PLANNING COMMISSION MINUTES OF MEETING
Wednesday, August 14, 2019
7:00 p.m.

A quorum being present at Centerville City Hall, 250 North Main Street, Centerville, Utah. The meeting of the Centerville City Planning Commission was called to order at 7:00 p.m.

MEMBERS PRESENT
Kevin Daly, Vice Chair
Cheylynn Hayman, Chair
Thomas Hunt
Logan Johnson
Becki Wright (arrived at 7:09 p.m.)

MEMBERS ABSENT
Isaac Workman

STAFF PRESENT
Cory Snyder, Community Development Director
Lisa Romney, City Attorney
Mackenzie Wood, Assistant Planner
Leah Romero, City Recorder

VISITORS
Interested citizens

PLEDGE OF ALLEGIANCE

OPENING COMMENT/LEGISLATIVE PRAYER Commissioner Hunt

PUBLIC MEETING – ISLAND VIEW PARK FINAL SITE PLAN APPROVAL

Chair Hayman stated the applicant requested to table Final Site Plan approval to a later date.

PUBLIC HEARING – ZONING CODE AND MUNICIPAL CODE AMENDMENTS – LETTERS OF CREDIT

Lisa Romney, City Attorney, explained that Staff recommends the elimination of letters of credit as an option for security bonds for subdivision developments, land use projects, landscaping, franchise agreements, and any other type of bonding required by the City. This recommendation is based on the determination that letters of credit require more administrative time to track and they often have expiration dates that do not cover the warranty period. In accordance with State law, the City is required to provide at least two forms of acceptable bonds. The City complies with this law by providing the cash bond and escrow deposit forms of bonding. The Commission discussed letters of credit and other forms of bonding.

Ms. Romney explained that at any given time the City holds about 20 subdivision bonds. At this time, 3 of those 20 bonds are letters of credit. Commissioner Johnson said the firm he works for deals almost exclusively with letters of credit, and said he would prefer to leave the option in place. Commissioner Daly commented that from a banking perspective, letters of credit increase in risk with longer terms. Commissioner Daly suggested continuing to accept letters of credit that meet certain minimum requirements. Ms. Romney noted that banks offer letters of

credit with one year terms that do not cover the warranty periods and take considerable administrative time to track.

Chair Hayman opened a public hearing at 7:15 p.m., and closed the public hearing seeing that no one wished to comment. Chair Hayman and Commissioner Wright said they do not have strong feelings one way or the other. Cory Snyder, Community Development Director, commented that developers are allowed by State law to put in certain improvements prior to bonding.

Chair Hayman made a **motion** to recommend approval of Ordinance No. 2019-16 regarding the use of letters of credit for bond security. Commissioner Johnson seconded the motion. Commissioner Johnson encouraged his fellow Commissioners to join him in keeping the chains on the government and leaving the option open for property owners. The motion passed by majority vote (4-1), with Commissioner Johnson dissenting.

PUBLIC HEARING – ZONING CODE AMENDMENTS – EXPIRATION OF SUBDIVISION APPROVALS

Ms. Romney stated that Staff recommends amendments to various provisions of the Subdivision Ordinance regarding expiration of subdivision approvals. The main intent of the amendments is to address the expiration issue regarding small subdivision waivers and plat amendments. It has been assumed that such approvals expire within the same time frame as set forth for final plat approvals. In reviewing the current code provisions, however, it was found that this expiration date is not clearly specified. Staff recommends the proposed amendments to clearly specify expiration of approvals for small subdivision waivers and plat amendments. Other changes to the expiration provisions for concept plan, preliminary plat, and final plat are also recommended to provide more consistent and affirmative language regarding expiration of approvals.

Chair Hayman opened a public hearing at 7:32 p.m., and closed the public hearing seeing that no one wished to comment. Ms. Romney pointed out three corrections to the document. Chair Hayman made a **motion** to recommend approval of Ordinance No. 2019-17 for amendments to CMC 15 (Subdivisions) regarding expiration dates for subdivision approvals. Councilmember Wright seconded the motion, which passed by unanimous vote (5-0).

DISCUSSION – SUBDIVISION ORDINANCE UPDATES – CHAPTER 11 (PLAT AMENDMENTS)

As part of the process to update and revise the City Subdivision Ordinance, Ms. Romney presented proposed updates to Chapter 11 (Plat Amendments) and answered questions from the Commission. Chair Hayman expressed support for administrative decisions staying at the Planning Commission level rather than the City Council level.

DISCUSSION – GENERAL PLAN – SOUTH MAIN STREET CORRIDOR

Previously, the Planning Commission set a rough schedule for reviewing different sections for formulating the revamp of the South Main Street Corridor (SMSC) Plan. Staff has substantially completed a conceptual draft rewrite. Chair Hayman agreed with Staff's recommendation to focus on Objective 2.D and Section 3 that night. She suggested changing the description of the SMSC as the "heart" of the community to the "historic heart" of the community. Commissioner Wright agreed with the suggestion. Chair Hayman said she likes the suggestion to place some type of landmark at the north end of the SMSC.

Chair Hayman said she thinks the suggestion to give equal priority to walking and biking in the design plan is a forward thinking planning perspective for Centerville. She suggested "significant" priority as an alternative. Commissioner Wright expressed the opinion that equal priority is consistent with what is provided elsewhere. Commissioner Hunt asked how use of right-of-way is determined on UDOT roads. Mr. Snyder responded that it is a partnership. UDOT controls the travel lanes and designates the City as agent from the curb to the property line. Mr. Snyder stated that UDOT is supposed to take written city plans and goals into account. Commissioner Wright commented that UDOT has worked with the Planning Commission in discussions in the past. Commissioner Wright suggested removing the term "at least" from the equal priority to walking and biking statement. Commissioner Daly suggested replacing the word "other" with "individual" modes of travel. Commissioner Johnson and Commissioner Daly agreed with changing the word "equal" to "significant" priority or consideration. Commissioner Wright commented that a significant part of planning is looking to the future, and expressed support for the term "equal priority".

The Commission and Staff discussed Section 3.C.2.ii – a suggestion to eliminate or relocate the northern access to City Hall from Main Street due to vehicular left-turn conflicts. Chair Hayman said she could agree with elimination of the northern access from Main Street if property between City Hall and Smith Park were obtained by the City and the Park and City Hall properties became integrated. Otherwise, she said she would hesitate to move primary access to City Hall to 100 East. Commissioner Johnson pointed out that the Ron Randall service station is now on the National Register of Historic Places. Mr. Snyder responded that the service station could be taken down if the property owner desired; however, he said he does not see that happening any time soon. Chair Hayman commented that a renovated historic service station would definitely add character to the SMSC. A majority of the Planning Commission supported removing 3.C.2.ii.

Chair Hayman asked about architectural elements and materials for structures as listed on the City's Landmarks Register (3.D.2.i). Mr. Snyder responded that the architectural elements would probably include elements used through the 1930s. The Commission and Staff discussed Section 3.D.5 and the idea of establishing a central intersection. Commissioner Wright suggested the Main Street/Porter Lane intersection.

COMMUNITY DEVELOPMENT DIRECTOR'S REPORT & CITY COUNCIL REPORT

- The Planning Commission is scheduled to meet next on August 28, 2019.
- Mr. Snyder updated the Commission on actions taken at the most recent Council meeting.

MINUTES REVIEW AND ACCEPTANCE

The minutes of the July 10, 2019 Planning Commission meeting were reviewed. Commissioner Johnson made a **motion** to accept the minutes. Commissioner Daly seconded the motion, which passed by unanimous vote (5-0).

ADJOURNMENT

At 8:45 p.m., Chair Hayman made a **motion** to adjourn the meeting. Commissioner Daly seconded the motion, which passed by unanimous vote (5-0).

Leah Romero, City Recorder

September 11, 2019
Date Approved

Katie Rust, Recording Secretary

CENTERVILLE CITY NC
1848
CORPORATE SEAL