



CENTERVILLE CITY PLANNING COMMISSION AGENDA

Due to Planning Commission Chair Daly's Determination public meetings will be held electronically via Zoom. Public meetings conducted via Zoom may be terminated at any time due to hackers or inappropriate content.

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY PLANNING COMMISSION WILL HOLD ITS REGULAR PUBLIC MEETING AT 7:00 PM ON MARCH 10, 2021 AT THE CENTERVILLE CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

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

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

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

A. ROLL CALL

1. Chair Determination Letter

In accordance with Utah Code 52-4-207(4) of the Utah Open and Public Meeting Act, I have determined that conducting an electronic meeting of the Centerville Planning Commission with an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location. This determination is based on the facts and circumstances surrounding the COVID-19 pandemic.

Join Zoom Meeting

[https://zoom.us/j/98497577520?](https://zoom.us/j/98497577520?pwd=Y0lWN0dFWGNDWUJYV0JodzMyTlhZUT09)

[pwd=Y0lWN0dFWGNDWUJYV0JodzMyTlhZUT09](https://zoom.us/j/98497577520?pwd=Y0lWN0dFWGNDWUJYV0JodzMyTlhZUT09)

Meeting ID: 984 9757 7520

Passcode: 859414

One tap mobile

+12532158782,,98497577520#,,, *859414# US (Tacoma)

B. PLEDGE OF ALLEGIANCE

C. PRAYER OR THOUGHT

Becki Wright, Commissioner

D. COMMISSION BUSINESS

2. Parking Standards Review - Continued Discussion
Continued Review of Parking Standards - ***Commercial Uses***
3. Discussion of Proposed Zoning Code Amendments - From LUDMA Training - Part 1 and Part 2
Discuss proposed changes to Chapter 12.10 of the Centerville Zoning Code regarding General Provisions, Section 12.12.030 regarding Definitions, and Section 12.21.050 regarding Public Hearings and Public Meetings.
4. Community Development Director's Report
Next Planning Commission Meeting - March 24, 2021:
 - *Tentative Applications:*
 - *Veterinary Service CUP - Walmart Center*
 - *Drink Shop CUP - 400 East/Pages Lane*
 - *Hafoka Conceptual Site Plan - Single-family Dwelling*

City Council Report:

- *No Actions to Report*
- *Staff has sent Commission's Request for Goal Planning - 2021/22*

E. MINUTES REVIEW AND ACCEPTANCE

February 24, 2021

F. ADJOURNMENT

Mackenzie Wood
Centerville Assistant Planner

CENTERVILLE

Staff Backup Report 3/10/2021

Item No. 1.

Short Title: Chair Determination Letter

Initiated By:

Staff Representative:

SUBJECT

In accordance with Utah Code 52-4-207(4) of the Utah Open and Public Meeting Act, I have determined that conducting an electronic meeting of the Centerville Planning Commission with an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location. This determination is based on the facts and circumstances surrounding the COVID-19 pandemic.

Join Zoom Meeting

<https://zoom.us/j/98497577520?pwd=Y0lWN0dFWGNDWUJYV0JodzMyT1hZUT09>

Meeting ID: 984 9757 7520

Passcode: 859414

One tap mobile

+12532158782,,98497577520#,,, *859414# US (Tacoma)

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

□ March 2021 Chair Determination Letter



CENTERVILLE CITY

250 North Main Centerville, Utah 84014-1824 • (801) 295-3477 • Fax: (801) 292-8034

Incorporated in 1915

Mayor

Clark A. Wilkinson

City Council

Tamilyn Fillmore

William Ince

Stephanie Ivie

George McEwan

Robyn Mecham

City Manager

Brant T. Hanson

Public Body: Planning Commission

Date: 3/5/2021 | 9:55 AM PST

Written Determination Letter to Conduct

Electronic Meetings without an Anchor Location Due to Substantial Health and Safety Risk

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

I hereby authorize the above listed public body of Centerville City to conduct electronic meetings without an anchor location for the duration of this determination. This determination and the reasons stated herein shall be included in the public notice for each meeting held electronically without an anchor location and shall be read at the beginning of each meeting. Public notice for each meeting shall also include directions for accessing the online meeting and information on how a member of the public may view or make a comment at the meeting.

This determination shall be effective for 30 days from the date of this determination and will continue to be reviewed and monitored for possible reissuance.

DocuSigned by:

62B6CEC69D0A4DF...

Name: Kevin Daly

Title: Chair



CENTERVILLE

Staff Backup Report 3/10/2021

Item No. 2.

Short Title: Parking Standards Review - Continued Discussion

Initiated By: Planning Commission

Staff Representative: Community Development Director

SUBJECT

Continued Review of Parking Standards - ***Commercial Uses***

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ▣ 03-10-2021 PC Staff Memo Reviewing Commercial Use Parking
- ▣ Commercial Use Parking Table Comparisons

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

STAFF MEMORANDUM

DATE: MARCH 10, 2021

TO: CENTERVILLE CITY PLANNING COMMISSION

FROM: PLANNING STAFF

SUBJECT: OFF-STREET PARKING CONTINUED DISCUSSION

BACKGROUND

Due to the current on-going COVID-19 pandemic, the Planning Commission recently decided to forego undertaking several 2020/21 “*planning goals*” that involve substantial public participation. Instead, the Commission directed staff to bring forward matters previously raised several times in the past regarding the Off-Street Parking requirements of the Zoning Ordinance.

Additionally, as staff recalls, the Planning Commission also raised concerns about the frequency of receiving petitions to “modify parking” for certain specific uses, such as churches, flex space for industrial, and vehicle repairs facilities.

PARKING DISCUSSION PROGRESS TO DATE

- **Residential Uses** - Reviewed at the 01-13-21, PC Meeting – *No Changes Proposed*
- **Public/Civic Uses** – Reviewed 01-27-21, PC Meeting – *Limited Changes Identified*
- **Commercial Uses** – *Under Review 03-10-21 -See Meeting Attachments*
- **Industrial Uses** – TBD

Residential Uses:

- *NONE identified.*

Public/Civic Uses:

- *Auditorium/Stadium*
- *Church/Place of Worship*
- *Club/Service Organization*
- *Cultural Service*
- *Operations Center*
- *Protective Service*
- *Reception Center*
- *Public/Vocational Schools*

Commercial Uses: To be Determined – See Meeting Attachments

PARKING TABLE REVIEW AND ANALYSIS

COMMERCIAL USES PARKING COMPARASION

USE	CZC CODE	Notes/ Additional Standards	FARMINGTON	NORTH SALT LAKE	WEST BOUNTIFUL	STAFF SUGGESTION OR COMMENTS
Agricultural sales and service	4 spaces, plus 1 space per employee on highest employment shift	Storage area for vehicles for sale or under repair shall be provided	NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Animal hospital	5 spaces per doctor		NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Bail bond service	2 spaces, plus 1 space per 200 square feet of gross floor area		NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Bank or financial institution	2 spaces, plus 1 space per 200 square feet of gross floor area	Plus, stacked spaces per CZC 12.52.060(d)(1)	4 spaces per 1,000	1 space per 250 sq. ft., plus 4 stacked spaces	NOT DEFINED [ZA Discretion]	Possibly reduce to 1 per 250 sq. ft.
Bed and breakfast, home	1 space per guest room, plus 3 spaces for host family/proprietor		NOT DEFINED [PC Discretion]	2 spaces per dwelling, plus 2 spaces per guest room	NOT DEFINED [ZA Discretion]	Possibly reduce to 2 spaces for operator - typical of a SF home
Bed and breakfast inn	1 space per guest room, plus 3 spaces for host family/proprietor		NOT DEFINED [PC Discretion]	2 spaces per dwelling, plus 2 spaces per guest room	NOT DEFINED [ZA Discretion]	No Changes Suggested
Business equipment rental and supplies	1 space per 250 square feet of gross floor area		4 spaces per 1,000	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested

Car wash	1 space per employee	Plus, stacked spaces per CZC 12.52.060(d)(2)	NOT DEFINED [PC Discretion]	2 spaces per bay, plus 6 stacking, plus 1 per employee	NOT DEFINED [ZA Discretion]	No Changes Suggested
Club, private	1 space per 100 square feet of gross floor area	10 spaces minimum	NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Construction sales and service	1 space per 250 square feet of gross floor area	Storage area for vehicles for sale or under repair shall be provided	4 spaces per 1,000	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Convenience store	1 space per 200 square feet of gross floor area	Minimum of 5 spaces	4 spaces per 1,000	1 space per 200 sq. ft., plus 3 stacking for drive-up	1 space per 100 sq. ft. of retail floor area	No Changes Suggested
Day care	4 spaces, plus 1 space per 500 square feet of gross floor area		NOT DEFINED [PC Discretion]	1 space per child, plus on per company vehicle	NOT DEFINED [ZA Discretion]	No Changes Suggested
Family childcare facility <i>[less than 9 children]</i>	1 space per employee on highest employment shift, plus 1 space for every 5 children authorized		NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Family child daycare facility	1 space for every 5 children authorized		NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Family child preschool facility	1 space for every 5 children authorized		NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested

Family child group care facility <i>[9-16 children]</i>	1 space for every 5 children authorized		NOT DEFINED [PC Discretion]		NOT DEFINED [ZA Discretion]	No Changes Suggested
Funeral home	5 spaces, plus 1 space per 35 square feet of assembly room floor area		NOT DEFINED [PC Discretion]	1 space per 40 sq. ft. of assembly, 1 stall per employee	NOT DEFINED [ZA Discretion]	No Changes Suggested
Garden center	1 space per 250 square feet of gross floor area, including outdoor sales area		4 spaces per 1,000	NOT DEFINED [PC Discretion]	1 space per 100 sq. ft. of retail floor area	No Changes Suggested
Gas and fuel, storage, and sales	1 space per employee on highest employment shift		NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Gasoline service station	1 space per 250 feet of gross floor area	Plus, stacked spaces per CZC 12.52.060(d)(3)	4 spaces per 1,000	2 spaces per bay, 3 stacking, plus storage	1 space per 100 sq. ft. of retail floor area	Staff thinks N. SLC is a misnomer
Hostel	2 spaces, plus 1 space per living or sleeping unit		NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Hotel	1.5 spaces for each living or sleeping unit plus 1 space per 200 square feet of assembly, banquet, and restaurant area		1 space per unit, plus specified uses of restaurants, auditoriums, meeting rooms, and other uses	1 space per room, plus 1 space per 200 sq. ft. assembly, plus 1 space per employee	1 space per unit, plus one per employee	No Changes Suggested
Kennel	1 space per 600		NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested

	square feet of gross floor area					
Laundry or dry cleaning, limited	1 space per 250 square feet gross floor area		NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Liquor store	1 space per 250 square feet gross floor area		NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Media service	1 space per 250 square feet gross floor area		3 spaces per 1,000 sq. ft. of floor area	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Medical or dental laboratory	2 spaces, plus 1 space per employee on highest employment shift		6 spaces per 1,000 sq. ft. of floor area	1 space per 200 sq. ft., for 1 st 50k, plus 1 space per 500 sq. ft. above	1 space per 200 sq. ft. of floor area, or 3 spaces per doctor, whichever is greater	No Changes Suggested
Medical service	1 space per 175 square feet of gross floor area	8 spaces minimum	6 spaces per 1,000 sq. ft. of floor area	1 space per 200 sq. ft., for 1 st 50k, plus 1 space per 500 sq. ft. above	1 space per 200 sq. ft. of floor area, or 3 spaces per doctor, whichever is greater	No Changes Suggested
Motel	2 spaces plus 1 space per living or sleeping unit		1 space per unit, plus specified uses of restaurants, auditoriums, meeting rooms, and other uses	1 space per room, plus 1 space per 200 sq. ft. assembly, plus 1 space per employee	1 space per unit, plus one per employee	No Changes Suggested

Office, general	1 space per 200 square feet of gross floor area	8 spaces minimum	3 spaces per 1,000 sq. ft. of floor area	1 space per 250 sq. ft. for 1 st 20k, plus 1 space per 300 after, plus 1 space per employee	1 space per 200 sq. ft. of floor area	Possibly reduce to 1 space per 250 sq. ft.
Outdoor Nursery/Grower's Outlet	1 space per 1,000 square feet total occupied area	Total occupied does not include parking area	NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	1 space per 100 sq. ft. of retail floor area	No Changes Suggested
Pawn shop	1 space per 250 square feet of gross floor area	5 spaces minimum	NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	1 space per 100 sq. ft. of retail floor area	No Changes Suggested
Personal care service	1 space per 250 square feet of gross floor area, plus 1 space per employee on highest employment shift		1.5 spaces per 1,000 sq. ft. pf indoor/outdoor sales and display area	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Personal instruction service	.50 per person under maximum occupancy allowed by Fire Code, plus 1 space per employee on highest employment shift		1.5 spaces per 1,000 sq. ft. pf indoor/outdoor sales and display area	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	Possibly change to 1 space per 250 sq. ft.
Printing and copying, limited	1 space per 250 square feet of gross floor area	5 spaces minimum	1.5 spaces per 1,000 sq. ft. pf indoor/outdoor sales and display area	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested

Printing, general	1 space per 250 square feet of retail or office, area, plus 1 space for every 500 square feet of additional building area		6 spaces per 1,000 sq. ft. of floor area	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Produce stand	6 spaces	Exempt from landscaping and paving requirements.	NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Recreation and entertainment, indoor	- Bowling alley: 5 spaces per alley plus 2 spaces per billiard table - Movie theater: 1 space per 4 seats - Tennis, handball, and racquetball courts: 3 spaces per court - Other uses: 1 space per 300 square feet of gross floor area		PC Determines	1 space per 4 seats, or 1 space 100 sq. ft. of assembly area w/ no seats	NOT DEFINED [ZA Discretion]	Consider a differing method of calculation

Recreation and entertainment, outdoor	Parking study required	See CZC 12.52.090(e)	PC Determines	1 space per 4 seats, or 1 space 100 sq. ft. of assembly area w/ no seats	NOT DEFINED [ZA Discretion]	No Changes Suggested
Repair service	1 space per 250 square feet of retail or office area, plus 1 space for every 500 square feet of additional building area		1.5 spaces per 1,000 sq. ft. pf indoor/outdoor sales and display area	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Research service	1 space per employee on highest employment shift		NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	Consider a differing method of calculation
Restaurant, fast-food	1 space per 100 square feet of gross floor area	Plus, stacked spaces per CZC 12.52.060(d)(4)	20 spaces per 1,000 sq. ft. of sales/seating area, plus 4 min. employees	1 space per 75 sq. ft. no less than 5 spaces, plus 3 stacking spaces per lane	1 space per 4 seats, or 1 space per 100 sq. ft. of floor area, whichever is greater	No Changes Suggested
Restaurant, general	1 space per 100 square feet of gross floor area	10 spaces minimum	12 spaces per 1,000 sq. ft. of floor area	1 space per 100 sq. ft. or 1 space per every 2 seats, whichever is greater, plus 1 space per employee	1 space per 4 seats, or 1 space per 100 sq. ft. of floor area, whichever is greater	No Changes Suggested
Retail, general	1 space per 250 square feet of gross floor area		4 spaces per 1,000	1 space per 200 sq. ft. of area for 1 st	1 space per 100 sq. ft. of retail area	No Changes Suggested

				50k, 1 per 250 sq. ft. thereafter		
Secondhand store	1 space per 250 square feet of gross floor area		1.5 spaces per 1,000 sq. ft. pf indoor/outdoor sales and display area	NOT DEFINED [PC Discretion]	1 space per 100 sq. ft. of retail area	No Changes Suggested
Shopping center	1 space per 250 square feet of gross floor area, up to 500 spaces	For shopping centers containing more than 500 spaces, 1 space per 500 square feet of gross floor area	4 spaces per 1,000	1 space per 200 sq. ft. of area for 1 st 50k, 1 per 250 sq. ft. thereafter	1 space per 100 sq. ft. of retail area	No Changes Suggested
Tattoo establishment	1 space per 250 square feet of gross floor area	2 spaces minimum	NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Tavern	1 space per 100 square feet of gross floor area	10 spaces minimum	NOT DEFINED [PC Discretion]	1 space per 50 sq. ft. of floor area		No Changes Suggested
Transportation service	Parking study required	See CZC 12.52.090(e)	NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Vehicle and equipment rental or sale	1 space per 250 square feet of gross floor area, plus 1 space for every 10 vehicles displayed	4 spaces minimum	1.5 spaces per 1,000 sq. ft. pf indoor/outdoor sales and display area	3 spaces per bay, plus one stall per 30 sq. ft. of retail floor area	1 space per 200 sq. ft. of office area, plus 1 space per 10 display vehicles, or 5 spaces whichever is greater	Possibly change to a similar calculation of West Bountiful
Vehicle and equipment repair	1 space per 250 square feet of gross floor area	4 spaces minimum; separate storage area for vehicles	3 spaces per service bay, plus 1 space per employee	3 spaces per bay, plus one stall per 30 sq.	1 space per 200 sq. ft. of office area, plus 1 space	Possibly change to a similar

		under repair shall be provided		ft. of retail floor area	per 10 display vehicles, or 5 spaces whichever is greater	calculation of West Bountiful
Veterinary service	5 spaces per doctor		NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested
Warehouse, self-service storage	1 space per employee on highest employment shift		NOT DEFINED [PC Discretion]	1 space per 2,000 sq. ft. of floor area	NOT DEFINED [ZA Discretion]	Possibly address uses involving operator living unit and rental truck parking
Wireless telecommunication facility	None		NOT DEFINED [PC Discretion]	NOT DEFINED [PC Discretion]	NOT DEFINED [ZA Discretion]	No Changes Suggested

**CENTERVILLE
PLANNING COMMISSION
Staff Backup Report
3/10/2021**

Item No. 3.

Short Title: Discussion of Proposed Zoning Code Amendments - From LUDMA Training - Part 1 and Part 2

Initiated By: Lisa Romney, City Attorney

Staff Representative: Lisa Romney, City Attorney

SUBJECT

Discuss proposed changes to Chapter 12.10 of the Centerville Zoning Code regarding General Provisions, Section 12.12.030 regarding Definitions, and Section 12.21.050 regarding Public Hearings and Public Meetings.

RECOMMENDATION

BACKGROUND

This is a discussion item only to review proposed changes to the Centerville Zoning Code based on recent training and review of Part 1 (General Provisions) and Part 2 (Notice) of the Utah Land Use Development and Management Act. These proposed changes will be brought back at a later time for public comment and formal action.

ATTACHMENTS:

Description

- ▣ CZC 12.10 - General Provisions - Redline
- ▣ CZC 12.21.050 - Public Hearings - Redlines

Proposed Centerville Zoning Code Amendments from LUDMA Training (Part 1)

February 18, 2021

12.10.020 Authority

This Title is adopted pursuant to the Utah Land Use Development and Management Act, as set forth in Utah Code §§ 10-9a-101, et seq., the general welfare power delegated to municipalities as set forth in Utah Code § 10-8-84, and the police power authority of local government established by Utah common law. This Title constitutes the land use ~~regulations ordinance~~ authorized by the Utah Municipal Land Use Development and Management Act.

12.10.030 Purpose

This Title is designed and enacted to:

- a) Protect public health, safety, and welfare;
- b) Promote the prosperity, peace and good order, comfort, convenience, and aesthetics of the City and its present and future inhabitants and businesses;
- c) Protect the City tax base;
- d) Promote economy in governmental expenditures;
- e) Protect urban and non-urban development; ~~and~~
- ~~f) Preserve and protect property value; and~~
- ~~g) Provide, promote, and facilitate those stated purposes of the Utah Land Use Development and Management Act as set forth in Utah Code § 10-9a-102.~~

12.10.060 Applicable Provisions Not In This Title

Centerville Municipal Code provisions not found in this Title which are applicable to the use and development of land include, but are not limited to, the following:

- ~~a) CMC 3.07 (Constitutional Takings Review)~~
- ~~a)b) CMC 3.08 (Development Fee Appeals)~~
- ~~c) CMC 6.05 (Sexually Oriented Businesses)~~
- ~~d) CMC 7.03 (Nuisances)~~
- ~~b)e) CMC 7.04 (Weed Control and Cleaning of Real Property)~~
- ~~e)f) CMC 7.05 (Fire Regulations)~~
- ~~d)g) CMC 9 (Water)~~
- ~~h) CMC 10 (Building Regulations)~~
- ~~e)i) CMC 11 (Streets)~~
- ~~f)j) CMC 15 (Subdivisions)~~

k) CMC 16 (Stormwater)
g)l) CMC 20 (Impact Fees)
h)m) _____ City Standards and Specifications

12.10.110 Conflicting Provisions

This Title shall not nullify the more restrictive provisions of agreements, other ordinances or laws, but shall prevail notwithstanding such provisions which are less restrictive. In cases where provisions within this Title conflict, the most restrictive provision shall apply over the less restrictive one unless the less restrictive provision specifically provides otherwise. Pursuant to Utah Code § 10-9a-104, the City is authorized to adopt land use regulations and standards for development within the City; provided, the City may not impose a requirement, regulation, condition, or standard that conflicts with a provision of the Utah Land Use Development and Management Act, as set forth in Utah Code §§ 10-9a-101, et seq., other state law, or federal law.

12.12.040 Definitions

As used in this Title, the words and phrases defined in this Section shall have the following meanings unless the context clearly indicates a contrary meaning. Words not included herein but defined in the Construction Codes or the Utah Land Use Development and Management Act shall be construed as defined therein.

* * *

Geologic Hazard: A surface fault rupture, shallow groundwater, liquefaction, landslide, debris flow, unstable soil, rock fall, or any other geologic condition that presents a risk to life, or a substantial loss of or damage to real property.

Proposed Centerville Zoning Code Amendments from LUDMA Training

Part 2 – Notice

February 25, 2021

12.21.050 Public Hearings And Meetings

Any public hearing or public meeting required under this Title, as the case may be, shall be scheduled and held subject to the requirements of this Section.

- a) Scheduling a Public Hearing or Public Meeting. An application requiring a public hearing or public meeting shall be scheduled within a reasonable time following receipt of a complete application. The amount of time between receipt of an application and holding a public hearing or public meeting regarding the application shall be considered in light of:
 - (1) The complexity of the application submitted;
 - (2) The number of other applications received which require a public hearing or public meeting;
 - (3) Available staff resources; and
 - (4) Applicable public notice requirements.
- b) Notice of Public Meeting. In accordance with the Utah Open and Public Meetings Act, as set forth in Utah Code §§ 52-4-101, et seq., the applicable land use authority shall provide public notice of its meetings in accordance with Utah Code § 52-4-202.
 - (1) Annual Meeting Schedule. The applicable land use authority shall give public notice at least once each year of its annual meeting schedule specifying the date, time, and place of such meetings.
 - (2) Individual Meeting. The applicable land use authority shall also provide not less than 24 hours public notice of the agenda, date, time, and place of each of its meetings in accordance with Utah Code § 52-4-202.
 - (3) For purposes of Subsection (1) and (2), public notice of meetings shall be satisfied by:
 - A. Posting written notice at City Hall;
 - B. Publishing notice on the Utah Public Notice Website (created under Utah Code § 63F-1-701);
 - C. Publishing notice on the City's website; and
 - D. Providing notice to at least one newspaper of general circulation within the area of the City.
 - (4) Emergency Meetings. When because of unforeseen circumstances it is necessary for the applicable land use authority to hold an emergency meeting to consider matters of an emergency or urgent nature, the noticing

requirements set forth herein may be disregarded and the best notice practical will be given in accordance with the Utah Open and Public Meetings Act, as set forth in Utah Code §§ 52-4-101, et seq.

- c) Notice of Public Hearing. When this Title or any ~~S~~state statute requires a public hearing for any land use application, permit, or matter governed by this Title, notice of the public hearing regarding such matter shall be provided in accordance with the provisions set forth herein.

- (1) Contents. Public notice of the public hearing should include the following information:

- A. A statement summarizing the substance of the application;
- B. The date, time, and place of the public hearing; and
- C. The place where the application may be inspected by the public or the person to contact for further information.

- (2) Notice for First Public Hearing. Public notice of the first public hearing on an application shall be provided at least 10 calendar days before the public hearing. Such notice shall be:

- A. Published on the Utah Public Notice Website (~~created~~ under Utah Code § 63F-1-701);
- B. Posted on the City's official website;
- C. For the first public hearing for General Plan enactment or amendment, Zoning Code enactment or amendment, and Zoning Map enactment or amendment, notice shall be published at least 10 calendar days before the hearing in a newspaper of general circulation in the area and mailed to each affected entity (as defined in Utah Code § 10-9a-103); and
- D. For the first public hearing regarding a Zoning Map enactment or amendment, the City shall send a courtesy notice at least 10 days prior to the hearing to each owner of private real property whose property is located entirely or partially within the proposed Zoning Map amendment in accordance with Utah Code § 10-9a-205.

- (3) Notice for Subsequent Public Hearings. Public notice of any additional or subsequent public hearing on an application shall be provided at least ~~three~~ three ~~10~~ calendar days before the public hearing by:

- A. Publishing notice on the Utah Public Notice Website (~~created~~ under Utah Code § 63F-1-701); and
- B. Posting notice on the City website.

- d) Applicant Notice. For each land use application filed in accordance with the provisions of this Title, the City shall notify the applicant of the date, time, and place of each public hearing and public meeting to consider the application. The City shall provide each applicant a copy of each staff report regarding the applicant or the pending application at least three business days before the public hearing or public meeting, subject to the waiver provisions of Utah Code § 10-9a-202. Such notice may be provided by mail, email, or other electronic means to the designated contact and mailing address or email address provided by the applicant in accordance with CZC 12.21.040. The City shall also provide the applicant notice of any final action on a pending application in accordance with the provisions of Subsection (ol).
- e) Notice of Intent to Prepare General Plan Amendment. Before preparing a proposed General Plan enactment or amendment, the City shall provide 10 calendar days notice of its intent to prepare a proposed General Plan enactment or amendment to the following listed entities or persons. Such notice shall comply with the requirements of Utah Code § 10-9a-203. Notice of intent shall be provided to:
- (1) Each affected entity (as defined in Utah Code § 10-9a-103);
 - (2) The Automated Geographic Reference Center (as defined in Utah Code § 63F-1-506);
 - (3) The association of governments of which the City is a member (Wasatch Front Regional Council); and
 - (4) The Utah Public Notice Website (created under Utah Code § 63F-1-701).
- f) Posting Notice On-Site. In addition to public notice of a public hearing as provided in this Section, the City shall post on-site notice of the first public hearing regarding a proposed Zoning Map amendment, conditional use permit, or conceptual site plan application at least five 10-calendar days before the public hearing. Such notice should include the information set forth in Subsection (c)(1). Applications that involve multiple parcels need not have notice posted on each individual parcel, but shall be posted in a location or locations representative of the proposed project area.
- (1) The Zoning Administrator may provide additional notice of any application, including, but not limited to, direct mailings to neighboring property owners.
 - (2) Any on-site posting, direct mailing, or other notice provided under this Subsection (f) is intended as a courtesy only.
 - (3) Any error or failure on the part of the City to provide on-site posting or other courtesy notice shall not affect the adequacy or sufficiency of published and/or posted notice of the meeting or hearing as required by law.
- g) High Priority Transportation Corridors Notice. When required by law under Utah Code § 10-9a-206 and specifically requested in writing, the City may be required to provide the Utah Department of Transportation with electronic notice of any land use application received by the City that may adversely impact the development of

any designated high priority transportation corridor within the City. When required by law under Utah Code § 10-9a-206 and specifically requested in writing, the City may be required to provide a large public transit district with electronic notice of any land use application received by the City that may impact the development of a major transit investment corridor.

h) Illuminated Sign Regulation Notice. Prior to any public hearing or public meeting to consider a proposed land use regulation or land use application modifying sign regulations for an illuminated sign within a unified commercial development or a planned unit development, the City shall provide written notice in accordance with Utah Code § 10-9a-213.

i) Standards and Specifications Notice. Prior to implementing an amendment to adopted standards and specifications for public improvements that apply to subdivisions or development within the City, the City shall give 30 days mailed notice and an opportunity to comment to anyone who has requested such notice in writing pursuant to Utah Code § 10-9a-212.

g)j) Challenge of Notice. Pursuant to Utah Code § 10-9a-209, if notice required by this Section or any other applicable provision of this Title is not challenged in accordance with applicable appeal procedures within 30 days from the date of the hearing or meeting for which notice was given, the notice shall be considered adequate and proper.

h)k) Examination of Application. Upon reasonable request during normal business hours, any person may examine an application and materials submitted in support of or in opposition to an application in accordance with the Utah Government Records Access Management Act, as set forth in Utah Code §§ 63G-2-101, et seq. Copies of such materials shall be made available at reasonable cost in accordance with the City Fee Schedule.

j)l) Public Hearing and Meeting Procedures. An application shall be considered pursuant to policies and procedures established by the decision-making body or official for the conduct of its meetings.

j)m) Withdrawal of Application. An applicant may withdraw an application at any time prior to action on the application by the decision-making body or official. Application fees shall not be refundable if prior to withdrawal:

- (1) A staff review of the application has been undertaken; or
- (2) Notice for a public hearing or meeting on the application has been mailed, posted, or published.

k)n) Record of Public Hearing or Meeting.

- (1) Except as provided by law, written minutes and a recording shall be kept of all open meetings. Written minutes of an open meeting shall include:

- A. The date, time, and place of the meeting;
- B. The names of members present and absent;

- C. The substance of all matters proposed, discussed, or decided, and a record, by individual member, of votes taken;
- D. The names of each person who provides testimony or comments to the public body and the substance in brief of their testimony or comments; and
- E. Any other information that is a record of the proceedings of the meeting that any member requests be entered in the minutes or recording.

(2) The minutes, recordings, all applications, exhibits, papers, and reports submitted in any proceeding before the decision-making body or official, and the decision of the decision-making body or official, shall constitute the record thereof. The record shall be made available for public examination as provided in Subsection (kh).

h) Final Action Notification. Notice of any final action or decision on a pending application by the decision-making body or official shall be provided to ~~the an~~ applicant within a reasonable time. Such notice shall be provided by mail, email, or other electronic means to the designated contact and mailing address or email address provided by the applicant in accordance with CZC 12.21.040.

CENTERVILLE

Staff Backup Report 3/10/2021

Item No.

Short Title: February 24, 2021

Initiated By:

Staff Representative:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ▢ February 24, 2021 Planning Commission Draft Minutes

1 **PLANNING COMMISSION MINUTES OF MEETING**
2 **Wednesday, February 24, 2021**
3 **7:00 p.m.**
4

5 A quorum being present electronically via Zoom and live streamed on the Centerville
6 City YouTube channel due to Infectious Disease COVID-19, the meeting of the Centerville City
7 Planning Commission was called to order at 7:00 p.m.
8

9 **MEMBERS PRESENT**

10 Kevin Daly, Chair
11 Cheylynn Hayman (left at 7:23 p.m.)
12 Mason Kjar (joined at 7:30 p.m.)
13 Heidi Shegrud
14 Spencer Summerhays, Vice Chair
15 Christina Wilcox
16 Becki Wright
17

18 **STAFF PRESENT**

19 Cory Snyder, Community Development Director
20 Lisa Romney, City Attorney
21 Mackenzie Wood, Assistant Planner
22

23 **VISITOR**

24 Darlene Carter, CW The Hive, LLC
25 Jeff Allen, CW The Hive, LLC
26

27 **DETERMINATION**

Chair Daly read a determination regarding electronic meetings
without an anchor location due to COVID-19
28
29

30 **PLEDGE OF ALLEGIANCE**

31
32 **OPENING COMMENTS/LEGISLATIVE PRAYER** Commissioner Hayman
33

34 **THE HIVE DEVELOPMENT – 555 NORTH 400 WEST**
35

36 Commissioner Shegrud stated the subject property was adjacent to her home, and
37 recused herself from the discussion. Cory Snyder, Community Development Director, explained
38 the project consisted of a proposed two-part development site to be converted to a planned
39 development (PUD) subdivision plat for future ownership of the commercial lot and the
40 individual housing units. The total number of housing units proposed was 68 (18 single-family
41 and 50 townhomes). Each dwelling unit would have a two-car garage, with alleys providing drive
42 access to each townhome. The commercial lot would be used for the construction of an 18,000
43 square foot office building, which the developer currently intended for their corporate offices.
44 The following were presented to the Planning Commission for review:
45

- 46 • Final Site Plan – Commercial Office Space, 18,000 sq. ft.
- 47 • Final Site Plan – Residential Uses, 18 Single-family Dwellings & 50 Multi-family
48 Dwellings
- 49 • Final PUD Subdivision Plat – 6.63 acres, Entire Project
50

51 Mr. Snyder pointed out a few details missing from the application for Commercial Final
52 Site Plan. Referring to the application for Residential Final Site Plan, he said the expected
53 single-family building design and material appeared to be altered from what was approved in the
54 PDO Approval, with explanation from the applicant that the original designs shown were

1 conceptual, and the applicant believed the altered design and material better matched the
2 design of the overall project. Mr. Snyder confirmed the original designs shown were approved
3 as conceptual, and said he agreed the new proposed design more closely matched the overall
4 theme of the project.

5
6 Responding to a question from Commissioner Summerhays, Mr. Snyder said he
7 recommended deferring to the City Engineer regarding sidewalk along Frontage Road in the
8 conditions for approval. Commissioner Hayman stated she was not opposed to the more
9 modern architectural design, but said the use of black felt jarring and out of place. Representing
10 the applicant, Darlene Carter explained that exterior colors would be determined by the buyer,
11 with ten color schemes from which to choose. Commissioner Hayman left the meeting at 7:23
12 p.m.

13
14 Ms. Carter reported all residents of Centerville Mobile Estates had relocated, and stated
15 the residents had been the applicant's top priority during the transition period. She said the goal
16 was to obtain a demolition permit within the next ten days, and stated the applicant was eager to
17 move forward. Project Manager Jeff Allen explained that sidewalk and park strip along the
18 Frontage Road were designed to match up with existing sidewalk and park strip on either side of
19 the project. Ms. Carter and Mr. Allen explained plans for trash receptacles and trees in the
20 project. Ms. Carter said the desire was to move forward with the three single-family home
21 elevations submitted, with the understanding that colors would vary by unit. She said the same
22 elevation or exterior color would not be allowed on either side of a single-family unit, and said
23 she believed there was a unique niche for each plan offered.

24
25 Commissioner Summerhays said he personally did not mind the altered single-family
26 unit elevations. He asked Staff how far the Parrish Lane Design Guidelines extended. Mr.
27 Snyder responded that projects fronting Parrish Lane, or having a substantial presence on
28 Parrish Lane (i.e., Quick Quack Car Wash), were subject to Parrish Lane Design Guidelines.

29
30 Commissioner Wright referred to fencing on the north side of the development, and said
31 she remembered that residents of neighboring properties to the north expressed concern
32 regarding both privacy and the desire for sunlight on existing backyard gardens to not be
33 blocked by a new fence. Mr. Allen responded the intention was to install a six-foot tan vinyl
34 fence matching the style of the existing eight-foot fence on the south side of the property. He
35 said they had coordinated with some of the neighbors, many of whom were wanting to match
36 the new fence on their side yards. Commissioner Wright asked if the applicant would be willing
37 to gradually increase the height to eight feet on the west side of the project. Mr. Allen said he
38 would prefer to defer to the preference of the neighbors. Ms. Carter commented that fencing
39 height could cause sight-line issues around bends in a road, and suggested Staff should be
40 consulted. Chair Daly said his preference would be to leave coordination of the fence to the
41 applicant and neighbors.

42
43 Commissioner Summerhays said he believed the proposed single-family elevations were
44 an improvement over the previous design from the perspective of neighbors to the north.
45 Commissioners Kjar and Wilcox said they were willing to approve the proposed single-family
46 dwelling elevations.

47
48 The Planning Commission discussed conditions for approval. Regarding north fence
49 height, Commissioner Kjar suggested setting a default height that could be modified with
50 neighbor consensus and approval from Staff. Commissioner Wright said she believed a six-foot
51 fence for the north residential use, gradually increasing to eight feet for the commercial use,
52 made the most sense, provided the neighbors approved of the height increase. Commissioner
53 Summerhays pointed out a precedent was set for an eight-foot fence between residential and
54 commercial on the south side of the project. Chair Daly expressed concern that an eight-foot

fence would be a big change for the neighboring property owners. Mr. Snyder commented that City ordinance called out a mandatory six-foot fence. The applicant may choose to request a variance for up to a 10-foot fence. Mr. Snyder suggested the Planning Commission rely on the ordinance. Commissioners Kjar and Summerhays expressed agreement. Commissioner Wright said she would prefer for the six-foot fence to at least be listed as a finding.

Chair Daly **moved** for the Planning Commission to approve the Final Site Plan for the Commercial Office Site for the Hive Development, also to be known as Lot 201 when the PUD Plat is recorded, as follows:

1. The Approved Use shall be for a maximum of 18,000 sq. ft. of gross Office space and any C-H allowed accessory uses, if approved by the City.
2. The site shall be developed and constructed, as per the related Final Site Plan Submittals, unless otherwise amended by this or any future City approval.
3. The Building Elevation Plan for the Office Use shall comply with the applicable PDO Approved Exhibits, unless otherwise amended by the City.
4. The applicant shall finalize the Entry Monumentation and Amenity Elements prior to installation or issuance of related building permits. The City Zoning Administrator shall review and deem the final design acceptable in accordance with the designs provided at Final Site Plan. Any disputes resulting from such review shall return to the Commission for resolution.
5. The development shall be subject to the terms and conditions of providing adequate utilities to the project, in accordance with applicable law from all related utility providers.
6. The Building Permit for the Office Building shall not be issued until the final Subdivision Plat has been approved by the City and recorded by the County, thereby separating the commercial acreage from the residential acreage.
7. Outstanding questions relating to interior landscaping, private lane trees, and utility screening shall be addressed with and approved by the Zoning Administrator.

Reasons for Action:

1. The Planning Commission finds that proposed Final Site Plans for both the C-H/PD and R-H/PD are consistent or conditioned to be consistent with Ordinance 2020-12 for the Hive Development PDO Approval, as outlined in the related Planning Staff Report.
2. The Planning Commission finds that the Final Site Plans conform or are conditioned to conform with the Conceptual Site Plan of the PDO Approval, as per CZC 12.21.110(f), as outlined in the related Planning Staff Report.
3. The Planning Commission finds that the associated PUD Subdivision Plat conforms or is conditioned to conform with CMC 15.06.010 for Planned Unit Developments, or other applicable subdivision ordinance requirements, as listed in the related Planning Staff Report.
4. The Planning Commission finds that the existing ordinance relating to fencing is adequate to address any potential concerns.

Commissioner Summerhays seconded the motion, which passed by unanimous vote (5-0), with Commissioner Shegrud recused.

Chair Daly **moved** for the Planning Commission to approve the Final Site Plan for the Residential Site for the Hive Development with the following conditions and reasons for action. Commissioner Wilcox seconded the motion, which passed by unanimous vote (5-0).

Conditions:

1. The Approved Uses shall be 18 single-family detached dwellings, and 50 townhome attached dwellings.
2. Accessory Uses shall be limited to the restrictions and limitations of Ordinance 2020-12 approving a PDO Overlay for the property.
3. The site shall be developed and constructed, as per the related Final Site Plan Submittals, unless otherwise amended by this or any future City approval.
4. The Building Elevation Plan for the Residential Uses shall comply with conceptual renderings 1, 2, and 3 as provided by the applicant.
5. The applicant shall finalize the Entry Monumentation and Amenity Elements prior to installation or issuance of related building permits. The City Zoning Administrator shall review and deem the final design acceptable in accordance with the designs provided at Final Site Plan, any disputes resulting from such review shall return to the Commission for resolution.
6. The development shall be subject to the terms and conditions of providing adequate utilities to the project, in accordance with applicable law from all related utility providers.
7. Outstanding questions relating to interior landscaping, private lane trees, and utility screening shall be addressed with and approved by the Zoning Administrator.

Reasons for Action:

1. The Planning Commission finds that proposed Final Site Plans for both the C-H/PD and R-H/PD are consistent or conditioned to be consistent with Ordinance 2020-12 for the Hive Development PDO Approval, as outlined in the related Planning Staff Report.
2. The Planning Commission finds that the Final Site Plans conform or are conditioned to conform with the Conceptual Site Plan of the PDO Approval, as per CZC 12.21.110(f), as outlined in the related Planning Staff Report.
3. The Planning Commission finds that the associated PUD Subdivision Plat conforms or is conditioned to conform with CMC 15.06.010 for Planned Unit Developments, or other applicable subdivision ordinance requirements, as listed in the related Planning Staff Report.
4. The Planning Commission finds that the existing ordinance relating to fencing is adequate to address any potential concerns.

Chair Daly **moved** for the Planning Commission to recommend approval of the Final PUD Subdivision Plans and Plat for the Hive Development to the City Council, as follows:

1. The Applicant shall prepare the Articles of Incorporation and the related covenants, conditions, and restrictions (CC&Rs). Such documents shall be submitted and reviewed by the City Attorney for compliance with state statute, as part of the City Council's Review and Approval.
2. The expected cross access and shared parking shall be noted on the Final PUD Plat and if deemed applicable, in the related CC&Rs.
3. The related CC&Rs shall address the applicable PDO and Ordinance restrictions and limitations regarding common open space, allowable uses, recreational vehicle parking.
4. Subdivision development shall be subject to the terms and conditions of providing adequate utilities to the project, in accordance with applicable law from all related utility providers.
5. The incomplete eastern lot boundary separating the Lot 201 (commercial lot) from the residential portion of the PUD development shall be corrected and deemed

acceptable by the City Attorney and Engineer, as part of the City Council's review and approval.

6. The Subdivision Construction Plans and Plot shall be subject to City Engineer review verifying that it fully complies with the applicable improvement standards, that the survey description is correct, and that all easements are correctly described and located.

Reasons for Action:

1. The Planning Commission finds that proposed Final Site Plans for both the C-H/PD and R-H/PD are consistent or conditioned to be consistent with Ordinance 2020-12 for the Hive Development PDO Approval, as outlined in the related Planning Staff Report.
2. The Planning Commission finds that the Final Site Plans conform or are conditioned to conform with the Conceptual Site Plan of the PDO Approval, as per CZC 12.21.110(f), as outlined in the related Planning Staff Report.
3. The Planning Commission finds that the associated PUD Subdivision Plat conforms or is conditioned to conform with CMC 15.06.010 for Planned Unit Developments, or other applicable subdivision ordinance requirements, as listed in the related Planning Staff Report.

Commissioner Wright seconded the motion, which passed by unanimous vote (5-0). Following the vote, Commissioner Shegrud rejoined the Planning Commission for the remainder of the meeting.

LAND USE TRAINING – MUNICIPAL LAND USE, DEVELOPMENT, AND MANAGEMENT ACT – PART 2 – NOTICE

City Attorney Lisa Romney provided training on the Utah Land Use Development and Management Act, specifically regarding noticing. She showed a table of zoning application noticing requirements, explained noticing requirements for different applications and actions, and answered questions from the Planning Commission.

COMMUNITY DEVELOPMENT DIRECTOR REPORT

The Planning Commission was scheduled to meet next on March 10, 2021.

MINUTES REVIEW AND ACCEPTANCE

Minutes of the January 13, 2021 and January 27, 2021 Planning Commission meetings were reviewed. Commissioner Wright **moved** to accept both sets of minutes. Commissioner Wilcox seconded the motion, which passed by unanimous vote (6-0).

ADJOURNMENT

At 8:54 p.m., Commissioner Kjar **moved** to adjourn the meeting, and Chair Daly seconded the motion. The motion passed by unanimous vote (6-0).

Janet Denison, City Recorder

Date Approved

Katie Rust, Recording Secretary