

# City of Washington Terrace

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**Minutes of the Planning Commission Meeting held on  
Thursday, July 31, 2025  
City Hall, 5249 South 400 East, Washington Terrace City,  
County of Weber, State of Utah**

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## **PLANNING COMMISSION AND STAFF MEMBERS PRESENT**

Chairman Steve Jacobson  
Commissioner Dwight Henderson- excused  
Vice-Chair Amy Morgan  
Commissioner Dan Johnson – excused  
Commissioner Jethro Dee Watson  
Commissioner Morgan Wilkins  
Commissioner Matthew Roper  
General Planner Tyler Seaman

## **Others Present**

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### **1. ROLL CALL**

6:00 p.m.

### **2. PLEDGE OF ALLEGIANCE**

### **3. WELCOME**

### **4. RECURRING BUSINESS**

#### **4.1 MOTION: APPROVAL OF AGENDA**

#### **4.2 MOTION: APPROVAL OF MINUTES FOR APRIL 24, 2025**

Items 4.1 and 4.2 were approved by general consent.

### **5. NEW BUSINESS**

#### **5.1 DISCUSSION/MOTION: CONSIDERATION AND ACTION REGARDING AN ADMINISTRATIVE APPLICATION FOR A SITE PLAN APPROVAL FOR THE OVERLAND WEST OFFICE BUILDING LOCATED AT 343 EAST 5700 SOUTH**

Seaman stated that there are two lots to be combined into one and a new plat will be submitted. Staff will address the issue of the two meters for sewer and water, with one having to be abandoned. He stated that the most significant concern on the site is the storm drain and sewer. He stated that the lower half of the building will be half in the ground and half out, like a walk-in basement. He stated that the sewer was planned to go out to 5700 South, however, they have been allowed by the engineer and Public Works

Director to have the sewer go underneath Adams Avenue, as there is a stub there. He noted that there may be an easement through one of the properties. Seaman stated that there will be an evaluation completed to make sure that the additional water will not flood or wash out anyone below their elevation. Seaman stated that the building is a Corporate building for a company that owns Enterprise Rental Car locations. He stated that there will be a car wash and an executive garage, noting that the intent is not for the parking lot to become a used car or rental lot. The intent is not to do any maintenance at the site.

**Motion by Commissioner Watson  
Seconded by Commissioner Wilkins  
To approve Site plan approval for the Overland West Office Building  
located at 343 East 5700 South  
Approved unanimously (5-0)**

## **5.2 VIDEO TRAINING: LOW IMPACT DEVELOPMENT TRAINING.**

Seaman stated that it is a state requirement that the Planning Commission be trained on LID (Low Impact Development) as part of the City Stormwater Discharge Permit. The Commission watched the video supplied by the City Stormwater Manager. Seaman stated that we have already been doing LID within the city.

### **6. UPCOMING BUSINESS**

Seaman stated that he has been receiving calls on three properties for sale on the infill map.

### **7. MOTION TO ADJOURN THE MEETING**

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

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**Date Approved**

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**City Recorder**