

**NORTH OGDEN PLANNING COMMISSION
MEETING MINUTES
December 1, 2021**

The North Ogden Planning Commission convened in a regular meeting on December 1, 2021, at 6:30 p.m. in the North Ogden City Municipal Building, 505 E. 2600 N. North Ogden, Utah. The meeting was also held virtually on Zoom. Notice of time, place and agenda of the meeting was furnished to each member of the Planning Commission, posted on the bulletin board at the municipal office and posted to the Utah State Website on November 24, 2021. Notice of the annual meeting schedule was published in the Standard-Examiner on December 12, 2020.

COMMISSIONERS:

Eric Thomas	Chairman	excused
Brandon Mason	Vice-Chairman	
Lisa Arner	Commissioner	
Scott Barker	Commissioner	
Alan Lunt	Commissioner	
Nicole Nancarrow	Commissioner	excused
Johnson Webb	Commissioner	via Zoom

STAFF:

Neal Berube	Mayor	via Zoom
Scott Hess	Planning Director	
Brandon Bell	Associate Planner	
Jon Call	City Manager/Attorney	
Kai Johnsen	Planning Tech	

VISITORS:

Stefanie Casey
Richard Wangsgard
Merrill Sunderland

Vice Chairman Mason called the meeting to order at 6:31 p.m. and called for a moment of silence for Steve Prsbrey, a North Ogden resident who recently passed away unexpectedly. Commissioner Arner led the Pledge of Allegiance.

1. ROLL CALL

Vice Chairman Mason conducted roll call and indicated Chairman Thomas and Commissioner Nancarrow were excused from the meeting.

2. MINUTES CONSIDERATION

a. Consideration and action to approve the October 20, 2021 Planning Commission Meeting minutes

Commissioner Lunt made a motion to approve the October 20, 2021 Planning Commission Meeting minutes as presented. Commissioner Barker seconded the motion.

Voting on the motion:

Chairman Thomas	absent
Vice Chairman Mason	aye
Commissioner Arner	aye
Commissioner Barker	aye
Commissioner Lunt	aye
Commissioner Nancarrow	absent
Commissioner Webb	aye

The motion carried.

3. OPENING MEETING STATEMENT

Vice Chairman Mason read the opening meeting statement.

4. EX PARTE COMMUNICATIONS OR CONFLICTS OF INTEREST TO DISCLOSE

Vice Chairman Mason asked if any member of the Commission needs to declare ex parte communications or conflicts of interest. No declarations were made.

5. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

There were no public comments.

ADMINISTRATIVE ITEMS

6. SUB 2021-08 CONSIDERATION AND ACTION REGARDING AN ADMINISTRATIVE APPLICATION, SITE PLAN APPROVAL OF A BUILDING FOOTPRINT EXPANSION AND PARKING LOT EXPANSION LOCATED AT 2251 NORTH WASHINGTON BOULEVARD

Planning Director Hess reported the applicant has submitted an application for an expansion of an existing dental office building as well as constructing additional parking that connects two existing parking lots. The new parking lot is proposed to be located in the place of a building foundation, approved in 2005, that was never constructed. The applicant has also applied for a property line adjustment that will accommodate the building expansion. The property line adjustment is a minor subdivision approved at the staff level that will not be seen by the Planning Commission. Mr. Hess reported on Planning Staff's review of the application for compliance with the City's zoning ordinance and General Plan; the only matter upon which staff needs direction from the Planning Commission on is the fencing for the project. An eight-foot-tall fence is required between properties with different land uses to serve as a buffer; however, there is an existing six foot fence between the commercial and residential uses and staff does not feel that the addition of a few dental chairs to the commercial building does not constitute an expansion of the use and a taller fence is not needed. The Commission briefly discussed this issue and indicated more discussion of that issue is needed.

Mr. Scott then completed his review of compliance with the City's zoning ordinance and General Plan, concluding that staff recommends approval of the site plan subject to the following conditions:

- Conditions specified in the Engineer's report, to include:
 - Low Impact Design for storm water impacts must be incorporated per Engineer's Memo.
 - A Grading and Drainage Plan per the Engineer's Memo must be submitted and approved prior to issuing a building permit for the parking lot or building expansion.
- The Subdivision Application (SUB 2021-14) must be finalized and recorded prior to issuing a building permit for the parking lot or building expansion.
- The Planning Commission needs to determine whether the existing 6' fence accomplishes the goal of separation and buffering between commercial uses and residential.
- The pedestrian walkways shown on the plan, from Washington Blvd to the main entrance of the Dental Building, as well as connecting the two parking lots, must be 5' in width.
- The number, caliper, and height requirement for deciduous shade trees be met. This includes 9 total trees, of which 8 may be the required streetscape trees, planted in the park strip, spaced appropriately, as listed above.
- The sidewalk along Washington Blvd for the length of both Parcel 1 and Parcel 2 must be designed and installed at 10' total width and be planted with the approved

small flowering tree species. This includes 4 trees between each of the existing streetlights for a total of 8 trees.

- Staff recommends these Site conditions be approved through administrative review of submitted documents prior to building permit.

Vice Chairman Mason invited input from the applicant.

Richard Wangsgard stated he is a dentist and owns half of the subject property; he reviewed his plans to improve and slightly expand the parking lot to make the area more easily accessible to those visiting his business.

Vice Chairman Mason asked Mr. Wangsgard if he is comfortable accepting the conditions of approval mentioned by Mr. Hess. Mr. Wangsgard answered yes and noted he does not see the need to increase the fence height between his business and the adjacent townhome project; the fence serves its purpose in protecting the privacy of the residents living in the townhome. Commissioner Barker asked Mr. Wangsgard if he would be willing to remove the six-foot fence and install an eight-foot fence as technically required by the City Code. Mr. Wangsgard stated it is not his fence and he does not have the authority to remove and replace it. He is unsure the actual owner of the fence would be willing to make that change. Vice Chairman Mason stated Mr. Wangsgard could install an additional fence directly in front of the six-foot fence. Mr. Wangsgard stated that would create a two-foot area between the two fences that would serve no purposes and would collect garbage and debris. He then noted that he can not speak for the other property owner, but for the property that he owns, he is willing to abide by the recommended conditions of approval.

Vice Chairman Mason then invited public input. There were no persons appearing to be heard.

Vice Chairman Mason then stated he is struggling to determine whether the City can waive the fencing requirement; the Commission needs to determine if the existing fence satisfies the purpose of the fencing requirement. Mr. Hess stated that he feels that it would be appropriate for Planning staff and the Commission to reevaluate the City Code to determine if that fencing requirement is appropriate. It is important to apply zoning ordinances consistently and it may be that the eight-foot fence should have been required at the time the townhome project was built. He added that if the use of the subject property were changing from dental to another more imposing use, he would support the requirement for the eight-foot fence rather than the six-foot fence. However, he reiterated that the slight changes to the commercial property do not technically constitute an expansion of use and he does not see the purpose behind requiring a taller fence or an additional fence. Commissioner Webb agreed.

Vice Chairman Mason and Commissioner Webb commented on the positive improvements to the subject property and thanked Mr. Wangsgard for those improvements and making a valuable contribution to North Ogden.

Discussion then shifted to the requirement to widen the sidewalk fronting the property; the Commission indicated they are supportive of requiring the sidewalk to be expanded to the 10-foot width as noted in the staff report for this item.

Commissioner Barker made a motion to approve SPR 2021-08, site plan approval of a building footprint expansion and parking lot expansion located at 2251 North Washington Boulevard, based on the findings and subject to the conditions listed in the staff report, with the note that the existing six-foot fence accomplishes the buffering goal and does not need to be altered. Commissioner Lunt seconded the motion.

Voting on the motion:

Chairman Thomas	absent
Vice Chairman Mason	aye
Commissioner Arner	aye
Commissioner Barker	aye
Commissioner Lunt	aye
Commissioner Nancarrow	absent
Commissioner Webb	aye

The motion carried.

7. **SUB 2021-15 INFORMATION REGARDING ADMINISTRATIVELY APPROVED SUBDIVISION, NORTH OGDEN CITY CENTER SUBDIVISION PHASE 2, LOCATED JUST WEST OF THE CITY.**

Planning Director Hess noted that subdivision plats under 10 units that do not require any public dedications can be handled administratively, but Planning staff is required to provide the Commission with a report of these administrative approvals.

Planning Technician Johnsen reported the Planning Department has approved the North Ogden City Center Subdivision, Phase 2, subject to the following conditions:

- Requirements of the North Ogden City Engineer's Report must be met prior to final plat approval (unless superseded in this report).
- The development is subject to a Geotech report. Recommendations from the Geotech must be met as part of the Final Plat and development of the parcel.
- All will-serve letters must be submitted and their requirements for approval met prior to final approval of the Subdivision.
- The building envelope setbacks must be in conformance with the CP-2 zone.
- Property address must be assigned and labeled on the plat.
- Provide language to address the dedication of "parcel A" on the plat.
- Site must be cleared of trash, construction debris, and large pieces of concrete currently present on site.

8. REMARKS - PLANNING COMMISSIONERS

Commissioner Barker referenced an ongoing project being done by Visionary Homes; there is a great deal of debris associated with the project and it finds its way into the hollow near Barker Park. Many residents in the area have asked who is responsible to clean up the area. City Engineer Gardner stated that staff will notify Visionary Homes that they need to clean the area. He added that they have damaged the trail in the area extensively and the City will ensure they repair that damage.

9. REPORT - PLANNING DIRECTOR

Planning Director Hess reported he has provided a training video to all Commissioners, and he encouraged them to watch it and let him know if they have any questions about the subject matter.

10. REMARKS – CITY MANAGER/ATTORNEY

City Manager/Attorney Call noted the City sent flowers to Mr. Prisbrey's viewing; Mr. Prisbrey provided a great deal of service to the City via his participation with the Planning Commission.

11. ADJOURNMENT

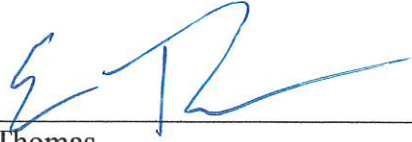
Commissioner Lunt made a motion to adjourn the meeting. Commissioner Arner seconded the motion.

Voting on the motion:

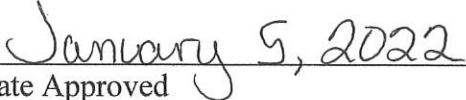
Chairman Thomas	absent
Vice Chairman Mason	aye
Commissioner Arner	aye
Commissioner Barker	aye
Commissioner Lunt	aye
Commissioner Nancarrow	absent
Commissioner Webb	aye

The motion carried.

The meeting adjourned at 7:21 pm


Eric Thomas
Planning Commission Chair


Joyce Pierson
Deputy City Recorder


Date Approved