



**AGENDA
BLUFFDALE CITY PLANNING COMMISSION, BOARD OF ADJUSTMENT,
BLUFFDALE ARTS ADVISORY BOARD, BLUFFDALE TREE BOARD
JOINT MEETING**

January 20, 2016

Notice is hereby given that the Bluffdale City Planning Commission will hold a public meeting **Wednesday, January 20, 2016**, at the Bluffdale City Fire Station, 14350 South 2200 West, Bluffdale, Utah. Notice is further given that access to this meeting by Planning Commissioners may be by electronic means by telephonic conference call. The Agenda will be as follows. Please note that all times listed on the Agenda are provided as a courtesy and are approximate and subject to change.

JOINT MEETING - 7:00 P.M.

1. Invocation and Pledge.*
2. Joint Meeting to hold annual open and public meeting training.
3. Adjourn joint meeting and continue Planning Commission business meeting.

CONTINUATION OF PLANNING COMMISSION BUSINESS MEETING

1. Public comment (for non-public hearing items).
4. Approval of minutes from January 6, 2016 meeting of the Planning Commission.
5. **PUBLIC HEARING, CONSIDERATION, AND VOTE** on Rezoning Application from R-1-43 Residential to Civic Institutional for the City Park, Rodeo Arena, and Fire Station Site, located at approximately 2200 West 14400 South, City of Bluffdale, Applicant.
6. **PUBLIC HEARING, CONSIDERATION, AND VOTE** on a Site Plan for the New City Hall building located at approximately 2200 West 14400 South, City of Bluffdale, Applicant.
7. City Council Report.
8. Planning Commission business (planning session for upcoming items, follow up, etc.).
9. Adjournment.

Dated: January 15, 2016

A handwritten signature in blue ink that reads "Grant Crowell".

Grant Crowell, AICP
City Planner/Economic Development Director

In compliance with the American Disabilities Act, individuals needing assistance or other services or accommodation for this meeting should contact Bluffdale City at least 24 hours in advance of this meeting at (801)254-2200. TTY 7-1-1.

*Contact Gai Herbert if you desire to give the Invocation.

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Present:

Members: **Brad Peterson, Chair**
 Kory Luker
 Johnny Loumis, Jr.
 Nick Berry

Others: **Mark Reid, City Manager**
 Grant Crowell, City Planner/Economic Development Director
 Jennifer Robison, Associate Planner
 Gai Herbert, Community Development Assistant

Excused: **Connie Pavlakis**
 Von Brockbank

JOINT MEETING

Chair Brad Peterson called the meeting to order at 7:00 p.m.

1. Invocation and Pledge.

Johnny Loumis, Jr., offered the invocation. The Pledge of Allegiance was recited.

2. Joint Meeting to Hold Annual Open and Public Meeting Training.

City Planner/Economic Development Director, Grant Crowell, provided the annual training relative to Open and Public Meeting laws. He indicated that a public meeting is defined as a meeting of a quorum that is not an unintentional, random, social, or chance meeting and is not a workshop or executive session. Emails exchanged among public officials can also be requested by the public. Mr. Crowell urged caution to ensure compliance with the Open Public Meetings Act.

Mr. Crowell explained that an agenda is required for all public meetings and meeting notices must be posted at least 24 hours in advance of the meeting at the public body's office, on the State Public Notice website, and delivered to the local newspaper. For public hearings the notice will be posted in additional locations and for a longer duration. Each notice must provide a meeting agenda, which includes the date, time, and place of the meeting. Electronic meetings are allowed, along with electronic participation in meetings. Electronic meetings must be authorized by a resolution of the public body.

The public body must maintain written minutes of public meetings, which are the official record of the meeting. In addition, an audio recording of the meeting must be maintained for all meetings. Audio recordings are not required if a site visit, tour, or field trip takes place. Minutes of such events are optional; however, the minutes must specify that a site visit, tour, or field trip took place during the meeting.

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Meeting minutes must include the date, time, place, and attendance of the meeting. The minutes must also include the basic substance of issues discussed, proposed, and decided upon, the voting record of each member of the public body, and anything else that a member of the public body has requested. If members of the public body want specific documents to be included in the public record, they need to indicate their wishes during the meeting.

The public body needs to establish a procedure for the adoption or approval of meeting minutes. Written minutes must be available to the public within a reasonable period of time. Even minutes that have not been adopted are public records and must be available to the public when requested. Audio recordings and written minutes are maintained indefinitely in the event they are needed in a court of law.

In order to hold a closed meeting, a quorum of the members of the public body must be present, and a two-thirds vote is required to convene a closed meeting. If a closed meeting is held, the reason for the meeting must be specified along with the location. A record of the vote of the public body voting for or against the proposal to hold a closed meeting must be maintained and made available to the public. Closed meetings are allowed only for certain purposes, which are enumerated in the statute. Examples include a person's character, professional competence, or health; collective bargaining; pending or imminent litigation; strategies regarding acquisition or disposal of real property; certain security issues; and investigations of criminal misconduct. An audio recording is required of closed meetings; however, minutes are not required.

Intentional violations of the Open Public Meetings Act constitute a Class B Misdemeanor. Furthermore, a court of law can invalidate any action taken during an illegal closed meeting.

3. Adjourn Joint Meeting and Continue Planning Commission Business Meeting.

Chair Peterson closed the joint meeting.

CONTINUATION OF PLANNING COMMISSION BUSINESS MEETING

1. Public Comment (For Non-Public Hearing Items).

There were no public comments.

2. Approval of Minutes from the January 6, 2016, Meeting of the Planning Commission.

Kory Luker moved to approve the minutes from the January 6, 2016, meeting of the Planning Commission, as amended. Johnny Loumis, Jr., seconded the motion. Vote on the motion: Kory Luker-Aye; Johnny Loumis, Jr.-Aye; Nick Berry-Aye; Brad Peterson-Aye. The motion passed unanimously.

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3. PUBLIC HEARING, CONSIDERATION, AND VOTE on Rezoning Application from R-1-43 Residential to Civic Institutional for the City Park, Rodeo Arena, and Fire Station Site, Located at Approximately 2200 West 14400 South, City of Bluffdale, Applicant.

Mr. Crowell presented the staff report and requested that the public hearing and consideration for agenda items 3 and 4 be combined and that separate motions be made for each. He noted that in order to move forward with the construction of the new City Hall, the zoning for the property on which it will sit needs to be modified and the site plan needs to be approved. The property is currently zoned residential R-1-43. For the City's intended purposes, the property needs to be rezoned Civic Institutional. The City Park property includes the rodeo grounds, the Parks Maintenance Building, the Fire Station, and the future City Hall site, which is located at the southeast corner of the subject property. Lot line adjustments are also necessary so that the Local Building Authority, which is another function of the City Council, will control and own where the building is. The General Plan designates the subject property as both Parks, Recreation, and Open Space, and Civic Institutional. The Civic Institutional zone has very limited uses and precludes residential use of the property.

Chair Peterson wanted to know if the purple one is Civic Institutional? Mr. Crowell clarified that the areas highlighted in purple are designated as Civic Institutional (CI) per the General Plan; however, the zoning change from R-1-43 to CI still needs to take place. Staff recommended that the entire area be zoned Civic Institutional because that zone would be compatible with both of the land use categories in the General Plan. Mr. Crowell explained that the discrepancy between the General Plan and the current zoning occurred because the General Plan was designed to anticipate future uses of the property. Chair Peterson was surprised that the land on which the Fire Station sits was not rezoned from R-1-43 to CI when it was built. Mr. Crowell stated that he was not employed by Bluffdale City when that took place, so he could not account for that decision. He added that the Fire Station was probably a Conditional Use. He indicated that if the zoning is approved, the City Hall is a permitted use, so site plan approval would be the next requirement.

Commissioner Luker noted that the permitted uses in the CI zone includes small wind power facilities (as an accessory use) and asked why solar power was not included. Mr. Crowell stated that wind power facilities are free-standing, whereas solar panels can be mounted on the roof of a building. Therefore, a use permit is not necessary. Mr. Crowell added that the building is being wired for the future possibility of solar power although solar panels are not part of the current building plan.

Mr. Crowell referenced the site plans included in the meeting packet. He reviewed how the facility will be laid out on the southeast corner of the property. He had reviewed all of the parking and landscaping requirements and stated that they comply with the City Ordinance. Existing trees that can be saved will either be used on this property or elsewhere in the City. Otherwise, a mix of new trees and shrubs will be added to the site. The trail will need to be moved slightly to the west. The soccer field will be able to remain in place.

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In response to Chair Peterson's question regarding the asphalt construction of the current trail, Mr. Crowell confirmed that during construction the trail will be moved and still made of asphalt. Chair Peterson next asked if consideration had been given to constructing the trail with bark chips for a softer surface. Mr. Crowell stated that turning the trail into mulch had never been considered. Mr. Crowell added that there are people with strollers or who have disabilities who use the trail, so asphalt is the best option to accommodate them.

In response to Commissioner Loumis' question regarding the number of parking stalls, Mr. Crowell stated that there are 70 stalls, which is two above the minimum required. He next reviewed the architectural rendering of the facility, which has a maximum height of 35 feet. There will be a partially finished basement and two stories of office space and courts. The total square footage of the proposed building is approximately 35,000 square feet.

Mr. Crowell next referenced the lighting plan, including the site lighting. He explained that the exterior of the building will be partially lit at night for safety.

Although not part of the project, Mr. Crowell stated that discussions have taken place regarding 14400 South. He shared an idea that has been discussed regarding the intersection. The City has a Capital Facilities Plan to improve 14400 South from 2200 West to Redwood Road. In addition to the City Hall, a charter school will be built in the area and the Maverick store may expand. The improvements were projected for 2017 or 2018, depending on financing.

Mr. Crowell noted that the current site plan design will work with the current road structure. The sidewalk will be moved somewhat. In addition, there is a detention basin for water run-off. There are other options in development that include potential underground drainage. The potential real estate needs for the roundabout had also been discussed.

Chair Peterson sought to confirm his understanding that if the site plan is approved as-is, the detention pond will eventually be eliminated by the roundabout. Mr. Crowell stated that there were ideas for trying to pick up space, including moving the building. Staff also visited with the Engineering Department about different ideas for storm water drainage. Those issues still had not been resolved. What is unique about this project is that the City controls the construction and the payments of the proposed facility. Chair Peterson sought to confirm that if the site plan is approved as-is, the current detention needs will be met. Mr. Crowell replied in the affirmative.

Scott Holmes gave his address as 577 South 200 East, in Salt Lake City, and identified himself as a representative for JRCA Architects. Mr. Holmes gave an overview of the façade materials and stated that the lower two-thirds represents regular brick. The upper one-third will consist of horizontal metal siding panels. The building will be trimmed out in a darker toned metal. The roof is flat. Below the windows are pre-cast concrete sills. The transition between the horizontal paneling and the brick is also transitioned with pre-cast concrete. Mr. Holmes next reviewed two front views of the building from the southeast and southwest corners of the building. He next reviewed two back views of the building from the northwest and northeast. The back of the building has two entrances for City staff.

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In response to Chair Peterson's question regarding the stairs indicated, Mr. Holmes explained that they are needed because of the grade change around the building. Mr. Holmes explained that the decision was made to maintain the building elevation but not provide a severe slope in the north parking stalls plus the utility area, which will also double as a drop-off for prisoner or detainee transport during court dates. A ramp will be provided for accessibility, along with two sets of stairs that will rise approximately 18 inches.

In the northwest corner of the building there is a utility yard area that houses the dumpster enclosure. The screen wall is approximately eight feet in height, behind which will be a power generator and electrical switch gear. The screen wall will screen the view from the park.

The Planning Commissioners liked the modern look of the building. Commissioner Loumis added that it looks modern but has warm tones.

Chair Peterson opened the public hearing.

Paul Smith gave his address at 13587 South 300 East, in Draper, and asked about a section on the northeast portion of the building that sticks out into the road. Chair Peterson stated that on the plan it is designated as the construction limit line. It probably identifies underground items identifies the construction perimeter. According to the plan, the road will be unphased and will look the same. It was noted that the storm drain eventually empties into the canal.

Mark Reid gave his address as 15683 Thunder Gulch Drive and clarified that the roundabout will not be constructed in 2016 because it will take the City one year to assemble the property from the homeowners through negotiations. He had spoken with two of the three families that will be part of the negotiations for the property for the roundabout. Mr. Crowell added that consideration also needs to be given to how the transition of the road development will work toward the east where new improvements will take place.

Shirley Smith gave her address as 13587 South 300 East, in Draper, and said that she and her husband own but rent out one of the homes that will be affected by the future roundabout. She did not like the idea of the roundabout because it will shave off some of the front of their property. She also acknowledged that with growth comes change. Chair Peterson concurred that even though some changes are for the better, they can still be difficult.

There were no more public comments. Chair Peterson closed the public hearing.

Commissioner Berry asked what will become of the building that has been used by City staff. Mr. Reid stated that all departments will move to the new building. The current City building will remain as the Public Safety Building and house the Police and Fire Departments. The ultimate goal is for Bluffdale City to have its own Police Department, which will require the police force to double in size. That means that at least 15 officers will be housed in the building. A Fire Station was being considered for the Independence area, as well, that would have a police sub-station

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attached along a portion of police staff. Property was also being sought for a new Public Works Building which needs to be located on a site ranging from eight to 10 acres. The current location of the Public Works Department was not large enough.

In response to Commissioner Berry's question regarding a time capsule in connection with the new building, Mr. Reid stated that the idea has been discussed but not with the architect. Mr. Holmes took note of the idea.

Johnny Loumis, Jr., moved to forward a positive recommendation to the City Council for the City Park Zoning Map Amendment from R-1-43 to Civic Institutional, Application 2016-02, based on the following:

Findings:

1. **That the proposed changes are consistent with the General Plan.**
2. **That the proposed changes solidify the City's long term intent with the City Park property.**
3. **That the proposed changes will not be detrimental to the health, safety, or general welfare of persons or property within the area.**

Nick Berry seconded the motion. Vote on the motion: Nick Berry-Aye; Kory Luker-Aye; Johnny Loumis, Jr.-Aye; Brad Peterson-Aye. The motion passed unanimously.

4. **PUBLIC HEARING, CONSIDERATION AND VOTE on a Site Plan for the New City Hall Building Located at Approximately 2200 West 14400 South, City of Bluffdale, Applicant.**

Brad Peterson moved to forward a positive recommendation for the City Hall Site Plan, Application 2016-01, subject to the following:

Conditions:

1. **That all requirements of the City Code are met and adhered to for this site plan.**
2. **That this approval is based on the site plan submittal package received by the City on January 8, 2016.**

Findings:

1. **That the project has met all zoning and site plan requirements for a municipal office building.**

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- 2. That the proposal will not be detrimental to the health, safety, or general welfare of persons or property in the area.**

Johnny Loumis, Jr., seconded the motion. Vote on the motion: Nick Berry-Aye; Kory Luker-Aye; Johnny Loumis, Jr.-Aye; Brad Peterson-Aye. The motion passed unanimously.

Associate Planner, Jennifer Robison, noted that time-lapse pictures will be taken during the construction process. Mr. Reid added that a groundbreaking ceremony is planned for March 11.

5. City Council Report.

Mr. Crowell reported that the City Council denied the Summit Academy Charter School Site Plan on a split vote at its January 13, 2016, Regular Meeting. Upon re-designing the site plan, the City Council approved the site plan at a Special Meeting on January 19, 2016, on a 5-to-0 vote. The building was shifted to the north and extensive discussion took place on the traffic analysis.

Mr. Crowell noted that groundbreaking should take place very soon because Summit Academy has already submitted an application for a Land Disturbance Permit. There will be road improvements and property acquisitions before the school opens. At this point students will have to use the existing crosswalk by the Maverik store. As improvements for the rest of the road take place, the location of a crosswalk will be reevaluated. The Special Meeting was also very well attended. It was noted that several people testified in support of the school at the Special Meeting.

In response to Commissioner Berry's question regarding the busing of students, Mr. Crowell said that it wasn't discussed much at the initial meetings, but later a discussion took place with a school administrator on the matter. Summit Academy does bus some students and it will be implemented more in the future. It will depend largely on parent interest. Mr. Reid explained that it was discussed at an earlier City Council Meeting. Summit Academy uses vans instead of buses. The City Council approved the school for K-6. To expand it to grades 7 and 8, Summit Academy will have to obtain City Council approval. Mrs. Robison added that Summit Academy regulates the rate of enrollment, which will allow time for the school to address traffic concerns. During the school's three-year enrollment plan, the City will also be developing the scope of its plans for 14400 South.

Discussion ensued on the future expansion of Maverik and the acquisition of properties for the expansion.

Mr. Crowell stated that there is a potential Joint Meeting of the Planning Commission and City Council regarding the development of the 100-acre Staker property on the south end of the City on the east side of Camp Williams Road. Mr. Reid noted that the Mayor expressed interest in having that Joint Meeting during a Regular Meeting of the Planning Commission, with the Planning Commission leading the discussion. The meeting was tentatively scheduled for February 17.

Commissioner Luker asked about the rezoning of property by Porter Rockwell Boulevard and 14600 South on the east side. Mr. Crowell reported that Simple Products Corporation is looking at

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the property. The Development Agreement for the property will have to be modified. It is still undecided how the property will be used and if it will include retail. Mr. Crowell added that determinations were still being made on ownership and the responsibility of different roads.

In response to Commissioner Loumis' question regarding the completion date for the overpass at I-15, Mr. Crowell stated that he was not aware of any specific date.

Mr. Crowell encouraged the Planning Commissioners to take the City's branding survey if they had not done so already.

Mr. Crowell added that the equestrian application was approved by the City Council.

6. Planning Commission Business (Planning Session for Upcoming Items, Follow Up, Etc.).

There was no discussion on the above agenda item.

7. Adjournment.

The Planning Commission Meeting adjourned at 8:09 p.m.



Gai Herbert
Community Development Secretary

Approved: _____ February 3, 2016 _____