SMITHFIELD CITY
PLANNING COMMISION MINUTES
March 17, 2021

The Planning Commission of Smithfield City met in the City Council Chambers
96 South Main, Smithfield, Utah at 6:30 p.m. on Wednesday, March 17, 2021

The following members were present constituting a quorum:

Members Present: Scott Gibbons (Chairman), Katie Bell, Hutch Daniels, Brooke Freidenberger, Jasilyn Heaps, Stuart Reis, Juli Weber

City Staff: Clay Bodily, Brian Boudrero, Jon Wells, Mayor Jeff Barnes

Others in Attendance: Travis Taylor, Bob Holbrook, Kenneth Bell, Neil Sessions, Josh Runhaar, Ross Mitchell, Josh Jensen, Brian Higginbotham, Bryce Goodin, Debbie Zilles

6:30 p.m. Meeting called to order by Chairman Gibbons

Consideration of consent agenda and approval of meeting minutes

After consideration by the Commission, Chairman Gibbons declared the meeting agenda and the minutes from the February 17, 2021 meeting to stand as submitted.

AGENDA ITEMS

Discussion and possible vote on the Conditional Use Permit request by Scott Cowley to allow a camp/travel trailer on a trailer court pad at approximately 680 West 100 North.

Commissioner Heaps asked if there was a timeline associated with this type of permit. Mr. Bodily said the expiration of a conditional use permit for a temporary mobile home shall be three (3) years from the date of approval, after which time the use must be terminated unless an application for another conditional use permit is approved per Municipal Code 17.48.070.C.

MOTION: Motion made by Commissioner Heaps to **approve** the request from Scott Cowley to allow a camp/travel trailer on a trailer court pad at approximately 680 West 100 North in accordance with the Code ordinance. Commissioner Bell seconded the motion. **Motion approved (7-0).**

Vote:
Aye: Bell, Daniels, Freidenberger, Gibbons, Heaps, Reis, Weber

Discussion and possible vote on the request by Neighborhood Nonprofit Housing Corporation for approval of the Final Plat for Smithfield Pointe Phase 2, an (18) lot/unit subdivision located at approximately 540 East 680 North. Zoned R-1-10 PUD (Single Family Residential 10,000 Square Feet Planned Unit Development Overlay Zone).

Josh Runhaar said nothing has changed from last time (review of preliminary plat).

Commissioner Freidenberger asked about the detention basin. Mr. Runhaar said they will need to figure out if the sewer line that runs through there will need to come out. As some of the foundations are excavated, the rock will be removed, and it will be layered in and compacted in. It will work out well because there is plenty of fill material to work with.

MOTION: Motion made by Commissioner Bell to **approve** the request from Neighborhood Nonprofit Housing Corporation for approval of the Final Plat for Smithfield Pointe Phase 2, an (18) lot/unit subdivision located at approximately 540 East 680 North. Zoned R-1-10 PUD (Single Family Residential 10,000 Square Feet Planned Unit Development Overlay Zone). Commissioner Daniels seconded the motion. **Motion approved (7-0).**

Vote:
Aye: Bell, Daniels, Freidenberger, Heaps, Gibbons, Reis, Weber

Discussion and possible vote on the request by Smithfield Ridges LLC for approval of the Final Plat for Smithfield Ridges Phase 6, an (8) lot/unit subdivision located at approximately 1140 East 400 South. Zoned R-1-12 PUD (Single Family Residential 12,000 Square Feet Planned Unit Development Overlay Zone).

Travis Taylor said there have been no changes made since the review of the preliminary plan. Mr. Bodily said it meets all the requirements.

MOTION: Motion made by Commissioner Daniels to **approve** the request from Smithfield Ridges LLC for approval of the Final Plat for Smithfield Ridges Phase 6, an (8) lot/unit subdivision located at approximately 1140 East 400 South. Zoned R-1-12 PUD (Single Family Residential 12,000 Square Feet Planned Unit Development Overlay Zone). Commissioner Heaps seconded the motion. **Motion approved (7-0).**

Vote:
Aye: Bell, Daniels, Freidenberger, Heaps, Gibbons, Reis, Weber

Discussion and possible vote on the request by Ross Mitchell for approval of the Final Plat for the Ross Mitchell Lot Split Minor Subdivision, a (2) lot/unit subdivision located at 300 North Main. Zoned R-1-10 (Single Family Residential 10,000 Square Feet).

Mr. Bodily explained that this is a minor lot split, there is no dedication of right-of-way, it is called a “record of survey” for filing.

Mr. Mitchell answered for Commissioner Reis that it is a 1-acre lot, the proposal is to make a .25-acre with the existing home, and a .75-acre to renovate the barn.

MOTION: Motion made by Commissioner Bell to **approve** the request from Ross Mitchell for approval of the Final Plat for the Ross Mitchell Lot Split Minor Subdivision, a (2) lot/unit subdivision located at 300 North Main. Zoned R-1-10 (Single Family Residential 10,000 Square Feet). Commissioner Freidenberger seconded the motion. **Motion approved (7-0).**

Vote:
Aye: Bell, Daniels, Freidenberger, Gibbons, Heaps, Reis, Weber

Discussion and possible vote on the request by Visionary Homes for approval of the Final Plat for The Village at Fox Meadows PUD Phases 1 & 2, a (58) lot/unit subdivision located at approximately 440 North 600 West. Zoned R-1-10 (PUD) (Single Family Residential 10,000 Square Feet Planned Unit Development Overlay).

Mr. Bodily confirmed that the changes requested at the review of the preliminary lot have been made including a wider road and sidewalk. 600 West will have a median.

Bryce Goodin said the parking changes that were requested will be included in the next phase when the road to the north of the park will be put in.

MOTION: Motion made by Commissioner Heaps to **approve** the request from Visionary Homes for approval of the Final Plat for The Village at Fox Meadows PUD Phases 1 & 2, a (58) lot/unit subdivision located at approximately 440 North 600 West. Zoned R-1-10 (PUD) (Single Family Residential 10,000 Square Feet Planned Unit Development Overlay). Commissioner Weber seconded the motion. **Motion approved (7-0).**

Vote:
Aye: Bell, Daniels, Freidenberger, Gibbons, Heaps, Reis, Weber

Discussion and possible vote on the request by S & H Development for approval of the Final Plat for Sky View Heights, a (57) lot/unit subdivision located at approximately 1080 East 600 South. Zoned R-1-12 (Single Family Residential 12,000 Square Feet).

Mr. Bodily said the only difference is the addition of the stormwater detention basin that was not on the preliminary plan (lot 27).

Commissioner Reis asked about the homeowner's liability for the detention basin. Mr. Sundstrom said the HOA will maintain it.

Commissioner Freidenberger asked about the sale of lots. Mr. Sundstrom said they cannot be sold until the parcels are assigned a tax ID number, however, they have many people who have put down earnest money for a lot; at this time there are only two (2) lots left.

MOTION: Motion made by Commissioner Weber to **approve** the request from by S & H Development for approval of the Final Plat for Sky View Heights, a (57) lot/unit subdivision located at approximately 1080 East 600 South. Zoned R-1-12 (Single Family Residential 12,000 Square Feet). Commissioner Freidenberger seconded the motion. **Motion approved (7-0).**

Vote:
Aye: Bell, Daniels, Freidenberger, Gibbons, Heaps, Reis, Weber

Public Hearing, no sooner than 6:50 p.m., for the purpose of discussing Ordinance 21-11, an Ordinance rezoning Cache County Parcel Numbers 08-119-0016 and 08-119-0008 from RM (Multiple Family Residential) to RM (PUD) (Multiple Family Residential Planned Unit Development Overlay Zone). The parcels are located at approximately 350 East 800 South and total approximately 12.01 acres.

6:55 p.m. Public Hearing Opened

6:56 p.m. Public Hearing Closed

Discussion and possible vote on Ordinance 21-11.

Mr. Bodily said they are asking for the PUD Overlay to allow for an increase in density based on bonuses. The Commission will need to determine whether to allow a 15' setback between buildings, instead of the 20', which is allowed in a PUD Overlay. The roads will be dedicated to the City. The density bonus being requested is based on 10% for the 2-car garages; 7% for recreational amenities (two pickleball courts and picnic pavilion); and 2% for the fencing along the east side.

Mr. Sundstrom said the HOA will maintain the open space.

Commissioner Freidenberger asked if there will be a road to the west. Mr. Sundstrom said they have talked with the property owner to the west and he would like to wait a year. Mr. Bodily said 1000 South is on the Master Plan.

Mr. Bodily said 10 units/acre is currently allowed and with the proposed density bonuses it would be ~12 units/acre.

Commissioner Freidenberger said it seems like there will be quite a bit of traffic coming out on one road that will become a choke point. Chairman Gibbons said they will have to meet the City's specifications. He pointed out the apartments across 400 East which have a similar density. Commissioner Freidenberger said the difference is those residents exit directly onto a larger road (200 East). She is concerned with the added traffic congestion in this area.

Chairman Gibbons pointed out that this is already zoned RM, they are only requesting to add a PUD Overlay.

Commissioner Bell said the PUD Overlay was developed for the benefit of the developer and the City and this seems to be an appropriate use for that.

Commissioner Freidenberger asked about guest parking. Mr. Bodily confirmed that they are required to have 2.25 stalls per unit. Mr. Sundstrom said the garages are deeper than normal which could allow for two (2) vehicles in the garage and another two (2) in the driveway; equally four (4) stalls per unit.

Commissioner Daniels asked if there could be parking along the curb. Mr. Bodily said the top street will have a 60' right-of-way and the bottom one will eventually be a 60' when the property on the other side develops; for now it will be a 43' right-of-way.

Commissioner Daniels would like to see four (4) additional parking stalls added near the pickleball courts. Mr. Sundstrom said they could do that. He also pointed out that the proposed trail is another nice amenity for the development.

MOTION: Motion made by Commissioner Heaps to forward a recommendation to the City Council to **approve** Ordinance 21-11, an Ordinance rezoning Cache County Parcel Numbers 08-119-0016 and 08-119-0008 from RM (Multiple Family Residential) to RM (PUD) (Multiple Family Residential Planned Unit Development Overlay Zone). The parcels are located at approximately 350 East 800 South and total approximately 12.01 acres with the addition of four (4) parking stalls to be added near the amenities, a 15' side yard setback allowed between buildings, and a density bonus based on 10% for 2-car garages; 7% for the recreational amenities and 2% for the east fence. Commissioner Daniels seconded the motion**. Motion approved (7-0)**.

Vote:
Aye: Bell, Daniels, Freidenberger, Gibbons, Heaps, Reis, Weber

Discussion and possible vote on the request by Brice Sadler for approval of the Preliminary Plat for The Meadows at Sky View, a (95) lot/unit subdivision located at approximately 350 East 800 South.

MOTION: Motion made by Commissioner Bell to **approve** the request from Brice Sadler for the Preliminary Plat for The Meadows at Sky View, a (95) lot/unit subdivision located at approximately 350 East 800 South. Commissioner Freidenberger seconded the motion. **Motion approved (7-0).**

Vote:
Aye: Bell, Daniels, Freidenberger, Gibbons, Heaps, Reis, Weber

Public Hearing, no sooner than 7:00 p.m., for the purpose of discussing Ordinance 21-09, an Ordinance amending the Smithfield City Municipal Code Title 17 "Zoning Regulations"; amending Chapter 17.120 "Use Matrix Table", Section 17.120.010 "Use Allowance Matrix".

7:14 p.m. Public Hearing Opened

7:15 p.m. Public Hearing Closed

Discussion and possible vote on Ordinance 21-09.

All items the Commission had discussed previously have been added to the Ordinance.

MOTION: Motion made by Commissioner Freidenberger to forward a recommendation to the City Council to **approve** Ordinance 21-09, an Ordinance amending the Smithfield City Municipal Code Title 17 "Zoning Regulations"; amending Chapter 17.120 "Use Matrix Table", Section 17.120.010 "Use Allowance Matrix". Commissioner Heaps seconded the motion**. Motion approved (7-0)**.

Vote:
Aye: Bell, Daniels, Freidenberger, Gibbons, Heaps, Reis, Weber

Discussion and possible vote on Ordinance 19-15, an Ordinance adding in its entirety to the current Smithfield City Municipal Code Title 17 "Zoning Regulations", Chapter 17.81 "Master Planned Community (MPC) Zone", Sections 17.81.010 "Purpose", 17.81.020 "Allowed Uses", 17.81.030 "Definitions", 17.81.040 "Rezone Required", 17.81.050 "Development Standards", 17.81.060 "Open Space", 17.81.070 "Streets, Circulation & Parking", 17.81.080 "Walking/Biking Trails", 17.81.090 "Landscaping", 17.81.100 "Density Bonuses", 17.81.110 "Approval Process", 17.81.120 "Failure to Progress", 17.81.130 "Development Agreement", and 17.81.140 "Modification of Approved Plan".

The Commission had a joint meeting with the City Council on January 27, 2021, where this Ordinance was addressed.

The following items were discussed:

Section 17.81.030 "Definitions", the second sentence of Open Space was changed to read "*Open space shall include improvements as necessary and appropriate for use as usable outdoor space, and **may be** privately held common space, so long as the open space maintains its intended use.*"

The differences between a twin home and a duplex were discussed. A twin home is defined as "two single-family homes that share an adjoining or communal wall, with separate and individual yard space". A duplex can be an upstairs and downstairs unit (similar to an apartment). Twin homes have the look of single-family homes.

Section 17.81.030 "Definitions" a definition for Twin Home was added "***Twin Home: Two (2) single-family homes that share an adjoining or communal wall, with separate and individual yard space**."*

All references to **single-family attached will be changed to** "***twin home***" for better clarity between the definition of multi-family and single-family attached.

There was a discussion about the number of housing types that should be allowed. It was determined that would be addressed when a proposal comes in.

Section 17.81.050 "Development Standards" Subsection C. 2 was removed. **"*~~Developers may reduce the percentage of required single-family detached housing, in exchange for an increase in open space, as outlined in SMC 17.81.060. In no case shall the percentage of single-family detached housing be less than thirty-five percent (35%) of the total required housing units.~~*"**

Base density was discussed, and it was agreed to keep the *Net Acreage *6* as agreed to with the City Council. The definition of net acreage is outlined on page 2.

There was discussion about the use of setbacks with a twin home. Mr. Boudrero said the setback would be for the entire building. More discussion was had about the difference between the property lines and the buildings. Mr. Bodily said an example is in a multi-family dwelling the property line would be in the front of the building versus a residential property where the property line would be a foot behind the sidewalk.

Section 17.81.050 F. "Lot Widths/Setbacks" changed to read "*The primary dwelling structure shall be set back from **either/or** the property line **or right-of-way line…"***

Commissioner Heaps said that 17.81.050 "Development Standards" Section J will be addressed at a future time.

Section 17.81.050 N. "Parking" Twin Home guest parking spaces per unit (in the table) was changed from 0.25 to ***0.50***. This resolved concerns regarding front or back-loading garages because there is no available parking in the alleyways of back-loading garages.

Section 17.81.070 "Streets" A. "*The first sentence was changed to read "The design of all streets in an MPC Project **will be public and** shall conform to the Smithfield City Construction Design Guidelines & Specifications*."

Section 17.81.070 "Streets" B changed to: "***~~Private vs.~~*** *Public Right-of-Ways*".

Section 17.81.070 "Streets" C changed to: "*Right-of-Way Width, **~~Private~~** Streets*"

Section 17.81.070 E was removed:
~~"Utilities in Private Streets: Private utilities located in a private street, shall be the responsibility of the HOA.~~"

There was discussion about the definition of a corridor versus a trail and whether language about a shoulder (including how large and what it should consist of e.g. paved or crushed gravel) should be added to a pathway. It would be maintained by the HOA and could include benches, trees, shrubs, rocks, etc. Trails have to be at least 8' wide to qualify for grant funding.

Section 17.81.080 "Trail Corridors" A changed to read "*An MPC shall incorporate **paved** walking and biking trail **corridors** for the use and enjoyment of residents. The trails and pathways may vary in width but shall not be less than eight feet (8') wide **and shall incorporate landscaped and maintained shoulder areas, not less than a cumulative of 8' which will be maintained by the HOA.***

Section 17.81.090 "Open Space Landscaping"

Changed Paragraph B to Paragraph A.

Paragraph B changed to "*Developers shall prepare landscaping **~~plan~~** consisting of* …"

Paragraph C changed to read "***The developer** in an MPC shall be required to landscape open space and **the HOA** will provide for…"*

Section 17.81.100 "Density Bonuses" Table:

Change "**~~Trails/Bicycle Circulation~~ to Trail Corridor**" and "*Sidewalks less than 8 feet (8') wide do not count as **~~pedestrian/bike trails~~ trail corridors**."*

Change Density Bonus of Recreational Facilities to read***: "(Cost of recreational facilities) divided by (total project cost*) x 1.2 = density bonus."***

Change Density Bonus of Off-Site Infrastructure Improvement to read***: "(Cost of infrastructure improvements) divided by (total project cost*) x 1.2 = density bonus."***

Commissioner Freidenberger asked about adjusting the density bonus of off-site infrastructure from 1.2 to 1.5. Councilmember Wells said that was discussed but there was not enough agreement to make the change. Commissioner Higginbotham also noted that off-site could be located anywhere.

Commissioner Freidenberger asked about any consideration for adjusting the open space from 5% to 7%. The Commission said they were comfortable with it being 5% for now.

MOTION: Motion made by Commissioner Heaps to forward a recommendation to the City Council to **approve** Ordinance 19-15, an Ordinance adding in its entirety to the current Smithfield City Municipal Code Title 17 "Zoning Regulations", Chapter 17.81 "Master Planned Community (MPC) Zone", Sections 17.81.010 "Purpose", 17.81.020 "Allowed Uses", 17.81.030 "Definitions", 17.81.040 "Rezone Required", 17.81.050 "Development Standards", 17.81.060 "Open Space", 17.81.070 "Streets, Circulation & Parking", 17.81.080 "Walking/Biking Trails", 17.81.090 "Landscaping", 17.81.100 "Density Bonuses", 17.81.110 "Approval Process", 17.81.120 "Failure to Progress", 17.81.130 "Development Agreement", and 17.81.140 "Modification of Approved Plan" including the changes as discussed. Commissioner Bell seconded the motion**. Motion approved (7-0)**.

Vote:
Aye: Bell, Daniels, Freidenberger, Gibbons, Heaps, Reis, Weber

MEETING ADJOURNED at 8:35 p.m.

Minutes submitted by Debbie Zilles

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Scott Gibbons, Chairman