



**REGULAR MEETING  
OF THE VINEYARD PLANNING COMMISSION,  
Wednesday, January 20, 2021 at 6:00 p.m.**

*This meeting will be held electronically because of the gathering restrictions in force due to the COVID-19 Pandemic.*

Please click the link below to access:

<https://zoom.us/j/99477823697?pwd=bGlkOFJCYmFhdGdsVDZOXRKamFYdz09>

Meeting ID: 994 7782 3697

Passcode: 007745

One tap mobile

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You can also view the meeting on our [live stream channel](#).

## **CALL TO ORDER**

### **1. WRITTEN DETERMINATION**

*This meeting will be an electronic meeting according to Vineyard Municipal Code Section 3.08.030.*

I, Bryce Brady, as the Chair of the Vineyard Planning Commission, do hereby find and declare as follows:

1. Due to the Emergency conditions which currently exist in the State of Utah, and specifically in Utah County and Vineyard City as a result of the COVID-19 Pandemic and the recent surge in COVID-19 infections across the state and in Utah County, the holding of public meetings with an anchor location as defined in the *Utah Open and Public Meetings Act*, presents a substantial risk to the health and safety of those who may be present at the anchor location; and
2. The risk to those who may be present at an anchor location can be substantially mitigated by holding public meetings of the Planning Commission pursuant to electronic means that allow for public participation via virtual means; and

3. The City has the means and ability to allow virtual participation in the public meetings in accordance with the *Utah Open and Public Meetings Act*.

**NOW THEREFORE, BASED UPON THE FOREGOING,**

For thirty days from the date of this Order, meetings of the Vineyard Planning Commission shall be conducted by virtual means without an anchor location.

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

**3. OPEN SESSION**

“Open Session” is defined as time set aside for citizens to express their views for items not on the agenda. Each speaker is limited to three (3) minutes. Because of the need for proper public notice, immediate action cannot be taken in the Planning Commission Meeting. If action is necessary, the item will be listed on a future agenda. However, the Planning Commission may elect to discuss the item if it is an immediate matter of concern.

**4. MINUTES REVIEW AND APPROVAL:**

**4.1 September 16, 2020**

**4.2 November 04, 2020**

**4.3 December 02, 2020**

**5. BUSINESS ITEMS**

**5.1 Lakefront at Town Center Phase 1G**

- The Planning Commission will consider approval of a site plan for the Open Space area delineated as wetlands

**6. WORKSESSION**

**6.1 None**

**7. COMMISSION MEMBERS’ REPORTS AND EX PARTE DISCUSSION DISCLOSURE**

**8. ADJOURNMENT**

The Public is invited to participate in all Planning Commission meetings. In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this public meeting should notify Cache Hancey, Planning Technician, at least 24 hours prior to the meeting by calling (801) 226-1929 or email at [cacheh@vineyardutah.org](mailto:cacheh@vineyardutah.org).

The foregoing notice and agenda were emailed to the Salt Lake Tribune and Daily Herald, posted on the Utah Public Notice Website and Vineyard Website, posted at the Vineyard City Offices and City Hall, delivered electronically to city staff and each member of the planning commission.

**AGENDA NOTICING COMPLETED ON:** January 19, 2021

**NOTICED BY:** /s/ Briam Amaya Perez

Briam Amaya Perez, Planner II



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**REGULAR MEETING  
OF THE VINEYARD PLANNING COMMISSION,  
Vineyard City Hall, 125 S Main St., Vineyard, Utah  
Wednesday, September 16, 2020 at 6:00 p.m.**

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**Present**

Chair Anthony Jenkins  
Commissioner Shan Sullivan  
Commissioner Tim Blackburn  
Commissioner Jeff Knighton  
Alternate Amber Rasmussen

**Absent**

Commissioner Brady  
Commissioner Welch  
Commissioner Gudmundson

**Other Commissioners Present:**

**Staff Present:** Community Development Director Morgan Brim, Planning Technician Briam Amaya Perez, City Engineer/Public Works Director Don Overson, Water Operator Sullivan Love, and Assistant City Engineer Chris Wilson.

**1. CALL TO ORDER**

Chair Jenkins called the meeting to order at 6:04 p.m.

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

An invocation was offered by Tim Blackburn.


**3.  OPEN SESSION**

Chair Jenkins opened the meeting to the public for an open session. No comments were made and Chair Jenkins closed the open session.

**4.  MINUTES REVIEW AND APPROVAL:**

No minutes were presented for review and approval.

**5. BUSINESS ITEMS:**

- 5.1  Public Hearing and consideration of amendments to the Vineyard Zoning Ordinance to add Medical Cannabis and Pharmacy provisions: Section 15.12.050 District Use Table to add new zoning uses for Pharmacies, Cannabis Production Establishments, & Medical Cannabis Pharmacies; New Section 15.34.210 Cannabis Production Establishments and Medical Cannabis Pharmacies to add development standards for associated uses; and Section 15.60.020 Definitions for Pharmacies, Cannabis Production Establishments, & Medical Cannabis Pharmacies.**

43 Community Development Director Mr. Brim introduced the topic by stating that in 2018  
44 the State provided for medical allowances, through the legislature, for medical cannabis  
45 production and pharmaceutical uses. He brought up that Life Elevated, a company in  
46 the industrial district, is in the process of applying for the state permit to allow for  
47 production of medical cannabis. Life Elevated is also looking into adding a storefront for  
48 pharmaceutical uses as well.

49  
50 Mr. Brim examined the District Use Table to show that medical cannabis production  
51 establishments were permitted in the FOI and manufacturing districts as long as the  
52 business meets all licensing requirements as required by Utah State Code. He clarified  
53 that there needs to be differential code between pharmacies for cannabis and  
54 traditional pharmacies due to state code. Traditional pharmacies are permitted in retail  
55 districts and medical cannabis pharmacies are only permitted in the FOI district.

56  
57 Chair Jenkins asked Mr. Brim why the City would treat the location of the two (2) types  
58 of pharmacies different. Mr. Brim explained that the original intent on restricting  
59 medical cannabis pharmacies to the FOI district was to at least allow them into the City.  
60 Mr. Brim stated that because of state code, medical cannabis pharmacies have to be a  
61 certain distance from churches, schools, and parks. The FOI district complies with that  
62 requirement as well as introduces these pharmacies slowly into the City. If a medical  
63 cannabis pharmacy wanted to open up elsewhere, the City would have to go through  
64 an amendment process to allow it.

65  
66 Mr. Brim mentioned that in a discussion with medical cannabis companies, they have  
67 stated that they do not like for their businesses to be located in a standard retail  
68 environment due to their patients wanting more privacy due to the negative stigma of  
69 medical cannabis.

70  
71 Commissioner Shan Sullivan asked if the Commission was perpetuating the negative  
72 stigma by hiding these pharmacies in the secret parts of town. Mr. Brim replied that  
73 because of state code, the current permitted location was the easiest for the City to  
74 adopt.


75  
76 Mr. Blackburn asked to know the requirements to be a medical cannabis pharmacist.  
77 Mr. Brim explained that there are state laws in place to provide certification. Mr. Brim  
78 explained that Bev Astin and Justin Arriola at Life Elevated would be great sources to  
79 explain these requirements.

80  
81 Mr. Brim read the development standards from the City code tied to this use.

- 82 1. Health and Safety:
- 83 1. There shall be no emission of dust, fumes, vapors, odors, or waste into the  
84 environment from any facility where growing, processing, or testing of cannabis  
85 occurs, and


- 86                   2. Cannabis production establishments shall meet the land use requirements for the  
87                   zone in which it is located.
- 88           2. The following standards apply to all medical cannabis pharmacies:
- 89                   1. No cannabis products shall be visible from outside a medical cannabis pharmacy,  
90                   2. The building square footage dedicated to the retail use of the medical cannabis  
91                   pharmacy shall not exceed 25% of the building or development in which it is  
92                   located, and  
93                   3. Medical cannabis pharmacies shall meet the land use requirements for the zone  
94                   in which it is located.


95           Mr. Brim stated that due to the limitation of the retail area allowed in the FOI district  
96           that a traditional pharmacy wouldn't be permitted. Mr. Brim stated that the code only  
97           allows for the production of cannabis and a small retail area in the FOI district. Large  
98           retail is not permitted in the FOI district so as to maintain the health and safety of all  
99           residents.

100  
101            Chair Jenkins asked for a motion to move into a public hearing.

102  
103           **Motion:** COMMISSIONER AMBER RASMUSSEN MOTIONED TO MOVE INTO A PUBLIC  
104           HEARING. COMMISSIONER BLACKBURN SECONDED THE MOTION. ROLL WENT AS  
105           FOLLOWS: COMMISSIONER RASMUSSEN, COMMISSIONER BLAKBURN, CHAIR JENKINS,  
106           VICE-CHAIR KNIGHTON, COMMISSIONER SULLIVAN VOTED AYE. THE MOTION CARRIED  
107           UNANIMOUSLY.

108  
109           Commissioner Jeff Knighton arrived in person to tell the Commission that people online  
110           on Zoom cannot hear the meeting. Staff attempted to troubleshoot the problem. The  
111           problem was resolved and the meeting was resumed.


112  
113            Chair Jenkins reaffirmed that the meeting is open to a public hearing. Mr. Brim  
114           provided an overview of the ordinance for those who were not able to hear.

115  
116            **Motion:** COMMISSIONER JEFF KNIGHTON MOTIONED TO MOVE OUT OF A PUBLIC  
117           HEARING. COMMISSIONER BLACKBURN SECONDED THE MOTION. ROLL WENT AS  
118           FOLLOWS: VICE-CHAIR KNIGHTON, CHAIR JENKINS, COMMISSIONER BLACKBURN,  
119           COMMISSION RASMUSSEN, AND COMMISSIONER SULLIVAN VOTED AYE. THE MOTION  
120           CARRIED UNANIMOUSLY.

121  
122           Commissioner Blackburn asked to know how Life Elevated disposed of waste. Mr. Brim  
123           said they must follow state regulations. Mr. Brim stated there is no THC in the raw  
124           materials that Life Elevated processes. Chair Jenkins suggested that Mr. Brim ask Life  
125           Elevated for specifics regarding their disposal process.

126  
127           Vice-Chair Knighton asked for clarification regarding the 25% requirement allowed for

128 retail in the FOI district. Mr. Brim replied that all retail in that district is limited to 25%,  
129 not just medicinal cannabis. He stated that the primary use of FOI district is light  
130 manufacturing due to safety concerns. The City wanted to stay true to the spirit of the  
131 zoning for this district.  
132

133  **Motion:** COMMISSIONER SULLIVAN MOTIONED TO RECOMMEND ORDINANCE  
134 2020.13 TO THE CITY COUNCIL. VICE-CHAIR KNIGHTON SECONDED THE MOTION. ROLL  
135 WENT AS FOLLOWS: VICE-CHAIR KNIGHTON, CHAIR JENKINS, COMMISSIONER  
136 BLACKBURN, COMMISSIONER RASMUSSEN, AND COMMISSIONER SULLIVAN VOTED  
137 AYE. THE MOTION CARRIED UNANIMOUSLY.  
138

## 139 6. WORK SESSION

### 140 6.1 Vineyard Tree Manual Updates

141 Planning Technician Briam Amaya Perez described the work he has been doing to  
142 update the tree manual. He listed the changes as followed:

- 143 - The title has changed from Vineyard Tree Manual to Vineyard Tree and Landscape  
144 Manual. This change is more encompassing and includes groundcover.
- 145 - All of the trees and plants have been approved and shown that they can thrive in  
146 Vineyards microclimate and soils.
- 147 - The manual now includes a table of contents to be more user friendly.
- 148 - All the plant species have been alphabetized.
- 149 - All the images and sources have been cited.
- 150 - Minor spelling issues have been corrected.
- 151 - Some images of trees were incorrect and the needed changes have been made.
- 152 - The tree classification system was changed to say small, medium, or large trees.
- 153 - The list of prohibited trees has been updated.
- 154 - The local retailer list has been updated.

155 Mr. Perez continued to explain that this manual is only required to be followed on  
156 public lands but is encouraged to be followed on private property.  
157

158 Mr. Perez stated that the City has the right to remove dead and diseased trees from  
159 private property at cost of the property owner. Commissioner Blackburn asked what  
160 gave the City authority to remove dead trees from private property but prohibited  
161 them from enforcing which trees get planted on private property. Mr. Brim replied that  
162 he will have Mr. Perez work closely with Public Works to find better wording to clarify  
163 the City's authority.  
164

165 Commissioner Rasmussen requested for Mr. Perez to include the scientific names of  
166 each species. She also warned about male trees dispersing excess pollen.  
167

168 Commissioner Blackburn asked if creating a local retailer list could warrant for  
169 controversy in that it could exclude other retailers. It was recommended that Mr. Brim  
170 include a clause to allow for the City Engineer to include other retailers without using  
171 the amendment process. Assistant City Engineer Chris Wilson told Mr. Brim that he  
172 believed a clause could be added for citizens to petition for different types of trees.

173


174 Chair Jenkins requested that the manual include a section regarding land that would be  
175 too small for the recommended vegetation. That would include utilizing rocks and other  
176 natural vegetation.

177

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

179 Report from Commissioner Rasmussen: Commissioner Rasmussen stated that the  
180 Sleepy Ridge golf course has natural wetlands. Natural seeds could be collected and  
181 used in the city. Mr. Brim will arrange a meeting with Jake Holdaway to collect these.

## 182 **8. ADJOURNMENT**

183  COMMISSIONER BLACKBURN MOTIONED TO ADJOURN THE MEETING.  
184 COMMISSIONER KNIGHTON SECONDED THE MOTION. ROLL WENT AS FOLLOWS: CHAIR  
185 JENKINS, VICE-CHAIR KNIGHTON, COMMISSIONER BLACKBURN, COMMISSIONER  
186 RASMUSSEN, AND COMMISSIONER SULLIVAN VOTED AYE. THE MOTION CARRIED  
187 UNANIMOUSLY.

188

189 **NOTICED BY:** /s/ Cache J. Hancey

190 **Cache J. Hancey, Planning Technician**

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**REGULAR MEETING  
OF THE VINEYARD PLANNING COMMISSION,  
Wednesday, November 4, 2020 at 6:00 p.m.**

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**Present**

Chair Anthony Jenkins  
Vice-Chair Jeff Knighton  
Commissioner Shan Sullivan  
Commissioner Tim Blackburn  
Commissioner Bryce Brady

**Absent**

Alternate Jessica Welch  
Alternate Tay Gudmundson

**Other Commissioners Present:** Alternate Amber Rasmussen.

**Staff Present:** Community Development Director Morgan Brim, Planner II Briam Amaya Perez, Planning Technician Cache Hancey, Assistant City Engineer Chris Wilson, and City Engineer/Public Works Director Don Overson.

**Others Present:** Brad Gilson with Gilson Engineering, Jason Peery with Circustrix, Resident Bryson Murray, Resident Ashley Murray, and Marie Mecham.

**1. CALL TO ORDER AND WRITTEN DETERMINATION**

Chair Anthony Jenkins called the meeting to order at 6:01 p.m. then read the following statement:

I, Anthony Jenkins, as the Chair of the Vineyard Planning Commission, do hereby find and declare as follows:

1. Due to the Emergency conditions which currently exist in the State of Utah, and specifically in Utah County and Vineyard City as a result of the COVID-19 Pandemic and the recent surge in COVID-19 infections across the state and in Utah County, the holding of public meetings with an anchor location as defined in the *Utah Open and Public Meetings Act*, presents a substantial risk to the health and safety of those who may be present at the anchor location; and
2. The risk to those who may be present at an anchor location can be substantially mitigated by holding public meetings of the Planning Commission pursuant to electronic means that allow for public participation via virtual means; and
3. The City has the means and ability to allow virtual participation in the public meetings in accordance with the *Utah Open and Public Meetings Act*;

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

No Invocation, inspirational thought, or pledge of allegiance was given.

**3. OPEN SESSION**

Chair Jenkins opened the meeting to an open session. After seeing no public comment, he closed the open session.



43 **4. MINUTES REVIEW AND APPROVAL:**

44 Chair Jenkins brought forward minutes from the October 21, 2020 Planning Commission  
45 Meeting. He asked the Commissioners if they had any comments or corrections. After  
46 none were given, he asked for a motion to approve of the minutes.

47  
48 **(6:05) Motion:** COMMISSIONER SULLIVAN MOVED TO APPROVE THE MINUTES FROM THE  
49 OCTOBER 21, 2020 PLANNING COMMISSION MEETING. COMMISSIONER BLACKBURN  
50 SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS: CHAIR JENKINS, VICE-CHAIR  
51 KNIGHTON, COMMISSIONER SULLIVAN, COMMISSIONER BLACKBURN, AND  
52 COMMISIONER BRADY VOTE AYE. THE MOTION CARRIED UNANIMOUSLY.  
53

54 **5. BUSINESS ITEMS:**

55 No items of business were presented before the Commission.  
56

57 **6. PUBLIC HEARINGS**

58 **6.1 ZTA 15.38 Parking Regulations & 15.060.020 Definitions**

59 Community Development Director, Mr. Brim, introduced ordinance 2020-15. This  
60 ordinance proposed modified language allowing the Planning Commission the ability to  
61 reduce onsite parking requirements for specified nonresidential uses. Additionally, this  
62 ordinance increased front yard parking coverage allowances and amended the method  
63 used in determining front yard areas.  
64

65 Mr. Brim continued to explain that this ordinance would provide an ability for the  
66 Commission to review applicants for reduced parking at individual sites. Applicants would  
67 need to submit a parking study to the Commission to be reviewed. He believed that it is  
68 better for the Commission to approve of these individual cases instead of staff. Mr. Brim  
69 then read an update to the code: The Planning Commission may use the parking study as  
70 a basis for reducing the amount of onsite parking required for specific uses defined under  
71 the following nonresidential categories listed in table 15.38.030(2)(c): Eating & Drinking  
72 Establishments, Entertainment and Recreational Uses, and Medical Uses.  
73

74 Mr. Brim stated that he liked this update because it provides a study from a professional  
75 with experience in performing parking studies. He then described the process in which an  
76 applicant would provide a parking study under a site plan to be approved by the City. He  
77 believed that this would not be a common occurrence. This would create a more  
78 thoughtful approach to parking instead of using a blanket standard. He then asked the  
79 Commission for any questions regarding this portion of the ordinance.  
80

81 Chair Anthony Jenkins verified with Mr. Brim that these parking reductions would be  
82 handled at the site plan level of review. Mr. Brim replied that Chair Jenkins was correct  
83 and added that a building re-use plan would also require requirement.  
84

85 Commissioner Tim Blackburn asked if there were any other categories of uses that were  
86 not mentioned in the three (3) categories from the updated code. Mr. Brim stated that  
87 the three (3) in the code seemed to be the most applicable and other types of businesses  
88 could apply but would need to get a text amendment to allow it. Commissioner Blackburn  
89 then asked how the parking study would affect business transitions. Mr. Brim answered  
90 that the City preforms a zoning check at the business license stage, including checking for  
91 adequate parking.

92  
93 Commissioner Sullivan agreed that it is best for this approval to always go through the  
94 Commission instead of the staff.

95  
96 Mr. Brim mentioned that the other issue is with parking coverage in driveways. He stated  
97 that there has been demand to have parking on individual's property instead of on the  
98 street. Mr. Brim brought up a request for the planning commission to allow for 65%  
99 hardscape instead of the current 35%/50% hardscape allowance. Mr. Brim liked the  
100 proposal because it would preserve a considerable amount of yard area while solving the  
101 issue of on-street parking. This would help older homes become compliant as well as  
102 create allowance for ADU's parking requirements. Mr. Brim introduced Brad Gilson with  
103 Gilson Engineering.

104  
105 Mr. Gilson discussed issues with how residents who purchase homes later add on  
106 concrete pads. This prohibits the builders from doing this to create uniformity in how the  
107 slabs are being constructed. Mr. Gibson showed examples of this issue. The advantage to  
108 adding to the ordinance is that it creates uniformity when building. Chair Jenkins  
109 mentioned that this also prohibits the property owner from pouring hardscape over  
110 utilities. City Engineer Chris Wilson echoed Chair Jenkins' concern and agreed that this  
111 would be beneficial from an engineering standpoint.

112  
113 **(6:28) Motion:** COMMISSIONER BLACKBURN MOVED TO OPEN THE PUBLIC HEARING.  
114 VICE-CHAIR KNIGHTON SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS: CHAIR  
115 JENKINS, COMMISSIONER BLACKBURN, VICE-CHAIR KNIGHTON, COMMISSIONER  
116 SULLIVAN, AND COMMISSIONER BRADY VOTED AYE. THE MOTION CARRIED  
117 UNANIMOUSLY.

118  
119 Ashley Murray, Vineyard City resident, has lived in the city for five (5) years. She  
120 mentioned that one thing her family did not like about their house was there was no place  
121 for them to park their RV in compliance with the code. They are building a new home and  
122 wanted an ADU but stated that it is not possible with current rules. She expressed her  
123 support for this ordinance change.

124

125 Chair Jenkin asked for additional comments from the public. Hearing none, he moved to  
126 close the public hearing.

127

128 **(6:32) Motion:** COMMISSIONER BRADY MOVED TO CLOSE THE PUBLIC HEARING.  
129 COMMISSIONER SULLIVAN SECONDED THE MOTION. ROLL WENT AS FOLLOWS: CHAIR  
130 JENKINS, COMMISSIONER BRADY, COMMISSION BLACKBURN, VICE-CHAIR KNIGHTON,  
131 AND COMMISSIONER SULLIVAN VOTED AYE. THE MOTION CARRIED UNANIMOUSLY.

132

133 Chair Jenkins asked for any further discussion. Commissioner Blackburn agreed that this  
134 would be beneficial from a cost standpoint. He asked if this would allow for RV/Boats to  
135 park on this concrete extension. Mr. Brim stated that the code does require any  
136 recreational vehicle to be shielded and not allowed on the concrete extension.

137

138 Commissioner Blackburn stated that the city needed to continue to adhere to the current  
139 code regulations. Commissioner Blackburn asked that if these concrete pads are built at  
140 the time of construction and if they would also install the screening for recreational  
141 vehicles. Mr. Brim stated that it would not be required.

142

143 Commissioner Knighton asked if the 65% allowance would fix the current code violations  
144 present in the City. Mr. Gilson stated that the 65% would cover a majority of cases. Chair  
145 Jenkins asked Mr. Brim about existing non-conforming lots that did not go through the  
146 proper process. He wanted to know if they would be adopted into the new code. Mr. Brim  
147 said that every property would be adopted to get in compliance, however, anything over  
148 65% would still be an issue. Chair Jenkins mentioned concerns with neighbors about  
149 needing to rip out concrete if their driveway measured over the 65% limit. Mr. Brim  
150 stated that if this issue is staff error and the building permit was issued than there isn't  
151 much the city can do.

152

153 **(6:42) Motion:** COMMISSIONER BRADY MOVED TO RECOMMEND APPROVAL OF  
154 ORDINANCE 2020-15 TO VINEYARD CITY COUNCIL. COMMISSIONER SULLIVAN SECONDED  
155 THE MOTION. ROLL CALL WENT AS FOLLOWS: CHAIR JENKINS, VICE-CHAIR KNIGHTON,  
156 COMMISSIONER BRADY, COMMISSIONER BLACKBURN, AND COMMISSIONER SULLIVAN  
157 VOTED AYE. THE MOTION CARRIED UNANIMOUSLY.

158

159 **6.2 ZTA 15.34.030 Accessory Buildings, 15.12 Establishment of Districts and Zoning Tables**  
160 **and 15.34.150 Home Occupations**

161

162 Mr. Brim introduced ordinance 2020-16. This ordinance would allow for accessory  
163 structures to be used with home occupations. Detached garages would be allowed within  
164 side yards. It also would clarify setback requirements for residential swimming pools.

165

166 **(6:48) Motion:** COMMISSIONER BLACKBURN MOVED TO OPEN THE MEETING TO A  
167 PUBLIC HEARING. VICE-CHAIR KNIGHTON SECONDED THE MOTION. ROLL CALL WENT AS  
168 FOLLOWS: CHAIR JENKINS, COMMISSIONER SULLIVAN, VICE-CHAIR KNIGHTON,  
169 COMMISSIONER BLACKBURN, AND COMMISSIONER BRADY VOTED AYE. THE MOTION  
170 CARRIED UNANIMOUSLY.

171  
172 Bryson Murray, Vineyard City resident, wanted to know what would be permitted as a  
173 detached garage. Mr. Brim stated that this change in the code would allow for detached  
174 garages in side yards instead of defining what a detached garage is.

175  
176 **(6:51) Motion:** COMMISSIONER BRADY MOVED TO CLOSE THE PUBLIC HEARING.  
177 COMMISSIONER SULLIVAN SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS:  
178 CHAIR JENKINS, COMMISSIONER SULLIVAN, COMMISSIONER BRADY, COMMISSIONER  
179 BLACKBURN, AND VICE-CHAIR KNIGHTON VOTED AYE. THE MOTION CARRIED  
180 UNANIMOUSLY.

181  
182 Commissioner Blackburn asked if there was distinction between inground and above  
183 ground pools. Mr. Brim replied that this section did not create a distinction.

184  
185 Chair Jenkins asked Mr. Brim to clarify what would require a building permit. Mr. Brim  
186 stated that the code provided a 200 sq/ft threshold, in that anything above that required  
187 a permit. If you add electrical or plumbing it would require a permit. Pools required a  
188 permit.

189  
190 **(6:54) Motion:** COMMISSIONER BRADY MOTIONED TO RECOMMEND APPROVAL OF  
191 ORDINANCE 2020-16 TO VINEYARD CITY COUNCIL. VICE-CHAIR KNIGHTON SECONDED THE  
192 MOTION. ROLL CALL WENT AS FOLLOWS: CHAIR JENKINS, COMMISSIONER BLACKBURN,  
193 COMMISSIONER SULLIVAN, COMMISSIONER BRADY, VICE-CHAIR KNIGHTON VOTED AYE.  
194 THE MOTION CARRIED UNANIMOUSLY.

195  
196 **7. COMMISSION MEMBERS' REPORTS AND EX PARTE DISCUSSION DISCLOSURE**

197 Report from Commissioner Blackburn: Commissioner Blackburn updated the Commission  
198 on the Heritage Commission. They were working to create art that reflects four (4) areas  
199 of importance to Vineyard City: heritage farming, Geneva Steel, Utah Lake, and Native  
200 American peoples. They have reviewed hundreds of pictures with the artists to fill glass  
201 frames.

202  
203 Report from Alternate Amber Rasmussen: Commissioner Rasmussen shared about an  
204 article that she published about the native plants to Vineyard.

205

206 Report from City Engineer Chris Wilson: Mr. Wilson gave an update regarding the Center  
207 Street overpass. They are on track to meet the December 10<sup>th</sup> deadline. Weather has  
208 been causing an issue. He also updated the Commission about the HAWK intersection, a  
209 pedestrian safety crossing, along Center Street. A contractor had been awarded the job.  
210

211 **8. ADJOURNMENT**

212 **(7:07) Motion:** VICE-CHAIR KNIGHTON MOTIONED TO ADJOURN THE PLANNING  
213 COMMISSION MEETING. COMMISSIONER BLACKBURN SECONDED THE MOTION. ROLL CALL  
214 WENT AS FOLLOWS: CHAIR JENKINS, COMMISSIONER BLACKBURN, VICE-CHAIR KNIGHTON,  
215 COMMISSIONER BRADY, AND COMMISSIONER SULLIVAN VOTED AYE. THE MOTION  
216 CARRIED UNANIMOUSLY.

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218 **NOTICED BY:** /s/ Cache J. Hancey

219 **Cache J. Hancey, Planning Technician**



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**REGULAR MEETING  
OF THE VINEYARD PLANNING COMMISSION,  
Vineyard City Hall, 125 S Main St., Vineyard, Utah  
Wednesday, December 2, 2020 at 6:00 p.m.**

This meeting was held electronically, via Zoom,  
due to COVID-19 gathering restrictions



**Present**

**Absent**

- Chair Anthony Jenkins
- Commissioner Shan Sullivan
- Commissioner Bryce Brady
- Commissioner Tim Blackburn
- Vice-Chair Jeff Knighton

**Others Commissioners Present:** Alternate Jessica Welch, Alternate Amber Rasmussen, and Alternate Tay Gudmundson

**Staff Present:** Assistant City Engineer Chris Wilson, City Engineer Don Overson, Planner II Briam Amaya Perez, Community Development Director Morgan Brim, and Planning Technician Cache Hancey

**1. CALL TO ORDER AND WRITTEN DETERMINATION**

Chair Anthony Jenkins called the meeting to order at 6:01 p.m. then read the following statement:

I, Anthony Jenkins, as the Chair of the Vineyard Planning Commission, do hereby find and declare as follows:

1. Due to the Emergency conditions which currently exist in the State of Utah, and specifically in Utah County and Vineyard City as a result of the COVID-19 Pandemic and the recent surge in COVID-19 infections across the state and in Utah County, the holding of public meetings with an anchor location as defined in the *Utah Open and Public Meetings Act*, presents a substantial risk to the health and safety of those who may be present at the anchor location; and
2. The risk to those who may be present at an anchor location can be substantially mitigated by holding public meetings of the Planning Commission pursuant to electronic means that allow for public participation via virtual means; and
3. The City has the means and ability to allow virtual participation in the public meetings in accordance with the *Utah Open and Public Meetings Act*;

**NOW THEREFORE, BASED UPON THE FOREGOING,**

For thirty days from the date of this Order, meetings of the Vineyard Planning Commission shall be conducted by virtual means without an anchor location.

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

44 Commissioner Bryce Brady offered an invocation.

45 **3. OPEN SESSION**

46 At 6:04 p.m. Chair Jenkins opened the session to the public.

47  
48 Community Development Director Morgan Brim read the following statement from Vineyard City  
49 resident, Kathy Spencer:

50  
51 “Dear Planning Committee,  
52 I am a citizen of Vineyard and live in the Water’s Edge development. I am not able to attend the  
53 planning meeting this week but wanted to voice a few suggestions and concerns for our developing  
54 area.  
55 I think Vineyard has great potential to become an upscale, clean, prime living place in Utah County but I  
56 see the need for a few improvements. There are so many homes and so many people moving in but I  
57 fear most of the development is houses without a lot of infrastructure. We need grocery stores, gas  
58 stations, and pharmacies in Vineyard before we need more retail. We could have more neighborhood  
59 market style if that would fit in with the retail/housing plans going in at Town Center, but some form of  
60 grocery stores is needed.  
61 When it comes to retail, I feel we can do so much better than lower-level chain restaurants.  
62 We should pursue getting places like Gourmandise, Blue Lemon, or even a Cheesecake Factory before  
63 we acquire places like Little Caesar's. I strongly encourage you to look at the benefit of the citizens' and  
64 our need for more infrastructure first before adding more retail or housing. I would also encourage  
65 looking at the long-term value of putting higher quality establishments, restaurants, and retail into your  
66 city, while you plan and develop the rest of Vineyard. I am hopeful to make this city a great place to live  
67 now and in the future.  
68 Thanks for taking the time to consider my thoughts,  
69 Kathy Spencer”

70  
71  
72 Mr. Brim responded to the letter with a list of infrastructure projects and shared that the city has similar  
73 goals. He sent Ms. Spencer the city engineers contact information as well as some economic  
74 development projects that she could review.

75  
76 Chair Jenkins stated that it was always a good thing when residents share their thoughts, positive or  
77 negative about the future developments of the city. He then clarified that it is important to be clear  
78 what the objective of the planning commission is, which is to encourage certain types of businesses by  
79 zoning regulations. He stated that there are currently zoning options for businesses such as the mixed-  
80 use area, which is being under-utilized. The other clarification that Chair Jenkins pointed out was that  
81 the city does not have an active role in selecting certain businesses. Mr. Brim can reach out to types of  
82 businesses and encourage specific types of businesses but he does not pick and choose what is allowed.  
83 Similar to how you don’t pick your neighbors, anyone that wants to buy a home that can find a seller is  
84 able to do so. The planning commission will ensure that the right buildings are built in the right places.  
85 He then opened the meeting to other commissioners for their input

86  
87 Commissioner Shan Sullivan stated that this is a semantics issue. She believed that the resident was  
88 meaning to say economic development instead of infrastructure. She said that the Commission was  
89 doing a lot of good things with the general plan and seconded the comments from Chair Jenkins.

90  
91 Commissioner Jeff Knighton agreed with Commissioner Sullivan and Chair Jenkins. He clarified that  
92 commercial establishments look at rooftops before any commitment to development in certain cities.  
93 With more residential being built, it is enticing for grocery stores and other retail. He believed that Ms.  
94 Spencer's sentiment is shared among many people and hopefully the city will be able to partner with the  
95 right store.

96  
97 Chair Jenkins asked Mr. Brim if sales from online groceries are taxed in the location of the brick-and-  
98 mortar store or by the location of the purchase. Mr. Brim responded that he believed it was from the  
99 location of the purchase but would have to clarify with City Manager Jacob McHargue.

100

#### 101 **4. MINUTES REVIEW AND APPROVAL:**

102 Chair Jenkins presented the following minutes for approval:

103 **4.1 July 1, 2020**

104 **4.2 July 15, 2020**

105 **4.3 September 2, 2020**

106 **4.4 October 21, 2020**

107

108 Commissioner Bryce Brady verified that he and Commissioner Knighton were present and voting  
109 members at the October 21<sup>st</sup> Planning Commission Meeting.

110

111 Alternate Jessica Welch commented that on the September 2<sup>nd</sup> minutes, lines 201-205 were attributed  
112 to Alternate Tay Gudmundson and should have been Alternate Welch. Also, on line 237 Commissioner  
113 Sullivan was quoted and it should have been Alternate Welch.

114

115 Chair Jenkins asked for a motion to approve the minutes.

116

117 **Motion:** COMMISSIONER BLACKBURN MOVED TO APPROVE OF THE MINUTES WITH THE NOTED  
118 CHANGES. COMMISSIONER BRADY SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS:  
119 CHAIR JENKINS, VICE-CHAIR KNIGHTON, COMMISSIONER BRADY, COMMISSIONER BLACKBURN,  
120 AND COMMISSIONER SULLIVAN VOTED AYE. THE MOTION CARRIED UNANIMOUSLY.

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122

#### 123 **5. BUSINESS ITEMS**

124 **5.1 The Planning Commission will approve the 2021 meeting calendar.**

125

126 Chair Jenkins presented the proposed calendar for the upcoming 2021 Planning Commission. He asked  
127 for any concerns. No concerns were mentioned by the Commission.

128

129 **Motion:** COMMISSIONER SULLIVAN MOVED TO ADOPT THE PROPOSED 2021 MEETING  
130 CALENDAR. COMMISSIONER KNIGHTON SECONDED THE MOTION. ROLL CALL WENT AS  
131 FOLLOWS: CHAIR JENKINS, VICE-CHAIR KNIGHTON, COMMISSIONER BRADY, COMMISSIONER  
132 BLACKBURN, AND COMMISSIONER SULLIVAN VOTED AYE. THE MOTION CARRIED  
133 UNANIMOUSLY.

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**5.2 The Planning Commission will appoint a new chair and vice chair.**

Chair Jenkins introduced 5.2 by noting that he would be unable to remain in the position of Chair. Commissioner Knighton stated that he would be okay remaining vice-chair but not wanting to step up to the Chair position. Chair Jenkins shared his responsibilities as chair. A discussion regarding the position ensued.

Commissioner Sullivan nominated Commissioner Brady as the Chair. Commissioner Blackburn seconded the nomination.

**Motion:** COMMISSIONER SULLIVAN MOVED TO NOMINATE COMMISSION BRADY AS THE COMMISSION CHAIR. COMMISSIONER BLACKBURN SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS: CHAIR JENKINS, VICE-CHAIR KNIGHTON, COMMISSIONER BRADY, COMMISSIONER BLACKBURN, AND COMMISSIONER SULLIVAN VOTED AYE. THE MOTION CARRIED UNANIMOUSLY.

**Motion:** COMMISSIONER BRADY MOVED TO NOMINATE COMMISSION SULLIVAN AS THE COMMISSION VICE-CHAIR. COMMISSIONER KNIGHTON SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS: CHAIR JENKINS, VICE-CHAIR KNIGHTON, COMMISSIONER BRADY, COMMISSIONER BLACKBURN, AND COMMISSIONER SULLIVAN VOTED AYE. THE MOTION CARRIED UNANIMOUSLY.

Commissioner Blackburn than thanked Chair Jenkins and Vice-Chair Knighton for their leadership in the Commission.

**6. WORKSESSION**

**6.1 The Planning Commission will discuss potential 2021 updates to the General Plan.**

Mr. Brim introduced the topic and then turned the time to Planner II, Briam Amaya Perez.

Mr. Amaya began his presentation stating his intention to update specific elements of the general plan in January of 2021. He then provided a brief overview of the general plan.

Mr. Amaya then asked the Commission for their thoughts on what comes to mind when thinking about a general plan.

Chair Jenkins replied a general plan is overarching for all aspects of the city. It is not playbook for every little thing but includes standards what people would like to see. Commissioner Blackburn answered that the word vision comes to mind when thinking about a general plan. He also mentioned principles and values. Commissioner Sullivan said that she believes the general plan is a guide for decisions that the Planning Commission make. Alternate Gudmundson said that the general plan is the skeletal structure of a city

Mr. Brim pointed out that the general plan is not law, but does provide the city a legal basis for zoning changes and institute law. It's like the Constitution in that laws need to be in line with the general plan.

183  
184 Mr. Amaya then asked the Commission: "Why do we plan?"  
185  
186 Commission Brady mentioned that it is not fun to live in cities where no one planned. No planning can  
187 cause people to live next to things they should. A good plan will promote healthy residential and  
188 commercial growth and zones. Commissioner Blackburn stated that plans allow for more control over  
189 your destiny in that the City is being proactive with issues and not responding or reacting to them.  
190 Commissioner Sullivan stated that planning is not thinking about the future, but the predecessors to the  
191 future.

192  
193 Mr. Amaya said that plans are meant to be living documents. They are not stagnant but should  
194 encourage growth. Successful plans prevent and solve problems.

195  
196 Briam read the General Plan Vision: "Vineyard is a vibrant well-balanced community providing residents  
197 and visitors a connection to our heritage and a path towards an enduring future. We promote a healthy  
198 community through thoughtful public investments, innovation, strategic partnerships, an activated  
199 lakefront and thoughtful shared open spaces"

200  
201 He continued by presenting the hierarchy of a plan. He stated that a vision helps identify elements that  
202 need to be focused on, such as transportation services, parks and open space, heritage and culture, etc.  
203 Based off of the identified elements of importance, the City would create goals that help create an  
204 implementation plan. The reason to update the General Plan is that it helps us to know how we are  
205 doing, if we are making progress, if there are delays, and reassess public input. Including the public is an  
206 important element of this update.

207  
208 Mr. Amaya then shared a spreadsheet that presented each topic of the General Plan. He then asked the  
209 Commission members to read it and send him their input. Mr. Brim clarified the assignment for the  
210 commission and asked that they send it back in two weeks.

211  
212 Chair Jenkins mentioned that he liked this assignment and doubted there would be many  
213 disagreements. He asked Mr. Amaya if there was a section to indicate what to prioritize. Mr. Amaya  
214 replied by saying to use comment section to identify priorities.

215  
216 Commission Sullivan asked for a new space added to the assignment for proposed action. Mr. Amaya  
217 noted.

218  
219 Mr. Amaya continued his presentation by stating that there are two elements that the staff is focusing  
220 on. The first one is open space, parks, trails, and the lakefront. There has been great momentum in  
221 making progress with Sunset Beach, Vineyard Beach, Walkara Way, the downtown promenades, and  
222 others. With the development going on, we want to capture open spaces before it is too late. He then  
223 showed some examples of open spaces currently in the city such as the open space corridor and the lake  
224 shore.

225  
226 Mr. Brim stated that the plan is to make many small changes throughout the plan. There will be  
227 specifically two chapters updated; the parks chapter and the moderate-income housing chapter. He  
228 clarified that there needs to be a clear plan so that the City can meet the three areas of moderate-  
229 income housing requirements from the state.

230

231 Chair Jenkins asked for any questions. Seeing none, he turned the time back to Mr. Brim.

232

233 Mr. Brim finished by stating that during the second meeting in January, the Commission will present the  
234 priorities for the city to focus on from Mr. Amaya's assignment.

235

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

237 City Engineer Chris Wilson updated the Commission about the overpass opening on the 19<sup>th</sup>. He stated  
238 that they do not want people driving on the overpass until the opening.

239

240 Mr. Brim stated that the City will plan a grand opening event and to look at the City's Facebook for more  
241 information

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243 **8. ADJOURNMENT**

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245 **Motion (7:00 p.m.):** COMMISSIONER BLACKBURN MOVED TO ADJOURN THE MEETING.  
246 COMMISSIONER BRADY SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS: CHAIR  
247 JENKINS, VICE-CHAIR KNIGHTON, COMMISSIONER BRADY, COMMISSIONER BLACKBURN, AND  
248 COMMISSIONER SULLIVAN VOTED AYE. THE MOTION CARRIED UNANIMOUSLY.

249

250 **NOTICED BY:** /s/ Cache Hancey

251 Cache Hancey, Planning Tech

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