The following are the minutes of the Planning Commission Meeting held on Thursday, March 1, 2018 at 5:30 p.m. in the Herriman City Community Center, 5355 W. Herriman Main Street (12090 South), 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 Jessica Morton

**Commission Members Present:** Chris Berbert, Andrea Bradford, Adam Jacobson, Curt Noble

**City Staff Present:** City Planner Michael Maloy, Assistant City Planner Bryn McCarty, Communications Specialist Jon LaFollette, Planning Coordinator Craig Evans, City Engineer Blake Thomas, Assistant City Engineer Jonathan Bowers, Deputy Recorder Wendy Thorpe.

5:30 PM

1. **Work Meeting**

1.1 Discussion and review of the update to the Engineering Standards and Specifications

Assistant City Engineer Jonathan Bowers presented the updated Engineering Standards. He explained that even though they are referred to as Engineering Standards, they applied to every department. Assistant City Planner McCarty explained when the new ordinance was adopted in December the Engineering Standards needed to be amended to reflect the changes. Assistant Engineer Bowers presented a Gantt chart and explained the process which was separated into stakeholder groups; planning and administration, submittal requirements and land development process and requirements. A consultant has assisted with the project. He also explained the Land Development Procedure Flow Chart and the biggest difference was in the Planning Department and addition of the pre-application meeting. City Planner Maloy explained the pre-application process which would be followed by a two week internal review. A DRC (Development Review Conference) meeting would then be held with the applicant to review the staff recommendations and ensure compliance with City standards. Assistant Engineer Bowers explained more engineering requirements had been moved to
the beginning of the process, before submittal of preliminary plan application, site plan approval process, or subdivision approval. Applicants would have a two week review with staff prior to the DRC meeting, followed by a community meeting. All of these items would be completed before being added to a Planning Commission agenda. He explained the differences between process for subdivision approval and site plan process and the construction review process for when building permits would be obtained. It was also explained that this is the first section of the engineering standards updates, the other sections would be presented at a later date. A Joint City Council/Planning Commission work meeting at the end of March would also highlight important topics.

Commissioner Jacobson asked about traffic study requirements. City Engineer Thomas explained that standards are detailed and some studies had barely met them. Intersection level of services for volume and capacity of roads may need to be reviewed and some things may need to be added. Commissioner Jacobson added some intersections need City restrictions. City Engineer Thomas explained that in addition to outside models the City would complete an additional model to compare to the one submitted by the applicant. Assistant City Engineer Bowers stated some traffic standards may be antiquated, some are being removed if no longer relevant and some updated. Commissioner Berbert asked for clarification of the City standard. City Engineer Thomas stated that level of service is related to impact fees and capital facility plan. Assistant Planner McCarty added that information would be included in the Staff Report. Commissioner Jacobson asked for parking standard clarification. Assistant Planner McCarty explained that residential parking standard had changed to four per single family, 2.25 per townhomes and also recommended new guidelines. Numbers are usually higher than predicted. City Planner Maloy explained occupancy rate typically is not shared with City and has to be estimated. Commissioner Jacobson recommended that it be based on the number of bedrooms. Assistant Planner McCarty stated that is how it has been updated. Assistant Engineer Bowers explained standard update will be as far reaching as possible but wouldn’t apply to existing areas.

Assistant Planner McCarty stated the timeline would be similar, but more is being done early in the process. City Planner Maloy added that conditional use finding had to be justified and information documented with staff report to defend the City recommendation. City Engineer Thomas explained Commissioners will see more complete projects and new timeline should be adopted in July or August.

1.2 Update on the Amendment to the 2025 General Plan
City Planner Maloy reported that notices have been mailed out to the neighborhood around area three on the map and community meeting was scheduled for the seventh. Residents that attend would be made aware of park development plans and the history of that property. Commissioner Berbert asked if land use analysis regarding commercial property would be needed. He heard that more acres are proposed for commercial than would be feasible for the City. Assistant City Manager Haight stated commercial development would be discussed separately based on the traffic for each area and approved by the Planning Commission. City Planner Maloy recognized efforts would be to align the majority of commercial along Mountain View Corridor (MVC). The excessive report was a result of communities that were unwilling to change zoning to commercial use. Eventually some of these areas may be re-zoned to something other than commercial. Assistant City Manager Haight described proposed commercial area on Rosecrest where reception center was considered, but school and church were eventually built. Commissioner Jacobson expressed the opinion that commercial at some
areas may be overly aggressive.

Commissioners Berbert and Jacobson discussed traffic congestion at Redwood Road and Porter Rockwell. Commissioner Jacobson would rather focus commercial development in that area and along MVC. City Engineer Thomas stated Porter Rockwell could potentially lose some traffic as freeway construction is completed and he explained traffic projections. Assistant City Manager Haight proposed commercial amendment recommendation for some sites, if Commissioners opposed designation then make a recommendation to the City Council. Commissioners discussed areas that they support for commercial and areas they oppose for commercial. City Planner Maloy added that commercial sites are not retail only, office parks may be a possibility for some areas.

Assistant City Manager Haight explained situation with area three which is owned by the City and had eight feet of contaminated material with a two feet cap. Removal of contamination would be expensive. Having it designated as public works could lead residents to expect a park, but by zoning area as commercial the City Council removed that assumption. That area may remain undeveloped for a very long time. Commissioner Jacobson proposed leaving it commercial for now and mentioned the possibility to add more dirt and have that area made into dirt bike trails. Assistant City Manager Haight described area 4, which was a seven acre parcel owned by Ken Olson adjacent to Terrameer development proposed to be townhomes, which had been rejected by City Council. City Manager Haight requested for Commissioners to articulate reasons for recommendations at the upcoming Planning Commission meeting. He presented a map which contained more detail for 22 acres that are proposed commercial. Current General Plan amendment proposed future roads which would reduce the total commercial acres. Commissioners discussed possible transitions from commercial areas to single family as a buffer. Assistant City Manager Haight notified Commissioners that this was zoned commercial by City Council on previous General Plan amendment that was overturned. Infrastructure was discussed. Commissioners discussed multiple possibilities for residential, schools, churches, hospitals and commercial zones in the area. Assistant Planner McCarty reminded the Commissioners to clearly voice their recommendations to the Council.

1.3 Discussion of the proposed Herriman Crossroads Development

City Planner Maloy explained the proposed development agreement for the Ken Olson property on Redwood Road, which had a pending apartment application. The developer was willing to submit an optional development agreement with attached design guidelines, and that City Council requested input from the Planning Commission regarding the design guidelines. Assistant City Planner McCarty clarified it was not a traditional development agreement with Commission approval of a PUD (Planned Unit Development) attached to the development agreement. The Council requested a phasing plan that complied with the zoning requirements. The townhome area was zoned R-M and no others would be built until after they achieved 20 acres of commercial development. After Mountain View Corridor completion, the later phase would consist of apartments then a phase of 25 acres of commercial before another phase of townhomes. Total acreage at completion would consist of 80 acres residential and 45 acres of commercial when all phases had been completed.

Assistant City Manager Haight presented the images submitted that showed the appearance of the proposed development interiors. Council requested more images of the exterior. Council had requested input from the
Commissioners with regards to unorthodox phasing map and design guidelines.

Commissioner Jacobson asked if there was an established timeline for submittals from the developer. Assistant City Manager Haight stated this was not a complete application and clarified ordinance allowance. He also explained the old ordinance had no sunset clause for incomplete applications. The new ordinance has been more specific and would be considered withdrawn if information is requested by Council but not provided by developer within 30 days. Ideal locations for apartments in the City were discussed. Assistant City Manager Haight explained the proposal would need to have extensive amenities. Utility and power line locations were discussed throughout the project. Assistant City Manager Haight clarified locations and added the development could potentially be functional and attractive. Access would be from Porter Rockwell and Redwood Road. Development phase options were discussed. Commissioner Morton clarified that the residential phases included townhomes, not apartments.

Assistant City Manager Haight stated another possibility for the mountain area would possibly be purchased by the City, funded with Army Compatible Use Buffer Program (ACUB) funding and be incorporated into the trails system.

Assistant City Manager Haight notified the Commission of another possible development which could be an Emergency Operations Center (EOC) and Museum for National Guard disaster training located on approximately 60 acres up on the mountain slope. City was waiting for ACUB funding approval. It would be a training center but would also be used for real life emergencies and disasters.

1.4 Discussion and review of Land Development Code Chapter 16, Table of Uses
Assistant City Planner McCarty presented Land Development Code Table of Uses with definitions and discussed each use, line by line. She requested for Commissioners input and recommendations with a designation for each zone. She explained that if it was left blank, it was not allowed. Commissioners engaged in extensive discussions with regards to zones, definitions and suggestions for allowances in each zone. After extensive discussion the Commissioners agreed on portions of the Land Development Code Chapter 16, Table of Uses. The rest would be discussed at a later meeting.

2. Future Meetings
2.1 City Council – Wednesday, March 14, 2018 @ 7:00 PM
2.2 Planning Commission Meeting – March 15, 2018 @ 7:00 PM

3. Adjournment
Work Meeting adjourned by consensus at 8:38pm.

7:00 PM - Regular Planning Commission Meeting has been cancelled
I, Wendy Thorpe, Deputy Recorder for Herriman City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the Planning Commission Work Meeting held on March 1, 2018. This document constitutes the official minutes for the Planning Commission Meeting.

Wendy Thorpe