

**NORTH OGDEN PLANNING COMMISSION
MEETING MINUTES
December 6, 2023**

The North Ogden Planning Commission convened in a regular meeting on December 6, 2023, at 6:00 p.m. The meeting was also held on Zoom. Notice of time, place and agenda of the meeting was furnished to each member of the Planning Commission, posted on the bulletin board at the municipal office and posted to the Utah State Website on December 1, 2023. Notice of the annual meeting schedule was published in the Standard-Examiner on December 16, 2022.

COMMISSIONERS:

Eric Thomas	Chairman	
Brandon Mason	Vice-Chairman	
Scott Barker	Commissioner	Excused
Nicole Nancarrow	Commissioner	
Johnson Webb	Commissioner	
Cody Watson	Commissioner	
Nissa Green	Commissioner	

STAFF:

Scott Hess	Community and Economic Development Director
Ryan Nunn	Planner
Jon Call	City Manager/Attorney
Nate Davis	Building Inspector
Jay D Dalpiaz	City Council Member

VISITORS:

Sandy Cochran	Michael Baker	Ian Kilpatrick
Carson Jones	Greg Conin	

Chairman Thomas called the meeting to order at 6:00 p.m. Commissioner Webb offered the invocation and Vice Chairman Mason led the Pledge of Allegiance.

1. ROLL CALL

Chairman Thomas conducted roll call and indicated Commissioner Barker is excused; all other Commissioners are present.

2. EX PARTE COMMUNICATIONS OR CONFLICTS OF INTEREST TO DISCLOSE

Chairman Thomas asked if any Commissioners had ex parte communications or conflicts of interest to disclose. No disclosures were made.

3. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

There were no public comments.

PRESENTATION

4. ACTIVE TRANSPORTATION PLAN UPDATE

Michael Baker, Parametrix, used the aid of a PowerPoint presentation to provide an update on the Active Transportation Master Plan project; he touched on existing conditions in the community, public outreach, wayfinding and signage, and policy decisions for implementing an active transportation ordinance. He presented a map of the City to identify existing sidewalks, existing bicycle facilities, traffic and pedestrian levels of stress (LTS), safe routes to schools, crash analytics, and previous plans that have informed the active transportation plan update.

Community and Economic Development (CED) Director Hess invited Commissioners to review the draft Plan document and provide their feedback to staff and Mr. Baker. An article will be published in the January North Ogden Connection magazine inviting public review and input as well.

Discussion among the Commission, Mr. Baker, and staff centered on topics such as elevation changes in the community and how that impacts active transportation planning; the extension of Monroe Boulevard; and safe routes to schools in the community.

ADMINISTRATIVE ITEMS

5. SUB 2023-06 CONSIDERATION AND ACTION ON AN ADMINISTRATIVE APPLICATION, PRELIMINARY APPROVAL OF THE QUAIL PONDS SUBDIVISION, PHASE 6 (9 LOTS), LOCATED AT APPROXIMATELY 825 EAST 1975 NORTH

Planner Nunn explained the applicant is requesting preliminary approval for Phase 6 (9 lots) of the Quail Ponds Subdivision. The Subdivision is located at approximately 825 East 2000 N. The subdivision is located within the Quail Ponds zone and Phase 6 is 1.5 acres +/- . The Quail Ponds zone requires a minimum lot size of 4,290 square feet on all lots with a frontage of 55 feet. The property is currently vacant. The submitted application consists of improvement drawings and does not have the needed titles and notes provided on a preliminary plat. That information will

be required at the time of the final plat. A Subdivision Plat previously submitted at the time of Phase 5 and Phase 6 has been included in the packet for the Planning Commission's review. Staff has verified from the concept improvement drawings that the lots meet the minimum lot width and square footage requirements for the zone. There are no non-conformities being created, and staff have been onsite to review the area to ensure the plans presented match the conditions in the area. As building permits are prepared for these lots, the applicant should be aware that the maximum lot coverage percentage requirement for this zone, under a roof, is forty-five percent of the lot.

Mr. Nunn noted the proposed subdivision meets the requirements of applicable North Ogden City ordinances and conforms to the North Ogden City General Plan, with the requirements noted in this report. This area is in the Quail Ponds neighborhood and the General Plan map calls for this property to be developed as low-density residential. Staff recommends preliminary approval of the Quail Ponds Subdivision, Phase 6 subject to the conditions from the Engineer's Report, the Technical Review Committee Letter, and the conditions noted in the Staff Report. The proposed subdivision is consistent with the General Plan and will meet a top priority regarding housing goals.

Vice Chairman Mason asked if lot 58 in the project has sufficient frontage, to which Mr. Nunn answered yes; that was a concern on the prior version of the plat, but it has been adjusted.

Commissioner Nancarrow asked if there are substantive changes from the first approval of this project. Mr. Hess answered no, but referenced the feedback from the Technical Review Committee (TRC) regarding the timing of improvements and recordation of the subdivision plats.

Vice Chairman Mason made a motion to approve preliminary plat of the Quail Ponds Subdivision, Phase 6 (9 lots), located at approximately 825 East 1975 North, based on the findings and subject to the conditions listed in the staff report and the comments from the TRC and engineer. Commissioner Nancarrow seconded the motion.

Voting on the motion:

Chairman Thomas	aye
Vice Chairman Mason	aye
Commissioner Barker	absent
Commissioner Nancarrow	aye
Commissioner Webb	aye
Commissioner Watson	aye
Commissioner Green	aye

The motion carried.

6. SUB 2023-07 CONSIDERATION AND ACTION ON AN ADMINISTRATIVE APPLICATION, PRELIMINARY PLAT APPROVAL OF THE VILLAGE AT PROMINENCE POINT TOWNHOMES, LOCATED AT APPROXIMATELY 385 EAST 1800 NORTH

Community and Economic Development (CED) Director Hess explained the applicant is requesting Preliminary Plat approval for 12 townhome lots on the northwest area of the Village at Prominence Point project. The purpose of this subdivision is to develop the final remaining townhome units in the project. All streets and drives within the project are privately owned and maintained, so there is no road dedication. However, this exceeds the maximum number of lots (10) for an administrative approval, and as such must come to the Planning Commission for review. The applicant has verified that the location of the townhomes is consistent with the concept plan found in the revised development agreement. Final Plat approval is administrative and will be completed by the Planning and Engineering Departments after Preliminary Plat approval. This subdivision must be reviewed against the Master Planned Communities Zone, Development Agreement, and the subdivision standards. The Development Agreement Site Plan is used to establish the setbacks for structures on the site. The Preliminary Plat as drawn is in substantial conformance with the Development Agreement. The exterior renderings and design of the townhomes will be approved by the Mayor and Planning Director per the VPP Development Agreement.

Mr. Hess noted the Planning Commission's main consideration this evening should be whether the proposed subdivision meet the requirements of the applicable City subdivision, zoning ordinances, and development agreement. Staff finds the proposed subdivision meets the requirements of the applicable North Ogden City ordinances and conforms to the North Ogden City General Plan. The General Plan map calls for this property to be developed as Mixed-use/Multi-family/Commercial. Recommended conditions of approval include:

- Requirements of the VPP Development Agreement
- Requirements of North Ogden City Engineering Department including overall stormwater management based on impervious surface area and site development
- Requirements listed in this Staff Report

Staff recommends Preliminary Plat approval of the Village at Prominence Point, twelve townhomes. The approval is subject to the requirements of the Village at Prominence Point Development Agreement, City Engineer's requirements, any previous Technical Review Committee reports, and this Staff Report.

Discussion among the Planning Commission and staff centered on the changes to the site plan from previous versions to the current proposal.

Chairman Thomas invited input from the applicant.

Greg Cronin, UBA Acquisitions, stated Mr. Hess summarized his application well and he is willing to answer any questions the Commission may have. He stated that he is hopeful residents in the project will be pleased with this amendment as it will change the spacing of the townhomes and increase green space and open areas in the community.

Commissioner Watson stated it is nice to see activity happening in the project area. Mr. Cronin agreed; he noted he met with residents that currently live in the project and over 60 people attended. Several comments and suggestions were submitted, and he is working to respond to and address them; there was a focus on amenities included in the project. He acknowledged that some residents who live in the development currently are disappointed or upset about the

condition of the area at this time, but he is truly trying to improve upon what was previously approved for the area and the end result will be an asset to the community. He wants to proceed with the clubhouse project to provide a common area and meeting place for residents to continue to discuss the project.

There was brief discussion regarding parking guidelines for the project; amenities identified in the development agreement; and unit counts/density included in the agreement.

Chairman Thomas invited input from the public.

Sandy Cochran, North Ogden resident, stated that she lives in the Village at Prominence Point project and her front door faces the empty lot where these 12 townhome units will be built. She can only speak for herself and noted she is very grateful for the adjustment to the layout of the townhome units because it will remove a 'huge monstrosity' that would have been very negatively impactful to many residents. The concern she has now relates to maintenance of the project area; last winter there were several water drainage problems that resulted in water freezing throughout the project, which presented a danger for residents and visitors. Several residents called the homeowners association (HOA) and they dispatched someone to break up the ice, but they indicated they would place heat tape along the areas that were prone to freezing to prevent the same thing from happening this winter. However, that work was not performed, and she is concerned about the new townhomes being built so close to the existing townhomes, which will increase the freezing conditions in the project. She asked that it be addressed before winter conditions worsen. She noted that the parking accommodations are much improved, and the snow removal has been performed sufficiently. She added that when this townhome concept was first approved, she understood that the units would be two stories and Mr. Hess had confirmed that, but the units are now three stories, and this is very concerning to her as well.

Jay D Dalpiaz, City Council Member, stated that in a recent City Council meeting residents discussed the changes to amenities included in the project. Previous versions of the plans for the project included two pools and club houses and he asked Mr. Cronin to address that.

There were no additional persons appearing to be heard.

Chairman Thomas invited Mr. Cronin to respond. Mr. Cronin stated that he has submitted a response to the City Council based upon the input they received from the public at a recent meeting. He has redesigned the project area since assuming ownership of it and the amenities are fluid; the development agreement is not explicit in the amenities that are required, and he must simply provide amenities and open space in order to proceed with development of housing units. The original documents for the project did mention two pools, but the locations were not great for the permanent residents of the project. He has adjusted the layout of the site to improve access to amenities. He acknowledged there must be two pools and two clubhouses, but there was no requirement for pickleball courts, and he has provided two of those. He stated that pools are the most expensive amenity to build and maintain and this will increase the HOA costs to residents.

Vice Chairman Mason stated that this discussion is not material to the action to be taken by the Commission tonight. He did ask Mr. Cronin to address the water drainage issues at the project. Mr. Cronin stated that he did not know the extent of the problem, but he has made notes about it

tonight and will follow up with the maintenance crews for the project. He has already fixed problematic issues in the project, including repaving areas that were improperly constructed initially.

The Commission discussed the action requested of them regarding this application and concluded the overall design is favorable and compliant with the Development Agreement.

Vice Chairman Mason made a motion to approve preliminary plat of the Village at Prominence Point Townhomes, located at approximately 385 East 1800 North, based on the findings and subject to the conditions listed in the staff report; the City Engineers comments; and the Technical Review Committee (TRC) comments. Commissioner Webb seconded the motion.

Voting on the motion:

Chairman Thomas	aye
Vice Chairman Mason	aye
Commissioner Barker	absent
Commissioner Nancarrow	aye
Commissioner Webb	aye
Commissioner Watson	aye
Commissioner Green	aye

The motion carried.

7. SUB 2023-08 CONSIDERATION AND ACTION ON AN ADMINISTRATIVE APPLICATION, PRELIMINARY PLAT APPROVAL OF THE VILLAGE AT PROMINENCE POINT APARTMENTS AND COMMERCIAL SUBDIVISION, LOCATED AT APPROXIMATELY 385 EAST 1800 NORTH

Community and Economic Development (CED) Director Hess explained the applicant is requesting Preliminary Plat approval for a 20-lot subdivision within the Apartment and Commercial areas of the Village at Prominence Point project. The purpose of this subdivision is to establish a lot around each of the future buildings and open spaces. This assists the applicant with financing of the project in phases. All streets and drives within the project are privately owned and maintained, so there is no road dedication. However, this exceeds the maximum number of lots (10) for an administrative approval, and as such must come to the Planning Commission for review. The applicant has verified that the location of the buildings and open spaces is consistent with the concept plan found in the revised development agreement. Final Plat approval is administrative and will be completed by the Planning and Engineering Departments after Preliminary Plat approval. This subdivision must be reviewed against the Master Planned Communities Zone, Development Agreement, and the subdivision standards. The Development Agreement Site Plan is used to establish the setbacks for structures on the site. The Preliminary Plat as drawn is in substantial conformance with the Development Agreement.

Mr. Hess noted the Planning Commission's main consideration this evening should be whether the proposed subdivision meets the requirements of the applicable City subdivision, zoning

ordinances, and development agreement. Staff finds the proposed subdivision meets the requirements of the applicable North Ogden City ordinances and conforms to the North Ogden City General Plan. The General Plan map calls for this property to be developed as Mixed-use/Multi-family/Commercial. Recommended conditions of approval include:

- Requirements of the VPP Development Agreement
- Requirements of North Ogden City Engineering Department including overall stormwater management based on impervious surface area and site development
- Requirements listed in this Staff Report

Staff recommends Preliminary Plat approval of the Village at Prominence Point, Apartment and Commercial Plat 20-lot subdivision. The approval is subject to the requirements of the Village at Prominence Point Development Agreement, City Engineer's requirements, any previous Technical Review Committee reports, and this Staff Report.

Vice Chairman Mason asked if this application changes the public/private road configuration at the site. Mr. Hess answered no; there are some adjustments to parking accommodations, but the roads are still remaining private.

Chairman Thomas invited input from the applicant. Mr. Cronin indicated he had nothing to add.

Chairman Thomas invited public input. There were no public comments.

Commissioner Nancarrow made a motion to approve preliminary plat of the Village at Prominence Point Apartments and Commercial Subdivision, located at approximately 385 East 1800 North, based on the findings and subject to conditions listed in the staff report, City Engineer's reports, and prior staff reports. Commissioner Green seconded the motion.

Voting on the motion:

Chairman Thomas	aye
Vice Chairman Mason	aye
Commissioner Barker	absent
Commissioner Nancarrow	aye
Commissioner Webb	aye
Commissioner Watson	aye
Commissioner Green	aye

The motion carried.

8. PUBLIC COMMENTS

There were no public comments.

9. REMARKS - PLANNING COMMISSIONERS:

There were no additional remarks from Planning Commissioners.

10. REPORT – COMMUNITY AND ECONOMIC DEVELOPMENT DIRECTOR

Mr. Hess and the Commission discussed the Commission's meeting calendar for the remainder of the year and concluded to cancel the December 20 meeting.

Mr. Hess then noted Commissioner Barker's term on the Commission expires at the end of January 2024 and Commissioner Barker has indicated he does not plan to re-apply. The position has been advertised on the City's website and he asked for the Commission's help in spreading the word about the opening.

11. REMARKS – CITY MANAGER/ATTORNEY

City Manager/Attorney Call provided a report of recent actions of the City Council and land use items on upcoming Council agendas.

12. ADJOURNMENT

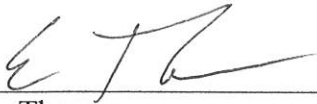
Vice Chairman Mason made a motion to adjourn the meeting. Commissioner Green seconded the motion.

Voting on the motion:

Chairman Thomas	aye
Vice Chairman Mason	aye
Commissioner Barker	absent
Commissioner Nancarrow	aye
Commissioner Webb	aye
Commissioner Watson	aye
Commissioner Green	aye

The motion carried.

The meeting adjourned at 7:21 p.m.



Eric Thomas
Planning Commission Chair



Joyce Pierson
Deputy City Recorder

February 7, 2024

Date Approved