

**MINUTES OF A REGULAR  
PLANNING COMMISSION MEETING**

**Vineyard City Council Chambers  
125 South Main Street, Vineyard, Utah  
October 2, 2024, at 6:00 PM**

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**ATTENDANCE:**

**COMMISSIONERS PRESENT:** Vice-Chair Bryce Brady (standing in for the Chair), Caden Rhotton, Chris Bramwell, Graden Ostler, Nathan Steele, and Brad Fagg.

**STAFF PRESENT:** Morgan Brim, Community Development Director; Cache Hancey, Senior Planner; Anthony Fletcher, Planner; Patrick James, Staff Engineer; Naseem Ghandour, City Engineer and Public Works Director; Madison Reed, Planning Technician.

**OTHERS PRESENT:** Resident Kim Cornelius, Resident Karen Cornelius, Katie Schwarz, Bronson Tatton, Resident Daria Evans, and Chad Spencer.

**1.  CALL TO ORDER/INVOCATION/INSPIRATIONAL THOUGHT/PLEDGE OF ALLEGIANCE**

Vice-Chair Bryce Brady called the meeting to order at 5:59pm. Commissioner Chris Bramwell led the pledge of allegiance and in prayer.

**2.  PUBLIC COMMENTS PC**

Resident Daria Evans asked about the grant for the improvement of Vineyard beach and wanted an update. She also asked about designs for wayfinding of Mill Road and status of the grant. She asked for the definition of stacking distance as well as a mansion town house. Ms. Evans asked about the number of units in specific blocks: 5, 6, 8, 14, and 13. She made a comment about the density and a concern for health of citizens.

Vice-Chair Brady asked if we could touch on the grant and wayfinding signage during the staff report.

Community Development Director Morgan Brim noted that the comments for an agenda item will be addressed in that item.

**3.  CONSENT ITEMS**

**3.1. Approval of the August 7th, 2024 Planning Commission Meeting Draft Minutes**

### **3.2. Approval of the August 21st, 2024 Planning Commission Draft Minutes.**

 **Motion:** COMMISSIONER NATHAN STEELE MOVED TO APPROVE THE MINUTES AT 6:08PM. COMMISSIONER BRAMWELL SECONDED. ALL IN FAVOR VOTED YES: VICE-CHAIR BRADY AND COMMISSIONERS RHOTTON, BRAMWELL, OSTLER, STEELE, AND FAGG.

## **4. BUSINESS ITEMS**

Director Brim asked a question about when to address the public comments.

Vice-Chair Brady requested to touch on it during the staff report.

### **4.1. 2024 Planning Commission Chair & Vice-Chair Re-Election**

 Vice-Chair Brady asked who had the time to be the chair and who has the time to back them up. He discussed the meetings with expected attendance. He noted that his term ends in 3 months and that there will be a new election in 3 months.

Vice-Chair Brady asked if anyone had conflict with attending those meetings.

 Commissioner Bramwell clarified Thursday mornings.

Senior Planner Cache Hancey noted the time and date of the meetings.

 Commissioner Steele asked if the schedule is municipally coded to be held on that date.

Senior Planner Hancey explained why that schedule was selected.

Vice-Chair Brady asked if Commissioner Caden Rhotton was an alternate. He asked who were the alternates.

 Senior Planner Hancey listed the alternates.

Vice-Chair Brady asked if anyone had a conflict.

Commissioner Steele said that the schedule is hard.

Commissioner Bramwell noted that he works on Thursdays and asked about online options.

 Senior Planner Hancey explained the attendance preferences.

Director Brim said that it was not an absolute criteria.

Commissioner Bramwell asked about the schedule of city council.



Director Brim listed the schedule.

Senior Planner Hancey noted that Natalie Harbin was voted in to Planning Commission and said that they could postpone the vote to the following meeting.

Vice-Chair Brady asked if she would be a sitting member.

Senior Planner Hancey noted that she is replacing Tay Gudmundson.

Director Brim recommended not postponing the vote.

Commissioner Bramwell asked about the timing of the Thursday meetings.



Senior Planner Hancey noted the time and availability of the Development Review Committee meetings.

Commissioner Bramwell said he could work his schedule around.



**Motion:** VICE-CHAIR BRADY MOVED TO HAVE COMMISSIONER BRAMWELL BE THE CHAIR AT 6:15PM. COMMISSIONER BRAD FAGG SECONDED.

Discussion about the motions ensued.



**Motion:** VICE-CHAIR BRADY VOTED FOR HIMSELF AS THE VICE CHAIR AT 6:16PM. COMMISSIONER STEELE SECONDED. ALL IN FAVOR VOTED YES: VICE-CHAIR BRADY AND THE COMMISSIONERS RHOTTON, BRAMWELL, OSTLER, STEELE, AND FAGG.

#### **4.2. Minor Site Plan Amendment & Conditional Use Permit Application - Enigma 3, 197 E 1600 N**

Senior Planner Hancey presented the Enigma 3 site plan amendment and conditional use permit. He provided background and context. The site plan and parking were provided and discussed. He noted that a traffic coordination plan and map provided as a condition. Senior Planner Hancey briefed the format of his presentation for updates. He presented the event space and described some details.



Senior Planner Hancey provided the conditions of approval: applicant pays any outstanding fees and makes redline corrections; applicant is subject all federal, state, and local laws; applicant must observe all ADA requirements (ADA access must be provided at all times either through allowing the use of the south entrance doors or by creating new and improved ADA stalls closer to the main entrance on the main entrance on the north. ADA stalls “must be located on the shortest accessible route to the accessible entrance); A traffic coordination plan and map must be submitted and approved by the community development department prior to updating the business license (This plan must include a site plan with indicated parking stalls that meet the VZC standards); the event space must

be limited to 300 people or fewer per building code; and parking must be contained on site, including the parking wrapping the building and the dirt lot on the north.

Senior Planner Hancey included a proposed motion.

 Vice-Chair Brady noted that there is storage for metals and asked if it was fenced off.

 Katie Schwarz with Enigma 3 noted that there is no fencing and that it is an agreement with the owner.

Vice-Chair Brady asked what the plan was to mark the parking stalls.

 Ms. Schwarz explained that they are comfortable with orienting people and that they can spray paint it. They ideally will have somebody there guiding.

Vice-Chair Brady asked if there was any concern for having that open.

Ms. Schwarz noted that they have cameras but that they have not had much issues.

 Vice-Chair Brady asked if we would want at least the 17 stalls being permanently marked.

Director Brim said they would need to mark for the events based on the type of vehicles.

Vice-Chair Brady asked what kind of events.

Ms. Schwarz said their common offers are corporate events.

 Vice-Chair Brady asked if it would make sense to make a requirement to mark off the industrial area.

Director Brim noted that it could be a requirement.

Director Brim included that the traffic coordinator could keep traffic away, or they could require cones or something.

Ms. Schwarz added the lighting would keep people close to the building.

Vice-Chair Brady noted events that could inspire people to wander.

 Commissioner Steele asked about the owner of the dirt lot and building.

Ms. Schwarz said they are the same person.

Commissioner Steele asked if the traffic coordination plan was approved by the property owners.

Ms. Schwarz said yes he has approved everything.

 Commissioner Steele noted that it is their land and they should have a say on how they handle their business, if there is a plan to keep cars out of the public right of way.

 Senior Planner Hancey addressed land behind the site that is a rail corridor and that there will be construction there.

Staff Engineer Patrick James said that normally they do not but that they could talk to them about doing that.

Senior Planner Hancey noted that there is still distant.

Vice-Chair Brady noted that they would not want to be liable for anything.

 **Motion:** COMMISSIONER RHOTTON MOVED TO APPROVE THE SITE PLAN AMENDMENT AND CONDITIONAL USE PERMIT WITH THE CONDITIONS AS PRESENTED AT 6:30PM. COMMISSIONER STEELE SECONDED. ALL IN FAVOR VOTED YES: VICE-CHAIR BRADY AND THE COMMISSIONERS RHOTTON, BRAMWELL, OSTLER, STEELE, AND FAGG. THE VOTE PASSED UNANIMOUSLY.

#### **4.3. LDS Church Site Plan and Conditional Use Permit - Holdaway Fields**

 Commissioner Graden Ostler left at 6:31 pm.

 Planner Anthony Fletcher presented the LDS church and provided a background. He provided locational context and highlights. He included the elevations will consist of Brick Veneer Asphalt and that they are providing more than the required number of parking stalls. They met the bike parking and landscaping standards as well. Planner Fletcher presented the site plan, landscaping plan, and elevations.

 Planner Fletcher provided the conditions and staff recommendations for the site plan and conditional use permit: The applicant shall provide an updated plan set showing all iterations for all sheets, the applicant shall meet all building design requirements, and the applicant shall observe the city's "Nuisances General" ordinance outlined in the Municipal Code, Section 8.08.101(2)(p).

Planner Fletcher provided a sample motion.

 Commissioner Rhotton asked why there was so much extra parking than the requirements.

Planner Fletcher noted the applicant is present.

Commissioner Rhotton noted that he would advise more bike parking and less car parking.

 The applicant, Chad Spencer, noted that this is in the range for what the church prefers. He added that there will be multiple wards with people coming from different areas.

Commissioner Rhotton said it makes sense but that he would prefer less parking.

 Commissioner Steele asked if this was a stake center.

Mr. Spencer said yes.

 Commissioner Bramwell asked to increase bike parking.

Mr. Spencer said that they are comfortable with what they proposed.

 Director Brim noted what the planning commission can do with their recommendations. He asked to make sure that the bike parking is in a visible spot.

Mr. Spencer noted that it is provided on both sides of the building by the doors and lighting.

Director Brim noted that he would appreciate more bike parking.

 Vice-Chair Brady asked how soon they are going to get started.

Mr. Spencer noted that due to the weather they would probably start in March/ April.

Vice-Chair Brady asked how long of a build.

Mr. Spencer noted it's about a 14 month build.

 **Motion:** COMMISSIONER BRAMWELL MOVED TO APPROVE THE SITE PLAN AND CONDITIONAL USE WITH THE CONDITIONS AS PRESENTED AT 6:38PM. COMMISSIONER STEELE SECONDED WITH THE REQUEST TO EXPRESS CONCERN FOR BIKE PARKING. ALL IN FAVOR VOTED YES: VICE-CHAIR BRADY AND THE COMMISSIONERS RHOTTON, BRAMWELL, STEELE, AND FAGG. THE VOTE CARRIED UNANIMOUSLY.

#### **4.4. PUBLIC HEARING: Zoning Text Amendment for Drive-Thrus Site Plan: Utah City Block 13c**

 Planner Fletcher introduced the applicant, Bronson Tatton. He presented an introduction to the Zoning Text Amendment - Pharmacy Drive-thru. He included useful information to provide perspective including stacking distance information and data used to formulate our numbers.

 Senior Planner Hancey added context to the numbers and the distance for Bella's Market.

Commissioner Rhotton clarified that it is 60ft without the sidewalk.

Senior Planner Hancey noted that it depends on the location of the service window.

Vice-Chair Brady asked if they had an image of the site for the building.

 Commissioner Steele clarified that they are just considering the amendment to the zoning code, not to any specific site.

Planner Fletcher said yes.

 Planner Fletcher presented the proposed text amendment and described the standards.

 Vice-Chair Brady noted that all of the examples have drive-thrus contained in their parking lot and feels that the stacking needs to be bigger if it reaches out to a main road.

Director Brim noted that this recommendation would go to the city council.

Vice-Chair Brady noted that the lane may need to be wider being next to a main road for safe and accessible access.

Discussion about this ensued for clarity and understanding.

 Commissioner Steele noted that this is creating a precedent for future drive-thrus and asked if we require a traffic engineer's report with every application in this zoning district.

City Engineer and Public Works Director Naseem Ghandour discussed the specific situation and that is the report they are utilizing. In most cases, for commercial they do request a traffic impact analysis.

 Commissioner Steele noted that the concerns would be addressed in a traffic impact analysis. He is proposing that this should be explicitly listed.

Director Ghandour clarified that when the applicant submits a drive-thru, they do request to show the stacking and show they are not blocking any public right of way.

Commissioner Steele noted he was asking for that higher level analysis.

 Vice-Chair Brady agreed that it should be a requirement. He acknowledged that there are instances that may extend stacking. He also noted that que times may be longer at pharmacy.

Senior Planner Hancey noted that he had other images to exemplify what could be allowed. He discussed the specifics for a scenario.

 Vice-Chair Brady noted that he would prefer it to be a conditional use.

Commissioner Steele agreed.

Vice-Chair Brady noted that it being a conditional use would give us more say.

 Commissioner Rhotton asked if there was something that we could do to prevent stacking going into the street.

Senior Planner Hancey said that drive-thru pharmacies are rare. He said he could expand his search to gather more information.

Vice-Chair Brady reiterated that he wanted it to be a conditional use.

Planner Fletcher adjusted this in the conditions.

Director Brim suggested wording for the conditions.

 **Motion:** COMMISSIONER STEELE MOTIONED TO OPEN UP TO A PUBLIC HEARING AT 6:59PM. COMMISSIONER BRAMWELL SECONDED. ALL IN FAVOR VOTED YES: VICE-CHAIR BRADY AND THE COMMISSIONERS RHOTTON, BRAMWELL, STEELE, AND FAGG. VOTE CARRIED UNANIMOUSLY.

 Vice-Chair Brady reminded the public to keep their comments about the text amendment and separate from the Bella's Market.

 Ms. Evans agreed with the additional parts of the amendment.

 **Motion:** COMMISSIONER STEELE MOVED TO CLOSE THE PUBLIC HEARING AT 7:00PM. COMMISSIONER FAGG SECONDED. ALL IN FAVOR VOTED YES: VICE-CHAIR BRADY AND THE COMMISSIONERS RHOTTON, BRAMWELL, STEELE, AND FAGG. VOTE CARRIED UNANIMOUSLY.

 Mr. Tatton noted that they were going to propose 50 ft stacking distance. He discussed utilities placement and parking lot.

Vice-Chair Brady noted that the specifics would be discussed later.

Mr. Tatton said that he would not have an issue with having a traffic engineer in on it.

Vice-Chair Brady asked about adjustments for future projects.

Director Brim said you would want to put it in the wording of the conditions.

Planner Fletcher added these adjustments.

Commissioner Steele provided wording. Planner Fletcher made those adjustments.

 **Motion:** COMMISSIONER STEELE MOVED TO RECOMMEND APPROVAL WITH THE ADDITIONAL CONDITIONS INCLUDING THE REQUIREMENT OF A CONDITIONAL USE PERMIT FOR ALL DRIVE-THRU APPLICATIONS AS WELL AS A TRAFFIC IMPACT ANALYSIS TO BE REQUIRED INCLUDING THAT IF THE ANALYSIS SHOWS ANY CONFLICTS OR EXCEPTIONS ARE WARRANTED THAN THEY CAN BE INCORPORATED AT 7:04PM. COMMISSIONER RHOTTON SECONDED. ROLL CALL WENT AS FOLLOWS. RHOTTON, BRAMWELL, BRADY, STEELE, AND FAGG.

#### 4.5. **Site Plan: Utah City Block 13c**

 Senior Planner Hancey invited Mr. Tatton's participation. He presented locational context and a narrative that included the number of units: 342 units. He showed a plan for perspective. The applicant asked to defer the landscape approval plan. Senior Planner Hancey presented the elevations and noted that they have met all of our standards of the downtown code.

Commissioner Bramwell asked what the building heights were.

Vice-Chair Brady gave that it had a maximum height of 83 feet and 5.5 inches.

Planner Hancey provided the renderings for context.

Senior Planner Hancey presented and described the parking diagram.

Mr. Tatton asked if there were any questions or comments.

Vice-Chair Brady asked about where the reduction numbers came from.

Senior Planner Hancey noted that that is in the code for the Downtown Special Purpose Zoning District. He explained some of the agreements.

Vice-Chair Brady initiated a description on how parking numbers are decided and how the process is regulated.

Vice-Chair Brady announced how Vineyard is accounting for parking standards. He shared that there is a study being done every 500 units.

Senior Planner Hancey noted that the study will be seen sometime next year.

Mr. Tatton clarified it will happen in 2026.

Senior Planner Hancey noted that at that point they will address that study.

 Ms. Evans asked about the temporary parking lot. She expressed concern for the residents.

Vice-Chair Brady acknowledged that the parking lot will not be dirt. He added that the temporary 7 years refers to bulk up the landscaping if they do not build structured parking.

Senior Planner Hancey clarified this.

Vice-Chair Brady noted that they will advertise the units with or without parking. He highlights the benefits and choice of driving.

Senior Planner Hancey discussed the code enforcement and complaints that the city receives.

Ms. Evans asked to get her questions about unit numbers answered.

Commissioner Rhotton provided 13c had 342 units.

Vice-Chair Brady said he could show Ms. Evans detailed information that was provided in the agenda packet which includes the blocks, number of beds, and units.

 Senior Planner Hancey reviewed the recommendations and conditions: pay any outstanding fees; fix any redline corrections; the applicant is subject to any state, federal, and local laws; the landscape plan is reviewed and approved during the technical review; a land disturbance permit is obtained; and a full review of civil drawings is completed during the land disturbance permit process.

 **Motion:** COMMISSIONER RHOTTON MOVED TO APPROVE THE SITE PLAN FOR UTAH CITY BLOCK 13C WITH THE CONDITIONS AS OUTLINED BY STAFF AT 7:24PM. COMMISSIONER FAGG SECONDED. ALL IN FAVOR VOTED YES: VICE-CHAIR BRADY AND THE COMMISSIONERS RHOTTON, BRAMWELL, STEELE, AND FAGG. THE VOTE CARRIED UNANIMOUSLY.

#### **4.6. Sign Standard Waiver - Wendy's**

 Senior Planner Hancey provided a background for the sign standard waiver. He reviewed the sign standard waiver process and showed the evaluation criteria. Senior Planner Hancey noted they want 6 signs instead of 4. He presented the elevations and highlighted the signs. He provided details for size of the signs.

 Commissioner Steele asked if the signs are internally illuminated.

Senior Planner Hancey said yes.

Commissioner Steele asked if this was worrisome.

 Senior Planner Hancey noted requests they have made with turning off the lights and discussed the north elevation lights. He feels that it is far enough away to create concern. He showed a map for perspective.

Commissioner Steele agreed that there is no concern.

 Senior Planner Hancey noted that they do have a monument sign on Geneva Road. He feels that it is a respectable sign. He presented a sample motion.

Planner Fletcher left the meeting at 7:30pm.

Vice-Chair Brady asked about a callout for pipe columns.

Engineer James noted that they are decorative columns on the building.

 **Motion:** COMMISSIONER STEELE MOVED TO APPROVE THE SIGN STANDARD WAIVER APPLICATION FOR THE WENDY'S DEVELOPMENT AS PRESENTED. COMMISSIONER RHOTTON SECONDED. ALL IN FAVOR VOTED YES: VICE-CHAIR BRADY AND THE COMMISSIONERS RHOTTON, BRAMWELL, STEELE, AND FAGG. THE VOTE CARRIED UNANIMOUSLY.

#### **4.7. Public Hearing: Rezone of Lot 6545 (New Fire Station Lot) in the Cottonwoods Neighborhood from R-1-8 to Public Facilities**

 Senior Planner Hancey presented the city initiated application for a rezone. He provided background of the request and announced that it is a recommendation to city council. He noted that if it is sold back to residential, it will have to go back through a rezone. Senior Planner Hancey noted this will be done by ordinance that would add a map to the zoning code.

 **Motion:** COMMISSIONER BRAMWELL MOTIONED TO OPEN A PUBLIC HEARING AT 7:33PM. COMMISSIONER FAGG SECONDED. ALL IN FAVOR VOTED YES: VICE-CHAIR BRADY AND THE COMMISSIONERS RHOTTON, BRAMWELL, STEELE, AND FAGG. THE VOTE CARRIED UNANIMOUSLY.

There were no comments.

 **Motion:** COMMISSIONER BRAMWELL MOTIONED TO CLOSE THE PUBLIC HEARING AT 7:33PM. COMMISSIONER FAGG SECONDED. ALL IN FAVOR VOTED YES: VICE-CHAIR BRADY AND THE COMMISSIONERS RHOTTON, BRAMWELL, STEELE, AND FAGG. THE VOTE CARRIED UNANIMOUSLY.

 **Motion:** COMMISSIONER BRAMWELL MOVED TO RECOMMEND THE CITY INITIATED APPLICATION TO REZONE OF LOT 6545 (NEW FIRE STATION LOT) IN THE COTTONWOODS NEIGHBORHOOD FROM R-1-8 TO PUBLIC FACILITIES THROUGH ORDINANCE 2024-14 AT 7:34PM. COMMISSIONER RHOTTON SECONDED. ROLL CALL WENT AS FOLLOWS: RHOTTON, BRAMWELL, BRADY, STEELE, AND FAGG.

#### **4.8. Public Hearing: Rezone of 145 N Geneva Road from Regional Mixed Use (RMU) to Geneva Road Mixed Use (GRMU) District. (POSTPONED)**

 Senior Planner Hancey provided background on this rezone application. He noted that it was postponed because it called for a zoning text amendment as well and needed more time.

## 5. WORK SESSION

No work items were submitted.

## 6. STAFF, COMMISSION, AND COMMITTEE REPORTS

 Director Brim introduced the Utah APA conference and noted budget for planning conferences. He announced that Planner Fletcher will be leading 3 sessions.

 Director Brim addressed Ms. Evan's comments including the TRCC grant and noted inflationary costs rose to 3.6 million dollar grant. He discussed the process and that it will be a several month process. He introduced Planner Fletcher is the one managing that project. The grant was extended for another 24 months.

 Director Brim discussed the Mill Road project that is a two part project. He briefed some details of this project and provided an update in the process. The city is working on bringing on a consultant. Director Brim announced that there will be a town hall on this project specifically.

Vice-Chair Brady asked Mr. Tatton if there was a definition for a mansion town house.

Senior Planner Hancey noted that that was language in the code that is centered around the larger units and exempt the small ones.

Director Brim provided a description.

 Senior Planner Hancey added an update on the ULI conference and noted that it would meet the training requirements.

Senior Planner Hancey also discussed a training that is coming up soon.

Senior Planner Hancey included that the community development team did an inventory in the Flex Office Industry manufacturing zone.

 Director Ghandour provided an update on the trail enhancement project that is supported by MAG.

## 7. ADJOURNMENT

The meeting was adjourned at 7:49 pm.

**MINUTES CERTIFIED COMPLETE ON:** November 6th, 2024



**CERTIFIED (NOTICED) BY:**

Madison Reed, Planning Technician

