

**REGULAR MEETING
OF THE VINEYARD PLANNING COMMISSION,
Vineyard Town Hall, 240 East Gammon Road, Vineyard, Utah
Wednesday, September 7, 2016 at 7:00 p.m.**

PRESENT

Commission Chair Chris Judd
Commissioner Tim Blackburn
Commissioner Wayne Holdaway
Commissioner Angela Kohl
Commissioner (Alternate) Cristy Welsh

ABSENT

Commissioner (Alternate) Anthony Jenkins
Commissioner (Alternate) Don Cosney

STAFF PRESENT – Community Development Director Morgan Brim, Community Development Technician Elizabeth Hart

OTHERS PRESENT– Resident and Town Councilmember Tyce Flake

The Vineyard Town Planning Commission held a regular meeting and public hearings on Wednesday, September 7, 2016, starting at 7:00 PM in the Vineyard Town hall. Commissioner Wayne Holdaway offered the invocation.

CALL TO ORDER

Chairman Judd called the meeting to order at 7:00 PM.

OPEN SESSION

Chairman Judd asked for public comment.

No public comment was given.

MINUTES REVIEW AND APPROVAL

Chairman Judd stated that there are no minutes for 08.17.16.

Chairman Judd made a comment on the 07.20.16 minutes that there was a missed comment made by Commissioner Blackburn, and that a review of the recording should be done and edits should be made. He also noted that in the 08.03.16 minutes Commissioner Flake's title should be changed to Councilman Flake.

Motion: COMMISSIONER PACE MOVED TO APPROVE THE MINUTES FROM THE JULY 20, 2016 AND AUGUST 3, 2016 PLANNING COMMISSION MEETINGS WITH THE CORRECTIONS AS NOTED BY CHAIR JUDD. COMMISSIONER HOLDAWAY SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. NONE WERE OPPOSED. THE MOTION WAS CARRIED.

BUSINESS ITEMS:

5.1 Consideration - The commission will consider town initiated zoning text amendments regarding planning commission authority, planning application process and accessory dwelling units. The following chapters are under consideration:

- Chapter 3 Land Use Authorities and Other Officers;
- Chapter 5 Amendments to the General Plan and Land Use Ordinances;
- Chapter 14 Permitted Uses;
- Chapter 15 Conditional Uses;
- Chapter 17 Supplementary Development Standards (Accessory Dwelling Units Section 1706);
- Chapter 18 Project Site Planning and Building Design Requirements;

Mr. Brim stated that the Commission has seen the proposed zoning text amendments twice now. He stated that the comment made from Chairman Judd, at the previous meeting, regarding the Landscaping Plan reflecting an exhibit at the time of planting was added. Mr. Brim then stated that staff recommended approval of the zoning text amendments.

Chairman Judd asked if the Town has the ability to enforce the Accessory Dwelling Unit (ADU) and track it. Mr. Brim replied that the ADU is done as an annual permit, which allows for an annual inspection to take place. He stated that the permits will be tracked through the iWorQ system, which has the ability to set up alerts for when the ADU permits will need to be renewed.

Chairman Judd asked about how illegal ADU units will be handled. Mr. Brim replied that if a person has an ADU illegally that the Town would send them through the process to get a permit. He also stated that the code enforcement will be a team effort between the planning and building department but most likely, it will be the building department because we are more concerned about safety.

Chairman Judd asked the Planning Commission members if they were comfortable being the ones to give final approval for conditional use permits and site plan approval. Members stated that they were comfortable.

Motion: COMMISSIONER BLACKBURN MOVED TO RECOMMEND THE APPROVAL OF THE ATTACHED PROPOSED ORDINANCE AND ASSOCIATED ZONING TEXT AMENDMENTS. COMMISSIONER KOHL SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. NONE WERE OPPOSED. THE MOTION WAS CARRIED.

PLANNING COMMISSION MEMBERS' REPORTS/DISCLOSURES

Commissioner Kohl stated that the Dairy Queen has a certain part to their asphalt that goes directly into their rock strip and that there is no curb along the east side, which is allowing the rocks to come out onto the asphalt. Commissioner Kohl asked if Dairy Queen is required to have a curb there. Mr. Brim stated that the plan was to do an internal connection with the next property over. He stated that it would be looked into.

There was additional discussion on the landscaping and building design of the Dairy Queen property.

STAFF REPORTS

Morgan Brim, Planning Director – Mr. Brim mentioned that the Utah League of City and Towns conference will be taking place on September 15, 2016 in Salt Lake City. He stated that the Town offers the Chairman to attend the conference and that they have additional funding to send another Commissioner. Chairman Judd stated that he will not be able to attend the conference. Commissioners Kohl and Welsh stated that they would attend the conference.

Don Overson, Town Engineer/Public Works Director - Mr. Overson was not present at the meeting.

ITEMS REQUESTED FOR NEXT AGENDA

None

ADJOURNMENT

Chairman Judd adjourned the meeting at 7:30 PM.

MINUTES APPROVED ON: September 21, 2016

CERTIFIED CORRECT BY: /s/
ELIZABETH HART, COMMUNITY DEVELOPMENT TECHNICIAN