PLANNING COMMISSION AGENDA

Thursday, February 1, 2018

NOTICE IS HEREBY GIVEN that the Herriman Planning Commission shall assemble for a meeting in the City Council Chambers, located at 5355 W Herriman Main Street, Herriman, Utah.

6:00 PM - Work Meeting (Fort Herriman Conference Room)
1. Discussion of Revisions to the Adalynn Development
2. Discussion of Revisions to the Dansie Development
3. Review of City Council Decisions
4. Review of Agenda Items

7:00 PM - Regular Planning Commission Meeting
1. Call to Order
   1.1 Invocation/Thought/Reading and Pledge
   1.2 Roll call
   1.3 Approval of Minutes for: January 18, 2018
   1.4 Conflicts of Interest

2. Administrative Items
   Administrative items are reviewed based on standards outlined in the ordinance. Public comment may be taken on relevant and credible evidence regarding the applications compliance with the ordinance.

   2.1 Request: Conditional Use Permit for a LDS Meetinghouse
      Applicant: BHD Architects
      Address: 5623 W Mirabella Dr
      Zone: C-2 (Commercial)
      Acres: 3.49
      File Number: C2018-02

   2.2 Request: Subdivision Amendment for a Lot Line Adjustment in Miller Crossing Pod 5 Phase 2 (Public Hearing)
      Applicant: Herriman City
      Address: 5296 W Croyden Ln
      Zone: R-2-10 (Residential – Medium Density)
      Acres: .027 Acres
      File Number: S2016-05-02

3. Legislative Items
   Legislative items are recommendations to the City Council. Broad public input will be taken and considered on each item. All legislative items recommended at this meeting will be scheduled for
3.1 Request: Text Change to the Land Development Code to Modify the Maximum Allowable Accessory Building Heights *(Public Hearing)*
   Applicant: Herriman City
   File Number: Z2018-01

4. Chair and Commission Comments

5. Future Meetings
   5.1 City Council – Wednesday, *February 14, 2018* @ 7:00 PM
   5.2 Planning Commission Meeting – *February 15, 2018* @ 7:00 PM

6. Adjournment

   The Planning Commission Rules of Procedure and Ethical Conduct can be found on the City website at [www.herriman.org](http://www.herriman.org).

   In accordance with the Americans with Disabilities Act, Herriman City will make reasonable accommodation for participation in the meeting. Request assistance by contacting Herriman City at (801) 446-5323 and provide at least 48 hours advance notice of the meeting.

   **Electronic Participation:** Members of the planning commission may participate electronically via telephone, Skype, or other electronic means during this meeting.

   **Public Hearing Policy and Procedure:** The purpose of public hearings is to allow citizens to address items on the agenda. Citizens requesting to address the commission will be asked to complete a written comment form and present it to Wendy Thorpe, Deputy Recorder. In general, the chair will allow an individual three minutes to address the commission. A spokesperson, recognized as representing a group in attendance, may be allowed up to five minutes. This policy applies to all public hearings.

   I, Wendy Thorpe, certify the foregoing agenda was emailed to at least one newspaper of general circulation within the geographic jurisdiction of the public body. The agenda was also posted at the principal office of the public body, on the Utah State Website [www.utah.gov/pmn/index.html](http://www.utah.gov/pmn/index.html) and on Herriman City’s website [www.herriman.org](http://www.herriman.org).

   *Wendy Thorpe*
   *Deputy Recorder*
The following are the minutes of the Planning Commission Meeting held on Thursday, December 7, 2017 at 6:00 p.m. in the Herriman City Community Center, 5355 West Herriman Main Street, Herriman, Utah. Adequate notice of this meeting, as required by law, was posted in the Community Center, on the City’s website, and delivered to members of the Commission and media.

**Presiding:** Chair Clint Smith

**Commission Members Present:** Chris Berbert, Andrea Bradford, Adam Jacobson, Jessica Morton, Curt Noble, and Robyn Shakespear

**Council Members Present:** Mayor Carmen Freeman

**City Staff Present:** Assistant City Planner Bryn McCarty, Assistant City Manager Gordon Haight, Communications Specialist Destiny Skinner, Planning Coordinator Craig Evans, City Engineer Blake Thomas, City Attorney John Brems, and City Recorder Jackie Nostrom.

**6:00 PM - Work Meeting (Fort Herriman Conference Room)**

Assistant City Planner Bryn McCarty informed the Commission that Commissioner Clint Smith has tendered his resignation effective immediately after the Planning Commission meeting.

1. **Training – Video**
   The Planning Commission participated in a Land Use Training.

2. **Review of City Council Decisions**
   Assistant City Planner McCarty referenced the recently approved Planned Unit Development Overlay Zone and Site Plan requirements to the Commission.

3. **Review of Agenda Items**
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Item 2.1 Proposed Monument Sign for Herriman Health Center. The applicant requested conditional use approval for a monument sign for the Herriman Health Center. Staff typically approves monument signs; however, the applicant did not want to meet the current stone requirement.

Item 3.1 Proposed Text Change to the Land Use Ordinance to create a Mobile Food Truck Ordinance. The proposed text change was modified due to changes in State Statute. After the Planning Commission made a recommendation to the City Council, City Attorney John Brems reviewed the ordinance and made substantial changes to the text to be consistent with State Code. The City Council remanded the revised ordinance to the Planning Commission for their review as recommended by City Staff.

Item 3.2 Repeal Herriman City Title 10 (Land Use Regulations) and Title 11 (Subdivision Regulations) in their Entirety and Replace with Title 10 (Land Development Code). The City has been updating the Land Use Ordinance which also includes the addition of the subdivision ordinance. Comments offered by the City Council and Planning Commission have been incorporated into the updated ordinance.

Planning Commission work meeting adjourned by consensus at 6:59 p.m.

7:00 PM - Regular Planning Commission Meeting

1. Call to Order
   Chair Clint Smith called the meeting to order at 7:05 p.m. and welcomed those in attendance.

   1.1 Invocation/Thought/Reading and Pledge
   Mayor Carmen Freeman led the audience in the Pledge of Allegiance.

   1.2 Roll call
   Full Quorum Present.

   1.3 Approval of Minutes for: November 2 and November 16, 2017
   Commissioner Noble moved to approve the minutes of November 2, 2017 and November 16, 2017 as written. Commissioner Shakespear seconded the motion and all voted aye.

2. Administrative Items
   Administrative items are reviewed based on standards outlined in the ordinance. Public comment may be taken on relevant and credible evidence regarding the applications compliance with the ordinance.

   2.1 Request: Conditional Use Approval for a Monument Sign for the Herriman Health Center
   Applicant: Baker Sign & Service
   Address: 5532 W Herriman Main St
   Zone: MU-2 (Mixed Use)
   Acres: 1.03
   File Number: C2017-64

   Assistant City Planner indicated that City Ordinance requires signage in the MU-2 zone must have 18-inches of brick or stone on the base and up one side to be approved by staff. If the sign does not meet the criteria, then it must be presented to the Planning Commission for approval. This particular sign is proposing an 8-
3/4” brick base. The design is less than the required standard because it is an electronic sign. Increasing the height will decrease the size of the electronic function of the sign.

Applicant Baker Sign & Service. Mr. Brandon Baker designed the sign to accommodate the name of the center and multiple tenants for advertisement purposes. Mr. Baker reviewed the signage space, and relayed their intent to try and satisfy the intent of the ordinance with having brick on the building and sign. With limited space on the sign, reducing the message portion of the sign would not be accommodating for the tenants and medical plaza.

Planning Commissioner Adam Jacobson questioned the purpose of the message sign. Mr. Baker responded it would advertise specialties of the businesses as well as community events, time and temperature. Commissioner Andrea Bradford asked if the pillars are brick on all sides. Mr. Baker responded it would be black aluminum on one side and brick on the off-side; however, was willing to put a brick veneer all the way around the monument. Commissioner Jacobson asked if the message center was displayed on both sides of the sign. This was confirmed. Commissioner Jacobson relayed his support to not deviate from the City’s standard. Planning Commission Chair Clint Smith expressed his appreciation to the applicant for trying to create a sign that was overall a great product, but concurred with Commissioner Jacobson to remain consistent with the standard. The Commission agreed. Assistant City Planner McCarty informed the Commission the sign would still require a conditional use for the signage, and recommended approval with conditions.

Commissioner Bradford moved to approve a conditional use for item C2017-64 approving a monument sign for Herriman Health Center with an 18” brick requirement to be placed on the sign. Commissioner Jessica Morton seconded the motion.

The vote was recorded as follows:
Commissioner Chris Berbert Aye
Commissioner Andrea Bradford Aye
Commissioner Adam Jacobson Aye
Commissioner Curt Noble Aye
Commissioner Robyn Shakespear Aye
The motion passed unanimously.

3. Legislative Items
Legislative items are recommendations to the City Council. Broad public input will be taken and considered on each item. All legislative items recommended at this meeting will be scheduled for a decision at the next available City Council meeting.

3.1 Request: Proposed Text Change to the Land Use Ordinance to Add a Chapter Regarding Mobile Food Trucks (Remanded back to the PC from the City Council)  
Applicant: Herriman City  
File Number: 13Z17

Assistant City Planner McCarty indicated the Planning Commission made a recommendation to the City Council, City Attorney John Brems reviewed the ordinance and made changes to the text to be consistent with State Code. The City Council remanded the revised ordinance to the Planning Commission for their review as
recommended by City Staff. Planner McCarty explained the majority of the changes are in the definitions section and to allow food trucks on City property for City sponsored events at Butterfield Park and Crane Park. Commissioner Chris Berbert asked if more parks would need to be added. Planner McCarty responded the City could adjust the list at a later date if necessary. Commissioner Jacobson relayed his appreciation to the City Council for remanding this item to the Planning Commission for review. Commissioner Morton agreed.

Commissioner Morton moved to recommend approval of the proposed text change to the Land Use Ordinance to add a Chapter regarding Mobile Food Trucks as presented. Commissioner Bradford seconded the motion.

The vote was recorded as follows:
Commissioner Chris Berbert
Commissioner Andrea Bradford
Commissioner Adam Jacobson
Commissioner Curt Noble
Commissioner Robyn Shakespear

The motion passed unanimously.

3.2  Request: Repeal Herriman City Title 10 (Land Use Regulations) and Title 11 (Subdivision Regulations) in their Entirety and Replace with Title 10 (Land Development Code)
(Public Hearing)
Applicant:  Herriman City
File Number:  Z2017-32

Assistant City Planner McCarty indicated this item is a revision of the Land Use Ordinance and the addition of a subdivision ordinance. She briefly reviewed the history of how the final draft came to fruition and recommended the Planning Commission offer their recommendation to the City Council for consideration. The City Council would be placing some transitional language on the ordinance for clarification.

Chair Smith opened the Public Hearing.

There were no comments offered.

Chair Smith closed the Public Hearing.

Chair Smith wished more public was present to offer input as this was a huge undertaking to rewrite, compile and update the ordinance. He thanked the City Council, Planning Commission and staff for taking the time to revamp the ordinance. Commissioner Jacobson wanted to make sure the proposed land use table was not changing every use from being conditional to permitted. The City needs to make certain potential uses make sense in locations which could require small tweaks to the table as needed. Assistant City Planner McCarty agreed, and noted that staff would continually review the section and ensure allowances have been vetted out. Commissioner Jacobson recommended removing boarding house, manufactured dwellings, mobile homes, manufactured and mobile home park, protected living facility, bus terminal, temporary dwellings, protected
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living facility, and short term rental from the table as they are not allowed in any zone. He also referenced an error on footnote 10 and 17 and recommended they be clarified or removed from the table. Commissioner Noble questioned if short term rentals should be removed just in case they would be approved in the future. Assistant City Planner McCarty suggested that would be a future discussion to amend the land use table. Commissioner Jacobson agreed. Commissioner Bradford observed private garages are not permitted in any zone. This was confirmed. Commissioner Berbert relayed his opinion an industrial area garage could be requested. Assistant City Planner McCarty noted gasoline service stations are permitted in a couple of zones and asked the Commission of their suggestions. Commissioner Jacobson recommended gasoline service stations should be a conditional use.

Commissioner Jacobson moved to recommend approval of item 3.2 with the following changes to the land use table:

- Change all MU-2 Zone permitted uses to conditional.
- In the residential section on page one, remove boarding house, manufactured dwelling and mobile home dwelling uses from the table.
- Change the single-family dwelling use footnote in the R-2-15 zone to 11.
- Strike footnote 10 from the land use table “allowed only within a manufactured or mobile home park”.
- In the residential section on page two, remove temporary dwelling, manufactured and mobile home park, protected living facility and short term rental from the land use table.
- In the Public and Civic Section on page two, remove Bus Terminal.
- In the Public and Civic Section on page three, change all of the conditional uses for elementary, middle or high schools to permitted uses.
- Adjust footnote 17 to have the same language as footnote 16.
- Permit the Food Truck Use to be allowed in the zone C-2 and MU-2 and A-.25 with a footnote on the A-.25 which references food trucks would only be allowed in Butterfield Park and Crane Park.
- To change the permitted uses for gasoline service stations to conditional use only in the C-2 and M-1 zones.
- Remove Recreational Vehicle Park on page 4 of the land use table.

Commissioner Noble seconded the motion.

The vote was recorded as follows:
Commissioner Chris Berbert  Aye
Commissioner Andrea Bradford  Aye
Commissioner Adam Jacobson  Aye
Commissioner Curt Noble  Aye
Commissioner Robyn Shakespear  Aye
The motion passed unanimously.

4. Chair and Commission Comments

Mayor Carmen Freeman took a few moments to thank the Planning Commission for their service and relayed his excitement to continue relationships with each Commissioner. Chair Smith informed the audience it would be his last meeting as a member of the Planning Commission and expressed his appreciation for the opportunity to serve in this capacity. He noted that land use and planning is crucial to long-term success of
Herriman City and he encouraged the Planning Commission to continue their diligent service. The Planning Commission relayed their appreciation to Chair Smith and the outgoing Council for their service, dedication and friendship.

5. **Future Meetings**
   5.1 City Council – Wednesday, **December 13, 2017 @ 7:00 PM**
   5.2 Planning Commission Meeting – Thursday, **December 21, 2017 - CANCELLED**

6. **Adjournment**

Commissioner Morton moved to adjourn the Planning Commission meeting at 8:03 p.m. Commissioner Jacobson seconded the motion and all voted aye.

I, Jackie Nostrom, City Recorder for Herriman City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on December 7, 2017. This document constitutes the official minutes for the Herriman City Planning Commission Meeting.

Jackie Nostrom, MMC
City Recorder