



## CENTERVILLE CITY PLANNING COMMISSION AGENDA

**POSTPONED!** Due to Planning Commission Chair Hayman's Determination (contained in body of below agenda ) public meetings will be held electronically via Zoom and live streamed on the Centerville City YouTube channel. Public meetings conducted via Zoom may be terminated at any time due to hackers or inappropriate content.

**NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY PLANNING COMMISSION WILL HOLD ITS REGULAR PUBLIC MEETING AT 7:00 PM ON SEPTEMBER 14, 2020 AT THE CENTERVILLE CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.**

*Meetings of the Planning Commission of Centerville City may be conducted via electronic means pursuant to Utah Code Ann. 52-4-207, as amended. In such circumstances, contact will be established and maintained via electronic means and the meeting will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.*

*Centerville City, in compliance with the Americans With Disabilities Act, provides accommodations and auxiliary communicative aids and services for all those citizens in need of assistance, including hearing devices. Persons requesting these accommodations for City-sponsored public meetings, services, programs, or events should call Jacob Smith, Administrative Services Director, at 801-295-3477, giving at least 24 hours notice prior to the meeting.*

The full packet of backups can be found at <http://centerville.novusagenda.com/agendapublic>.

### A. ROLL CALL

1. Chair Hayman Electronic Meetings without an Anchor Location Due to Substantial Health and Safety Risk

In accordance with Utah Code 52-4-207(4) of the Utah Open and Public Meeting Act, I have determined that conducting an electronic meeting of the Centerville Planning Commission with an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location. This determination is based on the facts and circumstances surrounding the COVID-19 pandemic. Considering the continued number of COVID-19 case counts in Utah, meeting in an anchor location presents substantial risk to the health and safety of those in attendance because physical distancing measures may be difficult to maintain at City Hall.

Zoom Information:

[https://zoom.us/j/94717016599?](https://zoom.us/j/94717016599?pwd=cINsZ0NGVHFwOFBSNUVQUys2REtJZz09)

pwd=cINsZ0NGVHFwOFBSNUVQUys2REtJZz09

Dial +1 669 900 9128 US

Meeting ID: 947 1701 6599  
Passcode: 491594

YouTube Link: <https://www.youtube.com/user/centervillecityutah>

**B. PLEDGE OF ALLEGIANCE**

**C. PRAYER OR THOUGHT**

Cheylynn Hayman, Chair

**D. COMMISSION BUSINESS**

2. ADMINISTRATIVE DECISION - Bank of America  
The applicant is resubmitting the proposed Colors and Materials Storyboard Scheme, as required by Condition 8 of the Final Site Plan Approval
3. DISCUSSION ONLY - Transportation Element Discussion  
Planning Commission to discuss ideas for amending the City's General Plan regarding coordinating the transportation planning with land use planning, as required by State Statutes.
4. Community Development Director's Report  
*City Council Update:*
  - Nothing to Report*Next Planning Commission Meeting of 08/12/2020:*
  - The HIVE Development - Rezone and PDO Request
  - Extreme Auto - Final Site Plan and CUP
  - Summerhill Lane Subdivision - Rezone and PDO Request
  - Continued Transportation Element Discussion*2020 Commission Goals:*
  - Residential Buffering - previously tabled for further discussion
  - Transportation Element Amendments - begins 9/09/2020

**E. MINUTES REVIEW AND ACCEPTANCE**

August 26, 2020

**F. ADJOURNMENT**

Mackenzie Wood  
Centerville Assistant Planner

## CENTERVILLE

### Staff Backup Report

9/14/2020

Item No. 2.

Short Title: ADMINISTRATIVE DECISION - Bank of America

Initiated By:

Scheduled Time:

### **SUBJECT**

The applicant is resubmitting the proposed Colors and Materials Storyboard Scheme, as required by Condition 8 of the Final Site Plan Approval

### **RECOMMENDATION**

### **BACKGROUND**

#### **ATTACHMENTS:**

##### Description

- ▢ 09-09-2020 PC Staff Memo - BoA Colors and Materials Storyboard
- ▢ BoA Proposed Alternative Storyboard
- ▢ BoA Original Storyboard - Color Corrected

**CENTERVILLE CITY  
COMMUNITY DEVELOPMENT DEPARTMENT  
655 North 1250 West, Centerville, Utah 84014  
(801) 292-8232**

**STAFF MEMORANDUM**

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**DATE:           SEPTEMBER 09, 2020**

**TO:             CENTERVILLE CITY PLANNING COMMISSION**

**FROM:          PLANNING STAFF**

**SUBJECT:    BANK OF AMERICA COLORS AND MATERIAL SCHEME**

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**BACKGROUND**

At the August 12, 2020 Planning Commission meeting, the Commission approved the Final Site Plan for the proposed Bank of America. However, a condition of the final approval required the applicant to reconsider the selected color and materials scheme and return to the Commission for sanction prior to the issuance of the building permit. The proposed redevelopment of the site will likely be reviewed by the City's Redevelopment Agency on September 15, 2020. Prior to the RDA's review the applicant has submitted a proposed change and would like the Commission to approve the proposed resubmitted scheme.

**PREVIOUS CONDITION OF FINAL APPROVAL**

- ✓ *"Condition 8 – The final color scheme will be approved by the Planning Commission prior to issuance of a building permit."*

**ZONING REGULATIONS SUMMARY**

- ✓ *Colors & Materials (040c):*

*"All applications for site plan review of construction within the Parrish Lane Gateway Area shall include a "storyboard" with samples of the colors and materials to be used on-site. "Storyboard" materials should harmonize with existing, surrounding development*

*Buildings should be constructed primarily of cement block, brick, or similar maintenance-free material.*

- *At least 25% of the primary façade shall have upgraded architectural features such as canopies, pillars, archways, and other treatments.*
- *At least 15% of a secondary facade (the façade facing a none-primary frontage) shall be of upgraded architectural features.*
- *At least 5% of all other facades shall be of upgraded architectural features."*

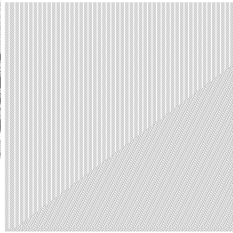


## PREVIOUS PLANNING COMMISSION DISCUSSION SUMMARY

- *Chair Hayman closed the public hearing at 7:29 p.m. She expressed the opinion that the proposed use of dark gray would not be harmonious with buildings in the area and said she would prefer a warmer tan tone.*
- *Commissioner Wright referred to a previous application reviewed by the Planning Commission for a property along Parrish Lane and commented that the Planning Commission had denied significant use of gray for that application.*
- *Commissioner Daly said he believed the Bank of America situation was different from the situation mentioned by Commissioner Wright and said he did not have a problem with the proposed color scheme. He said he felt the color scheme would be harmonious with the nearby MTC building and the In-N-Out building.*
- *Commissioner Wright and Chair Hayman suggested the image provided did not accurately reflect how dark the gray would be. Commissioner Wright said she would be more comfortable with a lighter cool tone than the Charcoal Slate proposed.*
- *Commissioner Wilcox said she personally preferred cool tones.*
- *Mr. Taylor said he would be able to submit a different color palette if desired.*
- *Commissioner Daly said he wanted to be sensitive to the applicant's timeline. The Commission discussed possibilities for moving forward.*

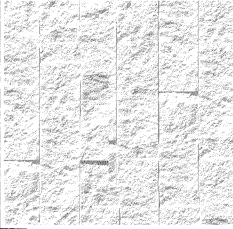
MATERIAL BOARD - SOUTHEAST ELEVATION PERSPECTIVE

OPTION 1



BENJAMIN MOORE  
SILVER CHAIN

Stucco Paint



ELDORADO STONE  
VANTAGE 30  
WHITE ELM

Stone Cladding

CITADEL  
ARTIC WHITE

Metal Panel

CITADEL  
CLEAR ANODIZED

Canopy Metal Panel

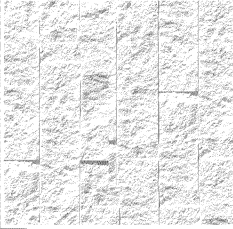
**MATERIAL BOARD - SOUTHWEST ELEVATION PERSPECTIVE**

OPTION 1



BENJAMIN MOORE  
SILVER CHAIN

Stucco Paint



ELDORADO STONE  
VANTAGE 30  
WHITE ELM

Stone Cladding

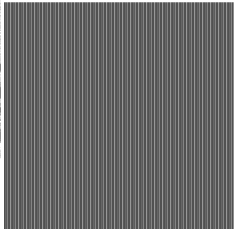
CITADEL  
ARTIC WHITE

Metal Panel

CITADEL  
CLEAR ANODIZED

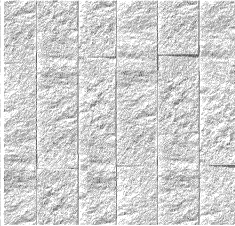
Canopy Metal Panel

MATERIAL BOARD - SOUTHEAST ELEVATION PERSPECTIVE



BENJAMIN MOORE  
CHARCOAL SLATE

Stucco Paint



ELDORADO STONE  
VANTAGE 30  
SOUTHERN PEAK

Stone Cladding

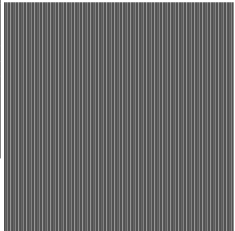
CITADEL  
ARTIC WHITE

Metal Panel

CITADEL  
CLEAR ANODIZED

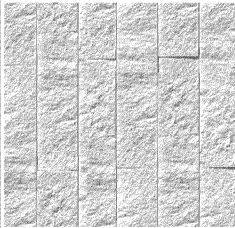
Canopy Metal Panel

**MATERIAL BOARD - SOUTHWEST ELEVATION PERSPECTIVE**



BENJAMIN MOORE  
CHARCOAL SLATE

Stucco Paint



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VANTAGE 30  
SOUTHERN PEAK

Stone Cladding

CITADEL  
ARTIC WHITE

Metal Panel

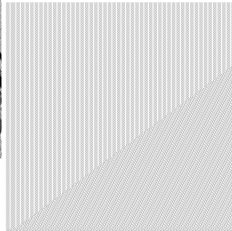
CITADEL  
CLEAR ANODIZED

Canopy Metal Panel



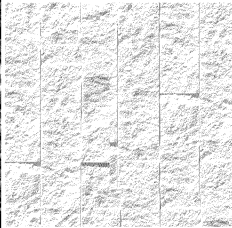
MATERIAL BOARD - SOUTHEAST ELEVATION PERSPECTIVE

OPTION 1



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SILVER CHAIN

Stucco Paint



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WHITE ELM

Stone Cladding



CITADEL  
ARTIC WHITE

Metal Panel

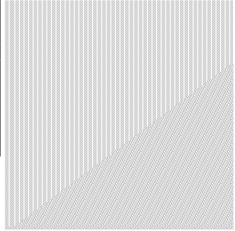
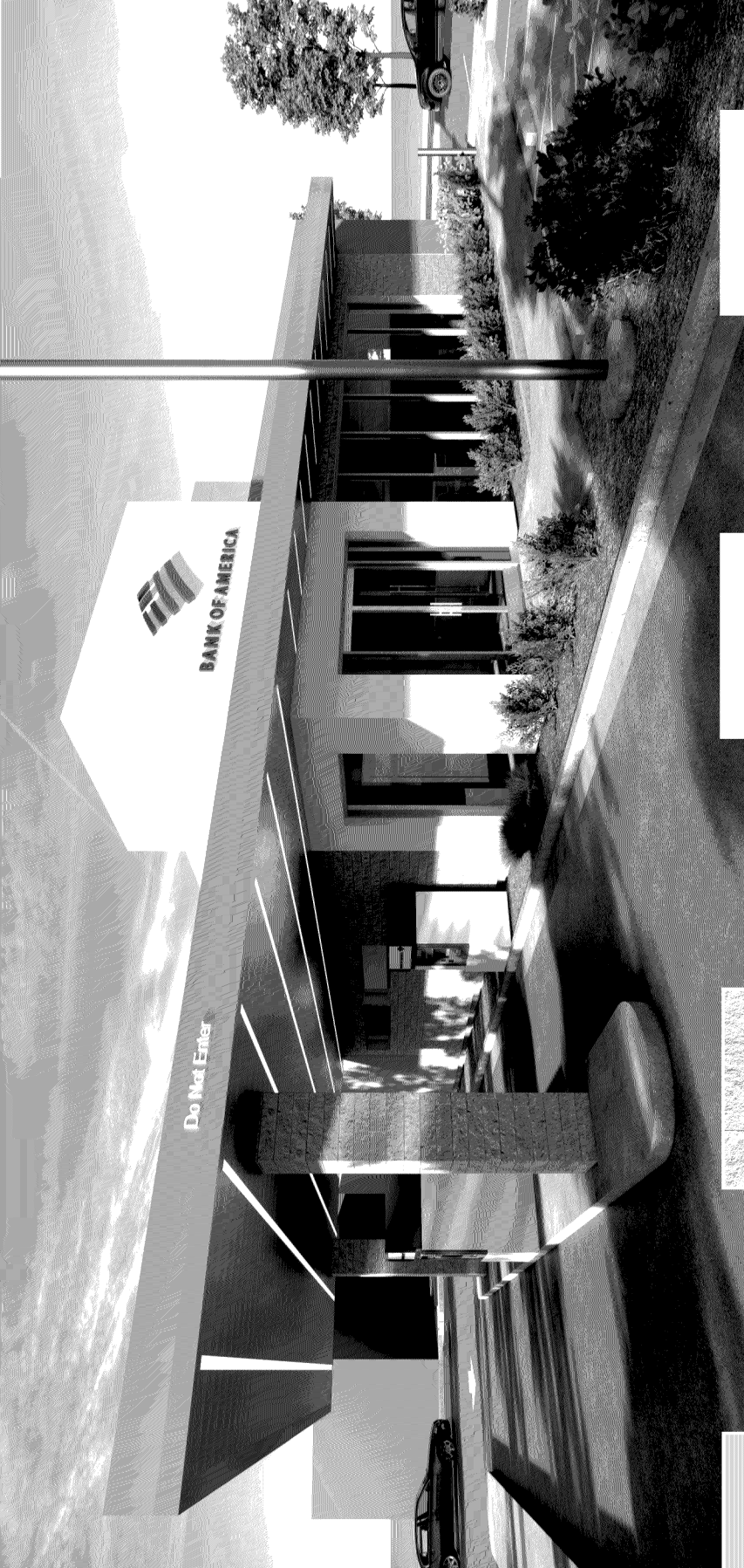


CITADEL  
CLEAR ANODIZED

Canopy Metal Panel

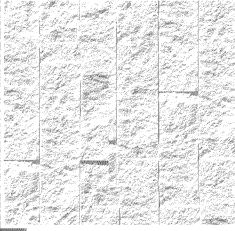
MATERIAL BOARD - SOUTHWEST ELEVATION PERSPECTIVE

OPTION 1



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SILVER CHAIN

Stucco Paint



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VANTAGE 30  
WHITE ELM

Stone Cladding

CITADEL  
ARTIC WHITE

Metal Panel

CITADEL  
CLEAR ANODIZED

Canopy Metal Panel

## **CENTERVILLE**

### **Staff Backup Report**

**9/14/2020**

Item No. 3.

Short Title: DISCUSSION ONLY - Transportation Element Discussion

Initiated By:

Scheduled Time:

#### **SUBJECT**

Planning Commission to discuss ideas for amending the City's General Plan regarding coordinating the transportation planning with land use planning, as required by State Statutes.

#### **RECOMMENDATION**

#### **BACKGROUND**

#### **ATTACHMENTS:**

Description

- ▢ 09-09-2020 PC Staff Memo - Transportation Element Update
- ▢ Previous Infill Development Ideas Brief by Staff



**CENTERVILLE CITY  
COMMUNITY DEVELOPMENT DEPARTMENT  
655 North 1250 West, Centerville, Utah 84014  
(801) 292-8232**

**STAFF MEMORANDUM**

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**DATE: SEPTEMBER 09, 2020**

**TO: CENTERVILLE CITY PLANNING COMMISSION**

**FROM: PLANNING STAFF**

**SUBJECT: CITY'S GENERAL PLAN REGARDING THE MODERATE-INCOME HOUSING AND TRANSPORTATION ELEMENT COORDINATION DISCUSSION**

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As established by recent state statute amendments to the *Land Use Management Act*, all cities are required to adopt specific updates to the City's General Plan to coordinate the Transportation Element with the City's Moderate-Income Housing Plan by December 01, 2020. The state code transportation element requirements can be viewed at the following link and scrolling to Section 3(a)(ii) and Section 3(d):

[https://le.utah.gov/xcode/Title10/Chapter9A/10-9a-S403.html?v=C10-9a-S403\\_2019051420190514#:~:text=General%20plan%20preparation.,-\(1\)&text=The%20planning%20commission%20shall%20make,the%20area%20within%20the%20municipality.](https://le.utah.gov/xcode/Title10/Chapter9A/10-9a-S403.html?v=C10-9a-S403_2019051420190514#:~:text=General%20plan%20preparation.,-(1)&text=The%20planning%20commission%20shall%20make,the%20area%20within%20the%20municipality.)

**RECAP:** The purpose of this process is to simply adopt future planning policies for the General Plan in order to bring it into compliance with state statutes. Thus, the City needs to focus on adopting just the policy considerations and not become overwhelmed with full implementation at this time. The required zoning implementation tools can be vetted and debated at a future time. Additionally, the Commission should focus on the need goal of 411 housing units. Keep in mind the state statute language of "realistic opportunity," which is different than achieving the actual result. It is the opinion of staff, that there are market forces and variables that cities cannot not ultimately control.

**INITIAL PLANNING STAFF ANALYSIS AND SUGGESTIONS**

There are three (3) components to state requirements, which are summarized as follows:

- I. A Municipality's Relationship to A Major Investment Corridor
- II. Correlation of the Transportation Element with the Land Use Element, to include "a realistic opportunity to meet the need for additional moderate-income housing."
- III. Consider the regional transportation plan developed by its region's metropolitan planning organization if the municipality is within the boundaries of a metropolitan planning

organization. [current Transportation Element makes the necessary connection- see Section 12-450-4. Public Transportation]

### **Moderate Income Housing Links**

- MIH Plan:  
<http://centervilleut.net/file/2020/02/12-490-moderate-income-housing-amd1-adopted-cln.pdf>
- 2017 MIH Report:  
[http://centervilleut.net/file/2019/12/Moderate\\_Housing\\_Outline\\_and\\_Report.pdf](http://centervilleut.net/file/2019/12/Moderate_Housing_Outline_and_Report.pdf)

Lets' address them in the order listed above:

**A Municipality's Relationship to A Major Investment Corridor** - according to state statute a Major Investment Corridor means:

- a) public transit rail right-of-way
- b) dedicated road right-of-way for the use of public transit, such as bus rapid transit; or
- c) fixed-route bus corridors subject to an interlocal agreement or contract between a municipality or county.

In accordance with State Code [i.e. Section 3(a)(ii)], staff believes that Centerville City's relationship to a major investment corridor can be defined as follows:

**STAFF COMMENTS:** Centerville does not have access to a major transit investment corridor. Consequently, our Transportation Element is then required to address our plan for *“residential and commercial development in areas that will maintain and improve connections between housing, transportation, employment, education, recreation and commerce.”*

**Correlation of the Transportation Element with the Land Use Element** – The current general plan does not have a centralized “Land Use Element.” It is divided into several segments addressing housing, community facilities, transportation, etc. Additionally, the City is further divided into five (5) neighborhood planning areas. Each has their own “future land use” planning policies. Additionally, the City has adopted a “*Moderate Income Housing Element*.” This MIH Plan is the primary focus of the state statute requiring a coordinated effort with the City's transportation Planning efforts.

Nevertheless, staff is providing below a summary of the concepts found in the Housing Policies and the MIH Plan to initiate the discussion of needed Transportation Element Amendments.

- **GENERAL PLAN HOUSNG POLICIES** – the applicable housing policies are listed in Section 12-420. Staff believes that transportation and future MIH needs are tied to the following:

- *The City shall not allow racial, ethnic, religious, or economic discrimination in the provision and procurement of decent housing in this City.*
- *The City shall assure an adequate supply of housing for future population through identification of optimum locations for housing development and provision of City services as required.*
- *It is the desire of Centerville City to provide a variety of housing options within the community, including variable densities.*
- *In furtherance of the above stated goal, it is the policy of Centerville City to provide appropriate housing for all Centerville residents giving consideration to ongoing lifestyle changes and circumstances that are increasingly prevalent in the normal life cycle of the aging residents.*

- **MIH PLAN POLICIES** – Plan Element 4 of the MIH estimates the City’s future need for moderate income housing. The projected need for the next four years is 411 additional housing units. The heaviest burden group are those with incomes less than 50% AMI. The applicable City’s primary selected MIH policies and/or strategies are as follows:

| 2024 Estimated Gap Projection | 2018 Renter Households | 2024 Renter Households | Need Increase Per Gap |
|-------------------------------|------------------------|------------------------|-----------------------|
| ≤ 80% AMI                     | 1190                   | 1219                   | + 411                 |

**Table 5**

| Estimated Housing Burden Ratio | 2017 Survey | 2024 Projection |
|--------------------------------|-------------|-----------------|
| 100 % AMI                      | 15.3%       | 16.1%           |
| 80% AMI                        | 19.0%       | 20.2%           |
| 50% AMI                        | 30.3%       | 32.3%           |
| 30% AMI                        | 50.6%       | 53.8%           |

**Table 6**

**Future MIH Policy Considerations identified are:**

- *Encouraging an open market yield of housing types.*
- *Supporting mixed-use or flexible development in selected areas of the city.*
- *Allowing reuse or redevelopment of underutilized lands through flexible development standards, or other similar opportunities.*

**Primary MIH Identified Strategies selected are:**

- *Create or allow for, and reduce regulations related to, accessory dwelling units in residential zones.*
- *Preserve existing moderate-income housing.*
- *Any other program or strategy implemented by the municipality to address the housing needs of residents of the municipality who earn less than 80% of the area median income.*

**Additional City MIH Identified Strategies listed are:**

- *Continue to support allowing mixed-use zoning and related development strategic areas of the City.*
- *Monitor and review existing housing patterns within the City in comparison to a pattern of an open market yield.*
- *Make an effort to balance the number and size of zoning districts with the demand for various housing types.*
- *Consider adopting basic or flexible design standards for small-lot or underutilized land parcels within existing developed areas of the City.*

## PLANNING STAFF'S SUGGESTED CORRELATING CONCEPT IDEAS

- ✓ Consider Additional Housing within Single Block Measurement – Consider using a pedestrian friendly walking distance of 600 feet of a transit corridor (e.g. bus route, BRT). Example:
  - Allow housing uses such as “*accessory apartments*” in commercial zones within 600 feet of a transit corridor.
  - Allow for “*accessory dwelling units*” in A-L and R-L residential zones within 600 feet of a transit corridor.
- ✓ Consider a Unit Density Infill Strategy within a Single Block Measurement – Create an “*Infill Overlay*” that adjusts the base density to allow for infill development within 600 feet of select collector and arterial streets. Example:
  - *For R-L Zones allow 5 units rather than 4 units per acre.*
  - *For R-M Zones allow 7 units rather than 6 units per acre.*
  - *For R-H Zones allow 10 units rather than 8 units as a permitted use.*
- ✓ Consider a Flexible Lot Infill Strategy – Adopt “*Small Lot-Floating Regulations*” [see Page 5 of attachments]. The intent or use of this strategy is to allow underutilized larger lots, maybe fronting along a collector or arterial street, by creating additional opportunities for housing without drastically impacting the character of a neighborhood.
- ✓ Consider an Inclusionary Zoning Strategy – Adopt/amend zoning densities for multi-family development fronting along a collector or arterial corridors. Examples:
  - *For R-M Zones, allow 8 eight units per acre as a permitted allowance, provided that for every 4 units there is 1 unit that meets a defined MIH expectation.*
  - *For R-H Zones, allow 12 units per acre as a permitted allowance, provided that for every 3 units there is 1 unit that meets a defined MIH expectation.*

## POTENTIAL CORRIDORS FOR CONSIDERATION

- ✓ Major North/South Corridors:
  - 400 East Street – from Chase Lane to South Centerville City Boarder
  - Main Street – from North Centerville to South Centerville City Boarder
  - 400 West Street – from Parrish Lane to South City Boarder
- ✓ Major East/West Corridors:
  - Chase Lane – from 400 East to Frontage Road
  - 400 North – from 400 East to Main Street
  - Parrish Lane – from Main Street to Legacy Boulevard
  - Porter Lane – from Main Street to Frontage Road
  - Pages Lane from 400 East to Main Street
- ✓ Transit Route Corridors:
  - 400 East – from Chase Lane to South City Boundary

- Main Street – from North City Limits to South City Limits

#### **PLANNING STAFF RECOMENDATION**

The Planning Staff believes that the following policies, goals, or concepts should be used to help guide the direction to go in creating the needed amendments:

- 1. Create or allow for, and reduce regulations related to, accessory dwelling units in residential zones,*
- 2. Consider additional housing (i.e. accessory apartments and accessory dwellings) within Single Block Measurement for select areas along a transportation corridor,*
- 3. Consider creating an “Infill Overlay” that adjusts the base density to allow for infill development within 600 feet of select collector and arterial streets,*
- 4. Consider adopting “Small Lot-Floating Regulations” to allow underutilized larger lots, maybe fronting along a collector or arterial street.*



# HOUSING OPTIONS GUIDE

## ♦ HOUSING AND ZONING ♦

### **Mismatch Between Housing Needs and Zoning in Utah**

While early zoning codes primarily dealt with the separation of industrial and residential uses, it was not long before different classes of residential types began to be separated from one another to address the concerns of density and traffic within a local jurisdiction. Thus today, individual localities usually focus more on the local development land use patterns rather than on the regional impact these patterns produce.

Because higher density development is generally seen as a negative, the preferred local choice is to allow and approve low-density development. As a result, those who cannot afford housing in a particular area are forced to seek for other low-density housing that is more affordable in a surrounding area often resulting in longer distances to their places of employment. These patterns greatly influence the traffic and congestion problems at a regional level.

Traditional neighborhoods usually contained a variety of housing types that included large single family lots, cottage homes, boarding houses, duplexes and small apartments. However, driven by the negative perceptions of some of these traditional housing types, over the years Utah communities have and are developing neighborhoods and communities that do not respond to the housing choices that could be made by the growing population of the State.

### **Estimated Growth for the Greater Wasatch Area**

Envision Utah and QGET's research has estimated the housing stock for 2020, at current zoning patterns, will result in the following housing supply:

- 77% Single Family units
- 14% Apartment units
- 9% Townhomes/Duplexes

If a truly open market supply were made available, the housing supply would yield:

- 60% Single family units
- 26% Apartment units
- 14% Townhomes/Duplexes

2007 Estimated Housing Supply for Centerville City:

- 78% Single family units
- 06% Apartments
- 16% Townhomes/Duplexes

### **The Challenge Ahead**

Over the next 20 years, the supply of housing types and overall housing preferences likely will continue to diverge as the demand for a range of housing choices increases and as zoning continues to constrain housing options to large-lot single family homes.

The challenge for Utah cities and counties is to ensure that their zoning regulations, taken as a whole, do not limit the availability of housing that is or will be needed, and even desired, by our residents.



# HOUSING OPTIONS GUIDE

## ♦ ALTERNATIVE HOUSING TYPES ♦

### Mixed Housing Above Retail

A major advantage of this type of housing is the human activity present during the night and on weekends, resulting in healthier commercial areas.

### Courtyard Apartments

Before apartments projects became conglomerations of identical units, apartment houses were located near shopping districts. The best designs included courtyards near the entry, providing needed charm and open space, occupying about 1/4 of the lot area.



*Colonial Court Apartments, Ogden, UT*

### “Big House” Apartments

With historical roots of providing room for aging or extended family members, many older large homes of the past have been successfully converted into apartments. Today, the “Big House” design was developed to accommodate multiple units that appear to be simply a large home that allow apartment style units, four to eight units, to be integrated into the neighborhood.

### Live Work Units

Before the concept of zoning existed, people often conducted work from their homes, sometimes complete with separate entrances and with discreet signs. This traditional housing type is being “rediscovered” and carries the label “live/work units.”

### Garden Courts

This housing type evolved in European cities of the 17th century and is the most successful housing type for high density. It has a garden focal point surrounded by urban housing. The garden however is the shared yard “green” space of the units. Modern zoning generally prohibits this type due to typical lot area and widths requirements that are maintained privately.



*Florentine Towns, Centerville, UT*

### Alley Fed Townhomes & Cottages

Early subdivisions often contained alleys, the preferred service areas for trash removal and service delivery. During the 20th century, alleys fell out of favor. There has been a recent trend to eliminate the garage focused home design in favor of the “front porch.” Alleys are one of the tools to return access and service uses to the rear yard area.





# HOUSING OPTIONS GUIDE

## ♦ MODERATE INCOME HOUSING ♦

### **Moderate Income Housing (aka Affordable Housing)**

Moderate Income Housing demand is defined as households which have incomes less than or equal to 80% of the median income of a given area. For Utah, the estimated moderate income level for 2005 was \$42,800. This equates to an approximate maximum total mortgage payment of \$1,070 monthly or \$12,840 annually.

Centerville City adopted a Moderate Income Housing Element in February of 2002. This plan addressed the issues required by the state law (10-9-307) and recommended strategies specific to Centerville City. Additionally, the City is required to submit a biennial report to the State addressing the efforts to encourage the development of moderate income housing.

higher densities in locations where needed consumer services and existing and proposed public transportation options were available (see Section 12-480, page 16). This would assist in providing varied housing options that would allow persons of moderate income to purchase or rent a home and be provided various transportation options for commuting to work or making consumer purchases.

- In June 2007, the City changed the minimum five-acre requirement for platting or subdividing multi-family development, which now allows any multi-family development to record a plat for home or unit ownership purposes. This action would allow another alternative for home ownership verses simply renting.

### **Summary of Regulatory Changes Made by The City**

- In December of 2003, the City overhauled and updated the City's Zoning Ordinance. One of the regulatory changes eliminated the typical minimum lot size requirement and adopted flexible regulations that are associated with maximum densities allotted to different zoning districts. Thus, the regulations now allow a variety of lot sizes that can be integrated into a single development project. This allows opportunities to develop a range of pricing levels within a particular development.
- The City's General Plan was modified again in June of 2004 that encouraged

### **Regulatory Change Drawbacks**

- There is an increasing realization that regulatory changes do not necessarily translate into the development of moderate income housing.
- To be more effective, cities are also adopting "inclusionary zoning" policies that require the development of moderate income housing. This principle will be further discussed in detail in this guide.



# HOUSING OPTIONS GUIDE

## ♦ INCLUSIONARY ZONING ♦

### **Inclusionary Zoning**

Inclusionary zoning refers to regulations or ordinances that require a given share of new construction to be affordable to people with low to moderate incomes. The term is derived from land use or zoning practices which have an effect of excluding affordable housing from a municipality through general plan and zoning regulatory policies.

The practice of inclusionary zoning helps to provide a wider range of housing types or options than the market can provide on its own. Most inclusionary zoning is enacted on a local government level, but increasingly regional, state, and federal programs are being enacted to resolve affordable housing stock needs or shortages.

### **Typical Inclusionary Zoning Policies**

- On-Site permanently affordable units that are required to be constructed within the project.
- Off-Site permanently affordable units that the developer may be allowed to provide offsite
- In-Lieu Contribution for developers to satisfy permanently affordable unit obligations by making contributions to an approved affordable housing fund
- Land Dedication for developers to satisfy permanently affordable unit obligations by dedication of land in-lieu of providing affordable housing on-site.



- Waiver of inclusionary zoning obligation for certain size-restricted developments, as deemed appropriate by the regulating authority.

### **Inclusionary Zoning Drawbacks**

- Management intensive for local administrations to ensure compliance and continuance of approved permanent affordable units.
- Often criticized for shifting the burden of affordable housing provision to other groups (type of development tax).
- Accused of distilling the upwardly mobile poor from the remainder of persons living in lower income neighborhoods leading to further deterioration of central city neighborhoods.
- Accused of causing undue growth in locations that would not otherwise experience it.



# IN-FILL TYPES GUIDE

## ♦ FLAG LOT DEVELOPMENT ♦

### Flag Lots

The Subdivision Ordinance defines a flag lot as “a lot that has been approved by the City with access provided to the bulk of the lot by means of a narrow corridor.”

However, the Zoning Ordinance regulates the lot area, width, and depth and currently requires a minimum lot width of 60 feet, which prohibits the use of a narrow corridor and essentially eliminates use of a typical flag lot design.

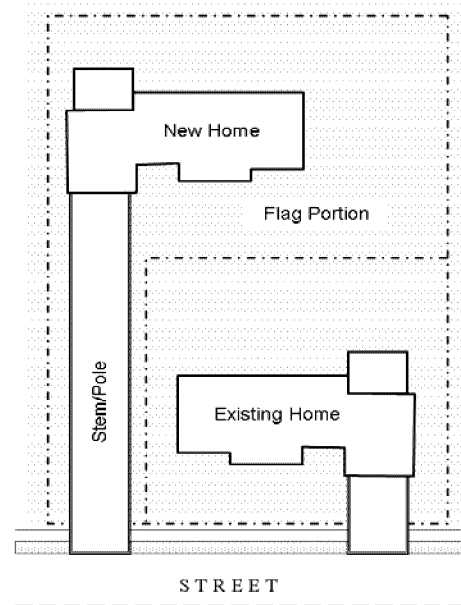
### Purpose of Flag Lots

The intent or use of flag lot regulations is to create lots that reflect the overall image or character of a neighborhood (typically single-family areas) when the following conditions exist:

- The location of an existing house precludes a division of land due to minimum lot widths or setbacks, etc.
- An under-utilized or odd lot exists with no other means of public street frontage or access.
- Complies with the allowed densities of the applicable zoning district.
- All utilities and fire protection services can be adequately provided to the additional lot.

### Typical Flag Lot Regulations

- Minimum stem or pole widths
- Building orientation standards
- Substitute setback standards
- Additional buffer & landscaping standards



- Fire protection, suppression, and access standards
- All other typical residential lot uses and activities such as, building heights, accessory uses, parking needs, pervious and impervious, etc.

### Flag Lot Drawbacks

- Rear yard to Front yard conflicts.
- Stem or pole access maintenance.
- Visual connection to street for garbage, deliveries, police and emergency type services.
- The concentration of flag lots where property assemblages could result in traditional divisions of land.
- Compatibility of new homes among existing homes.
- Public intolerance for use of perceived open spaces.



# IN-FILL TYPES GUIDE

## ♦ SMALL LOT—FLOATING ZONE ♦

### Small Lot—Floating Overlay Zone

The purpose of a small lot-floating overlay zone is to allow for the building of houses (in-fill) on existing underutilized or underused properties.

A secondary purpose is to allow for an increased number of single-family units to be developed that are more affordable to a larger number of people and encourage the more efficient use of services that are already in place (streets, water, sewer, etc.).

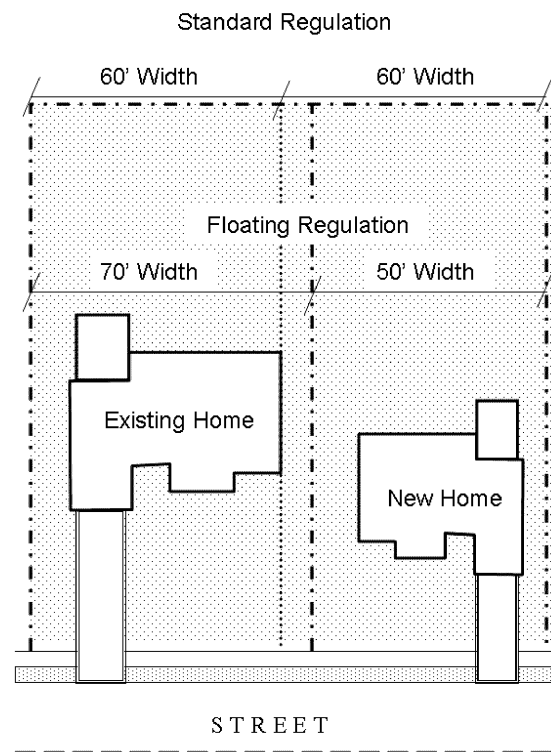
### Conditions for Use of the Small Lot—Floating Overlay Zone

The intent or use of small lot—floating overlay zone is to create additional lots, without drastically impacting character of a neighborhood (typically single-family areas), when the following conditions exist:

- The location of an existing house precludes a division of land due to minimum lot widths or setbacks, etc.
- An under-utilized or odd lot exists with no other means of public street frontage or access.
- Allowance is believed compatible with the allowed densities of the applicable zoning district.
- All utilities and fire protection services can be adequately provided to the additional lot.

### Typical Small Lot—Floating Zone Regulations

- Procedural and permitted parameters
- Reduced minimum lot size, widths and depths



- Minimum driveway distance separations
- Minimum front yard area requirements
- When deemed necessary, design, orientation, and house size limitations.

### Small Lot—Floating Zone Drawbacks

- Establishing acceptable criteria for allowing smaller lots
- Establishing acceptable density or lot sizes.
- Compatibility of new homes among existing homes.
- Public intolerance for use of perceived open spaces.



# IN-FILL TYPES GUIDE

## ◆ DEMOLISH & REBUILD ◆

### Demolish & Rebuild

All neighborhoods experience cycles or transitions that often change their originally built character. The cycle begins with new construction for a growing population. As the area approaches a mid-age status, household numbers begin to decrease, yet the neighborhood usually remains stable. As the neighborhood begins to gentrify, the housing stock becomes attractive to those within moderate incomes levels with a limited financial ability to maintain the property or it becomes economically feasible to extensively remodel or even demolish and rebuild a second generation home by those who have financial means to do so.

Aside from historic preservation efforts, neighborhood gentrification leads to a change in the original character of the housing stock, which often leads to concerns or perceptions of the quality and stability of the local area.

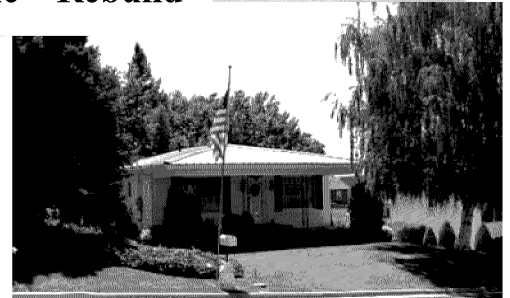
### Conditions for Demolition & Rebuild

The general use of demolition and rebuild usually occurs when the following conditions exist:

- The neighborhood remains desirable but there is a less desirable design in older available housing stock.
- The new housing stock is expensive and/or new lot costs are high.
- The cost of purchasing an existing home to demolish and rebuild is equal or lower than building a new home elsewhere.
- The existing lot can accommodate a larger home and with adequate utility services.



New Home—Rebuild



Existing Home—Next Door

### Typical Demolish & Rebuild Regulations

- Historic Preservation regulations, if applicable.
- Compatible relationship regulations (e.g. height, setbacks, area coverage, etc.)
- Compatible design regulations (e.g. elevation styles, materials, accessory elements such as porch and garages, etc.)
- Utility service upgrades

### Demolition & Rebuild Drawbacks

- New build design relationships with older housing styles
- Increase of property values impacting those with limited incomes
- Loss of historic housing stock or the local historic identity or development pattern



# IN-FILL TYPES GUIDE

## ♦ ACCESSORY DWELLING UNIT ♦

### Accessory Dwelling Unit (ADU)

An Accessory Dwelling Unit (ADU) is an additional, self-contained housing unit that is secondary to the main residence. ADU's are sometimes referred to as "mother-in-law" apartments or "granny flats," since their origins were to provide space for extended family members.

ADU's can take many forms such as attachments or additions to the main home, use of basement areas, or a second-story over an detached garage.

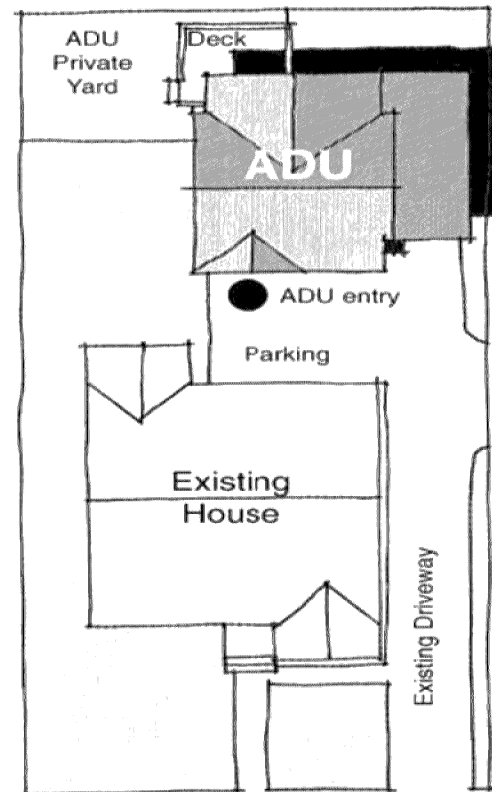
### Purpose of ADU's

The intent or use of ADU's is often to provide places for the elderly to be taken care of by family members, places for newly married or return of adult children, or even perhaps to supplement a mortgage payment. ADU's are typically used in single-family areas when the following conditions exist:

- Excess space within the primary dwelling or above a garage exists that can be conveniently converted into living quarters.
- An under-utilized or odd lot exists and further division of land is not feasible or is prohibited
- The housing stock is located near a college or educational institution.
- A shortage and/or demand for affordable housing exists in a particular area.

### Typical ADU Regulations

- Ownership and occupancy restrictions
- Maximum dwelling sizes
- Setback modifications



- Maximum lot area coverage
- Parking space and location requirements
- Building orientation standards
- Building exterior standards

### ADU Drawbacks

- Establishing acceptable densities
- ADU building compatibility and aesthetics
- Excessive parking of vehicles
- Introduction of excessive rental properties within a stable neighborhood.
- ADU construction costs & fees for owners
- Zoning Enforcement problems



# Potential Infill or Land Capacity Estimate

## ♦ POTENTIAL INFILL ANALYSIS ♦

### Future Growth Density or Baseline

According to the various Neighborhood Plans, the single family dwelling is the primary means to accommodate any future growth. Provided that this policy remains intact for the future, it was assumed that most infill development would likely occur within either the Agricultural-Low (A-L) or the Residential-Low (R-L) designations. Also it was assumed that the areas zoned A-L could be eventually rezoned to R-L.

*Note; the allowed density for the A-L zone is two (2) dwelling units per acre and the R-L Zone is four (4) dwellings units per acre.*

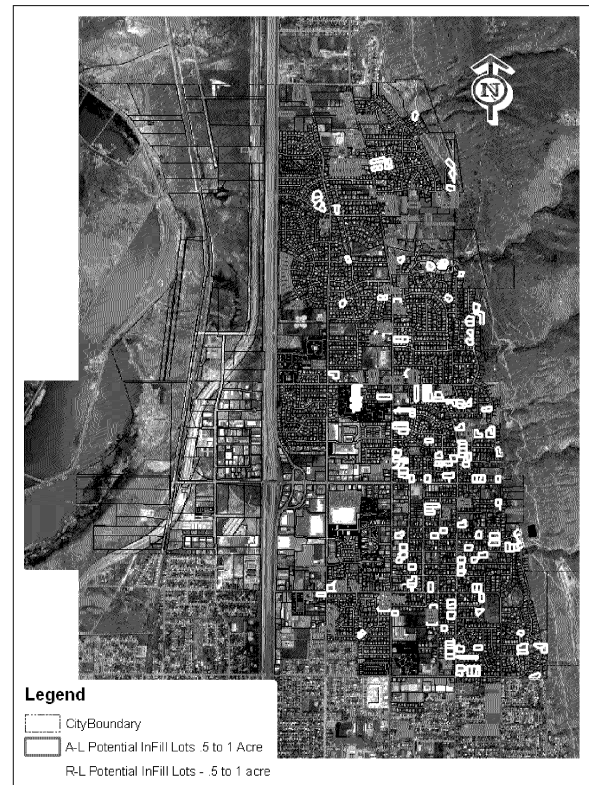
### Baseline Data Query Assumptions

Using the City's GIS parcel data, the assessment was built using two queries, one for the A-L Zone and the other for the R-L Zone. Both queries were performed with a minimum of 1/2 acre and maxed at one (1) acre in each zoning district.

### Baseline Data Query Results

The query results indicated that that the first scenario contained 104 parcels or 78 acres (shown in green) and the second scenario contained 158 parcels or 102 acres (shown in yellow).

Then broadly assuming that each property was developed with one (1) existing dwelling, the potential future density or land capacity was estimated. The resulting potential opportunities for infill and future growth are shown in the adjacent table.



| Query 1 (A-L)<br><u>.5 to 1 Acre</u>     | Query 2 (R-L)<br><u>.5 to 1 Acre</u> |
|------------------------------------------|--------------------------------------|
| 104 Parcels<br>(78 acres)                | 158 Parcels<br>(102 acres)           |
| 78 units (A-L)<br>234 units (R-L Rezone) | 306 units                            |

**Total Potential Infill Units (Query 1 & 2)**  
**384 to 540 Infill Dwellings**

*Note: The full size map is being provided and follows this section.*

1 **PLANNING COMMISSION MINUTES OF MEETING**

2 **Wednesday, August 26, 2020**

3 **7:00 p.m.**

4  
5 A quorum being present electronically via Zoom and live streamed on the Centerville  
6 City YouTube channel due to Infectious Disease COVID-19, the meeting of the Centerville City  
7 Planning Commission was called to order at 7:00 p.m.

8  
9 **MEMBERS PRESENT**

10 Kevin Daly, Vice Chair  
11 Cheylynn Hayman, Chair  
12 Mason Kjar  
13 Spencer Summerhays  
14 Christina Wilcox  
15 Becki Wright

16  
17 **STAFF PRESENT**

18 Cory Snyder, Community Development Director  
19 Mackenzie Wood, Assistant Planner  
20 Lisa Romney, City Attorney  
21 Leah Romero, City Recorder

22  
23 **VISITORS**

24 Lolo Tenifa, Tom Stuart Construction  
25 Ken Stuart, Tom Stuart Construction  
26 Eric DeFries  
27 Grady Brimley

28  
29 **DETERMINATION**

30  
31 Chair Hayman read aloud the following determination dated August 26, 2020:

32  
33 In accordance with Utah Code 52-4-207(4) of the Utah Open and Public Meeting Act, I  
34 have determined that conducting an electronic meeting of the Planning Commission with  
35 an anchor location presents a substantial risk to the health and safety of those who may  
36 be present at the anchor location. This determination is based on the facts and  
37 circumstances surrounding the COVID-19 pandemic. Considering the continued number  
38 of COVID-19 case counts in Utah, meeting in an anchor location presents substantial  
39 risk to the health and safety of those in attendance because physical distancing  
40 measures may be difficult to maintain in City Hall.

41  
42 **PLEDGE OF ALLEGIANCE**

43  
44 **OPENING COMMENTS/LEGISLATIVE PRAYER** Commissioner Summerhays

45  
46 **PUBLIC HEARING – PARRISH CREEK PDO REZONE AMENDMENT – 1050 N 950 W**

47  
48 The proposed Parrish Creek PDO Rezone Amendment for property located at 1050 N  
49 950 W was previously tabled by the Planning Commission with request for additional  
50 information. Mackenzie Wood, Assistant Planner, explained the proposed elimination of the  
51 pedestrian pathway along the canal on the south property line, suggesting there may be better  
52 uses for amenity funds along 1250 West than a canal path that would not connect with other  
53 pathway systems in the area, and explained the proposed redesign of the public sidewalk within  
54 the cul-de-sac radius.  
55



1 Cory Snyder, Community Development Director, commented that the PDO required a  
2 wide right-of-way for emergency vehicle access, resulting in a boulevard-type appearance. The  
3 PDO included the goal of alternative transportation pathways and connectivity. Mr. Snyder  
4 explained that the neighboring property owner was not interested in participating in pathway  
5 access along the canal (private property).

6  
7 Responding to a question from Commissioner Kjar, Lolo Tenifa with Tom Stuart  
8 Construction said the picnic table area was designed to fit in with the shore land appearance of  
9 the rest of the development. Ken Stuart with Tom Stuart Construction said they had wanted to  
10 embellish more with landscaping around the buildings, but were told they could not. He  
11 emphasized they would like to do more landscaping on the property. Mr. Snyder commented  
12 that the developer had leeway to be more formal with landscaping south of the wetlands area,  
13 with requirement to maintain more of a shore land environment north of the cul-de-sac.  
14 Commissioner Kjar suggested addition of a pergola to the picnic area.

15  
16 Chair Hayman opened a public hearing at 7:32 p.m., and closed the public hearing  
17 seeing that no one wished to comment. Commissioner Wright said she was not in favor of the  
18 proposed amendment, adding that she did not feel it represented an even exchange for the City  
19 considering the incomplete sidewalk system. Commissioner Kjar said he would prefer to retain  
20 connectivity, but said he believed the proposal was sufficient given the constraints involved.  
21 Commissioner Wright said she did not think the development met the potential for the property.

22  
23 Responding to a question from Commissioner Summerhays, Mr. Snyder explained that  
24 the City Engineer reported the proposed plan was reviewed and approved by the Army Corps of  
25 Engineers. Commissioner Daly said he believed the canal pathway should perhaps not have  
26 been required to begin with.

27  
28 Commissioner Kjar **moved** to recommend approval of the PDO Amendment for the  
29 property located at approximately 1030 N 950 W, with the following conditions and reasons for  
30 the action. Commissioner Daly seconded the motion, which passed by unanimous vote (6-0).

31  
32 Conditions:

- 33  
34 1. The developer shall enter into an agreement with the Centerville Redevelopment  
35 Agency on how to use the tax increment to replace the originally slated canal  
36 pathway connecting to 1250 West.  
37 2. The developer shall construct the sidewalk system around the cul-de-sac, as per the  
38 submitted drawings consisting of a back-of-curb sidewalk along the west side and  
39 installing a cross walk from the east to the west side.  
40 3. The developer shall construct the picnic area as per the submitted drawings with the  
41 amendment that a shade structure (e.g., an awning or pergola) be situated either on  
42 the picnic area or very close thereto, with some improved landscaping features  
43 around the picnic area to be approved by Staff.  
44 4. The developer shall amend the subdivision construction documents to be deemed  
45 acceptable by the City Engineer.  
46 5. The subdivision owners' association shall be responsible for maintaining all  
47 landscaping and sidewalks per the site plan approval, or as otherwise amended by  
48 the City.

49  
50 Reasons for the Action:

- 51  
52 a) The Planning Commission finds that the Planned Development Overlay (PDO) Zone  
53 allows industrial projects to be developed in a manner that allows design flexibility,  
54 integration of mutually compatible uses, integration of open spaces, clustering of

dwelling units, and optimum land planning with greater efficiency, convenience and amenity than is possible under conventional zone regulations.

- b) The Planning Commission finds that the original PDO Narrative Argument justifying the request for the PDO was as follows:

“The landscape plan will also identify walkways for foot traffic allowing access throughout the project and the wetlands to provide a walker friendly amenity for the use of those who occupy the buildings.”

- c) The Planning Commission reaffirms the following original PDO findings:

Finding (b) – The [City] finds that the proposed request for the PDO Zone reflecting the proposed layout, integration of the wetlands and the built environment, and related amenities and architectural theme creates a viable and vibrant business park area, as originally envisioned in Goal #1 of the West Centerville Neighborhood Plan for enhancing the North Business Park area.

Finding (e) – The [City] finds that the general building and parking lot layout, the proposed uses, and integration of wetlands and landscaping can or will meet the intent of the general provisions of the PDO Zone and will be subject to further site and subdivision approvals to ensure compatibility of the I-H and PDO Zoning Ordinance provisions.

#### **PUBLIC HEARING – GRAZIE REZONE FROM A-L TO R-L**

Mr. Snyder explained the request to rezone property located at 1441 North Main Street from Agricultural Low (A-L) to Residential Low (R-L). A single-family home currently stands on the property, and the applicant expressed desire to eventually subdivide the parcel to allow development of another single-family home. He said the subject property was an isolated patch of A-L surrounded by single-family development. Mr. Snyder stated Staff recommended approval of the requested rezone.

Responding to a question from Commissioner Daly, Mr. Snyder said he did not know how the curb cuts would be adjusted by UDOT. Commissioner Daly said he would want to make sure the applicant was aware of potential barriers to further development related to curb cuts. Eric DeFries and Grady Brimley, applicants, said they were aware of potential conflicts with UDOT related to curb cuts. Mr. DeFries said the intention was to split the lot to the south of the existing home.

Chair Hayman opened a public hearing at 8:05 p.m., and closed the public hearing seeing that no one wished to comment. Commissioner Daly **moved** to recommend approval of the Zone Map Amendment for the property located at 1441 North Main Street, known as Parcel 02-015-0002, from A-L to R-L, with the following reasons for the action. Commissioner Wright seconded the motion, which passed by unanimous vote (6-0).

#### **Reasons for the Action:**

- a) The proposed Zone Map Amendment meets the goals and objectives of the General Plan concerning Neighborhood 4 [CMC 12-480-5].  
b) The proposed amendment is deemed consistent or adequate with the review requirements listed in CZC 12.21.080(e), as reviewed in the applicable Staff Report.

**PUBLIC HEARING – ZONING TEXT AMENDMENT FOR RESIDENTIAL BUFFERING**

Mr. Snyder stated that in response to comments related to a proposed multi-family development project in Centerville, the City Council directed the Planning Commission and Staff to review and recommend potential buffering standards between types of Residential Zone Districts. He said Staff prepared edits to CZC 12.51 – Landscaping and Screening with regards to the desired Buffering Standards by adding a subsection listing the proposed buffer depths for types of residential development. The edits also include a change to the “commercial medium depth” for consistency.

**CZC 12.51.070 Landscaping Requirements**

(b) Buffer Landscaping between Residential and Non-Residential Development or a differing Residential Intensity District. Landscaped buffers shall be required along side and rear property boundaries which abut a residential zone or are adjacent to a differing lower intensity residential zoning district.

1. Commercial Minimum buffer depth shall be as follows:
  1. In medium intensity (M) zones: 20 feet; and
  2. In high intensity (H) and very high intensity (VH) zones: 30 feet.
2. Residential Minimum buffer depth shall be as follows:
  1. In medium intensity (M) zones: 20 feet; and
  2. In high intensity (H) zones: 30 feet.

Mr. Snyder explained that the only commercial medium area in the City was along Main Street. He said the additional depth may increase the burden on commercial redevelopment for some of the properties. He commented that increased buffering requirements may increase the cost of a development by reducing space available for housing units and possibly increasing landscaping costs, potentially limiting the possibility for “affordable housing”.

Commissioner Summerhays commented that building height was an element to consider when addressing buffering, in addition to the horizontal setbacks. Mr. Snyder responded that the code included screening wall/fence and tree requirements within the horizontal buffer. Commissioner Summerhays referred to an accessory building on property neighboring his residential property, and expressed the opinion that building height should be included in the buffering discussion.

Chair Hayman opened a public hearing at 8:22 p.m., and closed the public hearing seeing that no one wished to comment. Commissioner Summerhays asked if it would be possible to draw a line at a 45° angle from a property line to the highest possible building height. Commissioners Daly and Wright responded that the Planning Commission previously made that recommendation to the City Council, and the Council rejected the recommendation. Mr. Snyder clarified that the 45° schematic was rejected by both the Planning Commission and the City Council. Commissioner Summerhays said he would not want any residential property owner in the City to have to experience what he has experienced with the intrusive neighboring accessory building. Mr. Snyder pointed out that buildings, accessory or primary, would not be allowed within the proposed buffer depths. He clarified the difference between the terms “buffer” and “setback”.

Chair Hayman commented that the goal of buffering was to transition between zones of different intensities. She said she felt more strongly about buffering between neighboring R-L and R-H than neighboring R-L and R-M. Commissioner Wright responded that the Planning Commission had seen some tension and feedback from the public even with R-L next to R-M.

Chair Hayman suggested differentiating with a smaller buffer requirement between R-L and R-M than between R-L and R-H. Commissioner Wright agreed with the suggestion.

Responding to a question from Commissioner Daly, Mr. Snyder explained that nonconforming properties have the option to appeal to the Board of Adjustments to be able to expand along nonconforming setbacks.

Considering the 20-foot setback requirement for R-L Zones, Commissioner Summerhays suggested increasing the proposed residential minimum buffer depth for R-M from 20 feet to 25 feet. For Commercial Zones, he suggested minimum buffer depths of 25 feet for C-M and 30 feet for C-H and C-VH, or a 45° line from the property line to the highest point allowed for a structure, whichever was less. The Planning Commission and Staff discussed vertical elements and buffer depths.

Chair Hayman said she would be comfortable applying the proposed amendments to neighboring residential zones with more than one degree of separation (R-L next to R-H), but said she was not sure the proposed level of buffering was needed for R-L next to R-M. She said she would prefer leaving the minimum buffering requirement for R-M at 20 feet. Commissioner Wright suggested it may make sense to only apply the buffering requirements in certain areas of the City, since very few situations are one-size-fits-all.

Commissioner Daly said he believed the issue was driven by sightline issues, with the potential of one property looking into the backyard of another residential property. Chair Hayman responded that the sightline issue could occur with R-L neighboring R-L. She emphasized that regardless of the regulations put in place there would always be a situation where someone was dissatisfied. Mr. Snyder said that, in his opinion, the number of units on a property with visual access to a neighboring backyard (multi-family development neighboring single-family development) was a driving factor.

Mr. Snyder explained that the minimum buffer requirement would apply to all parts of a structure, including decks and balconies. Commissioner Kjar said he did not believe the proposed language was ready, but said he was not sure any changes they would make would be any better since any change to solve a problem would most likely create another problem. He suggested a solution would likely be complicated. Commissioner Summerhays said he believed the 45° angle and the 20'/25'/30' minimums he suggested were simple and uncomplicated.

Commissioner Wright commented that the intention of the Planning Commission was to put good planning in place, which may mean a more complicated code with different requirements for different areas of the City. Mr. Snyder pointed out that the City had not embraced additional density for future growth. Commissioner Kjar agreed with Mr. Snyder, and commented that a simpler, easy-to-apply code may work, as long as an "escape hatch" was in place for the City. Mr. Snyder suggested Staff draft changes based on the discussion to bring back for further dialogue.

#### **COMMUNITY DEVELOPMENT DIRECTOR REPORT AND COUNCIL UPDATE**

The Planning Commission was scheduled to meet next on September 9, 2020.

Ms. Romney informed the Commissioners that an email address would be provided to each of them by the City to use for all City business. She said it had been suggested that a link be added to the City website to allow citizens to submit comments to the Planning Commission. Ms. Romney said she would encourage the Commissioners to read the comments, but would caution them against responding or engaging in an "electronic meeting". She suggested setting

up an automatic response to any comments submitted through the website link acknowledging receipt of the communication to preserve due process. Chair Hayman added that any automatic response should clearly communicate that Planning Commissioners were advised not to respond outside of public meeting. Commissioner Daly suggested the comment form associated with the website link include all appropriate disclaimers. He added that response to any comments received by individual Commissioners at their City email address would be the Commissioner's responsibility.

Commissioner Kjar said he did not believe a link on the City website for submitting comments to the Planning Commission was a smart idea in terms of cost benefit because the Planning Commission derived authority directly from the elected officials, and the Planning Commission did not represent the public. He expressed concern that the proposed communication link on the website would veer the Planning Commission away from what LUDMA authorized them to do. Planning Commissioners and Staff agreed with concerns expressed by Commissioner Kjar.

#### **MINUTES REVIEW AND ACCEPTANCE**

The minutes of the August 12, 2020 Planning Commission meeting were reviewed. Commissioner Wright **moved** to accept the minutes. Commissioner Daly seconded the motion, which passed by unanimous vote (6-0).

#### **ADJOURNMENT**

At 9:45 p.m., Chair Hayman **moved** to adjourn the meeting. Commissioner Wilcox seconded the motion, which passed by unanimous vote (6-0).

\_\_\_\_\_  
Leah Romero, City Recorder

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

\_\_\_\_\_  
Katie Rust, Recording Secretary