

**MINUTES OF THE CITY OF HOLLADAY
PLANNING COMMISSION MEETING**

**Tuesday, October 7, 2014
6:30 p.m.
Holladay Municipal Center
4580 South 2300 East**

ATTENDANCE:

Planning Commission Members:

Chris Jensen, Chair
Spence Bowthorpe, Vice Chair
Les Chatelain
Matt Snow
John Garver

City Staff:

Rick Whiting, City Planner
Pat Hanson, City Planner

FIELD TRIP

Four Commissioners - Chris Jensen, Les Chatelain, John Garver, Spence Bowthorpe and City Planner, Rick Whiting - met at City Hall and departed at approx. 5:42 pm in one private and a City vehicle to the first of two sites scheduled to be visited. The proposed Oakcrest Way 2-Lot Subdivision, located at 2424 E Oakcrest Lane, was visited. Applicants Ryan & Jessica Taylor met the Commissioners at the site and answered several questions. The Commissioners then moved to the proposed site of the Yourdon 5-Lot Subdivision located at 5619 S Pheasant Lane. Commissioner Matt Snow joined the group at this site and they, with Mr. Whiting, walked onto the property. They reviewed and discussed the Conceptual Plan for this project which helped to clarify its scope and backdrop. No one from the community joined either site visit. The Commissioners all returned to City Hall arriving at roughly 6:23 pm.

PRE-MEETING/WORK SESSION

Chair Jensen called the meeting to order at 6:30 p.m.

The agenda items were reviewed and discussed.

Commissioner Garver gave an update on the Chapter 13.03 and Chapter 13.10 submission checklists. Information was relocated and rearranged. Recommendations were discussed. It was reported that the developers of the Oakcrest Way two-lot subdivision have not yet conducted a neighborhood meeting. The public hearing process was discussed.

The Commission next discussed the Yourdon five-lot subdivision. City Planner, Rick Whiting, stated that the abutting property owners are concerned with the location of the driveway.

The minutes of September 3 and 16, 2014, were reviewed and discussed.

(18:56:20) Commissioner Chatelain moved to close the Work Meeting and move to the Council Chambers for the Regular Meeting. Commissioner Garver seconded the motion. The motion passed with the unanimous consent of the Commission.

CONVENE REGULAR MEETING

Chair Jensen called the Regular Meeting to order at 7:00 p.m.

ACTION ITEMS

1. Oakcrest Way Two-Lot (Amended) Subdivision – 2424 East Oakcrest Lane – Conceptual Plan – R-1-21 Zone – Staff: Rick Whiting, City Planner.

(19:04:40) City Planner, Rick Whiting, presented the staff report and stated that the property was previously subdivided and recombined. Staff recommended approval of the proposed subdivision.

The applicant, Ryan Taylor, from Upland Development, gave his address as 1931 East 5685 South. He stated that most of the outstanding issues were discussed during the field trip held prior to this meeting.

(19:03:05) Chair Jensen opened the public hearing.

Andrew Madsen was present representing Ray and Vickie Falkenrath who wished to be involved in the planning process.

James Farley gave his address as 6294 Red Haven Road and expressed concern with the access to the property. He was not necessarily opposed to the project, but wanted to be involved in the design. He had questions he hoped to have answered at the neighborhood meeting.

Chair Jensen recommended that those with concerns attend the neighborhood meeting scheduled for later in the week.

There were no further public comments. The public hearing was continued.

Mr. Taylor reported that they have no intention of changing the vegetation or fencing along the west property line. The east side of the property is sloped and has natural vegetation growing on it. The existing home will be sold and renovated.

(19:11:45) *Chair Jensen moved that the Oakcrest Way Two-Lot (Amended) Subdivision Conceptual Plan located at 2424 East Oakcrest Lane in the R-1-21 Zone be continued to the next meeting pending completion of the neighborhood meeting. Commissioner Chatelain seconded the motion. Vote on the motion: Matt Snow-Aye, John Garver-Aye, Les Chatelain-Aye, Spence Bowthorpe-Aye, Chair Chris Jensen-Aye. The motion passed unanimously.*

Commissioner Chatelain did not see any problems with the proposal but indicated that the process is out of sequence.

2. Yourdon 5-Lot Subdivision – 5619 S Pheasant Lane – Conceptual Plan - R-1-21 Zone – Staff: Rick Whiting, City Planner.

(19:13:36) Mr. Whiting presented the staff report and stated that two neighborhood meetings have been held. Due to the size and scope of the proposal, the City Engineer will be involved in the preliminary plat and drainage and water considerations. Staff recommended approval.

The applicant, Duane Rasmussen from Castlewood Development, gave his address as 1340 East Saxony Place. He stated that the issues identified at the neighborhood meetings pertained to

existing trees and fencing. They plan to retain as many trees as possible and along the west property line. A solid visual barrier will be installed. The east property line is expected to remain visually open. The design was changed slightly to eliminate a cul-de-sac and create a hammerhead for a fire apparatus turn-around.

(19:19:29) Chair Jensen opened the public hearing.

Jane Dalley gave her address as 2125 Applewood Avenue and reported that she did not receive notification of the neighborhood meetings. She expressed concern with the viable trees and wildlife.

Mr. Whiting reported that the neighborhood meeting notices were sent directly from the County Recorder's Office. Mailers were sent to property owners within 500 feet of the proposed property. The City of Holladay generates a mailing list based on mapping and property locations from its GIS system.

Alan Wilson gave his address as 2080 Wildwood Drive and expressed concern with the five-foot distance to where the driveway to his property begins. He was of the opinion that there was not enough property to accommodate all of the proposed details. He identified an issue with the Tanner Ditch easement.

Chair Jensen stated that what is before the Commission is a Conceptual Plan. The applicant will be required to demonstrate through civil engineering and the City Engineer that he can meet the requirements.

Mr. Whiting reported that the Tanner Ditch issue will include review and involvement of the City Engineer and must comply with the law and City ordinances in order to work. It will be based on what is specified for the right-of-way regarding the easement. The City does not have an ordinance regulating the placement of driveways.

Andy White gave his address as 5690 Pheasant Lane and asked for clarification regarding the driveway.

Jean Beales who resides at 2146 Pheasant Lane stated that the residents recently had the surface of their private lane sealed. They expressed concern with construction vehicles causing damage. She requested that a condition be imposed requiring the developer to return the road to its original state. Mr. Whiting explained that repairing the road would need to be negotiated with the developer. It was noted that bonding is associated with the road cut permit only.

Jerry Sonkens gave his address as 2076 Pheasant Lane. He described his property and asked if the direction of the culvert could be modified to improve the water flow and make it more aesthetically pleasing. He stated that the developers have done an excellent job of informing and working with the community.

(19:39:31) There were no further public comments. The public hearing was closed.

Mr. Rasmussen stated that the conceptual plan was completed with engineering principles and using a survey and title report, which were addressed in the lot layout. He suggested that they

would consider entering into an agreement with Mr. Sonkens group to ensure that the road issues along Pheasant Way are addressed. With regard to the driveway, Mr. Rasmussen stated that the placement will be discussed with surrounding residents. He expressed his willingness to work to resolve any outstanding issues. It was noted that the foliage on the property will be properly maintained as will their respect for the wildlife.

Commissioner Chatelain stated that important issues were discussed that will be addressed with the Preliminary Plat. Chair Jensen was of the opinion that the developer had done a good job of informing the surrounding neighbors of his intent and was willing to work with them.

Commissioner Garver asked about the two lots that are slightly deficient in terms of lot area. Mr. Whiting confirmed that the developer had corrected the drawing to reflect the required acreage.

(19:47:58) Commissioner Chatelain moved to approve the Yourdon Five-Lot Subdivision located at 5619 South Pheasant Way Conceptual Plan in the R-1-21 Zone subject to the following:

Findings:

- A. The proposed project meets the requirements for a residential subdivision in an R-1-21 zone, i.e. area, density, access, slope, public safety, etc.*
- B. This application is consistent with land use patterns in the general vicinity.*
- C. The UFA has approved emergency access as proposed. Fire hydrant capacity and placement will be address in the Preliminary Plat review and approval process.*
- D. The proposed project has been reviewed by the TRC and meets City requirements for Conceptual Plan.*
- E. Utility providers can serve the property and have (or are expected to) provide appropriate service availability letters.*

Requirements:

- 1. A Preliminary Plat and any other requirements for the subdivision shall be submitted to the Technical Review Committee (TRC) for review and recommendation to the Planning Commission.*
- 2. A drainage and water retention plan shall be submitted to the City Engineer for review and approval with the Preliminary Plat.*

Commissioner Garver seconded the motion. Vote on the motion: Matt Snow-Aye, John Garver-Aye, Les Chatelain-Aye, Spence Bowthorpe-Aye, Chair Chris Jensen-Aye. The motion passed unanimously.

3. Chapter 13.03 and Chapter 13.10, Submission Checklists – Staff - Pat Hanson, City Planner.

(19:50:52) City Planner, Pat Hanson, stated that the proposed amendment will reconcile the submission requirements in the ordinance for site plans and subdivisions with the over-the-counter submissions checklists currently in use by the Technical Review Committee.

Commissioner Garver moved to recommend the text change to Chapters 13.03 and 13.10, Submission Checklists, to the City Council for approval. Commissioner Chatelain seconded the motion. Vote on the motion: Matt Snow-Aye, John Garver-Aye, Les Chatelain-Aye, Spence Bowthorpe-Aye, Chair Chris Jensen-Aye. The motion passed unanimously.

4. Approve Minutes of the September 3 & 16, 2014 Meetings.

(19:46:22) The minutes of September 3, 2014, were reviewed and modified.

Commissioner Bowthorpe moved to approve the minutes of September 3, 2014, with the changes noted. Commissioner Garver seconded the motion. Vote on the motion: Matt Snow-Aye, John Garver-Aye, Les Chatelain-Abstain, Spence Bowthorpe-Aye, Chair Chris Jensen-Aye. The motion passed unanimously with one abstention.

The minutes of September 16, 2014, were reviewed and modified.

Commissioner Bowthorpe moved to continue the minutes of September 16, 2014, to the next meeting when the "Condition" language can be corrected. Commissioner Chatelain seconded the motion. Vote on the motion: Matt Snow-Aye, John Garver-Aye, Les Chatelain-Aye, Spence Bowthorpe-Aye, Chair Chris Jensen-Aye. The motion passed unanimously.

OTHER BUSINESS

5. Updates for Follow-Up on Items Currently in the Development Review Process.

6. Report from Staff on Upcoming Applications.

7. Discussion of Possible Future Amendments to Code.

ADJOURN

(19:54:12) *Commissioner Bowthorpe moved to adjourn. Commissioner Garver seconded the motion. The motion passed with the unanimous consent of the Commission.*

The Planning Commission Meeting adjourned at 7:55 p.m.

I hereby certify that the foregoing represents a true, accurate and complete record of the City of Holladay Planning Commission Meeting held Tuesday, October 7, 2014.



Teri Forbes, Minutes Secretary
T Forbes Group

Minutes approved: October 21, 2014