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4 **City of Washington Terrace**

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

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10 **PLANNING COMMISSION AND STAFF MEMBERS PRESENT**

11 Chairman Steve Jacobson
12 Commissioner Dwight Henderson- excused
13 Vice-Chair Amy Morgan
14 Commissioner Dan Johnson – excused
15 Commissioner Jethro Dee Watson
16 Commissioner Morgan Wilkins
17 Commissioner Matthew Roper
18 General Planner Tyler Seaman

19
20 **Others Present**

21 MLow

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23 **1. ROLL CALL**

6:00 p.m.

24
25 **2. PLEDGE OF ALLEGIANCE**

26
27 **3. WELCOME**

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29 **4. RECURRING BUSINESS**

30 **4.1 MOTION: APPROVAL OF AGENDA**

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32 **4.2 MOTION: APPROVAL OF MINUTES FOR APRIL 24, 2025**

33 Items 4.1 and 4.2 were approved by general consent.

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35 **5. NEW BUSINESS**

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37 **5.1 DISCUSSION/MOTION: CONSIDERATION AND ACTION REGARDING**
38 **AN ADMINISTRATIVE APPLICATION FOR A SITE PLAN APPROVAL FOR**
39 **THE OVERLAND WEST OFFICE BUILDING LOCATED AT 343 EAST 5700**
40 **SOUTH**

41 Seaman stated that there are two lots to be combined into one and a new plat will be
42 submitted. Staff will address the issue of the two meters for sewer and water, with one
43 having to be abandoned. He stated that the most significant concern on the site is the
44 storm drain and sewer. He stated that the lower half of the building will be half in the
45 ground and half out, like a walk-in basement. He stated that the sewer was planned to go
46 out to 5700 South, however, they have been allowed by the engineer and Public Works
47

48 Director to have the sewer go underneath Adams Avenue, as there is a stub there. He
49 noted that there may be an easement through one of the properties. Seaman stated that
50 there will be an evaluation completed to make sure that the additional water will not
51 flood or wash out anyone below their elevation. Seaman stated that the building is a
52 Corporate building for a company that owns Enterprise Rental Car locations.

53 He stated that there will be a car wash and an executive garage, noting that the intent is
54 not for the parking lot to become a used car or rental lot. The intent is not to do any
55 maintenance at the site.

56
57 **Motion by Commissioner Watson**
58 **Seconded by Commissioner Wilkins**

59 **To approve Site plan approval for the Overland West Office Building**
60 **located at 343 East 5700 South**
61 **Approved unanimously (5-0)**

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63 **5.2 VIDEO TRAINING: LOW IMPACT DEVELOPMENT TRAINING.**

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

69
70 **6. UPCOMING BUSINESS**

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

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

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76 **Motion by Commissioner Morgan**
77 **Seconded by Commissioner Roper**

78 **To adjourn the meeting**
79 **Approved unanimously (5-0)**
80 **Time: 6:24 p.m.**

81
82
83 **Date Approved**

City Recorder