PLANNING COMMISSION MINUTES OF MEETING
Wednesday, December 12, 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 7:00 p.m.

MEMBERS PRESENT
Kevin Daly, Vice Chair
Cheylynn Hayman, Chair
Kai Hintze
Gina Hirst arrived at 7:26 p.m.
Logan Johnson
Kathy Helgesen
Becki Wright

MEMBERS ABSENT
No members were absent

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

VISITORS
Interested citizens

PLEDGE OF ALLEGIANCE

OPENING COMMENT/LEGISLATIVE PRAYER Commissioner Kevin Daly

PUBLIC HEARING – FINAL SUBDIVISION PLAT – SHEFFIELD DOWNS – 274 EAST PAGES LANE

Cory Snyder explained that the Sheffield Downs project was in its final phase of development and contained private streets, an open playground, pavilion, and visitor parking. It complied significantly with the preliminary approval, although there were some minor issues in the CC&Rs and some plat notes that had been pointed out in the staff report. There were also some steps that needed to take place if the final plat went before the City Council and was ultimately approved and recorded. An engineering firm hired by the developer had determined that this development would create significantly less traffic than would be created if the area were to remain commercial.

Commissioner Hintze inquired about ownership of the various parcels surrounding the property in question. Mr. Snyder responded that there were various owners of the surrounding parcels.

Commissioner Wright pointed out that the size of the lots was listed in square footage and she asked how that calculated in acreage, as most potential buyers would think of the lots in terms of acreage. The lots were estimated to be just under .10 acres.

Commissioner Wright wished to confirm that there were no major changes from the original proposal. Mr. Snyder confirmed that was correct, although there had been some shifting of lot lines on the south lots due to infrastructure improvements that were needed.

Chair Hayman invited the applicant to step forward and address the Commission.

Taylor Spendlove of Brighton Development stepped to the lectern and introduced himself. He stated that there were two home designs, both of which would fit on all lots. They would be ramblers with finished basements.

Commissioner Daly inquired about current property ownership. Mr. Spendlove responded that the property had now been transferred from Marv Blosch to Brighton Development.

Commissioner Daly made a **motion** to approve the final subdivision plat and plans for the Sheffield Downs subdivision at 274 East Pages Lane with Conditions 1-6 and Reasons for Action a) and b) with a minor amendment to b), removing the word 'are' so that the condition read, *"The Commission finds that the conditions of the final subdivision plat and plan approval render the development…"*

Conditions:

1. The Final Plat and submittal shall be corrected/modified to include the following:
   - *(a)* The Final Plat shall note/depict the applicable "tract perimeter" setbacks for rear and side yards, as required by CZC 12-41-100. i.
   - *(b)* A title report shall be submitted prior to Final Plat Acceptance (*paper version*) by the City.
2. The Final Plat and Plan shall be submitted, reviewed, and approved by the Centerville City Council.
3. The Final Plat and Plans (*i.e. paper version*) shall be submitted, reviewed, and deemed acceptable to the City Recorder, City Engineer, and City Attorney, prior to the preparation and submittal of the Final Linen Plat for Subdivision Recordation.
4. As part of the paper plat and plan review by the City, the plat shall be submitted to the City's Public Works Department for assignment of lot addresses, which shall be depicted on the Final Linen Subdivision Plat.
5. The subdivision improvement plan phasing shall be as follows:
   - (a) Installation of public improvements & detention are subject to the City's Bonding and Fee Requirements – *CMC 15.07 and 15.08*
   - (b) Installation of basic service utilities (*water, sewer, storm drainage, etc.)* and all-weather surface road shall be required for issuance of any building permits for homes – *CMC 15.05.090*
   - (c) Installation/Completion of Roadways (*Asphalt Surface*) shall be achieved for an issuance of a Certification of Occupancy – *CMC 15.05.090, OR*
   - (d) Installation/Completion of Roadways/Parking adjacent to amenities (park, play structure, pavilion, etc.) shall be completed at 50% development build out (*i e. 16 lots*) or a City acceptable bond may be submitted for incomplete improvements to obtain additional building permits - See *applicable PDO approval for Common Amenities plan*
   - (e) Installation of Common Amenities (park, play structure, pavilion, etc.) shall be completed at 50% development build out (*i e. 16 lots*) or a City acceptable bond may be submitted for incomplete improvements to obtain additional building permits - *See applicable PDO approval for Common Amenities plan*
   - (f) Project fencing, where lots are present shall be completed with the issuance of applicable lot's Certificate of Occupancy – *See applicable PDO approval for fencing plan*
   - (g) Project Fencing, where common areas or development boundary is present are to be installed prior to developer's transfer to the Home Owner's Association - *See applicable PDO approval for fencing plan*

6. After recordation of the Subdivision Plat, the developer and associated contractors shall schedule and attend a pre-construction meeting with the City Engineer prior to any commencement of construction activities related to subdivision improvements.

Reasons for Action:

a) *The Commission finds that the final subdivision plat and plan, as conditioned in this approval, 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 final subdivision plat and plan approval ~~are~~ render the development consistent with the requirements for final subdivision review and approval, as required by CMC 15-04, Final Plat.*

The motion was seconded by Commissioner Helgesen and passed unanimously (6-0).

PUBLIC HEARING – PRELIMINARY SUBDIVISION PLAT– LEGACY LANDS – 1243 N 1300 WEST

Cassie Younger reminded the Planning Commission that it had approved the conceptual site in September with some conditions. There would be a private road going through the subdivision with two access points. The soils report was referred to as an aquatic study in the staff report because it was presumed that there were some wetlands on the property that needed to be located and identified. It was determined that the wetlands were primarily in the western-most 46' of the property and were also located within a 50' commercial easement of the property. This did not affect the applicant's building plans but did require that a road be re-located. The property owners could apply to the Army Corps of Engineers for a plat amendment if they chose to.

Commissioner Daly inquired about utility easements and what restrictions the Army Corps of Engineers had placed on the wetlands. Mr. Snyder responded that while the Army Corps would work with the property owner to a certain extent, it generally sought to have wetlands left alone.

Chair Hayman invited the applicant to step forward and address the Commission.

Jeff Cook of Cook Builders stepped to the lectern and introduced himself as well as the property owners, Gary and Gordon Smith. He explained that they had submitted an application to the Army Corps of Engineers regarding restrictions on the wetlands but they had yet to receive a response and did not expect to receive one for some time.

Commissioner Daly inquired if it was the property owner's goal to mitigate the wetlands. Mr. Cook responded that they hoped to, if the Army Corp of Engineers would allow it.

Chair Hayman opened the public hearing at 7:29pm. There was no one who wished to speak so Chair Hayman closed the public hearing.

Commissioner Wright inquired about the small parcel just northeast of the property in question. Staff responded that piece was owned by a different individual. The applicant explained that he had attempted to negotiate the purchase of the small parcel with the current owner but had not been successful thus far.

Chair Hayman made a **motion** to approve the Preliminary Subdivision for Legacy Lands at 1243 North 1300 West with directives 1-8 and Findings a) and b), although the word *'the'* needed to be removed from Finding b).

Directives:

1) A Final Subdivision Application shall be submitted in accordance of CMC 15.03 of the Subdivision Ordinance
2) Wetlands areas and data points need to be indicated on the Final Plat unless mitigated with the approval of the Army Corps of Engineers.
3) Title report shall be turned in before the Final Plat and reviewed and approved by the City Attorney
4) Full Construction and utility drawings are to be reviewed and approved by the City Engineer, including but not limited to showing the culinary and storm drain along 1275 North, and detailing the curb and gutter in the City Right of Way.
5) Cross Access easements between the five lots shall be recorded with the Plat or noted on the Plat
6) Placement of fire hydrants shall be approved by the South Davis Metro Fire Marshall before the recording of Final Plat.
7) Any remaining "utility provider" sheets shall be submitted with the Final Subdivision Application.
8) Final Plat must be recorded within one year of the Preliminary Plat approval date.

Findings:

a) The Preliminary subdivision complies with the General Plan as stated in 12-480-6.
b) This development is likely to meet the Subdivision Ordinance Standards in ~~the,~~ Chapter 15-5 of the CMC.

The **motion** was seconded by Commissioner Hintze and passed unanimously (6-0).

PLANNING COMMISSION MEETING CALENDAR 2019

The Planning Commissioners reviewed the 2019 meeting schedule and had no questions or concerns.

COMMUNITY DEVELOPMENT DIRECTOR REPORT AND CITY COUNCIL ACTIONS REPORT

Mr. Snyder explained that his report addressed two separate topics. First, Staff hoped to address the possibility of amending the Parrish Lane Design Guidelines. He pointed out that "streetscape standards" regarding "non-motorized public easements" should be addressed if the Commission was amenable to doing so. Additionally, perhaps the "visual presence" to Parrish could be revised or clarified.

Chair Hayman asked the other commissioners if there was any concern about placing the subject on a future agenda. Commissioner Wright was in favor of having the discussion but had some concerns about some of the changes recommended in Mr. Snyder's memo.

Chair Hayman made a **motion** to direct Staff to initiate the process for considering amending the Parrish Lane Gateway Design Guidelines as suggested and outlined by Planning Staff. The motion was seconded by Commissioner Daly and passed unanimously.

Mr. Snyder then addressed the subject of the Commission's Land Use goals of 2018, one of which had been to address the table of uses pertaining to the Main Street Overlay. He explained that some City councilmembers as well as some members of the public had recently asked why the Commission had chosen to address the table of uses on Main Street, particularly before the design standards were addressed. Mr. Snyder had indicated that to his recollection, during a previous workshop, the Council had authorized the Commission to tackle the project. However, some councilmembers hoped to hold a work session to discuss the Main Street overlay ordinances rather than approve the Planning Commission's recommended changes at this time. Other comments appeared to be interested in addressing the

Commission's recommended changes at the next City Council meeting. Beyond the Main Street overlay matters, the Commission also had work session previously with the trails committee and received the history regarding the previous west side plan update that took place a few years ago. Mr. Snyder felt it would be helpful for the City Council and Planning Commission to sit down together to address current and future goals in early 2019.

Chair Hayman expressed appreciation to Mr. Snyder for providing feedback to the Commission regarding his impressions following the last City Council meeting. She also expressed frustration that the Council had specifically instructed the Commission to move forward on amending the table of uses, but now appeared to have backtracked, despite all the effort that had been made. Mr. Snyder made it clear that he did not yet know what decision the Council would make at their next meeting. He only wished to let the Planning Commission know that there was some hesitation on the part of some councilmembers regarding approval of the recommendations pertaining to the table of uses.

Commissioner Wright stated that there would be a joint work session with the City Council after the first of the year and she felt that would be a good time for the Commission to voice its concerns to the Council.

Beyond potentially having a joint work session, Chair Hayman proposed that the Planning Commission have their own work session on February 13, 2019, immediately prior to their regular meeting, in order to address future goals.

MINUTES REVIEW AND ACCEPTANCE

The minutes of November 14, 2018 were reviewed, and amendments suggested. Commissioner Wright made a **motion** to accept the minutes as amended. Commissioner Hirst seconded the motion which passed unanimously (6-0).

ADJOURNMENT

Chair Hayman moved to adjourn. Commissioner Johnson seconded the motion. The motion passed unanimously 6-0 and the meeting adjourned at 8:19 p.m.

Cheylynn Hayman, Chair

1-15-19
Date Approved

Jamie Brooks, Recording Secretary

REDEVELOPMENT AGENCY CORPORATE OF CENTERVILLE CITY

CORPORATE