MINUTES OF A
PUBLIC HEARING AND REGULAR
PLANNING COMMISSION MEETING
240 East Gammon Road, Vineyard, Utah
November 1, 2017

PRESENT	ABSENT
Chairman Chris Judd	Vice Chairman Daniel Pace
Commissioner Cristy Welsh	Commissioner Tim Blackburn
Commissioner Anthony Jenkins	
Commissioner Nate Carter	
Commissioner Jeff Knighton	
Commissioner Bryce Brady	

STAFF PRESENT: Community Development Director Morgan Brim, City Engineer/Public Works Director Don Overson, Planner Elizabeth Hart

OTHERS PRESENT: Resident David Lauret, and Resident and Councilmember Tyce Flake, Resident and Owner of Shining Stars Preschool Sarah Williams, Resident Daniel Kennedy, John Moffat owner of Lincoln Square Apartments, Jerry Grover with Anderson Geneva.

CALL TO ORDER
Chairman Judd called the meeting to order at 6:30 PM

INVOCATION/INSPIRATIONAL THOUGHTS/PLEDGE OF ALLEGIANCE
Commissioner Jenkins offered the invocation.

OPEN SESSION
Chairman Judd opened the public comment session. He asked for public comment on items not on the agenda. Hearing none he closed the open session.

MINUTES REVIEW AND APPROVAL
Chairman Judd asked for any comments or corrections on the minutes from the August 16, 2017, September 20, 2017, October 04, 2017 planning commission meetings. Hearing none he asked for a motion.

Motion: COMMISSIONER JENKINS MADE A MOTION TO APPROVED THE AUGUST 16, 2017, SEPTEMBER 20, 2017, AND OCTOBER 4, 2017 PLANNING COMMISSION MEETING MINUTES. COMMISSIONER WELSH SECONDED THE MOTION. ALL WERE IN FAVOR. THE MOTION PASSED UNANIMOUSLY.

VINEYARD
PLANNING COMMISSION

BUSINESS ITEMS:

5.1 Public Hearing and Consideration – Shining Stars Preschool Conditional Use Permit

Sarah Williams, owner of Shining Stars Preschool is requesting approval of a conditional use for a childcare facility within her home.

Sarah Williams, resident and Shining Stars Preschool owner, presented her conditional use permit application. She gave a brief history of the business. She explained the class schedule, stating that she has two classes on Monday, Wednesday and Friday and one class on Tuesday and Thursdays. She stated that she has 6 students for each class and classes are 2 hours each. She stated that she has received letters from neighbors in support.

Chairman Judd asked Ms. Williams if she would be expanding the space within her house for the preschool. Ms. Williams stated that she does not plan on expanding the space.

Ms. Hart explained that Ms. Williams residence is located within the Waters Edge district, which has its own table of uses. She stated that within the Waters Edge table of uses a Child Day Care facility is allowed as a conditional use. She stated that Commissioner Jenkins asked earlier if there was a difference between a preschool and child day care. She stated that within the zoning ordinance definitions the definition for child day care includes preschool. She recommended that a second condition be added that state the applicant's driveway will remain clear during drop off and pick up hours for customers to use.

Chairman Judd asked the commission for any other comments or questions. Commissioner Jenkins commented that he appreciates the applicant for going through the process to get approval

Chairman Judd asked for a motion to open the public hearing.

Motion: COMMISSIONER JENKINS MADE A MOTION TO OPEN THE PUBLIC HEARING. COMMISSIONER BRADY SECONDED THE MOTION. ALL WERE IN FAVOR. THE PUBLIC HEARING OPENED AT 6:35 PM.

Chairman Judd asked for public comment.

Resident Daniel Kennedy, stated that he lives across the street from Ms. Williams and is in full support of the preschool.

Chairman Judd asked for additional public comment. Hearing none he asked for a motion to close the public hearing.

Motion: COMMISSIONER WELSH MADE A MOTION TO CLOSE THE PUBLIC HEARING. COMISSIONER BRADY SECONDED THE MOTION. ALL WERE IN FAVOR. THE PUBLIC HEARING CLOSED AT 6:36 PM.

Chairman Judd asked for comments or questions from the commission on the conditional use. Hearing none he asked for a motion to approve or deny the conditional use application.

Motion: COMMISSIONER JENKINS MOVED TO APPROVE THE CONDITIONAL USE PERMIT WITH THE CONDITIONS LISTED BY STAFF AND THE ADDED CONDITION THAT THE DRIVEWAY BE LEFT CLEAR DURING DROP OFF AND PICK UP HOURS. COMMISSIONER BRADY SECONDED THE MOTION. ALL WERE IN FAVOR. THE MOTION PASSED UNANIMOUSLY.

5.2 Lincoln Square Site Plan Amendment – 355 N. Mill Road

The applicant is applying for a site plan amendment to the Lincoln Square Apartment development. The applicant is proposing to change the architectural elevations of the buildings.

Ms. Hart gave an overview of the changes to the Lincoln Square Site Plan.

Commissioner Jenkins asked if the number of units stayed the same. Ms. Hart stated that there is one less unit but that it would be a model unit so no certificate of occupancy will be given for that unit.

Chairman Judd asked if the amount of stone/masonry had dropped in quantity or quality from the original approval. Mr. Brim commented that overall it looks consistent on the surface areas. He stated that the pitched roof now meets the zoning requirements more than original flat roof approval.

Commissioner Welsh asked why that was. Mr. Brim stated that the RMU district has its own design requirements and a pitched roof is a preferred design to a flat pitched roof. Ms. Hart added that Chapter 18 of the zoning ordinance is where specific design requirements can be found for the RMU district and that there is a standard that states that the visual impact from the building is minimized when the roof is a very shallow pitch or a hip rood formation. She stated that the new design makes it closer to being in conformance with this standard.

Commissioner Knighton asked what the pitch of the roof is now. Mr. Moffat, the applicant, stated that it is a 5 to 12 pitch.

Chairman Judd invited Mr. Moffat up to discuss specifics changes made to the elevations. Mr. Moffat asked the commission for any questions.

Chairman Judd asked why the project has taken so long to get going. Mr. Moffat stated that he bought the property and project from the previous owner Jeff Hawks, which was originally known as the Lakeside Apartments. He stated that they closed on the property last year and they recently closed on the construction loan this year. He stated that the change from the flat to pitched roof was a change they did early after they bought the project. He stated that there were some additional changes to the elevations that are not shown on the elevations given to the commission. He stated that the condenser mechanical equipment shown on the roof were removed and put on the ground.

Chairman Judd asked if that changes the aesthetics on the ground and if there would be landscaping around mechanical equipment. Mr. Moffat stated they do have landscaping around the equipment and that they are as close to the building as possible.

Commissioner Welsh asked if they would be coming in for changes to their landscaping plan. Mr. Brim stated that it's a small enough change that it can be done administratively. He said that typically you will see minor changes with plans that have been approved. He stated that staff brought back the elevations because it was a significant change and that with the landscaping they are meeting the general intent of what was approved.

Chairman Judd asked if the landscaping would be reduced. Mr. Brim said no. Mr. Moffat commented that there were changes from the Fire Marshall that eliminate landscaping.

Chairman Judd asked if the lot was going to be subdivided like the original owner had planned. Mr. Moffat stated that it would not be divided, he noted that the reason the original owner planned to subdivide it was to do it in phases for financing purposes but they plan to build all the buildings as one continuous phase. There was additional discussion about construction.

Chairman Judd asked if there were in CUWP sites. Mr. Moffat said no and explained the where there are utilities.

Chairman Judd asked if they have any kind of parking plan that would help with unforeseen parking issues in the future. Mr. Moffat asked why they would see parking issues. Chairman Judd stated that the commission has received applications from two developments on Mill Road about adding additional parking because they don't have enough parking spaces to accommodate their residents. He stated that he wants the applicant to be forward thinking about the parking. Mr. Brim added that what they are seeing at these developments is that they aren't managing their parking with how they rent out their units, they have more than three people in a unit and those residents all have cars, he restated Chairman Judd's question to how will the applicant be managing their parking.

Mr. Moffat stated that they will be managed by third party manager, who has managed their other properties for 30 years. Parking stalls will be assigned and the parking garages will be rented for only vehicles not storage.

Commissioner Welsh asked how many parking spaces the site has now. Ms. Hart stated that they have a total of 800 parking spaces. Mr. Brim added that the site plan was approved under a different parking code and they met the parking requirements when they applied. There was additional discussion on the parking.

Commissioner Jenkins asked if they would be doing any mixed use within the buildings. Mr. Moffat stated that the original plan had retail on the bottom but they decided to only do residential.

Commissioner Welsh asked if the shaded parking shown on the site plan was garage parking or just canopy parking. Mr. Moffat stated that it was canopy parking.

Commissioner Judd asked if parking was allowed on 400 North. Mr. Overson said that it will not be a public road and they would be allowed to put in parking on their side. There was discussion on parking on 400 North.

Commissioner Knighton asked if the colors indicated on the elevations will be the colors used. Mr. Moffat went over the different colors and materials. Commissioner Knighton asked if a materials board was submitted. Ms. Hart stated that only colored elevations were provided. Chairman Judd stated he would like a material board to be submitted as a condition for approval. Commissioner Knighton stated that his concern is that there is a lot of stucco and it would be helpful to know what those colors are going to be.

Commissioner Knighton stated that the elevations show both a hip and gable roof, he asked which type of roof would be on all buildings. Mr. Moffat stated that a hip roof will be used.

Mr. Brim asked Commissioner Knighton if he preferred to see more brick on the elevations. Commissioner Knighton stated his concern was the elevations facing Mill Road. Discussion ensued on what the elevations facing Mill Road will look like.

Chairman Judd asked if the elevation facing Mill Road will have less quality of materials than what was originally approved. Ms. Hart stated that it is difficult to determine because staff does not have the original architectural plan set to do a comparison, she stated that staff only has the colored elevations presented in the packet. Chairman Judd asked why that was. Mr. Brim stated that when this project originally went through the approval process the city only had about three employees and a filing system was not in place so there are some documents that are missing. Chairman Judd asked if the applicant has the original plan. Mr. Moffat stated that they would contact the architect for the original designs. Discussion ensued about the quality of materials compared to the original design and the amendment.

Chairman Judd asked for a motion.

Motion: CHAIRMAN JUDD MADE A MOTION TO APPROVE THE SITE PLAN AMENDMENTS FOR THE LINCOLN SQUARE APARTMENTS WITH THE PROPOSED CONDITIONS AND THAT A MATERIALS BOARD WILL BE SUBMITTED AND THAT THE MATERIAL COVERAGE MEET WHAT WAS APPROVED ON THE ORGINAL PLAN. COMMISSIONER BRADY SECONDED THE MOTION. ALL WERE IN FAVOR. THE MOTION PASSED UNANIMOUSLY.

Commissioner Jenkins commented that he wants to see the commission to push for more mixed use within the RMU district. Mr. Brim commented that he believes staff and the commission are on the same page for pushing for more mixed use and that stand alone residential units has reached the allowed capacity.

Commissioner Knighton commented that he thinks it is important to address what requirements we have for along the street frontage. He stated that he is disappointed to see that the back side of storage units will be along 400 North.

5.3 Preliminary Plat – Geneva Retail Frontage Subdivision – 350 N. Geneva Road

Jerry Grover, with Anderson Geneva Development, is requesting approval for a preliminary plat. The proposed property is located at 350 N. Geneva Road and is within the Regional Mixed-Use zoning district. The applicant is proposing to subdivide the property into eleven (11) lots.

Ms. Hart reviewed the preliminary plat application. She stated that subject property is located on Geneva Road, east of the Edgewater development. She noted that there were three accesses form Geneva Road and one access from 400 North.

Commissioner Welshed asked where O'Reilly's Auto Parts will be going. The applicant, Jerry Grover, stated that as of right now it is planned for lot 11 but that can change. There was discussion on pushing the buildings to the front and parking in the back, and the expansion of Geneva Road.

Chairman Judd asked if the access easement could be addressed during the site plan process. Mr. Brim stated that yes it could be.

Chairman Judd asked if the it was anticipated that 400 North will be straightened out. Mr. Grover stated that yes it was. There was additional discussion about the connection to 400 North.

Chairman Judd asked what should be done about requiring the cross access and parking easement on the final plat. Mr. Brim stated that was is suggested now gives the applicant room to make changes and for staff to work with applicants when site plans come in.

Mr. Overson commented that because the accesses onto Geneva Road have been approved that the sites should be looked at as applicants come in and work with them on how we can effectively give them access and still meet the requirements for parking and functionality of the building. He suggested that master planning it right now could possibly eliminate someone coming to put their business on this location. He suggested that allowing staff to work with the applicants to ensure that connectivity is happening and that they have access from the points approved would allow them to make sure it works.

Chairman Judd asked about creating an alley way between the commercial and residential. Mr. Brim stated that this can be addressed during the site plan and that there are approaches to create alley ways safe and comfortable.

Commissioner Brady asked if the plat addresses the UDOT expansion of Geneva. MR. Brim stated that it does and site plans will have to reflect the expansion.

Commissioner Brady also commented that he doesn't believe Geneva Road will have pedestrians on it because it is such a commuter road, so that pushing buildings to the front isn't much of a concern. Mr. Overson stated that UDOT does plan to put a trail in on the Vineyard side of Geneva road. Mr. Brim commented that even though Geneva isn't a walkable street right now that in the future the plan is to make it walkable.

Chairman Judd asked for additional questions or comments. Hearing none he asked for a motion.

Motion: COMMISSIONER WELSH MADE A MOTION TO APPROVE THE PRELIMINARY PLAT WITH THE CONDITIONS PROPOSED. COMMISSIONER BRADY SECONDED THE MOTION. ALL WERE IN FAVOR. THE MOTION PASSED UNANIMOUSLY.

5.4 Planning Commission 2018 Proposed Schedule

Ms. Hart reviewed the dates for the 2018 schedule. She stated that the dates in red indicate dates that are around holidays and that staff is recommending to not have meetings scheduled for those dates due to the possibility of not having a quorum because of vacation. She noted that there is only one date for July and December because of Independence Day and Christmas. Mr. Brim stated that if there is concern for taking off the dates that the commission can schedule a special meeting. Chairman Judd added that the commission would also rely on staff if a special meeting was needed.

Chairman Judd asked for questions or comments about the 2018 schedule. Commissioner Welsh made a proposal to change the start time of the planning commission meetings to 6PM instead of 6:30PM. There was discussion on what time city council will be starting their meeting. Mr. Brim commented that the start time can be changed at any time.

David Lauret asked what constitutes as early notice. Ms. Hart reviewed the process for posting the agendas. Mr. Lauret stated that he sometimes doesn't receive the agendas. Ms. Hart stated she would look into the matter and make sure he is receiving the agendas from now on.

Motion: COMMISSIONER WELSH MADE A MOTION TO APPROVE THE 2018 SCHEDULE AS PRESENTED AND TO CHANGE THE START TIME TO 6 PM. COMMISSIONER JENKINS SECONDED THE MOTION. ALL WERE IN FAVOR. THE MOTION PASSED UNANIMOUSLY.

COMMISSION MEMBERS' REPORTS AND EX PARTE DISCUSSION DISCLOSURE

Chairman Judd reported that at the recent city council meeting they presented the idea for putting together a policy for naming parks and trails. He stated that he would like to see the policy and application put on a letter head. Ms. Hart stated that she recently updated the policy and application and sent a copy to Commissioner Blackburn. Chairman Judd also stated that the councilmembers would like to see a list of names that the commission saw as their top ten. Commissioner Welsh stated that the parks and trails committee had already put a list of names together. Chairman Judd stated that he would like to see the policy and application approved and then have the parks and trails committee come together to recommend the ten names to city council.

Commission Jenkins talked about a local podcast called Govlove. He gave a brief review of a recent episode. There was discussion on the topic.

STAFF REPORTS

Morgan Brim, Planning Director
Mr. Brim stated that on November 15th the planning commission will hold a joint work session with the city council to discuss the priorities of the general plan as well as funding.

He discussed that they are responding for an RFP for an automotive assembly center that is looking to come into Utah County. Chairman Judd asked what district it would be in. Mr. Brim state that it would most likely be in the manufacturing district but it is also allowed within the FOI district.

Don Overson, Town Engineer
Mr. Overson discussed where street lights have been put in and turned on, he also stated that next they will be working on putting street lights on Mill Road.

He reviewed the plan for extending Main Street. He noted that they are looking at putting in streets that lead to the train station and a parking lot and they hope to have a bid by April.

Commissioner Welsh asked if there were any site plans coming to the commission for the west side of the Megaplex. Mr. Brim stated that yes, they have three additional buildings that will need site plan approval but it won't be until after the first of the new year. There was discussion on what businesses have been confirmed on coming into that development.

ADJOURNMENT
Chairman Judd asked for motion to adjourn the meeting.

Motion: COMMISSIONER BRADY MADE A MOTION TO ADJOURN THE MEETING. COMMISSIONER JENKINS SECONDED THE MOTION. ALL WERE IN FAVOR. THE MEETING ADJOURNED AT 8:08 PM.

MINUTES OF THE VINEYARD PLANNING COMMISSION SITE VISIT
349 E 50 NORTH, Vineyard, Utah
Wednesday, November 1, 2017 at 6:00PM

PRESENT	ABSENT
Chairman Chris Judd	Vice Chairman Daniel Pace

Commissioner Cristy Welsh	Commissioner Tim Blackburn
Commissioner Anthony Jenkins	
Commissioner Nate Carter	
Commissioner Jeff Knighton	
Sarah Williams, Applicant	
Morgan Brim, Planning Director	
Elizabeth Hart, Planner	

The site visit started at 6PM. The applicant Sarah Williams explained her a typical day at her preschool. She stated that most parents will park in her driveway and watch their kids go inside, some park on the street. Mr. Brim asked if she parks her car in the garage to leave the driveway open for customers. Mrs. Williams state that she does. Commissioner Welsh asked about her class schedule. She stated that MWF she has two classes and TUTH she has one class and each class has a total of 6 students. There was discussion on how customers leave the subdivision. She then walked through the areas of the residence that are used for the preschool. She then took the commission outside to show the playground area that is used in the backyard. The site visit concluded at 6:15 PM.

MINUTES APPROVED ON: January 17, 2018
CORRECTED BY: /s/ Elizabeth Hart
Elizabeth Hart, Planner