

Minutes of the Syracuse Planning Commission Regular Meeting August 15, 2023

1 Minutes of the regular meeting of the Syracuse Planning Commission, held in Council Chambers and accessible via Zoom on
2 August 15, 2023, at 6:00 PM.
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5 **Commission Members Present:** Kenneth Hellewell, Chair
6 Lon Hunter, Vice-Chair
7 Dennis Johnson
8 James King
9 Dallas Johnson
10 Neil Garner

11
12 **Excused:** Scott Shea

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14 **City Employees Present:** Noah Steele, CED Director
15 Royce Davies, Senior Planner
16 Micheal Kerswell, Planner
17 Brie Brass, City Attorney
18 Golden Barrett, Fire Marshal

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20 **City Council Liaison:** Mayor Dave Maughan

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22 **Visitors:** Jason Carrion
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26 **1. Meeting Called to Order**

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28 A quorum was present, as defined in Utah Code, Title 52, Chapter 4 – Open and Public Meetings Act. Chair Hellewell
29 called the meeting to order at 6:00 PM as a regularly scheduled meeting, with notice of time, place, and agenda
30 provided 24 hours in advance to the public and each commissioner. Commissioner Dallas Johnson provided an
31 invocation and Chair Hellewell led the Pledge of Allegiance.

32 COMMISSIONER KING MOVED TO ADOPT THE AUGUST 15, 2023 PLANNING COMMISSION MEETING
33 AGENDA. COMMISSIONER GARNER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.
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35 **2. Meeting Minutes**

36 The following minutes were reviewed by the Planning Commission:
37

- 38 • Regular Meeting & Work Session for August 1, 2023

39 COMMISSIONER DENNIS JOHNSON MOVED TO APPROVE THE MINUTES FOR THE AUGUST 1, 2023,
40 REGULAR AND WORK MEETINGS. COMMISSIONER HUNTER SECONDED THE MOTION. THE MOTION
41 CARRIED UNANIMOUSLY.
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43 **3. Public Comment**

44 None offered.
45
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47 **4. Agenda Items**

48 **Public Hearing – Ordinance Amendment:** Proposed changes to exterior wall covering stipulations.
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50 Community & Economic Development Director, Noah Steele related that previously adopted HB 406 amended state
51 code 10-9a-604.5 to prohibit a municipality from regulating building design elements. He presented a proposed code
52 amendment that would bring Syracuse City ordinance into compliance with state law.
53

54 Commissioners and Staff reviewed the purpose and intent of the legislation.
55

56 Chair Hellewell opened the Public Hearing.
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58 No input was offered.
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60 Chair Hellewell closed the Public Hearing.
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63 COMMISSIONER GARNER MOVED TO RECOMMEND CITY COUNCIL APPROVAL OF THE ORDINANCE
64 AMENDMENT TO CHANGE EXTERIOR WALL COVERING STIPULATIONS AS PRESENTED. COMMISSIONER
65 HUNTER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.
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67 **Discussion/Motion – Annexation and Zoning Recommendation:** A petition submitted by Cleone Cook for
68 annexation of approximately 129.48 acres of undeveloped land into the city of Syracuse, Utah. The property is in
69 Davis County at app. 3000 West between 1700 & 2700 South.
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71 Noah Steele indicated that the City has received a petition to annex land at app. 3000 West between 1700 & 2700

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1 South, commonly known as the Cook Property. He notified that the Council accepted the petition on August 8th,
2 which did not finalize an approval of the annexation, but merely allows it to continue further in the process. He
3 explained that the land was previously under county purview, thus no city zoning is established; if the City Council
4 decides to approve the annexation, a zoning designation will need to be applied to the property. He acknowledged
5 that it is within Planning Commission duties to provide a zoning recommendation to City Council. He stated that the
6 petitioner has requested appliance of the General Commercial (GC) zone on the northern 32 acres, with the
7 remaining acreage -to the south- to be zoned as Agriculture (A-1). He established that the commercial zoning request
8 is consistent with the General Plan Map.
9

10 COMMISSIONER KING MOVED TO RECOMMEND THAT CITY COUNCIL DESIGNATE GENERAL COMMERCIAL
11 ZONING ON THE NORTHERN 32 ACRES OF ANNEXED PROPERTY LOCATED AT APPROXIMATELY 3000 W
12 1700 S. COMMISSIONER DENNIS JOHNSON SECONDED THE MOTION. THE MOTION CARRIED
13 UNANIMOUSLY.
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15 **5. Adjourn**

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17 AT 6:17 PM COMMISSIONER HUNTER MOVED TO ADJOURN AND PROCEED WITH THE WORK SESSION.
18 COMMISSIONER DENNIS JOHNSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.
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25 Planning Commission

_____ City Staff

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28 Date Approved: _____
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Minutes of the Syracuse Planning Commission Work Session – August 15, 2023

Minutes of the work session of the Syracuse Planning Commission, held in Council Chambers and virtually via Zoom on August 15, 2023.

Present: Commission Members: Kenneth Hellewell, Chair
Lonn Hunter, Vice-Chair
Dallas Johnson
Dennis Johnson
James King
Neil Garner

Excused: Scott Shea

City Employees: Noah Steele, CED Director
Royce Davies, Senior Planner
Micheal Kerswell, Planner
Brie Brass, City Attorney
Golden Barrett, Fire Marshal

Chair Hellewell started the Work Session at 6:19 PM

1. Department Business

a. City Council Liaison Report

Chair Hellewell read a written report by City Councilmember, Paul Watson, indicating that the City Council is looking to the Planning Commission for recommended traffic calming measures that may be included in ordinance updates pertaining to streets in new developments.

b. City Attorney Updates

City Attorney, Brie Brass had nothing to report.

2. Discussion Items

a. Traffic-Calming Ordinance

CED Director, Noah Steele commented on a Planning Commission review of a draft Transportation Master Plan for the City. He noted that the discussion spurred concerns about traffic-calming strategies that might make the City's streets safer and more livable. He touched on proposals heard at an August 1st meeting and the concept that perhaps it would be better to have traffic-calming elements required by ordinance upon the initial design of a project rather than a reactive policy. He informed that Councilman Watson asked the City Council for an endorsement of continued Planning Commission review of the current ordinance concerning traffic studies and traffic-calming requirements - they agreed that it would be an appropriate use of time for the Commission. He explained that the current traffic-calming policy is by request and fee from a troubled resident and pointed out that current ordinances give the City Engineer some discretion to require a traffic study but does not mention any specific scenario in which a traffic-calming element would be required: If it was desired to have a traffic-calming element up front, perhaps it would best fit in chapter 8.15 'Public Improvements'.

Chair Hellewell gave an overview of several traffic-calming measures. He indicated that communities may wish to control vehicular speeds and traffic volumes to achieve a variety of objectives and advised that city officials must have a good understanding of the issues before fully implementing any traffic-calming measures.

Noah Steele remarked on a well-organized traffic-calming program that Salt Lake City is instituting. He stated that an effective enforcement strategy is vital.

Commissioner Hunter suggested that a list of preferred traffic-calming devices be offered to developers instead of requiring a specific element that may not be the best fit for a subdivision design and/or location.

Commissioners came to an agreement that an ordinance amendment deferring discretion on traffic calming requirements to the City Engineer should be considered.

Commissioner King weighed the efficacy of components of the proposed ordinance amendment. He submitted that the City Engineer should retain authority to require a traffic study in most cases.

Senior Planner, Royce Davies reviewed the definition of "calmed traffic". He asserted that some future developments in Syracuse will not benefit from traffic-calming measures.

Fire Marshal, Golden Barrett expounded; International Fire Code directs that new subdivision designs, including traffic-calming elements, must be approved by the Fire Marshal.

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60 Commissioner Garner remarked on the importance of proactive traffic studies and echoed Commissioner King's
61 assessment on the City Engineer's authority relative to traffic study mandates.

62 City Attorney, Brie Brass spoke of appeal processes for developers. She explained that the City must have
63 justifiable reasons for requiring traffic-calming measures.

64 A draft *traffic-calming measures* section for Chapter 8.5 was requested of Staff for Commission review.

65 **PRD Ordinance – Setback Revision**

66 Noah Steele stated that it has been requested that Planning Commission reconsider the side setback
67 requirements for the PRD Zone. He presented a potential amendment to language in the PRD ordinance
68 (10.75.040), noting that the new side setback restraint would be lengthened from five feet each side to eight –
69 minimum 16 feet total, between primary structures.

70 Chair Hellewell indicated that the Mayor supports the amendment as he's received a number of complaints from
71 residents about the proximity of houses and diminutive side yards in PRD communities. He requested that a
72 Public Hearing be scheduled in order to advance the proposed legislative change.

73 **Upcoming Agenda Items**

74 Royce Davies described several ordinance amendments currently being drafted that will be brought to the
75 Planning Commission for review and Public Hearings. He commented on a subdivision amendment that has
76 been requested. He spoke about a school addition and a medical office site plan that will be on the agenda for
77 Public Hearing, next Planning Commission meeting.

78 **3. Adjourn**

79 AT 6:37 PM COMMISSIONER HUNTER MOVED TO ADJOURN THE WORK SESSION. COMMISSIONER DENNIS
80 JOHNSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

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Planning Commission

City Staff

Date Approved: _____