

# PERRY CITY PLANNING COMMISSION

## REGULAR MEETING AGENDA

**December 6, 2018**  
**7:00 pm regular meeting**  
**3005 S 1200 W Perry, UT**

Agenda items may vary depending on length of discussion, cancellation of scheduled items, or agenda alteration. Action on public hearing(s) will be later in the same meeting or at a subsequent meeting.

### **1. 7:00 p.m.- Call to Order and Opening Ceremonies**

- A. Thought, Reading, or Invocation**-Blake Ostler
- B. Pledge of Allegiance to the U.S.A.**-Tresa Peterson
- C. Declare Conflicts of Interest, If any**
- D. Elect Vice Chairman for the 2019 year**
- E. Approve the 2019 meeting schedule**

### **2. Public Hearings**

Rules:

- (1) Please speak only once (maximum of 3 minutes) per agenda item.
  - (2) Please speak in a courteous and professional manner.
  - (3) Do not speak to specific member(s) of the Planning Commission, staff, or public (please speak to the Chair or to the Commission as a group).
  - (4) Please present possible solutions for all problems identified.
  - (5) Action may not be taken during this meeting if the item is not specifically on the agenda.
- A. Public hearing** regarding Preliminary and Final approval for Pheasant Hollow Subdivision Phase 3, Location: 1450 W and 3225 S Perry. Applicant: Randy Matthews.
  - B. Public hearing** regarding Final Approval for Pointe Perry Subdivision Phase 5. Location 1100 S. Applicant: Perry City Corporation.

### **3. Land Use Applications**

- A.** Preliminary and Final Approval for Pheasant Hollow Phase 3 Subdivision with a Recommendation to City Council. Location: 3225 S. 1200 W. Perry UT. 84302. Applicant: Randy Matthews.
- B.** Preliminary and Final Approval for Pointe Perry Subdivision Phase 5 with a Recommendation to the City Council. Location 1100 S. Applicant: Perry City Corporation.
- C.** Concept Approval for Paul Nelson Subdivision. Location 2950 S, parcel 02-034-0041/existing house, and 02-034-0101 remainder parcel. Applicant: Paul Nelson.

### **4. Land Use Ordinances, Zoning, Design Guidelines, General Plan, Etc.**

- A.** None

**5. Approval of the Minutes**

- A. November 1, 2018 Regular Meeting Minutes
- B. Report by Commissioner regarding last Council Meeting.
- C. Make Assignments for Representative to Attend City Council Meetings.  
(December 13, 2018)

**6. Discussion**

- A. Future Projects
- B. Report on past approved Planning Commission Agenda Items.

**7. Training**

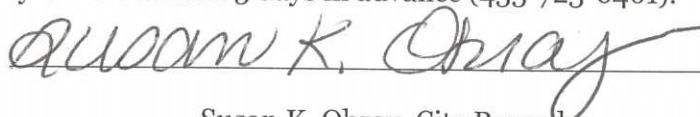
- A. Staff

**8. Review Next Agenda and Adjourn**

- A. Items for January agenda
- B. Motion to Adjourn

**Certificate of Mailing**

The undersigned duly appointed official hereby certifies that a copy of the foregoing agenda was sent to each member and alternate member of the Planning Commission and other designated City Officials, and was posted in three locations: The Perry City Offices, Centennial Park, Perry City Park; and faxed to the Ogden Standard-Examiner, Box Elder News Journal; and posted on the State Website; on this 30<sup>th</sup> day of November 2018. Any individual requiring auxiliary services should contact the City Offices at least 3 days in advance (435-723-6461).



Susan K. Obray, City Recorder

# Staff Report

December 6, 2018

Perry City Planning Commission



## Subdivision

1. **Pheasant Hollow Phase 3, Preliminary and Final – Randy Matthews**, located at 3225 S 1200 W (02:035:0069).

### Summary

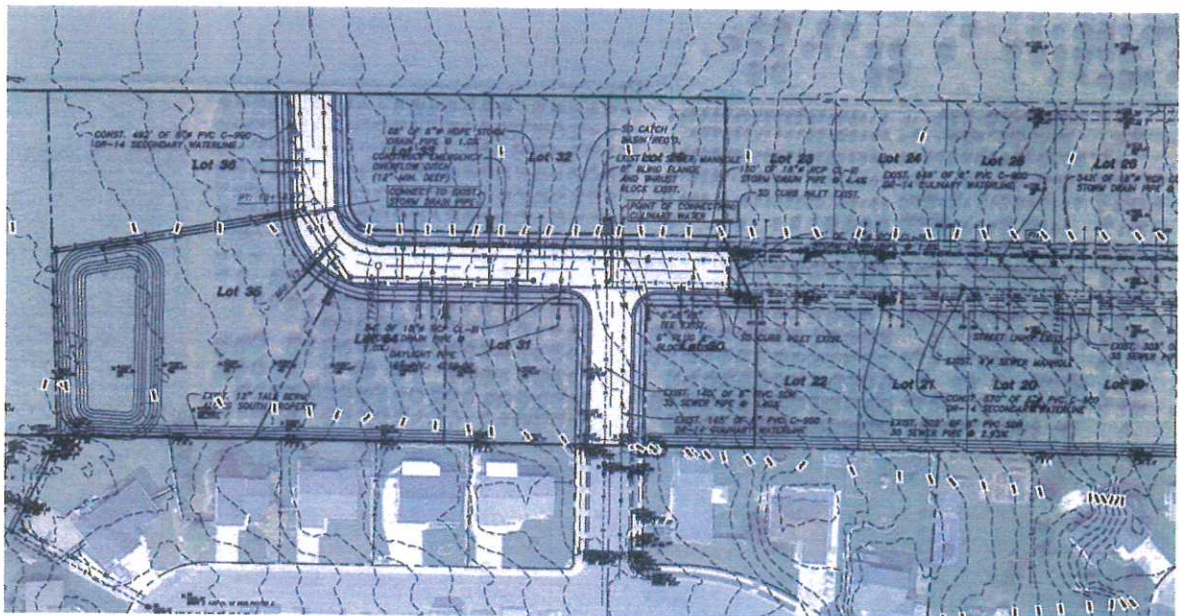
The applicant is proposing an eight lot subdivision as Phase 3 of the Pheasant Hollow Subdivision. The zoning of the property is R1. Phase 3 connects to the road network of Cherry Ridge to the south and provides a stub road to the property to the north.

### Code Compliance

The general layout conforms to the requirements of the existing zone. Jones and Associates has performed a review of the subdivision and at the time of this report there are several corrections to be made.

### Considerations and Recommendations

Staff recommends that the drawings be updated with the requested corrections.



2. **Pointe Perry Phase 5, Preliminary and Final – Perry City, located at approximately 1100 S and 1600 W (03:155:0056).**

**Summary**

Perry City is proposing a subdivision of land at Pointe Perry. The Subdivision would create a 2.25 acre parcel that could be used in a land exchange with the State of Utah.

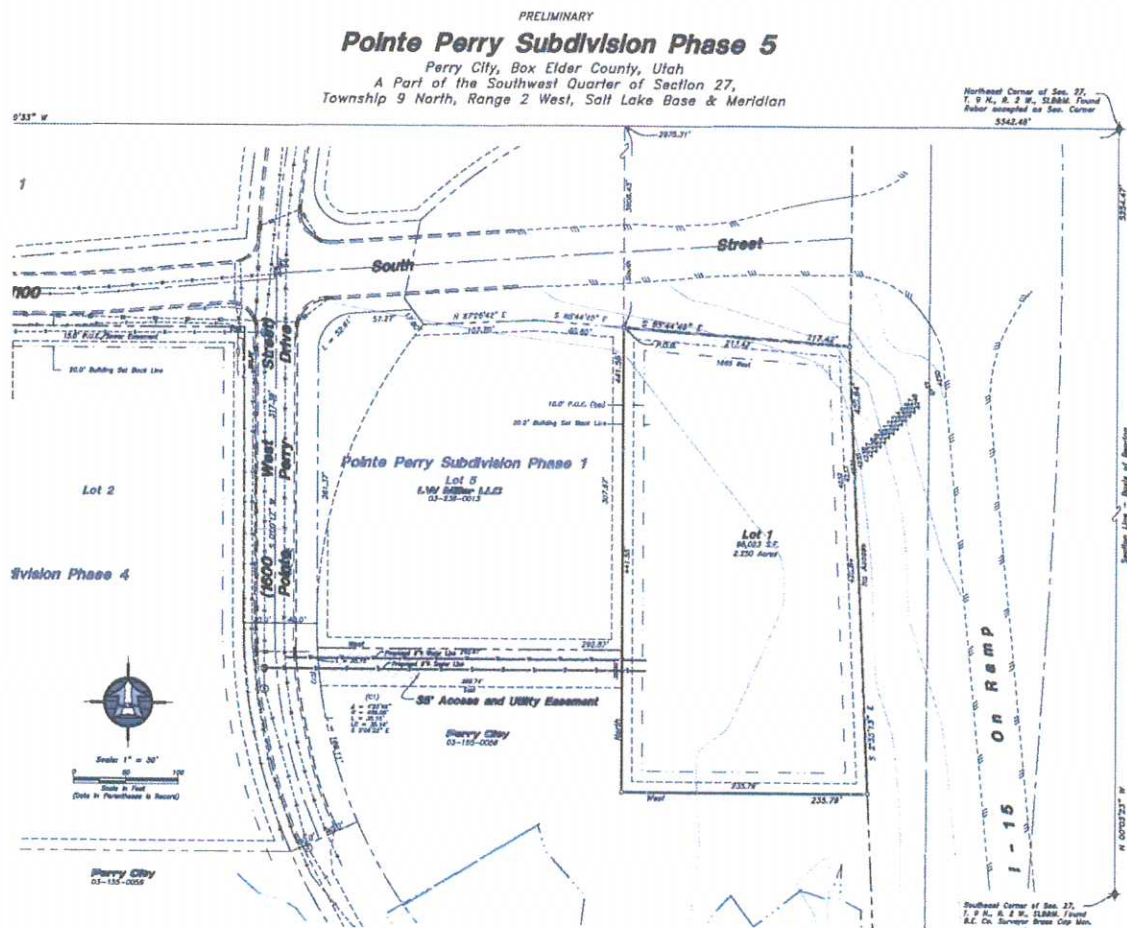
The road improvements have already been completed for this area. The new parcel will be located behind the LW Miller property on the corner and will not have direct road access. Access will be provided by a 35' easement. The lot size and frontage in the IC zone are determined by design review.

**Code Compliance**

Jones and Associates have performed a review of the subdivision drawings and have a few minor corrections.

**Considerations and Recommendations**

Staff recommends that the drawings be updated with the requested corrections.



3. **Paul Nelson Subdivision, Concept – Paul Nelson**, located at approximately 1400 W and 2950 S (02:034:0041, 101, 102, 100, 019, 039).

**Summary**

The applicant is proposing the creation of a flag lot behind his existing home. In addition to the flag lot the applicant is proposing lot line adjustments for several other surrounding properties.

The application is for concept only and no engineering has been done at this time.

The current zoning of the flag lot property is RE ½. This zone, and the flag lot requirements, require a lot size of 20,000 square feet.

The properties do not currently have curb, gutter, and sidewalk; the nearest improvements in this regard are approximately 900' to the east. Planning Commission will need to determine with this application, or the preliminary application, if a deferral agreement is warranted for this location.

**Code Compliance**

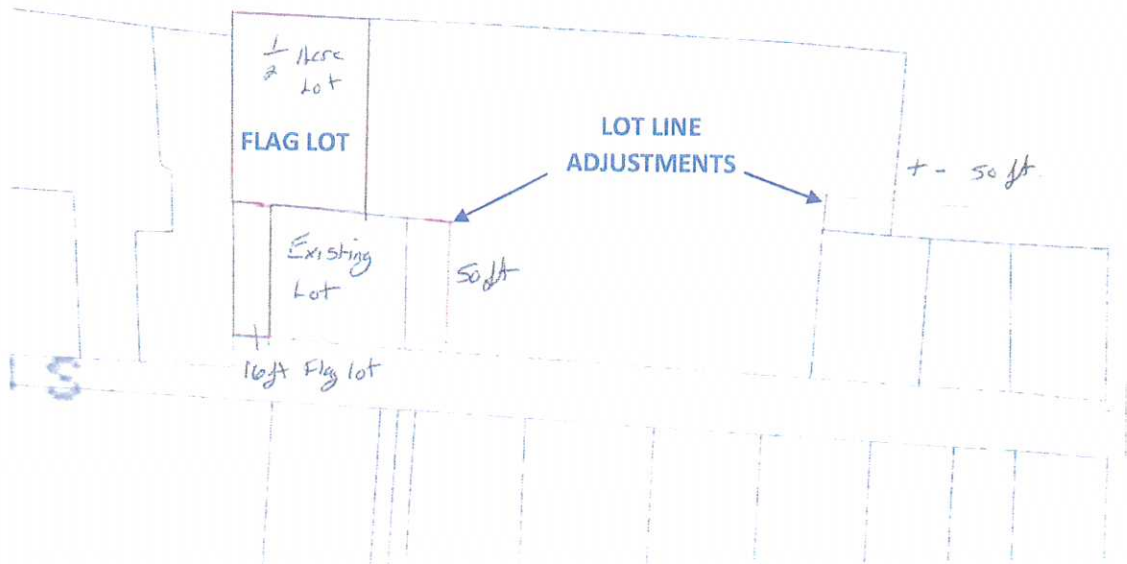
Title 14 of Perry Municipal Code states:

*In order to encourage the more efficient use of land, flag or L-shaped lots not having frontage on a street as required by the Perry City Municipal Code, but having access to such street by means of fee title access strips, may be allowed in any zone subject to the following conditions:*

There is a question as to whether or not the current proposal meets the intent of this provision.

**Considerations and Recommendations**

Staff recommends discussion regarding the flag lot provisions and right of way improvements. With these concerns addressed a favorable action could be taken on the application.



## **PERRY CITY 2019 MEETING SCHEDULE**

### **2019 CITY COUNCIL MEETINGS (7:00 P.M.)**

January 10 and 24	July 11 and 25
February 14 and 28	August 08 and 22
March 14 and 28	September 12 and 26
April 11 and 25	October 10 and 24
May 09 and 23	November 14
June 13 and 27	December 12

**Meetings will be held on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month. There will only be one meeting held in November and December.**

### **2019 PLANNING COMMISSION MEETING SCHEDULE (7:00 P.M.)**

January 03	July 04
February 07	August 01
March 07	September 05
April 04	October 03
May 02	November 07
June 06	December 05

**Meetings will be held the 1<sup>st</sup> Thursday of the month.**

### **SPECIAL USES AND APPEALS BOARD MEETING (6:00 P.M.)**

Wednesday, April 10, 2019

Check the Box Elder News Journal, the Public Meeting Website ([Utah.gov/pmn](http://Utah.gov/pmn)), Perry City Website, or the City Office for specific start times. Meeting dates and times are subject to change.

**NOTICE OF PUBLIC HEARINGS**  
**PERRY CITY PLANNING COMMISSION**

Notice is hereby given that the Perry City Planning Commission will hold, in the City Council Chambers at 3005 South 1200 West in Perry, as part of its regular meeting (which starts at 7:00 p.m. on Thursday, December 6, 2018 a public hearing to receive public comment regarding an Application for final approval for Pheasant Hollow Subdivision Phase 3, Location, 1450 West and 3225 South Perry Utah 84302, Applicant: Randy Matthews. All interested persons shall be given the opportunity to be heard. Written concerns are welcome. Any individuals requiring auxiliary services should contact the City offices at least 3 days in advance (435-723-6461). By: Susan K. Obray, City Recorder.

Please publish November 28, 2018

**NOTICE OF PUBLIC HEARINGS**  
**PERRY CITY PLANNING COMMISSION**

Notice is hereby given that the Perry City Planning Commission will hold, in the City Council Chambers at 3005 South 1200 West in Perry, as part of its regular meeting (which starts at 7:00 p.m. on Thursday, December 6, 2018 a public hearing to receive public comment regarding an Application for final approval for a Subdivision of Parcel 03-155-0056, Location, 1100 South Point Perry, Perry Utah 84302, Applicant: Perry City Corporation. All interested persons shall be given the opportunity to be heard. Written concerns are welcome. Any individuals requiring auxiliary services should contact the City offices at least 3 days in advance (435-723-6461). By: Susan K. Obray, City Recorder.

Please publish November 28, 2018





## MEMORANDUM

TO: Perry City Planning Commission  
Robert Barnhill, Perry City Planner  
Susan O Bray, Perry City Recorder  
Greg Hansen & Jim Flint, Hansen & Associates

FROM: Brett M. Jones, P.E.   
City Engineer

RE: **PHEASANT HOLLOW SUBDIVISION PHASE 3 – Preliminary Drawings Review**

Date: November 1, 2018

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Our office has completed a review of the Pheasant Hollow Subdivision Phase 3 preliminary drawings received. The proposed subdivision is located at approximately 1450 West and 3225 South. Our comments are as follows:

1. We have not received a plat-type drawing, yet for review. The general lot layout can be seen on a few of the sheets but a plat needs to be provided for review with all lot dimension and associated legal descriptions, etc. **Standard Preliminary Plat included in resubmittal package.**
2. On Sheet 2, some of the non-applicable Phase 2 text and lines need to be removed to avoid confusion – particularly on Lots 33 and 34. Items like the “Emergency Overflow Ditch” and “Daylight Pipe” into a new lot need to be removed as well as detention basin information in the profile view. **Superfluous text removed.**
3. The survey points shown on several of the drawings should be removed on subsequent plan sets. **Survey point data removed.**
4. Lots should be labeled on all sheets. **Provided on this submittal.**
5. The remainder parcel on the west by the railroad should be labeled as a non-buildable agricultural lot. **We labeled it 'Remainder,' which automatically carries with it a non-buildable status. I didn't see a need for 'agricultural lot' verbiage, but just let me know if that's an issue.**
6. The roadway radius at the curve connecting the north stub road and 3325 South only allows for a 15 mph speed limit. This should be noted and appropriate signage included, if approved. **Sign added on improvement plans.**
7. Street lights locations should be shown. **Single street light location at intersection added to plans.**
8. ADA ramps should be indicated. **Added & called-out on plans.**
9. Easements on Lots 35 and 36 will need to be included on the plat for the sewer and storm drain lines planned. These should be at least 15-feet wide in order for the City to maintain the lines. The grading of the top of the basin should be flat along the west 15 feet to accommodate sewer line maintenance. **After studying the situation more closely, it appeared best to not crowd sewer into storm pond area and near southerly neighbor fencing. Updated plan shows new sewer routing with easement through Remainder. The storm pond per the dedicatory wording**

- will have a storm drainage easement dedicated to Perry City. The fee simple ownership and maintenance will be by Lot 35 owner.
10. The name for the street subbed to the north of the development needs to be verified. We question whether it is appropriate to continue the name from the connection road to Cherry Ridge. **Thank you - street name changed to 1475 West which is much more appropriate.**
  11. A temporary turn-around with an approved surface at the end of the north stub road will be required. This needs to be reviewed and approved by the fire marshal. **A hammerhead is depicted on the plans for your consideration - we can shift it southward 5 to 7 feet if desired on account of FH at end of line. With your blessing and some coaching on particulars (i.e. curb/gutter/sidewalk around hammerhead?, etc.) we'll implement on plans. The westerly cul-de-sac radius was quite onerous - the northwest lot had sufficient area but the bulb kind of messes with low point drainage collection. I'll contact Fire Marshal.**
  12. A new gate valve will be required to be located lining up with the property line on the west leg of the 1450 West 3225 South intersection. **Added to plans.**
  13. Fire hydrants need to be shown on the plans. One will be required for blow-off purposes at the end of the north stub road. **FH's provided with one at end of line.**
  14. The irrigation services between Lots 29 and 32 appear to be redundant. **Corrected.**
  15. Applicable notes need to be included for capping, thrust blocking, valving, etc. at the ends of utility lines of the north stub road. **Added on improvement plans.**
  16. Some indication of coordination and approval with Perry City should be included on the City-owned parcel where the sewer outlet is planned to be constructed to connect to the existing line. The planned line appears very close to the back yard fence of the 1504 West home and may need to be moved farther west. **Updated design has sewer line moved west to avoid proximity issues to house/lot. Plan and profile information on this sewer connection should be included on the plans. Plan & profile sheet added to plan set.**
  17. The existing storm drain line discharge / configuration on the south property line of 1504 west should be clarified in order to avoid any potential conflicts with the proposed sewer line in the City parcel. As mentioned previously, storm and sewer routing were separated to reduce conflict issues. The storm system discharges into the City-owned pond parcel, which flows to culvert crossing westward under RR tracks. Sewer & storm routing can now be evaluated with inclusion of new plan & profile sheets in plan set.
  18. The catch basins in front of Lots 31 and 32 should be connected. **The catch basins actually aren't necessary in the full-development scenario - they were necessary for Phase 2 pond mechanics.**
  19. The detention basin on Lot 35 needs to be discussed and approved for inclusion on the lot. This may be a good candidate to be privately maintained since the railroad immediately west of the development provides additional flooding attenuation for properties to the west. If approved, the basin should be in its own easement on the plat with responsibility for maintenance clarified so that future lot purchaser(s) understand their responsibility. **Great idea/advancement - see if dedicatory wording on plat clearly conveys that advancement.**
  20. The applicant needs to clarify whether detention or retention is planned for the basin at the west end of the development. **Detention - calculations attached for all three phases. The current plans do not show and outlet. Outlet structure with orifice added to plans. As a reminder, detention is required at 0.1 cfs/acre discharge for the 10-year storm. Thank you - pond calculations based on this procedure.** Retention is required to retain the 100-Year, 2-hour

storm. Storm water calculations need to be provided for review including all phases of the development to verify correct sizing of the basin and piping. **The calculations are for all three phases.** The basin is required to be landscaped by the developer per City standards. **Note placed on plans.**

21. The 8" HDPE storm drain noted under the roadway should be increased to at least 15" and be RCP. **The 8" pipe was a throttling control orifice-like type of release for Phase 2 - it is to be removed per this phase.**

# PHEASANT HOLLOW PH 3 - 10-YEAR

## Drainage Calculations

JULY 9, 2018

### BASIN A:

RAINFALL: 10-YR, 1-HOUR	0.876	INCHES	STORAGE REQUIREMENT FROM ENTITY
BASIN AREA (SF):	584,670	SF	
BASIN AREA (AC):	13.42	AC	
100% IMPERVIOUSNESS	1.00		
BASIN WEIGHTED 'C':	0.46		
RAINFALL ON BASIN (100%):	42,681	CF	100% RAINFALL FOR STORAGE EVENT
RUNOFF FROM ON BASIN (PER 'C')	19,633	CF	100% RUNOFF FOR STORAGE EVENT
RAINFALL PER IDF:			
INTENSITY AT 24 HRS:	0.094	IN/HR	24-HR RATE FOR CHOSEN EVENT
VOLUME = I*(T=24 HRS)*A*C	50,562	CF	24-HR RUNOFF - MIGHT NOT BE APPLIC.
PREC. VS. IDF COMPARISON	-30929	CF	ONLY APPLIC. IF COMPARING 24-HR. EVENT

BASIN A (AREA):	584,670	SF	
SUMP ROCK PERIMETER (LF)	0	LF	
SUMP ROCK HEIGHT	0	LF	
SUMP PERC SF	0	SF	
PERCOLATION RATE (IN/HR)	0.00	IN/HR	
PERCOLATION (CFS)	0.0000	CFS	
PERCOLATION PER 5 MINUTES	0.0	CF	
NUMBER OF SUMPS	0		

Duration (min)	Storm Intensity (in/hr)	Weighted 'C'	Subbasin Area (sq.ft.)	Stormwater Flow (cfs)	Accumulated inflow (cf)	MH / Rock Storage (cf)	Metered Outflow Rate (cfs)	Total Outflow (cf)	Metered Outflow (cfs)	Other Outflow (cf)	Required Storage (cf)	Available Storage (cf)
5	3.35	0.46	584,670	20.68	6,205	-	1.3422	403	0.000	-	5,802	-
10	2.54	0.46	584,670	15.68	9,409	-	1.3422	805	0.000	-	8,604	-
15	2.10	0.46	584,670	12.97	11,669	-	1.3422	1,208	0.000	-	10,461	-
30	1.42	0.46	584,670	8.77	15,781	-	1.3422	2,416	0.000	-	13,365	-
60	0.88	0.46	584,670	5.41	19,471	-	1.3422	4,832	0.000	-	14,639	-
120	0.52	0.46	584,670	3.22	23,205	-	1.3422	9,664	0.000	-	13,541	-
180	0.38	0.46	584,670	2.34	25,272	-	1.3422	14,496	0.000	-	10,776	-
360	0.24	0.46	584,670	1.49	32,140	-	1.3422	28,992	0.000	-	3,149	-
720	0.15	0.46	584,670	0.94	40,542	-	1.3422	57,983	0.000	-	(17,441)	-
1440	0.01	0.46	584,670	0.058	5,056	-	1.3422	115,966	0.000	-	(110,910)	-

## MEMORANDUM

TO: Perry City Planning Commission  
Robert Barnhill, Perry City Planner  
Susan O Bray, Perry City Recorder  
Greg Hansen & Jim Flint, Hansen & Associates

FROM: Brett M. Jones, P.E.   
City Engineer

RE: PHEASANT HOLLOW SUBDIVISION PHASE 3 – Final Drawings Review

Date: November 29, 2018

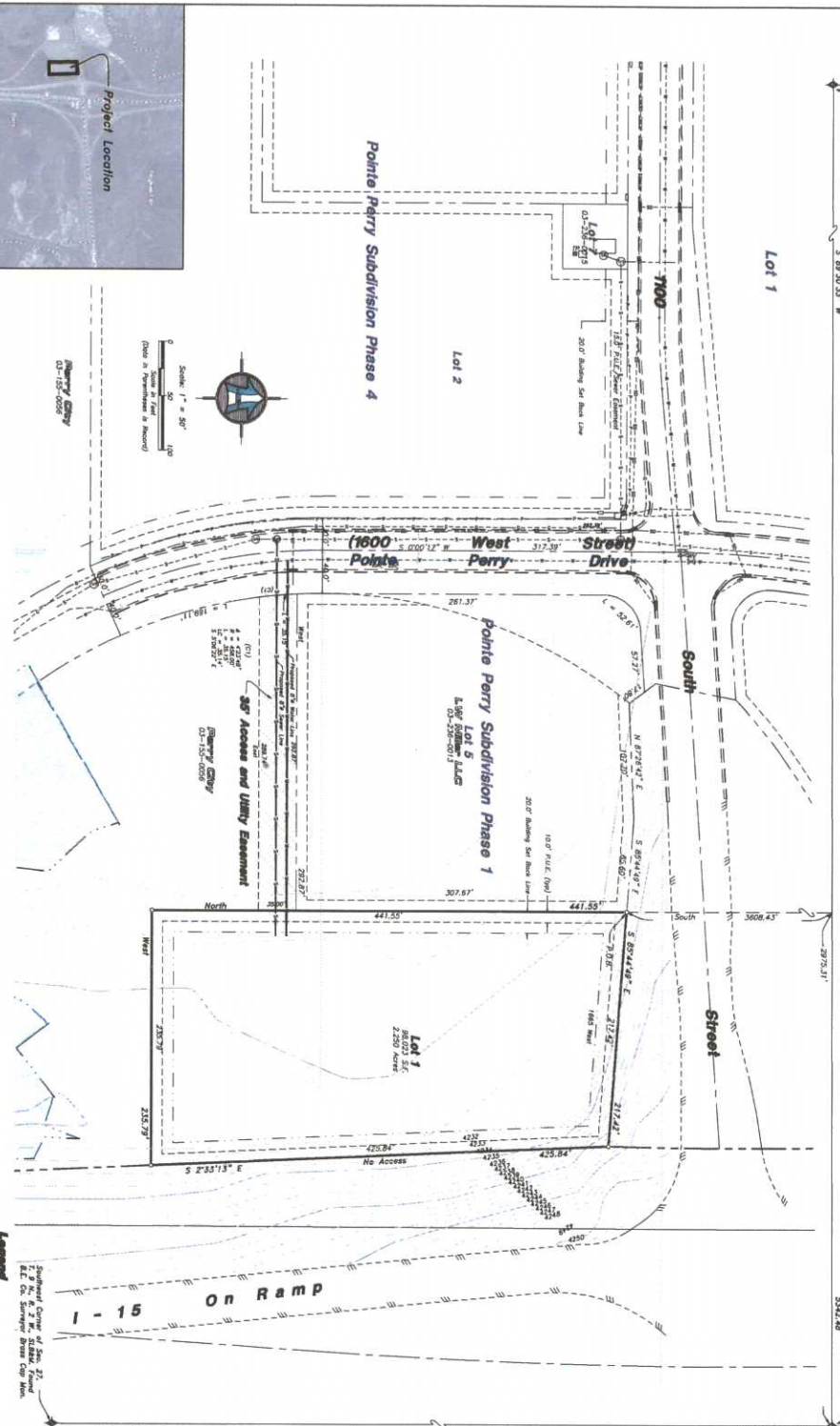
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Our office has completed a review of the Pheasant Hollow Subdivision Phase 3 final drawings received. The proposed subdivision is located at approximately 1450 West and 3225 South. Our comments are as follows:

1. Please include pertinent details from the City standards with the drawings (e.g. water and sewer service sheets, fire hydrants, etc.). Recently, the City has experienced some difficulty with contractors not having copies of the City standards on the construction site.
2. The detention basin easement area on the Final Plat needs to be defined with dimensions.
3. The final course distance on the plat should be changed from 575.15' to 575.13' to match the legal description.
4. Please change the wording of Note 3 on the plat to read, "THE OWNER OF LOT 35 SHALL BE RESPONSIBLE FOR MAINTAINING THE DETENTION BASIN AS SHOWN ON THE APPROVED SUBDIVISION IMPROVEMENT DRAWINGS. THIS INCLUDES, BUT IS NOT LIMITED TO: IRRIGATION OF THE GRASS LANDSCAPING, MAINTAINING DESIGN GRADES, PIPING, SPRINKLERS, CLOCK(S) AND WIRING. THE LOT OWNER SHALL NOT ALTER IN ANY WAY THE DRAINAGE FUNCTIONALITY OF THE BASIN IMPROVEMENTS. PERRY CITY SHALL BE RESPONSIBLE FOR THE OPERAION AND MAINTENANCE OF THE PIPING AND APPURTENANT WORKS THEREOF."
5. The plat should indicate in some fashion that the remainder parcel is a non-buildable lot.
6. Please remove the duplicate lot numbering on Sheet 2.
7. A second 15 mph speed limit sign should be included on the opposite side of the road. We also recommend a decision be made with law enforcement and public works as to the best type of sign to be used before ordering the signs (speed limit, curve ahead, etc.)
8. The water valves on the east and south legs of the 3225 South / 1450 West intersection should show as existing on the plans. Verification of installation of these valves to grade is required for the Phase 2 subdivision prior to approval.
9. As noted on the plan, there may be a grade conflict between the new sewer connection and existing storm drain piping near the connection to the existing sewer outfall. This should be physically verified and a solution presented prior to approval.

10. The outlet from the proposed detention basin should not enter the existing detention basin in the Cherry Ridge Subdivision to avoid additional flow not previously present in the existing basin. If at all possible, the outlet from the proposed basin should exit downstream of the existing basin in some other manner.
11. The proposed detention basin should include an emergency spillway directing overflow to the west.
12. The hammerhead turn-around depicted on Sheet 3 should include the following:
  - a. Approval by the Fire Marshall.
  - b. Public easement described covering the hammerhead area.
  - c. Low-back curb at entrances.
  - d. Sidewalk extending to the north end of the subdivision.
  - e. Standard concrete driveway approaches.
  - f. A minimum of 6" of road base on compacted subbase for turnaround and in park strip. Asphalt or concrete surfaces are also acceptable.
  - g. A sign at the end of each hammerhead leg indicating that there is no parking allowed and access is for emergency vehicles, only.
13. A note to cap the termination of the sewer main on 1475 should be added.
14. A note to plug the box penetration (or storm drain line) running south from the catch basin at the west end of Phase 2 should be added.
15. We don't see a note on the plans indicating that the detention basin is to be landscaped per City standards. Please add.

**PRELIMINARY**  
**Pointe Perry Subdivision Phase 5**  
 Perry City, Box Elder County, Utah  
 A Part of the Southwest Quarter of Section 27,  
 Township 9 North, Range 2 West, Salt Lake Base & Meridian



**Project Location**  
 Vichity Map

**HANSEN & ASSOCIATES, INC.**  
 CONSULTING ENGINEERS AND LAND SURVEYORS  
 535 West 45th Street, Suite 200  
 Salt Lake City, UT 84143  
 (801) 533-2500 (801) 533-2577  
 Celebrating over 60 Years of Business

**COUNTY SURVEYOR'S CERTIFICATE**  
 I, the undersigned, County Surveyor of Box Elder County, Utah, have examined the Plat for the Pointe Perry Subdivision Phase 5 and the accompanying maps and documents on record in the County Office of Box Elder County, Utah, and find that the same conform to the laws and regulations governing the subdivision of land and that the same have been prepared and submitted to me by the person or persons named in the plat and that the same are correct and true to the original survey and that the same are in accordance with the laws and regulations governing the subdivision of land and that the same are in accordance with the laws and regulations governing the subdivision of land and that the same are in accordance with the laws and regulations governing the subdivision of land.

**APPROVAL AS TO FORM**  
 APPROVED AS TO FORM THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 2018

**APPROVAL AND ACCEPTANCE**  
 PRESENTED TO THE PERRY CITY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 2018 AT WHICH TIME THIS SUBDIVISION WAS APPROVED AND ACCEPTED.

**Legend**

	Subdivision Boundary Line
	Easement
	Right-of-Way
	Utility Easement
	Survey Boundary
	Section Line
	Township and Range Line
	Base and Meridian
	North Arrow
	Scale Bar

**ENGINEER'S CERTIFICATE**  
 I CERTIFY THAT I HAVE HAD THIS PLAN EXAMINED AND FIND THAT IT IS CORRECT AND IN ACCORDANCE WITH THE INFORMATION ON FILE IN THE PERRY CITY OFFICE.

**COUNTY RECORDER'S NO.** \_\_\_\_\_

**STATE OF UTAH, County of Box Elder, Recorred and**  
 Date of this Request of \_\_\_\_\_ File # \_\_\_\_\_

Witness my hand and the seal of my office this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2018.

**OWNERS' DEDICATION**  
 WE, the undersigned, owners of the property described in the plat hereto, do hereby dedicate to the public the easement and right-of-way shown on the plat hereto for the use and purpose therein mentioned.

**CORPORATE ACKNOWLEDGMENT**  
 I, the undersigned, Secretary of the Board of Directors of the Perry City Corporation, do hereby certify that the foregoing is a true and correct copy of the resolution of the Board of Directors of the Perry City Corporation, duly adopted and recorded in the public records of Box Elder County, Utah, on this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2018.

**BOUNDARY DESCRIPTION**  
 A PART OF THE SOUTHWEST QUARTER OF SECTION 27, TOWNSHIP 9 NORTH, RANGE 2 WEST OF THE SALT LAKE BASE AND MERIDIAN.

**OWNER'S DEDICATION**  
 WE, the undersigned, owners of the property described in the plat hereto, do hereby dedicate to the public the easement and right-of-way shown on the plat hereto for the use and purpose therein mentioned.



**SURVEYOR'S CERTIFICATE**  
 I, K. Greg Heason, do hereby certify that I am a Registered Professional Land Surveyor in the State of Utah, in accordance with Title 56, Chapter 22, Utah Code. I have examined the plat for the Pointe Perry Subdivision Phase 5 and the accompanying maps and documents on record in the County Office of Box Elder County, Utah, and find that the same conform to the laws and regulations governing the subdivision of land and that the same have been prepared and submitted to me by the person or persons named in the plat and that the same are correct and true to the original survey and that the same are in accordance with the laws and regulations governing the subdivision of land and that the same are in accordance with the laws and regulations governing the subdivision of land.





CONSULTING ENGINEERS

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## MEMORANDUM

TO: Perry City Planning Commission  
Robert Barnhill, Perry City Planner  
Susan Obray, Perry City Recorder  
Greg Hansen, Hansen & Associates

FROM: Brett M. Jones, P.E.   
City Engineer

RE: **POINTE PERRY SUBDIVISION PHASE 5 – Preliminary Plat Review**

Date: November 29, 2018

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Our office has completed a review of the preliminary plat for the Pointe Perry Subdivision Phase 5. The proposed subdivision is located at approximately 1575 West and 1125 South. Our comments are as follows:

1. All subdivisions require installation of public surface and utility improvements along the public right-of-way frontage(s) of the development. The Lots associated with this plat have existing public improvements already installed with the exception of sidewalk and street lighting on the east side of 1600 West. We recommend that budget be allocated to complete these improvements. It may be advisable to wait on the construction of these improvements until the lots develop to ensure installation complementary with the future development site plan(s).
2. The 35' Access and Utility Easement containing an 8" diameter sewer main and an 8" diameter water main may need to be adjusted with the development of Lot 1 or surrounding ground. As with the sidewalk and lighting discussed in item #1, we recommend waiting to install these utilities until the site plan review process commences. A separate fire suppression line may be required with a smaller diameter water service lateral. These cannot be determined until a proposed development comes to the lot(s).

### APPLICATION FOR SUBDIVISION DEVELOPMENT

STAFF ONLY	Date Application Received: <u>11-21-19</u>	Application Received By: <u>AO</u>
Concept Fee Amount:	Date Fee Received	Fee Received By:
Preliminary Fee:	Date Fee Received	Fee Received By:
Final Fee Amount:	Date Fee Received	Fee Received By:
Construction Fee:	Date Fee Received	Fee Received By:
	Public Hearing Date:	

Complete all sections below. Please print legibly

**Applicant Information (Property Owner)**

Paul W. Nelson  
Name (First and Last)

435-723-2529  
Phone Number

1460 W. 2950 So.  
Address

Perry, UT  
City

84302  
Zip Code

**Authorized Agent Information (Contact Person)**

\_\_\_\_\_  
Name (First and Last)

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
Email

\_\_\_\_\_  
Zip Code

**Engineer / Surveyor**

Hansen Associates / Greg Hansen  
Name (First and Last) Company Name

435-723-3491  
Phone Number

538 N Main  
Address

Brigham City  
City

84302  
Zip Code

**APPLICANT SIGNATURE**

I hereby certify that all information provided herein is true and correct. I understand and agree to comply with the rules listed below.

Paul W. Nelson  
Applicant Signature (or Authorized Representative)

11/21/2018  
Date

- (1) All sections of this application must be complete and will not be reviewed until fees have been received.
  - (2) The payment of fees does not guarantee a certain result and fees are not refunded due to the lack of favorable results.
  - (3) Complete documentation must be submitted to the City 14 days in advance of any meeting.
  - (4) The applicant (or a representative) must be present at a meeting for action to be taken.
- See Perry Municipal Code 42.07, 43.04.030, 43.04.035, Title 52 and Title 54.

Parcel Number(s) & Address(es) effected by subdivision:

02-034-0041-existing house / 02-034-0101-remainder  
parcel

# Box Elder County Web Map



EVANS IRAYUENE NELSON FKA  
02-034-0102

JOHNSON LARRY C TTEE ETAL  
02-034-0062

JOHNSON EVELYN ETAL  
02-034-0054

NELSON MARY W  
02-034-0020  
1460 W

NELSON PAUL W ETAL  
02-034-0101

KELLER JAMES I ETUX  
02-034-0097

CANNERY ST

PERRY VIEW SUBDIVISION

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, BECO

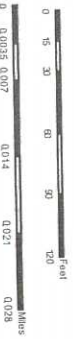
1380 W

1480 W

1490 W



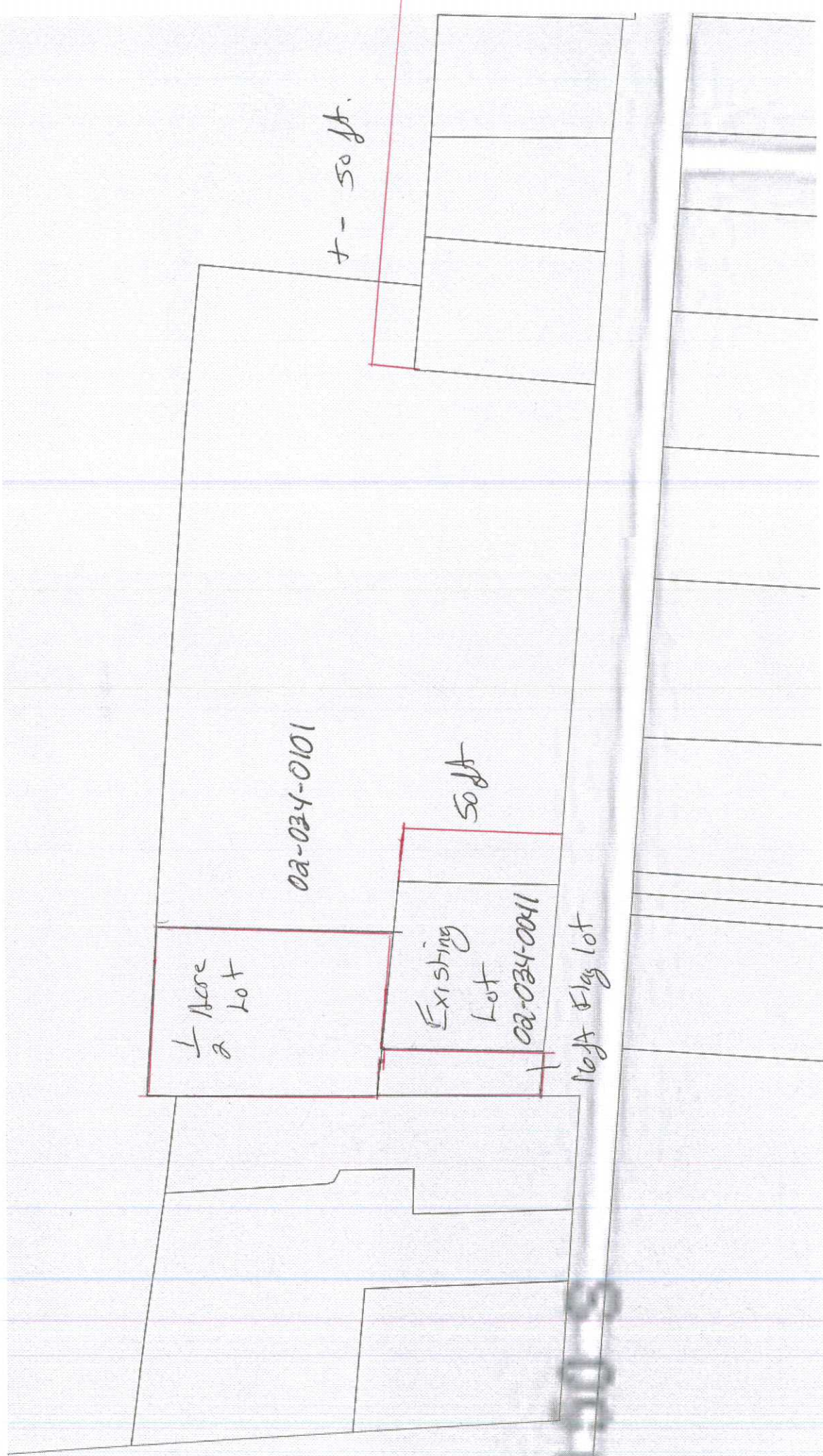
Box Elder County Web Map  
November 21, 2018



1:1,128

- Box Elder County
- Mile Markers
- Cities
- Freeway Exits

# Nelson Sub.



1 **November 1, 2018**  
2 **Planning Commission Meeting**  
3 **3005 South 1200 West Perry UT 84302**  
4 **7:00 p.m.**

5  
6 **Commissioners Present:** Acting Chairman Stuart Grover, Commissioner Michelle Drago, Commissioner  
7 Nicole Butler, Commissioner Tresa ~~Peterson~~-Peterson

8  
9 **Commissioners Excused:** Commissioner Jan Kerr and Commissioner Blake Ostler

10  
11 **City Staff Present:** Susan K. Obray: City Recorder  
12 Bob Barnhill: City Planner

13  
14 **Others Present:** Brett Scoffield

15  
16 **1. 7:00 p.m. - Call to Order and Opening Ceremonies**

17 **A. Invocation-**

18 Tresa ~~Peterson~~Peterson

19 **B. Pledge of Allegiance to the U.S.A-**

20 Michelle Drago led the Pledge of Allegiance

21 **C. Declare Conflict of Interest, if any-**

22 None

23  
24 **2. Public Hearings**

25 **A. Public hearing regarding Ordinance 18-E Amending the Business License and Appeals**  
26 **Authority Code.**

27 There were no public comments.

28  
29 **B. Public hearing regarding Title 15 of the Perry Municipal Code regarding Lot Frontage**  
30 **Requirements.**

31 There were no public comments.

32  
33 **3. Land Use Applications**

34 **A. Preliminary Approval for Pheasant Hollow Phase 3 Subdivision. Location: 3225 S 1200 W**  
35 **Perry, UT 84302. Applicant: Randy Matthews.**

36 Tabled. Bob stated that the City Engineer had some items he still needed to get in regards to the  
37 subdivision, in order to have this ready for next month. The Planning Commission had some questions  
38 they wanted to address. Commissioner Drago asked about the SWPPP plan and wondered if they were  
39 using the same one as Phase 2. Bob confirmed that they are. She also asked about the remnant parcel  
40 that is being left and if it was going to be landlocked. Bob said that it is and that it needs to be labeled  
41 as non buildable, for agricultural uses only. He thinks that the applicant is setting the parcel aside for  
42 potential future use for the Front Runner. Commissioner Drago then inquired about the detention pond  
43 that is shown on the plot and wondered who would be responsible to maintain it, whether it would be  
44 privately owned or City owned. Bob had asked the City Engineer ~~in regards to~~about the pond as well,  
45 ~~and~~ He stated that typically in this situation, if the pond is serving a large number of homes and is  
46 accessible, ~~it ownership would get turned over~~ would be transferred to the City. Commissioner Drago  
47 then expressed that if the City was going to be responsible for the pond, ~~that~~ there would need to be an

1 access road so that the City would be able to maintain it. Bob said that he would pass on that  
2 information to Brett Jones, the City Engineer.

3  
4 **B. Final Approval and recommendation for Kerr Subdivision. Location: 2925 S Hwy 89. Applicant:  
5 Jeff Kerr.**

6 The Planning Commission reviewed and discussed the language regarding reciprocal access which  
7 needed ~~needing~~ to be added for approval, and that ~~it would need to include~~ a statement on the plat  
8 allowing access to ~~Lot 2R~~ needed to be included on the plat.

9  
10 **Motion:** Commissioner Drago motioned to grant final approval for Kerr Subdivision subject to language  
11 on the plat allowing reciprocal access to ~~Lot 2R~~. Commissioner Butler seconded the motion. Roll call  
12 vote.

13 Commissioner Drago, Yes	Commissioner Grover, Yes
14 Commissioner Butler, Yes	Commissioner Peterson Peterson, Yes

15  
16 **Motion Approved:** 4 Yes, 0 No.

17  
18 **C. Final Approval and recommendation for Wasatch Hills Lot Line Amendment Lot 11& 12.  
19 Location: 500 W. Applicant Brett Schofield.**

20 Bob presented the current lot line and what is proposed to the Planning Commission. Commissioner  
21 Grover questioned whether Lot 11 had enough frontage. Bob wanted verification that the building  
22 being constructed on Lot 11 met the new ~~setback~~ set-back requirements. It was stated by the builder  
23 Brett Scoffield that the building being built on Lot 11 is smaller than what was originally proposed, so he  
24 thinks that the setbacks should be fine, but will provide verification. He added that the setbacks should  
25 be on file as ~~the site plan for Lot 11~~ was done by Hansen & Associates.

26  
27 **Motion:** Commissioner Peterson made a motion to send to City Council recommendation for approval  
28 for Wasatch Hills Lot Line Amendment for Lots 11 & 12 subject to the verifications ~~from~~ by Hansen &  
29 Associates on the interior side setbacks for Lot 11, in ~~addition to being~~ subject to approval of Ordinance  
30 18G amendint Title 15 of the Municipal Code regarding the measurement for lot frontage ~~Amendment~~  
31 ~~for Ordinance 18G being passed.~~ Commissioner Butler seconded the motion.

33 Commissioner Drago, Yes	Commissioner Grover, Yes
34 Commissioner Butler, Yes	Commissioner Peterson Peterson, Yes

35  
36 **Motion Approved:** 4 Yes, No.

37  
38 **4. Land Use Ordinances, Zoning, Design Guidelines, General Plan, Etc.**

39 **A. Final Approval and recommendation for Ordinance 18-E Amending the Business License and  
40 Appeals Authority Code.**

41 Tabled.

42  
43 **B. Final Approval and recommendation for Amending Title 15 of the Municipal Code regarding  
44 lot frontage requirements.**

45 Bob presented the proposed amendment of the frontage requirement for subdivisions to the Planning  
46 Commission. The amendment identified where the frontage measurement of a lot will occur. Bob  
47 noted that as he studied this amendment, he noticed some other things that may need to be looked at  
48 for future discussion. Commissioner Grover inquired about where the ~~setback~~ set-back should be

1 measured from. The Commission decided to move forward with approval for now with the plan to  
2 revisit issues in the future.

3  
4 **Motion:** Commissioner ~~Peterson~~Peterson made a motion to move and recommend to the City Council  
5 the Amendment for Title 15 of the Municipal Code under ~~Ordinance 18G~~ with changes as noted as  
6 ~~noted with changes~~. Commissioner Drago seconded the motion. Roll call vote.

7  
8 **Commissioner Drago, Yes**                      **Commissioner Grover, Yes**  
9 **Commissioner Butler, Yes**                  **Commissioner ~~Peterson~~Peterson, Yes**

10  
11 **Motion Approved: 4 Yes, 0 No.**

12  
13 **5. Approval of the Minutes**

14 **(a) October 4, 2018 Regular meeting minutes**

15 **Motion:** Commissioner ~~Peterson~~Peterson moved to approve the October 4, 2018, Regular Meeting  
16 Minutes. Commissioner Drago seconded the motion. Roll call vote.

17  
18 **Commissioner Drago, Yes**                      **Commissioner Grover, Yes**  
19 **Commissioner Butler, Yes**                  **Commissioner ~~Peterson~~Peterson, Yes**

20  
21 **Motion Approved: 4 Yes, 0 No.**

22  
23 **(b) Report by Commissioner regarding last Council Meeting**

24 Commissioner Grover stated that Ordinance 18F was approved without amendment. He also informed  
25 the Commission about the new landfill agreement with Box Elder County providing a ticket to residents  
26 for use of the landfill that will take place of the annual dumpster cleanup each spring.

27  
28 The Planning Commission asked for a review of the Joint General Planning Commission and Planning  
29 Meeting that occurred on October 11, 2018, for Commissioner ~~Peterson~~Peterson, since she was not  
30 present for the meeting. Bob reviewed and discussed the meeting details.

31  
32 **(c) Make Assignments for Representative to Attend City Council Meetings (November 8, 2018).**

33 Commissioner ~~Peterson~~Peterson volunteered to go to the November, 8, 2018, City Council Meeting.

34  
35 **6. Discussion**

36 **A. Future Projects**

37 The Planning Commission reviewed and discussed the list of future projects they would like to work on  
38 and voted in order of importance including the following:

- 39  
40 1. Subdivision Application Process (Title 14)  
41 2. Planning/Zoning description clean-up (Title 15)  
42 3. ~~Form Base Code for Public Buildings~~ Implement similar standards in the NC2 zones along  
43 Highway 89  
44 4. ~~Implement similar standards in the NC2 zones along Highway 89.~~ Form Base Code for  
45 Public Buildings  
46

47 The Commission will discuss the list at the Planning Meeting again next month and make assignments  
48 for Commissioners to follow up on.

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**B. Report on past approved Planning Commission Agenda Items.**

Bob stated that street layout and access was approved. He discussed the Business License approval being moved back and the process for approval. Bob informed the Commission that the Conservation Subdivision will be on next City Council agenda regarding language on assessment areas.

**7. Training**

**A. Staff**

Bob had some training he had been to that addressed cleaning up codes but was unable to access it during the meeting. He will try and make it available for a future training.

**8. Review Next Agenda and Adjourn**

**A. Items for December agenda**

- (1) Pheasant Hollow Phase 3
- (2) Perry Subdivision
- (3) Business License
- (4) Elections Vice Chairman

**B. Motion to Adjourn**

**Motion:** Commissioner Drago moved to adjourn. All commissioners were in favor.

DRAFT