

Minutes of the Regular Meeting of the Riverdale City Planning Commission held Tuesday, November 13, 2018, at 6:30 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:**

Commissioners:	Robert Wingfield, Chairman David Gailey, Commissioner Blair Jones, Commissioner Kathy Eskelsen, Commissioner Amy Ann Spiers, Commissioner
City Employees:	Rodger Worthen, City Administrator Jackie Manning, City Recorder
Excused:	Steve Hilton, Commissioner Mike Eggett, Community Development
Visitors:	Joseph Earnest

**A. Welcome & Roll Call**

The Planning Commission Meeting began at 6:30 p.m. Chairman Wingfield welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present except for Commissioner Hilton who is excused.

**B. Public Comment**

Chairman Wingfield asked for any public comments and there were not any.

**C. Presentations and Reports**

**1. Discussion regarding potential language amendment(s) to the Planning Commission Bylaws.**

Mr. Worthen stated this amendment would slightly change the process of voting for motions. Under the amendment the majority of the planning commission present, no less than a quorum, would be enough to pass a motion. Under the current voting system, it requires a majority of the total planning commissioners regardless of the number present.

There was a discussion regarding the total number of members that constitutes a quorum under a 7 member planning commission. The amendment didn't change the amount required to have a meeting, which would be a minimum of 4 members. The planning commission asked for the proposed language amendments to be brought back as an action item to review, discuss, and potentially adjust the proposed amendments.

**D. Consent Items**

**1. Consideration of meeting minutes from the Planning Commission Meeting held on October 23, 2018.**

Chairman Wingfield asked for changes or corrections to the Planning Commission meeting minutes for the October 23, 2018 Work Session and Regular Meeting. There were no changes requested.

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

There was no discussion regarding this motion.

**CALL THE QUESTION:** Commissioners Wingfield, Gailey, Jones, Eskelsen, and Spiers all voted in favor. The motion passed unanimously.

**E. Action Items**

**1. Consideration to forward recommendation to the City Council regarding the Final Site Plan Approval for Quick Quack Car Wash, located approximately 697 West Riverdale Road, Riverdale, Utah 84405; requested by QQ Utah 3, LLC.**

Mr. Worthen summarized an executive summary which explained:

QQ Utah 3 LLC., as represented by Joseph Earnest and/or Larvin Pollack, has continued application for a Final 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 matter is back before the Planning Commission due to the fact that, per Commission bylaws, "... any matter considered by the Planning Commission must be passed by four (4) votes in favor of the motion." In the case of Quick Quack, on October 23, 2018, the proposed final site plan review was considered by the Planning Commission for recommendation to City Council. There were five members of the Commission at the meeting to consider this request. At the conclusion of the discussion, a motion was made to advance the final site plan proposal to the City Council with a favorable recommendation with the understanding that the outstanding engineering and staff concerns be addressed before being presented to the City Council on the Council agenda. The voting was held and the results were 3 in favor of this motion and 2 opposed. Following the voting, the belief was that the motion passed and the matter advanced. However, upon review of the bylaws the next morning, staff realized that the motion did not pass and thus would need to be reconsidered by the Planning Commission during this meeting.

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 consider making a motion to recommend to the City Council final approval of the Riverdale Quick Quack site plan proposal, recommend approval of the proposed site plan with any requested modifications, table the matter to allow for further discussion and review, or not recommend final approval of the Riverdale Quick Quack site plan. If a recommendation for final approval is provided, then this matter could move forward to a future Final Site Plan approval consideration process with the City Council.

#### Title 10 Ordinance Guidelines (Code Reference)

This Final Site Plan review is regulated under City Code 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 "Final 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 a recommendation for final approval is provided, then this matter could move forward to a future Final Site Plan approval consideration process with the City Council.

#### 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.

Chairman Wingfield invited the applicant to address planning commission concerns. Joseph Earnest, the applicant, expressed excitement to be coming to Riverdale City. He discussed his diligence in addressing all former staff concerns and requirements and stated he will continue working hard to meet all city ordinances. Mr. Earnest discussed the Quick Quack expansions throughout Utah.

Mr. Earnest discussed the grand opening process for Quick Quack Car Wash which included 10 days of free car washes as well as a community service project to help a family in need.

Commissioner Spiers asked if Mr. Earnest was concerned about the close proximity of this Quick Quack Car Wash to the Roy City location. Mr. Earnest stated he was confident both locations would do well.

There was a brief discussion regarding the car wash experience and process.

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**MOTION:** Commissioner Eskelsen moved to forward a favorable recommendation to the City Council regarding the Final Site Plan Approval for Quick Quack Car Wash, located approximately 697 West Riverdale Road, Riverdale, Utah 84405; requested by QQ Utah 3, LLC, subject to all staff concerns, and all applicable laws. The motion was seconded by Commissioner Gailey.

There was no discussion regarding this motion.

**ROLL CALL VOTE:** Commissioners Wingfield, Jones, Gailey, Spiers and Eskelsen all voted in favor of the motion.

**F. Discretionary Items**

There was no discretionary items for this meeting. 6:47 PM Jones. Gailey.

**G. Adjournment**

**MOTION:** There being no further business to discuss, Commissioner Gailey moved to adjourn the meeting. Commissioner Gailey seconded the motion; Commissioners Wingfield, Jones, Gailey, Eskelsen and Spiers all voted in favor of the motion.

The meeting adjourned at 6:47 p.m.

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Robert Wingfield  
Planning Commission Chair

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Jackie Manning  
City Recorder

**Date Approved: November 27, 2018**