

City of Washington Terrace

Minutes of the Planning Commission Meeting held on
Thursday, May 28, 2026
City Hall, 5249 South 400 East, Washington Terrace City,
County of Weber, State of Utah

PLANNING COMMISSION AND STAFF MEMBERS PRESENT

Chairman Steve Jacobson
Commissioner Dwight Henderson
Vice-Chair Amy Morgan
Commissioner Kirt Freeland - excused
Commissioner Jethro Dee Watson
Commissioner Morgan Wilkins
Commissioner Matthew Roper -
General Planner Tyler Seaman
City Manager Tom Hanson
Amy Rodriguez, City Recorder
City Planning Attorney Bill Morris

Others Present

Eli Mccorkin, Josh Koskan, Kyle Koskan

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 Amy Morgan

5. RECURRING BUSINESS

5.1 MOTION: APPROVAL OF AGENDA

5.2 MOTION: APPROVAL OF MINUTES FOR APRIL 30, 2026

Items 5.1 and 5.2 were approved by general consent.

6. SPECIAL ORDER

**6.1 PUBLIC HEARING: TO HEAR COMMENTS IN SUPPORT AND
OPPOSITION TO PROPOSED AMENDMENT TO CHAPTER 17.30.020
ZONING AS IT RELATES TO CEMETERYS AND TO CHANGE ZONING AT
5800 SOUTH ADAMS AVENUE FROM C-1 (COMMERCIAL) AND R-1-10**

48 **(RESIDENTIAL) TO O-1 (OPEN SPACE) TO ALLOW FOR A VETERAN'S**
49 **CEMETERY**

50
51 Seaman stated that the proposed change in the zoning is to change the parcel to a O-1
52 zone so that it would be more in line with a cemetery. He stated that the zone is
53 unbuildable for housing but is perfect for open space. He stated that there will be a state
54 project for a Veteran's Cemetery. He stated that it will be the second largest Veteran's
55 Cemetery in the state. He stated that the Geo-tech and Hazard testing will be completed
56 by the state. He stated that the city does not have any control over the property or project
57 besides the utilities. Seaman stated that the city may recommend trails that could be
58 accessed by the public. Seaman stated that Veteran's Affairs owns the property. He
59 stated that it is federally funded, but state ran.

60 Seaman stated that the city will not inspect any of the structures on the property, as it will
61 be completely run by the state.

62 Seaman stated that there are some utilities on the property at this time. He stated that
63 there may be easements with the neighboring property.

64 Morris stated that having this project in the city is an honor and great use of open space
65 land. He stated that staff has been supportive of this project. Chairman Jacobson agreed,
66 stating that the city has tried to build on the property for years and stated that the project
67 is great use of the land.

68
69 **Chairman Jacobson opened the public hearing at 6:08 p.m.**

70
71 Joshua Koskan stated that speaking as a veteran that he is in full support of the project.
72 He stated that he is in support of getting the funding from the state point of view and
73 acquisition of the land itself.

74
75 **Chairman Jacobson closed the public hearing at 6:10 p.m.**

76
77
78 **7. RECURRING BUSINESS**

79
80 **7.1 DISCUSSION/MOTION: RECOMMENDATION OF APPROVAL OF THE**
81 **MASTER DEVELOPMENT AGREEMENT TO ALLOW FOUR**
82 **ATTACHED TOWNHOME UNITS, WITH THE EXISTING RESIDENCE TO**
83 **REMAIN, AT 445 WEST 5100 SOUTH**

84 Seaman stated that the City Manager and Mayor made an attempt to contact everyone who
85 signed in at the last meeting to voice concerns on the project.

86 He stated that some of the concerns have been worked through with the Development
87 Agreement:

- 88 1. Updated Agreement includes the addition of request to not sell the property to a
89 corporation but rather support individual ownership. Preferably in lower to moderate
90 income price range.
- 91 2. Addition of maintenance language to keep the property clear of overgrowth of weeds and
92 trees
- 93 3. Parking was updated to state no on-street parking and make sure there is a 30-foot
94 setback from the street.

95 4. There will be fencing that matches the neighboring fence as well as a shared mailbox.

96
97 Seaman stated that the agreement will allow the landowner behind the property to legally access
98 the private driveway road. Seaman stated that the property owner would have to come through
99 the same building and approval process if he wants to build a development on his property in the
100 future.

101 Seaman stated that he will make sure that the Fire Chief reviews the plat to make sure it is
102 acceptable for access of the Fire Department as suggested by Commissioner Henderson.

103
104 Seaman stated that a grading plan has been submitted. He stated that the developer's intent is to
105 have a retaining wall between the town homes and the main house, and to the neighbor to the
106 west. He stated that anything over four feet will need a permit.

107 Morris stated that the owners of each town home could potentially be responsible if the grading
108 causes sloughing off onto other properties. Morris stated that if you own property you take on the
109 obligation to defend it so there is any damage the property owner will possibly need to file an
110 insurance claim with the HOA. He stated that it may become obvious whose liability is causing
111 degrading and damage.

112
113 Seaman stated that within the first ten feet there must be 2 percent slope away from the property
114 line and stated that this will leave a good check of soil without having to excavate too much. He
115 stated that he has not seen the building plan yet, but there may be an intention to have step
116 footings to keep much of the soil intact. He stated that he will look for that during the plan
117 review. Chairman Jacobson stated that this month's plan is much better than last month's plan.
118 Seaman clarified that each town home will be their own parcel and the common area will be
119 managed by an HOA.

120 Seaman stated that the private drive will only be required to have enough room for fire access. It
121 must be approved by the Fire Chief. Seaman stated that it will have to be hard surface. Chairman
122 Jacobson stated that it is already in place and already in use.

123
124 Seaman stated that they will not be doing on-site storm drain detention. He stated that all the
125 storm water will be curb and gutter as it is now.

126 Commissioner Watson asked if the HOA and CCR will override the agreement after five years.
127 Morris stated that the development agreement will be incorporated into the CCR.

128
129 Morris stated that the recommendation to City Council should include two things: 1. The Fire
130 Department must check the access road and make sure that it is within national fire code
131 standards. 2. We incorporate the operative terms of the development agreement into the CCR.

132
133 **Motion by Commissioner Watson**

134 **Seconded by Commissioner Morgan**

135 **To recommend approval of the Master Development Agreement to allow**

136 **Four attached town home units with the existing residence to remain**

137 **At 445 West 5100 South including the following:**

138 **The Fire Department checks the access roads to make sure that it is sufficient**

139 **And that they incorporate the Development Agreement into the CCR's**

140 **As the recommendation is made to the City Council to approve the project**

141 **Approved unanimously (5-1)**

Commissioner Jacobson- Aye
Commissioner Morgan- Aye
Commissioner Watson- Aye
Commissioner Wilkins- Aye
Commissioner Roper- Aye
Commissioner Henderson- Nay

8. NEW BUSINESS

**8.1 MOTION/ORDINANCE 26-01:RECOMMENDATION TO APPROVE
AMENDMENT TO ZONING MAP FOR A CERTAIN PARCEL; ADOPTING
THE CONCEPT PLAN; AND AMENDING THE O-1 ZONE**

**Motion by Commissioner Henderson
Seconded by Commissioner Watson
To recommend approval of
the amendment to chapter 17.30 zoning as it relates to cemeteries
and to change the zoning at 5800 South Adams Avenue
from C-1 and R-1-10 to O-1 Open space
to allow for a Veteran's Cemetery
Approved unanimously (6-0)**

9. UPCOMING BUSINESS

Seaman stated that the storage units which were approved by the Commission in 2021 will be going through the design stage again and will be presented at a later meeting. He stated that a second building was added into this design, noting that there are possible drainage issues to be addressed.

Seaman stated that there has been progress on Overland building construction.

Seaman stated that the owners of the property next to the library want to parcel out some of the back of the property and give back to the library. He stated that the conditions are being worked through by himself, Hanson, and Morris. Seaman stated that he has received applications from several of the occupants of the building, noting that there will be ownership of parcels within the building.

10. MOTION TO ADJOURN THE MEETING

**Motion by Commissioner Henderson
Seconded by Commissioner Wilkins
To adjourn the meeting
Approved unanimously (6-0)
Time: 6:35 p.m.**

Date Approved

City Recorder