

# Minutes of the Syracuse Planning Commission Regular Meeting July 18, 2023

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1 Minutes of the regular meeting of the Syracuse Planning Commission, held in Council Chambers and accessible via Zoom on  
2 July 18, 2023, at 6:00 PM.  
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5 **Commission Members Present:** Kenneth Hellewell, Chair  
6 Lon Hunter, Vice-Chair  
7 Scott Shea  
8 Dennis Johnson  
9 James King  
10 Dallas Johnson  
11 Neil Garner

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13 **City Employees Present:** Noah Steele, CED Director  
14 Royce Davies, Senior Planner  
15 Micheal Kerswell, Planner  
16 Brie Brass, City Attorney  
17 Golden Barrett, Fire Marshal  
18 Brian Bloemen, City Engineer  
19 Taylor Keysaw, I.T. Technician  
20

21 **City Council Liaison:** Paul Watson

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23  
24 **Visitors:** Mayor Dave Maughan, Patrick Oliverson, Jacob Briggs, David Griffin, Julie Griffin  
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## 27 **1. Meeting Called to Order**

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29 A quorum was present, as defined in Utah Code, Title 52, Chapter 4 – Open and Public Meetings Act. Chair Hellewell  
30 called the meeting to order at 6:00 PM as a regularly scheduled meeting, with notice of time, place, and agenda  
31 provided 24 hours in advance to the public and each commissioner. Commissioner King provided an invocation and  
32 Commissioner Shea led the Pledge of Allegiance.

33 COMMISSIONER HUNTER MOVED TO ADOPT THE AGENDA FOR THE JULY 18, 2023, PLANNING  
34 COMMISSION MEETING. COMMISSIONER SHEA SECONDED THE MOTION. THE MOTION CARRIED  
35 UNANIMOUSLY.  
36

## 37 **2. Meeting Minutes**

38 The following minutes were reviewed by the Planning Commission:  
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- 40 • Regular Meeting & Work Session for June 6, 2023

41 COMMISSIONER KING MOVED TO APPROVE THE MINUTES FOR THE JUNE 6, 2023 REGULAR AND WORK  
42 MEETINGS. COMMISSIONER HUNTER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.  
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## 44 **3. Public Comment**

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46 Mayor Dave Maughan explained that the scheduled discourse on recommended changes to the Transportation  
47 Master Plan is not meant to affect immediate, unconditional traffic flow configurations in the City. He advised  
48 that the proposed modifications are not targeted to a specific area or project. He spoke of long-range aspects;  
49 identifying the purpose and intent of a Transportation Master Plan. He indicated that citizens were recently  
50 notified of an unrelated, proposed Community Redevelopment Agency (CRA) district and acknowledged that  
51 some confusion may have resulted from the timing of the notice. He commented on, and contrasted CRA tax  
52 provisions and impact fees associated with new construction.  
53

54 Syracuse resident, Jacob Briggs thanked the Commission for their service. In reference to one proposed  
55 change to the Transportation Master Plan, he asserted that it would not be wise to extend 2500 West Street  
56 through an industrial complex into a residential neighborhood. He advised that a planned roundabout at 2500  
57 West and 700 South would adversely impact existing irrigation structures and possibly necessitate the removal  
58 of a house. He requested that the extension of 2500 West Street and the mentioned roundabout be deleted  
59 from the draft plan.  
60

61 Patrick Oliverson expressed opposition to extending Thurgood Lane to meet SR-193. He remarked on the  
62 perceived ineffectiveness of the potential connection through his neighborhood. He described alternate access  
63 routes. He commented on pedestrian safety issues.  
64

65 Julie Griffin agreed with Jacob Briggs' comments, adding that the proposed roundabout would blight a 100-  
66 year-old homestead with viable farmland.  
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## 68 **4. Agenda Items**

69 **Discussion/Motion – Transportation Master Plan**  
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1 City Engineer, Brian Bloemen stated that updates to the Transportation Master Plan occur periodically to ensure  
2 variation in projected growth is considered. He reiterated comments made by the Mayor about impact fee dynamics.  
3 He introduced WCG Transportation and Planning Group Manager, Jeremy Searle, who presented a multimedia  
4 exposition on existing conditions, typical roadway cross sections and the proposed Future Functional Class Map. He  
5 identified resources used for analysis. He summarized the process for finalizing a Transportation Master Plan.

6  
7 Fire Marshal, Golden Barrett indicated that International Fire Code (IFC) awareness is essential to Transportation  
8 Master Plan design. He read fire lane and restrictive on-street parking directives from the IFC.

9  
10 Brian Bloemen noted that Public Works Standards will need to be updated to match some of the proposed roadway  
11 cross sections in the Transportation Master Plan, when changes are adopted. He clarified that further discussion on  
12 the subject and approval will be required at that point. He emphasized that the Transportation Master Plan does not  
13 specify road dimensions, only class designations.

14  
15 Jeremy Searle gave an overview of future projects and related an envisioned timeline. He talked about connectivity,  
16 intersection improvement and safety concerns.

17  
18 A variety of traffic-calming measures in several areas of the City were contemplated by commissioners and staff.  
19 Proposals for supplementary guidelines in the text of the Transportation Master Plan that would specify the desired  
20 traffic controls were discussed.

21  
22 Senior Planner, Royce Davies explained how an established Transportation Master Plan helps the City collect  
23 infrastructure funding from developers through the exaction process.

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25  
26 **Public Hearing – Ordinance Amendment:** Proposed changes to Dog Kennel Regulations

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28 Royce Davies summarized: On January 1, 2023, Davis County code was amended to create blanket regulations  
29 concerning household pets in the County. As this code mirrors the Syracuse City code (section) concerning  
30 household pets, Staff proposes an amendment giving deference to Davis County who also enforces animal  
31 regulations through their Animal Care program. As such, several regulations have been removed from the City code  
32 as they were either redundant or conflicting with the Davis County code. The proposed City code amendment also  
33 includes a new use, allowing dog kennels and dog breeding on properties. He advised that very few properties in the  
34 City meet these requirements and it is intended that this use be kept far from residential areas due to potential  
35 impacts. Regulations for this section were created from research into standards established and enforced by Davis  
36 County Animal Care, Utah State, and the USDA. He acknowledged that allowance for fully enclosed boarding  
37 facilities has been maintained as previously approved. He reviewed the proposed text amendments and indicated  
38 that the Planning Commission is the recommending body for legislative actions such as a code amendment.

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40 Chair Hellewell opened the Public Hearing.

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42 No public input was provided.

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44 Chair Hellewell closed the Public Hearing.

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46 Commissioner Shea considered adding *Agricultural Dog Kennel* to the definitions list in Syracuse City code. He  
47 suggested the use be allowed on property with frontage on either an arterial road, State Highway or *collector road*.

48  
49 Commissioner Hunter reviewed other specific requirements for a property to be eligible for the Agricultural Dog  
50 Kennel license.

51  
52 COMMISSIONER KING MOVED TO RECOMMEND CITY COUNCIL APPROVAL OF THE PROPOSED CHANGES  
53 TO SYRACUSE CITY CODE RELATED TO DOG KENNEL REGULATIONS (SECTIONS 10.30.040, 10.10.040,  
54 10.55.030, 10.60.030 AND 10.65.030), WITH A REVISION TO ALLOW AGRICULTURAL DOG KENNEL USE ON  
55 PROPERTY WITH FRONTAGE ON A STATE HIGHWAY, ARTERIAL ROAD OR COLLECTOR ROAD, AS  
56 DISCUSSED. COMMISSIONER DENNIS JOHNSON SECONDED THE MOTION. THE MOTION PASSED  
57 UNANIMOUSLY.

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59 **5. Adjourn**

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61 AT 7:28 PM COMMISSIONER HUNTER MOVED TO ADJOURN AND PROCEED WITH THE WORK SESSION.  
62 COMMISSIONER DENNIS JOHNSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

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Planning Commission

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City Staff

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72 Date Approved: \_\_\_\_\_  
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# Minutes of the Syracuse Planning Commission Work Session – July 18, 2023

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Minutes of the work session of the Syracuse Planning Commission, held in Council Chambers and virtually via Zoom on July 18, 2023.

**Present:** Commission Members: Kenneth Hellewell, Chair  
Lonn Hunter, Vice-Chair  
Dallas Johnson  
Scott Shea  
Dennis Johnson  
James King  
Neil Garner

City Employees: Noah Steele, CED Director  
Royce Davies, Senior Planner  
Micheal Kerswell, Planner  
Brie Brass, City Attorney

Chair Hellewell started the Work Session at 7:30 PM

## 1. Department Business

### a. City Council Liaison Report

Councilmember Watson had nothing to report.

### b. City Attorney Updates

City Attorney, Brie Brass had nothing to report.

### c. Planning Commission Leadership Appointment

Chair Hellewell stated that the Planning Commission Vice-Chair position is vacant, due to the expiration of Commissioner Kennington's term. He noted that a Vice-Chair will be elected to serve until the end of the year – when both Chair and Vice-Chair seats will be up for reappointment.

COMMISSIONER SHEA NOMINATED LONN HUNTER FOR THE VICE-CHAIR POSITION. COMMISSIONER KING SECONDED THE NOMINATION. THE VOTE WAS UNANIMOUSLY IN FAVOR.

## 2. Discussion Items

### Upcoming Agenda Items

Senior Planner, Royce Davies reported that a number of draft ordinance amendments are in process and will be presented to the Commission for review in the coming weeks. He spoke of commissioner training that is available online and that will be provided during Planning Commission Work Sessions.

### Commissioner Reports

In answer to a query by Commissioner Shea, Brie Brass gave instructions on adding clauses and making specific language changes to established City code.

## 3. Adjourn

AT 7:36 PM COMMISSIONER HUNTER MOVED TO ADJOURN THE WORK SESSION. COMMISSIONER DENNIS JOHNSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

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Planning Commission

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City Staff

Date Approved: \_\_\_\_\_