

# MINUTES OF A REGULAR PLANNING COMMISSION MEETING Vineyard City Council Chambers 125 South Main Street, Vineyard, Utah June 18, 2025, at 6:00 PM

#### **ATTENDANCE:**

**COMMISSIONERS PRESENT:** Chair Nathan Steele, David Pearce, Graden Ostler, Brad Fagg, and Caden Rhoton

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

OTHERS PRESENT: Jane Pearce, Daria Evans, David Lauret, Dennis Frank

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

Chair Nathan Steele called the meeting to order at 6:04pm.

#### 2. PRESENTATIONS/RECOGNITIONS/AWARDS/PROCLAMATIONS

There were no comments.

#### 3. PUBLIC COMMENTS PC

Comments were made, however due to technical difficulties, the recording did not catch this line item.

### 4. CONSENT ITEMS

#### 4.1. Approval of the May 21st, 2025 Planning Commission Meeting Minutes

Motion: COMMISSIONER DAVID PEARCE MOTIONED TO APPROVE THE MINUTES AT 6:08PM. COMMISSIONER CADEN RHOTON SECONDED. ALL IN AVOR VOTED YES: FAGG, PEARCE, STEELE, RHOTON, AND OSTLER. THE VOTE CARRIED UNANIMOUSLY.

#### 5. BUSINESS ITEMS

# 5.2. PUBLIC HEARING: Transportation Master Plan + Impact Fee

City Engineer and Public Works Director Naseem Ghandour noted that this item is recommended to be postponed.

Senior Planner Cache Hancey provided context.

Chair Steele opened the public hearing.

There were no public comments

Chair Steele closed the public hearing.

Discussion ensued.

Motion: CHAIR STEELE MOVED TO CONTINUE ITEM 5.2 TO THE AUGUST 6<sup>TH</sup> MEETING AT 6:11PM. COMMISSIONER PEARCE SECONDED. ALL IN FAVOR VOTED YES: FAGG, PEARCE, STEELE, RHOTON, AND OSTLER. THE VOTE CARRIED UNANIMOUSLY.

# 6. WORK SESSION

Director Ghandour provided an update on the Transportation Masterplan. This included an overview, land use, roadway network, future network, public transit & active transportation, and safety.

Chair Steele asked what he meant by "common theme".

Director Ghandour noted that the hot spots for safety highlighted Mill road.

Discussion ensued.

There were no questions from the commissioners.

Director Ghandour continued to review capital facilities, traffic calming guidelines, traffic impact study, and access management manual.

Chair Steele clarified the future process with Planning Commission and City Council.

Director Ghandour outlined this. He discussed the logistics of the identified documents.

Commissioner Rhoton noted that he would appreciate the time to read through the documents.

Commissioner Graden Ostler discussed the traffic impact study surrounding Burger King.

Director Ghandour highlighted the intent of a traffic impact study.

Commissioner Pearce asked about how often this will be reviewed.

Director Ghandour noted that Master Plans are redone every 10 years, capital facilities plan are updated every 5 years, impact fees should be reviewed every year.

Chair Steele clarified the difference and similarities between the transportation master plan and the active transportation master plan.

Director Ghandour discussed the intention of the plans.

Chair Steele asked about new technology.

Director Ghandour noted that the transportation master plan addresses motorized, roadspecific vehicles.

Chair Steele clarified that the plan is focused for infrastructure, not the users.

Director Ghandour agreed.

Chair Steele clarified that it is not a general plan.

Director Ghandour noted that it is through public works.

Chair Steele asked about parking.

Director Ghandour noted that this is specifically for transportation.

Chair Steele clarified the intent behind this.

Community Development Director Morgan Brim added that the city is working with Avenue Consultants on the parking master plan.

Chair Steele discussed the importance of understanding the intent. He requested for the slides to be added to the agenda packet.

Commissioner Pearce asked about the level of coordination between the different master plans.

Director Ghandour discussed the process.

Commissioner Pearce noted that they all affect each other.

Chair Steele asked if there were public comments.

David Lauret asked about the 400 S Roadway Extension. He asked about alignment by the sport park.

Dennis Frank asked about traffic calming requests.

Chair Steele addressed the traffic calming methods. He addressed Holdaway road and alignment of the sport park.

Director Ghandour responded to the red paint conversation. He also addressed the project specific questions.

## 6.3. 400 South Roadway Extension

Director Ghandour discussed the development agreement regarding the 400 S Roadway Extension.

Chair Steele asked about the buffer between bike and car lanes.

Director Ghandour discussed buffer sizes.

Director Ghandour continued to discuss the cross sections and provided an exhibit.

Chair Steele asked what the point of the intersection is for.

Director Ghandour provided context.

Director Ghandour discussed the cross sections and clear view.

Chair Steele discussed safety and maintenance.

Director Ghandour noted that Assistant City Engineer Patrick James has put in lots of work to the documents, as well as the planners.

Chair Steele commented on organization of the agenda.

Planning Technician Madison Reed responded.

Chair Steele opened up to the public.

Mr. Lauret asked about a timeline on the 400 s

Director Ghandour noted that it is dictated by the developer.

Discussion ensued.

#### 6.4. Planning Commission Attendance and Scheduling

Senior Planner Hancey discussed the expectations of the commissioners.

Director Brim highlighted the intention of attendance.

Chair Steele notified the commission that this item was his request. He briefed the percentage of attendance in 2025.

Senior Planner Hancey added a suggestion for scheduling.

Chair Steele discussed the suggestion and addressed agenda item scheduling.

Commissioner Ostler asked about how many meetings are required.

Senior Planner Hancey discussed the standard we have been following.

Chair Steele added the weight of authority.

Planning Technician Reed noted her experience with attendance noticing.

Commissioner Ostler asked about a group message.

Senior Planner Hancey discussed thew emails and calendar invites as our main method of communication.

Chair Steele added that the expectation is attendance.

#### 7. STAFF AND COMMISSION REPORTS

Director Ghandour provided an update on the construction on 600 N and Main St.

#### 8. ADJOURNMENT

Chair Steele adjourned the meeting at 7:27pm.

MINUTES CERTIFIED COMPLETE ON: August 6<sup>th</sup>, 2025

**CERTIFIED (NOTICED) BY:** 

Madison Reed, Planning Technician