

## **Meeting Procedures**

### **Outline of Meeting Procedures:**

- ❖ The Chair will call the meeting to order, read the opening meeting statement, and then introduce the item.
- ❖ The typical order is for consent items, old business, and then any new business.
- ❖ Please respect the right of other participants to see, hear, and fully participate in the proceedings. In this regard, anyone who becomes disruptive, or refuses to follow the outlined procedures, is subject to removal from the meeting.

### **Role of Staff:**

- ❖ Staff will review the staff report, address the approval criteria, and give a recommendation on the application.
- ❖ The Staff recommendation is based on conformance to the general plan and meeting the ordinance approval criteria.

### **Role of the Applicant:**

- ❖ The applicant will outline the nature of the request and present supporting evidence.
- ❖ The applicant will address any questions the Planning Commission may have.

### **Role of the Planning Commission:**

- ❖ To judge applications based upon the ordinance criteria, not emotions.
- ❖ The Planning Commission's decision is based upon making findings consistent with the ordinance criteria.

### **Public Comment:**

- ❖ The meeting will then be open for either public hearing or comment. Persons in support of and in opposition to the application or item for discussion will provide input and comments.
- ❖ The commission may impose time limits for comment to facilitate the business of the Planning Commission.

### **Planning Commission Action:**

- ❖ The Chair will then close the agenda item from any further public comments. Staff is asked if they have further comments or recommendations.
- ❖ A Planning Commissioner makes a motion and second, then the Planning Commission deliberates the issue. The Planning Commission may ask questions for further clarification.
- ❖ The Chair then calls for a vote and announces the decision.

## **Commenting at Public Meetings and Public Hearings**

### **Address the Decision Makers:**

- ❖ When commenting please step to the podium and state your name and address.
- ❖ Please speak into the microphone as the proceedings are being recorded and will be transcribed to written minutes.
- ❖ All comments must be directed toward the matter at hand.
- ❖ All questions must be directed to the Planning Commission.
- ❖ The Planning Commission is grateful and appreciative when comments are pertinent, well organized, and directed specifically to the matter at hand.

### **Speak to the Point:**

- ❖ Do your homework. Obtain the criteria upon which the Planning Commission will base their decision. Know the facts. Don't rely on hearsay and rumor.
- ❖ The application is available for review in the Planning Division office.
- ❖ Speak to the criteria outlined in the ordinances.
- ❖ Don't repeat information that has already been given. If you agree with previous comments, then state that you agree with that comment.
- ❖ Support your arguments with relevant facts and figures.
- ❖ Data should never be distorted to suit your argument; credibility and accuracy are important assets.
- ❖ State your position and your recommendations.

### **Handouts:**

- ❖ Written statements should be accurate and either typed or neatly handwritten with enough copies (10) for the Planning Commission, Staff, and the recorder of the minutes.
- ❖ Handouts and pictures presented as part of the record will be left with the Planning Commission.

### **Remember Your Objective:**

- ❖ Keep your emotions under control, be polite, and be respectful.
- ❖ It does not do your cause any good to anger, alienate, or antagonize the group you are standing in front of.



## OGDEN VALLEY PLANNING COMMISSION

### MEETING AGENDA

September 17, 2025

Pre-meeting 4:30pm/Regular Meeting 5:00 pm



- *Pledge of Allegiance*
- *Roll Call:*

1. Minutes: July 22, 2025

2. Consent Items:

**2.1 CUP 2025-11:** Request for approval of a conditional use permit for a sewer lift station (a public utility substation) to service 17 lots in Osprey Ranch Subdivision Phase 2, located at approximately 1940 N Shamy Way, Eden, UT, 84310.

**2.2 CUP 2025-12:** Request for approval of a well pump house to serve the Cobabe Ranch and Eden Crossing developments, through the Ogden Valley Mutual Water Company (DDW System #29132). Wells have been drilled and plans for the well house have been submitted to the State Division of Drinking Water for approval.

3. Legislative items:

**3.1 ZDA 2025-07:** A request from Mountain Dreams LLC for a public hearing, discussion, and possible recommendation regarding a development agreement to preserve development rights, timing of project development, and overall project layout for approximately 45.53 acres, located at 4200 E 4100 N, Eden, UT, 84310 in the FV-3 Zone.

**Staff Presenter: Tammy Aydelotte**

**3.2 ZMA2025-02:** a request for a public hearing, discussion, and possible recommendation regarding an application for a zoning map amendment to rezone approximately 4 acres in the Nordic Valley area from the Forest Valley (FV-3) zone to the Form Based (FB) zone. Such rezone would apply the Form-Based zone's Small Lot Residential (SLR) street type to the property.

**Applicant: Dan Mabey. Staff Presenter: Charlie Ewert.**

**3.3 ZDA2024-02:** a request for a public hearing, discussion, and possible recommendation regarding an application for a zoning development agreement for the Gateway Estates subdivision intended to vest the property in current zoning and development rights.

**Applicant: Matt Lowe. Staff Presenter: Charlie Ewert.**

**3.4 ZDA2025-06:** a request for a public hearing, discussion, and possible recommendation regarding an application for a zoning development agreement to memorialize and preserve zoning development rights for property at the end of Stringtown Road owned by Ogden City. Applicant: Ogden City;

**Representative: Brady Herd. Staff Presenter: Charlie Ewert**

**3.5 ZMA2025-04 and ZTA2025-02:** request for a public hearing, discussion, and possible recommendation regarding an application to rezone approximately 8.73 acres of land from the AV-3 zone to the FB zone, to amend the Eden Crossing development agreement, and to amend the Eden Street Regulating Plan in county code.

**Applicant: Eden Crossing LLC. Staff Presenter: Charlie Ewert.**

4. Public Comment for Items not on the Agenda:

5. Remarks from Planning Commissioners:

6. Planning Director Report:

7. Remarks from Legal Counsel

Adjourn

***The meeting will be held in person at the Weber County Chambers, in the Weber Center, 1st Floor, 2380 Washington Blvd., Ogden, Utah.***

Public comment may not be heard during administrative items. Please contact the Planning Division Project Manager at 801-399-8371 before the meeting if you have questions or comments regarding an item.

***In compliance with the Americans with Disabilities Act, persons needing auxiliary services for these meetings should call the Weber County Planning Commission at 801-399-8761***