

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 24, 2018 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.

A notebook containing supporting materials for the business agenda items is available for public inspection and review at City Hall and will be available for review at the meeting. The full packet can also be viewed on the City's website: <http://centerville.novusagenda.com/agendapublic>.

Tentative - The times shown below are tentative and are subject to change during the meeting.

Time:

7:00 PM **A. WELCOME AND ROLL CALL**

B. PLEDGE OF ALLEGIANCE

C. PRAYER OR THOUGHT

Becki Wright, Commissioner

D. COMMISSION BUSINESS

7:10 1. Public Hearing - Preliminary Subdivision - Sheffield Downs Planned Development Overlay - 274 E Pages Lane

ADMINISTRATIVE DECISION

The Planning Commission will consider the proposed Preliminary Subdivision Application for Sheffield Downs Planned Development Overlay at appropriately 274 E Pages Lane, consisting of the parcels 03-004-0150, 03-004-0099, and 03-004-0139.

2. TABLED - Preliminary Subdivision - Legacy Lands at 1243 North 1300 West
This matter will be tabled for a future Planning Commission Meeting

7:30 3. Discussion - Main Street Table of Uses Amendments Public Comments

The Planning Commission will discuss the compiled public comments for proposed Main Street Table of Uses Amendments for the Commercial Medium Zone and discuss how to move forward with a recommendation to the City Council.

4. Community Development Director's Report

5. City Council Report

E. MINUTES REVIEW and ACCEPTANCE

September 26, 2018

October 10, 2018

F. ADJOURNMENT

**CENTERVILLE
PLANNING COMMISSION
Staff Backup Report
10/24/2018**

Item No. 1

Short Title: Public Hearing - Preliminary Subdivision - Sheffield Downs Planned Development Overlay - 274 E Pages Lane

Initiated By: Taylor Spendlove, Applicant

Scheduled Time: 7:10

SUBJECT

ADMINISTRATIVE DECISION

The Planning Commission will consider the proposed Preliminary Subdivision Application for Sheffield Downs Planned Development Overlay at appropriately 274 E Pages Lane, consisting of the parcels 03-004-0150, 03-004-0099, and 03-004-0139.

RECOMMENDATION

Refer to Staff Report

BACKGROUND

Refer to Staff Report

ATTACHMENTS:

Description

- 10-24-18 PC Staff Report Sheffield Down Preliminary
- 10-24-18 Sheffield Downs Preliminary Plat

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

**STAFF REPORT
AGENDA: ITEM 1**

PROPERTY OWNER: **DIKA PROPERTIES LLC
MARV BLOSCH
517 SOUTH 100 EAST
BOUNTIFUL, UT 84010
(mbaproproperties@gmail.com)**

APPLICANT: **BRIGHTON DEVELOPMENT
TAYLOR SPENDLOVE
215 NORTH REDWOOD RD. SUITE #8
NORTH SALT LAKE, UT 84054
(taylor@buildwithbrighton.com)**

PROPERTY: **274 EAST PAGES LANE**
 ○ PARCEL 03-004-0150
 ○ PARCEL 03-004-0099
 ○ PARCEL 03-004-0139

ACREAGE: **5.6 ACRES RESIDENTIAL AREA PROPOSAL**

CURRENT ZONING: **RESIDENTIAL MEDIUM / PLANNED DEVELOPMENT**

APPLICATION: **PRELIMINARY SUBDIVISION PLAT**

BACKGROUND

Previously at the July 11, 2018 Planning Commission Meeting, the Commission reviewed a Planned Development Overlay proposal to be known as Sheffield Downs by Brighton Homes. To recap, Brighton Homes rezoned a significant eastern portion of the Pages Lane Commercial Area (*aka: Old Dick's Market*) into a Residential Medium Planned Development Overlay, to develop the property for a single-family dwelling subdivision of 33 homes. The project would be developed as a "*planned unit development*" having a private roadway system and a park area as common open space for use by the residents of this new community. On September 18th, this PDO Rezone was passed by the City Council.

PRELIMINARY SUBDIVISION REVIEW 15-3

According to the Subdivision Ordinance, "The purpose of the preliminary plat is to require formal preliminary approval of a subdivision... in order to minimize changes and revisions

which might otherwise be necessary on the final plat [Section 15-3-101].” It is the responsibility of the Planning Commission to review the proposal and determine compliance with the standards and criteria set forth in the Centerville City Ordinances [Section 15-3-104].” Approval by the Planning Commission for a preliminary plat does not constitute a final approval. The applicant must still apply for final approval and is responsible to comply with any conditions and ordinances pertaining to final plat approval.

Conditions from PDO Approval, Ordinance 2018-20

Rezone of approximately 5.6 acres to R-M/PDO on the Centerville Zoning Map

- *Density shall NOT Exceed Six (6) units per acre. A bonus density is NOT APPROVED for the development*
 - *The layout has depicted 33 lots (when the commercial lot is removed) on 5.5 acres / 33 = 6 unit per acre ✓*
- *All residential development shall be limited to the construction of single-family homes. ✓*
- *The commercial area, located at the northwest corner, is not part of this PDO approval. However, it must be legally subdivided in accordance with City ordinances to separate it from the portion to remain in the proposed development.*
 - *The commercial area, located at the northwest corner, is not part of the PDO, but will be included as part of the Final Plat (as Lot 34) in order to divide the commercial area from the new PDO residential development. Lot 34 will not be calculated in the gross density for the PDO.*

15.06.010 Planned Unit Development

This development is being subdivided as a PUD, with private lots and common open space areas to be run by the Home Owners Association. The following are requirements for PUDs, according to CMC 15.06.010:

1. Design Standards. The design of the preliminary and final plats of the project in relation to streets, blocks, lots, common open spaces, and other design factors shall be in harmony with the intent of the General Plan and design standards recommended by the Planning Commission and approved by the City Council. Streets shall be so designed as to take advantage of open space vistas and create drives with a rural or open space character.
2. Guarantee of Common Open Space Improvements.
3. Continuation of Common Open Space.
4. Maintenance of the Common Open Space.
5. Provisions for Common Open Space.

Sheffield Downs PDO was approved based upon Open Space and landscaping conditions as outlined in Ordinance 2018-20. All conditions regarding the Architectural Design, Landscaping Design Plan, open Space Amenities Design Plan, Building Setbacks, Parkway,

Driveway/ Approach Widths and Recreation Vehicle Use & Other Matters as outlined in Ordinance 2018-20.

The Open Space amenities shall be provided within the project as depicted in the Conceptual Site Plan, including but not limited to a patio and garden area, detention facility, 10 foot landscape buffer along Pages Lane, and visitor parking.

As part of the Final Site Plan Approval, the developer shall address the timing/phasing for the installation of the Open Space Amenities, as deemed acceptable by the City as part of any Phasing approval, OR these Open Space amenities shall be installed as per CZC 12.51.100 prior to a certificate of occupancy for any dwelling.

The HOA of Sheffield Downs PDO will be responsible for the care and maintenance of the common open space and noted on the Final Plat.

Other General Requirements for Preliminary Subdivision

This development has building setbacks that differ from CZC 12.32.300, Residential Development standards for R-M zones, and therefore shall be noted on the plat. They are:

The Interior Lot Setbacks are:

Front Porch/Living Area = 15-feet Front
Garage = 19-feet
Side Yards = 5-feet
Rear Yard = 15-feet

The Perimeter Lot Setbacks are:

Front Porch/Living Area = 15-feet
Front Garage = 19-feet
Side Yards = 8-feet
Rear Yard = 20-feet

Streets, drainage, and utilities

- Sheffield downs is creating 33 lot single family subdivision, with the creation of private internal streets. The sidewalk is adjacent to the curb and gutter with no park strip. All streets will be maintained by the HOA.
- Geotechnical Report has been received has been reviewed by the City Engineer.
- Drainage, utility and demolition and easement corrections needs to be reviewed and approved by the City Engineer.

PLANNING STAFF RECOMMENDATION

Suggested Motion for the Sheffield Downs PDO Preliminary Plat

I hereby make a motion for the Planning Commission to approve the Preliminary Subdivision Plat for the proposed Sheffield Downs PDO, located at approximately 274 E Pages Lane, subject to the following conditions:

1. The Final Subdivision Plat shall reflect the design, layout, and all related items as stated in Ordinance 2018-20, Sheffield Downs Planned Development Overlay, as approved by the City Council on September 18th, 2018.
 - a. A note on the Final Plat shall state that the plat is subject to this ordinance
2. A final subdivision application and plans shall be submitted, within one (1) year, in accordance with the requirements of Title 15, Subdivisions and of Title 12-Zoning Ordinance.
3. Final utility and construction plans shall be reviewed and approved by the City Engineer, including, *but not limited to*:
 - a. Provide Building, pavement, & demolition plan
 - b. Distinguish which utilities are private and which are public
 - c. Show existing utility or access easements
 - d. Provide a cross section for street improvements
 - e. Show all accesses along the north side of Pages Lane from 400 East to the west entrance to J.A. Taylor Elementary and provide traffic movement study to support locations of new entrances into Subdivision.
 - f. Provide detention calculations
4. The applicant shall place a note on the Final Plat in reference to any CC&Rs that will be created for the subdivision, including notes that state:
 - a. The use of outside storage of Recreational Vehicles (RVs) for dwellings or in the common space areas for longer than 48 hours shall be prohibited.
 - b. HOAs shall be responsible for the continuation and maintenance of open space and referenced in the Final Plat notes.
5. The Applicant shall post a bond for all public improvements, open space, and utilities prior to the recording of Final Plat. The applicant shall submit a phasing plan to be approved by Staff and the Commission, or Open Space amenities shall be installed prior to a certificate of occupancy for any dwelling.
6. A title report shall be submitted to City Staff Prior to Final Plat.
7. This subdivision was approved with unique setbacks for perimeter and interior lots, as outlined in their PDO Approval. Front, side, and rear yard setbacks for each lot shall be noted on the plat.

Reasons for Action:

- a) The Commission finds that the preliminary subdivision plan complies with the terms and conditions of Sheffield Downs PDO Zone Map Amendment and associated Conceptual Plan acceptance that was approved in September of 2018, Ordinance No. 2018-20..

- b) The Commission finds that the conditions of the preliminary plan approval, subject to terms and conditions of the PDO, are consistent with the requirements for preliminary subdivision review [Section 15-3-103].

CENTERVILLE

**Staff Backup Report
10/24/2018**

Item No. 2.

Short Title: TABLED - Preliminary Subdivision - Legacy Lands at 1243 North 1300 West

Initiated By:

Scheduled Time:

SUBJECT

This matter will be tabled for a future Planning Commission Meeting

RECOMMENDATION

BACKGROUND

**CENTERVILLE
PLANNING COMMISSION
Staff Backup Report
10/24/2018**

Item No. 3.

Short Title: Discussion - Main Street Table of Uses Amendments Public Comments

Initiated By:

Scheduled Time: 7:30

SUBJECT

The Planning Commission will discuss the compiled public comments for proposed Main Street Table of Uses Amendments for the Commercial Medium Zone and discuss how to move forward with a recommendation to the City Council.

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ☐ Public Comments - Property Owners
- ☐ Public Comments - Local Residents
- ☐ Public Comments - General Public
- ☐ List of Table of Uses Potential changes
- ☐ Definitions of Uses

MAIN STREET USE FORUM

Property Owners Invite

09/12/2018 | 6:00 p.m. at *City Hall*

Planning Commissioners Attending

Chair Hayman | Kevin Daly | Gina Hirst | Kathy Helgeson

#	Comment	Category
1	Issues Involving Consistency	Long Range Commitment
2	Residential Status Questions	Housing
3	Concerns with diminishing uses, specifically mixed-use	Long Range/ Housing
4	Where does mixed-use fit in?	Expansion/ Housing
5	Potential lack of trust	Long Range Commitment
6	Creating potential options for façade upgrades, but with constraints	Design/ Layout
7	Don'ts are in place. Where are the do's	Design/ Layout
8	Making a Living Matters – Allow Market Patterns	Economic Needs
9	What are the historic uses – e.g. Construction, fuel/gas stations, City Hall, missed opportunity for the Library	Community Identity
10	May NOT be retail – But it's a local business area	Economic
11	What to Do (use) verse What to Design (buildings)	Design/ Layout
12	Substantial conversion of buildings may NOT be feasible	Economic
13	Limitation of Old Fire Station/ No remodel beyond 30% Expansion	Design/ Layout
14	Create considerations for existing buildings/ layouts	Design/ Layout
15	Parking to the rear may create increased traffic near residential uses	Design/ Layout
16	What are the incentives to upgrade – Are they equitable?	Design/ Layout

MAIN STREET USE FORUM

Local Residents Invite

09/26/2018 | 6:00 p.m. at *City Hall*

Planning Commissioners Attending

Chair Hayman | Kevin Daly | Gina Hirst | Kathy Helgeson | Kia Hintze

#	Comment	Category
1	Things can and should be improved (e.g. Old Williams Barn)	Long Range Commitment
2	Not in favor of high-density residential (e.g. SLC Apartments)	Housing
3	Centerville is a commuter City – like the country feel of the city	Community Identity
4	Parrish Lane is likely the City's Main Street (1970s Parrish Interchange)	Community Identity
5	No gas stations, theater, car wash – issues regarding Cup-Bop	Economic
6	Youth need to feel safe – need a local place to go instead of Ogden/SLC	Community Identity
7	Maybe small restaurant or satellite education uses – Nothing illegal/immoral	Community Identity
8	Residents & businesses need to compromise – a unified outcome	Economic Needs
9	Business hours of use need to respect surrounding residents	Community Identity
10	How much do we desire to bring people to the city?	Community Identity
11	Local businesses may or may not need to rely on new traffic for achieving success	Economic Needs
12		

MAIN STREET USE FORUM

General Public Invite

10/12/2018 | 6:00 p.m. at *City Hall*

Planning Commissioners Attending

Chair Hayman | Kevin Daly | Gina Hirst | Kathy Helgeson | Kia Hintze | Logan Johnson | Becky Wright

#	Comment	Category
1	Are there future plans for redeveloping Main Street	Long Range Commitment
2	How do you blend the historical pattern of residential & local commercial	Community Identity
3	Tourism/Group Tours like the small town feel – like the people of the community	Community Identity
4	Main Street has good access, there is local beauty, things are pretty good already	Community Identity
5	Three principles; How do they feel, What do they see, and blending local appeal with commercial success	Community Identity & Economic Needs
6	We love Centerville – but need to develop or maintain it's quaintness.	Community Identity
7	Main should not be like Parrish – ability to walk should be important	Land Use & Design Patterns
8	Main Street can get congested – specifically for left hand turn movements	Transportation
9	Better manage traffic flow and vehicle spacing	Transportation
10	Main Street needs to be more walkable and safer	Transportation

11	Main Street needs wider sidewalks (think Strollers) and eliminate goat head weeds.	Transportation
12	Main Street is an elephant – how do you tackle future changes	Long Range Commitment
13	Are there other places to use as examples?	Long Range Commitment
14	Uses that demand parking could be a problem	Transportation
15	Uses should be in context with the traffic flow and speeds – sidewalk style restaurants may not be appropriate	Transportation
16	The higher the speed the less town feel is present – keep speeds less than 40 mph – more like 30 to 35 mph.	Transportation
17	Keep in mind the needs of the local youth – local jobs, closer to get to work	Economic Needs
18	A pleasing streetscape will improve the look of Main Street and help commercial be successful	Land Use & Design Patterns

Consideration of Amending the Table of Uses on Main Street

The Planning Commission and City Council are considering amending the Table of Uses to allow a greater variety of businesses on Main Street.

The Commission and Council want to revitalize the Main Street corridor and place a symbolic “Open For Business” sign at our door. The past few years this street has seen vacancies and decline. Our studies show that the majority of businesses on this street are locally owned, and Centerville would like to continue and encourage this concentration of local Utah businesses in our community. The Council and Commission hope that by expanding the variety of stores and businesses allowed on this street by amending the Table of Uses, more business will come to Main Street and create a vibrant corridor in the center of town. Some of the uses may be changed to “Permitted” and others may be allowed as a “Conditional Use Permit”.

The first meeting this will be discussed is the August 8th Planning Commission Meeting, which starts at 7 p.m. at City Hall. **NO Decision** will be reached at this meeting, but please come with your thoughts, concerns, and input.

What is a Permitted Use? A Permitted is a use that the city is legally obligated to allow in a zone.

What is a Conditional Use Permit? A Conditional Use Permit (sometimes referred to as a CUP) is a *permitted* use, with conditions. The city assesses the use’s impact on the surrounding area and can mitigate some of these impacts with conditions of the approval – visual screening, parking and traffic, economic and aesthetic impact are all considered in this process. See CZC 12.21.100 for more details

The following uses are currently **NOT** allowed on Main Street. The city would like to consider amending our code to determine whether to include these businesses onto Main Street, either as a Permitted use OR with a Conditional Use Permit:

- Agricultural sales and service
- Assisted Living Facility
- Auditorium or stadium
- Business equipment rental, services and entertainment
- Car wash
- Catering, limited
- Cemetery
- College or university
- Construction Sales and service
- Hotel
- Indoor Recreation and entertainment
- Mortuary
- Multi-family dwelling
- Outdoor recreation and entertainment
- Park
- Post Office
- Printing, general
- Protective Service
- Reception Center
- Research Service
- Restaurant, fast food
- Restaurant, general
- School, elementary, middle or high
- Secondhand store
- Shopping Center
- Single Family Dwelling
- Twin home
- Two-family dwelling

The following are currently on the Conditional Use List that may be moved to the Permitted list:

- Bank or financial institution
- Bed & Breakfast
- Cultural Service
- Church or place of worship

There may be changes to this list and further possible amendments to our Main Street code. Please participate in our public hearings and let us know what changes YOU would like to see on Main Street

Agricultural Sales and Service: An establishment primarily engaged in the sale or rental of farm tools and implements, feed and grain, tack, animal care products, anhydrous ammonia, farm supplies and the like, and including accessory food sales and machinery repair services.

Assisted Living Facility: A residential facility, licensed by the State of Utah, with a home-like setting that provides an array of coordinated supportive personal and health care services, available 24 hours per day, to residents who have been assessed under Utah Department of Health or the Utah Department of Human Services rules to need any of these services and who have a service plan based on the assessment, which may include: (1) specified services of intermittent nursing care; (2) administration of medication; and (3) support services promoting residents' independence and self-sufficiency. An assisted living facility does not include adult day care provided in conjunction with a residential facility for elderly persons or a residential facility for persons with a disability.

Auditorium or Stadium: An open, partially enclosed or fully enclosed facility used or intended to be used primarily for spectator sports, entertainment events, expositions and other public gatherings. Typical uses include convention and exhibition halls, sports arenas and amphitheaters

Bank or Financial Institution: An organization involved in deposit banking, finance, investment, mortgages, trusts, and the like. Typical uses include commercial banks, credit unions, finance companies, and savings institutions.

Bed and Breakfast: A limited commercial activity where paying guests:

1. Obtain lodging on a day-to-day basis in a room or rooms without cooking facilities,
2. May obtain breakfast or other meals, and
3. May engage in other limited related activities

Business Equipment Rental, Services, and Supplies: An establishment primarily engaged in the display, storage, sale, rental or repair of equipment and supplies used by office, professional or business service establishments, or individuals. Excludes automotive, construction and farm equipment. Typical uses include office equipment and supply firms, small business machine repair shops and hotel equipment and supply firms.

Car Wash: A place for the cleaning or detailing of motor vehicles, whether self-service, automatic or by hand.

Catering, Limited: An establishment in which the principal use is the preparation of food and meals on the premises, and where such food and meals are delivered to another location for consumption with a limited number of catering transport vehicles. Includes catering for food for single event-based food services and contractual agreements for a specified period of time. This use does NOT include mobile food trucks or carts, or any other mobile food service uses. This use is intended to be a low-intensity use permissible in commercial areas commonly located adjacent to residential uses and shall prohibit the off-site dissemination of any detectable ambient food-source odors.

Cemetery: Land used or intended to be used for the burial of the dead, whether human or animal, including crematoriums and mausoleums.

Church or Place of Worship: Any structure or site such as a church, synagogue, chapel, sanctuary or cathedral, used primarily for collective or individual involvement with a religious activity, such as rites, rituals, ceremonies, prayers and discussions, and for church-related activities.

College or University: An institution of higher education offering undergraduate or graduate degrees and including, but not limited to, extension services and accessory uses such as dormitories, museums, stadiums, and theaters.

Construction Sales and Service: An establishment engaged in the retail or wholesale sale of materials and services used in the construction of buildings or other structures, as well as the outdoor storage of construction equipment or materials on lot or parcel other than a construction site. Typical uses include lumber yards, home improvement centers, lawn and garden supply stores, construction equipment sales and rental, electrical, plumbing, air conditioning and heating supply stores, swimming pool sales, construction and trade contractors' offices and storage yards, and public utility corporation storage yards.

Cultural Service: A library, museum or similar public or registered nonprofit organizational use displaying, preserving, and exhibiting objects of community and cultural interest in one or more of the arts and sciences.

Hotel: An establishment with or without fixed cooking facilities in individual rooms offering transient lodging accommodations to the general public, and which may provide additional services such as restaurants and meeting rooms.

Indoor Recreation and Entertainment: An establishment offering recreation, entertainment or games of skill to the general public that is wholly enclosed in a building. Typical uses include bowling alleys, indoor theaters, bingo parlors, pool halls, billiard parlors, video game arcades, racquetball and handball courts, and amusement rides.

Mortuary: An establishment engaged in preparing human deceased for burial and conducting funerals.

Multiple-Family Dwelling: A dwelling having three or more dwelling units.

Outdoor Recreation and Entertainment: An establishment offering recreation, entertainment or games of skill to the general public or members wherein any portion of the activity takes place in the open. Typical uses include archery ranges, batting cages, golf driving ranges, drive-in theaters, miniature golf courses, tennis courts, and amusement rides.

Park: A playground or other area or open space providing opportunities for active or passive recreational or leisure activities.

Post Office: A facility or structure owned by the U.S. Postal Service and used for collecting, sorting or distributing mail within one or more zip code areas, or providing limited retail services for the general public, such as the sale of stamps, postcards and postal insurance.

Printing, General: The production of books, magazines, newspapers and other printed matter, as well as publishing, engraving and photoengraving, but excluding Printing and Copying, Limited uses.

Protective Service: A facility for conduct of public safety and emergency services, including fire and police protection services and emergency medical and ambulance services.

Reception Center: A facility rented for private social gatherings.

Research Service: An establishment engaged in industrial, medical, or scientific inquiries.

Restaurant, Fast-food: An establishment that sells ready-to-eat food and beverages quickly and which has one or more of the following characteristics:

1. Food and beverage orders are not taken at the customer's table;
2. Food and beverages are generally served in disposable wrapping or containers; or
3. Food and beverages are offered directly to the customer in a motor vehicle from a "drive-up" service window.

Restaurant, General: An establishment that derives not less than 50% of its gross receipts from the sale of food and beverages for consumption on the premises and which has one or more of the following characteristics:

1. Food and beverage orders are taken at the customer's table from an individually-provided menu;
2. Food and beverages are served in non-disposable containers by a restaurant employee at the same table or counter where said items are consumed;
3. Food and beverages are generally self-served in non-disposable containers and consumed on the premises; or
4. A restaurant having some characteristics of a fast-food restaurant, other than drive-up service, which is located exclusively within a shopping center, shares common parking facilities with other businesses within the center, and has access to a common interior pedestrian access way.

School, Elementary, Middle, or High: Any building or group of buildings or premises approved by the State of Utah for public or private elementary or secondary instruction.

Secondhand Store: A retail establishment that engages in the purchase and resale of used goods such as clothing, furniture, appliances, books, and other household items.

Shopping Center: A group of three or more commercial establishments that is planned, developed, and managed as a unit with common areas for off-street parking and landscaping provided on the property.

Single-Family Dwelling : A building having only one dwelling unit.

Twinhome: Two single-family dwelling units connected by a common wall and located on adjacent, contiguous, and individually owned lots or parcels.

Two-Family Dwelling: A dwelling having only two dwelling units.

CENTERVILLE

Staff Backup Report 10/24/2018

Item No.

Short Title: September 26, 2018

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ▣ 9-26-18 Joint Planning Commission and Trail Committee Minutes

PRELIMINARY DRAFT

Minutes of the Centerville Planning Commission/Trails Committee **Joint Work Session** held Wednesday, September 26, 2018 at 7:00 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.

PLANNING COMMISSION
MEMBERS PRESENT

Kevin Daly
Cheylynn Hayman, Chair
Kathy Helgesen
Kai Hintze
Becki Wright

PLANNING COMMISSION
MEMBERS ABSENT

Gina Hirst
Logan Johnson

TRAILS COMMITTEE
MEMBERS PRESENT

Matt Johnson
Sunny Larson
Jake Layton
Mark Oligschlaeger
Blair Parrish
Mikael Remington, Chair
Rick Turner

STAFF PRESENT

Cory Snyder, Community Development Director
Cassie Younger, Assistant Planner
Bruce Cox, Parks and Recreation Director
Katie Rust, Recording Secretary

VISITORS

Mayor Clark Wilkinson
Councilwoman Robyn Mecham, City Council Liaison

Mikael Remington, Trails Committee Chair, reported that the biggest project for the Trails Committee recently has been the plan for multi-use trails on the hillside. A design is put together, but further progress is postponed while the City studies and addresses access and drainage concerns. Commissioner Daly stated he thinks multi-use recreational trails are a good idea, but agreed with concerns regarding the access road and the potential impact of increased traffic on the hillside. Mark Oligschlaeger commented that sufficient parking is available at the Twin Hollow and Parrish Lane trailheads. He said that, although he does not believe the 100 South access is needed for the proposed trails to be successful, he understands the Council believes the 100 South access is still a concern. Commissioner Daly said he is not in favor of the asphalt grindings that were placed on the access road a few years ago.

Commissioner Wright asked the Trails Committee what they are able to do to mitigate effects of the trails being misused. Sunny Larson responded that the first step is having a trail system designed with options for all types of uses (hikers, ATVs, bicycles, horses). Mr. Oligschlaeger said he believes mountain bikers tend to be respectful of the trails; motorized vehicle users tend to drive wherever they want, causing erosion and other problems. He stated that dedicated mountain bike trails would reduce user conflict. Chair Remington added that the proposed trail system would provide a huge opportunity for public education.

Cory Snyder, Community Development Director, updated the Trails Committee and Planning Commission on staff assessment of erosion, drainage, and current hillside use. A proposed hillside management plan will be presented to the City Council on November 6th. The

1 group discussed whether or not it would be a good idea to pave the access road at the east end
2 of 100 South. Blair Parrish asked if it would be possible to provide space for OHV users on the
3 west side of town instead of the hillside. Mr. Snyder replied that could be a possibility. Mr.
4 Oligschlaeger commented that the proposed trails would be a benefit to local users, but would
5 most likely not attract users from miles and miles away. He said the Trails Committee has been
6 frustrated with the pace, and would to keep the plan moving forward.

7
8 Mr. Oligschlaeger reported that a joint grant has been received for development of an
9 Active Transportation Plan that would include bike lanes through Centerville, Bountiful, and
10 North Salt Lake. Chair Hayman thanked the Trails Committee for their time and service to the
11 community.

12
13 **ADJOURNMENT**

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15 The work session was adjourned at 8:13 p.m.

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21 _____
22 Mackenzie Wood, City Recorder

Date Approved

23
24
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26 _____
27 Katie Rust, Recording Secretary

CENTERVILLE

Staff Backup Report 10/24/2018

Item No.

Short Title: October 10, 2018

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ▣ 10-10-18 Planning Commission Minutes

PLANNING COMMISSION MINUTES OF MEETING

Wednesday, October 10, 2018

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 7:02 p.m.

MEMBERS PRESENT

Kevin Daly, Vice Chair
Cheylynn Hayman, Chair
Kathy Helgesen
Kai Hintze
Gina Hirst
Logan Johnson
Becki Wright

MEMBERS ABSENT

STAFF PRESENT

Cory Snyder, Community Development Director
Lisa Romney, City Attorney
Cassie Younger, Assistant Planner
Jamie Brooks, Recording Secretary

VISITORS

Interested citizens (see attached sign-in sheet)

PLEDGE OF ALLEGIANCE

OPENING COMMENT/LEGISLATIVE PRAYER - Chair Hayman

PUBLIC HEARING – FINAL SITE PLAN AND CONDITIONAL USE PERMIT- OAK RIDGE ASSISTED LIVING- 451 RAWLINS CIRCLE

Chair Hayman turned the time over to Cassie Younger, Assistant Planner, who explained that Oak Ridge Assisted Living at 451 Rawlins Circle was previously owned by Lorant Bodo and known as Superior Assisted Living of Centerville, which consisted of two separate lots. Currently on the property there was an existing building and a poured foundation for the second building on the second lot, which was at least 15 years old. For reasons fully unknown to staff, although assumed to be tied up in parking and landscaping calculations, the second building was never built and remained an empty foundation to this day. In September of 2015, Oak Ridge bought and took over the property, combined the lots, and added a third, adjacent parcel into the project which had previously only been used to store trailers and cars. They were now all combined into one lot. The Conceptual Site Plan was approved in July of 2018. The Conditional Use Permit was now amending the formerly approved CUP from the original Superior Assisted Living Facility that was approved in 2007.

Commissioner Johnson wished to confirm that the location of the pavilion had been changed at the request of the Planning Commission. Ms. Younger stated that was correct.

Chair Hayman invited the applicant to address the Planning Commission regarding the issue at hand. Tyler Young introduced himself and indicated that he was excited about the project. The Commission had no questions for the applicant.

Chair Hayman opened the public hearing at 7:08 p.m. There was no one who wished to speak. Chair Hayman then closed the public hearing.

Commissioner Wright spoke in favor of the project and the way in which the Commission's previous concerns were addressed.

Commissioner Daly stated that although he did not often approve of waivers, this particular waiver did a good job of preserving the intent of the chapter.

Chair Hayman clarified that there were three separate motions to be addressed—the landscaping waiver, the site plan and the conditional use permit.

Commissioner Daly made a **motion** to recommend approval of the Landscaping Waiver of Strict Compliance in that Oak Ridge's landscaping coverage may not fall below 33% with findings 1-6 in the staff report as amended. Commissioner Wright seconded the motion.

The motion passed unanimously (7-0).

Findings:

1. The Planning Commission finds that 33.97% landscaping is acceptable for this site, and preserves the intent of Chapter CZC 12.51 Landscaping and Screening.
2. The site has considerable constraints due to already existing buildings, foundations, and parking lots/ driveways, that make it difficult to add additional landscaping to reach 40%.
3. The reduced 6-7% in landscaping will not adversely impact neighboring properties.
4. The applicant had submitted a landscaping plan that exceeds the number of trees and shrubs necessary for the project, and still provides adequate beautification and screening of the site, despite not reaching 40% coverage.
5. The applicant has added trees and shrubs and reduces the widths of some asphalt in order to improve the curb appeal.
6. The applicant has added an outdoor pavilion and painted crosswalk through the parking lot in order to address the comfort and safety of the residents.

Commissioner Hirst made a **motion** to approve the final site plan as recommended by staff with Findings 1-4 and Suggested Reasons for Action a-c. Commissioner Helgesen seconded the motion.

The motion passed unanimously (7-0).

Conditions:

1. The Final Site Plan is subject to the plans submitted to the Staff and presented to the Planning Commission.
2. Any new construction of fences on the property must meet CZC. 12.55.110, including the front and side yard fence height limited to 4 feet. Construction details of proposed fencing shall be submitted and reviewed during the Building Permit process.

3. The new easements on the property shall be reviewed by the City Engineer and City Attorney. If deemed acceptable, they shall be approved by the City Council, and then recorded at Davis County.
4. The Final Site Plan is subject to comply with the Conditional Use Permit and landscaping waiver of compliance, as approved by the Planning Commission.

Reasons for Action:

- a) The final site plan submittal has adequately shown how the property may be developed [Section 12-21-110(e)].
- b) The development appears to be consistent with the goals and objectives found within the Centerville City General Plan [Section 12-480-3].
- c) The Final Site Plan that has been submitted depicts how the site could be appropriately developed is designed to comply with the applicable provisions of the Residential-Medium (R-M) Zone (see Section 12.21.110.e) and other relevant regulations, as discussed in the Planning Staff Report.

Commissioner Helgesen made a **motion** to approve the Conditional Use Permit for the property located at 451 and 463 West Rawlins Circle with items 1-6 and Reasons for Action a and b. Commissioner Hirst seconded the motion. Chair Hayman clarified that the stricken language in item 5 would not be included.

The motion passed unanimously (7-0).

Conditions:

1. The allowed use shall be for an assisted living center with no more than 16 beds and 4 employees and shall follow the Final Site Plan as submitted to the Planning Commission.
2. A six-foot vinyl fence shall be constructed along the rear and side property lines with one tree being planted for every 20 feet of fencing, and shall follow the CZC Fence code as listed in 12.55.110
3. Enhanced landscaping along the street frontage shall be planted as to lessen the view of the parking lot. This landscaping may include trees, shrubs, ornamental grasses, flowers, or other similar live material. This landscaping plan is also subject to the Landscaping Waiver of compliance as approved by the Planning Commission.
4. A loading zone shall be created in the front with room for an ambulance or a van.
5. To make room for the loading zone, one or two stalls shall be moved to the southern portion of the parking lot. The parking lot shall be striped in order to accommodate a loading zone for ambulances or vans.
6. Documentation shall be given to the City verifying the applicant, or those operating the facility, are licensed within the State of Utah to operate an assisted living center. This information shall be presented to Staff before a business license shall be issued.

Reasons for Action:

- a) An Assisted Living Facility is allowed in a Residential Medium zone with a Conditional Use Permit [12.36.020]
- b) The applicant has fulfilled the factors to be considered in a CUP, as outlined in CZC 12.21.100.

Commissioner Daly recognized the Scouts in attendance who were in the process of learning about municipal government operations.

DISCUSSION OF SUBDIVISION ORDINANCE UPDATES

This item was tabled to a future planning commission meeting yet to be determined.

MINUTES REVIEW and ACCEPTANCE

The minutes of the August 22, 2018 meeting were reviewed. Commissioner Wright made a **motion** to accept them as presented. Commissioner Hintze seconded the motion which passed by unanimous vote (7-0).

The minutes of the September 12, 2018 Public Forum were reviewed, and amendments suggested. Commissioner Hirst made a **motion** to approve the minutes as amended. Commissioner Daly seconded the motion which passed by unanimous vote (7-0).

The minutes of the September 12, 2018 meeting were reviewed, and amendments suggested. Chair Hayman made a **motion** to approve the minutes as amended. Commissioner Helgesen seconded the motion which passed by unanimous vote (7-0).

The minutes of the September 26, 2018 Public Forum were reviewed, and amendments suggested. Chair Hayman made a **motion** to approve the minutes as amended. Commissioner Helgesen seconded the motion which passed by unanimous vote (7-0).

COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

Cassie Younger explained that at the next meeting, the Commission would be reviewing two preliminary subdivisions. She also pointed out that the Coalition for Housing would take place on October 16, 2018. Chair Hayman strongly encouraged the Commissioners to attend.

Cory Snyder would prepare a list of all comments made at the recent public forums for the Commission to review at the next meeting. Staff sought direction regarding the agenda for the November meeting. Chair Hayman responded that although Mr. Snyder would not be present at the next meeting, she wished to move forward with the Main Street project discussion. Include it in the regular meeting at 7:00 pm on November 24 with no work session. Nov 14th was the next Planning Commission meeting.

ADJOURNMENT

Chair Hayman made a **motion** to adjourn. Commissioner Johnson seconded the motion. The motion passed unanimously (7-0) and the meeting adjourned at 7:47 p.m.

Cheylynn Hayman, Chair

Date Approved

Jamie Brooks, Recording Secretary