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City of Washington Terrace

Minutes of a Special Planning Commission Meeting held on
Thursday, January 10, 2013
City Hall, 5249 South 400 East, Washington Terrace City,
County of Weber, State of Utah

11 **PLANNING COMMISSION AND STAFF MEMBERS PRESENT**

12 Chairman Wallace Reynolds
13 Commissioner Scott Barker
14 Commissioner Larry Weir-excused
15 Commissioner Dan Johnson
16 Commissioner T.R. Morgan-excused
17 Commissioner Scott Larsen
18 Commissioner Charles Allen
19 City Planning Attorney Bill Morris
20 City Recorder Amy Rodriguez

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22 **OTHERS PRESENT**

23 None

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25 1. **ROLL CALL 7:00 p.m.**

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27 2. **PLEDGE OF ALLEGIANCE**

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29 3. **WELCOME**

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31 4. **RECURRING BUSINESS**

32 4.1 **MOTION: APPROVAL OF AGENDA**

33 **Motion by Commissioner Barker**
34 **Seconded by Commissioner Johnson**
35 **to approve the agenda**
36 **Approved unanimously (5-0)**

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38 4.2 **MOTION: APPROVAL OF MINUTES FOR NOVEMBER 29, 2012**
39 **MEETING**

40 Chairman Reynolds noted that line 129 should reflect that there will not be any “new” fences
41 around the facility. The change will be made to the minutes.

42 **Motion by Commissioner Larsen**
43 **Seconded by Commissioner Allen**
44 **to approve the minutes for November 29,2012**
45 **Approved unanimously (5-0)**
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5. SPECIAL ORDER

Special orders will proceed as follows: Chair introduction of item, staff/applicant presentation, questions by commission, Chair opens public hearing, citizen input; Chair closes public hearing, then commission final discussion.

5.1 PUBLIC HEARING: TO RECEIVE COMMENT ON AMENDMENTS TO CHAPTER 8.16 OF THE MUNICIPAL CODE “INSPECTION AND CLEANING”

Morris stated that the new ordinance is in compliance with state law. Key sections include the fine process, definitions, and small citations. Morris stated that the ordinance has been completely rewritten.

**Motion by Commissioner Johnson
Seconded by Commissioner Barker
To open the public hearing
Approved unanimously (5-0)**

Chairman Reynolds opened the public hearing at 7:06 p.m.
There were no public comments.

**Motion by Commissioner Allen
Seconded by Commissioner Barker
To close the public hearing
Approved unanimously (5-0)**

Chairman Reynolds closed the public hearing at 7:08 p.m.

6. NEW BUSINESS

6.1 DISCUSSION/ MOTION: APPROVAL OF ORDINANCE 13-01 AMENDMENTS TO MUNICIPAL CODE 8.16 “INSPECTION AND CLEANING”

Several suggestions were made concerning the new ordinance draft. Morris stated that he will add a standard severability clause before the new version goes before Council.

Commissioner Allen asked if the sheriff department reviewed the ordinance. Morris stated that they have not, but it is modeled after similar ordinances and is not out of the ordinary for the sheriff department.

Commissioner Allen suggested spelling out acronyms on the first mention. Commissioner Allen suggested including the heights that tree limbs should be trimmed. Chairman Reynolds stated that the measurements are covered in a separate ordinance. Chairman Reynolds suggested including types of trees or vegetation that are not allowed in the city. Morris will add a new sentence to include this information.

96 Commissioner Allen suggested some grammatical corrections, of which Morris made note.
97 Commissioner Allen suggested inserting “send USPS certified mail/return receipt” instead of just
98 mailing citations via regular mail. Morris will add the language for certified mailed to references
99 concerning mailing notices.

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**Motion by Commissioner Allen
Seconded by Commissioner Larsen
To recommend approval of Ordinance 13-01
Approved unanimously (5-0)**

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**7. UPDATE COMMISSION ON CURRENT DEVELOPMENT PROJECTS AND
ZONING ISSUES**

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There were no updates for the commission.

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8. UPCOMING EVENTS

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January 15th: City Council Meeting 7:00 p.m.

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January 31ST: Planning Commission Meeting 7:00 p.m.

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9. MOTION: ADJOURN THE MEETING

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**Motion by Commissioner Barker
Seconded by Commissioner Allen
to adjourn the meeting
Approved unanimously
Time: 7:24 p.m.**

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Date Approved

City Recorder