

1 Minutes of the Centerville City Council meeting held Tuesday, September 18, 2018 at 7:00
2 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.

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4 **MEMBERS PRESENT**

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6 Mayor Clark Wilkinson

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8 Council Members Tamilyn Fillmore (excused at 10:30 p.m.)
9 William Ince
10 Stephanie Ivie
11 George McEwan
12 Robyn Mecham

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14 **STAFF PRESENT**

15 Steve Thacker, City Manager
16 Lisa Romney, City Attorney
17 Jacob Smith, Management Services Director
18 Cory Snyder, Community Development Director
19 Bruce Cox, Parks and Recreation Director
20 Randy Randall, Public Works Director
21 Mackenzie Wood, City Recorder
22 Marc Marchant, Streets Supervisor
23 Katie Rust, Recording Secretary

24 **VISITORS**

25 Marcus Arbuckle, Keddington & Christensen
26 Interested Citizens (see attached sign-in sheet)

27 **PRAYER OR THOUGHT**

28 Steve Thacker

29 **PLEDGE OF ALLEGIANCE**

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31 **OPEN SESSION**

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33 No one wished to comment.

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35 **MINUTES REVIEW AND ACCEPTANCE**

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37 The minutes of the September 4, 2018 regular Council meeting and work session were
38 reviewed. Councilwoman Fillmore made a motion to accept both sets of minutes. Councilman
39 Ince seconded the motion, which passed by unanimous vote (5-0).

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41 **PUBLIC HEARING – PROPOSED VACATION OF PUBLIC UTILITY AND STORM**
42 **DRAIN EASEMENTS – DEUEL SPRINGS AMENDED SUBDIVISION**

43
44 Lisa Romney, City Attorney, explained the request that the City vacate public utility and
45 storm drain easements running through Lot 101 of the Deuel Springs Amended Subdivision
46 located at approximately 451 Rawlins Circle and accept the proposed new relocated public
47 utility and storm drain easements on the same lot. Tyler Young, applicant, answered questions
48 from the Council.

Mayor Wilkinson opened a public hearing at 7:16 p.m., and closed the public hearing seeing that no one wished to comment. Councilwoman Fillmore made a **motion** to approve Ordinance No. 2018-21 vacating public utility and storm drain easements running through Lot 101 of the Deuel Springs Amended Subdivision located at approximately 451 Rawlins Circle and accept new public utility and storm drain easements on the same lot, with the following four conditions. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).

1. Applicant shall provide legal descriptions for the vacated PUE and storm drain easements, subject to review and acceptance by the City Engineer;
2. Applicant shall provide legal descriptions for the new PUE and storm drain easements, subject to review and acceptance by the City Engineer;
3. Applicant shall submit signed approval letters from the major utility companies regarding the PUE vacation; and
4. Applicant shall provide signed PUE and storm drain easement prepared by the City Attorney granting the City new PUE and storm drain easements in the new locations, acceptable to the City Engineer. Such easements must be signed by the property owner of record of the subject property.

PDO ZONE MAP AMENDMENT, CONCEPTUAL SITE PLAN AND CONCEPTUAL SUBDIVISION PLAN – SHEFFIELD DOWNS – 274 EAST PAGES LANE

On September 4, 2018, the City Council held a public hearing on this matter and tabled action until the September 18 meeting. The Council continued the public hearing to receive comments through September 12, and directed staff to provide all submitted comments to the Council for consideration. Emails or letters received as public comment are available with the agenda on NovusAgenda.

Taylor Spendlove with Brighton Development answered questions from the Council. He explained that Brighton would be willing to discuss dedicating the park area to the City if the City agrees to take over maintenance and liability. If the HOA retains ownership, the park area will remain private space. Mr. Spendlove said the hope is to have the development built out in about two years, with the park space completed next spring. He explained that the proposed plan exceeds UDOT requirements for street spacing. Cory Snyder, Community Development Director, confirmed that the conditions recommended by the Planning Commission address the possibility of future redevelopment of the commercial that will currently remain on the east side of the proposed development. Councilman McEwan expressed the opinion that the proposed project is better than the alternatives discussed in the last few years.

Councilman McEwan made a **motion** to approve the PDO Zone Map Amendment, Conceptual Site Plan, and Conceptual Subdivision Plan for the Sheffield Downs project located at 274 East Pages Lane with the following conditions and findings. Councilwoman Ivie seconded the motion, which passed by majority vote (5-0).

Conditions:

1. The PDO Approval is subject to the layout and exhibits submitted to the City on July 19, 2018 and August 1, 2018 – Consisting of PDO Exhibit A-1 through Exhibit F and Sheets C400, X900, and L101 of the Conceptual Site Plan.
2. The Sheffield Downs PDO Rezone shall be limited to the following:
 - Rezone of approximately 5.6 acres to R-M/PD on the Centerville Zoning Map.

- 1 • Density shall NOT exceed Six (6) units per acre. A bonus density is NOT
2 APPROVED for the development.
- 3 • All residential development shall be limited to the construction of single-family
4 homes
- 5 • The commercial area, located at the northwest corner, is not part of this PDO
6 approval. However, it must be legally subdivided in accordance with City
7 ordinances to separate it from the portion to remain in the proposed
8 development.
- 9 3. The PDO approved Sheffield Architectural Design Plan shall consist of the following:
10 a. All single-family dwelling design shall comply with Exhibits A-1 through A-4.
11 b. Each dwelling type depicted may use any color or material selection of the
12 approved materials and colors and shall be consistent with approved PDO
13 building elevation exhibits.
14 c. All building permit submittals shall provide a "building elevation plan"
15 addressing the application and use of the approved Architectural Design Plan
16 elements.
17 d. Any dispute that arises regarding the application and use of the Architectural
18 Design Plan elements shall be submitted to the Centerville City Planning
19 Commission for resolution.
- 20 4. The PDO approved Sheffield Downs Landscaping Design Plan shall consist of the
21 following:
22 a. The project shall be landscaped in accordance with Exhibit B-1 – Landscape
23 Plan (also Sheet L101 of the Conceptual Plan) and Exhibit B-2 – Plant Types.
24 b. As part of the Park area, a detention basin may be installed and shall be
25 deemed acceptable by the City Engineer, as part of any Final Approval by the
26 City.
27 c. The total landscaping for the project shall meet the ordinance minimum
28 requirements of 40%, as per CZC 12.52.070 or as otherwise allowed by the
29 ordinance.
- 30 5. The PDO approved Sheffield Downs Fencing Design Plan shall consist of the
31 following:
32 a. All use of fencing shall comply with Exhibit C.
33 b. The placement of fencing shall comply with Exhibit B-1 (also Sheet L101 of
34 the Conceptual Plan).
35 c. Other fencing shall be limited to the private rear yard areas from the rear lot
36 line to the rear building line of the dwelling.
37 d. The side yard areas between buildings/dwellings and any front yard area
38 shall NOT contain any fencing.
- 39 6. The PDO approved Sheffield Downs Open Space Amenities Design Plan shall
40 consist of the following:
41 a. The Open Space amenities shall be provided within the project as depicted
42 on Exhibit D-1 through D-2 and on L101 of the Conceptual Site Plan.
43 b. The Open Space Amenities shall, at minimum, consist of the following:
44 i. A Patio and Plan Garden Area
45 ii. A Play Structure Area
46 iii. A Detention Facility, as approved by the City
47 iv. A 10-foot Landscape Buffer along Pages Lane
48 v. The Buffer area (Trees and Shrubs) along the western boundary of
49 the development
50 vi. The Visitor Parking Buffer on the west end of the dwellings
51 vii. The decorative lighting fixtures as depicted in the Exhibits

- c. As part of any Final 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
 - d. These Open Space amenities shall be installed as per CZC 12.51.100 prior to a certificate of occupancy for any dwelling.
7. The PDO approved Sheffield Downs Buildings Setbacks shall consist of the following:
 - a. The approved setbacks for dwellings shall comply with Exhibit E, which are:
 - ⇒ The Interior Lot Setbacks are:
 - Front Porch/Living Area = 15-feet
 - Front Garage = 19-feet
 - Side Yards = 5-feet
 - Rear Yards = 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
8. The PDO approved Sheffield Downs Buildings Parks, Driveway/Approach Widths, and Recreation Vehicle (RV) Use shall consist of the following:
 - a. Each dwelling shall provide parking within an enclosed garage with a capacity of two-vehicles. Every garage shall meet the minimum size requirements of the City's Zoning Ordinance.
 - b. The project shall provide the visitor parking, as shown on the Conceptual Site Plans, and shall not be less than the 30 stalls depicted.
 - c. The project shall limit driveway and approach aprons to a minimum width needed for two-car garage parking, as deemed acceptable by the City Engineer and Public Works Director and a minimum width needed for a three-car garage for Lots 31, 32, and 33, as deemed acceptable by the City Engineer and Public Works Director.
 - d. 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.
 - e. These restrictions shall be noted on any plan submitted for Final Approval and shall be included on the application subdivision plat and associated CC&Rs.
9. Other Matters related to the Sheffield Downs PDO development are the following:
 - a. As part of any Final Approval, the developer shall comply with Exhibit F and provide a future access easement for potential re-development of the remaining commercial properties to the east, as per the Southeast Neighborhood Plan objectives.
 - b. The project shall remain subject to the Residential Medium (R-M) Zone standards, unless otherwise modified by the PDO Approval.
 - c. The project shall be subject to the applicable subdivision ordinance requirements, and the Planned Unit Development (PUD) platting process.
 - d. An existing commercial building "demolition plan" shall be submitted and deemed acceptable to the City prior to receiving any Final Plan approval. All demolition of building and related elements shall comply with all local, state, or federal regulations, as may be applicable.

- 1 e. Remaining Commercial Area Parking shall NOT be less than the current
2 Zoning Ordinance Parking requirements and shall be addressed with any
3 Final Plan submittal to the City.
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5 Findings:
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- 7 a) The City Council finds that the PDO Concept Plan is in harmony with the Southeast
8 Neighborhood Plan to allow future residential re-development to occur in the eastern
9 half of the Pages Lane Commercial Area.
10 b) The City Council finds that the PDO request, with the listed conditions, sufficiently
11 addresses the PDO Development Standards found in Section 12-41-080, as
12 addressed in the applicable staff reports provided to the Council.
13 c) The City Council finds that the PDO Concept Plan, with the listed conditions,
14 provides sufficient compliance with regards to the project's design and amenities
15 requirements for R-M Zone Development.
16

17 CIVIC REVIEW SOFTWARE CONTRACT FOR COMMUNITY DEVELOPMENT
18 LICENSES AND PERMITS
19

20 Mr. Snyder explained his recommendation to approve contract with Civic Review for use
21 of software for online business licensing and permitting. Online business licensing and
22 permitting would not be mandatory at this point, and staff would continue to keep hard copies of
23 each application. The City is required to keep business license information for seven years.
24

25 Councilwoman Fillmore made a **motion** to approve contract with Civic Review for use of
26 software for online licensing and permitting and authorize the use of \$5,300 of the Council's
27 contingency budget for this purpose. Councilman Ince seconded the motion, which passed by
28 unanimous vote (5-0).
29

30 COLUMBARIUM AND MAUSOLEUM IN CITY CEMETERY
31

32 Bruce Cox, Parks and Recreation Director, presented photographs and information
33 regarding the possible construction of a niche wall for cremated remains at the Centerville
34 Cemetery. A proposal has been received from Rocky Mountain Monument & Vault for
35 construction of a 48 niche wall for \$25,000-\$28,000. The City Manager recommends the
36 General Fund be used as the source of upfront funding for this project, with the intent the
37 General Fund would be repaid from sales of niche spaces over time.
38

39 Mr. Cox answered questions from the Council. A majority of the Council indicated a
40 desire to pursue additional information with a goal of adding a niche wall to the City Cemetery.
41 Mr. Thacker recommended a multi-step process, including a master plan for phasing potentially
42 several niche walls, and policies regarding fees, etc.
43

44 Mr. Cox presented information regarding possible construction of a mausoleum wall
45 along the east side of the Cemetery. He estimated the wall could include 200 spaces per row,
46 with three or four rows. The estimated cost of \$350,000-\$400,000 includes installation, but
47 does not take into account demolition and reconstruction of 700 East. The first step would
48 include a \$1,000 design fee. Mr. Cox expressed confidence in Rocky Mountain Monument &
49 Vault's capability and experience. No direction regarding a mausoleum wall was given by the
50 City Council at this time.

SELECTION OF LANDSCAPE ARCHITECT FOR ISLAND VIEW PARK RENOVATION PROJECT

Mr. Thacker explained that staff initially understood the City could select any firm included on the list of landscape architect firms approved by the State and negotiate rates for the Island View Park Renovation Project. Staff now have a better understanding of the Land & Water Conservation Fund (LWCF) Grant guidelines, and the competitive processes required for project design and construction. Mr. Thacker presented a proposed RFQ process/calendar regarding Island View Park design services, and provided a list of recommended landscape architect firms (attached). A majority of the Council indicated the proposed process is acceptable. Councilman McEwan requested an invitation also be posted on the City website for any firm/individual to present qualifications to the City for consideration. The Council will meet to interview finalists on October 23rd. Staff was directed to research whether the interviews could be closed to the public.

The Council took a break at 9:03 p.m. and returned at 9:13 p.m.

STAFF RECOMMENDATIONS FOR SIDEWALK REPAIR PROGRAM FOR FY 2019

The City Council designated \$100,000 for sidewalk repair in the current budget (shared between General Fund and Transportation Projects Fund). A city-wide inventory of sidewalk conditions in 2016 identified thousands of vertical faults that will cost over \$500,000 to repair. This cost estimate did not include the cost of removing trees that are causing some of the sidewalk damage. More than \$30,000 was spent in 2017 to replace sidewalk in nine locations with vertical faults greater than 3 inches, including removing the trees causing those faults. Staff recommend a program this year which targets repair of faults greater than 1 inch, and requires the removal of trees causing those faults. It also recommends, however, a voluntary approach this first year regarding tree removal. In other words, sidewalk faults associated with trees within the "buffer zone" would not be repaired unless the adjacent property owners agree to have the trees removed. Staff are assuming there will be enough residents willing to have the trees removed to use the current funding. For those locations with faults greater than 1 inch that appear to be caused by trees, staff have identified the trees that can be removed by City employees (not including stump grinding) versus those that will need to be removed by a tree contractor.

Councilwoman Fillmore said she is uncomfortable with placing priority on removing trees and repairing sidewalk affected by trees, when the data shows that half of the 1-3 inch faults do not have trees within the tree buffer and are not caused by trees. Councilman Ince commented that he is aware of the role trees play in air quality, and agreed that the faults caused by trees should not necessarily take first priority. Ms. Romney said she believes the tree removal should be paired with a responsible park strip tree ordinance. Mayor Wilkinson agreed that trees are an important aspect of neighborhood and property appeal. Councilman McEwan said he would prefer to repair as many faults as possible with the money available now. The Council and staff discussed possibilities for cost-sharing with property owners to repair different types of sidewalk problems. Councilwoman Ivie commented that Public Works is available to remove trees this fall.

Councilwoman Fillmore made a **motion** to move forward with the first phase by sending letters to property owners with 1-3 inch sidewalk faults not caused by trees, explaining that work would happen in the spring and explaining possibilities for cost sharing, with an opt-in deadline determined by staff. Councilman Ince seconded the motion. Councilwoman Mecham made a

1 **motion to amend** the motion to send letters to property owners with 1-3 inch sidewalk faults
2 caused by trees with the option to remove the trees if the Public Works Department is able to
3 remove them. Councilwoman Ivie seconded the motion to amend, which failed (2-3), with
4 Council members Ince, McEwan, and Fillmore dissenting. The original motion passed by
5 unanimous vote (5-0). Councilwoman Mecham made a **motion** to send letters to property
6 owners with 1-3 inch sidewalk faults caused by trees that can be removed by the Public Works
7 Department, if enough funds remain after the initial deadline for situations in which trees are not
8 involved. Councilman McEwan seconded the motion. Councilwoman Fillmore stated she would
9 prefer to wait to see what the numbers are after the initial deadline, and prefer to decide what to
10 do about stump grinding before moving forward. The motion passed by majority vote (4-1), with
11 Councilwoman Fillmore dissenting.

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13 Councilwoman Fillmore was excused at 10:30 p.m.

14
15 **FINANCIAL REPORT**

16
17 Marcus Arbuckle, the City's contract CPA adviser, presented a final unaudited report for
18 FY 2018, and FY 2019 report for the two-month period ending August 31, 2018.

19
20 **MAYOR'S REPORT**

- 21
- 22 • Mayor Wilkinson expressed a desire to put together a Tree Board to review City tree
23 policy and provide suggestions for what the City should be doing regarding trees. He
24 suggested the Tree Board could consist of the Parks and Recreation Director, a
25 representative from Public Safety, a representative from Public Works, an arborist,
26 and a few additional individuals.
 - 27 • The Mayor invited Councilmembers to join him at the Farmington pickleball courts on
28 October 2nd at 5:30 p.m.
 - 29 • Information regarding the Centerville Cares Committee is available on the City
30 website.
 - 31 • South Davis Metro Fire Service Area financial statements are available with the
32 agenda on NovusAgenda.

33
34 **LIAISON REPORT**

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36 Councilwoman Ivie updated the Council regarding the Landmarks Commission and the
37 Whitaker Museum Board.

38
39 **CITY MANAGER'S REPORT**

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41 Mr. Thacker reported the City received a request for a presentation from the Salt Lake
42 Chamber of Commerce Housing Gap Coalition in the October 16th Council meeting. He
43 recommended the Council invite the Planning Commission to attend that presentation as
44 members of the audience – i.e. not a joint meeting.

45
46 **ADJOURNMENT**

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48 At 11:08 p.m., Councilwoman Ivie made a **motion** to adjourn the meeting. Councilman
49 Ince seconded the motion, which passed by unanimous vote (4-0).

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Mackenzie Wood
Mackenzie Wood, City Recorder

10-2-2018
Date Approved

Katie Rust
Katie Rust, Recording Secretary



250 North Main • Centerville, Utah 84014 • (801) 295-3477

RECOMMENDED LANDSCAPE ARCHITECTS

Landscape Architects	pre-qualified	SL Co. Parks & Rec	ESI	Logan	Eagle Mtn.	Holladay	SCORE
Bio-West	1			1			2
Langvardt Design Goup					1		1
ArcSilio Design Inc	1	1	1				3
CRSA (Cooper Roberts Simonsen), Inc	1		1				2
FKR Architects/Planners II	1		1				2
G. Brown Design	1	1	1				3
GSBS Architects PC	1		1				2
MGB+A, Co.	1	1	1				3
MHTN Architects	1		1				2
Think Architecture	1	1					2
J-U-B Engineers	1	1					2
Landmark Design	1	1					2
Blu Line	1	1					2
EPG						1	1

ArcSitio Design Inc.
Bio-West, Inc.
Blu Line Designs
Bowen Collins and Associates, Inc.
Brent Morris Associates, LLC
Bockholt Landscape Architecture
Cache Landmark Engineering
Carbon Architects
CRSA (Cooper Roberts Simonsen), Inc.
Design West Architects (dba ADW)
FKKR Architects/Planners II
Focus Engineering & Surveying, LLC
Frontier Corporation USA
G. Brown Design (a dba of G. Brown Site Architects)
GSBS Architects PC
Horrocks Engineers, Inc.
IBI Group
J-U-B Engineers, Inc.
Keller-Bliesner Engineering, LLC
Kimley-Horn & Associates, Inc.
Landmark Design, Inc.
Logan Simpson Design, Inc.
McNeil Engineering
MGB+A, Co.
MHTN Architects
Michael baker Jr., Inc.
Project Engineering Consultants
Tectonic Engineering Consultants, P.C.
Think Architecture, Inc.
Trio Design, Inc.
Ward Engineering