The following are the minutes of the Planning Commission Meeting held on Thursday, August 16, 2018 at 7:00 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:** Jackson Ferguson, Andy Powell, Chris Berbert, Parry Harrison, Andrea Bradford, Adam Jacobson, Lorin Palmer

**Commission Members Absent:** Brody Rypien

**Staff Present:** City Planner Michael Maloy, Assistant City Planner Bryn McCarty, Director of Parks, Events and Recreation Wendy Thomas, Communication Specialist Jonathan LaFollette, Planning Coordinator Craig Evans, Assistant City Engineer Jonathan Bowers, and Deputy Recorder Wendy Thorpe.

**7:00 PM - Regular Planning Commission Meeting**

1. **Call to Order**
   Chair Morton called the meeting to order at 7:00 p.m. and welcomed those in attendance.

   1.1 **Invocation/Thought/Reading and Pledge**
   Wendy Thorpe led the audience in the Pledge of Allegiance.

   1.2 **Roll call**
   Full Quorum Present; Commissioner Brody Rypien was not present.

   Commissioner Jacobson arrived at 7:02 p.m.
1.3 Approval of Minutes for 05/17/18
Commissioner Berbert moved to approve item 1.3 Minutes for May 17, 2018. Commissioner Palmer seconded the motion and all voted aye.

1.4 Conflicts of Interest
No conflicts of interest were offered.

Commissioner Morton reviewed the Public Hearing guidelines.

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: Preliminary Plat Approval for a 44 Lot Subdivision (Public Hearing)
Applicant: Jerry Walker
Address: 6000 W 12900 S
Zone: R-1-10 (Residential – 10,000 sq. ft. min.) and A-25 (Agricultural – 10,000 sq. ft.)
Acres: 20.12
File Number: S2018-08

Assistant City Planner McCarty explained the location and that the property was re-zoned last year by the City Council, which allowed the density of 2.2 residential units per acre. She provided a preview of the layout for the subdivision which displayed the residential and agricultural lots and photographs of the area. Assistant City Planner McCarty reviewed the staff requirements.

Applicant Jerry Walker approached the podium and explained he had been working on the project for three years and hoped to begin construction soon. He clarified that 34 residential lots would be built in the development, as opposed to the 36 previously mentioned. Mr. Walker expressed frustration with how long the process had taken and the high number of meetings.

Commissioner Bradford arrived at 7:06 p.m.

Mr. Walker explained his family had lived in the area for 200 years and wanted the project to include nice, single family homes.

Chair Morton opened the Public Hearing.
Joe Stagel stated he lived across the street from lot one and his family moved to the area because they liked the large lot sizes. His opinion was that the lots in the development should be similar to current lot sizes in the area.
and possibly add a couple half acre sized lots.

Chair Morton closed the Public Hearing

The Commissioners requested fencing on the park strip side of the flag lot. Applicant Walker stated that requirement was included in the Development Review Committee (DRC) meeting comments. Assistant Planner McCarty explained that the Park Strip had been discussed at the Development Review Committee (DRC). Assistant City Planner McCarty clarified that the requirements were misnumbered and there are 13 requirements. She informed the Commissioners that the DRC comments were mentioned in the requirements. Attorney Brems recommended referring to all of the DRC meeting comments as part of the motion.

Requirements

1. Receive and agree to the recommendations from other agencies, including all comments from the Development Review Committee.
2. Install curb, gutter, park strip, street trees, and sidewalk on all public streets, including 6000 West. Work with engineering on the timing of the installation of these improvements. This may be a fee in lieu for the improvements.
3. Dedicate right of way for 6000 West.
4. Work with UFA on providing emergency turnarounds if required for construction phasing.
5. All public roads to meet City Standards.
6. Coordinate with other utilities at the time of road improvements in order to minimize future road cuts.
8. Provide a storm drain study. If there is no outfall constructed for this area, full retention must be provided. All on-site retention is required to have a maintenance agreement.
9. If a storm drain outfall is constructed, provide permanent detention to meet all City requirements. The detention pond should be landscaped with sod, sprinklers, and trees.
10. All homes shall meet the Single-family design criteria.
11. Each of the lots shall be a minimum of 85 feet wide and 10,000 square feet.
12. Install 6-foot vinyl fence along the west property line, and on the south side of lots 14, 15, and 16.
13. Provide a contamination remediation plan to Engineering for review and approval. All remediation must be completed prior to any development occurring on the site.

Commissioner Jacobson moved to approve item 2.1 file number S2018-08 for Preliminary Plat Approval for a 44 Lot Subdivision with staff requirements and to include eight DRC planning and zoning requirements and the eight engineering review requirements from multiple DRC meetings. Commissioner Palmer seconded the motion.
The vote was recorded as follows:
Commissioner Adam Jacobson  Aye
Commissioner Parry Harrison  Aye
Commissioner Andy Powell  Aye
Commissioner Jackson Ferguson  Aye
Commissioner Lorin Palmer  Aye
Commissioner Chris Berbert  Aye
The motion passed unanimously.

2.2 **Request: Preliminary Plat Approval for a 1 Lot Subdivision for the Real Salt Lake Training Facility (Public Hearing)**

Applicant: Craig Martin
Address: 14787 S Academy Parkway
Zone: C-2 (Commercial) and R-2-10 (Residential – Medium Density)
Acres: 43.15
File Number: S2018-15

Assistant City Planner McCarty described the lot was combined from different parcels to create one lot for the entire facility, which had already been built.

The applicant was not present.

Chair Morton opened the public hearing.

No comments were offered.

Chair Morton closed the public hearing.

**Requirements**

1. Receive and agree to the recommendations from other agencies.
2. Install park strip, street trees, sidewalk, and street lights along Academy Parkway.
3. Final plat to be reviewed and approved by the Engineering Department.

Commissioner Harrison moved to approve item 2.2 file number S2018-15 for Preliminary Plat Approval for a 1 Lot Subdivision for the Real Salt Lake Training Facility. Commissioner Powell seconded the motion.

The vote was recorded as follows:
Commissioner Adam Jacobson  Aye
Commissioner Chris Berbert  Aye
Commissioner Andy Powell  Aye
Commissioner Jackson Ferguson  Aye
Commissioner Lorin Palmer  Aye
Commissioner Parry Harrison  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: Text Change to the Land Development Code to Revise the Home Occupations Chapter (Public Hearing)

Applicant: Herriman City
File Number: Z2018-14

Assistant City Planner McCarty reminded the Commissioners this had been covered at a past work meeting. Text was added regarding the hours of operation. She also noted the addition of the home occupation in an Agricultural zone would allow two employees as a special home occupation and allow up to four employees on property larger than one acre. She further clarified that a special home occupation would be a conditional use in the agricultural zones. Text had been added to the daycare and home group instruction categories that stated groups would consist of three or more at a session, be limited to two classes per day and would be prohibited in a shared driveway situation.

Chair Morton opened the public hearing.

No comments were offered.

Chair Morton closed the public hearing.

Commissioner Ferguson moved to recommend approval to City Council of item 3.1 file number Z2018-14 Text Change to the Land Development Code to Revise the Home Occupations Chapter. Commissioner Jacobson seconded the motion.

The vote was recorded as follows:
Commissioner Adam Jacobson  Aye
Commissioner Chris Berbert  Aye
Commissioner Andy Powell  Aye
Commissioner Jackson Ferguson  Aye
Commissioner Lorin Palmer  Aye
Commissioner Parry Harrison  Aye
The motion passed unanimously.

3.2 Request: Adoption of the Herriman Hills Open Space Master Plan as an Element of the General Plan (Public Hearing)
Applicant: Herriman City
File Number: G2018-02

Parks, Events and Recreation Director Wendy Thomas approached the podium and clarified the consultant had made the changes requested by the Commissioners at a previous meeting. Commissioner Berbert requested more information regarding trails crossing through R-1-15 zones. Assistant City Planner McCarty explained trails are allowed as an overlay for public use in all zones.

Chair Morton opened the public hearing.

No comments were offered.

Chair Morton closed the public hearing.

Director Thomas explained that she researched some concerns regarding increased traffic expressed in an email and informed the Commission that the Police Department would monitor the situation.

Commissioner Powell moved to recommend approval to City Council of item 3.2 file number G2018-02 Adoption of the Herriman Hills Open Space Master Plan as an Element of the General Plan. Commissioner Berbert seconded the motion.

The vote was recorded as follows:

Commissioner Adam Jacobson  Aye
Commissioner Chris Berbert   Aye
Commissioner Andy Powell    Aye
Commissioner Jackson Ferguson  Aye
Commissioner Lorin Palmer  Aye
Commissioner Parry Harrison  Aye

The motion passed unanimously.

No comments were offered.

4. Chair and Commission Comments

No comments were offered.

5. Future Meetings

5.1 City Council – Wednesday, August 22, 2018 @ 7:00 PM
5.2 Joint PC/CC Work Meeting – Thursday, August 30, 2018 @ 6:00 PM
5.3 Planning Commission Meeting – Thursday September 6, 2018 @ 7:00 PM

6. Adjournment

Commissioner Jacobson moved to adjourn the Planning Commission meeting at 7:26 p.m. Commissioner Berbert seconded the motion and all voted aye.
7. Recomence to Work Meeting *(Fort Herriman Conference Room)*
   1. Review of City Council Decisions
   2. Discussion of Proposed Small Cell Regulations

6:00 PM - Work Meeting *(Fort Herriman Conference Room)*
Chair Jessica Morton called the work meeting to order at 7:45 pm.

1. Review of City Council Decisions
City Planner Maloy further informed the Commission that Bonneville Research had been hired to research the proposed Olympia Hills project. Their team has driven through the terrain and they would report to the City Council on a regular basis. They may present at the next Joint City Council/Planning Commission meeting.

2. Discussion of Proposed Small Cell Regulations
City Planner Maloy explained a recent change in State code requiring cities to accommodate small cell towers. The City Council would consider extended standards for franchise agreements and permitted use, which would be reviewed by Staff then brought to the Planning Commission for consideration. The City was studying the design standards with regards to the look of cell structures to make them compatible with City standards. The State included the requirement that they could not be placed on streets smaller than 60 feet. Small cell towers would most likely be placed on streetlights, which may make it necessary for the City to modify the light poles to accommodate them. The City Council would be reviewing the standards at a future meeting. Attorney Brems clarified that these were located in the public right-of-way and not a land use. The new reinforced poles may be necessary due to the additional weight.

Land Use Academy of Utah (LUAU) training was discussed and Commissioners Harrison and Powell expressed an interest to attend. City Planner Maloy informed the Commissioners that the American Planning Association (APA) conference would be held in Sandy in October and requested the Commissioners to notify Staff if they planned to attend.

The Commissioners notified Staff that the Planning Commission section of the City website needed to be updated with the information for the newer Commissioners.

Planning Commission work meeting adjourned by consensus at 7:41 p.m.

I, Wendy Thorpe, Deputy Recorder for Herriman City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on August 16, 2018. This document constitutes the official minutes for the Planning Commission Meeting.

Wendy Thorpe
Wendy Thorpe