



NOTICE OF A DEVELOPMENT REVIEW COMMITTEE MEETING
December 4, 2025, at 9:00 AM

PUBLIC NOTICE is hereby given that the Vineyard Development Review Committee will hold a regularly scheduled Development Review Committee meeting on Thursday, December 4, 2025, at 9:00 AM, in the City Council Chambers at City Hall, 125 South Main Street, Vineyard, UT.

[IGNORE_INDENT]

- 1. CALL TO ORDER**
- 2. CONSENT ITEMS**
 - 2.1. Approval of the October 16th, 2025 Development Review Committee Meeting Minutes**
 - 2.2. Approval of the November 6th, 2025 Development Review Committee Meeting Minutes.**
- 3. BUSINESS ITEMS**
 - 3.1. 2026 Development Review Committee Meeting Calendar**

The suggested dates for the meeting schedule through 2026 are discussed.
 - 3.2. 2026 Chair and Vice-Chair Election**

A re-election to name the Chair and Vice-Chair seats for the 2026 Development Review Committee meetings.
- 4. WORK SESSION**

No work items were submitted.
- 5. STAFF AND COMMISSION REPORTS**
- 6. ADJOURNMENT**

The next regularly scheduled meeting is December 18th, 2025

This meeting may be held in a way that will allow a committee member to participate electronically.

The public is invited to participate in all public meetings. In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify

the Planning Department at least 24 hours prior to the meeting by calling (801) 226-1929.

The foregoing notice and agenda were posted on the Utah Public Notice Website and Vineyard Website, posted at Vineyard City Hall, delivered electronically to city staff and each member of the DRC

AGENDA NOTICING COMPLETED ON:

December 1st, 2025

CERTIFIED (NOTICED) BY:

/s/. Madison Reed

Madison Reed, Planning Technician



**MINUTES OF A REGULAR
PLANNING COMMISSION MEETING
November 5, 2025, at 6:00 PM**

ATTENDANCE:

COMMISSIONERS PRESENT: Chair Nathan Steele, Brad Fagg, David Pearce, Graden Ostler, Caden Rhoton, Natalie Harbin

STAFF PRESENT: Kelly Kleopfer, Business License Specialist; Madison Reed, Planning Technician; Brian Vawdrey, Parks and Recreation Director; Morgan Brim, Community Development Director; Cache Hancey, Senior Planner; Anthony Fletcher, Planner; Patrick James, Assistant City Engineer; Naseem Ghandour, City Engineer and Public Works Director


OTHERS PRESENT: Karen Cornelius, Daria Evans, Jack Holdaway, Jane Pearce, Terry Ewing, Bryce Brady, David Lauret, Nate Birchall, Bronson Tatton, Ryan Bybee, Hunter Smith

1.  CALL TO ORDER/INVOCATION/INSPIRATIONAL THOUGHT/PLEDGE OF ALLEGIANCE

Chair Nathan Steele called the meeting to order at 6:01pm. He led the invocation and pledge of allegiance.


2.  PRESENTATIONS/RECOGNITIONS/AWARDS/PROCLAMATIONS

2.1.  400 South Bike Lane & Restriping Project

 Assistant City Engineer Patrick James provided a description of the project and provided a cross section for context. He highlighted what changes were made.

Chair Steele asked if there was signage noting no parking rather than red striping.

Engineer James provided the existing conditions.

 Commissioner Natalie Harbin asked where they would put in the additional parking.


Engineer James added locational context of potential area that Orem is considering for extra parking.


Parks and Recreation Director Brian Vawdrey noted the specific location.

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Commissioner Harbin asked if there was a timeline for the parking extension.

Director Vawdrey discussed the Vineyard-owned area within the park.

 Engineer James continued to discuss the scope of this project.

 Commissioner Harbin asked about the options for making it safer.

Engineer James highlighted a right turn only intersection.

Commissioner Harbin acknowledged the safety concerns.

Discussion ensued


 Engineer James discussed the UDOT safety study as part of the Transportation Master Plan.

3. PUBLIC COMMENTS PC

There were no comments.


4. CONSENT ITEMS

4.2. Approval of the October 1st, 2025 Planning Commission Meeting Minutes

 **Motion:** COMMISSIONER DAVID PEARCE MOTIONED TO APPROVE THE OCTOBER 1ST, 2025 PLANNING COMMISSION MINUTES AT 6:17PM. COMMISSIONER CADEN RHOTON SECONDED. ALL IN FAVOR VOTED YES: PEARCE, STEELE, OSTLER, RHOTON, AND HARBIN. THE VOTE CARRIED UNANIMOUSLY.

5. BUSINESS ITEMS

5.3. PLAN25-0026: Site Plan Application- Temporary District Energy Plant

 Senior Planner Cache Hancey provided a background and locational context. He noted a condition to indicate the parking stalls for business access.


Community Development Director Morgan Brim added that there were conversations about wrapping the structure.

 Bronson Tatton, the applicant, added context on coloring.

Senior Planner Hancey added site context.

93 Mr. Tatton discussed where the graphic would go.

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95 Chair Steele opened up to the public.


96  Resident Daria Evans asked about the water shares.


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99 Mr. Tatton noted that he has no answer for that.

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101 Public comment was closed.

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103 Senior Planner Hancey clarified the voting members.


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105 Chair Steele described the approval process of this use.


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107  **Motion:** COMMISSIONER RHOTON MOTIONED TO APPROVE ITEM 5.3.
108 WITH THE PRESENTED CONDITION AT 6:24 PM. COMMISSIONER GRADEN
109 OSTLER SECONDED. ALL IN FAVOR VOTED YES: PEARCE, STEELE, OSTLER,
110 RHOTON, AND HARBIN. THE VOTE CARRIED UNANIMOUSLY.

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112  City Engineer and Public Work Director Naseem Ghandour noted that he could
113 respond to those questions after the meeting.

114 115 6. WORK SESSION


116 117 **6.4. Massage and Energy Therapy Establishments, Sexually-oriented Businesses,** 118 **and Business License Appeals Text Amendments**

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120  Business License Specialist Kelly Kleopfer discussed the proposed amendments and
121 posed the request of consideration for massage therapy businesses operated as a home
122 occupation.


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124  Chair Steele clarified the question at hand. He also asked for definitions.

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126 Commissioner Ostler listed examples of businesses.


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128 Discussion ensued.

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130  Commissioner Ostler asked if massage is considered a sexually-oriented business.

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132 Discussion ensued.

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134  Chair Steele asked if there was a precedent of this.


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136 Discussion ensued.


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138  Chair Steele noted that his opinion is that if there is not an issue that we should not
139 make these adjustments.

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Discussion ensued.

Chair Steele opened up to the public.

 Bryce Brady discussed home occupation employment and agreed with the commissioners.

 Ms. Evans commented on the need for clarity on zoning.

Chair Steele prompted staff response to the public comments.

 Specialist Kloepfer noted the current zoning code for home occupations.

Chair Steele noted that it may be something worth considering. He asked about number of customer restrictions.

Specialist Kloepfer provided the standards.

 Chair Steele asked about distance from other institutions centered around children.


Specialist Kloepfer noted that it is addressed in code and will be included.

Chair Steele discussed the community standard.

 Commissioner Pearce clarified that they must have professional credentials.

Specialist Kloepfer noted yes and provided context.

6.5. Vineyard City Bike Park Location & Material

 Director Vawdrey discussed Vineyard races. He provided a graphic of the Central Corridor plan. Director Vawdrey requested feedback on potentially moving the pump track. He provided the reasons behind this change.

Commissioner Harbin appreciated the project.


Commissioner Rhoton also appreciated this project.

 Commissioner Pearce asked about the economic impact of a bike park.

Director Vawdrey discussed how the draw of the park would bring spending dollars to Vineyard.

Director Brim added that some development just need the starting piece and that Brian is very skilled at landing those.


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 Commissioner Rhoton noted there is interest in programming for teens. He also asked if the relocation would replace the pickleball courts.

Director Vawdrey discussed the inclusion of pickleball courts put in at the tennis court at Grove Park.

Chair Steele noted this would remove the tennis courts. He also asked about hockey.


Discussion ensued.


 Chair Steele noted his support to move the location.

Commissioner Pearce noted that he appreciated the move.

Nathan opened up to the public.

 Ms. Evans asked about the physical impact and the financial breakdown.


 Mr. Brady discussed the distance from the skate park. He added that programming for teens is needed.

 Resident Terry Ewing asked about the included pieces on the plan. She asked how much is this going to increase our taxes.


Chair Steele prompted a response to the questions.

 Director Vawdrey discussed the funding sources for the bike and skate park.

Commissioner Rhoton asked about doing a City fundraiser.

 Director Brim discussed the Central Corridor Open Space Plan. He discussed the Wetland Delineation Study and noted the identified area is not designated.

Director Ghandour provided context on the Wetlands Delineation.


 Commissioner Harbin clarified that there is no fiscal impact for the bike park.

Ms. Evans clarified that the area is no longer Wetlands.


Director Ghandour noted that it does not have emergent wetlands and that it is outside of any potential impact. The survey was completed in June.

Chair Steele highlighted that these projects set standards for the community.

6.6. Utah Lake Shoreline Trail Amenities

234  Director Vawdrey provided a background to the trail amenities. He presented the
235 amenities.

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237 Chair Steele asked if the feedback from the Bluffs at Vineyard town hall.
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239  Planning Technician Madison Reed noted that the feedback from the town hall and
240 the survey was put into consideration for these proposed amenities.

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242 Director Vawdrey presented the proposed benches and the bike racks.
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244 The commission provided their thoughts.
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246  Director Vawdrey highlighted the proposed locations for the amenities.

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248 Commissioner Harbin clarified that there is no fiscal impact to these amenities.
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250 Chair Steele opened up to the public.
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252  Ms. Evans asked about vandalism.
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254 Chair Steele discussed the City's maintenance procedures.
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256 **6.7.  First Amendment to the Holdaway Fields Development Agreement**
257 **(Ordinance 2025-16)**
258

259 Director Brim provided an update of the status.
260

261  Planner Anthony Fletcher provided locational context and reviewed the
262 amendments.

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264  Ryan Bybee, the applicant, discussed the intent behind the amendments.
265

266 Director Brim added that staff is working with the applicant on language.
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268  Mr. Bybee added that 4th South progression has been stalled because of the outline
269 of the original agreement.
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271 Director Brim discussed a previous desire for a small retail use in the clubhouse.
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273  Commissioner Brad Fagg noted that he would like 4th South to be completed.
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275 Commissioner Pearce noted that he agrees with the modifications.
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277 Commissioner Ostler appreciated the amenity suggestion at the clubhouse.
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279 Commissioner Rhoton noted support.
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281 Commissioner Harbin noted interest in understanding the market.

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283  Chair Steele asked about the phasing schedule.

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285 Director Brim discussed the issue was with the delivery of the amenities and 4th South.

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287 Chair Steele asked about park delivery.


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289 Director Brim discussed the phasing.

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291 Chair Steele opened up to the public.

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293  Resident David Lauret clarified the timeline of the parks and asked where the parks
294 would be.

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296 Mr. Bybee discussed the parks.

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298 Director Brim noted previous conversations of the existing infrastructure.

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300 7.  **STAFF AND COMMISSION REPORTS**

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302 Director Brim provided a reflection of the Utah APA conference which staff and Commissioner
303 Pearce attended in October.

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305 8.  **ADJOURNMENT**

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307 Chair Steele adjourned the meeting at 7:44 pm.

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312 **MINUTES CERTIFIED COMPLETE ON:**

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315 **CERTIFIED (NOTICED) BY:** /s/. Madison Reed

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Madison Reed, Planning Technician

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**MINUTES OF A DEVELOPMENT
REVIEW COMMITTEE MEETING
November 6, 2025, at 9:00 AM**

ATTENDANCE:

COMMITTEE MEMBERS PRESENT: Chair Brian Vawdrey, Parks and Recreation Director; Cache Hancey, representative for Community Development Director Morgan Brim; Brandon Valley, Deputy Fire Marshall; Naseem Ghandour, City Engineer and Public Works Director

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


OTHERS PRESENT:

1.  CALL TO ORDER

Chair Brian Vawdrey, the Parks and Recreation Director, called the meeting to order at 9:03am.

2.  CONSENT ITEMS

2.1. Approval of the October 2nd, 2025 Development Review Committee Meeting Minutes


 Motion: PUBLIC WORKS DIRECTOR AND CITY ENGINEER MOTIONED TO APPROVE ITEM 2.1. AT 9:03AM. SENIOR PLANNER AND COPMMUNITY DEVELOPMENT REPRESENTATIVE CACHE HANCEY SECONDED. ALL IN FAVOR VOTED YES: VAWDREY, HANCEY, VALLLEY, AND GHANDOUR. THE MOTION CARRIED UNANIMOUSLY.

3. BUSINESS ITEMS

No items were submitted.


4.  WORK SESSION

4.1. Development Review Process

 Planning Technician Madison Reed discussed her presentation on the process and order of lands use application reviews and approvals. She included new state code that


46 initiated the discussion and shared graphics. Technician Reed highlighted the graphics
47 that are being considered to be put into code and onto the city website.

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49 Senior Planner Hancey asked about the difference between preliminary plat versus final
50 plat.

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52  Technician Reed noted that this was more to highlight plat approval prior to site
53 plan approval.

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55 Director Ghandour discussed his understanding of preliminary.

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57 Discussion ensued.

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59  Chair Vawdrey asked about the Certificate of Occupancy.

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61 Technician Reed and Director Ghandour noted that it occurs after the building permit and
62 inspections.

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64 Chair Vawdrey asked if there is a timeframe for each section and overall.

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66  Technician Reed discussed application timeframes as well as the requirement for an
67 approved plat to be recorded.

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69 Discussion ensued.

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71  Director Ghandour asked if there should be timeline associated with each step.

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73 Senior Planner Hancey liked that idea.


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75 Director Ghandour asked about included required documents for each section.

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77 Discussion ensued.

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79  Plans Examiner Patricia Abdullah asked about plat language and order.

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81 Senior Planner Hancey explained reasoning behind this order.

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83 Discussion ensued.

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85  Plans Examiner Abdullah asked about the landscaping portion of the new code.

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87 Discussion ensued.

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89 **5. STAFF AND COMMISSION REPORTS**

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91 There were no comments.

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93 6.  **ADJOURNMENT**

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95 Chair Vawdrey adjourned the meeting at 9:23am.

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101 **MINUTES CERTIFIED COMPLETE ON:**

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105 **CERTIFIED (NOTICED) BY:**/s/. Madison Reed
106 Madison Reed, Planning Technician

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DRAFT

2026 Development Review Committee Calendar (draft)

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VINEYARD PLANNING COMMISSION STAFF REPORT

Meeting Date: December 4, 2025
Agenda Item: 2026 Chair and Vice-Chair Election
Department: Community Development
Presenter: Madison Reed

Background/Discussion:

The Development Review Committee (DRC) is a body of qualified persons who review and verify compliance with City standards and requirements. The DRC shall consist of seven (7) members, the Chair of the Planning Commission, the City Manager, the Fire Marshall, and the heads of the Departments of Building, Community Development, Engineering, and Parks and Recreation. Each member of the DRC may choose a qualified designee with knowledge in their respective field to serve in their place.

Amongst other duties, the committee is responsible for designating the chair person annually to lead the committee. In the previous 2 years, Nassem Ghandour and then Brian Vawdrey were the acting Chair members in 2024 and 2025.

Fiscal Impact:

Recommendation:

Sample Motion:

"I move to elect _____ as Chair of the Development Review Committee for 2026 starting at the first regularly scheduled meeting in January of 2026." and "I move to elect ____ as Vice-Chair of the Development Review Committee for 2026 starting at the first regularly scheduled meeting in January of 2026."

Attachments:

None