

Minutes of the March 11, 2014 Western Weber County Township Planning Commission, held in the Weber County Commission Chambers, 2380 Washington Blvd., 1st Floor, Ogden, UT

Members Present: Janette Borklund, Chair; Andrew Favero, Wayne Andreotti; Doug Hansen; John Parke; Ryan Judkins
Members Excused: Mark Whaley

Staff: Sean Wilkinson, Planning Director; Steve Parkinson, Planner; Charlie Ewert, Planner; Jim Gentry, Planner; Monette Hurtado, Legal Counsel; Kary Serrano, Secretary

- *Pledge of Allegiance*
- *Roll call: Chair Borklund declared six members present and Commissioner Whaley excused.*

1. Minutes:

1.1. Approval of the February 11, 2014 meeting minutes:

Chair Borklund declared the meeting minutes approved as written.

Chair Borklund asked if any member had ex parte communications or conflicts of interest they would like to declare. No ex parte communications were declared.

Petitions, Applications and Public Hearings

2. Administrative Items

2.1. Old Business

a. DR 2013-13: Consideration and action on an administrative application, design review approval of the new West Weber Elementary School at 4178 W 900 S (Weber School District, Applicant; Brandon Preece, NV 5 Engineering, Agent)

Steve Parkinson said during the February 11th Planning Commission meeting this item was tabled, due to a few items of concern from staff as well as there was no one to represent the applicant. Since that meeting staff has been in contact with Weber School District, their Engineering firm, and their Architectural firm, and have been able to resolve several of the issues. There were two parcels on record and the applicant has done a warranty deed to combine them. The site plan still shows 9 x 18 ft. parking stalls where they need to be 9 x 20 ft. There are some signs and talking to applicant and none submitted where it can be and would have to come for a permit and it is not concern. The code does not specify how many stalls are required for elementary schools, so the Planning Commission should determine if the number shown on the site plan is adequate. The sign location is ok, but a permit is required when the design is submitted. Staff recommends approval of the site plan for the West Weber Elementary School subject to staff and other agency review requirements.

Drew Wilson, Weber School District, said they will be replacing the oldest school in the district. The original school was built in 1928 and has served its purpose. This school will be bigger to accommodate for future growth in the area. It's a two story structure similar to North Ogden Elementary and it will use earth tone colors that will fit the environment in the area.

Chair Borklund said this is an administrative decision so their options are either to approve or table, and the Planning Commission needs to make sure that the findings satisfy the regulations of the ordinance.

Commissioner Hansen said that some of the concerns have been resolved from the last meeting and the property has been realigned and corrected.

Commissioner Judkins asked Mr. Wilson if the fence line will stay due to the canal and the irrigation ditch. Mr. Wilson replied that the fence will stay as they want to provide a safe play area.

Chair Borklund asked if the material would be brick or stucco. Mr. Wilson replied that it would be CMU block, split face, and different colors.

Mr. Wilson said that he understands it is different being their own government entity where they determine a lot of the work being done on their site, but they brought this to the Planning Commission, to keep them informed. The kids will be moved to another school for safety reasons during construction and they estimate that the construction will be completed in about 14-15 months.

MOTION: Commissioner Andreotti moved to recommend approval of the site plan of the West Weber Elementary School subject to staff and other agency reviews with the findings that this project is in compliance with the Weber County Code. Commissioner Judkins seconded.

VOTE: A vote was taken and Chair Borklund indicated that the motion carried 6-0.

3. **Public Comment for Items not on the Agenda:** No comments from the public.
4. **Planning Commission Remarks:** No comments from the Planning Commission
5. **Planning Director Report:** Sean Wilkinson mentioned that the Planning Commission names and terms are on the Planning Division website. He also introduced Charles Ewert, the new Principal Planner.
6. **Legal Counsel Remarks:** No comments from legal Counsel.
7. **Adjourn to a Work Session:**
WS1. Administrative Approval Process Discussion:

Sean Wilkinson summarized the administrative approval handout and answered questions regarding the current administrative approval process. He stated that the intent of the discussion was to find the Planning Commission's level of comfort with delegating more administrative approval authority to planning staff. A discussion on this issue followed, with the Planning Commission stating that they were comfortable with the current process. The main reason for this is that the Planning Commission wants to know what is happening in their community and have some buy-in. Mr. Wilkinson stated his desire for the Planning Commission to have the ability to focus more on long-range planning such as zoning and general plans. Commissioner Andreotti acknowledged the need for this to occur and the Planning Commission discussed this issue, with the consensus being that they also recognize the need to focus on long-range planning, but still want to participate in current planning issues like subdivisions and conditional use permits. Mr. Wilkinson stated that he would speak with the Ogden Valley Planning Commission as well, and bring back draft recommendations for review. Any proposed changes would be small, with the ability to monitor how they are working and change back if necessary. A brief discussion followed regarding providing the Planning Commission with a report on administrative approvals that have taken place since their last meeting. Mr. Wilkinson stated that this could be done and the information could be put on the County website as well.

8. **Adjournment:** The meeting was adjourned at 6:00 p.m.

Respectfully Submitted,



Kary Serrano, Secretary,
Weber County Planning Division