

**NORTH OGDEN PLANNING COMMISSION  
MEETING MINUTES**

February 21, 2024

The North Ogden Planning Commission convened on February 21, 2024, at 6:00 p.m. at the North Ogden City Office at 505 East 2600 North.

Notice of time, place, and agenda of the meeting was posted on the bulletin board at the municipal office and posted to the Utah State Website on February 15, 2024.

Notice of the annual meeting schedule was posted on the bulletin board at the municipal office and posted to the Utah State Website on December 13, 2023.

**Note: The time stamps indicated in blue correspond with the recording of this meeting, which can be located on YouTube: <https://www.youtube.com/channel/UCriqbePBxTucXEzRr6fclhQ/videos> or by requesting a copy of the audio file from the North Ogden City Recorder.**

**COMMISSIONERS:**

Eric Thomas	Chairman	
Brandon Mason	Vice-Chairman	excused
Nicole Nancarrow	Commissioner	
Johnson Webb	Commissioner	
Cody Watson	Commissioner	
Nissa Green	Commissioner	via Zoom
Chad Bailey	Commissioner	excused

**STAFF:**

Scott Hess	Community and Economic Development Director
Ryan Nunn	Planner

**VISITORS:**

Jason R. Westbroek  
Chris Pulver

Chairman Thomas called the meeting to order at 6:00 p.m. Commissioner Webb offered the invocation and Commissioner Nancarrow led the Pledge of Allegiance.

**CONSENT AGENDA**

**1. ROLL CALL**

0:02:08 Vice Chairman Mason and Commissioner Bailey were excused. Commissioner Green was participating via Zoom. All other Commission Members were in attendance.

**2. CONSIDERATION AND ACTION TO APPROVE THE JANUARY 17, 2024, AND FEBRUARY 7, 2024, PLANNING COMMISSION MEETING MINUTES**

0:02:30 Commissioner Nancarrow made a motion to approve the January 17, 2024, and February 7, 2024, Planning Commission Meeting minutes. Commissioner Webb seconded the motion.

Voting on the motion:

Chairman Thomas	aye
Vice Chairman Mason	absent
Commissioner Nancarrow	aye
Commissioner Webb	aye
Commissioner Watson	aye
Commissioner Green	aye
Commissioner Bailey	absent

The motion carried.

**3. EX PARTE COMMUNICATIONS OR CONFLICTS OF INTEREST TO DISCLOSE**

0:03:38 Chairman Thomas asked if any Commissioners had ex parte communications or conflicts of interest to disclose. No disclosures were made.

**LEGISLATIVE ITEMS**

**4. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

There were no public comments.

5. **ZTA 2024-02 PUBLIC HEARING, CONSIDERATION AND RECOMMENDATION ON A LEGISLATIVE AMENDMENT TO CONSIDER AMENDING NORTH OGDEN CODE TITLE 11-19-3, C, 5 DESIGN AND LOCATION OF PARKING SPACES TO REDUCE THE REQUIRED PARKING SETBACK ON WASHINGTON BOULEVARD**

0:04:10 Community and Economic Development (CED) Director Scott Hess presented the item, explaining that Jason Westbrook, owner of Big O Tires, has requested a Zoning Text Amendment to reduce the required parking setback on Washington Boulevard. Mr. Hess provided background information on the existing Code, mentioning previous amendments allowing for reduced setbacks on side streets. He emphasized the need for flexibility and suggested retaining the 20-foot setback on Washington Boulevard for visual relief.

Chairman Thomas opened the floor for questions and comments, expressing the desire to hear from the applicant before entering into the Public Hearing.

0:08:13 Jason Westbrook introduced himself as a North Ogden resident and business owner. He outlined the issue, stating that the initial denial for parking along Washington Boulevard was based on green space requirements, which they now exceed. Mr. Westbrook commented that he is requesting a smaller setback, proposing a six to seven-foot buffer to add more parking spaces. He addressed aesthetic concerns and highlighted challenges with the current setbacks.

0:12:03 CED Director Hess discussed potential areas for additional parking, including modifications to the existing layout and addressing green space; he also mentioned potential changes to accommodate Mr. Westbrook's request.

0:17:07 Mr. Westbrook responded to questions about the north side of the property and potential additional parking spaces. He discussed plans to reconfigure the existing parking area due to necessary utility work and expressed the need for more space to accommodate business growth. Commissioner Webb inquired about the impact on the entrance and exit onto Washington Boulevard. Mr. Westbrook acknowledged the challenges during peak times but noted the difficulty in determining the ideal solution. Discussion continued on potential options and challenges in acquiring additional land.

**a. Chairman Thomas opened the Public Hearing at 6:19 p.m.**

There were no persons appearing to be heard.

**Commissioner Nancarrow made a motion to close the Public Hearing. Commissioner Green seconded the motion.**

**Voting on the motion:**

<b>Chairman Thomas</b>	<b>aye</b>
<b>Vice Chairman Mason</b>	<b>absent</b>

<b>Commissioner Nancarrow</b>	<b>aye</b>
<b>Commissioner Webb</b>	<b>aye</b>
<b>Commissioner Watson</b>	<b>aye</b>
<b>Commissioner Green</b>	<b>aye</b>
<b>Commissioner Bailey</b>	<b>absent</b>

**The motion carried.**

**The Public Hearing was closed at 6:20 p.m.**

**0:20:30** Chairman Thomas then facilitated discussion among the Commission regarding setbacks along Washington Boulevard. The current ordinance mandates a 20-foot setback. The discussion highlighted the importance of safety, green spaces, and the desire to promote walkability. The history of form-based code and its impact on building placement was also mentioned. Commissioners agreed with the importance of the 20-foot setback for safety reasons. The conversation included considerations for parking needs, potential adjustments to the setback on the north side, and the challenges of changing the site layout.

**0:31:30** Mr. Westbroek suggested solutions such as moving the building closer to the street or exploring additional parking in specific areas. Concerns were raised about the potential impact on traffic flow and the UDOT access management policy. The discussion also touched on the possibility of reducing setbacks on the north side of the property to accommodate additional parking and other alternatives.

**b. Consideration and recommendation**

**Commissioner Nancarrow made a motion to recommend to the City Council that we do not approve this proposed Zoning Text Amendment, amending North Ogden Code Title 11-19-3, C, 5 Design and Location of Parking Spaces to reduce the required parking setback on Washington Boulevard. However, we recommend reduction on the north side of Big O's property in accordance with the proposed Zoning Text Amendment 2024-03, which is to come before Planning Commission in the coming weeks. Commissioner Webb seconded the motion.**

**Voting on the motion:**

<b>Chairman Thomas</b>	<b>aye</b>
<b>Vice Chairman Mason</b>	<b>absent</b>
<b>Commissioner Nancarrow</b>	<b>aye</b>
<b>Commissioner Webb</b>	<b>aye</b>
<b>Commissioner Watson</b>	<b>aye</b>
<b>Commissioner Green</b>	<b>aye</b>
<b>Commissioner Bailey</b>	<b>absent</b>

**The motion carried.**

6. **PUBLIC COMMENTS**

There were no public comments.

7. **REMARKS - PLANNING COMMISSIONERS:**

0:41:30 Chairman Thomas informed the Commission that he would be absent for the March 20, 2024 Planning Commission Meeting.

8. **REPORT – COMMUNITY AND ECONOMIC DEVELOPMENT DIRECTOR**

0:42:00 Community and Economic Development Director Hess reported that the legislative session was in its final stretch, with eight days remaining. The housing bill of concern, House Bill 306, has stalled. However, substitute bills are emerging, indicating a dynamic week at the legislature. Mr. Hess anticipates providing an update in March, mentioning that he will be absent during the first week, with Planner Ryan Nunn taking over the meeting and a potential legislative session update from Jon Call. Mr. Hess reported that The South Town Center Project with consultants is completed, awaiting compilation with the active transportation plan for presentation to the Planning Commission and later to the City Council for General Plan updates. Mr. Hess noted that there has been a noticeable uptick in building activities, including minor subdivisions and site plans, with commercial site plans expected in the coming weeks.

9. **REMARKS – CITY MANAGER/ATTORNEY**

Mr. Call was excused.

10. **ADJOURNMENT**

**Commissioner Watson motioned to adjourn the meeting.**

**The meeting adjourned at 6:44 p.m.**

  
Eric Thomas  
Planning Commission Chair

  
Joyce Pierson  
Deputy City Recorder

3-6-2024  
Date Approved