



**RIVERDALE CITY PLANNING COMMISSION AGENDA
CIVIC CENTER - 4600 S. WEBER RIVER
TUESDAY – AUGUST 23, 2016**

DR. _____

6:00 p.m. – Planning Commission Work Session Meeting (City Offices)

The purpose of the work session is to review maps, plans, paperwork, etc. No motions or decisions will be considered during this session, which is open to the public.

Planning Commission Work Session Items -Planning Commission Training *to be determined*

6:30 p.m. – Planning Commission Meeting (Council Chambers)

A. Welcome & Roll Call

B. Open Communications

(This is an opportunity to address the Planning Commission regarding your concerns or ideas. Please try to limit your comments to three minutes.)

C. Presentations and Reports

D. Consent Items

1. Consideration of Meeting Minutes from:

August 9, 2016 Work Session

August 9, 2016 Regular Meeting

E. Action Items

1. Consideration of Conditional Use Permit for installation of a proposed Maverik electronic sign located at 899 West Riverdale Road, Riverdale, Utah 84405.

Presented by: Mike Eggett, Community Development

E. Discretionary Items

F. Adjournment

In compliance with the Americans with Disabilities Act, persons in need of special accommodation should contact the City Offices (801) 394-5541 at least 48 hours in advance of the meeting.

Certificate of Posting

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Riverdale City limits on this 19th day of August, 2016 at the Riverdale City Hall Noticing Board and on the City website at <http://www.riverdalecity.com/> as well as the Public Notice Website:

<http://www.utah.gov/pmn/index.html>. A copy was also provided to the Standard-examiner on August 19, 2016.

Jackie Manning

Riverdale City Recorder

**RIVERDALE CITY
PLANNING COMMISSION AGENDA
August 23, 2016**

AGENDA ITEM: D

SUBJECT: Review and Consideration of Meeting Minutes

PRESENTER: Jackie Manning, City Recorder

ACTION REQUESTED: Consideration of approval.

INFORMATION:

- a. [August 9, 2016 PC Work Session Minutes](#)
- b. [August 9, 2016 PC Regular Meeting Minutes](#)

[BACK TO AGENDA](#)

Minutes of the **Work Session** of the Riverdale City **Planning Commission** held Tuesday, August 9, 2016, at 6:00 PM, at the Civic Center in the Administrative Offices, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present: Commissioners: Steve Hilton, Chairman
Blair Jones, Commissioner
Kathy Eskelsen, Commissioner
David Gailey, Commissioner
Michael Roubinet, Commissioner
Lori Fleming, Commissioner

Excused: Commissioner Robert Wingfield

City Employees: Mike Eggett, Community Development
Jackie Manning, City Recorder

No visitors present during this meeting.

Chairman Hilton welcomed the Planning Commission members to the Work Session and stated for the record that all were in attendance with the exception of Commissioner Robert Wingfield.

Presentations and Reports: Chairman Hilton turned the time over to Mr. Eggett who reported the following:

- Utah League of Cities & Towns annual conference is on September 15, 2016; Planning Commissioners are invited to attend
- Denny's is now open
- Construction for Maverik on 900 West has begun

Consent Items:

Chairman Hilton asked for any changes or corrections to the meeting minutes for Regular and Work Session Planning Commission Meeting Minutes, for the June 28, 2016 meeting. There were no corrections made.

Action Items:

Chairman Hilton invited discussion regarding the first action item, Consideration of preliminary site plan redevelopment proposal by H&P Investments for property located at approximately 845 West Riverdale Road, Riverdale, Utah 84405.

Chairman Hilton noted an error in the address, which should be 845 West, not 845 North. Mr. Eggett took note and summarized the executive summary, the outstanding items listed in the planners review, the engineer letter, as well as City Staff concerns, all information located within the packet. Mr. Eggett stated the applicant has been made aware of all the outstanding items.

Mr. Eggett stated her received some exterior renderings after the packet was posted online, so he provided physical copies to the Planning Commissioners. He stated more details will be available after the applicant has met with the Design Review Committee.

Mr. Eggett stated the applicant provided 41 pages of the 43 pages of construction plans because the ALTA survey was not included. There was a discussion regarding motions with an emphasis on procedure for preliminary plans. Mr. Eggett explained the Planning Commission was the approval authority for preliminary site plan reviews.

Commissioner Fleming asked about the buffer between the west edge of Tony Divino's property and the new H&P Investment redevelopment. Mr. Eggett stated there would be landscaping and a truck lane with a shared fence which currently exists.

Discretionary Items:

Chairman Hilton invited discussion regarding discretionary items. Commissioner Roubinet asked for clarification of the property boundaries for the property owners of the anticipate assisted living facility along Ritter Drive. Mr. Eggett clarified it was the corner lot, on the West end of Ritter Drive.

Adjourn:

Having no further business to discuss the Planning Commission adjourned at 6:22 PM to convene into their Regular Planning Commission Meeting located in the Council Chambers.

Minutes of the Regular Meeting of the Riverdale City Planning Commission held Tuesday, August 9, 2016, at 6:30 PM, at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

- Present:**
- Commissioners: Steve Hilton, Chairman
Blair Jones, Commissioner
David Gailey, Commissioner
Kathy Eskelsen, Commissioner
Lori Fleming, Commissioner
Michael Roubinet, Commissioner
- City Employees: Mike Eggett, Community Development
Jackie Manning, City Recorder
- Excused: Robert Wingfield, Commissioner
- Visitors: Dave Pierson Troy Cutrubus Braden Moore

A. Welcome & Roll Call

Chairman Hilton welcomed everyone to the meeting and stated for the record that all members of the Planning Commissioner were present with the exception of Commissioner Wingfield.

B. Open Communications

Chairman Hilton asked for any open communications and there were not any.

C. Presentations and Reports

Chairman Hilton turned the time over to Mr. Eggett who reported the following:

- Demolition for Maverik on 900 West has begun
- Denny's is now open
- Utah League of Cities & Towns (ULCT) annual conference is on September 15, 2016; Planning Commissioners are invited to attend
- Assisted Living Facility still appears to be moving forward

D. Consent Items

1. Consideration of meeting minutes from the Planning Commission Meeting held on June 28, 2016.

Chairman Hilton asked for changes or corrections to the Planning Commission meeting minutes for June 28, 2016 Work Session and Regular Meeting. There were no corrections requested.

MOTION: Commissioner Gailey moved to approve the consent item, meeting minutes as written. Commissioner Fleming seconded the motion.

There was no discussion regarding this motion.

CALL THE QUESTION: The motion passed unanimously.

E. Action Items

1. Consideration of preliminary site plan redevelopment proposal by H&P Investments for property located at approximately 845 North [West] Riverdale Road, Riverdale, Utah 84405.

Mr. Eggett noted for the record the situs address should be 845 West. Mr. Eggett then summarized an executive summary which explained:

H&P Investments, as represented by Dave Pierson, have applied for a Preliminary Site Plan review of a Redevelopment Master Site Plan that will operate as a commercial retail center located at approximately 845 West Riverdale Road, between 900 West and Tony Divino Toyota, in a Regional Commercial (C-3) zone. This site plan is being proposed for development on property currently owned by H&P Investments. A public hearing is not required to consider this Site Plan proposal.

69 Title 10 Ordinance Guidelines (Code Reference)

70 This Preliminary Site Plan review is regulated under City Code 10-25 "Development in All Zones", and is affected by City
71 Codes 10-10A "Regional Commercial Zones (C-1, C-2, C-3)", 10-14 "Regulations Applicable to All Zones", 10-15
72 "Parking, Loading Space; Vehicle Traffic and Access", and 10-16 "Sign Regulations".
73

74 The proposed development parcel is located directly west of the Tony Divino Toyota site up to 900 West. The
75 property is in a C-3 zone and all uses listed in this zone (whether permitted or conditional) would be available for
76 development and use on this lot. Per the applicant, the desired uses are commercial retail and food service type uses.
77

78 In addition to the Preliminary Site Plan documentation, draft commercial signage drawings have been provided. It is
79 anticipated that the applicant will set up a Design Review Committee meeting to discuss landscaping, building design,
80 building materials, site signage and overall aesthetics of the proposed site for each building thereupon.
81

82 The Planning Commission is encouraged to briefly discuss signage plans with the petitioner to better understand how
83 signage will work in this area; signage is regulated per City Code 10-16 (specifically section 8.(b.) for Commercial
84 Districts); the applicant should be directed to adhere to this Code when contemplating signage. The Commercial Center
85 will be called Riverdale Town Square, as noted on the signage with the intent of Commercial retail.
86

87 General Plan Guidance (Section Reference)

88 The General Plan use for this area is currently set as "Planned Commercial - High" and this proposed project would
89 comply with this land use.
90

91 Mr. Eggett emphasized the numerous outstanding items as seen in his planner review located within the packet. He
92 also referred to the letter from the City Engineer which has many outstanding items. The Planning Commission should
93 consider these outstanding items with regards to the motion, whether they approve, deny, or table this item. If the
94 preliminary plan is approved, it will move the application forward to Final Site Plan review process with the Planning
95 Commissioners.
96

97 Dave Pierson, with Galloway, invited questions. Commissioner Jones asked what would happen to the car lots. Troy
98 Cutrubus answered they are reviewing the property across the street from this development, which H&P Investment also
99 own, and are anticipating the car lot will move there.
100

101 Commissioner Roubinet asked if the applicant was aware of all the outstanding items expressed by City Staff, and
102 Mr. Pierson confirmed he was aware of these outstanding items and are working with City Staff to address these
103 concerns. Mr. Pierson stated there will be some slight changes on the final site plan for this area as a result.
104

105 Mr. Pierson discussed the enclosed dumpsters, and disclosed the walls of the dumpsters will be 8 to 9 feet tall. Mr.
106 Pierson discussed storm water area and stated there is a fence as marked on the site plan. Mr. Pierson discussed French
107 drains systems and the way they would help mitigate water within their development site.
108

109 Mr. Pierson stated they have been in contact with UDOT (Utah Department of Transportation) regarding the right in
110 and right out access along Riverdale Road for the Maverik store located within that area. Mr. Pierson stated they will be
111 withdrawing their application from UDOT for the right in and right out, because their construction company believes they
112 can get the two main accesses open before Maverik's store is open. He is awaiting to hear from UDOT for an official
113 answer. Mr. Eggett inquired as to whether Maverik was made aware of this change. Mr. Pierson confirmed they did inform
114 Maverik, as did Mr. Cutrubus.
115

116 Mr. Pierson described the UDOT requirements for the temporary median and temporary right in and right out. He
117 further explained UDOT required additional feet for their temporary right in and right out, and there wasn't enough room,
118 so as a way to mitigate the situation they decided to finish the development faster to avoid the need for the temporary
119 median and temporary right in and right out access.
120

121 Commissioner Roubinet asked if the applicant was H&P Investment and Cutrubus. Mr. Cutrubus explained it was
122 H&P Investment only.
123

124 Commissioner Hilton inquired about the exterior of the building. Braden Moore, confirmed the exterior will be masonry
125 brick, Oko paneling (concrete based paneling), which is a high end paneling. There was a discussion regarding the rear
126 exterior of the building, which will be facing Riverdale Road, with an emphasis on design. Mr. Moore stated they will use
127 spandrel glass for the exterior and staggered elevations as a way to make it look appealing, as well as lighting.
128
129

130 **MOTION:**

131 Commissioner Roubinet moved to approve the preliminary site plan redevelopment
132 proposal by H&P Investments for property located at approximately 845 West Riverdale
133 Road, Riverdale, Utah 84405 with the condition that all outstanding items be addressed
134 prior to final site plan approval. Commissioner Fleming seconded the motion.

135 There was no discussion regarding this motion.
136

137 **CALL THE QUESTION:** The motion passed unanimously.
138

139 Commissioner Eskelsen asked about the anticipated location for Hobby Lobby. Mr. Cutrbus described the location
140 near the Freeway Mazda. Mr. Pierson stated the other tenants that have confirmed should be on the final site plan. Mr.
141 Cutrbus stated they will announce the tenants as legal documents/agreements are executed.
142

143 Commissioner Fleming asked, if the applicant is leasing to a major franchise, would the exterior change. Mr.
144 Cutrbus stated the exterior will still remain the same, the store front (windows) may be different, or signage, but the
145 overall exterior will remain the same.
146

147 **F. Discretionary Items**
148

149 Chairman Hilton invited discretionary items and there were none.
150

151 **G. Adjournment**
152

153 **MOTION:** There being no further business to discuss, Commissioner Fleming moved to adjourn the
154 meeting. Commissioner Eskelsen seconded the motion; all voted in favor.
155

156 The meeting adjourned at 6:56 PM.
157

158
159
160
161
162
163 _____
164 Steve Hilton
165 Planning Commission Chair

163 _____
164 Jackie Manning
165 City Recorder

166 Date Approved: **August 23, 2016**
167

**RIVERDALE CITY
PLANNING COMMISSION AGENDA
August 23, 2016**

AGENDA ITEM: E

SUBJECT: Consideration of Conditional Use Permit for installation of a proposed Maverik electronic sign located at 899 West Riverdale Road, Riverdale, Utah 84405.

PRESENTER: Mike Eggett, Community Development

ACTION REQUESTED: Consideration of approval.

INFORMATION:

- a. [Executive Summary](#)
- b. [Application](#)
- c. [Sign Documents](#)

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Planning Commission Executive Summary

For the Commission meeting on: 8-23-2016

Petitioner: YESCO Signs on behalf of Maverik Inc.,
Represented by Matt Wren - YESCO Signs

Summary of Proposed Action

YESCO Signs, on behalf of Maverik Inc., has filed for a conditional use permit to install an electronic on-premises pole sign for the new Riverdale Maverik location at 899 West Riverdale Road, as required by 10-16-10(B.) of the Riverdale City Code. The Riverdale Maverik site plan was recently approved by the City Council and is located within a C-3 zone. Per City Code, Maverik is permitted to have signs on their property at a ratio of three (3) square feet for each one (1) linear foot of occupied frontage and subject to a conditional use review for any proposed electronic sign. **Following the presentation and discussion of the proposal, the Planning Commission may make a motion to approve, approve with amendments, or not approve the Conditional Use permit for the requested Maverik electronic sign.**

Title 10 Ordinance Guidelines (Code Reference)

This Conditional Use Permit request is regulated under City Code 10-16 "Sign Regulations" and 10-19 "Conditional Uses".

Community Development staff has discussed this electronic sign proposal for Maverik with YESCO representative Matt Wren regarding, specifically, the electronic numbering system that will be provided for changing fuel prices. Currently, there are no electronic signs at the 899 West Riverdale Road site and this would be a slight change to this location of the City. Matt Wren will be representing Maverik Inc's interest in this consideration of this conditional use request for electronic signage. For discussion purposes, there has been provided supplementary documents regarding this request which includes the application, proposed location and sign imagery, and a description of the proposed electronic signage. A separate sign permit has been submitted for the proposed placement of all other signs on the new Maverik building and is currently under review by City staff.

All electronic sign requests within the City are subject to City Code 10-16-10, which states:

10-16-10: ELECTRONIC SIGNS:

A. Definitions:

DIGITAL DISPLAY ON PREMISES: An on premises sign face that may display changing content that is allowed to be fully animated and is composed of electronically illuminated segments and/or a series of grid lights, including cathode ray, light emitting diode (LED) display, plasma screen, liquid crystal display (LCD), fiber optic, video boards, or other electronic media or technology. A sign is considered to be "on premises" if the sign is on the location of the business which is advertised or promoted on the sign.

ELECTRONIC SIGN: For the purpose of this section shall mean a digital display on premises sign.

FOOT-CANDLE: A unit of light measurement equal to one lumen per square foot and may be abbreviated "fc".

B. Zones Where Allowed: Digital display on premises signs are a conditional use in all zones that allow advertising or informational signs provided that such signs comply with all requirements of this chapter. Electronic signs that advertise or promote businesses, products, activities, services, or events not located on the premises where the electronic sign is located are prohibited except the use of any on premises sign for the advertising of "not for profit", "fundraising" events or philanthropic endeavors that do not give attention to businesses that are not located in Riverdale City.

C. Number Of Signs Allowed: Only one on premises electronic sign may be located on a lot but a lot may have an electronic sign and a non-electronic sign that are combined in one cabinet at one location (on a pole, monument, or building) provided that the total square footage of all signage on a lot complies with all aspects of this chapter.

D. Brightness: An on premises electronic sign shall not be excessively intense or brilliant. An electronic sign shall not display light of such intensity or brilliance as to cause glare or otherwise impair the vision of the driver of a motor vehicle on a public roadway or result in a nuisance to the driver of a motor vehicle on a public roadway. Any on premises electronic sign that exceeds the intensity levels in subsection D1 of this section shall constitute an excessively intense or brilliant sign and such sign is prohibited.

1. All digital displays shall be illuminated at a level no greater than 0.3 foot-candle over ambient light levels and shall employ light cutoff devices such as, but not limited to, louvers, in order to minimize light escaping above the horizontal plane. Foot-candle readings shall be measured at ground level at a distance shown in the intensity table.

INTENSITY TABLE

| Sign Size (Square Feet) | Distance From Source |
|----------------------------|----------------------|
| 0 - 100 | 100 feet |
| 101 - 300 | 150 feet |

2. Notwithstanding the requirements of subsection D1 of this section, under no circumstances shall the light emanation from a digital display on premises sign be greater than 0.3 foot-candle as measured from the nearest residential property line.

3. All digital display on premises signs must be equipped with both a dimmer control and a photocell which automatically adjusts the display intensity according to natural ambient light conditions.

E. Residential Areas: Residential areas shall not be adversely impacted by any electronic sign or any other type of sign.

F. Sound: The use of sound is prohibited.

G. View Obstruction: Signs may not be constructed so as to obstruct the view of drivers of motor vehicles on a public roadway or entering a public roadway.

H. Public Property: Signs may not encroach on or project over public property or a public right of way.

I. Portable Electronic Signs: Portable electronic signs are prohibited.

J. Resemblance To Traffic Signal: No electronic sign may resemble or simulate any warning signal or any traffic lights or official traffic control signage.

K. Sign Shutoff: The digital display shall contain a default mechanism to turn the sign off in case of malfunction or shall be manually turned off within twenty four (24) hours of a reported malfunction.

L. Maximum Area: This type of on premises sign shall be restricted to a maximum area of three hundred (300) square feet. (Ord. 812, 8-21-2012)

Staff would encourage the Planning Commission to review this matter, including concerns noted herein, and then discuss these matters with the petitioner. Staff would then recommend that the Planning Commission act accordingly to make a motion to approve, approve with amendments, or not approve the Conditional Use permit for the requested Maverik electronic sign, as presented in the attached documentation.

General Plan Guidance (Section Reference)

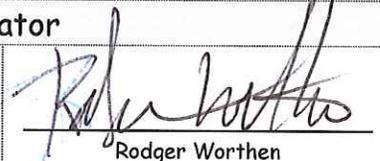
The General Plan land use for this site is Planned Commercial - High

Legal Comments - City Attorney



Steve Brooks, Attorney

Administrative Comments - City Administrator



Rodger Worthen
City Administrator



Riverdale City

Community Development
4600 So. Weber River Drive
Riverdale, Utah 84405

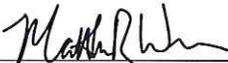
CONDITIONAL USE PERMIT APPLICATION

DATE 7/29/16
ADDRESS OF SITE 899 W Riverdale Rd
APPLICANT'S NAME Matt Wren
ADDRESS 1605 Gramercy Rd SLC UT 84104
PHONE NUMBER 801-430-1451

NOTE: Plans: Detailed location, site and building plans shall accompany the completed application forms provided by the city. For structures in existence, only a location plan need be provided.

SITE PLAN RECEIVED BUILDING PLANS RECEIVED

Present Zoning of the Property: C3 Present Use of the Property: Retail/Commer
Acreage of the Property: 1.35 acre Width of Property on the Street: 197
Proposed Conditional Use of Property: LED price sign display

SIGNED:  DATE: 7/29/16

I authorize Matt Wren to act as my representative in all matters relating to this application.

 OWNER AGENT AS AUTHORIZED BY OWNER

PLANNING COMMISSION SCHEDULED TO HEAR THIS APPLICATION FOR CONDITIONAL USE ON:

DATE: 8/23/2016 DECISION OF COMMISSION: _____

SIGNATURE OF CHAIRPERSON: _____ DATE: _____

PLANNING COMMISSION PUBLIC HEARING: N/A

DATE: _____ DECISION OF COMMISSION: _____

SIGNATURE OF CHAIRPERSON: _____ DATE: _____

Fee \$50.00 Date Paid: _____ Receipt No. _____

