencing and landscaping along the property line. Chair Judd then turned it over to Community Development Technician, Elizabeth Hart, to review the staff report.

Ms. Hart stated that staff noticed property owners within three hundred (300) feet of the project site and put a public notice in the Daily Herald. She stated that staff found the application to be in compliance with the town code. She noted a change made to the application regarding the dimensions of the metal frame with the sandwich menu on it. The dimensions of the metal frame were changed to be fifty-eight inches by twenty-seven inches. Ms. Hart stated that the total square footage of the menu board, with the new dimensions and the additional two signs, is still compliant with the codes maximum menu board total square footage of thirty-two square feet. Ms. Hart stated that staff recommends approval with three conditions that are similar to the conditions that were put on the Dairy Queen conditional use permit.

Motion: COMMISSIONER HOLDAWAY MOVED TO OPEN THE PUBLIC HEARING TO REVIEW BUSINESS ITEM 5.1 AT 6:44 PM. COMMISSIONER JENKINS SECONDED THE MOTION. ALL WERE IN FAVOR. THE MOTION CARRIED UNANIMOUSLY.

Motion: COMMISSIONER HOLDAWAY MOVED TO CLOSE THE PUBLIC HEARING ON 5.1 AT 6:45 PM. COMMISSIONER JENKINS SECONDED THE MOTION. ALL WERE IN FAVOR. NONE WERE OPPOSED. THE MOTION CARRIED UNANIMOUSLY.

There was additional discussion on the parking for the restaurant being used by the employees of the business Diamondback, to the north of the property. The discussion went into detail on having a fence along the property line to eliminate the foot traffic going between the sites parking lot and the businesses to the north. Mr. Overson stated that the businesses to the north have been experiencing parking issues and he believes it is imperative that the fencing go in to cut off the access to the businesses to stop foot traffic from cutting through the parking lot. Chair Judd asked about a conditional approval to the put a fence in along the site in discussion. Mr. Brim stated that it is in the right of the commission to put a condition on the application and recommended if such a condition is added that there be time stipulation added to the condition. There was additional discussion on requiring a fencing improvement for the property.

Motion: COMMISSIONER HOLDAWAY MOVED TO RECOMMEND APPROVAL OF THE GREAT HARVEST BREAD DRIVE-THRU WITH THE FOLLOWING CONDITIONS AS RECOMMENDED BY STAFF.

1. ANY AN ALL LIGHT SHALL BE FOCUSED INTERNALLY, USING BLINDERS, SHIELDS AND OTHER DEVICES IF NECESSARY
2. THE APPLICANT SHALL REDUCE THE VOLUME OF THE DRIVE-THRU LOUD SPEAKER FROM DUSK TO 9:00 PM.
3. THIS CONDITIONAL USE PERMIT SHALL MAINTAIN COMPLIANCE WITH THE APPROVED SITE PLAN, AND LOCAL, STATE AND FEDERAL LAWS.

COMMISSIONER PACE SECONDED THE MOTION. COMMISSIONERS HOLDAWAY, PACE, JENKINS AND WELSH WERE IN FAVOR. CHAIR JUDD WAS OPPOSED. THE MOTION CARRIED FOUR TO ONE.

5.2 2017 Planning Commission Calendar

Ms. Hart reviewed the proposed 2017 Planning Commission Calendar. She noted that it is common for planning commissions to only have one December meeting and that the 20th of December was recommended by staff to be removed from the schedule. She also noted the 5th of July being the day after Independence Day that staff recommends this date be removed from the schedule due to possible conflicts with holiday travel. She went on to note that the 20th of September was on the week of Labor Day and that it should be taken into consideration by the commission to remove this date in regards to possible holiday traveling conflicts.

Mr. Brim stated that any of the dates can be added back in at any time. There was discussion on being able to add or remove meeting dates.

Motion: COMMISSIONER JENKINS MOVED TO ACCEPT THE PROPOSED 2017 PLANNING COMMISSION SCHEDULE WITH THE DATES OF JULY 5TH AND DECEMBER 20TH TO BE REMOVED FROM THE FINAL SCHEDULE. COMMISSIONER WELSH SECONDED THE MOTION. ALL WERE IN FAVOR. THE MOTION CARRIED UNANIMOUSLY.

PLANNING COMMISSION MEMEBERS' REPORTS/DISCLOSURES

There were no reports given.

STAFF REPORTS

- Morgan Brim, Community Development Director

Mr. Brim updated the commission on the zoning matrix and map. He stated that in regards to Geneva Nitrogen that they have indicated at this point they are slowing down operations but are not stopping, they are going to continue in perpetuity, and that there is no future plans to halt operations all together. In the zoning map they will remain in the I-1 district. Commissioner Jenkins asked if it was possible to reference the property in the General Plan to indicate that in the future when the land is available the town can make sure the land complies with its vision. Mr. Brim stated that staff would make note to have that within the discussions of the General Plan.

Mr. Brim also stated that he requested a little funding in the budget adjustment for the next six months to hire a professional to help with putting together a draft of the General Plan and the update of the zoning ordinance.

Mr. Brim reviewed his meeting with R2R and their plans for development to the west of the Megaplex. He stated their plans are to build two large buildings with retail on the bottom and office space above. They plan to begin building soon. Chair Judd stated that staff should relay what they are hearing from the commission on what they would like to see in terms of four-sided architecture and landscaping.

- Don Overson, Town Engineer

Mr. Overson stated that they have contracted with a landscaper to redo the landscaping in all roundabouts and that a Christmas tree will be put up in the Main Street roundabout.

Mr. Overson gave an up on the public safety building. He stated that they are in process of painting the walls and once the painting is done they will be putting in the tiling and carpet. The exterior will be painted and landscaping will begin within the next week.

Mr. Overson stated that with the use change in the Town Center and the Forge area and the master planning with UVU, they are considering going back to the town council to ask to do an updated study on the sewer and water in that area. Mr. Overson stated that what was originally planned for that area is now, in some places, being doubled and tripled and the thirty-six inch sewer line currently in place is not big enough to handle what is being proposed. It is a concern of staffs that there will be a need for more infrastructure needed than originally planned.

ADJOURNMENT

Chairman Judd adjourned the meeting at 7:40 PM

MINUTES APPROVED ON: November 16, 2016

CERTIFIED CORRECT BY: /s/ Elizabeth Hart

Elizabeth Hart, Community Development Technician