



**VINEYARD PLANNING COMMISSION MEETING**  
**Site Visit: 179 North Geneva Road @ 5:30 PM**  
**Regular Meeting: Vineyard Town Hall, 240 East Gammon Road, 6 p.m.**  
**Wednesday, May 16, 2018**

Present	Absent
Madam Chair Cristy Welsh	Commissioner Nate Carter
Commissioner Jeff Knighton	Commissioner Anthony Jenkins
Commissioner Stan Jenne	Commissioner Shan Sullivan
Commissioner Bryce Brady	
Commissioner Tim Blackburn	

**Staff Present:** Community Development Director Morgan Brim, Planner Elizabeth Hart, City Engineer Don Overson, Permit Technician Claire Hague

**1. CALL TO ORDER**

Madam Chair Welsh called the meeting to order at 6:05 PM

**2. INVOCATION/INSPIRATIONAL THOUGHTS/PLEDGE OF ALLEGIANCE**

Madam Chair Welsh asked Commissioner Jenne to give the invocation.

**3. OPEN SESSION**

Madam Chair Welsh opened the open session at 6:05 p.m. and asked for public comment on items not on the agenda. Hearing no comments, she closed the open session closed at 6:06 p.m.

**4. MINUTES REVIEW AND APPROVAL**

Madam Chair Welsh asked for any comments on the minutes from March 21, 2018 planning commission meeting. Hearing none she asked for a motion.

**Motion:** COMMISSIONER BRADY MOTIONED TO APPROVE THE MINUTES AS PRESENTED. COMMISSIONER KNIGHTON SECONDED THE MOTION. ALL WERE IN FAVOR. THE MOTION PASSED UNANIMOUSLY.

**5. BUSINESS ITEMS:**

**5.1 Site Visit and Consideration – O’Reilly Auto Parts Site Plan**

Ms. Hart went over the zoning ordinance requirements with the Regional Mixed Use (RMU) district that the O’Reilly Auto Parts site plan needed to meet. She stated that the proposed site plan met all requirements for open space, landscaping, and lighting. She added there is no pedestrian connection to this site from Geneva Road which is an issue for all of the lots within this subdivision along Geneva Road. She stated that this issue would need to be worked out in the future when Geneva Road expands. She stated that staff is recommending approval of the proposed site plan.

Madam Chair Welsh asked if in the front part of the landscaping it was going to be all rock or if there will be any grass anywhere on the site. Commissioner Knighton commented that there’s a small lawn shown on the site plan near the rear next to the bench and dumpster.

The applicant, Brant Tuttle, explained the reasoning behind the layout of the landscaping. There was discussion on the layout of the landscaping

Madam Chair Welsh asked about the expansion of Geneva Road and where the bike path was going to be. Mr. Brim commented that Geneva road will expand a little bit and you'll have a bike lane then ten (10) feet of parking strip and ten (10) feet of trail.

Madam Chair Welsh clarified that this will be done when Geneva Road is widened. Mr. Overson answered yes, it's all part of the UDOT project.

Madam Chair Welsh asked where the funding would come for that and how much of it Vineyard would have to worry about. Mr. Overson answered that the city has to maintain the trail and any landscaping, Vineyard is responsible for the back of cub to the property line, and UDOT is responsible for the rest.

Madam Chair Welsh moved the discussion onto the elevations of the building, she asked if the trellises will have vines growing on them. Mr. Tuttle stated that yes vines will be growing from the trellises to help break up the columns.

Commissioner Brady asked if the south side of the building was going to be visible to the street? Mr. Tuttle stated that the south side will only be visible to the street until a building to the south is put up.

Mr. Brim asked if there's going to be a wall installed to separate the two lots. Mr. Tuttle answered that because the uses will be commercial along the road that there would be no kind of wall going up between the two lots.

Commissioner Brady asked what the timeline was for the Parrish Chemical lot to the south. Mr. Brim answered that it depends on what the new owner decides to do.

Madam Chair Welsh asked if when the development to the north goes in if there was going to be shared parking. Ms. Hart answered that the area was platted to be a shared access with 11 lots.

Madam Chair Welsh asked if each individual lot would maintain their own area. Mr. Brim answered that he would assume that there is going to be some kind of association set up. He added that he would assume that they would all contribute something to this association to maintain the area.

Commissioner Brady asked if this building would need to be brought up the street like the rest of the stuff we're doing on Mill Rd. Mr. Brim explained that what's hard about that is it's a strip development on Geneva Road, which is going to be widened and we don't know what the exact width is going to be once it's been widened. The easement is written in such a way that someone could potentially bring it up and we would have to realign the easement. He added that it's difficult when you have properties that are individually owned and not master planned to have them all be up against the street.

Commissioner Knighton said that he felt that the site lighting plan looked okay and felt that the light would not be going into residences so people wouldn't be complaining about them. Ms. Hart stated that the lighting is required to be directed down and away from residential areas, and that the proposed lighting for site is all on the building and meets the requirement.

Commissioner Knighton commented that the picnic bench shown on the site plan is in a funny spot. Madam Chair Welsh asked if code requires it be there. Commissioner Knighton commented that the other grassy area looks like it might be a better spot for it. Mr. Brim stated that within the RMU section it requires for each development to have some type of gathering space on site.

Commissioner Knighton asked if they were going to have a temporary sign out on Geneva or if they were going to install a sign. Ms. Hart commented that the applicant is planning for a temporary sign during construction and then a permanent monument sign after construction.

Commissioner Knighton asked if they want to have a sign out until the roads were widened or if they were going to set the monument back. Mr. Brim stated that the sign has to be on their property.

Commissioner Knighton asked if the temporary sign would have to come down as soon as the building was completed. Ms. Hart answered yes.

Madam Chair Welsh asked if there were any other questions. Hearing none she asked for a motion.

**MOTION:** COMMISSIONER BRADY MADE A MOTION TO APPROVE THE O'REILLY AUTO PARTS SITE PLAN WITH ALL PROPOSED CONDITIONS. COMMISSIONER BLACKBURN SECONDED THE MOTION. ALL WERE IN FAVOR. THE MOTION PASSED UNANIMOUSLY.

## **6. Work Session**

### **6.1 Utah Valley Home Builders Association Signage**

Ms. Hart reminded the commissioners that at the last planning commission work session they went over a draft of the new sign ordinance. She stated that one of the updates included a sign standard waiver. She explained that the purpose of the sign standard waiver was for applicants who come in with a sign that didn't meet the code they had an alternative way to get the sign they wanted by going through the planning commission. The commission could then attach requirements, conditions, and standards so that the sign could meet the intent of the sign ordinance. She continued that the purpose of the sign ordinance is to provide sign users an opportunity for effective identification by regulating the time, place, and manner under each sign displayed and to encourage well designed signs, to support the goals and policies of the general plan and to establish the process for review and approval of a sign permit.

Ms. Hart then went on to explain the evaluation criteria of a sign standard waiver. The criteria and conditions that the commission can place are on placement, quantity, height, and sign area. For height there is a limit that no freestanding signs shall exceed more than twenty-five (25) feet of the allowed maximum height for multitenant sign and fifteen (15) feet for a single tenant sign. Which means that if they got a waiver they could not go over 150% of the maximum allowed height. For sign area the sign cannot exceed more than twenty-five (25) percent of any allowed maximum sign area. Design features, materials, and themes shall be compatible with the architecture, colors, and materials of the project. She explained that the applicant would need to provide a narrative describing why a sign standard is needed and submit it to staff along with their application. Once the application is complete a time will be set to meet with the applicant.

Ms. Hart then introduced the Utah Valley Home Builders Association (UVHBA), she stated that they recently submitted a sign permit. She went on to explain that the sign submitted with the permit application did meet the existing sign ordinance. She stated that after talking with the applicants

about their proposed sign and reviewing with them the new proposed sign ordinance she invited them to come to the planning commission to discuss their proposed sign. She reminded the commission that this was a discussion and that they do meet the existing sign ordinance and are not required to receive approval from the commission. She showed proposed sign submitted with the sign permit application. She stated that they are proposing a multitenant sign and that the existing sign ordinance allows a maximum height for multitenant signs is eighteen (18) feet and they're proposing a height of eighteen (18) feet. For sign area the existing sign ordinance allows for a maximum sign area of eighty (80) square feet, and they're proposing just over sixty-eight (68) square feet. She went on to explain that within the definition of monument signs it states that monument signs allow the width of the top of the sign structure to be more than 120 percent of the width of the base, in this case the proposed sign was slighter bigger than the base and would have to adjusted to meet that requirement. She then went on to show the two additional sign designs created by the Utah Valley Home Builder Association that would meet the new sign ordinance except for the height. She stated that the proposed height for these signs would need a sign waiver approval because they were proposing a single tenant monument sign and within the new sign ordinance the maximum height for a single tenant monument sign is six (6) feet and these signs are showing eight (8) feet in height.

Mr. Brim added that these are all just options and that they aren't proposing to have all of them.

Madam Chair Welsh asked if the first sign meets the current sign ordinance. Ms. Hart stated that first sign design meets the existing sign ordinance and is what was submitted with the sign permit application.

Mr. Brim commented that Vineyard was trying to get away from the tall pole signs the way you see on Orem Center Street. He continued that when they talk about freestanding signs they want them to be monument type signs.

Commissioner Blackburn asked what they would do for a multitenant monument sign. Ms. Hart responded it would be the same design it would just have additional commercial messages on it.

Madam Chair Welsh asked how they would do a multitenant sign under the new code.

Commissioner Knighton asked what the height would be for a multitenant monument.

Ms. Hart answered that under the existing sign ordinance a multitenant sign had a maximum height of eighteen (18) feet but with the new sign ordinance the maximum height would be ten (10) feet. She explained that with the sign standard waiver it would allow a sign to be twenty-five (25) feet in height.

Madam Chair Welsh asked if the UVHBA would be able to just build the sign that they wanted to.

Deann Hiush, with the UVHBA, commented that they've looked at and tried to make it work with the new code but because of the slope of the land and the surrounding area people wouldn't be able to see the monument sign.

Mr. Brim asked if they could do the design they wanted but scale the dimensions down. He added that pole signs aren't permissible in the old or new code.

Steve Caldwell, with Utah Valley Home Builders Association, explained that the Alloy apartments has a sign on the corner of UVHBA property because they have an easement for that position. This means that when the UVHBA puts up their sign they have to put it farther back on the property in order for it to be seen. He explained that UVHBA doesn't do very much advertising except for the parade of homes and they want their sign to do community selling. Things like city events that would be helpful for the community not just for home builders. He continued that is goal was that the people learn about things that the Home Builders Association does besides build, things like scholarship programs.

Ms. Huish explained that that is why they want an electronic screen that's raised. She added that they wanted to go to the full 18ft.

Madam Chair Welsh, asked if in this case Vineyard would be able to do a sign waiver form for them.

Mr. Brim, commented that the easiest way would be to keep the sign and see if Davies would be willing to combine signage with you.

Mr. Caldwell stated that they hadn't talked to the Alloy because they don't see any motivation for them to combine signage with them because they have an easement for it. He added that what the UVHBA wants to accomplish with this sign is rebranding.

Ms. Huish commented that it works to UVHBA and the cities benefit that we move it a little bit away from the Alloy sign because then people will be able to see the sign.

Madam Chair Welsh asked where it will be on the property the sign will be. Mr. Caldwell answered that the sign will about 100 feet from the Alloy sign.

Madam Chair Welsh asked if there would be a sign on the building. Mr. Caldwell stated that there will be a sign on the building.

Commissioner Blackburn asked if they would have an electronic sign included on the monument sign. Mr. Caldwell stated that they were planning on having an electronic sign.

Commissioner Blackburn asked why they were moving from their current location. Mr. Caldwell state that when they built their current building it was built at the height of the recession and they weren't able to lease out the other unit for two years and ended up having to make all the payments which almost lead them to bankruptcy. They chose to build another building in a space that was more secure and are able to sell the spaces.

Commissioner Blackburn asked how many tenants they were expecting. Mr. Caldwell that the way they designed the building they will need three tenants on each floor. So far, the top floor has been purchased by a dental group and they've purchased two thirds of the space and there is still a third of the third-floor space available. On the bottom floor, a third of it has been sold to an investor and another third has been sold to a doctor's group. He added that they will be taking two thirds of the main floor which is twenty-five (25) to thirty (30) percent bigger than what they have now.

Commissioner Blackburn asked if with the electronic sign there will be any impact on the residents in the surrounding area.

Madam Chair Welsh stated that the Alloy won't be able to see the sign but the Concord apartments will be able to see it. Ms. Huish commented that the sign will be two sided.

Madam Chair Welsh asked if the electronic sign could move or if it would have to be stagnant.

Ms. Hart answered that it can change screens as long as it only changes every eight seconds. She added that isn't Vineyard City code it's state law.

Commissioner Blackburn commented that just as a principal he would prefer shorter rather than taller signs within the community.

Madam Chair Welsh commented that in general that is the way that they are going to go with the new sign ordinance.

Commissioner Jenne commented that the height of the sign goes well with the building. If the building were smaller the sign wouldn't go well with it but in this situation that it's in the sign proposed is a good fit for the area.

Ms. Huish stated that the first sign design fits with existing Vineyard's sign ordinance but they are not ready to start building it.

Ms. Hart stated that if they were to submit the sign now it would only go through staff, but if they waited the proposed sign would need a sign waiver in order to build it to what they have proposed.

Commissioner Carter asked how they came up with 18 ft height. Ms. Huish stated that it is based on the existing sign ordinance.

Mr. Brim added that with the new code the multitenant sign height without the waiver is ten (10) feet and with the waiver they can go up to twenty-five (25) feet. He asked the commission if they felt that was too high or if they wanted to make 18 feet the limit.

Commissioner Carter asked if they would ever anticipate needing something that big. Mr. Brim commented that in areas like the town center and the forge a bigger sign might work with the area. He added that if the commission felt that 18 feet was high enough then they would make 18 feet work.

Commissioner Knighton commented that twenty-five (25) feet seems tall and for a sign that high the purpose of it would be more to get people off of the freeway but that's not a situation that Vineyard has very often.

Ms. Huish commented that it's really just the slope of the land that would require them to have more height but we also don't want to have it too high to the point where if you're coming down Mill Road you can't see it.

Mr. Caldwell asked what would be the best choice for them to submit for the sign now or to wait because they won't be ready for the sign for another six months.

Mr. Brim suggested taking all of the options back to the board. He explained that if you make it more in compliance with the new sign ordinance that we would just have to go through staff and not through planning commission.

Madam Chair Welsh thanked the applicants for coming.

## **6.2 Sign Ordinance**

Ms. Hart asked the commission if besides the 20 ft height if they had any additional questions or concerns about the sign waiver.

Commissioner Knighton answered that we can review it and if there's a rationale for it to be over 20 feet then we may want to add that in.

Mr. Brim commented that they could add that in and say that developments over a certain acreage like in the Forge could have a bigger sign.

Madam Chair Welsh asked if it would really be necessary for them to put something like that in there. She gave the example that for the drive thru ordinance we say if you meet it you're good to go and if you don't you have to come and meet with the commission.

Ms. Hart commented that as part of the application process they do need to provide a narrative as to why they need a sign waiver.

Madam Chair Welsh expressed that the idea is that the commission doesn't want to scare people away because they are too strict.

Ms. Hart asked if there was anything else about the waiver they wanted to go over. Hearing no questions, she continued with the review of the sign ordinance update. She stated that at the last Planning Commission meeting they'd talked about prohibiting feather flags and she wanted to let the commission know that staff had come up with a definition for them in order to prohibit them.

Commissioner Blackburn asked if those would be prohibited for temporary use.

Madam Chair Welsh asked how that would work the apartment complexes in Vineyard

Commissioner Blackburn asked if after the new ordinance they would be allowed on private land and Commissioner Brady asked if the city was allowed to pull them off of public land.

Mr. Brim, explained that technically the city could go and pull signs and there would be a fine for that. Madam Chair Welsh asked where the funds went and Mr. Brim explained that it just goes to a general city fund.

Ms. Hart continued to explain the sign code and told the commission that she thought that the city shouldn't allow signs on fences. She then asked the commission what their opinion was on that. This started a discussion regarding signs on fences for city events. Commissioner Blackburn was

concerned about having signs for city events because they had used signs on fences in the past. Ms. Hart explained that they could add into the code that temporary signs on the fences could be allowed they just couldn't be permanent.

Discussion then ensued regarding temporary signs. Commissioners talked about length of time, code enforcement, and sign fees. Ms. Hart explained that there are going to be two temporary sign types. The temporary sign types are less than thirty (30) consecutive days or more than thirty (30) consecutive days.

Ms. Hart went on to explain drive thru signage. They are allowed a maximum of two (2) signs for a drive thru lane. If they have a dual lane they would have to go through the standard sign waiver. Originally Vineyard was allowing thirty-two (32) square feet per sign, it was changed to between the two (2) signs the total maximum area would be fifty (50) square feet and that a computer display may be used.

Commissioner Knighton asked if fifty (50) square feet could be enough. Ms. Hart answered that you could have more if you wanted to and they could go 25% larger with the sign waiver.

Ms. Hart then moved on to discuss sign illumination. Discussion ensued amongst commissioners regarding illumination. Commissioners were concerned about lights looking tacky and shinning into neighboring areas. Mr. Brim felt that the best course of action would be to build sign illumination into the sign waiver process.

Commissioner Blackburn asked what the next course of action would be. Ms. Hart answered that the next step is to make the changes suggested by the commissioners and then put out a public notice for a public hearing. The Planning Commission would then deny or recommend approval to the City Council.

## **7. COMMISSION MEMBERS' REPORTS AND EX PARTE DISCUSSION DISCLOSURE**

Commissioner Knighton reported that his office is shared with the Home Builders Association and they have a lot of problems with parking. This is because the Home Builders Association has events where contractors come in and they don't fit in the area. He added that he wanted to make sure that when they moved into Vineyard that the commission watched for their parking plan to account for all of their events.

Mr. Brim announced that he asked commissioner Knighton to submit a bid for a design charrette for the town center station. He explained that the city leaders have received three submissions regarding the town center. The city wants to create a concept plan of how that station and the adjacent property would function and where the apartments would be. The council hasn't hired anyone yet they wanted a plan that they could provide to UDOT.

Madam Chair Welsh talked about the Utah Lake islands meeting that she and Commissioner Brady attended. She felt that is something we need to be aware of as we move forward with the city's general plan.

Commissioner Carter asked if there were any connection points to Vineyard. Mr. Brim answered that they have an island windbreak that technically falls in our jurisdiction and there's two islands that would impact a harbor.

Commissioner Brady commented that they are interested in cleaning up the lake front.

Mr. Brim asked if they've talked to anyone about the stormwater pond.

Mr. Overson, responded that they were very interested in that whole area from the harbor all the way to fourth north. They think that would be one of the best recreation areas on the lake. The original meeting with them we talked about the old pond out there. It's already built out so they're looking into them to. He added that vineyard really wants them to enhance our recreation area with their funds.

## **8. STAFF REPORTS**

Morgan Brim, Planning Director -

Consultant- The city is looking to hire a consultant to write the general plan update as well as to create an economic development plan. Mr. Brim reported that he's gotten good responses and six companies have been interviewed. They have a recommendation for City Council ready. Mr. Brim explained to commissioner that if they wanted to hear the recommendation that it would be an agenda item at City Council the following week.

Madam Chair Welsh asked if Mr. Brim could explain how the consultant was going to work with the city.

Mr. Brim answered that once the city hires someone that they will usually sit down with them and brainstorm on a staff level. They will then create a general plan advisory committee that'll be made up of business owners, community leaders (city council and planning commission members), developers and a few people within the community. There will also be public meetings along with this advisory committee.

Commissioner Blackburn asked what would happen with the heritage section of the general plan that was drafted by the heritage commission.

Mr. Brim explained that they will give that to the consultants and they will incorporate it into the general plan. The consultants could have a work session with the heritage committee. He added that the city is looking to hire a local office so the consultant could come to one of the heritage committee meetings.

Commissioner Knighton asked if they have a time frame.

Mr. Brim, answered him and explained that in the agreement they will have a time frame on their deliverables and a lot of that will be based on staff and a lot of the public process will be done by staff. He added that general plans tend to get political and even if they have a time frame that could be affected by members of the city council and the general plan being kicked back.

Commissioner Blackburn, asked about what the end product would be

Mr. Brim, answered that they would get a draft and take it to the City Council and to Planning Commission for a public hearing and we're looking at 10 to 12 months for that and once it gets adopted we're looking at 16 to 18 months.

- Don Overson, Town Engineer

Public Works Site – Mr. Overson talked about the new public works site that going in. It's going to be adjacent to a small park and will have storage buildings for vehicles, equipment, and salt.

Overpass- Mr. Overson announced that they are getting the permit finalized for the overpass and construction will be starting in September.

Wetlands Delineation- Mr. Overson explained that for the delineation of the wetlands they are just waiting on budget approval.

Madam Chair Welsh asked if he meant all of the wetlands or just the ones in that neighborhood.

Mr. Overson answered that that was most likely going to be delineated by Flagship. He explained that it was because they are on the hook to keep those wetlands alive for five years so they're trying to reevaluate. They can't develop their open space because it's been dedicated. This would be positive for Vineyard because it would give us more open space

Discussion ensued regarding trails and boardwalks in the wetlands.

Commissioner Blackburn asked if Vineyard would be getting its own zip code and potentially its own post office.

Mr. Overson, answered that the U.S. Postal Service has been having discussions about getting Vineyard its own zip code. The population here has gotten high enough that postal service has become a real issue. He added that there is a chance that we would get a post office.

Commissioner Blackburn commented that we need a zip code but we also need to be moving towards getting or own post office.

Discussion ensues regarding problems with commissioners receiving mail.

## **9. ADJOURNMENT**

**MOTION:** COMMISSIONER BLACKBURN MADE A MOTION TO ADJOURN AT 7:42. COMMISSIONER BRADY SECONDED THE MOTION. ALL WERE IN FAVOR AND THE MOTION PASSED UNANIMOUSLY.

**MINUTES APPROVED ON:** October 17, 2018

**CORRECTED BY:** /s/ Claire Hague

Claire Hague, Permit Technician