

CENTERVILLE CITY PLANNING COMMISSION AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY PLANNING COMMISSION WILL HOLD ITS REGULAR PUBLIC MEETING AT 7:00 PM ON OCTOBER 23, 2019 AT THE CENTERVILLE CITY COMMUNITY CENTER AND CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

Meetings of the City Council 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, Centerville Management 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>.

7:00 PM A. WELCOME AND ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. PRAYER OR THOUGHT

Isaac Workman, Commissioner

D. COMMISSION BUSINESS

1. Public Hearing - Legislative Decision - Zoning Code Amendments - Allow Cargo Trailers Sales in Shorelands Commerce Park
2. Public Hearing - Legislative Decision - Parrish Creek PDO Rezone with Conceptual Site Plan Amendment - 1050 N 950 W
3. Discussion - General Plan Amendment - Moderate Income Housing Updates
4. Community Development Director's Report & City Council Report
Next Planning Commission Meeting - November 13, 2019
 - Moderate Income Housing Amendments - Public Hearing

City Council Report - Nothing to Note

E. MINUTES REVIEW and ACCEPTANCE

October 9, 2019

F. ADJOURNMENT

CENTERVILLE

Staff Backup Report

10/23/2019

Item No. 1

Short Title: Public Hearing - Legislative Decision - Zoning Code Amendments - Allow Cargo Trailers Sales in Shorelands Commerce Park

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ▣ 10-23-19 PC Staff Report - Shorelands Commerce Park
- ▣ Applicant Submittal

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

**STAFF REPORT
AGENDA: ITEM 1**

APPLICANT: **MTK TRAILERS
C/O CRAIG SALMON
1230 NORTH 1300 WEST
CENTERVILLE, UT 84014**

APPLICATION: **ZONING ORDINANCE TEXT AMENDMENT**

APPLICANT REQUEST: **AMEND THE ZONING CODE REGARDING CARGO
TRAILER SALES IN THE SHORELANDS COMMERCE
PARK AND MIXED NODE ZONES**

RECOMMENDATION: **CONSIDER RECOMENDING THE PROPOSED CHANGES
TO THE CITY COUNCIL**

BACKGROUND

The petitioner, Craig Salmon, recently submitted plans for a tenant finish project in the Shorelands Commerce Park. The tenant, MTK Trailers, wishes to sell cargo trailers at their warehouse.

PROPOSED ZONING ORDINANCE TEXT EDITS – (see application) *Applicant was non-specific in their text amendment request. Staff explores the options later in the staff report.*

ZONE TEXT AMENDMENT POLICY

Factors to be considered

The Planning Commission is to consider four (4) factors when making a recommendation and a final decision for a Zoning Ordinance Text and Map amendments. These required factors are located in Section 12.21.080(e) of Centerville City’s Zoning Ordinance. The proposed changes, if approved, would apply to any property located in the listed Residential Zones above. Nonetheless, Factors Two (2) through Four (4) are related specifically to map amendments rather than text or code changes. Thus, staff’s review and conclusions are limited to Factor One (1) the General Plan guidance, as provided below:

1. **Is the proposed amendment consistent with the goals, objectives and policies of the City’s General Plan?**

✓ **Section 12.480-6, West Centerville Neighborhood Plan** – The main or prominent theme of this Section of the General Plan is to “to create a unique business park for continued

economic growth for the city and to ensure compatibility of development with the purpose and intent of the Legacy Parkway & associated nature preserve.”

In addition to the General Plan considerations for Zoning Text Amendments, the Shorelands Commerce Park and Mixed Node Zone has five (5) evaluation criteria that each development proposal shall be evaluated on its compatibility with:

1. The General Plan and West Centerville Neighborhood Plan;
2. The purpose and development standards of the SCP Zone and SCP-Mixed Node Zone set forth in this Chapter;
3. The purpose and standards of the Shorelands Commerce Park District Design Standards set forth in CZC 12.68;
4. The purpose and design of the Legacy Parkway and Legacy Preserve; and
5. Any other City-approved study applicable to the subject property.

Staff's Conclusion – The Shorelands Commerce Park does not yet have a precedent set for which set of uses are preferred in the Zone. The current list of permitted uses intends a broad scope of commercial, public, and industrial services. The only type of sales is wholesale in a limited capacity. Wholesale, general is a conditional use in the zone. Staff has prepared two separate conclusions to the applicant's request.

Option #1 - Add Vehicle and Equipment Rental or Sale as a **permitted Conditional Use**. This type of use will add jobs to the area, and may be the catalyst for the Shorelands Commerce Park to reach its intended potential. Vehicle and Equipment Rental or Sale excludes the sale of motorcycles, automobiles, and light trucks, so adding this use would not create a space for large car lots to inundate the space. In addition, the visual impact of such sales would not impact the area due to the following statement in CZC 12.68.050(a) (1) “The architectural building design shall consider the visual relationship to the Legacy Parkway, the local street accesses, and pedestrian pathways, or, where deemed applicable the Legacy Preserve, to create an attractive appearance when viewed from these areas. Loading docks, mechanical equipment, and outdoor storage areas shall be screened from view.”

Option #2 – Accept Sales as a **permitted Accessory Use**. The purpose of the Shorelands Commerce Park is to facilitate the integration of diverse but compatible uses. (12.47.010(b)) Allowing for the manufacture of goods without the possibility to sell such goods might dissuade businesses from entering the Centerville City market.

SUGGESTED MOTION AND FINDINGS

[Option #1] *“I hereby make a motion to recommend APPROVAL of the proposed Zoning Ordinance Text Amendments regarding “vehicle and equipment rental or sale” as follows:*

- ✓ *Amend [red, underlined text] Chapter 12.47.090(b)-SCP Zone, Permitted and Conditional Uses as shown in the list below:*

*The following uses, as defined in CZC 12.12 (Definitions), shall be **conditional uses** in the SCP Zone, as follows:*

- ✓ *Operations Center;*
- ✓ *Military Facility;*
- ✓ *Parking Garage;*
- ✓ *Public Utility Substation;*
- ✓ *Stables, Private (as an accessory use only);*
- ✓ *Stables, Public;*
- ✓ *Transportation Service;'*
- ✓ *Wholesale and Warehousing, General; and*
- ✓ *Vehicle and Equipment Rental or Sale.*

[Option #2] *"I hereby make a motion to recommend APPROVAL of the proposed Zoning Ordinance Text Amendments regarding permitted "accessory uses" as follows:*

- ✓ *Amend [red, underlined text] Chapter 12.47.090-SCP Zone, Permitted and Conditional Uses as shown below:*
- ✓
 - (c) Accessory uses in the Shorelands Commerce Park zone shall include, but not be limited to, the following:*
 - (A) Vehicle and equipment rental or sales*
 - (B) Temporary uses, subject to applicable standards of CZC 12.56 (Temporary Uses).*
 - (d) Prohibited Uses. Any use not shown on the Table of Uses shall be prohibited unless the Zoning Administrator determines the use is substantially the same as a permitted or conditional use as provided in 12.21.190.*

Suggested Reasons for Action (findings) for either Option 1 or Option 2:

- a. **Section 12.480-6, Residential Development** – The Planning Commission finds that the main or prominent theme of this Section of the General Plan is to create a unique business park for continued economic growth for the City.
- b. The Planning Commission finds that the General Plan is focused on preserving compatibility of development with purpose and intent of the Legacy Parkway and associated nature preserve.
- c. The Planning Commission finds that allowing for accessory uses is consistent with this desire.
- d. The Planning Commission finds that the allowance of equipment sales as a conditional use is consistent with the General Plan.
- e. Therefore, the Planning Commission finds that the proposed amendments can be deemed acceptable and/or consistent with review factors of Section 12.21.080(e) of Centerville City's Zoning Ordinance.

Zoning Text Amendment request support Standards for Shorelands Commerce Park

9/23/19

We are requesting a Zoning text amendment for permitted use of a cargo trailer sales company called MTK. We feel this would benefit the area for the following reasons:

- Sales Tax for the city
- Low impact to the existing property
- Zero effect to the adjacent property
- All facilities and services are adequate for the intended area. There is roadway access as well as parking.
- The existing building adjacent will be used as a sales office
- Great marketing visibility next to legacy highway
- No water, sewer, power or storm drain needed on intended site

RECEIVED SEP 24 2019

CENTERVILLE

Staff Backup Report

10/23/2019

Item No. 2.

Short Title: Public Hearing - Legislative Decision - Parrish Creek PDO Rezone with Conceptual Site Plan Amendment - 1050 N 950 W

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- 10-23-2019 Staff Report, Parrish Creek PDO Amendments
- Applicant Submittal
- Former City Manager Steve Thacker's E-mail

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

**STAFF REPORT
AGENDA: ITEM 2**

PROPERTY OWNER: **TOM STUART
360 N 700 W SUITE G
NORTH SALT LAKE, UT 84054
TOM@TOMSTUART.COM**

APPLICANT: **ROY SWALBERG
ROY@TOMSTUART.COM**

PROPERTY LOCATION: **APPROX. 1030 N 950 WEST**

ZONING DISTRICT: **I-H/ PDO OVERLAY**

APPLICATION: **PDO ZONE PLAN AMENDMENT – AMENDMENT IS TO
ALTER OR ELIMINATE CERTAIN EXPECTED PEDESTRIAN
PATHWAYS**

RECOMMENDATION: **TABLE FOR FURTHER INVESTIGATION**

BACKGROUND

The Parrish Creek Development is a developing 16-acre business park, with a campus style layout including acres of wetlands, landscaping, view corridors, and pedestrian paths. Office and warehouse are the proposed primary uses. This was approved as an Industrial-Planned Development Overlay (I-H/PD), which was approved by the City Council on March 21, 2017. The petitioners desire to alter or eliminate the certain portions of approved project's original pedestrian pathway design scheme.

SUMMARY OF PROPOSED AMENDMENTS

The proposed design changes would amend the following (*also see applicant's letter and plan submittal attached as part of this report*):

- **Proposed Pathway Elimination** – Remove from the plan the pedestrian pathway along the canal, which runs along the south property line, connecting to 1250 West.

Staff Comments – Due to the inability to construct a bridge needed across the canal to connect to 1250 West (requires cooperation from Hogan Construction), the previous City Manager (*Mr. Thacker*) agreed to the idea to have, as part of the CDA

plans, tax increment generated from this project and apply it towards the needed 1250 West Pathway connecting to the Legacy Trail – *see attached e-mail dated February 2019*. However, the developer needed to obtain the necessary PDO amendment from the City.

It is the planning staff's position that additional detail is needed from both the Applicant and the City's RDA to determine if funds will be re-allocated towards the 1250 South Trail and implemented. This trail connection has not been approved or funded at this time. Also, there may be other worthwhile investments to be made, such as an improved enhancement to the wetlands within the development.

- **Public Sidewalk Re-design** – The sidewalk re-design is located within the cul-de-sac radius. There are two locations where the sidewalk traverses through the Bernard Creek wetlands. The original plan was to install “boardwalks” through the area. However, the applicant desires to now install “painted” sidewalks within the asphalt space and eliminate the ‘boardwalks.’

Staff Comments – There has been preliminary discussions with the City Engineer about ongoing the design and maintenance. According to the recorded subdivision plat there is a plat note requires the developer to maintain all sidewalks. However, the planning staff has not received official communication from the City Engineer.

Staff is also concerned about the changes which are eroding the design purpose of the approved PDO and believes there are other worthwhile alternatives that should be considered first (*see Option #1 recommendations*). Therefore, at this time, planning staff does not support the re-design proposal to re-stripe the asphalt area into a pedestrian pathway.

CURRENT ZONING AND PLANNED DEVELOPMENT OVERLAY AMENDMENT PROCESS

The Parrish Creek Development is Zoned I-H/PD. The original Planned Development Overlay (PDO) approval and the originally approved layout design are the governing regulatory elements for the development project. Hence, the petitioners are seeking an amendment from the City.

PDO Amendment Procedure, Section 12-41-080(g)

Amendments to a PDO approval are subject to the original procedure used for obtaining a preliminary plan approval (*i.e. conceptual approval associated with the PDO rezone*), as stated in Section 12-41-080. g. Thus, the process to amend the PDO Conceptual Plan (*i.e. preliminary plan*) is to review the changes, notice and hold a public hearing, debate the merits of the request, and make a recommendation to the City Council, whom repeats the same decision-making process.

APPLICABLE PDO APPROVED DESIGN SUMMARY

As to the amendment request for pedestrian pathway design changes, below is a summary of the applicable regulatory policies of the approved Planned Development Overlay provisions:

PDO Purpose & Intent, Section 12-41-010

According to Section 12-41-010, the purpose of the PDO provisions is to allow:

“The Planned Development Overlay (PDO) Zone allows residential, commercial, industrial, and mixed residential/commercial projects to be developed in a manner that allows design flexibility, 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. To achieve these purposes, this Chapter requires a planned development to be designed and approved as an integrated project that implements goals of the General Plan, has an overall architectural design theme, and allows a variety of uses to be established in a mutually compatible manner.”

12.41.070 Variations from Development Standards

Variations from applicable development standards of an underlying zone and CMC 15 (Subdivisions) may be approved as part of a rezone, subdivision, or site plan approval for a planned development pursuant to the provisions of this Chapter.

APPLICABLE PROVISIONS OF THE PARRISH CREEK PDO DEVELOPMENT PLAN

February 2017 - PDO Narrative (provided by Applicant)

“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. Developer would also commit to tying walk way in South West corner of the property into 1250 North [actually West] which has a sidewalk on the bridge crossing Legacy Parkway to allow foot traffic to access the legacy parkway trail.”

March 2017 PDO Approval by City Council

Condition #5 - The PDO is subject to the narrative and architectural concepts provided by Tom Stuart Construction on February 3, 2017. This includes details about landscaping design, wetlands preservation, and preliminary architectural concepts and sketches by An E Urbia architects and engineers.

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 compatibly of the I-H and PDO Zoning Ordinance provisions.

June 2017 – Final Site Plan by Planning Commission

Condition #5 - The expected Pedestrian pathways and connections shall be provided as stated in the developer's narrative, or as amended and approved by the Planning Commission. Any related easements shall be noted on the site plan/subdivision plat. Any changes or related elements shall be deemed acceptable by City Staff.

August 2017 – Final Subdivision Plat by City Council

Condition #4 - The subdivision owners association is responsible for maintaining all landscaping in the subdivision, including the landscaped median in public right of way, and all sidewalks per PDO and site plan approval by Centerville City and applicable CC&Rs, and shall be stated on the Final Plat.

PLANNING STAFF RECOMMENDATIONS

Option #1 – Recommend to **TABLE ACTION** regarding the proposed pedestrian pathway amendments, as submitted by the applicant and direct the applicant to consider the following matters:

Directive #1 – Obtain written recommendations from the City Engineer and Public Works Director regarding whether the feasibility of either the proposed street painting scheme or should it be eliminated.

Directive #2 – Review with the City Engineer the feasibility of installing a bridge system over the wetland areas and consider using the costs of the eliminated connection 1250 West and potentially tax increment from the RDA to fund the bridge system.

Directive #3 – Obtain written recommendation from the City's RDA regarding the feasibility of transferring tax increment towards a future 1250 West Trail connecting to the Legacy Parkway.

Directive #4 – Obtain a written response from the City Engineer or Public Works Director on the potential timeframe for development of a north/south Trail along 1250 West, **OR**

Directive #5 – In lieu of providing the expected pathways, have a discussion with the City's RDA and City Engineer consider the possibility of a "Wetlands Enhancement Plan" within the Development and discuss with the City's RDA the feasibility of tax increment assistance funding coupled with the costs associated within the eliminated pathways to implement the plan.

OR

Option #2 – Recommend **DENIAL** of the proposed pedestrian pathway design amendments, as requested.

Suggested Reasons for the Action (Findings):

(a) *The Planning Commission finds that the Planned Development Overlay (PDO) Zone allows residential, commercial, industrial, and mixed residential/commercial projects to be developed in a manner that allows design flexibility, 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. To achieve these purposes, this Chapter requires a planned development to be designed and approved as an integrated project that implements goals of the General Plan, has an overall architectural design theme, and allows a variety of uses to be established in a mutually compatible manner.”*

(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. Developer would also commit to tying walk way in South West corner of the property into 1250 North [actually West] which has a sidewalk on the bridge crossing Legacy Parkway to allow foot traffic to access the legacy parkway trail.”

(c) *The Commission reaffirms the following original PDO findings*

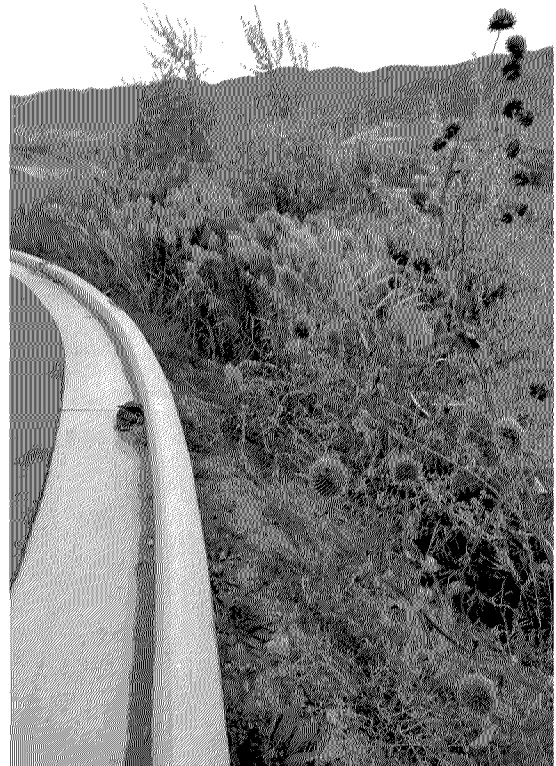
Finding b - The [City] finds that the proposed request for the PDO Zone reflecting the proposed layout, integration of the wetlands and the built environment, and related amenities and architectural theme creates a viable and vibrant business park area, as originally envisioned in Goal #1 of the West 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.

Overall Condition of Wetlands



Conditions East Side of Cul-de-sac



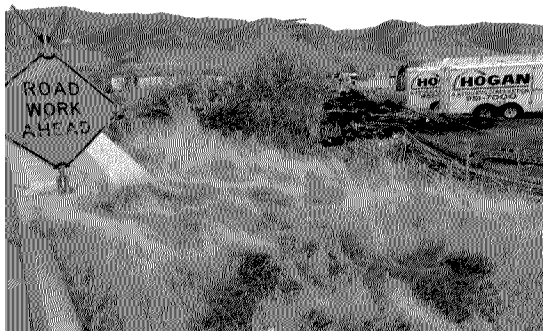
Conditions West Side of Cul-de-sac

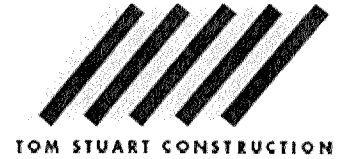


Drainage Canal Conditions



1250 West Pathway Obstruction





Dear Centerville City Staff,

Enclosed is an amended site plan application and revised site plans for the Parrish Creek project located at 1050 North 950 West, Centerville Utah 84014. Since the approved Public Development Overlay (PDO) for this project, Ken Stuart from Tom Stuart Construction & Rimini Properties reached out to Steve Thacker about some tax increment assistance for the project. Prior to his retirement, Steve responded with an offer to relieve us from doing some site improvements which turned out to be more complicated than planned for. Steve also mentioned he would waive the fees for this application.

The attached plans shows that the pathway near 1250 North and the bridge crossing the 1000 North canal have been deleted as proposed in this application. Also proposed is the clouded area on both sides of the circle at the end of the col de sac road deleting the board walk bridges installed over wetland areas outside the pavement areas. We would like to propose painted pedestrian walkways through half the circle connecting the sidewalks in lieu of the outside board walk over wet land areas.

Please let me know what questions you have and when we can meet with city staff to discuss.

Best Regards,

Roy Swalberg, PM

Tom Stuart Construction

RECEIVED 10/23/2019

PROJECT INFORMATION

SITE BOUNDARY
ROAD DEDICATION

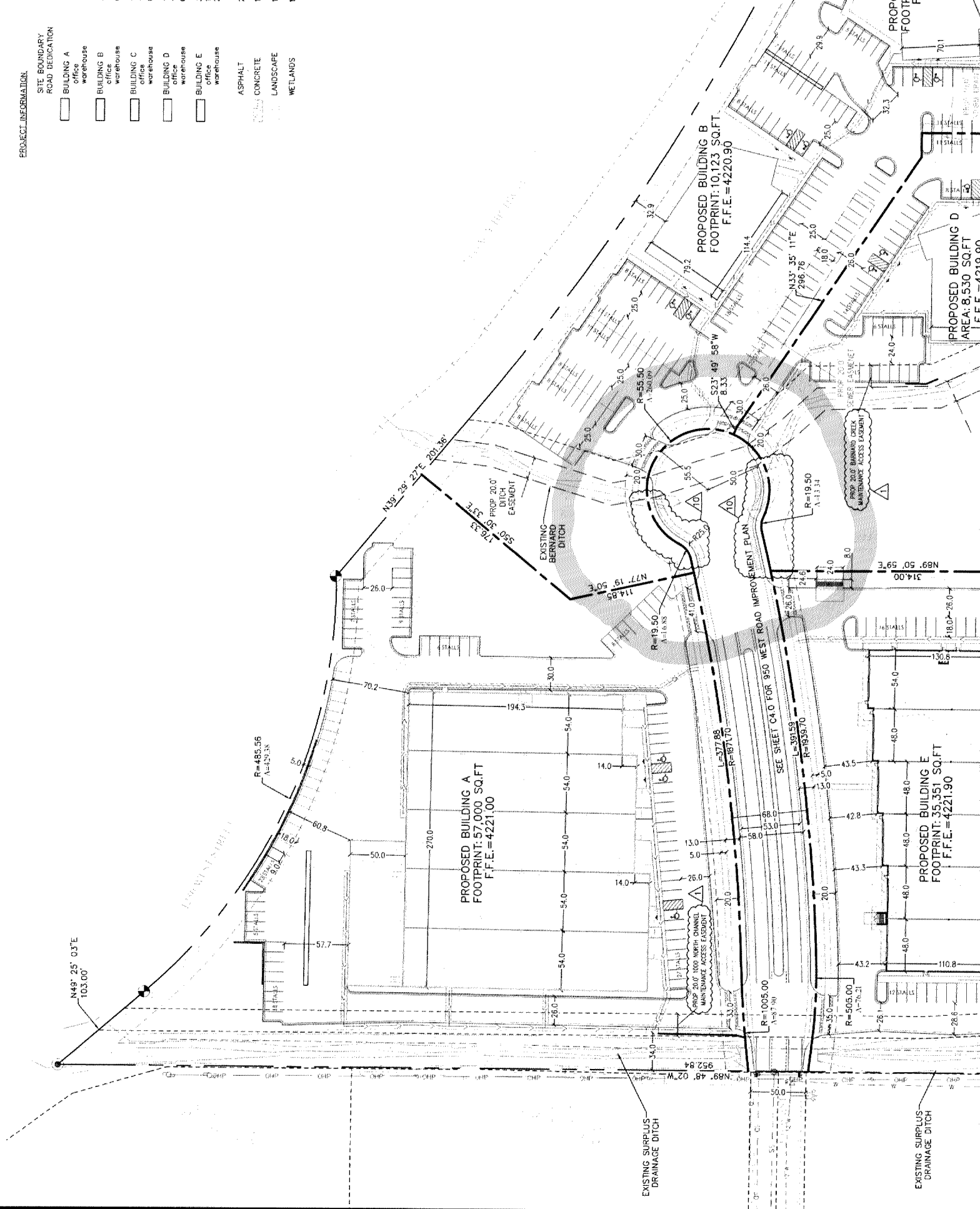
- BUILDING A
office
- BUILDING B
warehouse
- BUILDING C
office
- BUILDING D
warehouse
- BUILDING E
office
- BUILDING F
warehouse

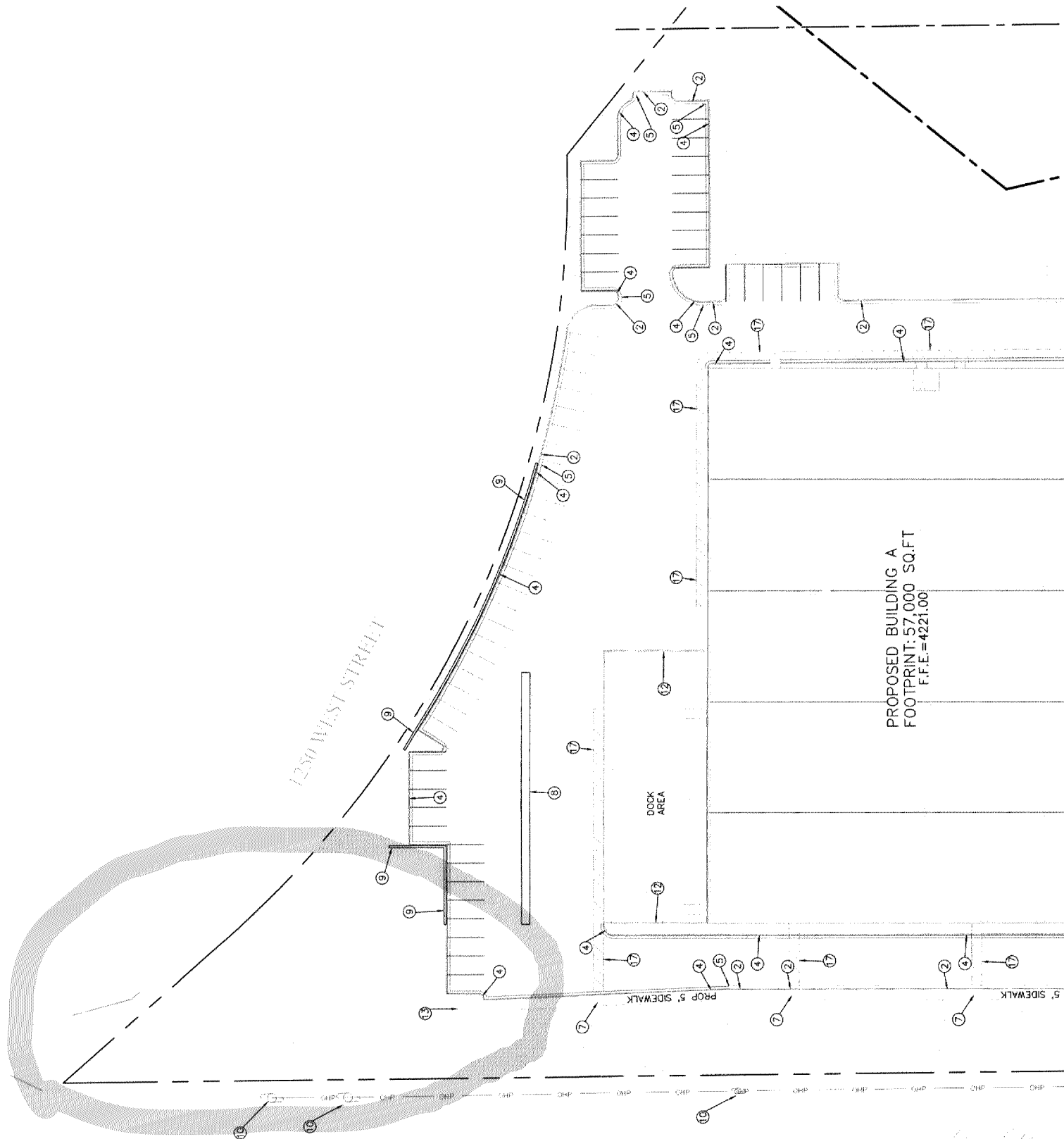
ASPHALT

CONCRETE

LANDSCAPE

WETLANDS





1250 WEST STREET

PROPOSED BUILDING A
FOOTPRINT: 57,000 SQ.FT
F.F.E. = 4221.00'

DOCK AREA

PROP 5' SIDEWALK

5' SIDEWALK

EXISTING LOT 2
EASEMENT LOT 2

EXISTING LOT 1
EASEMENT LOT 1

From: [Steve Thacker](#)
To: ken@tomstuart.com
Cc: [Cory Snyder](#); [Cassie Younger](#); [Lisa Romney](#)
Subject: Use of tax increment for Parrish Creek Business Park
Date: Saturday, October 28, 2017 2:22:59 PM

Hello Ken:

As a follow up on our earlier conversation about the potential use of tax increment from your development, I met with Cory Snyder and Cassie Younger (Community Development Department staff) this past week. We agreed that instead of requiring you to construct a sidewalk and creek crossing on the south side and reimbursing you with future tax increment from your property for those improvements, it would be more beneficial to a larger area and more users to use tax increment from your property to fund a sidewalk along 1250 West. So we would support an amendment of your site plan to delete the south side sidewalk and creek pedestrian crossing. I would also be willing to waive the fee normally associated with filing an amendment because this idea is being initiated by city staff.

If you would like to pursue this amendment, please contact Cory Snyder, Community Development Director, to discuss how to proceed. This will require an amendment to be approved by the Planning Commission.

I also discussed with Cory and Cassie the possibility of using some tax increment to improve the quality of the wetlands on your property. We are willing to explore the possibility of a cost-sharing approach to accomplish this, so we can pursue that discussion also at some point. Ultimately, the RDA Board (i.e. City Council) would have to approve any use of tax increment generated by the development on your property.

Regards,
Steve Thacker
City Manager

CENTERVILLE

Staff Backup Report 10/23/2019

Item No. 3.

Short Title: Discussion - General Plan Amendment - Moderate Income Housing Updates

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ▣ 10-23-2019 Staff Memorandum MIH
- ▣ Current MIH Element
- ▣ City Attorney's Preliminary Structural Changes to MIH
- ▣ 2017 MIH Report submitted to Work Force Services

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

STAFF MEMORANDUM

DATE: OCTOBER 23, 2019

TO: CENTERVILLE CITY PLANNING COMMISSION

FROM: PLANNING STAFF

SUBJECT: SENATE BILL 34 – MODERATE INCOME HOUSING UPDATE

As the Planning Commission may be aware, Senate Bill 34 of 2019 required municipalities to adopt or update their Moderate-Income Housing (MIH) Element for the City's General Plan by December 01, 2019. "*SB 34 encourages local government to plan for housing for residents of all income levels*" – see attachment with report for explanation of SB 34 requirements.

Staff believes that adopted MIH Element generally complies with most of the state's expectations regarding planning for moderate income housing. However, there are a few changes that need to be implemented. The following types of changes are being re-written by city staff:

- *Update the housing information statistics, which are dated back in 2012.*
- *Update the estimated need moderate income housing in future within the City.*
- *Estimate the need for the next five years for the 80%, 50% and 30% of median income levels*
- *Revise language to improve compliance with expected menu of housing strategies defined in the bill.*

Additionally, SB 34 now requires an "*annual report*" to the State, which will begin with a deadline of December 01, 2020. The MIH Plan and associated reports must also be posted on the City's Website. Furthermore, the MIH Plan must be coordinated with the City's General Plan Transportation Element and with the WRFC Regional Plan, with no deadline assigned as of yet. Staff anticipates this will be addressed later in the Spring or 2020. Lastly, future transportation funding will be evaluated against the City's compliance with the Moderate-Income Housing Plan requirements.

Attached with this memorandum is the current version of the City's MIH Element and the previous biennial report of 2017. Staff will highlight items for the Commission at the meeting. Afterwards, at the Commission's next November 13, 2019 Meeting, the staff provide a draft of the recommended edits, the Commission will be expected to host the required public hearing, and make a recommendation to the City Council.

For the Commission's information, the MIH amendments have also been noticed and scheduled for the City Council Meeting of November 19, 2019 to ensure minimum compliance with SB 34 deadline of December 01, 2019.

A. Background

Title 10, Chapter 9a, Section 403 of the Utah Code Annotated requires all municipalities to adopt a Moderate Income Housing element and Section 408 requires the cities to biennially review their “moderate income housing” element of the General Plan. Centerville’s Moderate Income Housing Element was originally adopted in February of 2002. Additionally, the City has submitted several biennial reports to the State, as required.

However, since the initial adoption of the plan element, there has not been a significant reassessment of “moderate income housing” status for the City. Therefore, both the Planning Commission and City Council have deemed it a priority to update the City’s Moderate Income Housing Element, as shown on the 2012/2013 list of planning priorities.

B. Summary of Past Findings of the 2002 Moderate Income Housing Plan

Listed below is a brief narrative of the adopted findings or conclusions of the initial plan element to address the requirements of the statute:

- a) Approximately 20% of the housing stock sales and assessments were deemed affordable and supply was likely adequate for that moment in time.*
- b) Generally, the affordable housing stock was built prior to 1990 and mainly consisted of condominiums rather than single-family homes. Less than 10% of the new construction (after 1990) would likely be affordable.*
- c) It was assumed moderate income population would remain at 20% in*

the “near” future. Thus, with growth in population, new affordable housing would need to be built.

- d) Given, existing land costs and property values, existing and projected zoning, construction trends, etc. it is unlikely that any new housing stock constructed would be affordable to meet the new demands assuming a sustained 20% moderate income population.*
- e) Approximately 80% of the City’s housing stock consisted of single family homes. The 2000 Census indicated a decline in household size and an increase in the median age and an increase with both young adults and seniors. These changes may point to the need for a wider variety of housing types.*
- f) There was a lack of supply with regards to rental housing and it may be getting smaller. The Census 2000 numbers indicated a 5% decrease in renter occupied housing from the 1990 Census.*

C. Summary of 2002 Plan’s Past Strategies to Promote Moderate Income Housing

The previous strategies were developed using both the required state criterion and a few local ideas. These strategies were as follows:

State Strategies:

- a) Rezoning – Consider some additional multi-family zoning districts.*
- b) Density Bonus – Consider a binding commitment to provide affordable housing when granting density bonuses.*

- c) Mandatory Set Asides – Consider setting aside specific properties for exclusive development of moderate income housing.
- d) Infrastructure Expansion – The use of infrastructure expansion as a “technique” will likely have limited applicability for Centerville.
- e) Rehabilitation of Uninhabitable Housing – This “technique” will likely play no role in Centerville’s Plan.
- f) Waiving Construction & Other Related Fees – Because such fees are relatively small compared to land and construction costs, fee waivers may need to be coupled with other incentives.
- g) Use of Federal and State Funds or Incentives – Providing information about such programs may be useful and the City may need to consider requiring participation in such programs to receive any local incentives.

Other Local Strategies:

- h) Consider Allowing Accessory Units - The use of accessory units throughout the community could potentially provide a source of moderate income housing.
- i) Create More Flexible Zoning Classifications – Options to consider were:
 - a. Use R-2 and R-3 Zoning to accommodate multi-family development.
 - b. Consider using “mixed use” zoning classifications.
 - c. Promote a variety of lot sizes with overall lot density standards rather than minimum lot sizes.

- d. Consider using flexible performance based zoning.
- e. Review and consider “Envision Utah’s” production of tools and model ordinances, as a starting point in creating flexible zoning incentives.

D. Summary of Centerville’s Previous Implementation Efforts

Centerville has made or taken significant efforts to implement the strategies of the 2002 Moderate Income Housing Plan. These efforts have resulted in opportunities for various types of housing to be preserved or to be developed. Listed below is a summary the efforts and opportunities that have occurred over the past decade.

2003:

- a) Zoning Ordinance Overhaul
 - ✓ Eliminated minimum lot sizes for most residential districts
 - ✓ Established a gross density standard for each district
 - ✓ Changes allow flexible lots sizes to encourage a range of home pricing in each development
- b) Garden View Apartments
 - ✓ 1st new apartment complex (59 townhome style units) using the new Residential High (R-H) Zone, which allows up to 12 units per acre.

2004:

- c) General Plan Modification
 - ✓ Encourage greater density in the Northwest Neighborhood Area
 - ✓ Locate such density near service areas and where transportation options are most available

2006:

- d) Pineae Village Estates
 - ✓ A master planned community of 227 dwelling units was approved

allowing a variety of housing types; Single family homes 49, Townhomes 94, Stacked flat dwellings 84.

2007:

e) Zoning Ordinance Update

- ✓ *Removed the five (5) acre minimum for any residential development desiring to use the Planned Development Overlay District, a density centered incentive based zoning tool.*

2008

f) General Plan/Zoning – Main Street Corridor Plan

- ✓ *Accentuated the existing local commercial zoning district to allow flexible uses using a form based code. Uses from single family to multi-family dwellings were introduced to create mixed use focal areas along the corridor.*
- ✓ *Changes implemented the Wasatch 2040 Plan to establish the desired boulevard community within Centerville.*

g) Cedar Springs Condominiums

- ✓ *Preservation - CBDG funds were used to improve access streets and utilities for the 200-unit Cedar Springs development.*

2009

h) Pheasantbrook Condominiums

- ✓ *Preservation - CBDG funds were used to improve access streets and drainage system for the 144-unit Pheasantbrook development.*

2010:

i) Legacy Crossing at Parrish Lane

- ✓ *A Master Planned Mixed Use development, which approved 158 apartments, a complex of*

three buildings; 2 buildings with 64 dwellings each and 1 building with 30 units.

E. Guiding Principles of the Moderate Income Housing Plan Element

The guiding principles that are being used to give direction to the Moderate Income Housing Plan are as follows:

1. The Plan update recognizes that, over the past decade, the City has made significant strides in its efforts to alter or modify Zoning Regulations to encourage the development of a variety of housing types.
2. City's market characteristics and demands will vary overtime, the primary focus of the Plan is to regularly track and review the City's housing stock types in order to improve the decisions made regarding community plan updates and zone map amendments.
3. Due to political and geographical constraints, the Plan additionally focuses on the efficient use of existing infrastructure and utilizes "infill" or "redevelopment" scenarios that might assist with creating moderate income housing.
4. The basic tenet of livable communities is "good design," particularly when providing more density to encourage development of lesser housing types.

F. Moderate Income Housing Plan

In the case of the Moderate Income Housing Plan, the **Guiding Policies and Directives of the Plan** are expressed using the **required elements or strategies of 10-9a.-403**, as well other strategies identified by the City. Each element is addressed separately within the Plan and consists of the following:

- A survey of the total residential land use.

- An estimate of existing housing supply.
- An estimate of need over the next five (5) years.
- Evaluation of how existing land uses and zones affect opportunities for moderate income housing
- A description of the plan to encourage an adequate supply of moderate income housing.

Within the descriptive “element” of the Plan, various required analyses or strategies are identified and any associated conclusions or policies related to these strategies are listed and explained. **These strategies, conclusions, or policies are to be used in the decision-making process for land use ordinance amendments, applicable land use application reviews, and/or related capital improvement programs.** Additionally, each element or strategy may be accompanied by descriptive text that is intended to assist with the understanding the purpose, intent, and interpretation of the strategy as it relates to moderate income housing in Centerville.

PLAN ELEMENTS

PLAN ELEMENT 1:

1. A Survey of Total Residential Land Use.

The statute requires cities to conduct a survey of the total residential land use. Such an assessment for the City was made using the City's GIS system and data from the County Recorder's and Assessor's Offices, and the City's Building Department to perform the survey. Within the survey, housing was categorized into "use types" labeled single-family, townhomes and duplexes, and multi-family. These are the common categories used for various reports and surveys regarding residential uses and are similarly used later in this plan element. Furthermore, due to the difficulty of obtaining reliable data, the distinctive isolation and evaluation of apartments or rentals was not performed and was either assumed or combined with the multi-family calculations.

Additionally, the survey includes the current zoning districts that contain any of the selected use types. The survey did not include whether the use types were within the allowed densities of a particular zone or determine the non-conforming status of a specific use type.

REVIEW/ANALYSIS:

A. Results of the Survey of Residential Use Types (as of 2012):

<i>Res. Use Type</i>	<i>Zone Districts</i>	<i>Units</i>	<i>%</i>
Single Family	A-L/R-L/R-M	3,852	73%
Townhomes/ Duplexes	A-L/R-M/ R-H/ R-H(PD)	981	19%
Multi-family (inc. apartments)	R-L/R-M/ R-H/R-H(PD) C-VH(PD)	423	8%
Total Units = 5,256			100%

Table 1

B. Survey Synopsis – From review of the data, single family dwellings are the predominant residential use type. This is not unusual for most cities and more particularly in other similar small communities. However, the townhome/duplex residential use type is higher than a normal open market yield (see City Strategy 8). Thus, it can be deduced that, in spite of having a prevailing single family residential use type, Centerville's efforts to address moderate income housing since the adoption of the moderate income element have had a positive affect towards encouraging a variety of housing types.

C. Future Policy Considerations – The Wasatch area has grown rapidly in the last few decades, future residential needs for the City may likely reflect the following characteristics and trends:

1. The region is predicted to continue to grow by as much as 2.2. percent per year.
2. Two-thirds of this growth is expected to come from children growing up, settling this area, and starting their own families.
3. Utah's baby boomers had more children than their non-Utah counterparts and had them earlier in life.
4. There are more single-parent households than in the past leading to added growth.
5. Household diversity creates a demand for a variety of housing types to meet the different lifestyle groups.

PLAN ELEMENT 2:

2. An Evaluation of How Existing Land Uses and Zones Affect Opportunities for Moderate Income Housing.

According to the publication “Urban Planning Tools for Quality Growth” the evaluation of zoning densities is one of the biggest factors in making housing affordable. “If the widespread practice of zoning for mostly large-lot homes is not modified, economic problems will increase and people will be extremely limited in their lifestyle and household choices (*Chapter 2 - Meeting Housing Needs, page, 31*).

Since the original adoption of the City’s Moderate Income Housing Element, the City has implemented several changes to its Zoning Ordinance (*see Section “D” of this Plan Element*) to encourage the development of a variety of housing choices. These changes have allowed greater densities in areas of redevelopment that can capitalize on the efficient use of existing infrastructure or created projects with housing choices that do not result in typical large-lot style development.

PLAN ELEMENTS

REVIEW/ANALYSIS:

A. Existing Zoning District Opportunities:

	Zones	Acres	Density Capacity
Standard Zoning	Ag. Low (A-L)	487	974
	Res. Low (R-L)	1,127	4,508
	Res. Med. (R-M)	118	944
	Res. High (R-H)	45	540
Mixed Use/ Flexible Zoning	FVSD	19	70
	R-H/ (PD)	30	227
	West Side/ Mixed Use Overlay	~ 50	750
	So. Main Street/ Mixed Use Overlay	~19	196 to 392
	C-VH(PD)/ Mixed Use Overlay	30	206
Totals		1,925	8,415 to 8,611

Table 1

B. Evaluation Synopsis – From review of the information, the typical standard zoning used by the City predominately consisted of single family, low-density, development. However, since the adoption of the 2002 Moderate Income Element, the City has implemented several flexible zoning tools that allow opportunities for various housing types. These efforts should be supported and continued into the future.

C. Future Policy Considerations – Decisions regarding land use planning in the future should consider the following:

1. Provide opportunities for people moving through life’s stages to be able to live and/or grow up in the same community.
2. Increase opportunities for redevelopment to reduce the demand for new extensions of utility lines and services.
3. Encourage the development of sustainable and walkable neighborhoods, where employment, goods, and services can be obtained with less driving.
4. Encourage opportunities for establishing a variety of housing types in keeping with the incomes range of more families.

PLAN ELEMENTS**PLAN ELEMENT 3:****3. An Estimate of City's Existing Supply of Moderate Income Housing.**

In order to estimate the available supply of moderate income housing, the city staff obtained parcel and improvement valuation data from Davis County. The 2011 Market Values (not the taxable value) data was queried using the City's GIS system and broken down into 50K increments. The "market value contained both land and improvement value (if present) of all residential type properties.

Additionally, the city staff used several web-based home affordability calculators to develop the potential home purchase range to estimate the existing supply. The short-comings for this analysis are that the County's market data may be on the low end of the scale and it is difficult to adequately estimate the debt amount of various households while calculating the potential purchase price. Thus, the estimated supply may be somewhat generous.

Nonetheless, with the current housing market recession (correction of home values) and the broad data set available for every housing type within the City, the estimated moderate income housing supply is better developed than the often used method of sampling some recent housing sales within the City.

REVIEW/ANALYSIS:**A. Estimate of Supply:**

County's Market Value	Residential Unit Counts	Estimated Supply
0-50K	95	-
50K – 100K	260	260
100K– 150K	1133	1133
150K – 200K	1447	1447
200K – 250K	897	-
250K – 300K	931	-
300K – 350K	459	-
350K or more	472	-
Total	5,694	2,840

Table 2

B. Existing Supply Synopsis – According to the 2012 Median Family Income Documentation System (HUD publication), the median income level for the Ogden-Clearfield MSA (which includes Davis County) is \$71,500. Thus, 80% of median income level would be an annual income of \$57,200. At current market rates (2012), and assuming a family unit with two children, this allows a possible home purchase price ranging from about \$175,000 to just over \$200,000, depending on the type of loan (e.g. FHA, VA, or Conventional). Thus, the estimated supply of moderate income housing for Centerville is potentially 2,840 units or about 49% of the City's housing stock.

Future Policy Considerations – Future decisions about land use planning for the City should consider the following:

1. The housing mix of the Greater Wasatch area will change in the next 20 years (*see publications for state population forecasts*).
2. There will be a rise in senior households (>60 yrs. old) from 21 to 27 percent.
3. Current demographic trends indicate that household size will likely decline in the future.
4. Fewer two-income households will likely be a result of such changing demographics.
5. There will be a demand for housing types needing less maintenance.

*PLAN ELEMENT 4:***4. An Estimate of the City's Future Need of Moderate Income Housing.**

In order to estimate the future need of moderate income housing, the city staff used the 2009 Income, Earnings, and Wages Data that is available from City-Data.com. This helps to establish a baseline demand as to the status of available housing versus family incomes. The baseline demand indicates that 1,678 households fall at or below the County 80% MIH, which is approximately 31% of the City's residents (est. 3.1 persons in avg. household size). To estimate the future need this 31% is extrapolated to the estimated future buildout population of 20,154 (*see City's Impact Fee analysis*). A simplistic conclusion indicates the current supply will be able to meet the estimated future demand.

However, it is difficult to accurately predict changes over time and also there appears to be a number of families well below the 80% MIH standard or threshold. Thus, any policy decision about future needs ought to account for the shortfalls of this analysis. Thus, the City should still consider establishing strategies for encouraging the development of moderate income housing within the City.

PLAN ELEMENTS*REVIEW/ANALYSIS:***A. Estimate of Future Need:**

2009 Estimate of Wages	Number of Households	Number of Total Households at or Below Moderate Income Level	
<10,000	13	Current Est. = 1,678	
10,000-20,000	146		
20,000-30,000	418		
30,000-40,000	201		
40,000-50,000	571		
50,000-60,000	329		
Existing Population		16,339	
Est. Existing Population w/ Moderate Income Need (Avg. 3.1 persons/household)		5,202	31%
Est. Future Population		20,154	
Est. Future Population w/ Moderate Income Need (Avg. 3.1 persons/household)		6,248	31%
Total Future Households (Avg. 3.1 persons/household)		Future Est. = 2,015	

Table 3

B. Future Needs Synopsis – Although the baseline supply is adequate for the current and projected future family incomes within the City, what can be deduced about future needs? The 2009 Income, Earnings, and Wages data depicts a number of families that are actually below the 80% MIH threshold (i.e. 1,349 households with income less than \$50,000 as shown in table above). Thus, the City needs to continue its efforts to encourage opportunities for alternative types of housing to be provided within the City.

C. Future Policy Considerations – Future decisions about land use planning for the City should consider the following:

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

STRATEGIES - STATE STATUTE***State Statute Recommendations:*****5. Section 10-9a-403(ii) of the Utah Code Lists Several Means or Techniques That May be Considered in Providing a Realistic Opportunity for the Development of Moderate Income Housing.**

The state statute provides some suggested techniques for cities to consider in encouraging the preservation or future development of moderate income housing. The suggested techniques are not mandatory requirements to be implemented. These techniques are being outlined in the plan element so that decision-makers may understand and decide whether these potential ideas are applicable for the moderate income housing needs within the City. If such techniques, or parts thereof, are deemed realistic, then such ideas will be listed or incorporated in the “city strategies and objectives” described later in this plan.

State’s Suggested Techniques:

- 5.A. Rezone for densities necessary to assure the production of moderate income housing.
- 5.B. Facilitate the rehabilitation or expansion of infrastructure that will encourage the construction of moderate income housing.
- 5.C. Encourage the rehabilitation of existing uninhabitable housing stock into moderate income housing.
- 5.D. Consider general fund subsidies to waive construction related fees that are otherwise generally imposed by the City.
- 5.E. Consider utilization of state or federal funds or tax incentives to promote the construction of moderate income housing.
- 5.F. Consider utilization of programs offered by the Utah Housing Corporation within that agency’s funding capacity.
- 5.G. Consider utilization of affordable housing programs administered by the Department of Workforce Services.

PLAN ELEMENTS***PLAN ELEMENT 5:*****6. A Description of the City's Plan to Encourage an Adequate Supply of Moderate Income Housing.**

This section summarizes the City's chosen strategies to encourage a realistic opportunity for the preservation or development of moderate income housing. However, it is also the position of the City that the local government can only encourage the opportunity and that there are other forces at work that affect such opportunities.

Thus, it is the City's commitment to assist, where possible, to allow such opportunities. The identified strategies of this section will be individually addressed later in this plan.

City Strategies:

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

STRATEGIES – CITY EFFORTS***City Strategies:*****6-A. Continue to Support Allowing Mixed Use Zoning and Related Development in Strategic Areas of the City.**

The allowance and development of mixed use centers can encourage housing developments that have an improved chance of meeting the needs of moderate income families. Such housing areas create not only a variation in housing types and sizes, it can help with secondary living costs such as those associated with transportation where other modes (e.g. walking, biking, bus, van pools, etc.) can be more efficiently offered to mitigate reliance on multiple vehicles, or reduce time and travel distances to work areas or basic services and products.

City Objectives:

- 6-A.1 Consider amending the West Centerville Neighborhood Plan to expand the mixed use concepts found in the Legacy Crossing at Parrish Lane Development to surrounding areas, particularly west and south of this project area.
- 6-A.2 In the future, develop a strategic redevelopment plan in partnership with the property owners and residents within and around the Gateway Mixed Use Districts (i.e. South Main Street Corridor Plan area), and consider other corridor options (e.g. 400 west and the frontage road) to encourage actual development of a mixed use area with a residential component that includes opportunities for creating moderate income housing.
- 6-A.3 Remain committed to land use policies that support developing other future mixed-use or flexible use development areas.

STRATEGIES – CITY EFFORTS**City Strategies:****6-B. Monitor and Review Existing Housing Patterns the City in Comparison to a Pattern of an Open Market Yield.**

According to the publication “Urban Planning Tools for Quality Growth” background research data indicated that if existing zoning patterns among the Greater Wasatch Area remain in place until 2020, the housing supply yield could be:

- 77% Single-family
- 9% Townhomes and duplexes
- 14 % Apartments (multi-family)

Whereas, a 2020 demand based on income and demographic characteristics in an open market housing approach would yield:

- 60% Single-family
- 14% Townhomes and duplexes.
- 26% apartments (multi-family)

Although the city’s market characteristics and demands will vary over time, the City should regularly track and review its housing stock types to improve the decisions made regarding community plan updates and zone map amendments.

City Objectives:**6-B.1 Evaluation of City’s Current Housing Supply Yield:**

<i>Residential Use Type</i>	<i>Current City’s Yield</i>	<i>Open Market Yield</i>
Single Family	73%	60%
Townhomes/ Duplexes	19%	14%
Multi-family (inc. apartments)	8%	26%

Table 4

6-B.2 Tabulate and review the housing stock or inventory of the City every five (5) years. Determine if there is a significant disparity between the developed housing supply verses an open market yield and if so, consider goals for the next two years to alter or change land use related policies or identify opportunities to encourage a more open market yield.

6-B.3 Review the existing and projected demographics and characteristics of the City every five (5) years. Use such information to identify the existing potential future economic needs of residents and determine if changes to the housing stock are necessary (i.e. their existing and future income opportunities and/or desired living preferences). Determine if related land use policies can be altered to meet any missing need or preference.

STRATEGIES – CITY EFFORTS**City Strategies:****6-C. Make an Effort to Balance the Number and Size of Zoning Districts with the Demand for Various Housing Types.**

This strategy supports a fundamental provision of state law that indicates that “in drafting the moderate income housing element, the planning commission shall consider the Legislature’s determination that cities shall facilitate a reasonable opportunity for a variety of housing types, including moderate income housing;

- To meet the needs of people desiring to live there; and
- To allow persons with moderate incomes to benefit from and fully participate in all aspects of neighborhood and community life...”

While the state law focuses on moderate income housing, the best strategy is to concentrate on quality city-scaled residential design, while aiming to meet such housing needs. “A community should mix and arrange the various uses and densities so that an optimal city-scale design emerges, complete with quiet neighborhood, parks, and busy business districts [*Urban Planning Tools for Quality Growth*, 2000].”

City Objectives:

6-C.1 Evaluate the various Neighborhood Plans and determine if there are opportunities for allowing infill development, or areas that could be rezoned for additional density, or to encourage the use of the Planned Development Overlay Zone (*reflects strategy 6.A*).

6-C.2 Consider establishing standards with the R-M and R-H Districts that require a variety of housing types that are to be used within such zones. Additionally, limit unit densities within each building of the R-M zone to no more than 8 units, and within the R-H Zone to no more than 12 units.

6-C.3 Consider the following housing types to be implemented within the R-M and R-H zones:

- Courtyard apartments in high density locations
- “Big house” apartments in medium and high density zones
- Garden courts in medium and high density zones
- Townhomes or alley fed townhomes with shorter front yard setbacks in medium density zones.
- In medium density zones, if single-family is used, allow use of accessory apartments

6-C.4 Consider establishing additional architectural design standards for the R-M and R-H Districts. Ensure that the appearance and layout of buildings within these zones are visually compatible with surrounding residential neighborhoods.

STRATEGIES – CITY EFFORTS*City Strategies:***6-D. Consider Adopting Basic or Flexible Design Standards for Small-Lot or Underutilized Land Parcels Within Existing Developed Areas of the City.**

This strategy reflects a component of state strategy 6.B. that focuses on areas of existing development and infrastructure. The original Centerville Townsite parcels were not created using typical zoning practices. Consequently, there are a variety of unconventional lot sizes and configurations. Therefore, there are likely several opportunities for “infill” or “redevelopment” scenarios that could assist with creating moderate income housing in the older areas of the City.

A consideration to allow more flexible lot standards may be not only a benefit to the needs of moderate income families, but also to the owners of properties in these areas. However, additional design standards are likely needed to preserve the visual and physical context and layout of these areas.

City Objectives:

- 6-D.1 Provide continued support for the limited use of flag lot development in areas where older or original divisions (typically done through metes & bounds descriptions) of land have taken place, which tends to create underutilized land that could be further developed.
- 6-D.2 Consider adopting a “small lot-floating” overlay ordinance or standard to allow greater flexibility for placement of lot lines in relation to existing homes and a new infill home, where underutilized or underused properties exist.
- 6-D.3 Consider adopting a “group dwelling” lot ordinance or standard that could be utilized on larger irregularly shaped or constrained parcels which would allow for more than one dwelling to be constructed on a single parcel.
- 6-D.4 Consider adopting an “accessory dwelling” ordinance with design standards. Such allowances may also be considered “conditional uses” in single family zones [*see original strategy of the 2002 MIH Housing Plan, Section 12-490.4(d)*]
- 6-D.5 Consider adopting additional design and layout standards with any objectives mentioned above to ensure compatibility with the surrounding context and appearance of the neighborhood.

Proposed Changes to Moderate Income Housing Element of the Centerville City General Plan as Required by SB 34 (2019)

Draft Date: October 17, 2019

A. Background

~~Section 10-9a-403 Title 10, Chapter 9a, Section 403 of the Utah Code Annotated~~ requires all municipalities to adopt a Moderate Income Housing Plan element and Section 10-9a-408 requires the cities to annually biennially review their "moderate income housing plan" ~~element as part of the General Plan~~. Centerville's Moderate Income Housing Plan Element was originally adopted in February of 2002. Additionally, the City has submitted several biennial reports to the State, as required.

* * *

C. Summary of 2002 Plan's Past Strategies to Promote Moderate Income Housing

The previous strategies were developed using both the required State criteria criterion and a few local ideas. These strategies were as follows:

* * *

F. Moderate Income Housing Plan

In the case of the Moderate Income Housing Plan ("Plan"), the Guiding Policies and Directives of the Plan are expressed using the required elements or strategies of 10-9a-403, as well other strategies identified by the City. Each element is addressed separately within the Plan and consists of the following:

- An estimate of the existing supply of moderate income housing located within the municipality;
- An estimate of the need for moderate income housing in the municipality for the next five years;
- A survey of ~~the~~ total residential land use;
- ~~An estimate of existing housing supply.~~
- ~~An estimate of need over the next five (5) years.~~
- An evaluation of how existing land uses and zones affect opportunities for moderate income housing; and
- A description of the municipality's program plan to encourage an adequate supply of moderate income housing.

Within the descriptive "element" of the Plan, various required analyses or strategies are identified and any associated conclusions or policies related to these strategies are listed and explained. These strategies, conclusions, or policies are to be used in the decision-making process for land use ordinance amendments, applicable land use application reviews, and/or related capital improvement programs.

Additionally, each element or strategy may be accompanied by descriptive text that is intended to assist with the understanding the purpose, intent, and interpretation of the strategy as it relates to moderate income housing in Centerville.

* * *

State Statute Recommendations:

5. Section 10-9a-403(ii) of the Utah Code Lists Several Strategies Means or Techniques for Municipalities to Implement That May be Considered in Providing a Realistic Opportunity for the Development of Moderate Income Housing.

The City is required by State to include as part of its Moderate Income Housing Plan a plan that provides a realistic opportunity to meet the need for additional moderate income housing. The City must include in this plan three or more of the strategies set forth in Utah Code 10-9a-403. The state statute provides some suggested techniques for cities to consider in encouraging the preservation or future development of moderate income housing. The suggested techniques are not mandatory requirements to be implemented. These optional strategies techniques are being outlined in the following section. The specific strategies incorporated by the City are more particularly set forth in the plan element so that decision makers may understand and decide whether these potential ideas are applicable for the moderate income housing needs within the City. If such techniques, or parts thereof, are deemed realistic, then such ideas will be listed or incorporated in the "City Strategies and Objectives" described later in this Plan.

State's Optional Strategies ("Statutory Strategies"): ~~Suggested Techniques:~~

- 5.A. Rezone for densities necessary to assure the production of moderate income housing;
- 5.B. Facilitate the rehabilitation or expansion of infrastructure that will encourage the construction of moderate income housing;
- 5.C. Facilitate ~~Encourage~~ the rehabilitation of existing uninhabitable housing stock into moderate income housing;
- 5.D. Consider general fund subsidies or other sources of revenue to waive construction related fees that are otherwise generally imposed by the City;
- 5.E. Create or allow for, and reduce regulations related to, accessory dwelling units in residential zones;
- ~~5.D.~~5.F. Allow for higher density or moderate income residential development in commercial and mixed-use zones, commercial centers, or employment centers;

- 5.E-5.G. Encourage higher density or moderate income residential development near major transit investment corridors;
- 5.F-5.H. Eliminate or reduce parking requirements for residential development where a resident is less likely to rely on the resident's own vehicle, such as residential development near major transit investment corridors or senior living facilities;
- 5.G-5.I. Allow for single room occupancy developments;
- 5.H-5.J. Implement zoning incentives for low to moderate income units in new developments;
- 5.I-5.K. Utilize strategies that preserve subsidized low to moderate income units on a long-term basis;
- 5.J-5.L. Preserve existing moderate income housing;
- 5.K-5.M. Reduce impact fees related to low and moderate income housing;
- 5.L-5.N. Participate in a community land trust program for low or moderate income housing;
- 5.M-5.O. Implement a mortgage assistance program for employees of the municipality or of an employer that provides contracted services to the municipality;
- 5.N-5.P. Apply for or partner with an entity that applies for ~~Consider utilization of~~ State or Federal funds or tax incentives to promote the construction of moderate income housing;
- 5.O-5.Q. Apply for or partner with an entity that applies for ~~Consider utilization of~~ programs offered by the Utah Housing Corporation within that agency's funding capacity;
- 5.P-5.R. Apply for or partner with an entity that applies for ~~Consider utilization of~~ affordable housing programs administered by the Department of Workforce Services;
- 5.Q-5.S. Apply for or partner with an entity that applies for programs administered by an association of governments established by interlocal agreement;
- 5.R-5.T. Apply for or partner with an entity that applies for services provided by a public housing authority to preserve and create moderate income housing;
- 5.S-5.U. Apply for or partner with an entity that applies for programs administered by a metropolitan planning organization or other transportation agency that provides technical planning assistance;
- 5.T-5.V. Utilize a moderate income housing set aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency;

and

5.U.5.W. 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.

* * *

4. ~~A Description of the City's Plan to~~ Provide a Realistic Opportunity to Meet the Need for Additional ~~Encourage an Adequate Supply of~~ Moderate Income Housing.

This section summarizes the City's chosen strategies to provide ~~encourage~~ a realistic opportunity to meet the need for additional ~~for the preservation or development of moderate income housing. However, it is also the position of the City that the local government can only encourage the opportunity and that there are other forces at work that affect such opportunities.~~

~~Thus, it is the City's commitment to assist, where possible, to allow such opportunities. Some of the~~ The identified strategies identified in ~~of this section are will be individually addressed later in this Plan.~~

Statutory Strategies:

- Rezone for densities necessary to assure the production of moderate income housing
- Create or allow for, and reduce regulations related to, accessory dwelling units in residential zones
- Allow for higher density or moderate income residential development in commercial and mixed-use zones, commercial centers, or employment centers
- Preserve existing moderate income housing
- Reduce impact fees related to low and moderate income housing

Additional City Strategies:

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

* * *

City Strategies:

6-C. Make an Effort to Balance the Number and Size of Zoning Districts with the Demand for Various Housing Types.

This strategy supports a fundamental provision of Sstate law that indicates that "in drafting the moderate income housing element, the planning commission "shall consider the Legislature's determination that municipalities ~~cities~~ shall facilitate a reasonable opportunity for a variety of housing types, including moderate income housing:

- To meet the needs of various income levels living, working, or desiring to live or work in the community ~~people desiring to live there~~; and
- To allow people with various ~~persons with moderate incomes~~ to benefit from and fully participate in all aspects of neighborhood and community life..."

While the Sstate law focuses on moderate income housing, the best strategy is to concentrate on quality city-scaled residential design, while aiming to meet such housing needs. "A community should mix and arrange the various uses and densities so that an optimal city-scale design emerges, complete with quiet neighborhood, parks, and busy business districts [*Urban Planning Tools for Quality Growth, 2000*]."

* * *

Moderate Affordable Income Housing in Centerville

Assessing Our Housing Needs

COMMUNITY DEVELOPMENT

December 5, 2017

Introduction

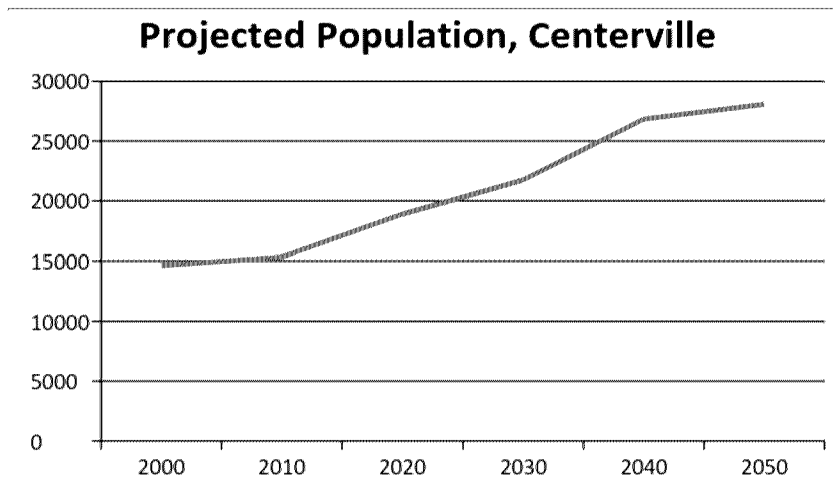
In 1996 the Utah Legislature passed House Bill 295 requiring cities and counties to include an affordable housing element as part of the general plan. Housing is considered affordable if a household spends no more than 30% of their gross monthly income on housing expenses, including utilities. In this plan, housing needs are considered for moderate-income households within the following income brackets: 1) Low-income [50-80% AMI], 2) Very low-income [30-50% AMI], and 3) Extremely low-income [<30% AMI].

The intent of this affordable housing plan is to ensure that Centerville City provides a reasonable opportunity for a variety of housing, to meet the needs of the population desiring to live in the City. A variety of housing should be encouraged to allow people earning a moderate income or less to fully participate in and benefit from all aspects of neighborhood and community life.

Demographics

Centerville's population in the 2010 US Census was 15,335, with estimates for 2017 at 16,387. By far, the majority of the population of Centerville is white, with 93% of residents identifying as white, with 4% identifying as Hispanic and 1% as Asian. 98% of residents are U.S. Citizens, and the median age is 34.

Population Growth and Housing Needs



The current population of Centerville, by ACS Data, is 16,387. The population of Centerville is expected to increase to 18,890 by 2020 and 21,756 by 2030. These additional residents amount to an additional 1132.3 households by 2020 and an additional 2045 households by 2030, based on the city's current average household size, at 3.14.

Special Needs Population

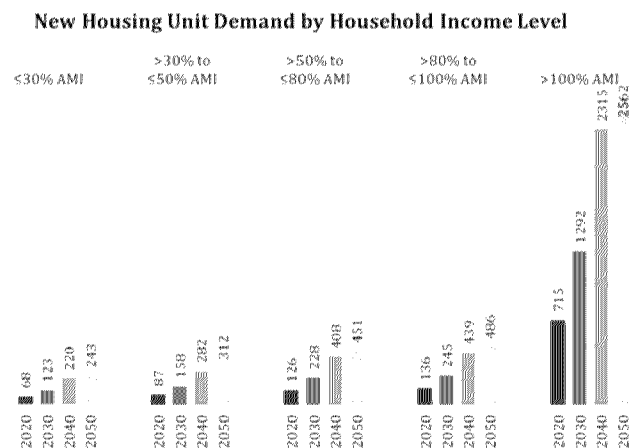
Data from the 2012 American Community Survey indicates that 8.3 percent of all Americans under the age of 65 and 36.8 percent of all Americans 65 and older have some form of disability. Assuming that the percentage of Centerville residents with disabilities is comparable to national figures, approximately 1,125 Centerville residents under the age of 65 and 656 Centerville residents 65 and older suffer from a disability. Individuals with disabilities may require special housing accommodations.

About 11.6 % of Centerville's population was 65 and older as of the 2010 U.S. Census. The share of the city's population that is 65 and older is expected to increase to 12.9 % by the year 2020 and 13.1% by the year 2030. Some elderly individuals may not be able to remain in their homes or may choose to relocate to a unit that better suits their preferences and needs. The elected and appointed officials of Centerville may wish to evaluate the housing options available to seniors wishing to remain in or move to the community.

According to the 2013 annualized point-in-time count, roughly 0.55 % of Utah's population is homeless. Although regional differences may impact the rate of homelessness, this percentage can be used to estimate the number of homeless individuals in Centerville, which, according to this algorithm, could be as high as 84. Given this estimate, Centerville should consider developing or promoting programs designed to help these individuals become stably housed.

Housing Demand

The population of Centerville is expected to increase from 15,335 in 2010 to **18,890 by 2020** and 21,756 by 2030. The current average household size for the city is 3.14, so these additional residents amount to an **additional 1,132 households from 2010 to 2020** and an additional 2,045 households (from 2010) by 2030.



Based on population change, observed income levels, and existing vacancies, **it is projected that Centerville will need an additional 963 housing units by 2020 than existed in 2010**, amounting to approximately **96 additional units per year** in this decade. Of those 963 units, 68 will need to be affordable to extremely low-income ($\leq 30\%$ AMI) households, 87 will need to be affordable to low-income ($> 30\%$ to $\leq 50\%$ AMI) households, and **126** will need to be affordable to moderate-income ($> 50\%$ to $\leq 80\%$ AMI) households.

By 2030, Centerville will need an additional 1,844 housing units. Of those 1,844 units, 123 will need to be affordable to extremely low-income ($\leq 30\%$ AMI) households, 158 will need to be affordable to low-income ($> 30\%$ to $\leq 50\%$ AMI) households, and 228 will need to be affordable to moderate-income ($> 50\%$ to $\leq 80\%$ AMI) households.

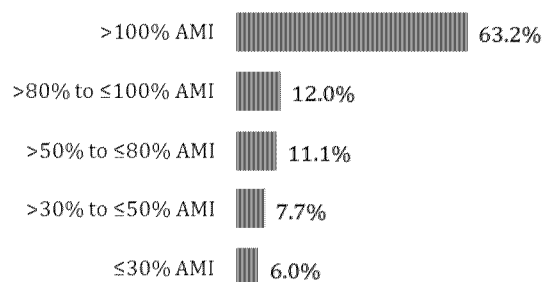
Centerville has less than 6 square miles of land within city limits, and is sandwiched between the Wasatch Mountains to the east and the Great Salt Lake to the west. This leaves much of our land within the foothills or covered in wetlands. Therefore, there are certainly some geographical limitations to our growth. Many years into the future, development will be redevelopment of infill properties and furthering subdivisions into smaller properties. While this is not an immediate circumstance, it should be noted that our growth cannot and will not fulfill the projected need in decades ahead.

Income

Analyzing the income of Centerville's residents is critical to understanding the City's affordable housing need, because housing affordability is a direct function of our resident's income.

Because the cost of living is relative to the area in which the residents live and to household size, the U.S. Department of Housing and Urban Development (HUD) use a measure called the Area Median Income (AMI). The AMI is the standard to determine housing attainability of the population. While the median income for Centerville alone is higher, the AMI for the County is \$71,112. The chart below categorizes household income levels by AMI, and illustrates the number of Centerville households whose total income falls within each income bracket. The median income of Centerville is higher than the median income for Davis County and the State of Utah, and is shown below.

Households by Income Level (Present)



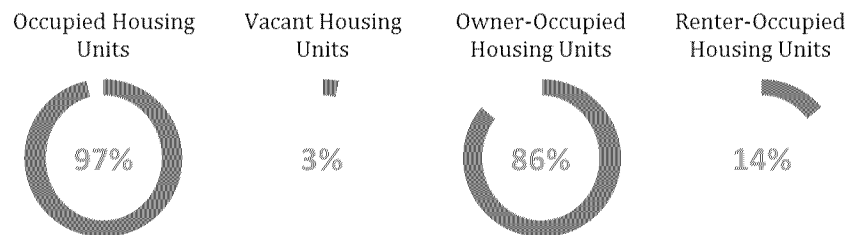
Housing Supply

Out of over five thousand housing units in Centerville, approximately only 3% of them are vacant.

Our housing stock is primarily single family homes, with some town homes and duplexes and small percentage of multifamily options. Our multifamily housing stock has increased since our last count in 2012, from an overall percentage of 8%, now at 10%.

Housing Type	Units 2017	%	Open Market Yield
Single family	3,933	71%	60%
Townhome/ Duplex	1,029	19%	14%
Multi-family	585	10%	26%
Total Units	5,547		

Housing Occupancy



As shown in the graph above, the majority of our housing units are owner-owned, with very little vacancies, and a small percentage in renter occupied housing.

Housing Affordability

The median household income in Centerville is \$78,438, which is \$7,326 above the area median income (AMI) for Davis County (\$71,112). Given these figures, 6 % of the households in Centerville earn less than

or equal to 30 percent of AMI, 7.7 % earn between 30 and 50 % of AMI, 11.1 % earn between 51 and 80 percent of AMI, 12 % earn between 81 and 100 % of AMI, and 63.2 % earn more than 100 % of AMI. Households that earn a moderate income (80 percent of AMI) or less make up 24.8 percent of Centerville's population.

Housing is considered affordable when households—regardless of their income—spend no more than 30 percent of their monthly income on housing expenses. Therefore, cost-burdened households are those households whose housing expenses exceed 30 percent of their monthly income. Based on this definition, 63.7 percent of Centerville's renter households that earn a moderate income or less and 55.8 percent of the city's owner households that earn a moderate income or less are cost burdened, which indicates that Centerville's residents would benefit from additional affordable rental and ownership options.

AMI	Mortgage	Count
>100%	>\$308,811	1,658
>80% and < 100%	>\$247,047 and <\$308,811	1,259
> 50% and < 80%	>\$ 154,406 and <\$247,047	939
>30% and <50%	>\$92,643 and < \$154,406	30
<30%	<\$92,643	27

Using County data for the market rate value of our single family homes, we can see from the table above that Centerville has approximately 939 single family homes within the “moderately affordable income” bracket, between 50% and 80% AMI. This data is based on County assessed value of the home, which is typically *lower* than what it would appear on the market today, so the number of units may, in reality, be less than determined by this data.

Measuring Progress by Issuance of Building Permits

Within the past two years (2016 and 2017), Centerville issued Building Permits for 159 housing units. Of these, 39 of these were for single family homes, 11 of which were valued at moderately affordable housing mortgages. In addition, 48 townhomes were built, all of which were in the range of being affordable to moderate income households. 72 apartment units were also issued, which are also considered affordable. Therefore, 93% of Building Permit issues in 2016 and 2017 were for moderately affordable housing units.

Zoning Regulatory Environment:

The majority of Centerville is zoned for single family dwellings, as Agricultural-Low and Residential-Low zones. Currently, there are two zones that allow duplex, townhomes, or multifamily: Residential Medium and Residential High. While the majority of Centerville's zoning codes do not prohibit the development of affordable housing for moderate income levels, there is room for improvement. Currently only single family lots are allowed in Residential Low zones. In the future, when considering infill options and redevelopment strategies, a variety of housing options should be put on the table, including mother in law apartments and duplexes in traditionally single family neighborhoods.

Recently, the City Council increased the permitted gross density of Residential-Medium multi-family density to from four to six units an acre. However, the previous CUP option for eight units per acre has been eliminated for the time being, leaving the City's General Plan density gap between medium density, (currently capped at 6 units an acre) and high densities (9-12 units). This gives developers less options for density, and creates a wider gap between the density allowance between "Residential-Medium" and "Residential-High", which needs further review and analysis in the future. By decreasing our residential-medium density, this may inhibit some developers, but may increase the likelihood and abundance of medium density housing in some neighborhoods.

The zoning code currently prohibits accessory dwelling units (ADU) in all residential specific zones. Within the past two years the City studied the idea of allowing ADU's, however, concerns over cost of conversion given the construction codes for adding a small dwelling unit to an existing home seemed problematic. Additionally, the parking demand for both the primary and ADU raised potential concerns. Allowing for ADU's in single family residents could be used as a strategy to increase the supply of affordable rental housing, by allowing those owning homes an option to use under-utilized portions of their property.

During our next evaluation of our General Plan and Zoning regulations, the use of ADU's may ripen as an option and be reconsidered in the future.

Fair Housing

By consent of the people of Utah, Centerville lawfully exercises planning, zoning, and land use regulation authority to promote the health, safety, and welfare of its residents. Centerville is committed to the equal protection and equitable treatment of all members of its community and anyone seeking to rent, lease, or purchase real property within its boundaries. Centerville does not condone housing related practices that intentionally or indirectly discriminate on the basis of color, disability, ethnicity, familial status, gender identity, national origin, race, religion, sex, sexual orientation, source of income, or other suspect classifications. Centerville upholds the Utah Fair Housing Act and complies with federal requirements that affirmatively further fair housing. Centerville promptly reports housing discrimination to the Utah Antidiscrimination and Labor Division (UALD) and assists in its investigations of claims in a timely manner. Centerville also systematically identifies and eliminates unfair encumbrances that impede its ability to promote and maintain an adequate supply of moderate-income targeted housing within its boundaries.

Addressing issues associated with fair and affordable housing requires regular reviews of plans, policies, and ordinances as well as ongoing monitoring and assessment of potential disparate impacts and adverse effects within the community. Regular performance reviews of implemented housing plans, policies, and ordinances provide Centerville with continuing feedback for making improvements. Centerville has set forth the following goals in accordance with its commitment to eliminate barriers to fair and affordable housing:

- Allocate resources to update, create and localize an Analysis of Impediments to affirmatively further fair housing.
 - Create action steps to overcome the impediments to fair housing.
 - Document any fair housing action steps taken.

Goals and Strategies

Centerville plans to recommit to the goals passed in 2012 in the General Plan, as follows:

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

The entirety of the Moderate Income Housing Element of the current General Plan can be viewed here: http://www.centervilleut.net/downloads/communitydevelopment/12-490_gp_-_moderate_income_housing_element_prcv3_0.current.2-20-2013.pdf

Evaluation of Previous Goals

These goals have been followed the past few years, with progress in the advancement of mixed-use projects such as Legacy Crossing Apartments and Legacy Commons on the west side of the city. Other townhomes and condos have also been approved in this time period. The breakdown of our housing stock in relation to the open market yield has improved, with a rise in multi-family units, a decrease in percentage of single family homes, and a continuous percentage of townhomes and duplexes. In regards to goal (3), decreasing the medium residential density may inhibit some developers, but also may make it more likely for more R-M density to be approved in more neighborhoods. The fourth goal was considered in an amendment to R-M

zoning, but ultimately denied. Design standards for underutilized and infill parcels should be examined in the next reevaluation of the element.

Centerville would also like to commit to new strategies in order to accommodate moderate income housing:

New Strategies:

5. Re-examine the allowance of ADUs if the state eases the Building Code requirements for conversion.

In previous debates of Accessory Dwelling Units, there has been concern over the burdensome Building Codes on behalf of the owners in order to convert accessory dwelling units in their home. Other concerns from the Council were in regards to parking and increased density in small neighborhoods. If Utah State legislators reconsider Building Codes requirements for such housing, the City Council is ready to re-examine this ordinance again in order to make room for more affordable housing options in the city.

6. CDA monies will be allocated to the preservation of moderate income housing and seek further opportunities for this development.

The City has created three redevelopment areas and as part of the tax increment expenditure projections the preservation of affordable housing has been identified. Such increment expenditure has been utilized in the past and the City will continue to look for those opportunities to assist with preservation projects.

7. Strategic Reevaluation and Reconsideration of Moderate Income Housing Element of the General Plan by 2019

The city will be ready to reevaluate its General Plan in regards to Moderate Income Housing in 2019.

Conclusion

As with the entire state of Utah, Centerville is growing. Although Centerville is a small city bound by water and mountains, the city recognizes its need to grow and accommodate other types of housing needs by doing what it can, where it can. Centerville will commit to its goals to find solutions to these complex housing problems while maintaining the sense of community it values so much. Reexamining accessory dwelling units and committing grant money to affordable housing developments are strategies that can be implemented immediately in order to make progress on these issues. There are also a number of strategies that are still left on the table when we review our goals and progress within the General Plan again in two years. Centerville can grow in a sustainable way that makes room for a variety of needs and backgrounds, while maintaining its core values.

CENTERVILLE

Staff Backup Report 10/23/2019

Item No. 4.

Short Title: Community Development Director's Report & City Council Report

Initiated By:

Scheduled Time:

SUBJECT

Next Planning Commission Meeting - November 13, 2019

- Moderate Income Housing Amendments - Public Hearing

City Council Report - Nothing to Note

RECOMMENDATION

BACKGROUND

CENTERVILLE

Staff Backup Report 10/23/2019

Item No.

Short Title: October 9, 2019

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

☐ October 9, 2019 Minutes

PLANNING COMMISSION MINUTES OF MEETING

Wednesday, October 9, 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

MEMBER ABSENT

Isaac Workman

STAFF PRESENT

Cory Snyder, Community Development Director
Lisa Romney, City Attorney (excused at 7:15 p.m.)
Katie Rust, Recording Secretary

STAFF ABSENT

Mackenzie Wood, Assistant Planner

PLEDGE OF ALLEGIANCE

OPENING COMMENT/LEGISLATIVE PRAYER

Commissioner Johnson

**DISCUSSION – SUBDIVISION ORDINANCE UPDATES – CHAPTER 18
(IMPROVEMENT COMPLETION AGREEMENT)**

As part of the process to update and revise the City Subdivision Ordinance, Lisa Romney, City Attorney, presented a draft of Chapter 18 regarding requirements and form for Improvement Completion Agreements and bonding for infrastructure and landscaping improvements associated with subdivision development, and answered questions from the Planning Commission.

**DISCUSSION – GENERAL PLAN & ZONING OVERLAY – SOUTH MAIN STREET
CORRIDOR**

Cory Snyder, Community Development Director, presented a draft of the South Main Street Corridor General Plan with changes requested by the Planning Commission during previous meetings. Mr. Snyder said he hopes the Use List, as part of this process, does not become the focal point of future discussions, drawing attention away from the other elements. The Planning Commission reviewed the SMSC General Plan draft and directed Mr. Snyder to move forward with a final proofread.

The Commissioners discussed whether their next step should be to present the SMSC General Plan draft to the public and hold a public hearing, or discuss the draft with the City Council in a work session. They discussed scheduling limitations in the next few months, and decided to schedule a work session with the City Council in January 2020, and present the draft to the public in late January or early February.

The Planning Commission reviewed Section 12.69.060 of the SMSC Overlay District and Corridor Design Guidelines regarding architecture. The Commissioners and Staff considered wording used to define the boundaries of the Overlay District. Mr. Snyder pointed out that Section 12.69.060 contains exceptions that apply to civic buildings with regard to building height and size, with expectation of more landscaping and public space devoted to the community in exchange.

The Planning Commission discussed the drafted standards for achieving a historic style. Chair Hayman said it would be helpful to look at the structures listed on the City's Landmarks Register for reference. She suggested adding the word "prominent" to emphasize that historic elements should be visible and recognizable. Chair Hayman suggested the Commission table the discussion, and requested that Staff compile visual examples to provide context.

COMMUNITY DEVELOPMENT DIRECTOR'S REPORT & CITY COUNCIL REPORT

The Planning Commission is scheduled to meet next on October 23, 2019.

MINUTES REVIEW AND ACCEPTANCE

The minutes of the September 25, 2019 Planning Commission meeting were reviewed. Commissioner Wright requested an amendment, and made a **motion** to accept the amended minutes. Commissioner Hunt seconded the motion, which passed by unanimous vote (5-0).

ADJOURNMENT

Chair Hayman made a **motion** to adjourn the meeting at 8:18 p.m. Commissioner Johnson seconded the motion, which passed by unanimous vote (5-0).

Leah Romero, City Recorder

Date Approved

Katie Rust, Recording Secretary