



**Planning Commission Meeting
Thursday, November 17, 2016
City Hall Council Chambers
5249 S. South Pointe Dr. Washington Terrace City
801-393-8681**

1. **ROLL CALL** **6:00 p.m.**

2. **PLEDGE OF ALLEGIANCE**

3. **WELCOME**

4. **RECURRING BUSINESS**
 - 4.1 **MOTION: APPROVAL OF AGENDA**
Any point of order or issue regarding items on the Agenda or the order of the agenda need to be addressed here prior to the approval of the agenda.

 - 4.2 **MOTION: APPROVAL OF MINUTES FOR OCTOBER 27, 2016**

5. **NEW BUSINESS**
 - 5.1 **MOTION/ORDINANCE 16-04: RECOMMENDATION TO APPROVE
ORDINANCE 16-04 PROVIDING IN-FILL RESIDENTIAL STANDARDS**

 - 5.2 **MOTION: APPROVAL OF THE 2017 ANNUAL MEETING SCHEDULE**

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

7. **UPCOMING EVENTS**
November 24-25th: Thanksgiving holiday
December 6th: City Council Meeting 6:00 p.m.

8. **MOTION: ADJOURN THE MEETING**

In compliance with the Americans with Disabilities Act, persons who have need of special accommodation should contact the City Recorder at 395-8283

CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted in three public places within the City of Washington Terrace City limits and faxed to the *Standard Examiner* at least 24 hours prior to the meeting.
Amy Rodriguez, Washington Terrace City Recorder

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4 **City of Washington Terrace**
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7 **Minutes of a Regular Planning Commission Meeting held on**
8 **Thursday, October 27, 2016**
9 **City Hall, 5249 South 400 East, Washington Terrace City,**
10 **County of Weber, State of Utah**
11

12
13 **PLANNING COMMISSION AND STAFF MEMBERS PRESENT**

14 Chairman Wallace Reynolds
15 Commissioner Larry Weir
16 Commissioner Darren Williams
17 Commissioner Dan Johnson
18 Commissioner T.R. Morgan – Arrived at 6:04 p.m.
19 Vice- Chair Scott Larsen
20 Commissioner Charles Allen
21 City Recorder Amy Rodriguez
22 Chief Building Inspector Jeff Monroe
23 City Attorney Bill Morris
24

25 **Others Present**

26 Will Crunk,
27

28 **1. ROLL CALL 6:00 p.m.**

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30 **2. PLEDGE OF ALLEGIANCE**

31
32 **3. WELCOME**

33
34 **4. RECURRING BUSINESS**

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36 **4.1 MOTION: APPROVAL OF AGENDA**

37 **Motion by Commissioner Weir**
38 **Seconded by Commissioner Larsen**
39 **To approve the agenda**
40 **Approved unanimously (6-0)**
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43 **4.2 MOTION: APPROVAL OF MINUTES FOR SEPTEMBER 29, 2016**

44 **Motion by Commissioner Johnson**
45 **Seconded by Commissioner Larsen**
46 **To approve the minutes of September 29, 2016**
47 **Approved unanimously (6-0)**

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5. SPECIAL ORDER

5.1 PUBLIC HEARING: TO RECEIVE COMMENT ON THE SITE PLAN FOR A RESIDENTIAL MEDICAL TREATMENT FACILITY TO BE BUILT ON THE WEST SIDE OF THE OGDEN REGIONAL MEDICAL CENTER, LOCATED APPROXIMATELY AT 5475 SOUTH ADAMS AVENUE

Chairman Reynolds opened the public hearing at 6:02 p.m.

There were no public comments.

Chairman Reynolds closed the public hearing at 6:03 p.m.

6. NEW BUSINESS

6.1 MOTION: APPROVAL OF THE SITE PLAN AND ARCHITECTURAL DESIGN OF A RESIDENTIAL MEDICAL TREATMENT FACILITY TO BE BUILT ON THE WEST SIDE OF OGDEN REGIONAL MEDICAL CENTER, LOCATED APPROXIMATELY AT 5475 SOUTH ADAMS AVE.

Engineer Will Crunk addressed the Commission, stating that they are proposing a 12 bed behavior treatment facility to be located west of the hospital. He stated that the plans meet current city specifications.

The director of the Behavioral Division stated that the Alcohol and Chemical Treatment unit is currently held at the hospital. He stated that the residential treatment center will be for those who cannot stay at the hospital due to insurance regulations. He stated that a normal stay will be between 30-90 days. He stated that the treatment for alcohol and chemical dependency will be done at the hospital. He stated that the treatment is voluntary and will not house anyone who manifests schizophrenia or other psychological disorders. Crunk stated that there will be security measures and staff members present 24 hours every day.

Crunk stated that the building is around 195 feet of the property line, with only 145 feet disturbed. Crunk stated that the facility will be well outside of the flightpath of the helipad.

Crunk stated there will be a new fire hydrant adjacent to the building. The facility will be tying into existing water lines.

Crunk stated that there will be a detention pond on the back of the building. He stated that the lighting will be attached to the building and will only light the stairs in the back of the building and should not impact neighbors.

**Motion by Commissioner Larsen
Seconded by Commissioner Johnson
To approve the site plan and architectural design
Of the residential medical treatment facility to
Be built at approximately 5475 South Adams Ave.
Approved unanimously (7-0)**

7. UPDATE COMMISSION ON CURRENT DEVELOPMENT PROJECTS AND ZONING ISSUES

94 Monroe stated that the 27 lot subdivision is moving along. The roads have been built and
95 building permit issuing will begin soon.
96 Monroe stated that the 350 lot subdivision is no longer in progress.
97 Monroe stated that the Treatment Facility should be bringing in their building permits soon.
98 Monroe stated that the infill development plan will be on the next agenda for more review.
99

100 **8. UPCOMING EVENTS**

101 November 1st: City Council Meeting 6:00 p.m.
102 November 11th: City Offices closed for Veteran's Day
103 November 15th: City Council Meeting 6:00 p.m.
104 November 17th: Planning Commission Meeting 6:00 p.m.
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106 **9. MOTION: ADJOURN THE MEETING**

107 Chairman Reynolds adjourned the meeting at 6:18 p.m.
108

109 **Motion by Commissioner Morgan**
110 **Seconded by Commissioner Weir**
111 **To adjourn the meeting**
112 **Approved unanimously (7-0)**
113 **Time: 6:18 p.m.**
114

115
116 _____
Date Approved

City Recorder



Planning Commission Staff Report

Author: Planning Dept

Subject: Ordinance discussion of in-fill properties for developing a higher density housing

Date: November 17, 2016

Type of Item: Discussion, review and action to adopt the in-fill ordinance.

Summary:

A discussion on in-fill properties located within the city. The ordinance will permit development to be somewhat more flexible in its development standards, allowing a higher density of construction, and providing flexible standard in infrastructure.

Topic:

Purpose for the discussion is to review and recommend the In-fill ordinance on best practices for in-fill use for those properties within the City and Developing an in-fill ordinance in a manner which will be complementary to their surroundings and will contribute to the overall community vitality and continuity, which will allow a property owner to develop their in-fill property.

Background:

In November 2006, the City of Washington Terrace amended the City's zoning map which changed and eliminated all multi-family / apartment zones within the city. This only left two types of zones, Single Family Residential (R) zones and Commercial (1) and (2) zones. At that same time the City also eliminated PUD (planned unit developments).

This change impacted several properties located within the City to property owners wanting to make the best use of their property for higher density.

Let it be noted that the city held a public hearing and there was no public comment to oppose the change. The amended zoning change was properly noticed and no comments in 2006 about the rezone were made. Since the zoning change, several landowners have continued to request that the City amend or modify zoning to allow in-fill development or something other than Single Family residential housing.

The Property Owners hope that a change would be made so that it would be possible for in-fill development with higher density housing. Property owners feel it is cost prohibited to develop with the current Municipal standards and are requesting changes to those standards.

Those requirements that are of concern are: street width of 60 feet; lot sizes, in which developers would like to request that minimum lots be allowed to be reduced smaller than the 6000 square feet minimum; and allow multifamily homes or other possible alternative type of lot development, such as zero lot line, multi-type of homes constructed on smaller lot size.

Analysis:

The change in the zoning was based on findings from the city's low/moderate income housing study. This study showed that Washington Terrace low/moderate housing compared to the rest of the county greatly exceeded the numbers or percentage of housing for multifamily units compared to other communities/city.

The Council and Mayor voted to change the zoning within the city to Single Family and Commercial only. Since the change, the City Council has stated that if a viable alternative could be found they maybe in favor of change.

Discussion: In-fill development can also help a community achieve or sustain thresholds of population density necessary for amenities such as affordable housing.

In communities where undeveloped, run-down, or vacant properties are eyesores or safety hazards, in-fill development can remove the blight of these properties. Many urban in-fill lots have remained undeveloped because they are the least desirable lots to build on due to size, undesirable locations, topographical restraints, or environmental concerns. (Would it be less desirable if the City allowed for smaller lots, multifamily units, etc?)

In-fill housing is the process of building new dwellings within an existing suburb of older houses or lots that back up to multiunit apartment buildings. It is an important way of providing for future growth; (question what type of housing would be advantages to see within the City.)

Urban in-fill can be addressed successfully by a municipality at a relatively low cost through targeted code changes that address issues like building height, building setbacks, and lot coverage, appearance, amenities and access and/or egress. (Discuss the dislikes and likes of code changes addressing some of these examples or area)

Department Review:

The opinion of staff at this time is that it is important to review In-fill properties and discuss and review potential options that can provide opportunities to Landowners of In-fill properties within the City for development.

Alternatives:

Approve the Request:

The Planning Commission recommend to City Council to adopt any or necessary changes and /or amendments to the In-fill zoning ordinance.

No Action:

The Planning Commission can advise staff to take no action on the In-fill properties at this time

Continue the Item:

The Planning Commission could advise staff to move the item to a later meeting, for action or more discussion at a later time. With changes or correction that may have accrued during the meeting.

**WASHINGTON TERRACE CITY
ORDINANCE 16-04**

IN-FILL RESIDENTIAL DEVELOPMENT

**AN ORDINANCE OF THE CITY OF WASHINGTON TERRACE, UTAH,
ADOPTING CHAPTER 17.10 PROVIDING IN-FILL RESIDENTIAL
DEVELOPMENT STANDARDS; SEVERABILITY; AND PROVIDING AN
EFFECTIVE DATE.**

WHEREAS, Washington Terrace City (hereafter referred to as “City”) is a municipal corporation, duly organized and existing under the laws of the State of Utah;

WHEREAS, *Utah Code Annotated* §§ 10-8-84 and 10-8-60 authorizes the City to exercise certain police powers and nuisance abatement powers, including but not limited to providing for safety and preservation of health, promotion of prosperity, improve community well-being, peace and good order for the inhabitants of the City;

WHEREAS, the City desires to permit individuals who seeks to operate a falconry as provided in the municipal code;

WHEREAS, Title 10, Chapter 9a, of the *Utah Code Annotated*, 1953, as amended, enables the City to regulate land use and development;

WHEREAS, after publication of the required notice, the Planning Commission held its public hearing on April 28, 2016, to take public comment on this Ordinance, and subsequently gave its recommendation to _____ this Ordinance on _____, 2016;

WHEREAS, the City Council received the recommendation from the Planning Commission and held its public meeting on _____, 2016, and desires to act on this Ordinance;

NOW, THEREFORE, be it ordained by the City Council of Washington Terrace City as follows:

Section 1: **Repealer.** Any word other, sentence, paragraph, or phrase inconsistent with this Ordinance is hereby repealed and any reference thereto is hereby vacated.

Section 2: **Adoption.** Chapter 17.10 of the *Washington Terrace Municipal Code* is hereby amended to read as follows:

**Chapter 17.10
IN-FILL RESIDENTIAL DEVELOPMENT STANDARDS**

Sections:

- 17.10.010** **Purpose and intent.**
- 17.10.020** **Applicability.**
- 17.10.030** **In-fill Permit.**
- 17.10.040** **In-fill Residential Standards.**

17.10.010 Purpose and intent.

The purpose of this chapter is to encourage the development of underutilized parcels in zones which, have been identified as areas where in-fill residential development should be encouraged. This chapter identifies conditions under which in-fill development is supported and relaxes certain development requirements in those instances in an effort to promote the construction of in-fill development at appropriate locations in the city.

18.25.020 Applicability.

Eligibility Criteria. This chapter may be applied to development or redevelopment that meets all of the following criteria:

1. The lot is within one of the following zones: _____.
2. Adjacent properties abutting at least 50 percent of the nonstreet perimeter of the subject property (i.e., side and/or rear lot lines) are developed with single-family dwellings or higher residential density.
3. The development or redevelopment creates a maximum of one new lot or dwelling unit.
4. The lot or parcel size shall be _____.

18.25.030 In-fill Approval Required.

Development proposals desiring to utilize the in-fill standards of this chapter shall be subject to approval by the Planning Commission prior to issuance of any building permit.

18.25.040 In-fill Residential Standards.

1. Applicability. All other provisions of this title that would apply to a non-infill project shall apply to infill development except as specifically modified by this chapter.
2. Standards and Reduction. Notwithstanding the dimensional development standard requirements found in the applicable underlying residential zone, property that is eligible for in-fill residential development shall be eligible for subdivision of land as follows:
 - a. Minimum Lot Area. Minimum lot area and minimum average lot area may be permitted at 80 percent of the minimum areas required for the underlying zone.
 - b. Minimum Lot Width. Minimum lot width may be reduced by 20 percent or 10 feet less than the required minimum lot width of the underlying zone, whichever is less.
 - c. Maximum Lot Coverage. Maximum lot coverage can be increased by 10 percent over that allowed in the underlying zone.
3. In-fill Development Standards. Property that is eligible for in-fill residential development shall be eligible for these additional development standards to encourage infill, subject to demonstration to the satisfaction of the city engineer that all required utility infrastructure, access requirements, and street elements can be accommodated in accordance with the city design and construction standards:
 - a. The maximum density provided for may be increased by up to 10 percent.
 - b. Reduced front or street side setbacks to conform to the average existing building lines or setbacks of adjoining structures.
 - c. Alternative setbacks, including reduced rear setbacks. Standard setbacks of the zone shall be applied for any required setback when the subject setback abuts an _____ zone.
 - d. A 10 percent reduction in minimum on-site parking requirements, when on-site parking is designed to be shared parking.
4. In-fill Design Standards. Property that is eligible for in-fill residential development shall adhere

to the following design requirements. While creativity and variation in architectural design is encouraged, the purpose of these requirements is to ensure compatibility of in-fill development with the character of nearby existing residential structures. Residential in-fill development shall meet the following design criteria, as defined by the predominant character of the existing residential block face. The block face shall consist of all residential properties along both sides of the public or private right-of-way on which the development fronts. The block face shall be measured from intersection to intersection, to the road end, or 200 feet in either direction from the development site, whichever is nearest.

- a. Building orientation on in-fill lots shall match the predominant orientation of other buildings along the block face.
- b. Access and location of off-street parking on in-fill lots shall be similar to the predominant character for existing development along the block face. Primary vehicular access shall be through rear alleys where such rights-of-way exist, and on-site parking shall be located to the rear of proposed structures, insofar as this is consistent with the predominant character of the block face.
- c. Proposed residences shall be required to provide an additional five (5) foot setback over that required in the underlying zone above the second story where property line(s) abut a property with an existing single-story structure.
- d. Structure and roofs on proposed in-fill residential structures shall be similar in material and style to existing development and shall incorporate any or all of the following features, insofar as such features are compatible with existing development on the block face:
 - i. Brick or stone fronts.
 - ii. Adequate garage.
 - iii. Dormers.
 - iv. Gabled or hipped roofs.
 - v. Pitched roofs.
 - vi. Parapets or cornices.
 - vii. Flat roofs shall not be allowed.

Section 3: Severability. If a court of competent jurisdiction determines that any part of this Ordinance is unconstitutional or invalid, then such portion of this Ordinance, or specific application of this Ordinance, shall be severed from the remainder, which remainder shall continue in full force and effect.

Section 4: Effective date. This Ordinance shall be effective immediately upon posting or publication after final passage.

ADOPTED AND APPROVED on this ____ day of _____, 2016.

MARK C. ALLEN, Mayor,
Washington Terrace City

ATTEST:

AMY RODRIGUEZ, City Recorder

RECORDED this ___ day of _____, 2016.

PUBLISHED OR POSTED this ___ day of _____, 2016.

CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING

According to the provision of U.C.A. §10-3-713, 1953 as amended, I, the City Recorder of the City of Washington Terrace, Utah, hereby certify that foregoing Ordinance was duly passed and published or posted at 1) _____, 2) _____, and 3) _____ on the above referenced dates.

AMY RODRIGUEZ, City Recorder

DATE: _____

City of Washington Terrace
Planning Commission

2017 Meeting Schedule

Planning Commission meeting schedule for 2017, meetings will be held at 6:00 pm on **the last Thursday of each month**, at the city hall. (with the exception for holidays)

All items for agenda need to be submitted 15 days prior to the date of the meeting or the Wednesday two weeks before.

Agenda items
Due date: Meeting date

Month	Wednesday	Thursday
January	11 TH	26 TH
February	8 TH	23 TH
March	15 TH	30 th
April	12 TH	27 th
May	10 TH	25 TH
June	14 th	29 th
July	12 TH	27 th
August	16 TH	31 st
September	13 th	28 TH
October	11 TH	26 TH
November	15 th	30 TH
December	13 th	28 TH

CALENDAR OF EVENTS - Tentative

JANUARY 2017

Mon. 2nd: New Year's Observance- City Offices closed

Tues. 3rd City Council Meeting 6:00 p.m.

- Training: Open Meetings and Non-Discrimination
- Moderate Income Housing Plan
- Adopt Capital Facilities plan for CDBG

Mon. 16th Martin Luther King Jr. Day- City Offices closed

Tues. 17th City Council meeting 6:00 p.m.

- Appointment of Planning Commissioner
- Sheriff office quarterly report
- Fire Dept Quarterly
- Finance Quarterly
- Animal Control Quarterly

Thur. 26th Planning Commission Meeting 6:00 p.m.

- Appointment of Planning Commissioner
- Nominate and elect Chair and Vice Chair

FEBRUARY 2017

Tues. 7th City Council Meeting 6:00 p.m.

Mon. 20th President's Day- City Offices closed

Tues. 21st City Council Meeting 6:00 p.m.

Thur. 23rd Planning Commission meeting 6:00 p.m.

MARCH 2017

Tues. 7th Terrace Days Planning 5:00 p.m.

Tues. 7th City Council Meeting 6:00 p.m.

Tues. 21st City Council Meeting 6:00 p.m.

Thur. 30th Planning Commission meeting 6:00 p.m.

APRIL 2017

Tues. 4th Budget meeting 5:00 p.m.

Tues. 4th City Council Meeting 6:00 p.m.

Wed-Fri 5th -7th ULCT Conference (Tentative)

Tues. 18th City Council Meeting 6:00 p.m.

- Sheriff's office quarterly report
- Fire Department quarterly report
- Finance Department quarterly report
- Animal Control quarterly report

Thur. 27th Planning Commission meeting 6:00 p.m.

MAY 2017

Tues. 2nd Budget Meeting 5:00 p.m.

Tues. 2nd City Council Meeting 6:00 p.m.

Tues. 16th Budget Meeting 5:00 p.m.

Tues. 16th City Council Meeting 6:00 p.m.

Thur. 25th Planning Commission meeting 6:00 p.m.

Mon. 29th Memorial Day- City offices closed

JUNE 2017

Tues. 6th Terrace Days meeting 5:00 p.m.

Tues. 6th Budget Meeting 5:30 p.m.

Tues. 6th City Council Meeting 6:00 p.m.

Sat. 10th TERRACE DAYS

Tues. 20th City Council Meeting 6:00 p.m.

Thur. 29th Planning Commission meeting 6:00p.m.

JULY 2017

Tues. 4th City Offices closed in observance of Independence Day

Tues. 4th City Council Meeting Cancelled

Tues. 18th City Council Meeting

- Sheriff Office Quarterly
- Fire Dept Quarterly

- Finance Dept Quarterly
- Animal Control Quarterly

Mon. 24th Pioneer Day Observed – City offices closed

Thurs. 27th Planning Commission meeting 6:00 p.m.

AUGUST 2017

Tues. 1st City Council Meeting 6:00 p.m.

Tues. 8th Primary election if needed.

Tues. 15th City Council Meeting 6:00 p.m.

Thurs. 31st Planning Commission Meeting 6:00 p.m.

SEPTEMBER 2017

Mon. 4th Labor Day- City offices closed

Tues. 5th City Council Meeting 6:00 p.m.

ULCT Conference TBD

Tues. 19th City Council Meeting 6:00 p.m.

Thur. 28th Planning Commission meeting 6:00 p.m.

OCTOBER 2017

Tues. 3rd City Council Meeting 6:00 p.m.

Mon. 9th Columbus Day- City offices closed

Tues. 17th City Council Meeting 6:00 p.m.

- Sheriff's office Quarterly report
- Fire Department Quarterly report
- Finance Department Quarterly report
- Animal Control Quarterly report

Thur. 26th Planning Commission meeting 6:00 p.m.

NOVEMBER 2017

Tues. 7th ELECTION DAY- City Council meeting Cancelled

Fri. 10th Veteran's Day observed- City offices closed

Sat. 11th Veteran's Day

Tues. 21st City Council Meeting 6:00 p.m.

- Election Canvass Results

Thur- Fri. 23rd -24th Thanksgiving Holiday- City Offices closed

Thur. 30th Planning Commission Meeting 6:00 p.m.

DECEMBER 2017

Tues. 5th City Council Meeting 6:00 p.m.

- Annual Meeting Schedule

Mon. 25th Christmas Holiday- City Offices closed

Thurs. 28th Planning Commission Meeting 6:00 p.m.