

**HEBER CITY CORPORATION
75 North Main Street
Heber City, UT 84032
Heber City Council Meeting
February 13, 2024**

Approved 03.12.2024

6:00 p.m. – Regular Meeting

1. Regular Meeting:

I. Call to Order

Chairman Gunn called the Planning Commission Meeting to order at 6:08 p.m. and welcomed everyone present.

II. Roll Call

Planning Commission Present:

Chairman Dennis Gunn
Vice-Chairman Dave Richards
Commissioner Phil Jordan
Commissioner Tori Broughton
Commissioner Darek Slagowski
Commissioner Robert Wilson

Planning Commission Absent:

Commissioner Josh Knight

Staff Present:

Community Development Director Tony Kohler
Planner Jacob Roberts
Planning Office Admin Meshelle Kijanen

Staff Participating Remotely:

Also Present:

Also Attending Remotely:

III. Pledge of Allegiance: By Invitation

Commissioner Phil Jordan led the recitation of the Pledge of Allegiance.

IV. Prayer/Thought: By Invitation

Commissioner Dave Richards offered a prayer

V. Recuse for Conflict of Interest N/A

N/A

2. Consent Agenda:

I. January 23, 2024 Draft Minutes for Approval

Motion: Commissioner Jordan moved to approve the items on the Consent Agenda. Commissioner Slagowski made the second.

Discussion: N/A

Voting Yes: Commissioner Gunn, Planning Commission Vice-Chair Richards, Commissioner Slagowski, Commissioner Jordan, Commissioner Wilson, Commissioner Broughton. **Voting No:** None. The Motion 6-0.

3. Action Items:

I. Commercial Site Plan for Cemetery Administrative Building, located at 680 North 550 East (Tony Kohler)

Planner Tony Kohler explained the City had been working on a Cemetery Administrative Building, and indicated the site plan would be presented that evening.

He explained some details of the lighting plan and noted they still needed a landscaping plan, although the site plan did include ample parking.

Lane Lythgoe of Lythgoe Design Group Incorporated discussed the history of the site plan and noted that the future of cemeteries was going towards niches and cremation, so they wanted the administrative building to accommodate that interest. He explained their design utilized columbariums, which featured niches with a granite plaque. Mr. Lythgoe stated the columbariums allowed for nearly 1300 niches, and he calculated that the sale of the niches would pay for the costs of the building. He further noted as they expanded the site and added more columbariums it would continue to increase the revenue.

Mr. Lythgoe expressed that they wanted the design to be timeless, and explained the building in the center of the design was based off of the Snake Creek power plant. He elaborated they wanted local people to be able to recognize the building, and noted the columbariums were a derivative of the style of the building as well. He stated the columbariums were all brick and done in a classical style. He also added that the buildings and columbariums were built to withstand harsh weather, which would facilitate the timeless feel of the space. He summarized they were happy with the design and were now ready to send this out to bid.

Mr. Lythgoe also briefly overviews some features of the site plan including the access road and open courtyard. He discussed how classical architecture utilized something called the "golden rectangle" or Fibonacci Spiral, and said this was something they had attempted to replicate in their plan. He indicated that the golden rectangle started with the administration building and spiraled out from that point. He credited their civil engineer for accomplishing that vision in terms of ADA accessibility and grading, and commented that the design worked well and maintained the classical feel of the space. He added there was a lot of symbolism embedded in the site and expressed this was something that was important to them as well.

Chairman Dennis Gunn commented this was an incredible project. Planner Kohler

said Staff recommended approval although he believed Engineering had some final recommendations.

City Engineer Ross Hanson introduced himself as a new engineer for the City and gave a brief background of his work history. He concurred with Planner Kohler that Engineering was in favor of conditional approval of the site plan, and that Engineering did have some changes which needed to be made for final approval. Mr. Lythgoe commented his architects were aware of and working on some of the issues. Planner Kohler added that they wanted to see some drought-tolerant landscaping in the final landscaping plan as well.

City Manager Matt Bower expressed his approval of the project. [Audio unclear 21:00-22:35]

Commissioner Dave Richards commended Mr. Lythgoe on the design and expressed he felt this was a fantastic project. He mentioned that he lived close to the proposed site and asked for specifics about their plans to expand in the future. City Manager Bower explained they ultimately planned to extend from the canal to Mill Road and offer more burial plots. City Manager Bower also discussed the retention pond and indicated where storage areas would be located.

Commissioner Richards also noted there was only one point of entry and exit for a certain parking lot and noted that traffic might become congested at peak times, such as during a funeral. Mr. Lythgoe brought up the map and clarified that the indicated parking lot was intended for employees as well as people interested in buying a plot or a niche, so it should not experience high volume. Commissioner Richards also inquired about snow melt system in the courtyard area and the retention pond and Mr. Lythgoe indicated on the map where drainage would be located. Commissioner Richards acknowledged that snow melt systems had a large upfront cost, although felt the option was worth considering for the longevity of the site. Mr. Lythgoe agreed that snow and ice melt took a significant toll on a building and agreed with Commissioner Richards that it was important to preserve the building for as long as possible.

Commissioner Phil Jordan asked if people visited the funeral home at night, to which Mr. Lythgoe discussed if anyone did come in at night, they were typically up to no good and they were not supposed to be there. Commissioner Jordan then inquired about how the parking lot would be lit at night and asked for details of their lighting plan. Mr. Lythgoe said he would prefer there to be sensor lighting that was located inside of the columbariums as well as a streetlight on the corner near the roundabout. Mr. Lythgoe discussed that he intended the site to be Dark Sky compliant and emphasized that he wanted low light sources. Commissioner Jordan thought that would be nice and would feature the architecture well. Commissioner Jordan added that he was thinking about how it got dark around four or five PM in the winter, and said funerals would likely go past that time. Commissioner Jordan emphasized that he did not want a new light source going into the nearby resident's homes at night.

Commissioner Jordan also asked for clarification about the semi circles indicated on the map and Mr. Lythgoe confirmed they were seating areas. Mr. Lythgoe elaborated on how they felt amphitheater style seating was a nice feature for outdoor funerals. Mr. Lythgoe discussed how the architecture team thought it could function both as a reflection garden as well as an area for funeral services. Commissioner Jordan thought they were a great feature and commented it was important to have private seating

areas for people to sit and reflect close by to their loved ones. Commissioner Richards asked about the canal easement and how it interfaced. He pointed out the rules for canal landscaping were very stringent. City Manager Bower noted they were not considering the canal for phase I, although agreed with Commissioner Richards they would eventually have to address that question. City Manager Bower said they would cross that bridge once they got to it and would be able to figure out what they could and could not do once they reached that point. City Manager Bower likened this situation to the Ivory Homes Development and emphasized that they had a great working relationship with the canal companies. City Manager Bower said he did not expect there to be any substantial issues or obstructions. Mr. Lythgoe seconded these comments and compared it to the work that had been done at Salt Lake City creek. Mr. Lythgoe hoped the canal company would recognize the opportunity to make it into a nice feature, possibly with walkways.

Commissioner Darek Slagowski commented he liked the classical look of the building and appreciated the features Mr. Lythgoe included. Chairman Gunn also commented on the vision and the beauty of the building. Chairman Gunn thought this would be a great addition to the community for years to come.

Motion: Planning Commission Vice-Chair Richards moved to Commercial Site Plan for Cemetery Administrative Building, located at 680 North 550 East (Tony Kohler).

Commissioner Jordan made the second.

Voting Yes: Commissioner Gunn, Planning Commission Vice-Chair Richards, Commissioner Slagowski, Commissioner Jordan, Commissioner Wilson, Commissioner Broughton.

Voting No: None. The Motion Passed 6-0.

4. Work Meeting: N/A

5. Administrative Items:

I. City Council Communication Item (Jamie Baron)

Planner Kohler explained the City Council Communication Item. He spoke about the work meeting from the previous week, in which the Tree Subcommittee had presented an idea for plating honey locusts and maple trees along Main Street to the Council. He reported the presentation had been great and the Council wished to explore it further.

Planner Kohler also discussed the Capital Facilities Master Plan and explained a public hearing had been held in relation to this fund and the impact fees which funded it. He reported the Council had adopted the new plan, although noted he was unsure what the changes between the old and new master plan were in detail.

Planner Kohler said there were no significant changes coming towards the Planning Commission in terms of the Master Plan. He also reported a new Council Member had been sworn into office. He lastly noted their auditor had also given a presentation at the last meeting as well.

Planner Kohler expressed the Council wanted to include the Planning Commission in

their Code of Conduct training in order for the Commissioners to get ethical training along with them. Planner Kohler stated he did not have details on this just yet but would communicate dates and times to the Commissioners once he had them set. Planner Kohler said there had been another public hearing about the Master Plan and said there had not been any comments. He said there had been discussion with the Council about the roundabout by the bypass on Mill Road, and reported there were some challenges. He said the C3 update that the Planning Commission had proposed several months ago was still in the works as Council ran out of time, but said it was on the agenda for their next meeting. Planner Kohler explained Council had talked about short term rentals at the retreat and expressed they had concerns about the HOA provisions for short term rentals, so that had been repealed. Planner Kohler also stated the Mayor Pro-Tem had been appointed at the meeting. In summary, Planner Kohler said it had been a lengthy meeting, although productive.

6. Adjournment:

Motion: Commissioner Jordan moved to Adjournment:. Commissioner Slagowski made the second.

Discussion: N/A

Voting Yes: Commissioner Gunn, Planning Commission Vice-Chair Richards, Commissioner Slagowski, Commissioner Jordan, Commissioner Wilson, Commissioner Broughton. **Voting No:** None. The Motion Passed 6-0.

Meshelle Kijanen
Meshelle Kijanen, Administrative Assistant