



Planning Commission Meeting Minutes
January 25, 2023 6:00 PM

City Council Chambers
4150 S 3900 W West Haven, UT 84401

Present: *Darin Deem* *Chairman*
 Becky Roundy *Vice-Chairman*
 Andrew Reyna *Commission Member*
 Melinda Stimpson *Commission Member (Via Zoom)*
 Natalie Wilson *Commission Member*
 Jeff Reed *Commission Member*
 Matt Nece *Commission Member*

Staff: *Charis Sully* *Deputy Recorder*
 Amy Hugie *City Attorney*
 Ed Mignone *Engineer*
 Shari Phippen *Community Development Director*

5:00 WORK SESSION

Planning Commission discussed work session items.

The Planning Commission met at their regularly scheduled meeting at the City Office.

1. CALL TO ORDER

Chairman Deem called the meeting to order at 6:02

2. OPENING CEREMONIES

- A. Invocation was offered by Commission Member Reed
- B. Pledge of Allegiance was offered by Commission Member Reyna

3. ACTION ON MINUTES

Approve minutes for the meeting of January 11, 2023

Commission member Roundy a motion to approve the minutes. Commission member Wilson seconded the motion. Commission member Deem, aye; Commission member Roundy, aye; Commission member Stimpson, aye; Commission member Reyna, aye; Commission member Wilson, aye; Commission member Nece, aye; Commission member Reed, aye. The vote was unanimous.

4. REPORT

Actions taken by City Council on Planning Commission recommendations

Shari stated that there was no council meeting to update on.

5. DISCUSSION AND ACTION

To consider a Master Development Agreement for 21 South, a mixed-use project located at approximately 2000 South 1350 West (Applicant: Ponderosa Capital/Jordan Watson)

Daniel Stephens was present for this item.

Mr. Stephens said they are proposing to take down the existing structure at this location and combine it with the 5 acres to the south and do a development that falls in line with the mixed-use zone.

Chairman Deem asked if they have done any traffic studies.

Mr. Stephens stated that they have turned that into the city.

Shari stated that the existing infrastructure supports this level of development and supports this type of use without any additional improvements.

Commission member Reed asked at what point the Fire Department will look at this.

Shari stated that once they have the MDA and the concept approved, they will sit down and get into site details. They have multiple access points in and out of there. There are currently 3 access points on the site and it is set up for emergency ingress and egress.

Commission member Reed expressed his concern for it being a dead end.

Shari stated that the Fire would need to approve of the plan before they could start and kind of construction.

Commission member Reed pointed out that the concept plan states there will be 284 units but the MDA states there will be 285.

Shari said it was a typo on her part.

Chairman Deem asked Amy if everything was okay with the agreement.

Amy stated that she has no objections to it.

Commission member Reed asked about the 2 buildings to the north and the handicap parking spots. He said one building has 1 spot and the other has 2.

Mr. Stephens stated that they will look at it during the site plan approval.

Commission member Stimpson asked how much they will rent for.

Mr. Stephens stated that they have done market studies but as things change they are not sure what the rent will be.

Commission member Wilson made a motion to forward this MDA and concept plan to the City Council for their approval based on the findings and conclusions outlined in the staff report dated January 19, 2023. Commission member Reyna seconded the motion. Commission member Deem, aye; Commission member Roundy, aye; Commission member Stimpson, aye; Commission member Reyna, aye; Commission member Wilson, aye; Commission member Nece, aye; Commission member Reed, aye. The vote was unanimous.

6. DISCUSSION

To consider an ordinance amending West Haven Zoning Code §157.630-640, "Parking and Loading Space, Vehicle Traffic, and Access Regulations"

Ed Mignone was present to speak on this item.

Ed stated that drive-throughs are becoming more common and generally most cities don't have any clear design standards. This would ensure that concerns are addressed every time an application is made that includes a drive-through. It sets some basic parameters in terms of location of drive aisles, the width of the drive aisles, drive aisle radius, requiring a vehicle path analysis so we know that larger passenger vehicles can safely and easily move around turns. This will ensure that there is enough space for stacking in line.

Commission member Nece asked if there are any stipulations for double drive throughs.

Ed stated that they do. The city is not permitted to prohibit them, but they can make sure that the design is going to be able to safely move the cars through and they will be subject to the same stacking requirements.

Ed stated that another issue that is being raised are pick up and drop off locations. They have a significant number of vehicles in a short amount of time. For new cases it is going to be required of the property owner to dedicate an additional right of way to the city so the city can require a cut in for pick up and drop off.

Chairman Deem asked what they do for a new building that does not know who their tenants will be at the time of site plan approval.

Ed suggested adding in a section that would ensure that commission has some discretion on those cases.

Shari stated that there is a flex space in the ordinance. If they don't have a predetermined end user, it would be a fixed number per square feet.

Commission member Nece asked if this is for new buildings and not existing.

Ed confirmed that it is for new but if someone comes in and wants to modify an existing building and add a drive-through it would be applicable.

Shari stated that when there is a change in use, before the business license is issued, sufficient parking needs to be confirmed.

Shari stated that there will be a public hearing on February 22, 2023 for this proposed amendment.

7. ADJOURNMENT

Commission member Roundy made a motion to adjourn at 6:39PM. Commission member Nece seconded the motion. Commission member Deem, aye; Commission member Roundy, aye; Commission member Stimpson, aye; Commission member Reyna, aye; Commission member Wilson, aye; Commission member Nece, aye; Commission member Reed, aye. The vote was unanimous.

Charis Sully
Charis Sully
District Recorder

Date Approved: 2/8/23