

Minutes of the Regular Meeting of the Riverdale City Planning Commission held Tuesday, August 14, 2018, at 6:30 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present: Commissioners: Robert Wingfield, Interim-Chairman
Steve Hilton, Commissioner
Blair Jones, Commissioner
David Gailey, Commissioner
Amy Ann Spiers, Commissioner

City Employees: Mike Eggett, Community Development

Excused: Kathy Eskelsen, Commissioner
Jackie Manning, City Recorder

Visitors: K. Delyn Yeates Joseph Earnest
Tony Connelly Josh Yeates

A. Welcome & Roll Call

The Planning Commission Meeting began at 6:30 p.m. Interim-Chair Wingfield welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present with the exception of Commissioner Eskelsen, who was excused.

B. Public Comment

Interim-Chair Wingfield asked if there were any public comments.

Tony Connelly, a Riverdale resident, asked about the possibility of putting more pickleball courts throughout the city. Right now there is one outdoor court, but Mr. Connelly explained it's not technically a pickleball court. He asked that the City keeps this request in mind as they develop future parks. There was a brief discussion regarding the difference between a tennis court and a pickleball court with an emphasis on existing usage.

C. Presentations and Reports

Interim-Chair Wingfield turned the time over to Mr. Eggett who reported the following:

- El Pollo Loco is now open
- Krispy Kreme is continuing construction
- Riverdale Road improvements include: widening of 500 West, median removal, and access point change near the business Pep Boys.
- There is training opportunities for the Planning Commissioners conducted by the Utah League of Cities and Towns (ULCT) on September 13, 2018. Registration deadline is August 24, 2018.
- ULCT will also host a land use training. The details will be emailed to any interested Planning Commissioner.
- October 30, 2018 is the upcoming Joint Strategic Planning Meeting 6:00 p.m. at Riverdale City Community Center
- Coleman Farms Subdivision is completing the dirt fill along Ritter Drive
- The Mayor is working on filling the seventh Planning Commission vacancy

D. Consent Items

1. Consideration of meeting minutes from the Planning Commission Meeting held on July 10, 2018.

Interim-Chair Wingfield asked for changes or corrections to the Planning Commission meeting minutes for the July 10, 2018 Work Session and Regular Meeting. There were no changes requested.

MOTION: Commissioner Jones moved to approve consent items meeting minutes as written.
Commissioner Gailey seconded the motion.

There was no discussion regarding this motion.

CALL THE QUESTION: The motion passed unanimously in favor.

E. Action Items

1. Consideration of six month extension request for approved Second Site Plan Amendment for Riverdale Assisted Living Center, 1580 West Ritter Drive, Riverdale, Utah 84405. Requested by Josh Yeates.

Mr. Eggett summarized an executive summary which explained:

Riverdale Living, LLC, as represented by Delyn and Josh Yeates, has applied for a six-month extension for the previously approved Second Amended Site Plan and Plat review of the Riverdale Assisted Living Center at approximately 1580 West Ritter Drive in an Agricultural (A-1) zone. The original site plan was previously approved by the Riverdale City Council on August 2, 2011, updated on September 20, 2011, then known as Aunt Nancy's Assisted Living Center, and was planned to be developed in two phases. An amended site plan was again approved for the Riverdale Assisted Living Center on July 5, 2016 for the project proposal (which included a development agreement that has been executed between the applicant and the City), and a second amended site plan and plat was previously approved on July 5, 2017. Additionally, a previous agreement was made with the developers that a rezone process to change the zoning to Low Impact Transition Overlay (LIT) Zone would occur once construction on the project has commenced. As part of this site plan approval process, a subdivision plat was created for the site and was anticipated to be recorded with Weber County. Unfortunately, the subdivision plat and plan has still not been recorded.

The project is being proposed for development on property currently owned by Riverdale Living, LLC. Per City Code 10-25-5(D.), an extension can be requested of the Planning Commission for up to six months for a previously approved site plan approval to lot to lapse. A public hearing is not required to consider this site plan extension request.

Should the applicants receive extension approval, they can then work towards starting the project with the knowledge that this project only has up to six months left to commence and get a building permit.

Title 10 Ordinance Guidelines (Code Reference)

This request for extension of the final site plan approval is regulated under City 10-25-5 "Preliminary Plan Required". The Amended Site Plan review process is regulated under City Code 10-25 "Development in All Zones", and is affected by City Codes 10-8 "Agricultural Zones (A-1, A-2)", 10-13D "Low-Impact Transition Overlay Zone (which is identified incorrectly in the Code as C-L, should be LIT)", "10-14 "Regulations Applicable to All Zones", 10-15 "Parking, Loading Space; Vehicle Traffic and Access", and 10-16 "Sign Regulations".

The proposed development parcel is located at the west end of Ritter Drive on property currently owned by Riverdale Living, LLC. The property is in an A-1 zone and the desired use of this property, per federal housing standards, would be allowed for this project to be developed on this site. Per the applicant, the desired use is assisted living care facility and ancillary services to the facility.

Attached with this executive summary is a letter from the applicant outlining the issues that have delayed progress on this project and a discussion of the current plans to acquire financing to move forward on the project. Generally, city staff is supportive of the developer's efforts made to move forward with this project.

General Plan Guidance (Section Reference)

The General Plan use for this area is currently set as "Residential – Low Density" and this proposed project is not in agreement with this land use; however, rezoning for the site will make the use more conducive to the parcel, based upon a rezone to LIT that is expected to occur in the future.

Josh Yeates, the applicant, thanked the Riverdale City staff for working with them throughout this process. Mr. J. Yeates discussed the process of acquiring financing for this project. He's confident the new lender will go through and they can begin construction soon.

Commissioner Jones asked why the plat was not recorded. Delyn Yeates, the applicant, stated they did not want to record the plat until the lender released the funding. Mr. Eggett discussed the process of recording the plat including the signatures, and storm water requirements. Mr. D. Yeates stated the mylar is ready as soon as the funding is released. Mr. D. Yeates apologized for the delays.

There was a discussion regarding the reasons for the delay in funding. Mr. J. Yeates discussed the different types of loans and lenders that were reviewed and pursued during this lending process, such as a HUD (Housing and Urban Development) loan, conventional, and eventually a small business loan.

MOTION: Commissioner Hilton moved to approve the six month extension request for approved Second Site Plan Amendment for Riverdale Assisted Living Center, 1580 West Ritter Drive, Riverdale, Utah 84405; requested by Josh Yeates. Commissioner Jones seconded the motion.

There was no discussion regarding this motion.

ROLL CALL VOTE: Commissioners Jones, Hilton, Gailey and Wingfield voted in favor. Commissioner Spiers voted in opposition. The motion carried with a majority vote in favor.

2. Consideration of Preliminary Site Plan approval for Quick Quack Car Wash, 697 West Riverdale Road, Riverdale, Utah 84405. Requested by QQ Utah 3, LLC.

Mr. Eggett summarized an executive summary which explained:

QQ Utah 3 LLC., as represented by Joseph Earnest, has applied for a Preliminary Site Plan review of a new car wash site and facilities located at approximately 697 West Riverdale Road in a cross-zoned parcel within the Regional Commercial (C-3) zone and the Light Manufacturing Use (M-1) zone. This site plan is being proposed for development on property that is adjacent to a tire repair store, a music store, and across from an automotive sales facility. The property is currently owned by River Corner, LLC. A public hearing is not required to consider this Site Plan proposal. Following the presentation and discussion of the proposal, the Planning Commission may make a motion giving preliminary approval of the Riverdale Quick Quack site plan proposal, approval of the proposed site plan with any requested modifications, or not giving preliminary approval of the Riverdale Quick Quack site plan. If preliminary approval is provided, then this matter could move forward to a future Final Site Plan recommendation consideration process with the Planning Commission.

Title 10 Ordinance Guidelines (Code Reference)

This Preliminary Site Plan and Subdivision Plat review is regulated under City Code 10-21 "Subdivisions", 10-25 "Development in All Zones", and is affected by City Codes 10-10A "Regional Commercial Zones (C-3)", 10-11A "Light Manufacturing Use Zone (M-1)", 10-14 "Regulations Applicable to All Zones", 10-15 "Parking, Loading Space; Vehicle Traffic and Access", and 10-16 "Sign Regulations".

The proposed development parcel is located on property south of Riverdale Road and east of 700 West on property currently owned by River Corner, LLC. The property is located in a mixed C-3 and M-1 zoned area and the requested use of car wash is a permitted use in these zones.

Attached with this executive summary is a document entitled "Preliminary Site Plan Review – Quick Quack Car Wash"; this is a supplementary document addressing items on the Preliminary Site Plan application document. Also attached, following this executive summary, are comments from the Public Works Director, the Fire Chief, the Police Chief, the City Administrator, the Fire Inspector, and contracted City Engineer. The Planning Commission should discuss any concerns raised by these summaries.

The Planning Commission is encouraged to briefly discuss signage plans with the petitioner to better understand how site lighting and signage will work in this area; signage is regulated per City Code 10-16 (specifically section 8.(b.) for Commercial Districts); the applicant should be directed to adhere to this Code when contemplating signage. Signage information for this site has been provided in your packet.

If preliminary approval is provided, then this matter could move forward to a future Final Site Plan recommendation consideration process with the Planning Commission.

General Plan Guidance (Section Reference)

The General Plan use for this area is currently set as "Planned Commercial - High" and this proposed project would comply with this land use. Mr. Eggett reviewed the department reports and comments as outlined in the packet.

Joseph Earnest, representative of the applicant, presented information to the Planning Commission with an emphasis on the history of the business, the site plan, the customer experience, and the community events which include donations to local charities and families in need. Mr. Earnest discussed the car wash process including the water recycling, which reduces the amount of water used for the site.

Mr. Eggett discussed the importance of having the applicant's engineer show property lines in accordance with the plat map that has been recorded with the county.

MOTION: Commissioner Spiers moved to approve the Preliminary Site Plan approval for Quick Quack Car Wash, 697 West Riverdale Road, Riverdale, Utah 84405. Requested by QQ Utah 3, LLC, contingent upon the applicant resolving all outstanding items as required by the Riverdale City Ordinance and staff. Commissioner Hilton seconded the motion.

There was no discussion regarding this motion.

ROLL CALL VOTE: Commissioner Hilton, Gailey, Spiers, Wingfield, and Jones all voted in favor. The motion carried.

3. Consideration of recommendation to City Council for elected appointments of Chair member and Vice-chair member of the Planning Commission.

Mr. Eggett discussed the election process for the Planning Commission chair and vice-chair positions. Mr. Eggett explained this election will be to fill a vacancy caused by the resignation of former Chair, Gary Boatright. As such, the

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terms will be a little shorter than normal to maintain consistency.

MOTION: Commissioner Hilton moved to untable the discussion to select new appointments for the chair and vice-chair positions for the Planning Commission. Commissioner Spiers seconded the motion.

There was no discussion regarding this motion.

CALL THE QUESTION: The motion passed unanimously in favor.

MOTION: Commissioner Hilton moved to nominate Commissioner Wingfield as Chairman for the Planning Commission. Commissioner Gailey seconded the motion.

There was no discussion regarding this motion.

ROLL CALL VOTE: Commissioners Gailey, Spiers, Wingfield, Jones and Hilton all voted in favor.

MOTION: Commissioner Jones moved to nominate Commissioner Gailey as Vice-Chairman for the Planning Commission. Commissioner Hilton seconded the motion.

Commissioner Gailey explained his last month will be in December of 2018. There was a discussion amongst the Planning Commissioners to allow Commissioner Gailey to serve as vice-chairman until the expiration of his term.

ROLL CALL VOTE: Commissioners Spiers, Wingfield, Jones, Hilton, and Gailey all voted in favor.

F. Discretionary Items

Interim-Chair Wingfield asked if there were any discretionary items. Commissioner Jones asked about the landscaping near the Chevron and 300 West in relation to code enforcement and weed control. Mr. Eggett explained he has been in contact with the property owner in relation to code enforcement issues and is pursuing a resolution.

Commissioner Gailey expressed concern regarding the increased speeding along Ritter Drive. Mr. Eggett stated he has forwarded these comments to the police department. Mr. Eggett encouraged Commissioner Gailey to contact the police department regarding these concerns.

G. Adjournment

MOTION: There being no further business to discuss, Commissioner Hilton moved to adjourn the meeting. Commissioner Jones seconded the motion; all voted in favor.

The meeting adjourned at 7:27 p.m.

Robert Wingfield
Planning Commission Interim-Chair

Jackie Manning
City Recorder

Date Approved: October 23, 2018