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3 **City of Washington Terrace**  
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6 **Minutes of a Regular Planning Commission Meeting held on**  
7 **Thursday, March 29, 2018**  
8 **City Hall, 5249 South 400 East, Washington Terrace City,**  
9 **County of Weber, State of Utah**  
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13 **PLANNING COMMISSION AND STAFF MEMBERS PRESENT**

14 Chairman Wallace Reynolds  
15 Commissioner Henderson  
16 Commissioner Dan Johnson  
17 Commissioner T.R. Morgan  
18 Commissioner Charles Allen  
19 Vice- Chair Scott Larsen- excused  
20 Commissioner Darren Williams – excused  
21 City Attorney Bill Morris  
22 Chief Building Inspector Jeff Monroe  
23 City Recorder Amy Rodriguez  
24

25 **Others Present**

26 Cody Taylor, Jeramie Chidester  
27  
28

29 **1. ROLL CALL**

**6:00 p.m.**

30 **2. PLEDGE OF ALLEGIANCE**

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32  
33 **3. WELCOME**

34  
35 **3.1 OATH OF OFFICE ADMINISTERED TO COMMISSIONER DWIGHT**  
36 **HENDERSON**

37  
38 **4. RECURRING BUSINESS**

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40 **4.1 MOTION: APPROVAL OF AGENDA**

41 **Motion by Commissioner Allen**  
42 **Seconded by Commissioner Johnson**  
43 **To approve the agenda**  
44 **Approved unanimously (5-0)**

45  
46 **4.2 MOTION: APPROVAL OF MINUTES FOR FEBRUARY 22,2018**  
47

48 **Motion by Commissioner Allen**  
49 **Seconded by Commissioner Morgan**  
50 **To approve the minutes of February 22, 2018**  
51 **Approved unanimously (5-0)**

52 **5. NEW BUSINESS**

53  
54 **5.1 MOTION: FINAL SITE PLAN APPROVAL FOR A PROPOSED HVAC**  
55 **OFFICE BUILDING TO BE LOCATED AT 425 SOUTH 350 EAST**

56 Monroe stated that the objective of the applicant is to build an office building for a HVAC  
57 company. Applicant Jeremy Chidester introduced himself to the Commission.

58 Monroe stated that individuals can park on the road because it is part of the City, however, the  
59 company can put no parking signs on the fence.

60 Chidester stated that there will not be any manufacturing at the building. He stated that there will  
61 be a retaining wall that will be filled in. Chairman Reynolds stated asked what is to be done with  
62 the second building that is underground. Chidester stated that it will most likely be taken out at  
63 some point. Chidester stated that the plan is to take the curb and gutter to the fence and  
64 landscaping will be put in.

65 Commissioner Allen clarified that Chidester brought the property from Karl Wood. Chidester  
66 stated that they plan to have two handicapped parking spaces. Commissioner Allen asked where  
67 the fire hydrant would be placed. Monroe stated that he believes that the city was going to work  
68 with Chidester to loop a line from the fire hydrant to the property.

69 Chairman Reynolds stated that he would like to see a preliminary approval on this item. Monroe  
70 stated that no building permit can be issued until the design requirements are met.

71  
72 **Motion by Commissioner Morgan**  
73 **Seconded by Commissioner Johnson**  
74 **To have preliminary approval of the final site plan for**  
75 **HVAC office Building to be located at**  
76 **425 South 350 East**  
77 **Based on tentative drawings of what the building will**  
78 **Actually look at**  
79 **And subject to staff and engineers reviewing the**  
80 **exterior colors and architectural designs**  
81 **Approved unanimously (5-0)**

82  
83 **5.2 MOTION: FINAL SITE PLAN APPROVAL FOR LANGFORD**  
84 **SUBDIVISION LOCATED AT 4940 SOUTH 300 WEST**

85 Jim Flint explained the site plans to the Commissioner. He stated that there have been several lot  
86 line adjustments and it has been recorded with the county.

87 He asked that the identification numbers be ratified by the Commission as part of the motion. He  
88 stated that it did not go through the proper government protocols.

89 Flint stated that there are a lot of complicated deed transfers that would be needed if the parcels  
90 are not brought into the project. These parcels are owned by the applicant Langford as well. To  
91 make the dedication clean it would be better to bring everything into the project rather than the  
92 city owning little pockets of parcels within the subdivision.

93 Flint stated that parcel B is not going to be approved as a residential development for approval  
94 at this time. It has been clearly identified on the plat. He stated that the duplex lots (6&7) will  
95 only have access by 4900 South.  
96 Flint stated that there is a long narrative on the site plan. Flint stated that there will be a detention  
97 pond on the property. Monroe stated that he would be putting the burden on one property owner  
98 to maintain a pond that the subdivision will be using. He prefers that an HOA be established to  
99 take care of the detention basin. Monroe stated that a development agreement will be written by  
100 Morris and approved by Council. Commissioner Allen asked if staff has reviewed the changes  
101 from the last meeting. Morris stated that staff has properly reviewed the plans. Flint stated that  
102 lots 4, 7, and 8 will have a second access during an emergency such as a fire. He stated that they  
103 will be able to drive over the curbs of the cul de sac.

104  
105 **Motion by Commissioner Allen**  
106 **Seconded by Commissioner Johnson**  
107 **To approve the final site plan for**  
108 **The Langford Subdivision to be located at**  
109 **4940 South 300 West**  
110 **Subject to**  
111 **staff preparing a development agreement**  
112 **with the developer, addition of house numbers on plat**  
113 **city engineer approval,**  
114 **and approval of staff and any agency (ie utilities or special service district)**  
115 **Approved unanimously (5-0)**  
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118 **5.3 DISCUSSION/MOTION ORDINANCE 18-07 : FINAL RECOMMENDATION**  
119 **TO COUNCIL TO AMENDING CHAPTER 17.44.080 OF THE**  
120 **MUNICIPAL CODE “FENCE, WALLS, AND HEDGES”**  
121

122 Monroe stated that there was a request to see if we wanted to allow a corner lot to have a six foot  
123 fence to run along the sidewalk. Monroe stated that there are two options: to not allow the six  
124 foot fence, or to allow it to be done with a conditional use permit. Chairman Reynolds stated that  
125 the issue comes down to line of sight. Chairman Reynolds and Morgan stated that they would  
126 like to see the requests come through as a conditional use permit (option 2). Commissioner Allen  
127 suggested that an addition be put into the ordinance that the property owners within a 500 foot  
128 radius be notified.

129 Chairman Reynolds stated that he does not feel that there are that many properties in the city that  
130 would put in a six foot fence on a corner lot that would cause a site line problem. He stated that  
131 the city could authorize through a conditional use. Commissioner Allen stated that he would like  
132 to see a professional drawing of the fence and property before it is approved. Chairman Reynolds  
133 stated that it would be covered under the conditional use permit process. Monroe stated that he  
134 will make sure it is a professional design.

135 Resident Jake Rosser -280 W 5600 S -stated that a conditional use is a good thing, but it leaves it  
136 open to too many interpretations. He stated that not a single city has a 5 foot setback. He stated  
137 that he has researched cities from Brigham to Kaysville City. He stated that he thinks that the  
138 ordinance should say one foot back, and not be subject to a conditional use process. Rosser stated  
139 that there are 30-40 fences in the city are out of code. Monroe stated that he makes sure that the  
140 ordinance is being followed and has instructed residents to tear their illegal fences down, or

141 change to a 4 foot fence. He stated that the ordinance was changed in 2006 to allow more use in  
142 corner lots. He state that the city is looking to adjust the ordinance and a conditional use permit  
143 would be the proper route to allow the Planning Commission to determine if the fence will be a  
144 burden to neighbors or if it should be allowed. Chairman Reynolds stated that each permit would  
145 be looked at in regards to the property. Monroe stated that the word will get out about the  
146 conditional use permit. Morris stated that the Commission would have to state the facts as to why  
147 they would deny a conditional use permit. Morris stated that state code states that a city must  
148 grant a conditional use permit unless it does not meet the standards that the city sets.  
149 Morris stated that these would need to be set for a public hearing.  
150 Rosser stated that he sees future problems with the city if conditional use permits are the option  
151 used. Commissioner Morgan stated that he would like to allow the opportunity for people to use  
152 their property, but would like for it to be reviewed by the Planning Commission through  
153 Conditional Use permits.  
154

155 **Motion by Commissioner Morgan**  
156 **Seconded by Commissioner Henderson**  
157 **To proceed with the conditional use process**  
158 **Approved unanimously (5-0)**  
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160 **5.4 DISUCSSION/MOTION ORDINANCE 18-06 : RECOMMENDATION TO**  
161 **COUNCIL TO AMEND CHAPTER 17.10.07 “DENSITY”, REGARDING IN-**  
162 **FILL RESIDENTIAL STANDARDS**

163 Morris stated that if the Planning Commission is fine with the changes, they would be set for a  
164 public hearing. Commissioner Allen suggested that subsection 5 e would need to be changed to  
165 say “excluding the basement”. Monroe stated that the height regulation will be changed to 40  
166 feet. The item will be set for a public hearing.  
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168 **5.5 DISCUSSION/MOTION ORDINANCE 18-05: RECOMMENDATION TO**  
169 **COUNCIL TO AMEND CHAPTER 17.56.175 REGARDING TEMPORARY**  
170 **SIGNS**

171 Monroe stated that the addition stemmed from a request that we review temporary signs so that  
172 businesses do not have dilapidated signs up in the area strapped to a post. He stated that the  
173 amendments limit signage and amount of times that signs could be displayed. It also clarifies that  
174 business owners will need to get a permit for temporary signs. Commissioner Morgan stated that  
175 he does not see why a business would need to get a permit for signs on their own property.  
176 Monroe stated that he is trying to be business friendly and does not want to ban banner signs or  
177 temporary signs. Commissioner Morgan stated that the standards for signs are already set by  
178 ordinance. Commissioner Johnson asked how this would be enforced. Monroe stated that he  
179 would have to enforce the ordinance. Monroe stated that some banner signs are ragged and beat  
180 up and are not secure. Commissioner Morgan suggested that it may be better to use the nuisance  
181 ordinance instead of the sign ordinance.

182 Commissioner Allen stated that he feels that the ordinance is confusing. Monroe stated that there  
183 are different allowances for different types of signs. Commissioner Allen suggested expanding  
184 on what is a temporary sign.

185 Commissioner Allen gave Morris his notes on his suggestions to be incorporated into the  
186 ordinance.  
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**Motion by Commissioner Morgan  
Seconded by Commissioner Johnson  
To send the ordinance back to staff  
To deal with it in a way that it doesn't limit business owners  
Use of their property  
Regarding temporary signs  
Approved unanimously (5-0)**

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

There were no new discussions.

**8. MOTION: ADJOURN THE MEETING**

**Motion by Commissioner Morgan  
Seconded by Commissioner Johnson  
To adjourn the meeting  
Approved unanimously (5-0)  
Time: 7:12 p.m.**

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Date Approved

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City Recorder