

PLANNING COMMISSION MINUTES OF MEETING
Wednesday, March 23, 2022
7:00 p.m.

A quorum being present at 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, Chair
Matt Larsen
Heidi Shegrud
Christina Wilcox
Becki Wright, Vice Chair

MEMBER ABSENT

Mason Kjar

STAFF PRESENT

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

PLEDGE OF ALLEGIANCE

OPENING COMMENTS/LEGISLATIVE PRAYER Chair Daly

PUBLIC HEARING – CONDITIONAL USE PERMIT – HOLLYCAKES

Assistant Planner Mackenzie Wood explained the applicant wished to supply cakes and baked goods to schools and other entities. Part of the process to apply for and comply with the Utah Cottage Food Establishment Code was to obtain City approval for a Conditional Use Permit for home occupation use. Ms. Wood reviewed conditional use approval standards and permitted and conditional use development standards with the Planning Commission, and stated staff recommended approval with conditions included in the staff report.

Holly Reynolds, applicant, answered questions from the Planning Commission. She explained the limited, special-order nature of her business. Ms. Reynolds said her kitchen had been inspected, and she was already registered with the State. Commissioner Wright encouraged Ms. Reynolds to charge for her services and thanked her for going through the proper channels.

Chair Daly opened a public hearing at 7:16 p.m.

Celine Blake said she lived next door to the applicant. She said Ms. Reynolds made amazing baked goods, and expressed support for the application.

Matt Reynolds, Ms. Reynold's husband, thanked Commissioner Wright for her encouragement. He said he and his wife intended to follow and comply with all City regulations and standards.

Chair Daly closed the public hearing at 7:19 p.m.

Commissioner Wright **moved** to approve the Conditional Use Permit for the home occupation of HollyCake, located at 123 West 1850 North, with the following conditions and

reasons for the action. Commissioner Wilcox seconded the motion, which passed by unanimous vote (5-0).

Conditions:

1. This conditional use permit shall be for the home occupation use, HollyCake, in the home located at 123 West 1850 North.
2. The primary use for the home shall be maintained as a single-family dwelling.
3. HollyCake shall only be operated by persons living within the dwelling unit where the home occupation is being conducted.
4. No delivery trucks dropping off or picking up products shall be permitted other than those associated with residential deliveries.
5. Any outside display, use of accessory buildings, or use of yard areas for the home occupation and the storage of products shall be prohibited.
6. All signage shall follow the guidelines found in CZC Section 12.54.080(b)(1).
7. The home occupation use and all associated storage and inventory shall not occupy more than 20% of the residence.
8. No visible evidence from the exterior of the dwelling of the home occupation shall be permitted.
9. No pedestrian or vehicular traffic or parking beyond what is required in the Residential-Low Zone shall be generated.
10. Promotional meetings shall not be held more than one time per month.
11. The applicant shall obtain a business license prior to conducting business on the premises.

Reasons for the Action:

1. A complete application for a conditional use permit has been submitted per CZC 12.21.100(d)(1).
2. The application meets the required established evidence for an approval of a conditional use permit CZC 12.21.100(e)(3).
3. The request for a conditional use permit meets the factors to be reviewed and considered for an approval CZC 12.21.100(e)(5)(A-J).
4. A use not listed on the home occupation approved listing of Section 12.62.040 is subject to receiving a conditional use permit CZC 12.62.060.

COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

The Planning Commission was scheduled to meet next on April 13, 2022. Community Development Director Cory Snyder spoke of items expected to appear on a future agenda, and reported on recent actions by the City Council. Commissioner Shegrud spoke of the Weber Basin Flip the Strip program and City landscape ordinances that would need to change in order for Centerville citizens to be eligible to participate. Mr. Snyder said staff were working on landscape ordinance amendments that would coordinate with Flip the Strip program requirements.

MINUTES REVIEW AND ACCEPTANCE

Minutes of the March 9, 2022 Planning Commission meeting were reviewed. Commissioner Larsen **moved** to accept the minutes as presented. Commissioner Wright seconded the motion, which passed by unanimous vote (5-0).

ADJOURNMENT

At 7:29 p.m., Chair Daly **moved** to adjourn the Planning Commission meeting.
Commissioner Wright seconded the motion, which passed by unanimous vote (5-0).

Jennifer Hansen
Jennifer Hansen, City Recorder

4-13-2022
Date Approved

