



WESTERN WEBER PLANNING COMMISSION

MEETING AGENDA

August 8, 2017

5:00 p.m.

- *Pledge of Allegiance*
- *Roll Call*

1. Minutes: Approval of the meeting minutes: July 11, 2017
2. Public comment for items not on the agenda
3. Remarks from Planning Commissioners
4. Planning Director Report
5. Remarks from Legal Counsel

Work Session Agenda

WS1. Training, review, and discussion regarding the West Central Weber County General Plan

The regular meeting will be held in the Weber County Commission Chambers, in the Weber Center, 1st Floor, 2380 Washington Blvd., Ogden, Utah.

Please enter the building through the front door on Washington Blvd. if arriving at the meeting after 5:00 p.m.

A Pre-Meeting will be held at 4:30 p.m. in Commission Chambers Break Out Room. The agenda for the pre-meeting consists of discussion of the same items listed above, on the agenda for the meeting.

No decisions are made in the pre-meeting, but it is an open, public meeting.

In compliance with the Americans with Disabilities Act, persons needing auxiliary services for these meetings should call the Weber County Planning Commission at 801-399-8791

Planning Commission Agenda Script:

CHAIR

1. Follows personal/meeting opening SOP's.
2. Reads application request line from agenda/staff report.
3. Requests that the Director explain the decision type and explain who will be presenting. For example, "Mr. Grover will you please explain the decision type and who will be presenting."

DIRECTOR

1. Explains decision type. Identifies (not necessarily explain) decision type on subsequent items.
2. Describes flow of specific item presentation. For example:
 - a. Mr./Ms. (Staff) will provide a brief outlineⁱ of the project
 - b. Followed by the applicant, Mr./Mrs. (applicant), who will present you with background information and the detailsⁱⁱ necessary to demonstrate his/her vision for the project and possibly code compliance.
 - c. Following the applicant's presentation, Mr./Ms. (Staff) will return and present information related to applicable codes, code compliance, review agency comments, and a Staff recommendation.
 - d. Mr./Ms. (Staff), the time is yours.

STAFF

1. Presents brief project outline provided in footnote i.

APPLICANT

1. Presentation as provided in footnote ii.
2. Offers to answer PC questions.

STAFF

1. Presentation as provided in 2(c).
2. Offers to answer PC questions.

CHAIR

1. Opens item to take public comment/Closes public comment.
2. Invites Staff and Applicant to answer questions.
3. Asks for a MOTION/SECOND in order to open a PC discussion.
4. Follows remaining SOP's.

Commenting at Public Meetings and Public Hearings

Address the Decision Makers

- ❖ When commenting please step to the podium and state your name and address.
- ❖ Please speak into the microphone as the proceedings are being recorded and will be transcribed to written minutes.
- ❖ All comments must be directed toward the matter at hand.
- ❖ All questions must be directed to the Planning Commission.
- ❖ The Planning Commission is grateful and appreciative when comments are pertinent, well organized, and directed specifically to the matter at hand.

Speak to the Point

- ❖ Do your homework. Obtain the criteria upon which the Planning Commission will base their decision. Know the facts. Don't rely on hearsay and rumor.
- ❖ The application is available for review in the Planning Division office.
- ❖ Speak to the criteria outlined in the ordinances.
- ❖ Don't repeat information that has already been given. If you agree with previous comments then state that you agree with that comment.
- ❖ Support your arguments with relevant facts and figures.
- ❖ Data should never be distorted to suit your argument; credibility and accuracy are important assets.
- ❖ State your position and your recommendations.

Handouts

- ❖ Written statements should be accurate and either typed or neatly hand written with enough copies (10) for the Planning Commission, Staff, and the recorder of the minutes.
- ❖ Handouts and pictures presented as part of the record shall be left with the Planning Commission.

Remember Your Objective

- ❖ Keep your emotions under control, be polite, and be respectful.
- ❖ It does not do your cause any good to anger, alienate, or antagonize the group you are standing in front of.

ⁱ This is a subdivision located at approximately (address). It lies within the (Zone), covers (acres), consists of (# Lots), and consists of approximately 1,100 feet of public road improvements. Do you have questions about the outline...if so, I would be happy to answer them? If not, I will turn the time over to Mr. (applicant).

ⁱⁱ Possibly include personal introduction/information and resume, introduction of other professional contributors, property ownership time or lease situation, visuals (photos, renderings), anticipated impacts and offered mitigation or rationale behind impacts being acceptable, and statement of code compliance.

Minutes of the Combined Western Weber/Ogden Valley Planning Commission meeting of July 11, 2017 held in the Weber County Commission Chambers, 2380 Washington Blvd. Floor 1, Ogden UT

Members Present: Jennifer Willette John Lewis
Roger Heslop John Howell
Mark Whaley Laura Warburton
Blake Hancock Robert Wood

Member Excused: Mark Whaley
John Parke
Wayne Andreotti

Staff Present: Charles Ewert, Acting Planning Director; Chris Crockett, Legal Counsel; Felix Lleverino, Planner,
Tammy Aydelotte, Planner, Steve Burton, Planner

- Pledge of Allegiance
 - Roll Call – WW first, the OV

Announcement of open house on 5/17, as well as hearing in the middle of the meeting.

Director – Goes over format and suggests Jami Taylor as interim Chair for this meeting. Laura Warburton makes motion. Roger Heslop 2nds motion. All ayes.

Chair Taylor calls to order joint meeting. Asks is there is any conflict of interest/ex-parte communication.

John Lewis discloses that as a developer, this measure would benefit his business dealings. Chair Taylor asks if there is a direct benefit. Counsel – Chris Crockett suggests Each OV Commission member to vote on whether John Lewis can remain as an active participant in the hearing/meeting. All agree.

ZTA 2017-10 – A proposal to amend the subdivision ordinance, Title 106, to add a letter of credit as an additional subdivision completion financial guarantee.

Director Grover presents, but first instructs the Interim Chair how to open and run the public hearing. Director Grover explains the role of financial guarantees with regards to the County Processes with development. He then explains a Letter of Credit, and past issues with utilizing these at the County. Director Grover goes on to explain changes that have occurred to now allow Letters of Credit in other municipalities. He explains the risk and work involved with accepting a Letter of Credit. He also explains the benefit of the County accepting Letters of Credit. Director Grover targets his presentation of wording of guarantee of improvements on page 5, line 211 (106-4-3). He explains conditions and requirements put upon individuals who would like to use a Letter of Credit with the County.

Laura Warburton asks if there is any verification of a letter of credit, and why the limitation of having development history in Weber County. Is there no way to verify? Director Grover explains that verification can be difficult. He explains that language may be changed to make verification less challenging. Discussion with Director Grover regarding possible solutions to county verification of development history and past performance.

John Howell asks who would perform the verification. Director states possibly either the Planning Dept or County Engineer.

Laura Warburton asks if the County has access to check credit ratings. Dir. Grover states the Treasurer would then be involved and take on that particular role.

Comm. Willener asks if market conditions come into play with regards to developer past performance. Director Grover points to Item E in the packet.

Interim Chair Taylor confirms wording in packet. Chair Taylor then opens public hearing and asks for public comment. There is none. Ogden Valley closes hearing for Ogden Valley Planning Commission. Chair Whaley then closes public hearing for Western Weber.

Chair Warburton then asks if the wording can be used to appeal any decisions made regarding letters of credit. Courtlan Erickson addresses this question. He states that the language is pretty flexible, and that the County should really have something to point to, in a circumstance of denial of letter of credit. Chris Crockett then points to additional code provisions that could protect a decision.

Interim Chair Taylor (Ogden Valley Planning Commission) asks for further comments/questions. There are none.

Chair Whaley asks for a motion. Commissioner Heslop makes a motion to adopt item ZTA 2017-10, under item B, delete contractual obligations specifically in Weber County, and to open up to other municipalities, in regards to verifying past performance. 104-3(a) lines 214-217. Commissioner Hancock 2nds the motion. All ayes.

Interim Chair Taylor asks for a motion. Commissioner Warburton moves to adopt Western Weber's motion as stated which excludes references to Weber County in section B. Robert Wood 2nds motion. All ayes.

Interim Chair Taylor calls for motion to adjourn. Commissioner Warburton 2nds motion.

Chair Whaley asks for any changes and comments on the minutes. Roger Heslop motions to approve minutes as presented. Blake Hancock seconds the motion.

Director Grover introduces the Administrative Item LVW040717 – Consideration and action on a request for final approval of Winston Park Cluster Subdivision, located at approximately 3701 west 3500 south.

Steve Burton, County Planner presents 1st item. He reminds The planning commission of prior approval of conditions up to this point, by the Western Weber Planning Commission.

Jay Rice addresses the Commissioners and asks if there are further questions. He clarifies sale of adjoining lots to existing, adjacent owners.

Commissioner Hancock has a question as to a proposed structure. Mr. Rice addresses this question.

Commissioner Heslop asks regarding storage/containers. Mr. Rice cites an architectural committee on the HOA to discourage unsightly storage facilities/containers on the agricultural land in the development.

Mr. Burton presents staff recommendation as stated in the Staff Report.

Chair Whaley asks for any discussion or questions. There are none. He asks for a motion. Commissioner motions to approve based on staff recommendations, based on staff findings, with recommended conditions, as stated in the Staff Report. Commissioner Willener 2nds the motion. All ayes.

Item SPE2017-03: Discussion and action on a conceptual sketch plan endorsement request for Cameron Cove Cluster Subdivision, located at approx. 2775 South 4065 West. Director Grover recommends that applicant explain the request.

Doug Hamblin, representing Jason Hamblin, residing at 2335 East 2500 North, Layton. Applicant explains road layout, retention basin, drainage, open space, 27 lots, as well as density plan.

Commissioner Willener asks regarding intent for open space later on. Applicant states there are plans for the open space at a later time.

Steve Burton, Weber County Planner presents the item, and confirms 10% bonus density request from applicant.

Chair Whaley asks for additional questions/comments. He asks for a motion to approve the item. Roger Heslop motions to approve SPE2017-03, stating conditions, and staff recommendations contained in the staff report. Commissioner Willener 2nds the motion. All ayes.

Meeting adjourns at 5:58pm

Meeting adjourns.