

**MINUTES OF THE VINEYARD CITY  
PLANNING COMMISSION MEETING**  
Vineyard City Offices, 125 S. Main Street, Vineyard, Utah  
Wednesday, April 5, 2017 at 6:30 p.m.

| PRESENT                          | ABSENT                    |
|----------------------------------|---------------------------|
| Chairman Chris Judd              | Commissioner Cristy Welsh |
| Commissioner Tim Blackburn       | Commissioner Nate Carter  |
| (A) Commissioner Anthony Jenkins | Commissioner Angela Kohl  |
| Commissioner Daniel Pace         |                           |
| Commissioner Brady Bryce         |                           |

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

**OTHERS PRESENT**– Residents Katelyn and Matt Johnson, Michelle Guymon, and Marcus Jessup.

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**CALL TO ORDER**

Chairman Judd called the meeting to order at 6:31 PM

**INVOCATION**

Commissioner Blackburn offered the invocation.

**OPEN SESSION**

Chairman Judd asked for a motion to open the open session.

**Motion:** COMMISSIONER PACE MADE A MOTION TO OPEN THE OPEN SESSION. COMMISSIONER BLACKBURN SECONDED THE MOTION. ALL WERE IN FAVOR.

Chairman Judd stated that residents that show up to the meeting late will be given the opportunity to talk during the Homesteads development agreement. He then asked for any public comment. None was given. Chairman Judd asked for a motion to close the open session.

**Motion:** COMMISSIONER BLACKBURN MADE A MOTION TO CLOSE THE OPEN SESSION. COMMISSIONER PACE SECONDED THE MOTION. ALL WERE IN FAVOR. THE OPEN SESSION CLOSED.

**MINUTES FOR APPROVAL**

There were no minutes for approval.

**BUSINESS ITEMS**

**5.1 Zoning Ordinance: Site Planning**

Mr. Brim gave an update on the process for creating a unified code for chapters 18, 19, and 20. There was discussion on researching best practices for development. Mr. Brim suggested that the commissioners do some research on development projects they like and staff will look at them to see if they have any best practices that would be beneficial to Vineyard.

**5.2 General Plan Trails and Open Space**

Mr. Brim stated that the trails and open space map is at its final draft. He stated that now that the map is done the next step is to develop a chapter within the general plan that would create goals, objectives, and strategies that would be used to fulfill the map. The next step would be getting the subcommittee together to create an outline for the chapter. Chairman Judd suggested that the commission review examples from other cities to get a better understanding of what should go into the chapter. There was discussion on naming the parks and trails.

Chairman Judd asked if chapters are going to be adopted individually or all at once. Mr. Brim stated that the chapters will be adopted individually, and the parks and trails chapter will be the first.

Mr. Overson commented on the transportation chapter and how he would like to see it referenced within the general plan.

### **5.3 Homesteads Development Agreement – Staff Recommendations**

Mr. Brim gave an overview of what the development agreement is and how it came to be. He stated that staff put together a document that shows 66 design standards from the development agreement. He stated that staff has included their recommendations within the document and will walk the commission through each on.

Commissioner Pace asked why one would do a development agreement versus something like the Waters Edge code. Mr. Brim stated that a development agreement allows you to regulate more things that you wouldn't be able to under LUDMA. There was additional discussion on the current enforcement of the development agreement and the homes that are built that are not compliant.

Mr. Brim stated that the design standards review was broken up into four categories, standards that are not enforceable by staff, standards that are enforceable that should be kept, discarded or amended.

#### **Items that are enforceable and recommended by staff to be kept:**

- Plat Note: To include a notation, provided by the Town, on all final plats and property titles identifying that the Town accepts no responsibility for any property damage cause by ground water flooding.
- Row Landscaping: Approximately 888,091 sf of common area ROW landscaping 55 light poles required.
- Home Size: minimum net floor area of 900 sf
- Exterior Elevations: No dwelling shall have the same exterior elevations within three building lots along a street from the nearest dwelling design that matches another.
- Site Plan Ordinance: All requirements of Chapter 18 apply
- 2006 Items Deleted: Exhibits regarding Major Road & Street Plan, Will Mill Project & Community Entry Feature and Streetscape Detail are deleted.
- Exterior Elevations: No dwelling will be allowed to have the same exterior elevations within three building lots located along a street from the nearest dwelling design that similarly matches another.
- Rooflines and Pitch: Front elevations shall contain a min of two rooflines designed at different heights.

- Entries: Entries and front door areas shall be readily distinguishable from the street.
- Front Yard Landscaping: The developer is required to provide a bond for two years for park strip trees.
- AC Units and Evaporative Coolers: Roof mounted units shall be out of view from the street in front of the home.
- AC Units and Evaporative Coolers: Window units are not permitted
- AC Units and Evaporative Coolers: Ground Level units shall be outside of the front yard
- Antennas and Satellite Dishes: Antennas and small satellite dishes should be placed out of view from the street.
- Antennas and Satellite Dishes: Large ground mounted satellite dishes are not permitted

**Items that are non-enforceable and recommended by staff to be discarded:**

- Streets: Street improvements are to receive approval from the DRC.
  - The DRC was deleted in the 2012 amendment.
- Impact Fee: Town to adopt and maintain a parks, open space and recreational facilities impact fee.
  - The City Council eliminated parks fees. Commissioner Blackburn asked when and why the city got rid of the park impact fees. Mr. Overson explained this and there was discussion on it.
- Rentals: Rental units allowed through a conditional use permit.
  - Staff stated that the zoning code should establish uses.
- Exterior Elevations: No Repetition of the exterior of any approved dwelling within the RE-20 zone will be permitted.
  - Staff stated that the same standard should be used requiring a different elevation every third lot
- Exterior Elevations: Near repetitions of dwelling designs will be allowed, but exterior materials and color scheme shall be changed to encourage variety.
  - Near repetitions is not defined and the language “encourage” is not enforceable.
- Forms and Massing: Front elevations shall contain at least on alternating form found along different plans to create shadows; including multiple vertical and horizontal breaks.
  - This item is subjective.
- Forms and Massing: The front elevation forms shall include features such as at least exposed gable perpendicular to the street.
  - Staff noted that many homes do not comply.
- Rooflines and Pitch: Majority of roof pitch elements should be a minimum of 6:12 slope.
  - Staff noted that this produces very tall structures
- Rooflines and Pitch: Long continuous rooflines parallel to the street should not be permitted.
  - The language “should” makes it non-enforceable
- Rooflines and Pitch: Two story front elevations divided by a first story partial roof or similar feature are encouraged.
  - The language “encourage” makes it non-enforceable
- Windows: Windows shall be used to divide large surface areas.
  - Large surface is not defined and makes it hard for staff to enforce this
- Windows: One or more of the additional wood or wood-like window elements such as a header accent trim, pot shelves and/or shutters are encouraged to be used on the front elevation.
  - The language “encourage” makes it non-enforceable
- Windows: Windows should not be highly reflective.
  - The language “Should” makes this non-enforceable.

- Windows: Bay windows on the first floor windows and other accent windows are highly encouraged.
  - The language “Encourage” makes this non-enforceable.
- Garages: Garages are encouraged to be located on the side or rear of the house if possible.
  - Staff noted that most lots are not big enough to accommodate this standards.
- Garages: If facing the street, the design and materials used should be complementary to the structure.
  - The language “Should” makes this non-enforceable.
- Garages: Sectional garage door design shall complement the architectural style of the house.
  - Staff noted this is difficult for staff to inspect.
- Lighting: Yard light is encouraged to highlight driveway and walkways.
  - Staff does not recommend limiting lighting design and options.
- Private fencing: Wrought iron, brick, masonry, or wood may be used.
- Private Fencing: Shall be placed to be as unnoticeable as possible and vegetation should be used to mask fences where appropriate.
- Front Yard Landscaping: Automotive irrigation system shall be installed within nine months of occupancy.
- Front Yard Landscaping: Shall include a mix of turf, groundcovers, shrubs or trees.
- Front Yard Landscaping: Lots less than 60 feet in width shall have two street trees planted in the park strip. Lots greater than 60 feet in width shall have one tree per 30 feet.
  - Staff noted that the City already has ROW standards. There is no need to duplicate standards.
- Exterior Materials: Exterior should generally consist of natural materials that blend and are compatible with the surrounding area.
  - The language “Should” makes this non-enforceable.
- Exterior Materials: Colors shall be grays, browns, greens, tans and other similar earth tones.
  - Staff noted that this would require a paint, stucco top coat permitting process
- Exterior Materials: A consistent level of detail and finish on all sides of a building shall be provided.

**Items that staff recommended to be amended:**

- Common Fencing: 26,328 linear feet of common area ROW fencing required. Fencing must be consistent between pods and shall not be concrete or vinyl.
  - Staff stated that fencing is required at time of CO and is the responsibility of the individual contractors. There was discussion from the planning commission on that since there still needs to be fencing places around the perimeter that it should be kept but to remove concrete from the standard.
- Home Size: W/o basement: Min net floor area of 1,800 sf above grade with a min net floor area footprint of 1,200 sf. W/basements: Min net floor area of 1,260 sf above grade, a min net floor area footprint of 1,000 sf and a total net floor area of 2,520 sf. W/basements: 60% of all units shall provide a min net floor area of 1,260 sf above grade, a min net floor area footprint of 1,000 sf and a min total net floor area of 2,520. W/basements: 25% of all units shall provide a min net floor area of 1,260 sf above grade, a min net floor area footprint of 800 sf and a min total net floor area of 2,070 sf. W/ basements: 15% of all units shall provide a min net floor area of 1,260 sf above grade, a min net floor area footprint of 800 sf and a minimum total net floor area of 1800 sf. Minimum net floor area footprint of 1800 sf or a total net floor area of 2500 sf above grade, not including porches and garages.
  - There was discussion on why making this simpler would be better for the development and staff.

- Staff recommended: Sub-Area 1: Minimum net floor area of 900 square feet.
  - Sub-Areas 5 & 11: Minimum net floor area of 2,250 square feet above grade.
  - Sub-Areas 2, 3, 4, 6, 7, & 8: Minimum net floor area of 1,260 square feet above grade.
- Exterior Elevations: 40% brick, stone or (natural or synthetic) required on the front elevation.
  - Staff recommended that this requirement should exclude fenestration (windows, doors and garages).
- Exterior Elevations: Near repetitions of dwelling designs are allowed but no dwelling will be allowed to have the same exterior elevations within five building lots located along a street from the nearest dwelling design that similarly matches another.
  - Staff noted that there are multiple standards that say different things and it is recommended that the same standard should be used requiring a different elevation every third lot.
- Forms and Massing: Minimum floor areas are exclusive of garages, porches, balconies, patios or decks.
  - Staff recommended to amend this standard to say "Buildings shall meet minimum square footage requires as provided in the development agreement." The development agreement uses net floor area which already excludes porches and garages. It is unnecessary to state it again.
- Garages: For three car garages, the front of the third garage space shall be on a different plan of a min three foot offset of the main garage entrance.
  - Staff recommended to change this standard to two feet.
- Open Space Fencing: Black wrought iron required along the perimeters of open spaces.
  - There was discussion on how open space is defined and it was decided to amend the standard to require fencing around wetlands trails.
- Private Fencing: Solid white vinyl, chain link, or other wire fencing is prohibited.
  - Staff recommended to amend the standard to only prohibit wire and chain link fencing.
- Exterior Materials: The front elevation shall contain a min of 40% brick or stone.
  - Staff recommended that front elevation should be defined and exclude fenestrations.

**Items that the Planning Commission recommended differently and wanted discussion:**

- Exterior Elevations: Dwellings shall incorporate a masonry wainscot return measuring a distance of 2-5feet along the sides of the dwelling from the front facing elevation.
  - Staff recommended to discard this item, the Planning Commission had a discussion on this item and decided they wanted to keep this standard. There was public comment from Michelle Guymon, she stated that her house did not have this but she wishes it did.
- Rooflines and Pitch: Eaves and overhangs shall be 12 inches to 18 inches in size and be large enough to create noticeable shadows
  - Staff recommended to discard this item because it is very difficult to inspect and enforce. The planning commission had discussion on keeping this item and suggested that the "be large enough to create noticeable shadows" be taken out.
- Entries: Wood or wood-like trim shall be used around front entry doors.
  - Staff recommended to keep this item, the planning commission decided to discard this item
- Front Yard Landscaping: Street trees shall be from the approved list. The developer shall be responsible for ensuring that the street tree assigned to the specific neighborhood in planted.
  - Staff recommended to discard this item. The planning commission is recommending to keep this item but to amend it by removing the second sentence.

- Agricultural Heritage: Development provided by the project plan enhances and promotes an “agricultural-heritage” theme and promotes community values of quality attractiveness and desirability.
  - The planning commission wanted this item to be discussed by the City Council.
- Design Elements: All buildings shall incorporate and agricultural heritage architectural theme and provide carrying design elements that may include comices, pop-outs, boxed window openings, covered walkways, verandahs, porches, trellises and other design features to add visual interest, attractiveness, and avoid repetition of building styles and designs.
  - The planning commission wanted this item to be discussed by the City Council.
- Garages: Two car enclosed garages are required.
  - Pod 1 has 8 townhouses with 1 car garage. A small percentage of Pod 1 could be allowed to have a one car garage but still require an additional dedicated space within the development. There was discussion on this item and the planning commission agreed with the recommendation from staff.

### **PLANNING COMMISSION MEMEBERS’ REPORTS/DISCLOSURES**

Chairman Judd stated that when the Homesteads development agreement is ready to be voted on that any commissioners that live within the Homesteads should announce that they do and recuse themselves from voting.

### **STAFF REPORTS**

- Morgan Brim, Community Development Director

Mr. Brim stated that the town was approached by the EDC Utah about an anonymous business that could potentially come to Vineyard. He stated that the city has submitted an application.

- Don Overson, Town Engineer

Mr. Overson gave an update on funding for the frontrunner and overpass. There was additional discussion on upcoming transportation projects.

### **ADJOURNMENT**

Chairman Judd asked for a motion to adjourn the planning commission meeting.

**Motion:** COMMISSIONER JENKINS MADE A MOTION TO ADJOURN THE PLANNING COMMISSION MEETING. COMMISSIONER PACE SECONDED THE MOTION. ALL WERE IN FAVOR. THE PLANNING COMMISSION MEETING CLOSED AT 9:11 PM.

**MINTUES APPROVED ON:** April 15, 2017

**CERTIFIED CORRECT BY:** /s/ Elizabeth Hart

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Elizabeth Hart, Community Development Technician