

**SUNSET CITY CORPORATION
PLANNING COMMISSION MINUTES
December 18, 2014
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Minutes of a regular Planning Commission meeting held **December 18, 2014** at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Chair Stevenson presiding:

Planning Commission Members Present:

Scott Stevenson	Chair
Jonathan Ellsworth	Commissioner
Jason Gabbert	Commissioner
Brad Weller	Commissioner (by Phone)

Excused:

Brian Parker	Commissioner
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Chair Stevenson opened the meeting at 6:30 p.m., welcoming everyone in attendance,

Approval of Minutes: Commissioner Ellsworth made a motion to approve the minutes of September 18, 2014 as written. Commissioner Gabbert seconded the motion. The motion passed unanimously.

Approval of Minutes: Commissioner Ellsworth made a motion to approve the minutes of November 20, 2014 as amended. Commissioner Gabbert seconded the motion. The motion passed unanimously.

1. **Architectural Design Standards review with possible approval to send to the City Council:** Chair Stevenson turned the time over to Commissioner Ellsworth to give a description of what he has been working on. Commissioner Ellsworth reported that he has 25 pages divided into 5 sections and appendences. There is an introduction that reviews how and who will review the architectural guidelines and what the implications are for those that don't comply. This plan also includes the submittal process. This is comprehensive of what the Planning Commission will be looking for during the review. It addresses the site layout, site conditions, right of way, parking, open space and the biggest change being the color material maps, which specify what color and materials will be used in the project. The architectural standards review becomes is a pretty significant aspect of projects. This helps eliminate odd ball projects. Some specific design definitions are also included. Commissioner Ellsworth reviewed the Lot Character of the plan. This will help define how the lot will be used, such as corner lots have two facades instead of one. There is also a section that addresses landscaping like tree and plants that would be appropriate. Treasurer/Office Manager Youngdell reported that Sunset has a list of trees in Administration. Building and site standards was next to be reviewed. Commissioner Ellsworth stated this section is to define who does what. City Council will need to decide this. Commissioner Weller asked if the Planning Commission was considered the design review committee and if they could decide who serves or if the City Council should. Chair Stevenson feels that Fire, Public Works and possible Beautification should also be represented to give input. Commissioner Ellsworth suggested maybe someone representing each of the departments should serve

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on the Design Review Committee. This will help avoid duplicate work. Commissioner Weller pointed out that the Beautification Committee is compiled of residents and do not actually have any authority. He feels that this committee without an appointment would have no authority either. Where if the Planning Commission is that committee, they have the authority to make the recommendation to the City Council who will have the final approval. The Planning Commission needs to know the ordinances so that they can set conditions to comply. Commissioner Ellsworth suggested they take out the Design Review Committee and label it plan review process. Treasurer/Office Manager Youngdell likes the idea of plan review process because the different departments within the City know what the ordinances are. This becomes a check list for the developer. Commissioner Ellsworth stated the authority rests with the Planning Commission to address design, which is part of the process. The City Council has the final say. Treasurer/Office Manager Youngdell showed the Planning Commissioners a check list that was created years ago that not all Commissioners may not be aware of. Chair Stevenson feels if this document is added to the General Plan, it gives the developer guidance. He then asked the Commissioners to review the entire document and give their suggestions to Commissioner Ellsworth.

Motion: Commissioner Weller made a motion to table this agenda item. Commissioner Ellsworth seconded the motion. The motion passed unanimously.

- 2. 800 North Zoning Discussion:** Chair Stevenson advised that he had been reading the minutes provided by Council Member Peterson. Davis Behavioral Health owns the lots that were once owned by Dee Randal who had wanted to apartments on those lots. They would like guidance as to what they can do with this land. They would like to build apartments, but it is currently zoned as R1 for this section. They have considered putting in a cul-de-sac to maximize the amount of homes they can put there. Two of the homes have been demolished so far and they have made improvements to the homes that are there. Chair Stevenson asked Commissioner Weller and Commissioner Gabbert who were on the planning commission when this was originally decided what the concerns of the citizens were. Commissioner Gabbert advised that there were several concerns about privacy due to the buildings being multi-level. Commissioner Weller advised that he now has an idea of how they can put a two story apartment in the spot. Dropping the four-plex into the ground, so that the bottom units would be below ground level. Chair Stevenson asked if they felt they would get the same push back from the nearby residences knowing that the Better Landlord program is in place. Commissioner Weller said there are some apartments near Clearfield High that are in a U shape that would possibly work in this area. Commissioner Gabbert believes to make it successful in rezoning to R3, they need to present solutions that will provide privacy. Chair Stevenson would like to add as part of an impact fee that they take care of the irrigation canal. Treasurer/ Office Manager Youngdell, advised there are not impact fees except for the Sewer District. She also advised that they are exempt from being in the Better Landlord program. Chair Stevenson doesn't feel there will be problems, because they self-police. They have people who come in and do inspections. He would like them to present two designs, one

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showing what they can do with single family homes and one showing apartment/ multi-family homes. The allowed density for R1 is 8000 square feet. Commissioner Weller said that they could build storage units. Treasurer/ Office Manager Youngdell advised that the property is not zoned for that. Council Member Peterson stated when he was contacted, they were looking for ideas of what they could do with their property and were aware of what it was zoned for. They may not necessarily be looking at apartments. Chair Stevenson thinks there are many ways to overcome the previous concerns and that they can address those if Davis Behavioral Health provides plans showing what they would like to do. Chair Stevenson is going to meet with the representative again and would like to tell them what their options are, including possibly re-zoning for storage units. Currently there are not many areas left in Sunset that are zoned for storage units. Commissioner Weller asked about Sunset Village RV storage and Treasurer/ Office Manager Youngdell advised that had been a conditional use and was now closed.

- 3. General Information:** Commissioner Ellsworth reported that he had put together a sign standard that gives dimension requirements and sign requirements. It includes address placard, awning, frontage sign, etc. This does not include billboards, but they could be added if they wanted. This plan can be customized as they choose to do so. This was put together after a request from Mayor Macfarlane. Chair Stevenson inquired as to why billboards were not included. Commissioner Ellsworth said that it was his personal preference. Commissioner Weller and Treasurer/ Office Manager Youngdell advised that there is a City ordinance that allows for only a certain amount of billboards and that currently the city is at the max amount. Chair Stevenson pointed out that leaves Maverik without any choices as to their signs. Commissioner Ellsworth asked that they start at the top and have a discussion on each of them. It was decided that they would review it and discuss it at the next Planning Commission meeting. It may be useful to add a column to address overlays. Chair Stevenson advised that they would have the sign standard and the design & development plan on the agenda next month.

Commissioner Weller reported that next month they need to address who the Chair and Alternate Chair will be. They also need to address a couple of Commissioners whose terms have expired. He asked the members to remind their neighbors to apply for the Planning Commission.

Council Member Peterson advised that the light at 1300 North is in the process.

Treasurer/ Office Manager Youngdell reported she was contacted by Mr. Cook and they had a meeting with Mr. Holbrook. They are going to look at rezoning the entire property. They are hoping to have the information to the City in time to have a public hearing at the January meeting.

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Motion: Commissioner Ellsworth made a motion to adjourn. Commissioner Weller seconded the motion. The motion passed unanimously.

The meeting adjourned at 7:42 p.m.

These minutes have been read and approved at the Planning Commission meeting held February 19, 2015.

Scott Stevenson, Chair

Linda J. Youngdell, Treasurer/Office Mgr.