

PLANNING COMMISSION MINUTES OF MEETING
Wednesday, December 9, 2020
7:00 p.m.

A quorum being present electronically via Zoom and live streamed on the Centerville City YouTube channel due to Infectious Disease COVID-19, 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
Heidi Shegrud
Spencer Summerhays
Christina Wilcox
Becki Wright

MEMBER ABSENT

Mason Kjar

STAFF PRESENT

Cory Snyder, Community Development Director
Lisa Romney, City Attorney
Mackenzie Wood, Assistant Planner

VISITORS

Jeff Allen, CW Urban
Dave Bell, Dave's Complete Auto

DETERMINATION

Chair Hayman read a determination regarding electronic meetings without an anchor location due to COVID-19

PLEDGE OF ALLEGIANCE

OPENING COMMENTS/LEGISLATIVE PRAYER Commissioner Wilcox

Chair Hayman welcomed new Commissioner Heidi Shegrud. Commissioner Shegrud introduced herself and expressed excitement at the opportunity to serve on the Centerville Planning Commission.

PUBLIC HEARING – THE HIVE DEVELOPMENT – PRELIMINARY SUBDIVISION

Commissioner Shegrud recused herself from this issue because her home was adjacent to the subject property. Mackenzie Wood, Assistant Planner, presented the application for preliminary subdivision of property located at 555 North 400 West (Centerville Mobile Home Estates property). She reported a ground water study was not yet completed, additional trees needed to be added to the landscaping plan along Frontage Road, and additional trees and shrubs were needed in the parking lot area. Ms. Wood stated the landscape plan must be approved by a professional landscape architect.

Ms. Wood showed a list of items needing to be addressed provided by the City Engineer, stated some of the items had already been addressed, and some would be addressed with the final subdivision process. Commissioner Summerhays asked about the proposed sidewalk without park strip along Frontage Road, and Ms. Wood responded that current sidewalk at that location did not have a park strip.

1 Jeff Allen with CW Urban, applicant, said he had worked through most of the items on
2 the list from the City Engineer, and said he would continue to work with their landscape
3 engineer on the landscaping issues, including addition of park strip along Frontage Road to
4 comply with City code and match park strip to the north and south of the subject property.

5
6 Chair Hayman opened a public hearing at 7:24 p.m., and closed the public hearing
7 seeing that no one wished to comment. Commissioner Wright said she had been pleased with
8 the process and the way in which CW Urban had handled the situation.

9
10 Regarding the proposed use of an area of open space for water detention/retention,
11 Community Development Director Cory Snyder expressed confidence in the ability of the
12 applicant and City Engineer to work out the details following observation of the property over a
13 period of time. Mr. Allen explained that monitoring tubes were placed on the property to provide
14 the information needed.

15
16 Chair Hayman **moved** to approve the Preliminary Subdivision Plan for The Hive
17 Subdivision, with the following conditions and reasons for action. Commissioner Summerhays
18 seconded the motion, which passed by unanimous vote (5-0), with Commissioner Shegrud
19 recused.

20
21 Conditions:

- 22
- 23 1. Receive approval of drainage plan from City Engineer and City Drainage Specialist
 - 24 upon completion of groundwater study.
 - 25 2. A Final Subdivision Application and Plat shall be submitted in accordance of CMC
 - 26 15.04 of the Subdivision Ordinance, with Licensed Architect's signature and seal.
 - 27 3. The Final Subdivision Submittal shall also provide the applicable subdivision
 - 28 infrastructure construction plans for the subdivision in accordance with CMC
 - 29 15.04.104.
 - 30 4. The remaining utility provider sheets for fire, sewer, and secondary water shall be
 - 31 submitted with the Final Subdivision Application.
 - 32 5. In accordance with the City's addressing system, the final plan shall depict the
 - 33 address of each dwelling and be deemed acceptable by the City's Public Works
 - 34 Director.
 - 35 6. A Final Subdivision Submittal shall provide a landscape plan signed by and bear the
 - 36 seal of a Utah licensed landscape architect licensed under the Landscape Architects
 - 37 Licensing Act, as set forth in Utah Code 58-53-101.
 - 38 7. The Final Subdivision Submittal shall provide all public utility easements as required
 - 39 by City Code.
 - 40 8. Address items listed in City Engineer email dated December 8, 2020.

41
42 Reasons for Action:

- 43
- 44 a) The Planning Commission finds that Preliminary Subdivision Plans are substantially
 - 45 consistent with the previous Conceptual Plan Acceptance.
 - 46 b) The Planning Commission finds that the Preliminary Subdivision Submittal, with the
 - 47 conditions imposed, complies with the applicable regulations of the Subdivision
 - 48 Ordinance.
 - 49 c) The Planning Commission finds that the Preliminary Subdivision Submittal, with the
 - 50 conditions imposed, complies with the applicable regulations of the City's Zoning
 - 51 Ordinance, regarding lot development within the R-H and C-H Zones.
 - 52

**PUBLIC HEARING – LEGACY CROSSING LOTS 2 AND 3 – PDO AMENDMENT AND
CONCEPTUAL SITE PLAN**

Mr. Snyder stated the applicant requested this item be tabled to the January 13, 2021 Planning Commission meeting. Chair Hayman **moved** to table the issue to the January 13, 2021 meeting. Commissioner Wright seconded the motion, which passed by unanimous vote (6-0).

FINAL SITE PLAN – DAVE'S COMPLETE AUTO

Chair Hayman recused herself from this matter, stating an attorney in the firm at which she worked was representing the applicant.

Mr. Snyder presented a final site plan request for a building expansion at Dave's Complete Auto. He stated the Board of Adjustments approved the applicant's request for setback variance for the expansion area to match the setback of the existing building; however, the setback variance did not change parking requirements. With the conceptual review process, the applicant was seeking a parking modification on the grounds that 23-25 parking stalls were needed based on historical use. At that time, the City Engineer recommended 25-35 parking stalls for the facility. At the conceptual level, the Planning Commission chose to postpone a decision on parking until final site plan review.

Mr. Snyder said the Final Site Plan included 44 parking stalls, but did not provide clarity on proposed internal parking lot landscaping. He suggested a few parking stalls may need to be removed to provide space for required landscaping. The Planning Commission previously approved a Waiver of Strict Compliance for a 15-foot landscaping buffer at the rear of the property rather than a 30-foot buffer. Responding to a question from Commissioner Summerhays, Mr. Snyder explained how City commercial parking requirements were calculated. He said the applicant requested a parking modification based on his specific use of the property and historic need. Mr. Snyder suggested the 35 stalls recommended by the City Engineer would be sufficient in the long-run if the use remained vehicle repair. He stated parking modifications were generally tied to specific use of a property.

Dave Bell, applicant, stated the parking modification was requested using 20 years of parking data for the property. He said he believed the proposed frontage landscaping, islands, and 15-feet of landscaping buffer would provide enough landscaping for the use, and said he would prefer to not give up any of the proposed parking stalls for additional landscaping.

Commissioner Daly said he would prefer any parking modification to be tied to the use. He said he felt comfortable setting the parking requirement at 35 stalls considering the City Engineer's recommendation. Commissioner Summerhays said he agreed with tying the parking modification specifically to auto repair, and suggested requiring 40 stalls. Commissioner Wright said she was not comfortable with a parking modification unless it were tied to use. She said she would prefer to stay on the high end with the number of stalls. Commissioner Wilcox said she agreed with the suggestion of 40 stalls. Commissioner Shegrud said she would want to see precise calculations for landscaping proposed, and said she would lean toward the 35 stalls recommended by the City Engineer to ensure space for interior landscaping requirements to be met.

Commissioner Daly said he was not inclined to amend the existing Waiver of Strict Compliance for landscaping. Commissioner Shegrud said she agreed. She commented that specific types of trees and plant materials could compensate for reduced width in a landscaping buffer. Assistant Planner Mackenzie Wood read aloud a portion of City landscaping code

1 requiring use of evergreen landscaping anticipated to grow to at least six feet in height when a
2 buffer included a sold wall.

3
4 Commissioner Daly **moved** to approve the request for parking modification for the
5 proposed user located at 335 South Frontage Road (i.e., Dave's Complete Auto), with a
6 minimum of 35 parking stalls required, subject to the following conditions and reasons for action.
7 Commissioner Wright seconded the motion. Commissioners Wright and Summerhays
8 expressed a preference for requiring 40 parking stalls. Commissioner Summerhays **moved to**
9 **amend** Condition #1 to a minimum of 40 parking stalls. Commissioner Wilcox seconded the
10 motion to amend, which passed by majority vote (3-2), with Commissioners Summerhays,
11 Wright, and Wilcox in favor, and Commissioners Daly and Shegrud dissenting. Commissioner
12 Daly **moved to amend** Reason for Action (e) to reflect a minimum of 40 parking stalls.
13 Commissioner Summerhays seconded the motion to amend, which passed by majority vote (4-
14 1), with Commissioner Shegrud dissenting. The **amended motion passed** by unanimous vote
15 (5-0), with Chair Hayman recused.

16
17 Conditions:

- 18
19 1. The parking count for Dave's Complete Auto Site shall be a minimum of 40 parking
20 stalls.
21 2. The parking lot layout shall also account for the required internal parking lot
22 landscaping, which shall be reviewed and approved by the Zoning Administrator prior
23 to issuance of any construction permits.
24 3. Any dispute that arises regarding internal parking lot landscaping shall be submitted
25 to the Planning Commission for further review and decision.
26 4. All utility service equipment shall be screened from view, as seen from an adjacent
27 Public Right of Way.
28 5. This parking modification shall apply only as long as the use remains vehicle repair.
29

30 Reasons for Action:

- 31
32 a) The Planning Commission finds that the applicant's parking study submittal indicates
33 a historical user need of at least 23 parking stalls.
34 b) The Planning Commission finds that the City Engineer's parking review recommends
35 as minimum parking stall demand of up to 35 parking stalls.
36 c) The Planning Commission finds that the proposed site plan amendment allows a
37 potential capacity of up to 44 parking stalls.
38 d) The Planning Commission finds that the requirement for internal parking lot
39 landscaping needs to be balanced with a total parking stall capacity.
40 e) Therefore, the Planning Commission finds that the parking stall count for the single-
41 user site can be modified to require a minimum of 40 parking stalls.
42

43 Commissioner Summerhays **moved** to approve the Final Site Plan Amendment for the
44 proposed changes to the site of Dave's Complete Auto, located at 335 South Frontage Road,
45 subject to the following conditions and reasons for action. Commissioner Wilcox seconded the
46 motion, which passed by unanimous vote (5-0), with Chair Hayman recused.

47
48 Conditions:

- 49
50 1. All development and construction shall comply with the Final Site Plan, as submitted
51 to the City and/or as modified by this approval.
52 2. All development and construction shall comply with the conditions of the applicable
53 Parking Modification Approval.

3. The Applicant shall submit the required public improvement and storm water management construction drawings to and shall be deemed acceptable by the City Engineer.
4. The submitted landscaping plan shall be reviewed and deemed acceptable by a licensed landscape architect, which approval shall be submitted to the City as part of the building permit construction documents.
5. Any dispute that arises regarding compliance with the listed conditions of this Final Site Plan Amendment approval shall be submitted to the Planning Commission for further review and decision.

Reasons for Action:

- a) The Planning Commission finds that the Final Site Plan substantially complies with the Conceptual Site Plan acceptance and/or its associated directives.
- b) The Planning Commission finds that the site is being developed in its entirety.
- c) The Planning Commission finds that the site non-conformities with regards to site landscaping, screening, or other issues, are being brought into conformance upon the occurrence of any increase more than 30% of the building floor area, as described in CZC 12.22.080 of the Zoning Ordinance.
- d) The Planning Commission finds that with the approved landscape waiver, building setback variance, and parking modifications, the Final Site Plan conforms to the applicable provisions of the Zoning Code and other City Codes.

2021 PLANNING COMMISSION MEETING SCHEDULE AND TRAINING

The Planning Commission reviewed a proposed meeting schedule for 2021. Lisa Romney, City Attorney, spoke of plans for Planning Commission training in 2021. Chair Hayman **moved** to approve the 2021 Planning Commission meeting schedule as set forth in the agenda. Commissioner Wilcox seconded the motion, which passed by unanimous vote (6-0).

COMMUNITY DEVELOPMENT DIRECTOR REPORT

Mr. Snyder updated the Planning Commission on actions taken recently by the City Council. The Planning Commission was scheduled to meet next on January 13, 2021.

MINUTES REVIEW AND ACCEPTANCE

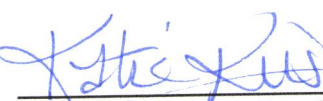
Minutes of the October 28, 2020 Planning Commission meeting were reviewed, and one correction requested. Commissioner Daly **moved** to accept the minutes as amended. Commissioner Wright seconded the motion, which passed by unanimous vote (6-0).

ADJOURNMENT

Chair Hayman expressed appreciation to the Commissioners and Staff, and wished them happy holidays. At 8:54 p.m., Chair Hayman **moved** to adjourn the meeting. Commissioner Daly seconded the motion, which passed by unanimous vote (6-0).



City Recorder/Deputy City Recorder



Katie Rust, Recording Secretary

Jan. 13, 2021

Date Approved

