City of Washington Terrace

Minutes of the Planning Commission Meeting held on
Thursday, April 24, 2025
City Hall, 5249 South 400 East, Washington Terrace City,
County of Weber, State of Utah

PLANNING COMMISSION AND STAFF MEMBERS PRESENT

Chairman Steve Jacobson
Vice- Chair Dwight Henderson- Excused
Commissioner Amy Morgan
Commissioner Dan Johnson – Excused
Commissioner Jethro Dee Watson
Commissioner Morgan Wilkins
Commissioner Matthew Roper
General Planner Tyler Seaman
City Attorney Bill Morris
City Recorder Amy Rodriguez

Others Present

Jeremy Krause, Kurt Johnson

1. **ROLL CALL** **6:00 p.m.**

2. **PLEDGE OF ALLEGIANCE**

3. **WELCOME**

4. **OATH OF OFFICE**
   Rodriguez administered the oath of office to Commissioner Morgan Wilkins.

5. **RECURRING BUSINESS**
   5.1 MOTION: APPROVAL OF AGENDA

   5.2 MOTION: APPROVAL OF MINUTES FOR SEPTEMBER 26, 2024

   Items 5.1 and 5.2 were approved by general consent.

6. **NEW BUSINESS**

   6.1 MOTION: NOMINATION AND ELECTION OF PLANNING COMMISSION CHAIR AND VICE CHAIR

Rodriguez stated that each year the Commission should nominate a Planning Commissioner Chairman and a Vice Chairman. She stated that Commissioner Jacobsen is currently the Chairman of the Commission, and Commissioner Henderson serves as Vice-Chair. Chairman

Jacobson stated that he does not want to nominate anyone for a position that is not present to object if they do not want to hold the position. He asked if anyone wanted to volunteer to be nominated for either office.

Motion by Commissioner Wilkins
Seconded by Commissioner Morgan
To nominate Commissioner Jacobson as Planning Commission Chair
Approved unanimously (5-0)

Motion by Commissioner Jacobson
Seconded by Commissioner Watson
To nominate Commissioner Morgan as Planning Commission Vice-Chair
Approved unanimously (5-0)

6.2 DISCUSSION/MOTION: CONSIDERATION AND ACTION REGARDING AN ADMINISTRATIVE APPLICATION FOR A SITE PLAN APPROVAL FOR THE 5580 ADAM'S AVENUE PROJECT

Morris stated that he had reviewed the plans and that any concerns that he had were addressed. He summarized the staff report by stating that the Commission can give conditional approval based on the following: Utility commitments, civil site and utility plans must be approved by engineering, landscaping escrow to be entered into by developer, dumpster and unattractive areas must be screened from public view, landscape plans to be approved by the Planning Commission, and a lighting plan to be brought before the engineers and must be in accordance with city standards.

Morris stated that the city has sold the property and has reached a preliminary agreement with the development for construction of a commercial building on the site.

Chairman Jacobson asked if the green space on the map, along with part of the property is part of the parcel. Morris stated that there is an agreement with the library that that area will remain as open space as is.

Developer Jeremy Krause asked if the landscape review could be done as a staff level review instead of bringing it before the Planning Commission. Morris stated that he was fine with having staff approve the plans. Krause questioned if they needed an escrow for the landscaping. Morris stated that landscaping is typically escrowed if it is on public property, however, he noted that it is such a small area that he does not see a need for the escrow. Morris stated that the escrow would be deferred for landscaping.

Kurt Johnson introduced himself to the Commission, stating that he is one of the owners of the development. He stated that he will have his financial advisor office housed in the building and that other units will be owner occupied as well. He stated that other occupants include a CPA office, a dentist office, a real estate, and two open units that are available upstairs. Johnson stated that the open units will be inspected and will be available for improvements depending on the occupants.

Chairman Jacobson asked if the interior building is all connected. Krause stated that they are and that any of the parking lots will lead into the building for access to any of the offices.

Seaman stated that the landscaping escrow would be for improvements only. Krause stated that they will do a ten percent warranty on the landscaping.
Seaman stated that there still a few items on the site plan that need more work to be done. He stated that there needs to be work done on the storm water detention aspect of the plan. He stated that there needs to be an agreement with the library for overflow, as the main line runs out of the library detention area. Krause stated that most of their detention is underground, however, they are looking for ways to work in the overflow and tie it into the city storm drain system.

Seaman stated that there has been a DRC meeting, however, the engineer has not seen the official civil drawings yet. Seaman stated that the landscaping needs to be worked out. He stated that he has no concerns with architectural plans. He stated that his biggest concern is that there is a good agreement in place with the library concerning storm water.
Seaman stated that the plans do not include apartments and feels that the office complex is a good use of the site.
Seaman stated that the Public Works Director is holding off on reconstructing 5600 South until the lateral line construction is completed.
Seaman stated that we have policies and engineering standards in place for the items still outstanding.
Seaman stated that he does not have any qualms with recommendation for approval as long as Development Review Committee (DRC) finalizes the project.

Motion by Commissioner Watson
Seconded by Commissioner Wilkins
To approve the plan for
With the adjustments of the landscape plan not coming
To PC and escrow follow 10 percent rule
Approved unanimously (5-0)

7. UPCOMING BUSINESS

Seaman stated that the hospital is discussing adding a building to the right side of the main building. He stated that it may be similar to the four story building built a few years ago.

Seaman stated that the storage units on 5000 South have submitted plans for the building, noting that they have added a second building to the plans. He stated that the project has gone quiet recently.

Seaman recommends everyone visiting the new homes construction on 5700 South to view the development, as he believes that they have turned into a great project that the Commission helped develop and approve.

8. MOTION TO ADJOURN THE MEETING

Motion by Commissioner Roper
Seconded by Commissioner Watson
To adjourn the meeting
Approved unanimously (5-0)
Time: 6:24 p.m.

Date Approved | **City Recorder**