

Minutes of the **Work Session** of the Riverdale City **Planning Commission** held Tuesday, September 8, 2015, at 6:00 PM, at the Civic Center in the Administrative Offices, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present:

Commissioners:	Blair Jones, Chairman Steve Hilton, Commissioner Lori Fleming, Commissioner Kathy Eskelsen, Commissioner David Gailey, Commissioner Cody Hansen, Commissioner
Excused:	Michael Roubinet, Commissioner
City Employees:	Mike Eggett, Community Development Director Jackie Manning, City Recorder
Others Present:	John Reeve

Chairman Jones welcomed the Planning Commission members to the Work Session and stated for the record that all were in attendance, with the exception of Commissioner Roubinet and Commissioner Hilton [Commissioner Hilton arrived at 6:03 PM].

Reports: Chairman Jones turned the time over to Mr. Eggett.

Mr. Eggett reported the following activity for the community:

- New office building for Reeve and Associates
- Riverdale Business Park, phase 2, continues. Parking and grading is finished. The parking lot will soon be finished. There is a change in elevation, which will require a retaining wall, so the side walk will end at the railing. The retaining wall has started construction.
- Bravo Arts Academy grand opening September 19th.
- Horrocks Engineering is open; located in the Brooke Haven Building
- Planning Commission training will resume next meeting after Utah Leagues of Cities and Towns Conference
- Fallen Hero's Ride, Harley Davidson, this Saturday [September 12, 2015] 11:30 AM to 2:00 PM. This may increase traffic.
- McDonalds Remodel, kitchen area. McDonalds is changing their kitchen layout to include a create-your-own sandwich station.
- Building plans for a new church.

Consent Items: Chairman Jones asked for any changes or corrections to the meeting minutes for August 25, 2015 meeting. There were no corrections requested.

Action Items: Chairman Jones invited comments regarding the action items. Mr. Eggett discussed the items as outlined in the executive summary and referred to the packet materials. He stated all departments within the city were comfortable with the plans. Mr. Eggett stated this property is in a CP3 Zone, Commercial Plan 3, which means the City Council will need to approve a Development Agreement prior to any conditions being added to this project. If the Planning Commission is comfortable with the plan tonight the review process will go in the following order: Planning Commission will review and approve Preliminary Plan and then forward the Final approval to City Council; the City Council will review and approve the Final, and will review and approve the Development Agreement. In between these reviews this project will be brought before the Design Review Committee.

Mr. Eggett introduced John Reeve, as the applicant. He stated the project is for a business office, which is permitted with the land-use for that zone. He read through the outstanding items, as seen in the packet. The applicant has met with the Public Works Director, Shawn Douglas, as well as the City Engineer and all parties are comfortable with this project.

Commissioner Hilton clarified they will need a motion for the preliminary site plan approval. Mr. Eggett discussed the vesting purpose of the preliminary plan. Commissioner Fleming confirmed it was a two story building, to which Mr. Reeve confirmed Reeve and Associates will occupy both levels of the building. Mr. Eggett noted there was adequate parking.

Discretionary Items: Chairman Jones asked if there were any discretionary items. Mr. Eggett reminded the Planning Commission of the combined strategy meeting will be held on September 29, 2015 at 6:00 PM at the senior center.

Adjourn: Having no further business to discuss the Planning Commission adjourned at 6:13 PM to convene into their Regular Planning Commission Meeting located in the Council Chambers.