



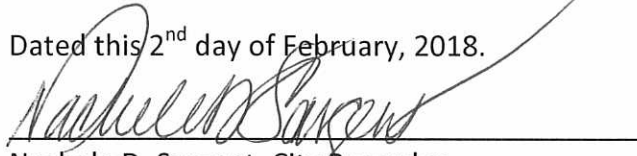
## COALVILLE CITY PLANNING COMMISSION WORK SESSION NOTICE AND AGENDA

Notice is hereby given that the Coalville City Planning Commission will hold a Work Session on Monday, February 5, 2018, at the Coalville City Hall located at 10 North Main Street, Coalville, Utah. This meeting will begin at 6:00 P.M. The agenda will be as follows:

1. Roll Call
2. Annexation Declaration Boundary And Annexation Petition Review
3. Code Revisions And Considerations Including But Not Limited To Subdivision Process, Commercial Uses, Sensitive Lands, Etc.
4. Upcoming Projects Review
5. Community Development Updates
6. Adjournment

*\*Coalville City reserves the right to Change the order of the meeting agenda as needed.*

Dated this 2<sup>nd</sup> day of February, 2018.

  
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Nachele D. Sargent, City Recorder

**\*\*In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the City Hall (435)336-5981 at least three days prior to the meeting.**

Posted: February 2, 2018 City Hall, Coalville City Website, Utah State Public Notice Website

**Mayor**  
Trever Johnson

**Council**  
Adrienne Anson  
Cody Blonquist  
Arlin Judd  
Rodney Robbins  
Tyler Rowser

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Coalville City Planning Commission  
Special Work Session Meeting  
HELD ON  
February 5, 2018  
IN THE  
CITY HALL

Commissioner Linda Vernon called the meeting to order at 6:18 P.M.

**PLANNING COMMISSION MEMBERS PRESENT:** Chair: Dusty France  
Vice Chair: Walter Yates  
Commissioners: Linda Vernon, Brice Lucas, Jason Moore  
Nathanael Davenport (excused)

**CITY STAFF PRESENT:**  
Derek Moss, Planner  
Nachele Sargent, City Recorder

**PUBLIC IN ATTENDANCE:**  
None

**Item 1 – Roll Call:**

A quorum was present. Commission Linda Vernon led the Commissioners and Staff in the Pledge of Allegiance.

**Item 2 – Annexation Declaration Boundary And Annexation Petition Review:**

The Commissioners discussed the Annexation Declaration Boundary options and the possibilities for the City regarding the property surrounding the City limits. The Commissioners felt the property to the East was fine as it was listed on the current map, but wanted to extend the boundary to the North, South, and West.

The Commissioners discussed the proposed Annexation Petition and the possibilities of development including sensitive lands, Geotech studies, area wildlife, the City water source and source protection plan, impacts to the City including infrastructure and all resources, the development agreement, and proposed site plan for development build out.

The Commissioners discussed what the proposed Zoning should be for the Annexation Petition. Derek Moss stated the Applicant wanted to maintain the current County Zoning and the closest thing the City had would be Agricultural. The Commissioners discussed the Zoning options and felt the lowest Zoning should be applied at this point of the process.

**Item 4 – Upcoming Project Review:**

The Commissioners reviewed and discussed the projects scheduled to come before the Planning Commission including the Black Willow Subdivision for 16 lots and the Richins

Zone Amendment of R-2 to R-4. The Commissioners reviewed the proposed Subdivision and made some recommendations for review. They also reviewed the proposed Zone Amendment where the Applicant stated they were willing to put in a bridge to adjoin the property to the Fairgrounds property and a road leading to the Chalk Creek Estates Subdivision.

**Item 3 – Code Revisions And Considerations Including But Not Limited To Subdivision Process, Commercial Uses, Sensitive Lands, Etc.:**

Derek Moss stated Mayor Trever Johnson had requested for the Commissioners to review the Subdivision process. He stated right now the Applicant had to go through four public hearings which seemed excessive. He stated they were proposing a new flow chart which would help streamline the process and still achieve the same results. Derek stated the Applicant would have a Staff review of the Concept plan where necessary changes and additions would be made to the proposed subdivision. They would then prepare Preliminary documents for a public hearing at the Planning Commission level where approval would be given for the right to move forward with the Final plan as is or approval would be granted with specific changes and additions or not approved where the Applicant would return for Preliminary review, but not another public hearing. When approved to move forward, the Applicant would then prepare the Final Plan documents for a public hearing for the Planning Commission for recommendation to the Council of approval as is or approval with conditions or denial of the project and then they would proceed with a public hearing for the City Council. The Commissioners reviewed the options for changing the Subdivision process flow chart.

**Item 5 – Community Development Updates:**

There were no updates tonight.

**Item 6 – Adjournment:**

**A motion was made by Commissioner Brice Lucas to adjourn the meeting. Commissioner Walter Yates seconded the motion. All ayes. Motion Carried.**

The meeting adjourned at 9:50 P.M.

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Chair Dusty France

Attest:

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Nachele D. Sargent, City Recorder





J-U-B ENGINEERS, INC.

"Exhibit A"  
Planning 2/5/18

J-U-B COMPANIES



THE  
LANGDON  
GROUP



GATEWAY  
MAPPING  
INC.

**DATE:** Feb 5, 2018  
**TO:** Coalville City Planning Commission  
**CC:** Mayor Trever Johnson; Sheldon Smith, City Attorney  
**FROM:** Shane McFarland P.E., City Engineer  
Derek Moss, AICP, City Planner  
**SUBJECT:** Community Development Updates and Work Session

**1. Recent Planning and Subdivision Concept Reviews:**

**Black Willow Subdivision:** this is a proposed subdivision of CT-281 and CT-279 located at approximately 340 N Main Street; the Preliminary Plan Application will be submitted early February and will likely be on the Feb 20 Planning Commission agenda for a public hearing and a discussion/motion for the commission. Approximately 7.5 acres in the R-2 Zone, proposing approximately 15 single-family, residential lots.





2. **Zone Change Request:** this is an application (that will be on the agenda for Feb 20 Planning Commission) to change CT-330-A and CT-330-1, located at 349 and 359 East 100 South (Border Station Road) from R-2 to R-4 zoning. The density would go from two (2) lots per acre to four (4) lots per acre. Discussions have been around a proposed transportation corridor that would connect subdivisions on the either side of Chalk Creek via a bridge. To consider:

- The planning commission and staff should consider the preservation of transportation corridors, and in this case, consistency in preserving a north-south connector to 50 North and 100 South. **A bridge is proposed by the developer in exchange for the increased density.**
- Density – the applicant has expressed interest in subdividing the properties for both single-family and multi-family (townhomes) consistent with the intent of medium residential per the General Plan.
- The proposed amendment is harmonious with the overall character of existing development in the vicinity of the subject property such that it borders a high density residential use and would provide a buffer between high and low density residential.
- There are adequate services in this area intended to serve the subject properties, including police and fire, water and waste water supply.



CT-330-A: 5.11 acres  
CT-330-1: 4.67 acres  
Total: 9.78 acres

Current Zoning: R-2  
Proposed Zoning: R-4



Figure 2a. Transportation Corridors and the preservation of a north-south connector between 50 North and 100 South.

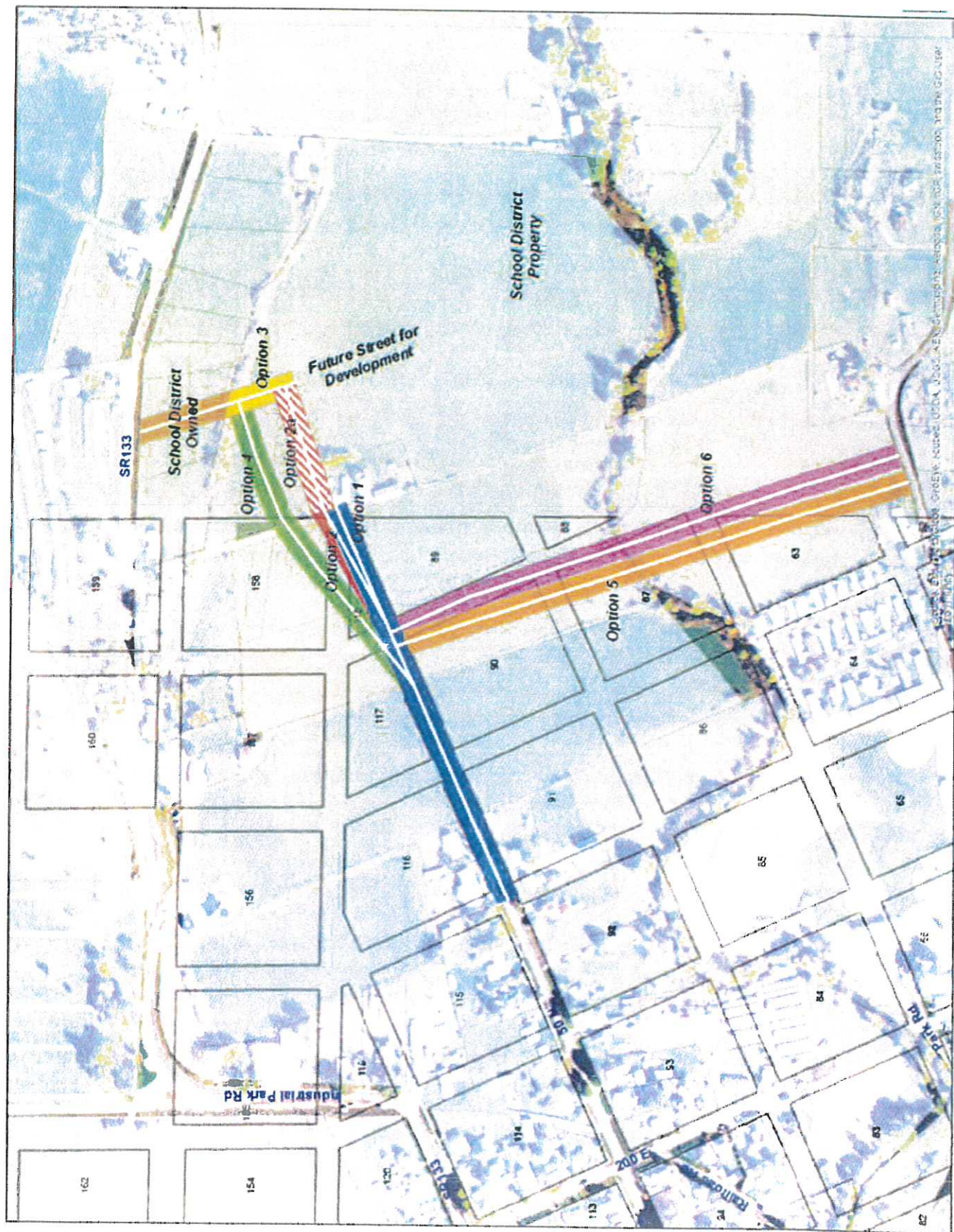




Figure 2b. Concept plan for preservation of a north-south connector and recent subdivision approvals.





3. **Annexation Petitions and Annexation Declaration Boundary:**

Waholi Partners has submitted an annexation petition; the timeline is as follows:

- October 2017: Annexation petition submitted to the City
- November 2017: The City Council accepted the petition for further review and consideration
- December 2018: The petition was rejected based on information lacking in the application
- January 2018: The missing information was provided to the City and the petition met all of the minimum requirements and the City Council accepted the petition to move into the public notice phase of the annexation process

The proposed schedule moving forward is as follows:

- *February 5, 2018:* The Planning Commission will **review the current annexation declaration boundary and the annexation petition.**
- *February 20, 2018:* The Planning Commission will hold a public hearing and **make a recommendation for a new annexation declaration boundary and a recommendation for zoning of the parcels included in the petition**
- *March 12, 2018:* The City will hold an **Open House** and the City Council will hold a **Public Hearing** and make a decision on the new annexation declaration boundary, the annexation petition, and zoning of the parcels included in the annexation petition

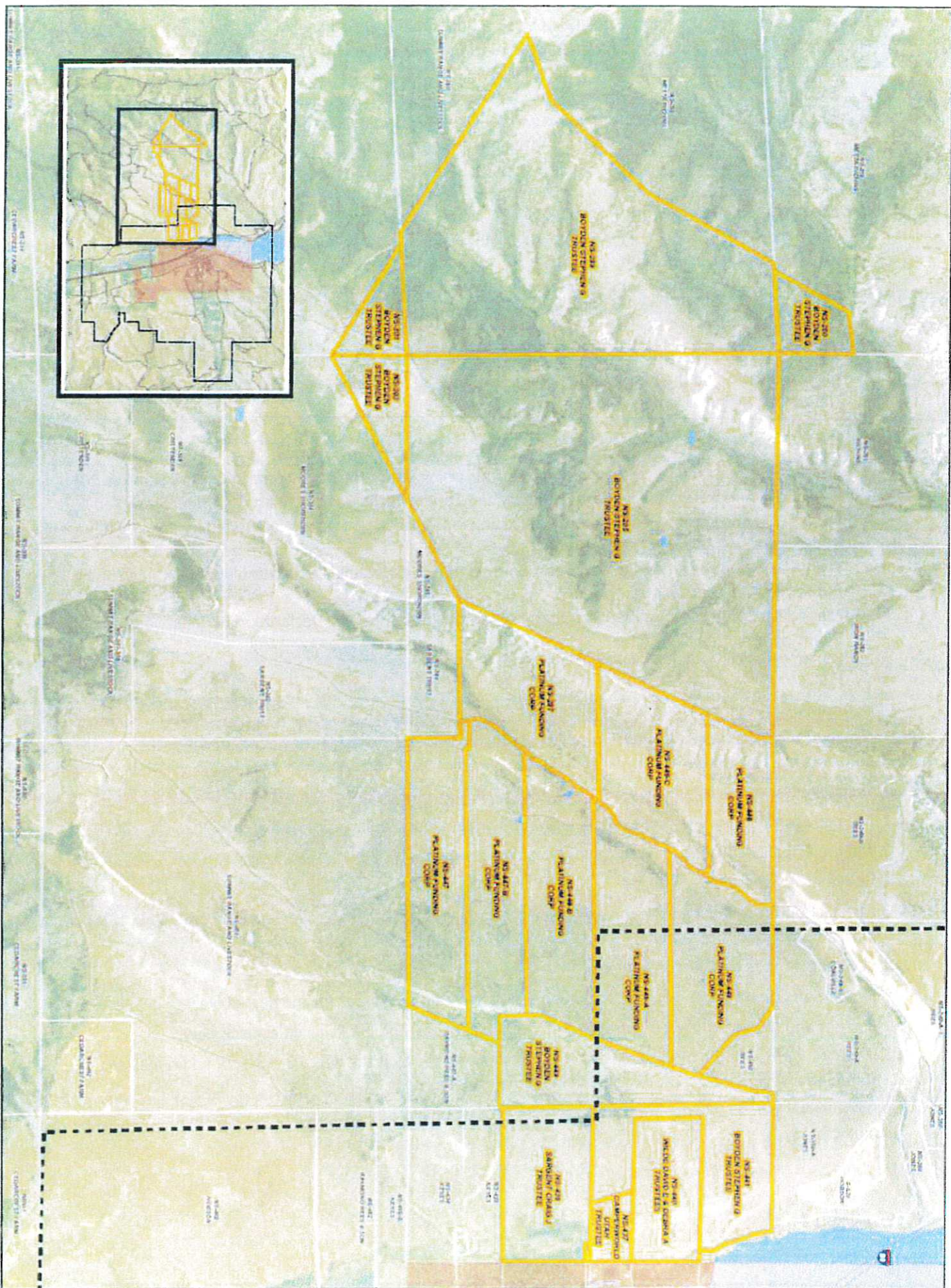
**Public Notices:**

- Feb 4-10: Annexation Declaration Boundary and Zoning Public Hearing (Planning Commission Feb 20)
- Feb 11-17: Annexation Declaration Boundary and Zoning Public Hearing (Planning Commission Feb 20)
- Feb 18 -24: Annexation Petition Open House and Public Hearing, Declaration Boundary and Zoning Public Hearing (Mar 12)
- Feb 25-Mar 3: Annexation Petition Open House and Public Hearing, Declaration Boundary and Zoning Public Hearing (Mar 12)
- Mar 4-Mar 10: Annexation Petition Open House and Public Hearing, Declaration Boundary and Zoning Public Hearing (Mar 12)

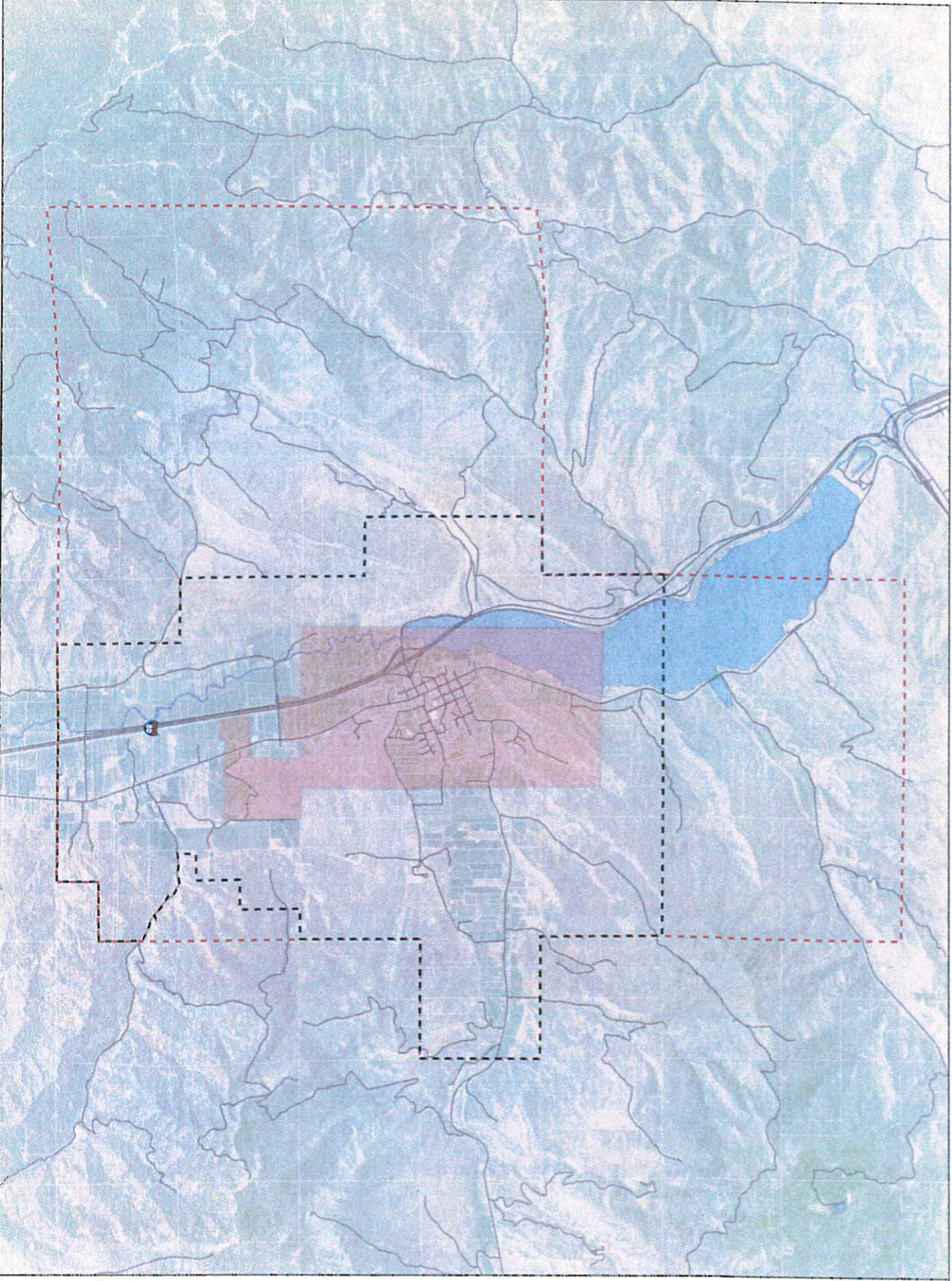
**Annexation Declaration Boundary Best Practices and Considerations:**

- ☐ A map of the expansion area which may include territory located outside the county in which the municipality is located
- ☐ The character of the community
- ☐ The need for municipal services in developed and undeveloped unincorporated areas
- ☐ The municipality's plans for extension of municipal services
- ☐ How the services will be financed
- ☐ Justification for excluding from the expansion area any area containing urban development within 1/2 mile of the municipality's boundary
- ☐ Comments made by affected entities
- ☐ Population growth projections for the municipality and adjoining areas for the next 20 years
- ☐ Current and projected costs of infrastructure, urban services, and public facilities necessary
- ☐ In conjunction with the municipality's general plan, the need over the next 20 years for additional land suitable for residential, commercial, and industrial development
- ☐ Reasons for including agricultural lands, forests, recreational areas, and wildlife management areas in the municipality



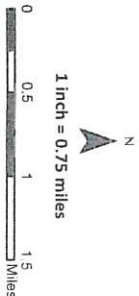






# Coalville Annexation Declaration Boundary Potential Changes

February 2018



- Current Annexation Declaration Boundary
- Proposed Annexation Declaration Boundary
- Coalville City

This document and the data and designs incorporated herein are the property of JUB Engineering, Inc., and are not to be used in whole or in part for any other project without written authorization of JUB Engineering, Inc.





#### 4. Code Revisions and Considerations

##### A. Subdivision Process

Title 8: Chapter 2 Subdivision Procedures (see Attachment 2)

- Preliminary Plans for Major Subdivisions currently require two public hearings, one at Planning Commission and another at City Council.
- Final Plans for Major Subdivisions also require two public hearings, one at Planning Commission and another at City Council.
- The requirements for Preliminary Plan submittals are already comprehensive enough, most applicants are prepared for Final.

*Conclusion: 4 public hearings for a subdivision may not be necessary if we are confident that major subdivision applicants are meeting the minimum requirements for a preliminary plan (see Attachment 2)*

Ideas for efficiency:

- Provide applicants the information required for a preliminary plan at the concept phase
- Eliminate the need for an additional public hearing and approval of the City Council of Preliminary Plans (see Attachment 1)

##### B. Commercial Uses

Title 10: Chapter 15 Commercial Districts (see Attachment 3)

- 10-15-020: Reconsider conditional uses for specific uses in both the CC and HC zones, consider:
  - Should specific uses identified as conditional use be changed to a permitted use (P)?
  - Should specific use identified as conditional use be changed to NOT permitted use (N)?
  - What uses should be considered that are not (**review Chapter 17 for ideas; consider moving uses from the Light Industrial Zone to CC and HC that make sense; are there uses in Chapter 17 that make sense in the CC or HC that may be considered low impact, such as assembly?**)
- 10-15-060: Protection of Residential Property – Setbacks
  - Consider exceptions for specific uses or alternatives to the masonry wall standard.
    - Most requirements have exceptions: for example, outdoor commercial activities (under special provisions in the code) require an opaque fence to block the view from passers-by, but specific outdoor commercial activity is exempt, such as the storage and sale of vehicles.
    - (**Exceptions might include uses that are low impact, or those that are permitted rather than those that require conditional use; alternatives might include another type of fence, such as vinyl or wood.**)
- 10-15-110: Uses Not Listed
  - Consider adding language that Staff or Planning Commission have the authority to determine whether a use not listed requires a Conditional Use Permit or is permitted when there is no substantial similarity identified.

##### C. Sensitive Lands

Title 10: Chapter 22 Sensitive Lands Overlay Zone (see Attachment 4)

- 10-22-050-D: Wetlands, Lake Shores, Stream or River Corridors, Floodplains and Drainage Ways
  - Item 4. Setbacks: Setbacks from wetlands shall extend a minimum of one hundred (100) feet outward from the delineated wetland edge. Setbacks from lake shores and stream corridors shall extend a minimum of one hundred (100) feet outward from the ordinary high water mark. Setbacks from irrigation ditches, canals and drainage ways shall extend a minimum of fifty (50) feet from the ordinary high water mark.
  - Consider exceptions for specific uses or alternatives.



Attachment 1  
Proposed Subdivision Application Process Flow Chart

Attachment 1: Proposed Subdivision Application Process

