

CENTERVILLE CITY COUNCIL AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY COUNCIL WILL HOLD ITS REGULAR PUBLIC MEETING AT 7:00 PM ON NOVEMBER 15, 2016 AT THE CENTERVILLE CITY COMMUNITY CENTER AND CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

Meetings of the City Council 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 Blaine Lutz, Centerville Finance Director, at 801-295-3477, giving at least 24 hours notice prior to the meeting.

A notebook containing supporting materials for the business agenda items is available for public inspection and review at City Hall and will be available for review at the meeting. Upon request, a citizen may obtain (without charge) the City Manager's memo summarizing the agenda business, **or may read this memo on the City's website: <http://centerville.novusagenda.com/agendapublic>.**

Tentative - The times shown below are tentative and are subject to change during the meeting.
Time:

- 5:30 Work Session: a) Staff recommendation re timing of Community Park Expansion Phases 2 & 3; and b) Discuss potential solutions for increasing burial space
- 7:00 **A. ROLL CALL**
 (See City Manager's Memo for summary of meeting business)
- B. PLEDGE OF ALLEGIANCE**
- C. PRAYER OR THOUGHT**
 Councilman Ince
- 7:05 **D. OPEN SESSION (This item allows for the public to comment on any subject of municipal concern, including agenda items that are not scheduled for a public hearing. Citizens are encouraged to limit their comments to two (2) minutes per person. Citizens may request a time to speak during Open Session by calling the City Recorder's office at 801-295-3477, or may make such request at the beginning of Open Session.) Please state your name and city of residence.**
- E. BUSINESS**

- | | | |
|------|-----|---|
| 7:10 | 1. | Minutes Review and Acceptance
October 25, 2016 joint work session with Whitaker Museum Board; November 1, 2016 work session and regular Council meeting |
| 7:10 | 2. | General Plan Amendments -West Centerville Neighborhood Plan - Removing Industrial Very-High Zoning District - Section 12-480-6
Consider General Plan Amendments regarding Section 12-480-6, West Centerville Neighborhood Plan, Goal 1, Objective 1.I., removing the I-VH (Industrial Very-High) Zoning District from the extreme southeast area of the Centerville Business Park District - Ordinance No. 2016-24 |
| 7:25 | 3. | Consider Ordinance No. 2016-29 repealing flag-lot provisions in City Code or send matter back to the Planning Commission with directive regarding potential revisions |
| 7:35 | 4. | Direction to staff and Planning Commission re General Plan Southeast Neighborhood |
| 7:50 | 5. | Review and clarify priorities for Planning Commission and Community Development Staff |
| 8:05 | 6. | Staff report re development restrictions near earthquake fault lines |
| 8:10 | 7. | Financial report for period ending October 31, 2016 |
| 8:20 | 8. | Mayor's Report
a. UIA and UTOPIA proposed budget amendments and connection dashboard for October. |
| 8:30 | 9. | City Council Liaison Report - John Higginson - Wasatch Integrated Waste |
| 8:45 | 10. | City Manager's Report
a. Review 2017 Capital Improvement Program Summary |
| 9:00 | 11. | Miscellaneous Business
a. Approve Recording Secretary Agreement
b. Consider Utah Transit Authority (UTA) 2017 Tentative Budget |
| 9:10 | 12. | Closed meeting, if necessary, for reasons allowed by state law, including, but not limited to, the provisions of Section 52-4-205 of the Utah Open and Public Meetings Act, and for attorney-client matters that are privileged pursuant to Utah Code Ann. § 78B-1-137, as amended |
| | 13. | Possible action following closed meeting, including appointments to boards and committees |

F. ADJOURNMENT

Items of Interest (i.e., newspaper articles, items not on agenda); Posted in-meeting information

Marsha L. Morrow, MMC
Centerville City Recorder

CENTERVILLE

Staff Backup Report

11/15/2016

Item No.

Short Title: Work Session: a) Staff recommendation re timing of Community Park Expansion Phases 2 & 3; and b) Discuss potential solutions for increasing burial space

Initiated By: City Council

Scheduled Time: 5:30

SUBJECT

RECOMMENDATION

a. Allow the City Manager and Parks & Recreation Director to respond to the Council's directive to consider the feasibility of completing Phases 2 & 3 of the Community Park Expansion Project in calendar year 2017.

If the Council wishes to proceed with this timetable, then they should discuss and agree upon the source of borrowed funds to cover the projected cash-flow shortfall until RAP Tax revenue can repay the borrowed funds.

b. Discuss ideas for increasing burial capacity and direct staff regarding further research/analysis, if desired.

BACKGROUND

a. The City Manager, City Engineer, Public Works Director and Parks & Recreation Director have concluded it is feasible to complete both Phases 2 & 3 in calendar year 2017--assuming the Council is willing to borrow short-term to cover an estimated funding shortfall of \$339,932. The attached analysis shows how this shortfall is calculated. Staff will also review several potential sources of short-term borrowing to cover this short-fall, including the Cemetery Perpetual Care Fund and external sources. The availability of the Cemetery Perpetual Care Fund will depend on whether that is also a source of funding to increase burial capacity--the second topic for this work session.

b. In response to Council's directive, staff have discussed several ways to increase burial capacity within the existing cemetery or vicinity. The attached aerial photos will be used for that discussion. The City Manager recommends the Council's discussion include the basic question of whether they view the provision of burial space for future residents as a perpetual responsibility of Centerville City, or whether they are willing to allow that to shift to the private sector as many cities have done. In Davis County, only 8 of the 15 cities have municipally-owned cemeteries: West Point, Syracuse, Clinton, Clearfield, Kaysville, Farmington, Bountiful & Centerville.

ATTACHMENTS:

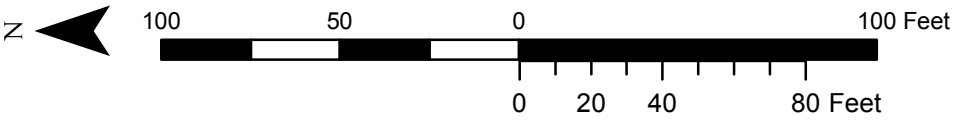
Description

- ☐ Cash Flow Analysis for Community Park Expansion
- ☐ Cemetery 1' Contours

- ▣ Cemetery and Island View Park
- ▣ Centerville Hillside Property 20' Contours
- ▣ Number of Burial Rights Sold

CASH FLOW ANALYSIS FOR COMMUNITY PARK EXPANSION
PHASES 2 & 3 (assuming September 2017 completion)
(11/10/16)

FY 2016 RAP Tax (April – June)	89,000
FY 2016 Infield Project (RAP Tax)	(11,267)
FY 2017 Rap Tax (85%)	318,750
Fall 2016 Crack Seal for parks (RAP Tax)	(8,000)
MGB+A contract re IV Park	(5,900)
FY 2017 SS/overlays for parks (RAP Tax)	(59,330)
Park Impact Fees thru FY 2017 (est.) (\$305,527 balance as of 10/31/16)	310,000
FY 2018 RAP Tax (est. for 85% of 3 mo.)	82,875
Community Park Expansion Phase 2	(600,540)
Community Park Expansion Phase 3	<u>(455,520)</u>
Projected Cash Shortfall	<u><u>(339,932)</u></u>



Cemetery 1' Contours

Document Path: C:\GISWorkspace\Outgoing\IslandViewRebuild\CemeteryContours.mxd

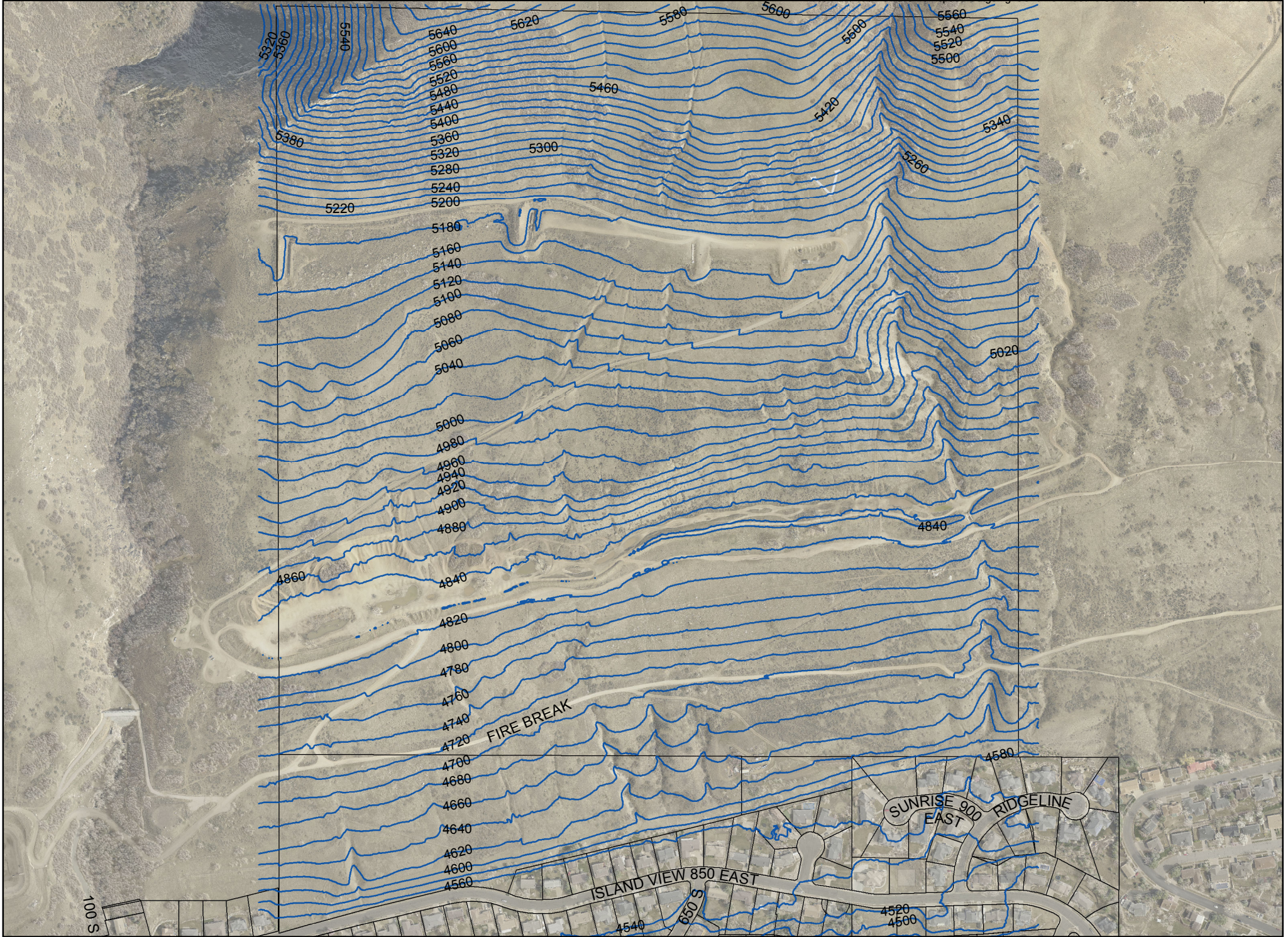




Centerville Hillside Property - 20' Contours



Document Path: C:\GIS\Workspace\Outgoing\IslandViewRebuild\CentervilleHillsidePropContours.mxd



BURIAL RIGHTS (SPACES)

(Sold from 10/04/11 - 10/20/16)

Year	Dates Sold (To-From)	Number Sold	122/year average
2011	10/04-12/19	20	
2012	1/23-12/20	185	
2013	1/02-12/30	114	
2014	1/07-10/31	106	
2015	1/05-12/30	82	
2016	1/13-10/20	69	
Totals		576	

CENTERVILLE

Staff Backup Report

11/15/2016

Item No.

Short Title: (See City Manager's Memo for summary of meeting business)

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ▣ City Manager Summary of November 15, 2016 Council meetings



CENTERVILLE CITY

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

Incorporated in 1915

Mayor

Paul A. Cutler

City Council

Tamilyn Fillmore

William Ince

Stephanie Ivie

George McEwan

Robyn Mecham

City Manager

Steve H. Thacker

interoffice MEMORANDUM

to: Mayor Cutler
City Council
cc: Department Heads
Planning Commission
from: Steve H. Thacker, City Manager *A. Thacker*
subject: City Manager's Summary of November 15, 2016 Council Meeting
date: November 10, 2016

5:30 **Work Session** – The City Council will meet in a work session at 5:30 p.m. for two topics: a) reviews staff's analysis regarding the timing and funding of the Community Park Expansion Project—Phases 2 & 3; and b) discuss need and potential solutions for increasing burial space. The Council gave staff both of these assignments in their November 1 meeting. The Council would like to complete both Phases 2 & 3 of the Community Park Expansion Project in calendar year 2017, if feasible, to make the new sports fields playable in 2018. They are also aware there are no more burial spaces available for sale in the City cemetery, so they would like to explore the possibilities for creating more cemetery capacity. Dinner will be available beginning about 5:15 p.m. for Council and staff.

Regular Council Meeting

E.1. **Minutes Review** – The minutes to be approved include the October 25 work session with the Museum Board, and the work session and regular meeting on November 1.

E.2. **General Plan Amendments—West Centerville Neighborhood Plan** – This matter has been tabled several times. Responding to an earlier directive from the City Council, the Planning Commission has recommended the I-VH (Industrial Very-High) Zoning District be deleted from the land use element of the General Plan for the extreme southeast area of the West Centerville Neighborhood. The Council held a public hearing several months ago, but has tabled action several times since then, wanting more time to consider this matter.

E.3. **Ordinance No. 2016-29 regarding flag-lot provisions in City Code** – Several months ago the City Council directed the Planning Commission to consider the repeal of flag-lot provisions, removing this as a residential development option. The Planning Commission, however, discussed the matter and a majority recommended preserving this option. Therefore, they sent back to the City Council the recommendation to reject the ordinance drafted to repeal the flag-lot provisions (Ordinance No. 2016-29). The City Council and Planning Commission subsequently met in a work session on November 1 to discuss the Council's concerns about the current flag-lot provisions in City Code. The Commission appears willing to consider revisions to those provisions to make the flag-lot option acceptable to the City Council. Therefore, now the matter is back in the lap of the City Council, to



decide whether to proceed with repeal of this development option or send the matter back to the Planning Commission with a directive to address the concerns expressed in the November 1 work session.

- E.4. Direction to staff and Planning Commission re Southeast Neighborhood in General Plan** – The City Council and Planning Commission also discussed this subject in their November 1 joint work session. The Council wants to eliminate any allowance for more high-density housing in the south area of the City, beginning with the “Southeast Neighborhood”. The Council now needs to agree upon the content of a formal assignment to the Planning Commission regarding potential revisions to that section of the General Plan. The Planning Commission would then consider potential amendments, hold a public hearing, and forward their recommendations to the City Council.
- E.5. Review and clarify priorities for Planning Commission and Community Development Staff** – In light of the assignments the Council will likely send to the Planning Commission as a result of items # 3 and 4 above, I would like the City Council to review and clarify the relative priority of the planning-related projects/issues they have expressed a desire to pursue, including unfinished goals adopted in their March 2016 goal-setting work session with the Planning Commission. The staff report identifies the status of those goals and recommends priorities among the outstanding assignments.
- E.6. Staff report re development restrictions near earthquake fault lines** – In response to a request in the November 1 council meeting, Cory Snyder will inform the Council of the City’s current restrictions for building in the vicinity of earthquake fault lines.
- E.7. Financial Report for period ending October 31, 2016** – The financial report for the first four months of the current fiscal year is expected to be available online prior to the meeting.
- E.8. Mayor’s Report** – Although no topics are currently showing under this heading, Mayor Cutler may report on one or more matters of City interest.
- E.9. City Council Liaison Report** – John Higginson, Centerville’s representative on the Wasatch Integrated Waste Management District Board of Directors, will report on the activities/issues of that agency.
- E.10. City Manager’s Report** – As an update for the Council, staff have prepared a summary of capital projects anticipated for calendar year 2017. The number of projects is unusual and presents a challenge for staff to design, bid and manage the construction of all these improvements.
- E.11. Miscellaneous Business**
- a. Recording Secretary Agreement** – After interviewing several applicants, staff recommend Emily Hatch be hired as an independent contractor to serve as recording secretary for the Planning Commission.
 - b. UTA Tentative Budget** – All cities within UTA’s service area are given the opportunity to review and comment annually on the UTA Tentative Budget.
- E.12. Closed meeting, if necessary** – I do not know of a need for a closed meeting, but the agenda allows for that possibility.

E.13. Appointments to City Boards/Committees – Mayor Cutler may recommend appointments.

Potential Agenda Items for December 6, 2016 City Council meetings (subject to change):

- RDA/ACB meeting at 5:30
- Davis Metro Narcotics Strike Force Interlocal Agreement
- Public Hearing – Legacy Crossing at Parrish Lane fourth amendment to PDO approval
- Discuss process for making decisions about sidewalks and trees
- Museum Collection Policy

ST/mlm

CENTERVILLE

**Staff Backup Report
11/15/2016**

Item No.

Short Title: Councilman Ince

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
11/15/2016**

Item No. 1.

Short Title: Minutes Review and Acceptance

Initiated By: City Recorder

Scheduled Time: 7:10

SUBJECT

October 25, 2016 joint work session with Whitaker Museum Board; November 1, 2016 work session and regular Council meeting

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ▣ 10-25-2016 joint cc/wmb work session minutes
- ▣ 11-01-2016 joint cc/pc work session
- ▣ 11-01-2016 preliminary draft

PRELIMINARY DRAFT

Minutes of the Joint City Council/Whitaker Museum Board meeting held Tuesday, October 25, 2016 at 6:30 p.m. in the City Hall Council Chambers, 250 North Main Street, Centerville, Utah.

CITY COUNCIL MEMBERS PRESENT

Paul Cutler, Mayor
Tamilyn Fillmore
William Ince
Stephanie Ivie
Robyn Mecham

CITY COUNCIL MEMBERS ABSENT

George McEwan

WHITAKER MUSEUM BOARD MEMBERS PRESENT

Mel Miles
Spencer Packer, Chair
Nancy Smith

WHITAKER MUSEUM BOARD MEMBERS ABSENT

Diane Chamberlain
Laura Toney
Paul Thomas Smith

STAFF PRESENT

Steve Thacker, City Manager
Lisa Sommer, Museum Director
Connie Larson, Recording Secretary

DISCUSS MUSEUM BOARD PROPOSED CAPITAL IMPROVEMENT PLAN AND POTENTIAL USE OF RAP TAX FUND

Chair Spencer Packer explained the purpose of the Joint City Council/Whitaker Museum Board meeting is to review the Board's proposed capital improvement plan, and where the RAP tax could be used for Museum projects. The proposed plan was reviewed.

Phase 1: Safety and & handicap access. A concept plan of the proposed parking lot for the Museum was viewed, which would include visitor parking. The parking lot is currently gravel and dirt, which is a safety concern, as most patrons who visit the Museum are elderly. There is no outdoor lighting, which is a safety concern at night. The proposed parking lot would take one-third of the community gardens, which are filled each year. Mayor Cutler said there is enough parking at City Hall, and improving the gravel parking area at the Museum with a decorative walkway over to City Hall could be a solution. Nancy Smith said the patrons will park their cars on the lawn if there is not enough parking at the Museum.

Chair Packer will be meeting tomorrow with an architect, who is also a preservationist, on how to solve the parking issue. He suggested using stone and asphalt emulsion, along with brick curbing. Chair Packer said there are display items, such as the wagon, that could use a pole barn to protect it. It cost \$11,000 to do much of the brick pathway.

Mayor Cutler requested detailed cost estimates on the outdoor lighting at the Museum. Nancy Smith said if City Hall parking is relied on for the Museum, the pathway from City Hall to the Museum would have to be plowed during the winter.

Other Proposed Improvement Phases

Chair Packer reviewed with the City Council the other improvements shown on the attached Capital Improvement Plan. A few of the physical facility items are funded in the current Museum budget with the help of a CLG grant.

A master landscape plan will be reviewed with Bruce Cox, Parks and Recreation Director. We should first determine where the hardscape will be, and then plan the herbs, trees, and flowers.

Plumbing is exposed in the ceiling of the Carriage House from restoration work done several years ago. Weber State will digitize the Museum records for \$5,000 if the City can provide half the money.

Councilman William Ince asked about the Randall property on the north side of City Hall. Steve Thacker, City Manager, explained the property owners are aware of the City's desire to purchase the property. The Master Plan shows the expansion of Founders Park to include the Randall property in the future. His main concern about preserving the gas station as a historical building is the cost to restore and maintain over the years.

Nancy Smith said the Whitaker Museum is a point of interest to the community. The schools and children visit the Museum, not just the older population. Chair Packer said the programs attract people to the Museum, and the improvements will help to have more programs. Councilwoman Tamilyn Fillmore explained with the RAP tax, other than finishing the Community Park and maintaining what the City already has, it is difficult to give more. The parks will take most of the RAP tax revenue. Mayor Cutler said the Museum will be given consideration for the RAP tax. Councilwoman Stephanie Ivie said the lighting at the Museum is an important consideration because of the safety concerns.

Whitaker Museum Board members discussed how to better maintain the landscaping at the Museum. The Board would like to see the Parks and Recreation Department be more involved in caring for the Museum grounds. Steve Thacker, City Manager, reported it is difficult for the Parks and Recreation Committee to maintain all of the parks with their limited resources, especially in the early spring before most of their seasonal employees begin working. The Board discussed the possibility of having organizations adopt and sponsor the Whitaker Museum to complete projects that need to be done, but typically, this would be for a onetime event. A notice could be placed in the City newsletter asking for church groups to volunteer doing maintenance work in the gardens.

The proposed Master Plan of City Hall/Founders Park was viewed.

ADJOURN

At 8:25 p.m., the meeting was adjourned.

Marsha L. Morrow, City Recorder

Date Approved

Spencer Packer, Chair

Date Approved

Connie Larson, Recording Secretary

The Whitaker Museum Capital Improvement Plan

Three year plan includes # 1 through 4

High to Low Priority

1 Whitaker Exterior Park - Phase 1: Safety & Handicap Accessibility 1a. Master Site Plan (hardscape and landscape) Driveway egress-ingress, hard surface parking (20/30 parking stalls) exterior lighting (driveway, parking, sidewalk) Repair concrete crack at entryway, handicap ramp	\$300,000 -500,000 \$ 16,000
2 Physical Facility/Functional - Phase 1: Operations Functional kitchen sink/faucet, sensor lighting on building exterior, laptop for handicap patrons to view virtual tour, production of virtual tour.	
3 Preservation & Restoration - Phase 1: Interior restoration of Carriage House Repairing (ceiling, lighting, heating, bathroom, including desk, chair, patron table) carriage house for functional director's office and community research	\$ 24,000
4 Preservation & Restoration - Phase 2: Preservation of Archives/Artifacts a. Digitize Archives and locked file cabinets, protective glass box for 115 year old Whitaker silk wedding dress, appraisals of collections b. Shelving in basement and attic to store artifacts, school house rehabilitation windows, doors, floor, shingles (without proper preservation items are deteriorating in the schoolhouse) c. Grand Room (wood exterior door refinished, period screen door, threshold completed) Hallway (alcove completed and large photo display) Paint interior windows d. Barn (storage for wagon, etc.)	\$ 30,800 (a-c) \$60,00-500,000(d)
5 Preservation & Restoration - Phase 3: Exterior Restoration Carriage House Exterior façade of carriage doors , move gas meter, driveway to carriage house	\$ 9,000
6 Whitaker Exterior Park - Phase 2: Landscaping Master landscape plan, north, west, south flower bed planting/ drip system Sprinkler system/entire yard, landscape around utilities, level north lawn, partial remove of ground cover under trees/plant grass, tree replacement	\$ 15,000
7 Physical Facility/Utilitarian - Phase 1: Preventative Complete rock foundation on new addition, re-plaster east wall of parlor, re-finish flooring in original building, re-point chimney/seal, seal wood-shake shingles, front rain-gutters	\$ 16,500
8 Physical Facility/Functional - Phase 2: Operations Functional fireplace, barrel vault ceiling, outdoor picnic table. Period brass plate outlet covers (incl. electrical plugs) Metal exterior calendar display of events, bathroom light fixture, donation box, area rug, plant Identification plaques, time period furniture, drinking fountain (outdoor hand pump)	\$ 16,600
9 One Time Essential Professional Signs (parking at city hall, do not touch, watch your step, etc.) Storytelling Banner, kitchen exterior door (time period) Hooks on the building to hold Story Telling sign, display cabinet (house temporary exhibits) Relocate flagpole (purchase flag) Restore T. Whitaker self-portrait, convert kitchen stove to electrical	\$ 18,725

Please refer to Exhibit A

Exhibit A

2016 City Budget & Grant requested Items	Expected Amount	CLG Award	Required Match	General Funds	RAP Tax	Approved Whitaker Budget	Whitaker Fundraisers
Capital Improvements							
Carriage House (downstairs)	12,000	5,050	5,050		7,500*		
Kitchen Faucet	2,000	1,000	1,000		1,000		
East door /threshold & Screen door	600	300	300		300		
Programs							
Archival/digitization of 5 file cabinets	5,000			2,000			3,000
Laptop for virtual tours	1,000			1,000			
DVD for Virtual tours for handicap	1,500						1,500
DVD Documentary "The Story Begins Here"	6,000			3,000		1,000	2,000
Total	28,100	6,350	6,350	6,000	8,800	1,000	6,500

* Museum application potential and submission was based on a \$10,000 grant.

Brandon Toponce changed the museum amounts submitted of \$10,000 to \$6,350 rather than \$10,000 - a shortage of \$4,950. Because of this, Steve Thacker allocated an additional \$2,450 from RAP tax fund to come up to the \$7,500 figure shown above.

The original grant request plus the required match would have made \$20,000 available for capital improvements vs. the \$15,150 shown above (\$8,800 and \$6,350)

Minutes of the Centerville City Council and Planning Commission joint **work session** held Wednesday, November 1, 2016 at 5:30 p.m. in the Centerville City Council Chambers, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor Paul A. Cutler

Council Members Tamilyn Fillmore
William Ince (arrived at 5:45 p.m.)
Stephanie Ivie (arrived at 5:45 p.m.)
George McEwan
Robyn Mecham

PLANNING COMMISSIONERS PRESENT

Chair David P. Hirschi (arrived at 5:49 p.m.)

Commissioners Kevin Daly
Cheylynn Hayman
Gina Hirst
Logan Johnson
Becki Wright

STAFF PRESENT

Steve Thacker, City Manager
Cory Snyder, Community Development Director
Katie Rust, Recording Secretary

STAFF ABSENT

Lisa Romney, City Attorney
Blaine Lutz, Finance Director/Assistant City Manager

FLAG LOT ORDINANCE

Cory Snyder, Community Development Director, explained the current Flag Lot Ordinance and answered questions from the Planning Commission and City Council. The following flag lot issues were identified for further discussion and consideration:

- Depth of stem
- Perimeter setback
- Building height
- Fencing regulations
- Number of homes allowed (size versus number)

To help mitigate the height concern, Mr. Snyder suggested the flag lot ordinance could have different setback requirements for one-story residences than for two-story residences. He emphasized that he feels all residences within a particular district should have the same maximum height possibility. Councilwoman Mecham repeated her suggestion to allow an average of surrounding building heights. Mayor Cutler pointed out that much of the city is on a slope, causing differences in elevation within a neighborhood. Councilwoman Fillmore said she feels sensitivity to the homes surrounding a flag lot should be a guiding principle, legislated by setbacks. Commissioner Hayman suggested it would be helpful to have a map of all flag lots in the community.

GENERAL PLAN – SOUTHEAST NEIGHBORHOOD

Mr. Snyder gave an overview of the areas within the Southeast Neighborhood: Old Townsite, Centerville Elementary Area, Centerville Junior High Area, Extreme South Main Street Area, Southeast Residential Area, Pages Lane Commercial Area, Main Street Commercial Area, and Community Facilities. The following issues were identified for further discussion and consideration:

- Old Town versus Deuel Creek Historic District
- Consistency of use buffers
- Centerville Junior High language edits
- Extreme South Commercial versus Residential-Medium (duplex) – City boundary discussion
- Pages Lane corridor issues (take north side of Pages Lane out of Commercial?)
- Stranded commercial discussion and PDO tools
- Transition language

Councilwoman Fillmore suggested the City might want to consider allowing PDOs on something less than 5 acres. Chair Hirschi said he would be interested to hear from the Council the sentiments of residents on the south end regarding commercial and residential on the south end. Councilwoman Ivie said she lives on the south end, and she feels residents would rather see the commercial property on Pages Lane remain underutilized for many years than see it develop high-density residential. The owners of the old Dick's Market property have commercial rights, but they do not currently have residential rights. Mayor Cutler said he hears feedback from residents that the commercial property is such an eye-sore that anything would be better. He said he feels the Council needs to be open minded about what is realistic. Mr. Snyder commented that a single large-development end user would allow the city to get out of the density "straight jacket". The LDS Church has not indicated an intention to change the use of their portion of the property. Councilwoman Fillmore stated that the fear of what density does to a neighborhood needs to be balanced with the fear of what dilapidation and blight do to a neighborhood. She disagreed with the idea that residents would want the commercial property to remain empty for years and years. Councilwoman Fillmore said she feels a cost benefit analysis from the Planning Commission would be beneficial in making the best decisions moving forward. Councilwoman Mecham said that if Commercial-High is not going to work on the property, Residential-Low would at least give some value to land currently worth nothing. She said she is not willing to sell out the surrounding neighborhood to give the property owner financial viability. Councilman McEwan stated it is not the responsibility of the Council to make sure the property owner makes top dollar. He said he feels density will be the driving factor in the discussions, but he feels high-density is completely off the table. Chair Hirschi said that as long as developers know with some certainty what they can and cannot do, redevelopment will happen. Councilwoman Ivie said she would like to see language addressing the transition from commercial to residential.

ADJOURNMENT

Mayor Cutler adjourned the meeting at 6:55 p.m.

Marsha L. Morrow, City Recorder

Date Approved

Katie Rust, Recording Secretary

Minutes of the Centerville **City Council** meeting held Tuesday, November 1, 2016 at 7:00 p.m.
at Centerville City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor	Paul A. Cutler
Council Members	Tamilyn Fillmore William Ince Stephanie Ivie George McEwan Robyn Mecham

STAFF PRESENT

Steve Thacker, City Manager
Jacob Smith, Assistant to the City Manager
Cory Snyder, Community Development Director
Paul Child, Centerville Police Chief
Randy Randall, Public Works Director
Katie Rust, Recording Secretary

STAFF ABSENT

Lisa Romney, City Attorney
Blaine Lutz, Finance Director/Assistant City Manager

VISITORS

Interested citizens (see attached sign-in sheet)

PLEDGE OF ALLEGIANCE

PRAYER OR THOUGHT

Councilwoman Ivie

RECOGNITION

Mayor Cutler recognized winners of a drawing taken from residents who participated in the recent Island View Park renovation survey.

OPEN SESSION

Baely Smith – Ms. Smith said she lives on Jennings Lane not far from the intersection on the agenda for discussion. She is a mother of four young children. Ms. Smith said Chief Child has been very helpful when she has talked to him about the intersection. She stated the intersection is part of the Reading Elementary SNAP plan, and she is in favor of a four-way stop. She said that, without a stop sign for through traffic, cars fly through the intersection, making it dangerous for children. Ms. Smith said she knows her neighbors support the four-way stop. She said she feels fixing the curb and gutter to improve visibility is a great idea.

Kathleen Gilbert – Ms. Gilbert stated she is a member of the CenterPoint Legacy Theatre (CPT) Board. She recognized there are many organizations the City could support with RAP Tax funds, and asked the Council to keep CPT in mind. She stated the Board is careful with the money entrusted to them, always trying to keep the budget under control. Funds are needed to continue with the goal to maintain the facility and add new technology to continue attracting patrons. She thanked the Council for their consideration.

Sunny Larsen – Ms. Larsen said she lives on Jennings Lane close to the intersection listed for discussion on the agenda. She said she is in favor of a four-way stop, but not in favor of adding yellow striping down the middle, which she feels would increase speed. Ms. Larsen also spoke in favor of mountain bike trails. She said she knows of other communities that have built mountain bike trails, and she would like to see the same done in Centerville. Her family

1 drives all the way to Park City to mountain bike. She suggested it could be an Eagle Scout
2 project, and said she would be happy to help organize the effort. Mayor Cutler commented that
3 citizens passed Proposition One last year, which includes money for trails. He encouraged Ms.
4 Larsen to also talk to the County. As Council liaison to the Trails Committee, Councilwoman
5 Mecham added that the Trails Committee has a new member with a background in biking.

6
7 **MINUTES REVIEW AND ACCEPTANCE**
8

9 The minutes of the August 25, 2016 joint City Council/Trails Committee meeting and the
10 October 18, 2016 City Council meeting were reviewed. Councilman McEwan made a **motion** to
11 reapprove the minutes of the August 25, 2016 joint meeting. Councilman Ince seconded the
12 motion, which passed by unanimous vote (5-0). Councilman Ince made a **motion** to approve
13 the October 18, 2016 regular meeting minutes. Councilwoman Fillmore seconded the motion,
14 which passed by unanimous vote, (5-0).

15
16 **SUMMARY ACTION CALENDAR**
17

- 18 a. Assignment Agreement for Legacy Crossing Development Agreement (Lots 2 & 3)
19 b. Commence two-year warranty period for Park Hills Phase 3 Subdivision
20 c. Terminate warranty period for Pine Hills Subdivision
21

22 Councilman McEwan made a **motion** to approve all three items on the Summary Action
23 Calendar, with a note that the warranty period for the Park Hills Phase 3 Subdivision is for two-
24 years. Councilman Ince seconded the motion, which passed by unanimous vote (5-0).

25
26 **PUBLIC HEARING – ZONING CODE AMENDMENT – RECEPTION CENTER IN I-H**
27 **ZONE**
28

29 Cory Snyder, Community Development Director, explained the requested Zoning Code
30 Amendment to allow a reception center as a conditional use in the Industrial-High (I-H) Zone.

31
32 Jaden Malan, agent for the applicant, explained the desire to convert an industrial
33 building that was previously converted for office use, to use for a reception center. He said he
34 feels the reception center would add diversity to the city, and offset daytime traffic with mostly
35 evening use. Indoor recreation and entertainment is already permitted in the I-H Zone, which is
36 not too different from the proposed use. The applicant is currently in business in North Salt
37 Lake accommodating private events and parties, and is looking to expand in Centerville.

38
39 Councilwoman Mecham asked how late at night events would occur, and whether or not
40 alcohol would be involved. Mr. Malan responded that events would most likely occur between
41 the hours of 5:00 p.m. and 1:00 a.m. Mr. Snyder stated the conditional use process would
42 examine the hours of use and necessary mitigation, which might include security. The State
43 regulates the ability to serve alcohol at an event. Luz Estrada, applicant, stated that an alcohol
44 permit is required only if alcohol is sold on site. Customers can provide their own alcohol, and
45 the facility can provide a certified bartender.

46
47 Mayor Cutler opened a public hearing at 7:26 p.m., and closed the public hearing seeing
48 that no one wished to speak. Councilwoman Fillmore said she feels the proposed use is closely
49 tied to the already permitted use of indoor recreation and entertainment. She said she feels a
50 mix of uses in that area is a good thing, and she is in favor of approving the request.
51 Councilman Ince said to him it seems it would be a non-issue in that neighborhood – a use that
52 will not bother anyone – and he is not sure why the request would need to be subject to the

1 conditional use process. Mr. Snyder responded that, given the change would apply to all I-H
2 Zones, the Planning Commission felt a conditional use permit was appropriate.

3
4 Councilwoman Fillmore made a **motion** to approve Ordinance No. 2016-33 amending
5 Section 12.36.030 of the Centerville Zoning Code regarding Table of Uses for Public and Civic
6 Uses to allow "Reception Center" as a conditional use in the I-H Zone. Councilman Ince
7 seconded the motion. Councilwoman Ivie expressed her concern that adding a new use to an
8 area that does not already have use during those hours increases the need for security and
9 adds pressure to the Police Department, which is already under a lot of pressure. She
10 commented that a reception center would affect how the officers patrol the area. Councilwoman
11 Ivie said she would like to see more information before making a decision. Councilwoman
12 Fillmore agreed, but pointed out that introducing activity where there is not any may have the
13 opposite effect. Councilman McEwan pointed out that the conditional use process will allow
14 input from the Police Chief. Councilwoman Ivie stated she is not willing to give the Planning
15 Commission full responsibility for determining if an impact on the Police Department is fully
16 mitigated. Councilwoman Fillmore pointed out the I-H Zone already has potential for similar
17 activities and use with the indoor recreation and entertainment.

18
19 Police Chief Child arrived at the meeting at 7:35 p.m. He stated the alcohol aspect can
20 be problematic, but if it is served in a responsible manner to adults it is generally not a problem.
21 Chief Child said he is not concerned about traffic in the area, and stated that, with his current
22 knowledge of the proposal, the use would probably not be that big of an impact. Councilwoman
23 Ivie pointed out that several elements have been added to the community that will occasionally
24 require police presence, and she feels it is short sighted to continue adding elements without
25 acknowledging the overall impact on the Police Department. Chief Child said it is a combination
26 of everything that is happening that creates an impact. On its own, a reception center would
27 probably not be a large impact. The motion passed by majority vote (4-1), with Councilwoman
28 Ivie dissenting.

29
30 **PUBLIC HEARING – ZONING CODE AMENDMENT- CLIMATE CONTROLLED**
31 **STORAGE**
32

33 The applicant desires to amend the City's Zoning Ordinance to add "Climate Controlled
34 Storage" to the Zoning Code Definitions and Table of Uses to allow this use in the Commercial-
35 High (C-H) Zone. The applicant owns the Parrish Square Shopping Center just west of Dick's
36 Market, and would like to establish a climate control storage facility in one of the suites. Mr.
37 Snyder explained the request and the Planning Commission's recommendation. Climate
38 controlled storage would be allowed at the subject location in the C-H Zone as a conditional
39 use, but would not be allowed in other C-H Zones. Councilman Ince said he supports the
40 request, but he is concerned this is the type of action that causes a lot of complaint and concern
41 from citizens.

42
43 Steve Tate, applicant, said he cares about the community, and he understands
44 Councilman Ince's concerns. He said he understands that granting the request for the property
45 may bring up questions. Mr. Tate explained difficulties associated with the awkward shape of
46 the shopping center. He said climate controlled storage has become a more requested service,
47 especially in urban markets. He said he knows it would not be very profitable, but it would solve
48 a difficult problem for him as a property owner, and solve a parking issue for the whole square.

49
50 Mayor Cutler opened a public hearing at 8:04 p.m., and closed the public hearing seeing
51 that no one wished to comment. Councilman McEwan said he does not see a down side to this
52 request, and if someone were to approach the Council about wanting to do the same thing in

1 the old Dick's Market location he would be willing to discuss it. Councilman McEwan made a
2 **motion** to approve Ordinance No. 2016-32 amending Section 12.12.040 of the Centerville
3 Zoning Code adding a definition of climate controlled storage and amending Section 12.48.080
4 of the South Main Street Corridor Overlay to exempt the Parrish Square Shopping Center from
5 the South Main Street Corridor provisions and allow climate controlled storage as a conditional
6 use. Councilwoman Ivie seconded the motion. Councilwoman Fillmore pointed out the
7 Planning Commission made it clear they do not feel comfortable with this use in C-H in general.
8 She said as much as she wants to see all retail spots filled, she feels this is more about the
9 process than the end result. She repeated Councilman McEwan's comment from the work
10 session earlier in the evening that it is not the Council's job to make sure a business is
11 successful and is able to make a certain amount of money. It is the Council's job to be as
12 consistent as possible with what is allowed. Councilwoman Fillmore said, if the Planning
13 Commission is not comfortable with this use in C-H in general, she is all the more uncomfortable
14 adding it to the Main Street Corridor because of the proximity to residential neighborhoods.
15 Because of the gymnastics involved to accomplish this, Councilwoman Fillmore said she would
16 consider it to be spot zoning. Councilwoman Ivie stated that, having personally enjoyed the use
17 of climate controlled storage in the past, she does not have a problem with adding this use to a
18 shopping center. The motion to approve passed by majority vote (4-1), with Councilwoman
19 Fillmore dissenting.

20
21 **GENERAL PLAN AMENDMENTS – WEST CENTERVILLE NEIGHBORHOOD PLAN –**
22 **REMOVING INDUSTRIAL VERY-HIGH ZONING DISTRICT – SECTION 12-480-6**
23

24 Councilman McEwan made a **motion** to table this issue to another meeting.
25 Councilman Ince seconded the motion, which passed by unanimous vote (5-0).
26

27 **CITIZEN PRESENTATION REGARDING GENERAL PLAN**
28

29 Council members Mecham and Ince requested that Marti Money and Heather Strasser,
30 Centerville citizens, be allowed time to make a presentation. Ms. Money and Ms. Strasser
31 quoted portions of the General Plan emphasizing a desire for low-density residential
32 development in the City. Ms. Money stated she views the approval of the climate controlled
33 storage in Parrish Square as an indicator that the City is moving away from that goal. Ms.
34 Strasser said she views the General Plan to be the citizens' contract with the community, and
35 she continues to be confused about why high-density continues to be part of the community.
36 She stated that Centerville cannot solve the growth problems along the Wasatch Front. They
37 recommended that high-density residential be eliminated from the General Plan, and requested
38 that the Council strengthen the language of the General Plan to preserve the quality of life
39 outlined therein.
40

41 **PROPOSAL FOR SAFETY IMPROVEMENTS AT JENNINGS LANE/400 WEST**
42 **INTERSECTION**
43

44 Police Chief Child explained the proposed safety improvements for the intersection at
45 Jennings Lane and 400 West, and expressed the high degree of concern of residents in the
46 area. A recent traffic study showed traffic flows to be fairly equal on each leg, and a four-way
47 stop was recommended. Randy Randall, Public Works Director, explained the recommendation
48 to change the radius of the northwest corner of the intersection before doing the four-way stop.
49 He said the improvements could be made within a week or two. Councilwoman Fillmore agreed
50 with the earlier comment that yellow striping is not necessary, but said she supports the
51 shoulder striping. Mr. Thacker said the project would be funded by the Transportation Fund.
52

1 Councilman Ince asked how the Jennings Lane intersection is different from the Chase
2 Lane and 400 West intersection. Mr. Randall responded that the Chase Lane intersection is not
3 skewed in the same way. Mr. Thacker also explained that the volume of traffic in the
4 north/south direction is much greater than east/west, whereas it is equally balanced on all four
5 legs at the Jennings/400 West intersection. Councilman McEwan made a **motion** to approve a
6 budget not to exceed \$10,000 for safety improvements to the Jennings Lane/400 West
7 intersection. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).
8 Councilwoman Mecham said she would like to see if there are projects within the city that could
9 be funded with State SNAP funds.

10
11 **DAVIS COUNTY NATURAL HAZARD PRE-DISASTER MITIGATION PLAN**
12

13 DeeEll Fifield, a consultant hired by Davis County, gave a presentation summarizing the
14 process and content of the 2016 Davis County Natural Hazard Pre-Disaster Mitigation Plan, and
15 answered questions from the Council. Chief Child pointed out that a lot of work has been done
16 in the city since the 2009 Pre-Disaster Mitigation Plan was put in place and goals were set.

17
18 Councilman Ince made a **motion** to approve Resolution No. 2016-26 approving the
19 2016 Davis County Natural Hazard Pre-Disaster Mitigation Plan. Councilwoman Mecham
20 seconded the motion. At 8:58 p.m. Mayor Cutler opened a public hearing.

21
22 Priscilla Todd, former Centerville Mayor – Ms. Todd asked if FEMA allows homes to be
23 built within 10 feet of the fault lines. She said at the time she was in office the city was told it
24 does not have the authority to regulate distance of homes from fault lines. Mr. Fifield responded
25 he does not think FEMA regulates that at all. He said determining where the fault runs can be
26 very difficult. Ms. Todd suggested the City at least consider applying pressure to have some
27 authority to do mitigation where documentation and proof is available.

28
29 Mr. Thacker responded that he remembers staff saying that development cannot occur
30 within 50 feet of the determined fault line. Councilwoman Fillmore said she would be interested
31 in more factual information regarding what the City is allowed to regulate. Mayor Cutler closed
32 the public hearing at 9:04 p.m. The motion to approve passed by unanimous vote (5-0).

33
34 **PROFESSIONAL SERVICES AGREEMENT RELATING TO ISLAND VIEW PARK**
35 **RENOVATION CONCEPTUAL PLANNING PHASE**
36

37 Lynn Keddington, Parks and Recreation Committee Chair, explained the request for
38 approval of a professional services agreement relating to the Island View Park Renovation. The
39 Parks Committee has held the first focus group with citizens, and made progress regarding what
40 is wanted at Island View Park. The Parks Committee would like to apply for Federal grant funds
41 allocated by the State to help with the project, and a realistic budget will be necessary to submit
42 an application. Mr. Thacker and Mayor Cutler expressed confidence in the professional ability
43 of Dan Sontagg, landscape architect with MGB+A.

44
45 Councilwoman Ivie said she feels the city is rushing and not looking at the whole picture.
46 She said Centerville has a massive cemetery problem, and until the Council decides whether
47 some of the park space will be used for cemetery space, professional services seem premature.
48 Mr. Keddington responded that Island View Park has already benefited from Land and Water
49 Grant funds, which restricts uses of the property. Existing park use cannot change without
50 running the risk of having to refund previous grant funds. Mr. Keddington added that a portion
51 of the Park could be exempted from the application if desired. He offered to obtain clarification
52 of the requirements of previous grants. Moving forward now would allow the city to be ready to

1 submit an application in February of next year, although a grant award decision would not be
2 made until about a year later, according to Mr. Keddington. Councilman Ince asked if cemetery
3 space could be integrated into the grant application. The Council discussed the desire to visit
4 Island View Park and other potential property for cemetery expansion.

5
6 The professional services agreement would be funded by RAP Tax revenue.
7 Councilwoman Fillmore made a **motion** to approve an agreement for landscape architect
8 services with MGB+A, in the amount of \$5,900, for preparation of a schematic site plan and cost
9 estimate. Councilman Ince seconded the motion, which passed by unanimous vote (5-0).

10
11 The Council took a break at 9:18 p.m. and returned at 9:33 p.m.

12
13 **CONTINUE DISCUSSION REGARDING POTENTIAL USES OF RAP TAX REVENUE**
14

15 Councilwoman Fillmore made a **motion** to table discussion of potential uses of RAP Tax
16 revenue to the next Council meeting. Councilman McEwan expressed a preference to discuss
17 RAP Tax revenue use, since the funds are currently being used in a nickel and dime fashion.
18 The motion died for lack of a second. Mr. Thacker said he presumes the Council is willing to go
19 forward with the next two phases of the Community Park Expansion. Councilman Ince
20 responded that the biggest decision that needs to be made is whether or not to borrow money
21 internally to complete the work sooner. He said he can see a substantial benefit to doing the
22 work sooner rather than later. Mayor Cutler said he intends to request a low-interest loan from
23 the South Davis Recreation Board. Mr. Thacker stated that staff can evaluate and make a
24 recommendation regarding the possibility of internal loans. Councilman McEwan commented
25 that organizations are waiting to hear how the money will be allocated. Councilwoman Fillmore
26 said she is comfortable with the numbers suggested by Councilman Ince at the last discussion.
27 Mayor Cutler said he would like the allocation to have a little flexibility, tentatively going with
28 85% for parks and trails, up to 10% for various performing arts organizations and facilities, and
29 up to 5% for the Whitaker Capital Improvement Plan. Councilman McEwan said he would
30 approve 85% for parks and trails, 10% for the Whitaker Museum, and 5% for CenterPoint. Mr.
31 Thacker reported to the Council that CenterPoint did not receive a RAP Tax grant from Bountiful
32 City. Mayor Cutler said he would like to see the Council make a significant commitment that
33 reflects a desire to keep the theatre facility in great shape. Councilwoman Fillmore pointed out
34 that visitors to the theatre facility help pay for the building by spending money in the community
35 and increasing RAP Tax collection. She said the Whitaker Museum is valuable to the
36 community, but the Council needs to do an impartial analysis taking the value of the buildings
37 and the number of people reached into account to justify the allocation.

38
39 Councilman McEwan said he feels the Council should look at it in terms of priorities –
40 the park is free access to everyone, the theatre is not. Councilman Ince asked if CenterPoint
41 could be encouraged to host some kind of free event for Centerville residents. Mayor Cutler
42 commented that Centerville Junior High is allowed to produce performances at the facility,
43 recognizing that it is a public facility. The Mayor also commented that the Fairytale Festival is
44 viewed as a gift to the community. Councilman McEwan stated that parks are the highest
45 priority. The theatre is viable, and the Whitaker Museum has been on hold while the theatre has
46 received RAP Tax funds. Councilwoman Ivie said she feels it is important to address the
47 safety/liability concerns at the Whitaker Museum right away. The Council discussed possible
48 allocation formulas.

49
50 Councilman McEwan made a **motion** to approve the following distribution of RAP Tax
51 revenue: 85% to parks and trails, 5% to Whitaker Museum with emphasis on safety issues, 5%
52 to theatre related projects, and 5% for contingency on a project-to-project basis. Councilman

Ince seconded the motion, which passed by unanimous vote (5-0). Mr. Thacker commented that the HVAC service contract for the theatre facility is equal to approximately 5% of estimated RAP Tax revenue.

MAYOR'S REPORT

- Mayor Cutler informed the Council that a helpful video is available online explaining the proposed Davis County property tax increase.
- The Mayor complimented Jacob Smith, Assistant to the City Manager, for his efforts in putting together the most recent metrics packet.

CITY MANAGER'S REPORT

Mr. Thacker presented two preliminary concept designs for the Parrish Lane and I-15 interchange, and described measures suggested by UDOT that might improve traffic congestion along the Parrish Lane corridor in the short term.

MISCELLANEOUS BUSINESS

The Council discussed the idea of putting a mausoleum on the east side of the cemetery, along the 700 East right-of-way. The Council discussed the proposed fieldtrip to Island View Park and other potential property for cemetery expansion, and expressed a desire to meet in a work session to discuss the cemetery prior to the regular meeting on November 15th.

APPOINTMENTS

Mayor Cutler recommended the Council reappoint Lynn Keddington to the Parks and Recreation Committee. Councilwoman Fillmore made a **motion** to reappoint Lynn Keddington to the Parks and Recreation Committee. Councilman Ince seconded the motion, which passed by unanimous vote (5-0).

Mayor Cutler recommended reappointing Jeannie Randall to the Landmarks Commission, contingent on her willingness to serve another term. Councilwoman Ivie made a **motion** to reappoint Jeannie Randall to the Landmarks Commission, contingent on her willingness to serve another term. Councilman McEwan seconded the motion, which passed by unanimous vote (5-0).

Mayor Cutler recommended the Council appoint Kathy Helgeson to the Planning Commission. Councilwoman Ivie expressed a desire to meet with Ms. Helgeson prior to approving the appointment. Councilwoman Fillmore said she respects the Mayor's role in choosing appointees, and made a **motion** to appoint Kathy Helgeson to the Planning Commission. Councilman Ince seconded the motion. Councilwoman Ivie repeated that she would rather meet Ms. Helgeson first. Councilman McEwan asked if the appointment could be tabled to allow Council members time to be confident in their role of "advice and consent". Mayor Cutler said he is uncomfortable setting a precedent that candidates need to appear and make their case before the Council. The Council discussed the recommended appointment. Mayor Cutler suggested Council members speak with Ms. Helgeson independently. The motion failed (2-3), with Council members Fillmore and Ince in favor and Council members Ivie, McEwan, and Mecham abstaining. The recommended appointment will be reconsidered at a future meeting.

ADJOURNMENT

At 10:41 Councilwoman Ivie made a **motion** to adjourn the meeting. Councilwoman Fillmore seconded the motion, which passed by unanimous vote (5-0).

Marsha L. Morrow, City Recorder

Date Approved

Katie Rust, Recording Secretary

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
11/15/2016**

Item No. 2.

Short Title: General Plan Amendments -West Centerville Neighborhood Plan - Removing Industrial Very-High Zoning District - Section 12-480-6

Initiated By: Centerville City, Applicant

Scheduled Time: 7:10

SUBJECT

Consider General Plan Amendments regarding Section 12-480-6, West Centerville Neighborhood Plan, Goal 1, Objective 1.I., removing the I-VH (Industrial Very-High) Zoning District from the extreme southeast area of the Centerville Business Park District - Ordinance No. 2016-24

RECOMMENDATION

Approve Ordinance No. 2016-24 amending Section 12-480-6, West Centerville Neighborhood Plan, Goal 1, Objective 1.I., removing the I-VH (Industrial Very-High) Zoning District from the extreme southeast area of the Centerville Business Park District based on the findings recommended by the Planning Commission as set forth in the Staff Report.

BACKGROUND

On July 27, 2016, the Planning Commission reviewed and recommended approval of proposed General Plan amendments to Section 12-480-6, Goal 1, Objective 1.I., of the West Centerville Neighborhood Plan removing the I-VH (Industrial Very-High) Zoning District from the extreme southeast area of the Centerville Business Park District. On August 16, 2016, the City Council reviewed and held a public hearing on this matter. After closing the public hearing, the City Council tabled action on this matter until the September 20, 2016 meeting. On September 20, 2016, the Council tabled action on this matter to the first meeting in November, then tabled it again without discussion (no specific date given). The earlier Staff Transmittal Report for this matter is attached.

ATTACHMENTS:

Description

- ☐ Ordinance No. 2016-24-West Centerville
- ☐ West Centerville I-VH Zoning Map
- ☐ 9-20-2016 CC minutes (page 8)
- ☐ 08-16-16-CC Transmittal Report
- ☐ 08-16-2016 CC minutes pgs 4-6
- ☐ 07-27-2016 PC Staff Report GP Amend., I-VH in West Centerville Neighborhood Plan
- ☐ 07-27-2016 PC minutes (pgs 1-5)

ORDINANCE NO. 2016-24

AN ORDINANCE AMENDING GOAL 1, OBJECTIVE 1.I. OF SECTION 12-480-6 OF THE CENTERVILLE CITY GENERAL PLAN TO REMOVE THE INDUSTRIAL VERY-HIGH ZONING DISTRICT IN THE EXTREME SOUTHEAST AREA OF THE CENTERVILLE BUSINESS PARK DISTRICT OF THE WEST CENTERVILLE NEIGHBORHOOD PLAN

WHEREAS, the City Council has previously enacted Section 12-480-6 of the Centerville City General Plan providing a comprehensive guide to future physical land use patterns and desired goals and objectives for the development of the West Centerville Neighborhood (“West Centerville Neighborhood Plan”); and

WHEREAS, the West Centerville Neighborhood Plan provides specific goals and objectives for the development of the extreme southeast area of the Centerville Business Park District of the West Centerville Neighborhood Plan as set forth in Goal 1, Objective 1.I. of Section 12-480-6; and

WHEREAS, the City Council desires to amend the objectives and provisions of the West Centerville Neighborhood Plan to remove the Industrial Very-High Zoning District in the extreme southeast area of the Centerville Business Park District as more particularly provided herein; and

WHEREAS, the City Council has determined that the proposed amendments to the West Centerville Neighborhood Plan are in the best interest of the public; and

WHEREAS, the City is authorized to enact and amend provisions of the Centerville City General Plan pursuant to specific statutory authority, including, but not limited to *Utah Code Ann.* §§ 10-9a-401, *et seq.*, as amended, and *Utah Code Ann.* § 10-8-84, as amended; and

WHEREAS, all required notice and public hearings have been held before the Planning Commission and City Council regarding these proposed amendments to the City General Plan.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF CENTERVILLE CITY, STATE OF UTAH, AS FOLLOWS:

Section 1. Amendment. Goal 1, Objective 1.I of Section 12-480-6 of the West Centerville Neighborhood Plan regarding Industrial Very-High Zoning District in the extreme southeast area of the Centerville Business Park District is hereby amended to read in its entirety as follows:

- 1.I. ~~Remove~~ ~~Reconfigure~~ the Industrial Very-High Zoning District in ~~the~~ extreme southeast area ~~from this area of the Centerville Business Park District. -and amend Section 12-36 Table of Land Uses (Zoning Ordinance) to allow the existing heavy industry uses, subject to a conditional use permit review.~~

Section 2. Findings. The amendments to the General Plan as set forth herein are based on the following findings:

a. The proposed General Plan amendments meet the requirements found in Section 12-21-070(d) of the Zoning Code in relation to the general procedures.

b. The current use of Industrial-Very High was found to be incompatible to the surrounding neighborhoods and to the future goals for the West Centerville Neighborhood Plan [Sections 12-21-070(d)(vi), 12-480-6(1.)]

c. The proposed General Plan amendments meet the approval standards found in Section 12-21-070(e) and 12-21-060(a)(2)(A) of the Zoning Code for a comprehensive decision based on: incompatible development, does not promote the public interest for future uses, does not promote the public interest or general welfare.

Section 3. Severability. If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

Section 4. Effective Date. This Ordinance shall become effective upon publication or posting, or thirty (30) days after passage, whichever occurs first.

PASSED AND ADOPTED BY THE CITY COUNCIL OF CENTERVILLE CITY, STATE OF UTAH, THIS 1st DAY OF NOVEMBER, 2016.

CENTERVILLE CITY

By: _____
Mayor Paul A. Cutler

ATTEST:

Marsha L. Morrow, City Recorder

Voting by the City Council:

	“AYE”	“NAY”
Councilmember Fillmore	_____	_____
Councilmember Ince	_____	_____
Councilmember Ivie	_____	_____
Councilmember McEwan	_____	_____
Councilmember Mecham	_____	_____

Centerville City Zoning Map



1 A majority of the Council appeared to agree that further discussion of Main Street could
2 be one of the Council's goals for next year.

3
4 **GENERAL PLAN AMENDMENTS – WEST CENTERVILLE NEIGHBORHOOD PLAN –**
5 **REMOVING INDUSTRIAL VERY-HIGH ZONING DISTRICT – SECTION 12-480-6**
6

7 Councilman McEwan made a **motion** to table this issue to the first meeting in January
8 2017. Councilwoman Mecham seconded the motion. Councilman Ince said he is ready to vote
9 now, and he thinks 2017 is too far out. Councilman Ince made a **motion to amend** the motion
10 to table to the first meeting in November 2016. Councilman McEwan seconded the motion to
11 amend, which passed by majority vote (4-1), with Councilwoman Fillmore dissenting. The
12 amended motion passed by majority vote (4-1), with Councilwoman Fillmore dissenting.
13

14 **MUNICIPAL CODE AMENDMENTS – TITLE 10, CHAPTER 3 – CONSTRUCTION**
15 **CODES – ORDINANCE NO. 2016-25**
16

17 The State of Utah has adopted newer editions of the International Construction Codes.
18 The City is required to adopt and enforce such State adopted Construction Codes. Councilman
19 McEwan made a **motion** to adopt Ordinance No. 2016-25, Centerville Municipal Code
20 Amendments to Title 10, Chapter 3, regarding Construction Codes. Councilman Ince seconded
21 the motion, which passed by majority vote (4-1), with Councilwoman Ivie dissenting.
22

23 **FINANCIAL REPORT**
24

25 Mr. Thacker presented a financial report for the first two months of FY 2017, and
26 answered questions from the Council. The Council discussed the possibility of setting specific
27 guidelines for putting together the invitation list for the annual volunteer dinner next year.
28

29 **MAYOR'S REPORT**
30

- 31
- 32 • Mayor Cutler informed the Council of a serious accident involving a cyclist that
33 occurred on the Frontage Road. Council members expressed a desire to be
34 informed of any significant emergency response incident that occurs in the
35 community.
 - 36 • UIA/UTOPIA Interim Financial Reports are included in the staff report on
37 NovusAgenda.
 - 38 • Mayor Cutler updated the Council on the Council Chambers sound issue, and the
39 City Hall lobby project.

40 **CITY COUNCIL LIAISON REPORT**
41

42 Councilman Ince updated the Council on Citizen Corps Council/Emergency
43 Management activities. He admitted he is struggling to understand his role as liaison to the
44 Davis Chamber of Commerce. Steve Thacker and Mayor Cutler responded that a Council
45 liaison is appointed because the City pays a membership fee. There is no set expectation.
46

47 **CITY MANAGER'S REPORT**
48

- 49
- 50 • City Manager Thacker presented suggestions for the sidewalk open house
51 scheduled for October 5th. The arborist invited to attend is not available that night.
52 The Council agreed that an arborist could be involved later in the process.

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

PLANNING COMMISSION TRANSMITTAL REPORT

**APPLICANT: CENTERVILLE CITY COUNCIL
C/O PAUL CUTLER, MAYOR
250 NORTH MAIN STREET
CENTERVILLE, UTAH 84014**

**APPLICATION: GENERAL PLAN TEXT AMENDMENTS FOR SECTION 12-
480-6(1.I.) REMOVE THE INDUSTRIAL-VERY HIGH ZONE
FROM THE WEST CENTERVILLE NEIGHBORHOOD PLAN**

**PC RECOMMENDATION: AFFIRM – TO REMOVE THE INDUSTRIAL-VERY
HIGH ZONE FROM THE WEST CENTERVILLE
NEIGHBORHOOD PLAN**

BACKGROUND

The Planning Commission and City Council have been concerned with uses allowed within the Industrial-Very High Zone not being in harmony with the future of the West Centerville Neighborhood. At the March 23, 2016 Planning Commission/City Council Work Session, the idea of eliminating this zone was reviewed. According to the meeting minutes, Councilwoman Fillmore stated that her greatest concern is that a heavy industrial use will expand in a way that conflicts with what is desired. She suggested putting something in place that prevented undesirable expansions and believed that a solid Ordinance would be beneficial in the future. Chair Hirschi commented that a focus south of Parrish Lane should be a continuation of what is happening now, which is a mixture of office space, residential, entertainment and business space. He also suggested the possibility of some mixed-use or residential transitioning into West Bountiful. Mr. Hirschi finally pointed out the west side is a positive, desirable location transportation wise, with two freeway accesses.

Mr. Snyder suggested if the Planning Commission and City Council desired this change, that the General Plan should be amended to remove heavy industrial uses. It was then decided by the group that this would be a goal for 2016 and be addressed by City staff.

SUMMARY OF PLANNING COMMISSION'S ACTIONS, MOTION, AND VOTE

On July 27, 2016, the Planning Commission received a report on the proposed amendment, held a public hearing, and debated the matter. Overall, it appears that the Commission was comfortable with moving forward with eliminating the goal regarding the future allowance of Heavy Industrial uses. However, many Commissioners expressed concerns about the timing of actually rezoning such properties in an upcoming meeting of the Commission. The Commission acknowledged that such debate about rezoning would be held separately in a

near future meeting. Therefore, the Commission recommended to amend the General regarding Section 12-480-6(1.I.) and re-write it as follows:

“12-480-6(1.I.) Remove the Industrial-Very High Zoning District in the extreme southeast area from this area of the Centerville Business Park District.”

SUGGESTED REASONS FOR THE ACTION:

1. *The proposed amendment meets the requirements found in Section 12-21-070(d) of the Zoning Ordinance in relation to the general procedures.*
2. *The current use of Industrial-Very High was found to be incompatible to the surrounding neighborhoods and to the future goals for the West Centerville Neighborhood Plan [Sections 12-21-070(d)(vi), 12-480-6(1.)]*
3. *The proposed General Plan Amendment meets the approval standards found in Section 12-21-070(e) and 12-21-060(a)(2)(A) of the Zoning Ordinance for a comprehensive decision based on: incompatible development, does not promote the public interest for future uses, does not promote the public interest or general welfare.*
4. *The remaining uses found within the I-VH Zone may continue to operate as is, following the nonconforming standards in Chapter 12-22 of the Zoning Ordinance.*

Planning Commission Vote (4-1):

Commissioner	Yes	No	Not Present
Hirschi (Chair)			X
Hirst			X
Johnson		X	
Kjar	X		
Daley	X		
Hayman	X		
Wright	X		

LIST OF PREVIOUS PLANNING COMMISSION MEETINGS

- JULY 27, 2016 Planning Commission Meeting

proceeds from the reversal would have to be used for fire agency purposes. However, she said a reversionary clause could be added to the agreements if the Council feels it is necessary.

Councilman McEwan made a **motion** to approve the transfer of approximately 0.74 acres of real property for Fire Station No. 83 located at 125 South Main Street to the South Davis Metro Fire Service Area and authorize Mayor Cutler to sign and execute a special warranty deed transferring the land; Parcel Nos. 02-102-0012 and 02-102-0013. The motion was seconded by Councilman Ince which passed by unanimous vote (5-0).

PUBLIC HEARING - GENERAL PLAN AMENDMENTS - WEST CENTERVILLE NEIGHBORHOOD PLAN - REMOVING INDUSTRIAL VERY-HIGH ZONING DISTRICT - SECTION 12-480-6 - Consider General Plan Amendments regarding Section 12-480-6, West Centerville Neighborhood Plan, Goal 1, Objective 1.I., removing the I-VH (Industrial Very-High) Zoning District from the extreme southeast area of the Centerville Business Park District - Ordinance No. 2016-23

Cory Snyder, Community Development Director, reported the Planning Commission and City Council have been concerned with uses allowed within the Industrial-Very High (I-VH) Zone not being in harmony with the future of the West Centerville Neighborhood and set a goal to revisit the West Neighborhood Plan. The Commission has recommended approval of a General Plan Amendment to eliminate I-VH from the West Centerville Neighborhood. Mr. Snyder explained this is only step one of the process. Step two would include a Zone Map amendment. The Commission was only comfortable approving the General Plan amendment. They were not comfortable amending the zoning map until a better plan for the future is established. The General Plan is a policy not an ordinance and eliminating the I-VH Zone from the General Plan simply shows a desire for future planning; it does not set a zoning map regulation. Mr. Snyder provided the history of the I-VH Zone and how it was amended in 2008 to allow Syro Steel to continue their use in a way that would eliminate some of the concerns related to their manufacturing process. In addition, the 2008 amendments provided for commercial uses and brought about the current mixture of uses on the west side, thus changing the essence of the neighborhood. He said it is now the Council's job to review the proposed General Plan amendment and decide if the Commission should move forward with a Zone Map amendment.

Mr. Snyder reviewed the few current uses located within the I-VH Zone. He said to his knowledge and according to the definition of an I-VH use, none of the businesses are actually performing an I-VH operation at this time. He said Syro Steel has currently put their manufacturing processes on hold and are only warehousing products. However, this does not mean they won't restart their manufacturing processes in the future. He explained a General Plan amendment will not render any of these uses nonconforming, that would come with the Zone Map amendment.

1 Mayor Cutler opened the public hearing.

2
3 Bob Mason, Masco Property, said he is one of those businesses owners located in the I-
4 VH Zone. He said he started his business in east Centerville in the 1970's but was later pushed to
5 the west side due to a City rezone. He agreed the future of West Centerville does not include
6 industrial uses but said he does not want his ability to do business limited. He said there is no
7 plan or vision for the future of this area and he believes it is premature for the City to make
8 changes until that plan is established. He said if there is no vision then the zone should be left
9 alone. He said the market should dictate the change, not the City. He said Syro Steel may only be
10 warehousing at this time but if a change in use is on the horizon it may push them to restart their
11 manufacturing processes in order to maintain their rights. He said he is okay with a General Plan
12 amendment but is strongly opposed to a Zone Map amendment. He said he has been told the
13 Zone Map amendment will not happen, but he is skeptical. He believes the whole process would
14 be better received if a full plan was established. He said a zone change will only limit property
15 rights. He said once a plan is established then the City could look for a developer that is
16 interested which in turn would bring about the zoning change. He said the City is trying to make
17 a change in hopes of a new vision, which he believes is not the best approach.

18
19 John Marsh, Bountiful resident, discussed air quality issues with regard to industrial uses.
20 He said citizens rely on the permit and zoning process to ensure air quality. He said he is not in
21 favor of high industrial uses within city boundaries.

22
23 Seeing no one else wishing to comment, Mayor Cutler closed the public hearing.

24
25 Lisa Romney, City Attorney, read the definition for Industrial-High and Industrial Very-
26 High and reviewed both the permitted and conditional uses in each zone. She explained the
27 General Plan is a visionary document and will not change the zoning designation. This means
28 those uses that currently exists within the I-VH Zone can continue within a conforming status
29 with a General Plan amendment. If and when a Zone Map amendment is completed, then the I-
30 VH uses would become nonconforming, thus changing the right.

31
32 Councilwoman Fillmore said this General Plan amendment will provide a vision for
33 future ordinances. She said considering the neighbors in the West Neighborhood area and
34 concerns that have been voiced with regard to density, industrial uses, and possible residential
35 expansion this seems like an easy first step.

36
37 Councilwoman Fillmore made a **motion** to approve Ordinance No. 2016-23 amending
38 the General Plan to eliminate the I-VH Zone. The **motion died** for lack of a second.

39
40 Councilman Ince said he is not sure how he feels about this amendment and he would
41 like some more time to research the issue and call the effected property owners. He said it seems
42 dramatically unfair to ask these long standing current businesses to move out. He said he is

uncomfortable with the idea of taking away their current rights and he is not ready to vote on this issue.

Councilwoman Ivies said some residents have stated they would rather have Syro Steel than more high-density housing in this area. She agreed more research is warranted.

Councilman McEwan said the City must be conscientious of those already in the community. He said this feels like encroachment on current businesses. He said he would like to see a planning processes that provides a cohesive direction for all of Centerville, not just north Centerville, south Centerville, or West Centerville.

Mayor Cutler said, it is his opinion, the City Council is responsible to set a vision and establish that vision in the General Plan. He believes it is appropriate to set a long-term goal within the General Plan that there should be a different direction for the West Neighborhood. He agreed there are challenges on how to proceed but believes the General Plan is a good place to start. He agreed I-VH uses are not envisioned for the future of West Centerville. He also agreed that holding off on a Zone Map amendment at this time is appropriate.

Councilwoman Fillmore said the City Council set a goal to look at the West Centerville Neighborhood. She too agreed that a Zone Map amendment does not need to be immediate, but that the General Plan amendment is acceptable.

Councilman Ince made a **motion** to table this item until the September 20, 2016 City Council meeting to allow time for further research and discussion. The motion was seconded by Councilman McEwan and passed by unanimous roll-call vote (5-0).

MAYOR'S REPORT

Mayor Cutler used this time to update the City Council on several items including the South Davis Metro Fire Service Area, the Tour of Utah Stage 5, and the UTOPIA/UIA financial reports.

CITY COUNCIL LIAISON REPORT – Councilwoman Ivie liaison report of the Landmarks Commission and the Whitaker Museum Board

Councilwoman Ivie used this time to update the Council on recent meetings and activities of the Landmarks Commission and the Whitaker Museum Board.

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

**STAFF REPORT
AGENDA: ITEM 1**

APPLICANT: CENTERVILLE CITY

APPLICATION: GENERAL PLAN TEXT AMENDMENTS FOR SECTION 12-480-6(1.I.) REMOVE THE INDUSTRIAL-VERY HIGH ZONE FROM THE WEST CENTERVILLE NEIGHBORHOOD PLAN

RECOMMENDATION: ACCEPT THE GENERAL PLAN AMENDMENTS AND RECOMMEND APPROVAL TO THE CITY COUNCIL

BACKGROUND

The Planning Commission and City Council have been concerned with uses allowed within the Industrial-Very High Zone not being in harmony with the future of the West Centerville Neighborhood. At the March 23, 2016 Planning Commission/City Council Work Session, the idea of eliminating this zone was reviewed. According to the meeting minutes, Councilwoman Fillmore stated that her greatest concern is that a heavy industrial use will expand in a way that conflicts with what is desired. She suggested putting something in place that prevented undesirable expansions and believed that a solid Ordinance would be beneficial in the future. Chair Hirschi commented that a focus south of Parrish Lane should be a continuation of what is happening now, which is a mixture of office space, residential, entertainment and business space. He also suggested the possibility of some mixed-use or residential transitioning into West Bountiful. Mr. Hirschi finally pointed out the west side is a positive, desirable location transportation wise, with two freeway accesses.

Mr. Snyder suggested if the Planning Commission and City Council desired this change, that the General Plan should be amended to remove heavy industrial uses. It was then decided by the group that this would be a goal for 2016 and be addressed by City staff.

CURRENT POLICIES

General Plan Section 12-430-3

...the best use of the land west of Interstate 15 in Centerville is for well-planned highway commercial, manufacturing, light industrial uses and permanent open space in addition to the existing heavier industrial and manufacturing uses already existing in the area.

General Plan 12-480-6(1.I)

Reconfigure the Industrial-Very High Zoning District in extreme southeast area and amend Chapter 12-36 Table of Land Uses (Zoning Ordinance), to allow the existing heavy industry uses, subject to a conditional use permit review.

Zoning Ordinance Table of Uses Allowed, Chapter 12-36

All uses allowed within the Commercial-High (C-H) Zone are also allowed within the Commercial-Very High, except for personal instruction services. Yet, only within the C-VH Zone is the use of heavy industry allowed with a conditional use permit.

Definitions, Chapter 12-12

Heavy Industry: An establishment engaged in basic processing and manufacturing of materials or products predominantly from extracted or raw materials; or use engaged in manufacturing processes utilizing flammable or explosive materials; or manufacturing processes which potentially involve hazardous or commonly recognized offensive conditions. Typical uses include chemical manufacturing and warehousing, dry ice manufacturing, fat rendering plants, fertilizer manufacturing, fireworks and explosives manufacturing and warehousing, petroleum refineries, pulp processing and paper products manufacturing, radioactive materials manufacture or use, slaughterhouses, steel works and tanneries.

GENERAL PLAN AMENDMENT REVIEW**Procedures for a General Plan Text Amendment, Section 12-21-070(d)(C)****Proposed Amendment to 12-480-6(1.I.), West Centerville Neighborhood**

12-480-6(1.I.) ~~Reconfigure~~ Remove the Industrial-Very High Zoning District in the extreme southeast area ~~and amend Section 12-36 Table of Land Uses (Zoning Ordinance) to allow the existing heavy industry uses, subject to a conditional use permit review.~~ from this area of the Centerville Business Park District.

Purpose

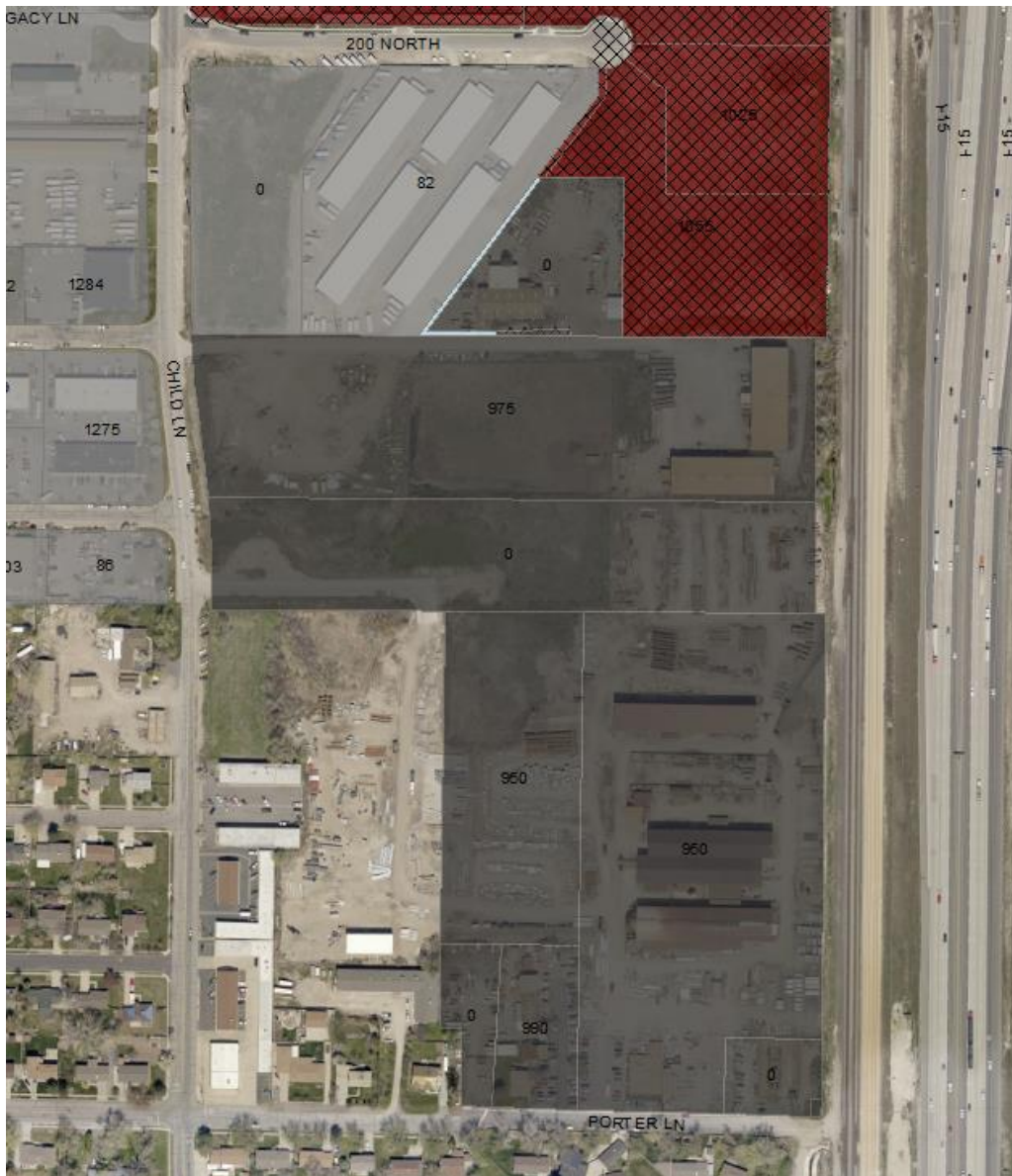
As stated previously, members of the City Council and Planning Commission have both expressed concern in relation to keeping the possibility of heavy industry in the I-VH Zone. If Syro Steel, or other business close and the properties remain zoned as it currently is, another heavy industrial company could utilize one of the sites. In reviewing the definition of heavy industry, these uses no longer seem suitable and appropriate for the West Centerville Neighborhood. Surrounding the area zoned for I-VH, the uses are lighter industrial, commercial and residential. The uses allowed in a I-VH Zone appear to be of a more dangerous nature and perhaps in need of additional buffering from other uses. In addition, if an accident occurred at the site of a business engaged in heavy industry, the effects could be long reaching, and have the potential of affecting many citizens. Therefore, staff agrees the use of heavy industry is no longer acceptable or feasible within Centerville.

Impacts

Staff reviewed the negative impacts if the use and zoning remained. Yet, there is also a negative impact for Syro Steel if the zoning is eliminated. This would render the property as even more non-conforming then it currently is. Syro would still be able to operate their business as long as they desire, and they would fall under the Nonconforming Chapter 12-22 in the Zoning Ordinance. This section controls expansion of nonconforming conditions while recognizing the interests of affected property owners. However, if Syro Steel desired to expand past the

allowable percentage or build a new facility in the same location, they would not be able to do so. The other parcels of land, which also appear to be nonconforming in some way, would also be affected if their current uses or future uses fall within the definition of heavy industry. Although in looking at each site not associated with Syro Steel, the current uses are not found to be heavy industry in nature.

Map of the affected area (I-VH Zone identified in dark grey)



Approval Standards for a General Plan Text Amendment, Section 12-21-070(e)

An amendment to the General Plan is considered legislative and must be reviewed and a decision rendered by the City Council. This comes after the Planning Commission has reviewed the proposal and made a recommendation to the City Council. By amending the General Plan to remove heavy industry and the I-VH Zone, staff believes the future interest, safety and welfare of the citizens of Centerville and West Bountiful will be addressed. It will also help to make the necessary steps to enhance the perceived value of the West Centerville Neighborhood and the adjoining West Bountiful neighborhoods. This amendment will encourage future development that it is more compatible with existing and desired surrounding development. In other words, this change to the General Plan is the first step of Centerville City to encourage appropriate future use and development in the West Centerville Neighborhood.

PLANNING STAFF RECOMMENDATIONS

PROPOSED ACTION: I hereby make a motion for the Planning Commission to accept the General Plan Amendment and recommend approval to the City Council regarding Section 12-480-6(1.I.), as described:

12-480-6(1.I.) *Remove the Industrial-Very High Zoning District in the extreme southeast area from this area of the Centerville Business Park District.*

SUGGESTED REASONS FOR THE ACTION:

1. The proposed amendment meets the requirements found in Section 12-21-070(d) of the Zoning Ordinance in relation to the general procedures.
2. The current use of Industrial-Very High was found to be incompatible to the surrounding neighborhoods and to the future goals for the West Centerville Neighborhood Plan [Sections 12-21-070(d)(vi), 12-480-6(1.)]
3. The proposed General Plan Amendment meets the approval standards found in Section 12-21-070(e) and 12-21-060(a)(2)(A) of the Zoning Ordinance for a comprehensive decision based on: incompatible development, does not promote the public interest for future uses, does not promote the public interest or general welfare.
4. The remaining uses found within the I-VH Zone may continue to operate as is, following the nonconforming standards in Chapter 12-22 of the Zoning Ordinance.

1
2 **PLANNING COMMISSION MINUTES OF MEETING**

3 **Wednesday, July 27, 2016**

4 **7:00 p.m.**

5
6 A quorum being present at Centerville City Hall, 250 North Main Street, Centerville,
7 Utah. The meeting of the Centerville City Planning Commission was called to order at 7:00 p.m.

8
9 **MEMBERS PRESENT**

10 Kevin Daly

11 Becki Wright

12 Logan Johnson, Vice Chair

13 Cheylynn Hayman

14 Scott Kjar

15
16 **MEMBERS ABSENT**

17 David Hirschi, Chair

18 Gina Hirst

19
20 **STAFF PRESENT**

21 Cory Snyder, Community Development Director

22 Brandon Toponce, Assistant Planner

23 Lisa Romney, City Attorney

24 Kathy Streadbeck, Recording Secretary

25
26 **VISITORS**

27 Interested Citizens

28
29 **PLEDGE OF ALLEGIANCE**

30
31 **OPENING COMMENT/PRAYER**

Kevin Daly

32
33 **MINUTES REVIEW AND APPROVAL**

34
35 The minutes of the Planning Commission meeting held July 13, 2016 were reviewed and
36 amended. Commissioner Daly made a **motion** to approve the minutes as amended. The motion
37 was seconded by Commissioner Wright and passed by unanimous roll-call vote (5-0).

38
39 **PUBLIC HEARING | GENERAL PLAN AMENDMENT FOR THE WEST**
40 **CENTERVILLE NEIGHBORHOOD PLAN - Consider the General Plan Amendment**
41 **regarding Section 12-480-6, West Centerville Neighborhood Plan, Goal 1, Objective 1.I.,**
42 **reconsidering whether the I-VH (Industrial-Very High) Zoning District should continue in**
43 **the future for this neighborhood. Centerville City, Applicant.**
44

Brandon Toponce, Assistant Planner, reported the Planning Commission and City Council have been concerned that the intensity of uses allowed within the Industrial-Very High (I-VH) Zone are no longer in harmony with the future of the West Centerville Neighborhood. At a previous work session (March 23, 2016) the Commission and Council discussed the idea of eliminating the I-VH Zone. During the work session concerns were raised that the I-VH uses conflict with future desires and that a continued mixture of office space, residential, entertainment, and business space may be best for West Centerville. Mr. Toponce reviewed the current policies for the West Centerville Neighborhood and the definition for the I-VH Zone. He also reviewed current existing uses and businesses within the I-VH Zone and how they may be affected by a change to the ordinance. He also reviewed possible impacts to the current surrounding mixed-uses if I-VH is maintained. Given the recent development of commercial and residential in West Centerville, staff agrees the I-VH Zone may no longer be feasible. The elimination of the I-VH Zone may help enhance the perceived value of the West Centerville and West Bountiful neighborhoods. It will also encourage future development that is more compatible with existing and desired future development. Mr. Toponce reviewed the proposed amendment to the General Plan eliminating the I-VH Zone from the southeast area of the Centerville Business Park District.

Cory Snyder, Community Development Director, said this is only step one of the process. He explained the General Plan is a policy not an ordinance. Eliminating the I-VH Zone from the General Plan simply shows a desire for future planning; it does not set a zoning map regulation. To ultimately eliminate the I-VH Zone from West Centerville a Zone Map Amendment will need to be completed. At this time, the City has not researched all the pros and cons of an amendment to the Zoning Map and does not have a specific goal in mind. This is a process that requires extensive study and planning. He said it could be argued that a General Plan amendment at this time is premature because there is not a set Zoning Map plan as of yet. However, if the I-VH is eliminated from the General Plan at this time then it would help discourage any future heavy industrial uses from locating in West Centerville until a full zone map planning process is completed or a better vision is foreseen as driven by the market. If the I-VH is eliminated the default zone could fall to Industrial-High (I-H). Mr. Snyder discussed current uses within the I-VH Zone. He explained there are a few businesses located in the I-VH Zone but that only one (Syro Steel), to this knowledge, is conducting business in a manner consistent with the Heavy Industry definition. The other businesses are less intense and their uses could possibly fall under the I-H Zone. In this one instance (Syro Steel), eliminating the I-VH Zone would create a non-conforming use after a Zone Map Amendment is completed. However, all the businesses within the I-VH Zone have the right to use their property according to I-VH definition at this time.

Vice Chair Johnson opened the public hearing.

Mark Green said he has owned a business in the I-VH Zone in West Centerville since 1978. He said this is the fifth time the City has asked him to leave. He said his company has

1 supplied all the water pipes and road materials for the City over the years and he does not
2 appreciate being pushed out. He said I-VH should not be eliminated. He said the City talks about
3 negative impacts of the I-VH Zone, but he said it is him that has been negatively impacted by
4 current development. He said this is unfair and it won't matter if the I-VH Zone is stricken from
5 the books because it is clear that industrial uses are not wanted and there is no industrial business
6 that would relocate to Centerville given recent developments, i.e., residential and commercial
7 uses. He said the City has put him in a position where he cannot get a reasonable return on his
8 property. He felt it will take significant money to make his relocation possible and the City is
9 limiting his options. He agreed that his business no longer fits in West Centerville but he does
10 not appreciate being forced out of the City, nor does he appreciate that his property value is
11 being diminished. He said if Centerville wants him to go, then the City will need to think big and
12 encourage big money to move in.

13
14 Richard Rowe said his small business also resides in the I-VH Zone. He said his business
15 has served him well and he had hoped it would also provide him retirement once sold or
16 redeveloped, but if the I-VH Zone is eliminated then so is his retirement. He agreed that it
17 doesn't matter what the zoning designation is because Centerville has already made it clear to
18 industrial companies that they are not wanted. He said this makes it difficult to turn over a
19 business. He agreed it will take big incentives and big money to make any redevelopment
20 worthwhile. He asked the Commission to consider the negative effects this type of decision
21 makes on those that have been here for many years, who have put their blood, sweat, and tears
22 into Centerville, and not just those that might come in the future.

23
24 Bob Mason questioned what types of zones could replace the I-VH if eliminated. He said
25 the City claims there is not a plan for the West Centerville Zoning Map and yet it is listed as an
26 agenda item for the Planning Commission to discuss in a couple weeks. He said if there is not a
27 plan then the General Plan should not be amended at this time and if a zone map amendment
28 truly takes time to study then it should not already be listed on a future agenda.

29
30 Seeing no one else wishing to speak, Vice Chair Johnson closed the public hearing.

31
32 Mr. Snyder said a possible Zone Map Amendment discussion is already listed on a future
33 Commission agenda in order to meet noticing requirements. This was simply in anticipation that
34 the Council may direct the Commission to discuss this issue further after tonight's General Plan
35 decision moves forward to the City Council for final approval. The agenda item may or may not
36 move forward but the posting of the future agenda item will allow the beginning of the zone map
37 amendment process if needed. He reminded the Commission and the public that a Zone Map
38 Amendment will include additional public hearings and encouraged additional public comments
39 at those times.

1 Vice Chair Johnson clarified that tonight's decision is regarding the General Plan, a
2 future visionary policy. He said eliminating the I-VH from the General Plan simply shows that
3 Centerville no longer envisions I-VH in the future for this area. Mr. Snyder agreed. He said the
4 assumption is that the I-H Zone would replace the I-VH Zone until a map amendment process
5 can be completed. The City has yet to know what the best vision and subsequent zoning for this
6 area of the City would be. After research and discussions, it may be found that I-H is also not the
7 best vision for this area, this is the beauty of the process.

8
9 Lisa Romney, City Attorney, asked how the Syro Steel use is currently nonconforming.
10 Cory Snyder stated that they are not currently nonconforming. Ms. Romney then explained that
11 Syro Steel is a conditional use as a "heavy industrial" use in the Industrial Very-High Zone under
12 the current Table of Uses. So, even if Syro closed, another user could take over the use or apply
13 for a new condition use under current zoning. She also reminded the Commission that this is a
14 two-step process. Right now, the Planning Commission is only reviewing the proposed General
15 Plan amendment to eliminate language regarding Industrial Very-High uses and zoning in West
16 Centerville. Even if the General Plan amendment is adopted by the City, a separate application
17 would have to be processed and considered for any Zoning Map amendment to change the actual
18 zoning of the subject properties.

19
20 Commissioner Hayman agreed that West Centerville has changed in such a way that it is
21 clear that I-VH is no longer compatible nor desired. She questioned if the General Plan could be
22 amended at this time to clarify this vision but the Zone Map amendment put on hold until there is
23 a better understanding of what may be best in the future. She said this would allow current
24 property owners to continue as desired and perhaps give the City time to see where the market
25 may lead. Mr. Snyder said it is likely the Council will direct staff and the Commission to
26 continue on with the zone map amendment, but that process could lead to no changes.

27
28 Commissioner Kjar agreed it is clear that heavy industrial uses are no longer desired in
29 West Centerville and agreed it is not likely any industrial business would choose to locate here
30 even if allowed. In this regard, he questioned if it is even necessary to amend the General Plan at
31 this time. However, he also understands that amending the General Plan will help facilitate
32 possible future goals. He said he is sensitive to current property owners and wants to make sure
33 that any change is not prejudiced.

34
35 Lisa Romney, City Attorney, suggested that amendments should also be made to Section
36 12-430-3 of the General Plan. Cory Snyder responded that Section 12-430-3 is only addressing
37 existing conditions and that in his opinion no amendments are needed to this section.

38
39 Vice Chair Johnson made a **motion** for the Planning Commission to accept the General
40 Plan Amendment and recommend approval to the City Council regarding Section 12-480-6(1.I.),
41 as described:

12-480-6(1.I.) Remove the Industrial-Very High Zoning District in the extreme southeast area from this area of the Centerville Business Park District.

Reasons for the Action:

1. The proposed amendment meets the requirements found in Section 12.21.070(d) of the Zoning Ordinance in relation to the general procedures.
2. The current use of Industrial-Very High was found to be incompatible to the surrounding neighborhoods and to the future goals for the West Centerville Neighborhood Plan [Sections 12.21.070(d)(vi), 12-480-6(1.)]
3. The proposed General Plan Amendment meets the approval standards found in Section 12.21.070(e) and 12.21.060(a)(2)(A) of the Zoning Ordinance for a comprehensive decision based on: incompatible development, does not promote the public interest for future uses, does not promote the public interest or general welfare.
4. The remaining uses found within the I-VH Zone may continue to operate as is, following the nonconforming standards in Chapter 12.22 of the Zoning Ordinance.

The motion was seconded by Commissioner Hayman.

Commissioner Wright said this issue feels a bit like a “cart before the horse” situation but she also sees the value of providing a vision and a direction for future goals and planning.

Commissioner Daly agreed. He said it is clear this neighborhood is moving more and more toward mixed residential and commercial uses. It is clear that industrial uses are no longer desired but he too is sensitive to current property owners and their exiting uses. He said it seems the proposed amendment to the General Plan will not negatively impact current property owners and will allow them to continue.

Commissioner Hayman said she empathizes with the current I-VH property owners. She said she would like to protect property rights and property values. She also sees the value in amending the General Plan in order to provide direction in future planning.

Vice Chair Johnson called for a vote on the motion. The motion **passed** with 4-1 vote. Vice Chair Johnson opposed.

Vice Chair Johnson said he understands and agrees with both sides but chooses to err on the side of current property owners.

COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

1. The next regularly scheduled Planning Commission meeting will be held on Wednesday, August 10, 2016.
2. Upcoming Agenda Items:

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
11/15/2016**

Item No. 3.

Short Title: Consider Ordinance No. 2016-29 repealing flag-lot provisions in City Code or send matter back to the Planning Commission with directive regarding potential revisions

Initiated By: Centerville City Council, Applicant

Scheduled Time: 7:25

SUBJECT

RECOMMENDATION

The City Council should decide whether to:

- proceed with the repeal of the current flag-lot provisions by adopting Ordinance No. 2016-29; *or*
- leave the current ordinance in place by rejecting Ordinance No. 2016-29; *or*
- pursue revisions to the flag-lot provisions by sending a directive to the Planning Commission to consider revisions. If the Council chooses this option, they have a choice of either repealing the current flag-lot provisions (by adopting Ordinance No. 2016-29) or leaving the current provisions in place (by rejecting Ordinance No. 2016-29) while the Planning Commission does their work on this matter.

BACKGROUND

On September 4, 2016, the City Council directed Staff and the Planning Commission to consider code amendments to repeal provisions of City ordinances regarding flag lots and to prohibit the use of flag lots within the City. On September 28, 2016, the Planning Commission reviewed and held a public hearing on the proposed Municipal Code and Zoning Code Amendments to prohibit flag lot development within the City. After due consideration and discussion, the Planning Commission voted to reject the proposed amendments and to deny adoption of Ordinance No. 2016-29. The Staff Transmittal Report for this matter is attached along with additional background information.

On October 18 the City Council conducted a public hearing on Ordinance No. 2016-29, during which a number of residents encouraged the Council to preserve the opportunity for flag-lot type development. The Council tabled action on the Ordinance until after a work session with the Planning Commission on this matter. During the subsequent work session on November 1, several potential revisions to the flag-lot provisions were identified that might make this development option more acceptable to the City Council. See the attached preliminary minutes of the November 1 work session for these ideas.

Five flag lot applications have been approved by the Planning Commission since the current ordinance was adopted in 2011:

- Roberts/Fisher (2012) -- 535 Rowland Way
- Joan Evans (Pinehills Subdivision, 2013) -- 712 South 300 East
- Paul Cutler (2014) -- 1872 N. Main
- Chad Morris (2016) -- 347 South 400 East; not yet recorded

- Jacob Williams (2016) -- 362 South 400 East; not yet recorded

ATTACHMENTS:**Description**

- ▣ 10-5-2016-CC Staff Transmittal Report-Flag Lots
- ▣ 09-28-2016 CC Staff Report Flag Lot Repeal
- ▣ Ordinance No. 2016-29-Flag Lot Repeal
- ▣ 11-1-2016 joint CC/PC work session minutes

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

PLANNING COMMISSION TRANSMITTAL REPORT

APPLICANT: **CENTERVILLE CITY COUNCIL
C/O PAUL CUTLER
250 NORTH MAIN STREET
CENTERVILLE, UTAH 84014**

PETITION: **SUBDIVISION AND ZONING ORDINANCE TEXT
AMENDMENTS TO ELIMINATE FLAG LOT TYPE
DEVELOPMENT**

PC RECOMMENDATION: **THE COMMISSION DOES NOT RECOMMEND
APPROVAL TO ELIMINATE THE FLAG LOT
PROVISIONS OF THE ZONING AND SUBDIVISION
ORDINANCES**

BACKGROUND

In 2011, the City received a petition from landowners that desired to develop a flag-style lot. Prior to that time, the City had rescinded an earlier Ordinance allowing flag lots. As a result of that particular petition, the City adopted a “new version” of the Flag Lot Ordinance. However, this new Ordinance only allowed the use of flag-style lots, as a last report option for underutilized parcels. The current Ordinance limits the use of flag lots and are limited to the Residential-Low & Medium Zones. Additionally, all development on the flag lot is limited to a single-family home, regardless of the allowed zoning densities. The purposes and limitations of flag lot style development (see Section 15.5.102.9) are as follows:

“Flag lots are not permitted as part of the conventional subdivision plat review and approval processes. However, flag lot development may be approved by the City, if the following conditions for the creation of a flag lot are present;

- a. The property involved was and is not part of a previous subdivision plat approval by the City.*
- b. The property involved qualifies for a “small subdivision waiver” in accordance with Section 15.2.107 of the Subdivision Ordinance.*
- c. The approving entity finds that there are no adjacent streets stubbed to and could not eventually be constructed to or through the area to provide proper street frontage to the property as part of a conventional subdivision approval.*
- d. The approving entity finds that integrating the property with adjacent property assemblages would not result in developing a lot layout that could be approved as part of a conventional subdivision plat review and approval.*

- e. The approving entity finds that leaving the property in its current condition results in an underutilized area that creates an opportunity for the land to become a nuisance to the area in which it is located.*

Nonetheless, on September 4, 2016, the City Council directed staff and Commission to review the flag lot allowance for consideration to rescind or prohibit flag lot configuration in any type of subdivision development.

SUMMARY OF PLANNING COMMISSION’S ACTIONS, MOTION, AND VOTE

On September 28, 2016, the Planning Commission reviewed the directive received from the City Council, held a public hearing, debated, and then voted NOT to recommend approval of the directive to eliminate the flag lot provisions, with the following findings:

- a. The Planning Commission finds that the flag lot provisions are consistent with the housing element of the General Plan, which indicates that the primary focus of residential development is for single-family uses.
- b. The Planning Commission finds that the current Zoning Ordinance regulates the lot area, width, and depth and finds that the current dominate single-family R-L and R-M Zoning District require a minimum lot width of 60 feet, which prohibits the use of a narrower corridor and essentially eliminates use of a typical flag lot design for oversized and underutilized parcels scattered throughout the City.
- c. The Planning Commission finds that flag lots are not permitted as part of the conventional subdivision plat review and approval processes are used as a last resort option for oversized and underutilized parcels scattered throughout the City.
- d. The Planning Commission finds that the current flag lot regulations account for the fair application of the City’s gross densities of the zoning districts for oversized and underutilized parcels scattered throughout the City.
- e. The Planning Commission finds that the allowance of flag lots, with the regulations that are in place, can create compatible building orientation and placement on properties that can temper and mitigate any visual and sometimes physical impacts that are not the expected norm to the typical residential development patterns of today (or if deemed necessary be adjusted).
- f. The Planning Commission finds that the flag lot regulations can adequately to appropriately address building height relationships to adjacent properties, application of front side and rear yard setbacks, use of accessory structures, utility service laterals, fire suppression access and turnarounds, stem or pole use and maintenance (or if deemed necessary be adjusted).
- g. Given findings listed above, the Planning Commission finds that the current flag lot regulations have been adequately reviewed using the Zoning Ordinance “Factors to be Considered” of Section 12.21.080(e)1-4 and the Subdivision Ordinance “General Decision-Making Standards” of Section 15.1.114(1.2).

Planning Commission Vote (5-1):

Commissioner	Yes	No	Not Present
Hirschi (Chair)	X		
Hirst			X

Johnson	X		
Kjar	X		
Daley		X	
Hayman	X		
Wright	X		

LIST OF PREVIOUS PLANNING COMMISSION MEETINGS

- SEPTEMBER 28, 2016 Planning Commission Meeting

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

PLANNING COMMISSION TRANSMITTAL REPORT

APPLICANT: **CENTERVILLE CITY COUNCIL
C/O PAUL CUTLER
250 NORTH MAIN STREET
CENTERVILLE, UTAH 84014**

PETITION: **SUBDIVISION AND ZONING ORDINANCE TEXT
AMENDMENTS TO ELIMINATE FLAG LOT TYPE
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BACKGROUND

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“Flag lots are not permitted as part of the conventional subdivision plat review and approval processes. However, flag-lot development may be approved by the City, if the following conditions for the creation of a flag lot are present;

- a. The property involved was and is not part of a previous subdivision plat approval by the City.*
- b. The property involved qualifies for a “small subdivision waiver” in accordance with Section 15.2.107 of the Subdivision Ordinance.*
- c. The approving entity finds that there are no adjacent streets stubbed to and could not eventually be constructed to or through the area to provide proper street frontage to the property as part of a conventional subdivision approval.*
- d. The approving entity finds that integrating the property with adjacent property assemblages would not result in developing a lot layout that could be approved as part of a conventional subdivision plat review and approval.*

- e. The approving entity finds that leaving the property in its current condition results in an underutilized area that creates an opportunity for the land to become a nuisance to the area in which it is located.*

Nonetheless, on September 4, 2016, the City Council directed staff and Commission to review the flag-lot allowance for consideration to rescind or prohibit flag-lot configuration in any type of subdivision development.

SUMMARY OF PLANNING COMMISSION’S ACTIONS, MOTION, AND VOTE

On September 28, 2016, the Planning Commission reviewed the directive received from the City Council, held a public hearing, debated, and then voted NOT to recommend approval of the directive to eliminate the flag-lot provisions, with the following findings:

- a. The Planning Commission finds that the flag lot provisions are consistent with the housing element of the General Plan, which indicates that the primary focus of residential development is for single-family uses.
- b. The Planning Commission finds that the current Zoning Ordinance regulates the lot area, width, and depth and finds that the current dominate single-family R-L and R-M Zoning District require a minimum lot width of 60 feet, which prohibits the use of a narrower corridor and essentially eliminates use of a typical flag-lot design for oversized and underutilized parcels scattered throughout the city.
- c. The Planning Commission finds that flag lots are not permitted as part of the conventional subdivision plat review and approval processes and are used as a last resort option for oversized and underutilized parcels scattered throughout the city.
- d. The Planning Commission finds that the current flag-lot regulations account for the fair application of the City’s gross densities of the zoning districts for oversized and underutilized parcels scattered throughout the city.
- e. The Planning Commission finds that the allowance of flag lots, with the regulations that are in place, can create compatible building orientation and placement on properties that can temper and mitigate any visual and sometimes physical impacts that are not the expected norm to the typical residential development patterns of today (or if deemed necessary be adjusted).
- f. The Planning Commission finds that the flag-lot regulations can adequately and appropriately address building height relationships to adjacent properties, application of front side and rear yard setbacks, use of accessory structures, utility service laterals, fire suppression access and turnarounds, stem or pole use and maintenance (or if deemed necessary be adjusted).
- g. Given findings listed above, the Planning Commission finds that the current flag-lot regulations have been adequately reviewed using the Zoning Ordinance “Factors to be Considered” of Section 12.21.080(e)1-4 and the Subdivision Ordinance “General Decision-Making Standards” of Section 15-1-114(1-2).

Planning Commission Vote (5-1):

Commissioner	Yes	No	Not Present
Hirschi (Chair)	X		
Hirst			X

Johnson	X		
Kjar	X		
Daley		X	
Hayman	X		
Wright	X		

LIST OF PREVIOUS PLANNING COMMISSION MEETINGS

- SEPTEMBER 28, 2016 Planning Commission Meeting

ORDINANCE NO. 2016-29

AN ORDINANCE AMENDING SECTION 15-1-104 OF THE CENTERVILLE MUNICIPAL CODE REGARDING THE DEFINITION OF FLAG LOT AND SMALL SUBDIVISION, REPEALING SUBSECTIONS 15-5-102(9) AND 15-5-102(10) OF THE SAME REGARDING FLAG LOT DEVELOPMENT, AND AMENDING SECTION 12.36.020 OF THE CENTERVILLE ZONING CODE REGARDING TABLE OF USES FOR RESIDENTIAL USES TO ELIMINATE FLAG LOT DEVELOPMENT AS A PERMITTED USE IN THE RESIDENTIAL-LOW (R-L) AND RESIDENTIAL-MEDIUM (R-M) ZONES

WHEREAS, the City has previously adopted regulations regarding flag lot development as set forth in the Centerville Subdivision Ordinance and the Centerville Zoning Code permitting flag lot development under limited circumstances in the Residential-Low (R-L) and Residential-Medium (R-M) Zones; and

WHEREAS, the City Council desires to repeal the provisions of the Centerville Subdivision Ordinance and the Centerville Zoning Code regarding flag lot development and prohibiting such type of development in all zones; and

WHEREAS, the City is authorized to enact, amend or repeal provisions of the Centerville Subdivision Ordinance and Centerville Zoning Code pursuant to specific statutory authority, including, but not limited to Utah Code §§ 10-9a-501, et seq., and Utah Code § 10-8-84; and

WHEREAS, all required notice and public hearings have been held before the Planning Commission and City Council regarding these proposed amendments to the Centerville Subdivision Ordinance and the Centerville Zoning Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF CENTERVILLE CITY, STATE OF UTAH, AS FOLLOWS:

Section 1. Amendment. Section 15-1-104 of the Centerville Municipal Code is hereby amended to revise the definition of Flag Lot and Small Subdivision to read as follows:

15-1-104. DEFINITIONS.

* * *

(21) “Flag Lot” means an L-shaped lot that has been approved by the City consisting of a staff portion contiguous with the flag portion and used for the sole purpose of developing a single family detached structure. [Flag lots are not permitted within the City.](#)

* * *

(45) “Small Subdivision” means a subdivision of not more than 2 lots ~~or a subdivision which includes the use of flag lots~~ that meets the small subdivision waiver allowance criteria.

* * *

Section 2. Repeal. Section 15-5-102 of the Centerville Municipal Code is hereby amended to repeal Subsections (9) and (10) regarding flag lot development. Such subsections are hereby repealed in their entirety.

Section 3. Amendment. Section 12.36.020 of the Centerville Zoning Code regarding the Table of Uses for Residential Uses is hereby amended to eliminate the use of “flag lot subdivision development” as a permitted use in the Residential-Low (R-L) and the Residential-Medium (R-M) Zones and to list such use as “not permitted” in any zone as follows:

12.36.020 Table of Uses for Residential Uses

* * *

Zones															
Residential Uses	A-L	A-M	R-L	R-M	R-H	PF-L	PF-M	PF-H	PF-VH	C-M	C-H	C-VH	I-M	I-H	I-VH
Flag Lot Subdivision Development	N	N	NP	NP	N	N	N	N	N	N	N	N	N	N	N

* * *

Section 4. Severability. If any section, part or provision of this Ordinance is held invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

Section 5. Omission Not a Waiver. The omission to specify or enumerate in this ordinance those provisions of general law applicable to all cities shall not be construed as a waiver of the benefits of any such provisions.

Section 6. Effective Date. This Ordinance shall become effective immediately upon publication or posting, or thirty (30) days after passage, whichever occurs first.

PASSED AND ADOPTED BY THE CITY COUNCIL OF CENTERVILLE CITY, STATE OF UTAH, THIS 18th DAY OF OCTOBER, 2016.

ATTEST:

CENTERVILLE CITY

Marsha L. Morrow, City Recorder

By: _____
Mayor Paul A. Cutler

Voting by the City Council:

	“AYE”	“NAY”
Councilmember Fillmore	_____	_____
Councilmember Ince	_____	_____
Councilmember Ivie	_____	_____
Councilmember McEwan	_____	_____
Councilmember Mecham	_____	_____

CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING

According to the provisions of the U.C.A. § 10-3-713, as amended, I, the municipal recorder of Centerville City, hereby certify that foregoing ordinance was duly passed by the City Council and published, or posted at: (1) 250 North Main; (2) 655 North 1250 West; and (3) RB’s Gas Station, on the foregoing referenced dates.

MARSHA L. MORROW, City Recorder

DATE: _____

RECORDED this ____ day of _____, 20 ____.

PUBLISHED OR POSTED this ____ of _____, 20 ____.

Minutes of the Centerville City Council and Planning Commission joint **work session** held Wednesday, November 1, 2016 at 5:30 p.m. in the Centerville City Council Chambers, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor Paul A. Cutler

Council Members Tamilyn Fillmore
William Ince (arrived at 5:45 p.m.)
Stephanie Ivie (arrived at 5:45 p.m.)
George McEwan
Robyn Mecham

PLANNING COMMISSIONERS PRESENT

Chair David P. Hirschi (arrived at 5:49 p.m.)

Commissioners Kevin Daly
Cheylynn Hayman
Gina Hirst
Logan Johnson
Becki Wright

STAFF PRESENT

Steve Thacker, City Manager
Cory Snyder, Community Development Director
Katie Rust, Recording Secretary

STAFF ABSENT

Lisa Romney, City Attorney
Blaine Lutz, Finance Director/Assistant City Manager

FLAG LOT ORDINANCE

Cory Snyder, Community Development Director, explained the current Flag Lot Ordinance and answered questions from the Planning Commission and City Council. The following flag lot issues were identified for further discussion and consideration:

- Depth of stem
- Perimeter setback
- Building height
- Fencing regulations
- Number of homes allowed (size versus number)

To help mitigate the height concern, Mr. Snyder suggested the flag lot ordinance could have different setback requirements for one-story residences than for two-story residences. He emphasized that he feels all residences within a particular district should have the same maximum height possibility. Councilwoman Mecham repeated her suggestion to allow an average of surrounding building heights. Mayor Cutler pointed out that much of the city is on a slope, causing differences in elevation within a neighborhood. Councilwoman Fillmore said she feels sensitivity to the homes surrounding a flag lot should be a guiding principle, legislated by setbacks. Commissioner Hayman suggested it would be helpful to have a map of all flag lots in the community.

GENERAL PLAN – SOUTHEAST NEIGHBORHOOD

Mr. Snyder gave an overview of the areas within the Southeast Neighborhood: Old Townsite, Centerville Elementary Area, Centerville Junior High Area, Extreme South Main Street Area, Southeast Residential Area, Pages Lane Commercial Area, Main Street Commercial Area, and Community Facilities. The following issues were identified for further discussion and consideration:

- Old Town versus Deuel Creek Historic District
- Consistency of use buffers
- Centerville Junior High language edits
- Extreme South Commercial versus Residential-Medium (duplex) – City boundary discussion
- Pages Lane corridor issues (take north side of Pages Lane out of Commercial?)
- Stranded commercial discussion and PDO tools
- Transition language

Councilwoman Fillmore suggested the City might want to consider allowing PDOs on something less than 5 acres. Chair Hirschi said he would be interested to hear from the Council the sentiments of residents on the south end regarding commercial and residential on the south end. Councilwoman Ivie said she lives on the south end, and she feels residents would rather see the commercial property on Pages Lane remain underutilized for many years than see it develop high-density residential. The owners of the old Dick's Market property have commercial rights, but they do not currently have residential rights. Mayor Cutler said he hears feedback from residents that the commercial property is such an eye-sore that anything would be better. He said he feels the Council needs to be open minded about what is realistic. Mr. Snyder commented that a single large-development end user would allow the city to get out of the density "straight jacket". The LDS Church has not indicated an intention to change the use of their portion of the property. Councilwoman Fillmore stated that the fear of what density does to a neighborhood needs to be balanced with the fear of what dilapidation and blight do to a neighborhood. She disagreed with the idea that residents would want the commercial property to remain empty for years and years. Councilwoman Fillmore said she feels a cost benefit analysis from the Planning Commission would be beneficial in making the best decisions moving forward. Councilwoman Mecham said that if Commercial-High is not going to work on the property, Residential-Low would at least give some value to land currently worth nothing. She said she is not willing to sell out the surrounding neighborhood to give the property owner financial viability. Councilman McEwan stated it is not the responsibility of the Council to make sure the property owner makes top dollar. He said he feels density will be the driving factor in the discussions, but he feels high-density is completely off the table. Chair Hirschi said that as long as developers know with some certainty what they can and cannot do, redevelopment will happen. Councilwoman Ivie said she would like to see language addressing the transition from commercial to residential.

ADJOURNMENT

Mayor Cutler adjourned the meeting at 6:55 p.m.

Marsha L. Morrow, City Recorder

Date Approved

Katie Rust, Recording Secretary

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
11/15/2016**

Item No. 4.

Short Title: Direction to staff and Planning Commission re General Plan Southeast Neighborhood

Initiated By:

Scheduled Time: 7:35

SUBJECT

RECOMMENDATION

Provide direction to staff and Planning Commission regarding the nature of revisions the Council desires in the Southeast Neighborhood section of the General Plan.

BACKGROUND

The City Council met with the Planning Commission in a work session on November 1 to discuss concerns about the Southeast Neighborhood section of the General Plan (see attachment). The Council's main concern is to amend this section, as necessary, to preclude the development of high-density housing. However, this section also needs updating in several areas. Now that the Council has had this discussion with the Planning Commission, the Council should give clear direction as to the nature of revisions they desire the Planning Commission to consider. The preliminary minutes of the November 1 work session are attached.

ATTACHMENTS:

Description

- ▣ 12-480.GP_pgs_1-4_SE_Neighborhood
- ▣ 11-1-2016 joint CC/PC work session minutes

PART 12-480

NEIGHBORHOOD PLANNING POLICIES**SECTION 12-480-1. GENERAL.**

For planning purposes, Centerville City has been divided into several individual neighborhoods (see map on page 54). These neighborhoods are distinguished by certain common characteristics, and have been reviewed to determine the best land use and community features to be preserved and enhanced. The following are the land use and development policies for Centerville's neighborhoods.

SECTION 12-480-2. NEIGHBORHOOD 1, SOUTHEAST CENTERVILLE.

Neighborhood 1 is that portion of Centerville City that is located east of Main Street and south of Parrish Lane (400 North). The neighborhood is characterized by the original Centerville townsite, with its older homes and gridiron street pattern; by the newer homes built in subsequent years east and south of the original townsite; by the "traditional" downtown along Main Street; and by the newer shopping center at Pages Lane. Much of the land in this neighborhood is built upon, and most of the remaining vacant land is in relatively small tracts.

1. Residential Policies

Southeast Centerville is characterized by the older homes found in the original Centerville townsite and its gridiron street pattern and small blocks, and by the newer homes built in subsequent years around the original townsite. Most of the remaining vacant land in this neighborhood is in relatively small tracts.

a. Old Townsite

The old Centerville townsite may be considered the area bounded by 100 North, 400 South, Main Street, and 400 East. The townsite was originally developed with small stone homes on the large interior blocks. As the homes aged and the population of the City grew, many of the large parcels on the blocks were divided and sold for homes. However, in many cases, the deep interiors of the blocks remained undeveloped. These block interiors soon proved to be attractive for residential development, and, as the area grew older, it seemed that many were also looking toward developing duplexes and small apartments, much as has occurred in older residential areas in Salt Lake City. The citizens of Centerville and of the neighborhood have expressed a desire to maintain the single family nature of the old townsite, to avoid problems with dense development on small lots and to avoid overtaxing the limited and aging City services (water, sewer) that exist here. In 1978, therefore, the old townsite remains.

1. The old Centerville townsite shall be maintained in a low density, single-family residential character.

b. Centerville Elementary Area

The residential area around the Centerville Elementary School has a less distinct character than does the old townsite. A number of duplexes have been built in the area over the years, as have some newer single family homes. The gridiron street pattern of the old townsite was not duplicated fully in this area, leaving some large block interiors that are undeveloped. In 1978, this area as zoned R-2, partly in an effort to recognize the number of duplexes that were in existence in the area, and also to allow for a more efficient development of the block interiors. The boundaries of this area are approximately Parrish Lane, 100 North, Main street, and 400 East.

1. The residential area around the Centerville Elementary School shall allow for low and medium density residential development to accommodate more efficient use of the large interior blocks that are common in this area.
2. Residential development in this area should take into consideration the possible impacts upon the elementary school and from any future commercial or office development on Main Street, and buffer accordingly.

c. Centerville Junior High Area

The area around the Centerville Junior High School is somewhat different in character than the remainder of the neighborhood. The Riviera Townhouses, one of the highest density residential developments in the city, is located just south of the school. Several large properties north and south of the junior high are currently vacant.

Considerable interest has been shown recently to develop much of these remaining properties with projects similar to the Riviera Townhouses. The developed areas north and east of the junior high are all low density single family. The area around the northeast corner of Pages Lane and Main Street is currently designated for commercial development.

1. The areas north and east of the Centerville Jr. High School shall be developed and maintained in low density single family residential development, primarily to be compatible with the residential development already in existence.
2. The area south of the Riviera Townhouses may be considered for medium or low density residential development. The use of planned unit developments to achieve the foregoing objectives is desirable and preferred. No high density will be allowed in this area.

d. Extreme South Main Street Area

The area located south of the Pages Lane commercial center and east of Main Street is often regarded by many people as being part of Bountiful. However, the vacant property just south of the commercial center and north of the twin duplex development on 1200 South is in Centerville City. The nature of the development existing in this area (duplexes) and the proximity of the commercial buildings suggests that this area may appropriately develop with medium or low density residential or even commercial uses.

1. The extreme south Main Street area should be developed with appropriate medium or low density residential development, or with commercial uses. Any development in this area should be carefully designed to be compatible with existing development in the area, and to carefully buffer the rear of the buildings of the Pages Lane commercial center. The use of planned unit developments to achieve the foregoing objectives is desirable and preferred for residential development.

e. Southeast Residential Area

The greatest portion of southeast Centerville has been developed primarily in typical residential suburban style, with single family homes on medium and large lots. These residences are located primarily to the east and south of the old Centerville townsite. Not much vacant land exists in this area. Much of what does remain is on the hillside, where care must be taken in development to avoid erosion and other hillside problems.

1. The southeast residential area shall be developed and maintained in low density single-family residential development. Those areas on hillsides shall be carefully developed with strict adherence to City hillside development regulations.

2. Commercial Policies

Southeast Centerville contains two distinct commercial areas: the Pages Lane commercial center, and the old Main Street commercial area. Each of these commercial areas has its own distinctive characteristics and issues.

- a. Pages Lane Commercial Area

Located on Pages Lane between Main Street and 400 East, this center is typical of suburban neighborhood shopping centers, with a large grocery store, variety of home improvement stores, and a number of small specialized businesses. The center serves a large part of Centerville and the surrounding area, and is a major contributor to the economic base of Centerville City.

1. Some development within the existing commercial center is still occurring. Care should be taken in this new development to avoid overcrowding and parking problems. Also, as far as is practical, new development should be encouraged to be as attractive as possible by reviewing and considering building materials, designs, signs, and compliance with applicable landscaping ordinances and regulations.
 2. Much of the north side of Pages Lane between Main Street and 400 East remains undeveloped. Commercial development has been allowed on this side, however. The Taylor Elementary School is located on the north side of Pages Lane. Any further commercial development on this side of the street shall be designed and developed for minimal impact upon the school. Uses that may have detrimental impact upon the school should not be allowed. Any commercial development permitted should be required to buffer itself from the school and any adjacent residences. Commercial development on the north side of Pages Lane should avoid as much as possible strip development by requirements for wide frontages and preventing frequent curb cuts and high quality overall design.
 3. The northeast corner of the intersection of Pages Lane and Main Street has a high potential to develop commercially. This location can be regarded as one of the major entrances to Centerville City. To present an attractive image, care should be taken in any development proposal on this corner to consider appearance as an entry way into the city.

- b. Main Street Commercial Area

The area on Main Street between 400 North (Parrish Lane) and 400 South (Porter Lane) is generally regarded as the traditional commercial area of Centerville, though in reality it never became a strong focal point. The present structure of commercial development with its numerous individual properties, small frontages, short setbacks, and older buildings tends to work against the possibility of any large scale, unified commercial development.

1. The Main Street commercial area shall be allowed to remain as a convenience and specialty shopping area. To encourage any larger scale commercial development would be detrimental to surrounding residential areas and to the future function ability of Main Street as an arterial road.

2. The Main Street commercial area is old and somewhat deteriorating. Significant commercial viability is not likely to occur unless some type of restoration or revitalization is encouraged. Centerville City should seriously consider the preparation of a revitalization plan for this area.
3. Future commercial development in the Main Street area should conform to performance guidelines which require landscaping, appropriate parking, minimal traffic impact upon Main Street, and buffering from adjacent residential areas.
4. To preserve the residential integrity of surrounding areas, future commercial development on Main Street shall not be allowed south of 400 South or north of 400 North, and shall not extend more than one-half block east of Main Street.

3. Community Facilities

a. City Hall & Founders Park Small Master Plan ^{1, 2}

In 1994, Centerville City developed and occupied a new City Hall complex just south of Founders Park on Main Street. This accomplished a goal of the General Plan that had suggested that the City offices should be relocated to Main Street. Since 1994, there has been significant growth and development on Main Street. The new City Hall complex, in conjunction with the new Post Office on the other side of Main Street, has acted to intensify public activity in this part of the community. In response to this increase in activity, in 2000 the City undertook preliminary studies to create a long-range land use plan for the City Hall and Founders Park property. These preliminary studies resulted in the recommendation that the City hire a consultant, James Glascock, to develop an overall plan for the area. After a series of successful workshops and public hearings at both the Planning Commission and City Council, a Master Plan for City Hall/Founders Park was prepared.

It is the City's intent that the City Hall/Founders Park Master Plan should be referred to as an advisory and guidance document for future planning and development of the City Hall and Founders Park property. Future land use and development of the City Hall/Founders Park area should generally follow the policies and guidelines of the City Hall/Founders Park Master Plan as developed by James Glascock and reviewed and approved by the City Council in 2001, or as amended. While the City Hall/Founders Park Master Plan, which envisions the future inclusion of land not owned by the City, does not have a specific time frame for the eventual completion of the entire plan, the City should make adequate precautions to make sure that needed land is acquired to assure the proper completion of the City Hall/Founders Park Master Plan.

¹ Amended by Ord. No. 2001-19, July 17, 2001

² Amended by Ord. No. 2004-10, June 1, 2004

Minutes of the Centerville City Council and Planning Commission joint **work session** held Wednesday, November 1, 2016 at 5:30 p.m. in the Centerville City Council Chambers, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor Paul A. Cutler

Council Members Tamilyn Fillmore
William Ince (arrived at 5:45 p.m.)
Stephanie Ivie (arrived at 5:45 p.m.)
George McEwan
Robyn Mecham

PLANNING COMMISSIONERS PRESENT

Chair David P. Hirschi (arrived at 5:49 p.m.)

Commissioners Kevin Daly
Cheylynn Hayman
Gina Hirst
Logan Johnson
Becki Wright

STAFF PRESENT

Steve Thacker, City Manager
Cory Snyder, Community Development Director
Katie Rust, Recording Secretary

STAFF ABSENT

Lisa Romney, City Attorney
Blaine Lutz, Finance Director/Assistant City Manager

FLAG LOT ORDINANCE

Cory Snyder, Community Development Director, explained the current Flag Lot Ordinance and answered questions from the Planning Commission and City Council. The following flag lot issues were identified for further discussion and consideration:

- Depth of stem
- Perimeter setback
- Building height
- Fencing regulations
- Number of homes allowed (size versus number)

To help mitigate the height concern, Mr. Snyder suggested the flag lot ordinance could have different setback requirements for one-story residences than for two-story residences. He emphasized that he feels all residences within a particular district should have the same maximum height possibility. Councilwoman Mecham repeated her suggestion to allow an average of surrounding building heights. Mayor Cutler pointed out that much of the city is on a slope, causing differences in elevation within a neighborhood. Councilwoman Fillmore said she feels sensitivity to the homes surrounding a flag lot should be a guiding principle, legislated by setbacks. Commissioner Hayman suggested it would be helpful to have a map of all flag lots in the community.

GENERAL PLAN – SOUTHEAST NEIGHBORHOOD

Mr. Snyder gave an overview of the areas within the Southeast Neighborhood: Old Townsite, Centerville Elementary Area, Centerville Junior High Area, Extreme South Main Street Area, Southeast Residential Area, Pages Lane Commercial Area, Main Street Commercial Area, and Community Facilities. The following issues were identified for further discussion and consideration:

- Old Town versus Deuel Creek Historic District
- Consistency of use buffers
- Centerville Junior High language edits
- Extreme South Commercial versus Residential-Medium (duplex) – City boundary discussion
- Pages Lane corridor issues (take north side of Pages Lane out of Commercial?)
- Stranded commercial discussion and PDO tools
- Transition language

Councilwoman Fillmore suggested the City might want to consider allowing PDOs on something less than 5 acres. Chair Hirschi said he would be interested to hear from the Council the sentiments of residents on the south end regarding commercial and residential on the south end. Councilwoman Ivie said she lives on the south end, and she feels residents would rather see the commercial property on Pages Lane remain underutilized for many years than see it develop high-density residential. The owners of the old Dick's Market property have commercial rights, but they do not currently have residential rights. Mayor Cutler said he hears feedback from residents that the commercial property is such an eye-sore that anything would be better. He said he feels the Council needs to be open minded about what is realistic. Mr. Snyder commented that a single large-development end user would allow the city to get out of the density "straight jacket". The LDS Church has not indicated an intention to change the use of their portion of the property. Councilwoman Fillmore stated that the fear of what density does to a neighborhood needs to be balanced with the fear of what dilapidation and blight do to a neighborhood. She disagreed with the idea that residents would want the commercial property to remain empty for years and years. Councilwoman Fillmore said she feels a cost benefit analysis from the Planning Commission would be beneficial in making the best decisions moving forward. Councilwoman Mecham said that if Commercial-High is not going to work on the property, Residential-Low would at least give some value to land currently worth nothing. She said she is not willing to sell out the surrounding neighborhood to give the property owner financial viability. Councilman McEwan stated it is not the responsibility of the Council to make sure the property owner makes top dollar. He said he feels density will be the driving factor in the discussions, but he feels high-density is completely off the table. Chair Hirschi said that as long as developers know with some certainty what they can and cannot do, redevelopment will happen. Councilwoman Ivie said she would like to see language addressing the transition from commercial to residential.

ADJOURNMENT

Mayor Cutler adjourned the meeting at 6:55 p.m.

Marsha L. Morrow, City Recorder

Date Approved

Katie Rust, Recording Secretary

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
11/15/2016**

Item No. 5.

Short Title: Review and clarify priorities for Planning Commission and Community Development Staff

Initiated By:

Scheduled Time: 7:50

SUBJECT

RECOMMENDATION

In light of additional assignments/directives the Council has given to the Community Development Director and Planning Commission since the goal-setting session in March 2016, staff recommend the Council review and clarify the relative priority of all these assignments/directives. See staff's recommendations regarding relative priorities in "Background" section below.

BACKGROUND

The Planning Commission and City Council met in a goal-setting work session on March 23, 2016. The minutes of that meeting identify the Council's priorities for the Planning Commission, sorted into "Long-term big items" and "Short-term" matters (see page 4 of attached minutes). The status of those goals is summarized below:

Long-term big items

- 1- South Main Street Corridor: Staff consider this matter done.
- 2- West side plan (begin by 3rd quarter): Not yet begun.
- 3- Hillside recreation -- working with County: Not yet begun.
- 4- Subdivision Ordinance (mentioned on page 1 of attached minutes): Was already in progress; work continuing.

Short-term

- 1- Remove Very-High Industrial zoning (in south area of west side): Has been pending City Council action for several months.
- 2- Review flag-lot ordinance: Pending City Council action.
- 3- Review accessory building setbacks: Discussion has occurred with City Council; staff now working on revisions to be considered by Planning Commission.
- 4- Update bike/trail master plan and adopt into General Plan: Completed, including text revisions.
- 5- Review of open space/sensitive lands provisions (see page 1 of attached minutes): Staff briefed City Council on current provisions; discussion occurred, but no direction from Council. Staff consider this matter completed.

The Mayor, City Manager and Community Development Director have reviewed the status of the uncompleted matters above, along with new issues the Council wishes to pursue, and recommends the following priorities:

Long-term

1- Complete Subdivision Ordinance

2- Update other Neighborhoods in General Plan

Other--no order recommended:

- Restart planning for west side
- Prepare a foothills recreation development plan with Davis County

Short-term (no order specified):

- Complete flag-lot ordinance matter
- Complete accessory building setbacks matter
- Revise/update Southeast Neighborhood section of General Plan

-

ATTACHMENTS:

Description

- ▣ 3-23-2016 Goal-setting minutes

Minutes of the Centerville City Council and Planning Commission joint **work session** held Wednesday, March 23, 2016 at 5:30 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.

COUNCIL MEMBERS PRESENT

Mayor	Paul A. Cutler
Council Members	Tamilyn Fillmore
	William Ince
	Stephanie Ivie
	George McEwan
	Robyn Mecham

PLANNING COMMISSION PRESENT

Chair	David P. Hirschi
Commissioners	Kevin Daly
	Cheylynn Hayman
	Gina Hirst
	Logan Johnson
	Scott Kjar
	Becki Wright

STAFF PRESENT

Steve Thacker, City Manager
Lisa Romney, City Attorney
Cory Snyder, Community Development Director
Jacob Smith, Assistant to the City Manager
Katie Rust, Recording Secretary

STAFF ABSENT

Blaine Lutz, Finance Director/Assistant City Manager

GOAL SETTING WORK SESSION

Mayor Cutler commented that the following goals appear to be common between the Council and Planning Commission goal lists: review of the Subdivision Ordinance and open space/sensitive lands; preserve foothills for recreation; West Centerville planning; and the South Main Street Corridor (SMSC). Chair Hirschi remarked that both bodies have spent a great deal of time looking at the SMSC Plan and considering what needs to be done. He stated the Planning Commission considers it a high priority primarily because it will take time to get through all of the information and discussion necessary to present a recommendation to the Council. Regarding sensitive lands, he said the Planning Commission is expecting a report from staff at their meeting later in the evening. He added that City trails/pathways and foothill recreation improvements go hand in hand. The Planning Commission met with the Trails Committee at their last meeting for a presentation. Mayor Cutler added that Davis County is considering using Prop 1 funds to improve the Bonneville Shoreline Trail, and is interested in input from Centerville. The group discussed possible ways to coordinate with the County. Cory Snyder, Community Development Director, said he feels the City should take a comprehensive look at future needs and opportunities for connectivity to trails both on the east and west sides of the city, as well as urban pathways providing circulation within the community.

Regarding County plans for the Bonneville Shoreline Trail, Mr. Snyder pointed out that a significant amount of land in the Centerville foothills is private property. Commissioner Daly commented that some of the most developable land in the foothills is on the south end, and is

1 owned by the City. He said it is his impression citizens do not want the foothill property
2 developed. The City could put concrete plans in place to promote recreation and prevent
3 development. Councilwoman Fillmore said she would love for both the Council and the
4 Planning Commission to have a stronger understanding of the long-term cost of infrastructure.
5

6 Chair Hirschi said he believes the west side is going to become much more vibrant with
7 the pedestrian bridge over the freeway, the Maverik going in on the corner of 1250 West and
8 Parrish Lane with a Legacy Trail connection, and the new housing development. He stated the
9 City needs to be ahead of the curve with planning. Chair Hirschi added that some of the
10 industrial companies on the west side are scaling back operations. Councilwoman Fillmore said
11 she feels one of the weaknesses of the previous discussions was the focus on transportation.
12 She suggested new discussions begin without the same emphasis on transportation. Chair
13 Hirschi said he feels there are a lot of commercial opportunities for the area that make sense.
14 Councilwoman Fillmore suggested involving West Bountiful in a more in-depth way.
15

16 Mayor Cutler said in the past there has been general consensus regarding encouraging
17 business on the west side north of Parrish Lane. The Mayor expressed the opinion, and Mr.
18 Snyder agreed, that extending 1250 West to connect with Farmington will be key to developing
19 the area. The City will want to consider the possibility of an Economic Development Area to
20 help with infrastructure. The Council and Planning Commission seemed to be in agreement that
21 they are not in favor of residential development at the north end of the west side. City Manager
22 Thacker suggested removing the suggestion from the General Plan.
23

24 Regarding the west side south of Parrish Lane, Councilwoman Fillmore said her greatest
25 concern is that a heavy industrial use will expand in a way that conflicts with what is desired.
26 She said she would like to reduce the risk by putting something in place to prevent undesirable
27 expansion. Mr. Snyder suggested that the General Plan could be amended to remove heavy
28 industrial use. Councilwoman Fillmore stated that this should be an expedited action. In
29 addition, she said she feels a cohesive, solid ordinance would put the city in a stronger position
30 for this area rather than waiting for a PDO from a developer. Mayor Cutler said it is his
31 impression the Shorelands Commerce Park will be mainly flex-space or light industrial. Chair
32 Hirschi commented he feels the focus south of Parrish Lane should be a continuation of what is
33 happening now - a mixture of office space, residential, entertainment, and business space, with
34 the possibility of some mixed-use or residential transitioning to the West Bountiful border.
35 Councilwoman Mecham said she would like to see heavy industrial limited. Commissioner
36 Wright pointed out that office space should be encouraged as an important aspect of a
37 community. Councilman McEwan suggested the Planning Commission look at centers of
38 gravity for particular types of industry to be realistic with planning. Mayor Cutler commented
39 that centers of gravity will expand as the Wasatch Front continues to grow. Chair Hirschi
40 pointed out the west side is a positive, desirable location transportation-wise, with two freeway
41 accesses.
42

43 Councilman Ince asked if Centerville has a formal relationship with a group like the
44 Chamber of Commerce trying to bring companies to the city. Mr. Thacker responded the City
45 does not actively recruit businesses. The Mayor stated that Davis County has an Economic
46 Development Department that actively recruits. Mr. Snyder added there is also a private/public
47 partnership, the Davis County Business Alliance, which does a lot of promotion of the Davis
48 County area. He mentioned that established infrastructure and the extension of 1250 West
49 would put the city in a better position to compete in the site-ready market. Councilman Ince
50 pointed out that Centerville is the only city in South Davis County with UTOPIA, which could be
51 a selling point.
52

1 Chair Hirschi stated the Planning Commission would like to streamline administrative
2 decisions and procedures, delegating more decision-making to staff and allowing the Planning
3 Commission more time for proactive planning. Councilman Ince said his goal is to avoid getting
4 stuck again with what happened on the Hafoka property on Porter Lane. He pointed out that the
5 community is divided over what should happen on South Main Street. Councilwoman Mecham
6 agreed, and said she would like to know what uses would be allowed in specific zones so the
7 Council can anticipate and avoid surprises. Mr. Snyder cautioned the Council and Planning
8 Commission against getting caught up with design details, and suggested the issue is whether
9 or not they are comfortable with the multi-family development ordinance.

10
11 At 6:50 p.m. the Planning Commission moved upstairs for their regular meeting, and the
12 Council took a break, returning at 7:10 p.m. The Council discussed the goals rated highest
13 priority by the Council prior to the meeting.

14
15 Accessory building setbacks – Councilwoman Fillmore said she feels the Planning
16 Commission should review accessory building setbacks and recommend revisions to provide a
17 level of protection.

18
19 Flag-lot ordinance – Councilwoman Mecham asked why the City allows two adjoining
20 flag lots, considering the loss of privacy for the entire surrounding neighborhood. Mayor Cutler
21 pointed out that sometimes flag lots are appropriate. Councilwoman Fillmore stated she thinks
22 the City is at risk with the flag-lot ordinance as it is currently written, adding that setbacks and
23 height ratios should be carefully considered. A majority of the Council appeared to be in favor
24 of directing the Planning Commission to review the flag-lot ordinance.

25
26 Accessory Dwelling Units (ADUs) – Councilwoman Mecham said she does not think the
27 City will get a lot of applications for ADUs. Councilwoman Fillmore agreed, but stated she
28 would like citizens to have a legal route to do something she believes will happen anyway.

29
30 Land-use planning for west side – The Council discussed the desire to eliminate heavy-
31 industrial use from the west side. Mayor Cutler suggested property owners should be included
32 if another work session is held regarding the west side.

33
34 RAP Tax revenue usage – Mayor Cutler reported the City has opportunity to use a
35 graduate student to conduct a public outreach effort regarding Island View Park. A majority of
36 the Council seemed supportive. Councilwoman Ivie emphasized that neighbors should be
37 made aware that changes will take time and will not happen immediately. Mr. Thacker
38 suggested the Council's goal with RAP Tax revenue could be: "maintain what we've got, replace
39 what we've lost, and finish what we've started." Councilwoman Mecham asked if it would be
40 possible to solicit donations from park equipment companies. Councilwoman Fillmore
41 suggested the idea could be presented to the Parks Committee to gauge their interest.
42 Councilwoman Mecham suggested waiting until a plan for Island View Park is in place. It was
43 suggested the outreach for park improvement should include the entire city rather than just park
44 neighbors. Mayor Cutler reported the Recreation District is in need of more playing fields. He
45 suggested the Recreation District might be willing to donate funds to help complete new fields at
46 Community Park, or the City could possibly borrow funds from the Recreation District to
47 complete the fields sooner than currently expected. Mr. Thacker added that a loan could be
48 made from the Cemetery Perpetual Care Fund or the Theatre Reserve Fund for the same
49 purpose. Mayor Cutler said he feels the options would be worth exploring, but firm cost
50 estimates will be needed. The entire Council indicated they are in favor of moving forward with
51 the planning stage for both Island View Park and the completion of the Community Park
52 expansion project.



1 UTOPIA – The Council requested a presentation from UTOPIA executives regarding
2 how Centerville could improve marketing efforts.

3
4 South Main Street Corridor (SMSC) Plan – The Council discussed the desired scope of
5 continued SMSC planning. Councilman McEwan expressed the opinion that property owners
6 should have a lot of input. Mayor Cutler suggested the Planning Commission finish their current
7 recommendations by May, to be presented at a joint work session.

8
9 Hillside plans and zoning – The Council discussed private property on the hillside, and
10 appeared to be in agreement that the city is protected against hillside development at this point.

11
12 Cemetery expansion options – Councilwoman Fillmore repeated a comment made by
13 former-Councilman Higginson that every city is dealing with diminishing cemetery space and
14 every city is going to run out someday, even if more space is added. Mayor Cutler and
15 Councilwoman Ivie indicated they are in favor of exploring the possibility of a mausoleum.
16 Referring to the County-owned property on 100 South, Councilwoman Ivie said she believes the
17 land is still necessary as a debris basin. Mr. Thacker responded that the County would be able
18 to maintain the sediment basin with a few residential lots on a portion of the property.
19 Councilman McEwan suggested a public/private partnership with Russon Brothers Mortuary to
20 evaluate the possibility of a mausoleum. Staff was directed to get a cost estimate for a
21 feasibility study for a cemetery on the hillside City-owned property.

22
23 Extension of 1250 West – Councilwoman Mecham said she will encourage the County
24 Transportation Committee to discuss the extension of 1250 West.

25
26 The Council agreed on the following priorities for the Planning Commission:

27
28 Long-term big items

- 29 1- South Main Street Corridor (recommendation by May)
30 2- West side plan (begin by 3rd quarter)
31 3- Hillside recreation – working with County

*- More comprehensive urban
pathways plan?*

32 *- Subdivision Ordinance*

Staff propose a process?

33 Short-term (1-2 meetings to complete)

- 34 1- Remove Very-High Industrial zoning
35 2- Review flag-lot ordinance
36 3- Review accessory building setbacks (complete by end of 2nd quarter)
37 4- Update bike/trail master plan and adopt into General Plan

38 *#5 - Open Space/Sensitive Lands*

39 Fluoride – A majority of the Council indicated a desire to put the cost of fluoride as a line
40 item on the city utility bill. Mr. Thacker suggested the utility bill change could be made in
41 conjunction with the proposed water rate change. The original decision to fluoridate the water
42 was a County-wide vote. Councilwoman Ivie said she would like to document the feedback
43 received from residents. Some of the Council expressed a desire to write to the County
44 requesting the issue be put back on the ballot.

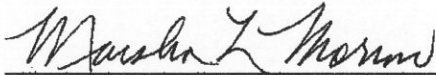
*article
instead*

- 45
46 • The Council agreed to let the Landmarks Commission make decisions regarding
47 Historic District signage.
48 • The Council agreed on the need to install sound panels in the Council Chambers this
49 year to improve the sound system.
50 • The city did not receive TAP funding from WFRC for sidewalk lighting on Parrish
51 Lane.

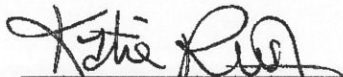
- The Council discussed the Chick-fil-A and Dairy Queen drive-thru situations and agreed there is not much they can do at this point.
- Councilwoman Fillmore suggested the Council have a goal to end Council meetings by 10:00 p.m.

ADJOURNMENT

The work session was adjourned at 8:55 p.m.


Marsha L. Morrow, City Recorder

4-19-2016 (CC) 4-27-2016 (PC)
Date Approved


Katie Rust, Recording Secretary



**CENTERVILLE
CITY COUNCIL
Staff Backup Report
11/15/2016**

Item No. 6.

Short Title: Staff report re development restrictions near earthquake fault lines

Initiated By: City Council

Scheduled Time: 8:05

SUBJECT

RECOMMENDATION

Allow Cory Snyder, Community Development Director, to inform the Council of the restrictions on building in the vicinity of earthquake fault lines.

BACKGROUND

This report is in response to a request made in the November 1 city council meeting.

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
11/15/2016**

Item No. 7.

Short Title: Financial report for period ending October 31, 2016

Initiated By:

Scheduled Time: 8:10

SUBJECT

RECOMMENDATION

Review the financial report for the 4-month period ending October 31, 2016. The City Manager will note significant items and answer questions from the Council about the report.

BACKGROUND

The financial report will be attached when it is available.

ATTACHMENTS:

Description

- ▣ Interim Financial Report 10/2016

General Fund Unaudited Summary October 31, 2016
--

	This Month	Year to Date	FY 17 Budget	<u>34%</u> % Budget
Revenues				
Property Tax	\$41,988	\$116,621	\$1,057,096	11.03%
RDA Increment	\$0	\$0	\$165,000	0.00%
Fee in Lieu	\$7,957	\$35,176	\$100,000	35.18%
Sales & UseTax	\$315,943	\$1,251,219	\$3,977,500	31.46%
Franchise Taxes	\$87,107	\$415,149	\$1,246,000	33.32%
Licenses & Permits	\$17,329	\$73,315	\$360,875	20.32%
Intergovernmental	\$0	\$2,000	\$48,250	4.15%
Charges for Services	\$66,150	\$348,571	\$1,061,175	32.85%
Fines	\$34,017	\$147,556	\$515,000	28.65%
Miscellaneous	\$5,864	\$13,343	\$43,250	30.85%
Transfers/Contributions	\$3,720	\$22,965	\$2,000	1148.25%
Total	\$580,075	\$2,425,915	\$8,576,146	28.29%

Expenditures				
City Council	\$4,392	\$28,303	\$107,948	26.22%
Judicial	\$16,048	\$73,383	\$216,236	33.94%
Executive	\$32,643	\$134,051	\$428,024	31.32%
Attorney	\$11,699	\$56,031	\$171,957	32.58%
Finance	\$48,275	\$176,808	\$549,922	32.15%
Legal Services	\$7,059	\$2,768	\$32,000	8.65%
Emergency Management	\$4,577	\$9,991	\$8,770	113.92%
Fire	\$218,811	\$437,623	\$875,246	50.00%
Elections	\$0	\$0	\$0	0.00%
Youth Council	\$0	\$0	\$7,000	0.00%
Police	\$163,896	\$762,922	\$2,456,752	31.05%
Liquor Law	\$0	\$1,621	\$19,300	8.40%
School Xing	\$5,942	\$13,787	\$62,050	22.22%
DARE	\$6,966	\$31,648	\$98,348	32.18%
K-9	\$0	\$282	\$2,250	12.53%
Animal Control	\$2,301	\$6,905	\$27,621	25.00%
PW Admin	\$21,539	\$100,199	\$317,331	31.58%
Streets	\$55,399	\$246,743	\$767,412	32.15%
Projects	\$0	\$0	\$5,000	0.00%
GIS	\$7,275	\$31,225	\$109,098	28.62%
Engineering	\$5,622	\$23,616	\$86,500	27.30%
Parks	\$105,278	\$362,318	\$861,443	42.06%
Community Events	\$0	\$21	\$23,650	0.09%
Public Buidings	\$16,772	\$63,931	\$234,276	27.29%
Community Dev.	\$16,248	\$91,551	\$323,555	28.30%
Building Inspection	\$8,256	\$21,318	\$80,600	26.45%
RDA Increment	\$0	\$0	\$165,000	0.00%
Transfers - Non Dep.	\$0	\$30,925	\$315,974	9.79%
UTOPIA -Pledges	\$38,579	\$154,316	\$267,953	57.59%
Total	\$797,577	\$2,862,286	\$8,621,216	33.20%

Use/Contribution to Fund balance \$ (436,371) \$ (45,070)
(Revenues Over/Under Expenditures)

Fund Balance at Beginning of Year (est.) \$959,461
Fund Balance estimate 10/31/2016 \$523,090

Capital Projects Unaudited Summary October 31, 2016
--

	This	Year to	FY 17	34%
	Month	Date	Budget	%
				Budget

Capital Improvement

Storm Drain

Revenues:

Fund Balance				
Impact Fees	\$0	\$4,881	\$25,000	19.52%
Grants	\$0	\$0	\$0	0.00%
Drainage Fees	\$54,015	\$218,290	\$580,871	37.58%
Other	\$94	\$377	\$1,200	31.42%
Total Revenues	\$54,109	\$223,548	\$607,071	36.82%

Expenditures	\$66,268	\$66,268	\$653,852	10.14%
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Fund Balance at Beginning of Year (est.) \$166,706

Fund Balance estimate 10/31/2016 \$323,986

Park

Revenues:

Fund Balance				
Impact Fees	\$10,285	\$28,789	\$50,000	57.58%
Transfer	\$0	\$0	\$0	0.00%
Grants	\$0	\$0	\$0	0.00%
Other	\$0	\$0	\$500	0.00%
Total Revenues	\$10,285	\$28,789	\$50,500	57.01%

Expenditures	\$13,695	\$13,695	\$148,519	9.22%
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Fund Balance at Beginning of Year (est.) \$276,729

Fund Balance estimate 10/31/2016 \$291,823

Transportation Projects Fund

Revenues:

Fund Balance				
Sales Tax	\$25,216	\$101,907	\$315,000	32.35%
Class C	\$0	\$0	\$525,000	0.00%
Other	\$0	\$0	\$1,000	0.00%
Transfers	\$0	\$0	\$210,000	0.00%
Total Revenues	\$25,216	\$101,907	\$1,051,000	0.00%

Expenditures	\$4,437	\$9,561	\$1,101,000	0.87%
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Fund Balance at Beginning of Year (est.) \$0

Fund Balance estimate 10/31/2016 \$92,346

UTOPIA Project Fund

Revenues:

Fund Balance				
Transfers - General	\$38,579	\$154,316	\$267,953	57.59%
RDA additional increment	\$0	\$0	\$195,000	0.00%
Other	\$0	\$0	\$0	0.00%
Total Revenues	\$38,579	\$154,316	\$462,953	33.33%

Expenditures

UTOPIA Pledge	\$38,579	\$154,316	\$462,953	33.33%
Total Expenditures	\$38,579	\$154,316	\$462,953	33.33%

Fund Balance at Beginning of Year (est.) \$0

Fund Balance estimate 10/31/2016 \$0

RDA/Special Revenue Unaudited Summary October 31, 2016

	This Month	Year to Date	FY 16 Budget	^{34%} % Budget
<u>RDA</u>				
Revenues	\$12,567	\$31,150	\$1,918,000	1.62%
Expenditures	\$9,459	\$78,128	\$1,918,000	4.07%

Fund Balance at Beginning of Year (est.)	\$408,210
Fund Balance estimate 10/31/2016	\$361,232
Theater reserve balance	\$463,532

Recreation

<u>Revenues</u>				
Recreation	\$625	\$1,220	\$79,000	1.54%
Youth Baseball	\$0	\$11,835	\$36,000	32.88%
Concession Sales	\$0	\$2,847	\$20,000	14.24%
Other	\$0	\$41,000	\$41,000	100.00%
Total Revenues	\$625	\$56,902	\$176,000	32.33%

<u>Expenditures</u>				
Recreation	\$2,509	\$51,852	\$120,000	43.21%
Concessions	\$493	\$2,116	\$20,000	10.58%
Youth Baseball/Softball	\$0	\$1,875	\$36,000	5.21%
Total Expenditures	\$3,002	\$55,843	\$176,000	31.73%

Revenue Over/Under Expend	\$	(2,377)	\$	1,059	\$	-
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Balance at Beginning of Year (est.)	\$81,101
Fund Balance estimate 10/31/2016	\$82,160

Sales Tax Debt Service (DCAC)

Revenues	\$47,756	\$47,756	\$593,012	8.05%
Expenditures	\$47,756	\$47,756	\$593,012	8.05%

Reserved Fund Balance	\$0
Fund Balance estimate 10/31/2016	\$0

Whitaker Trust

Beginning fund balance				
Revenues	\$1,095	\$32,616	\$61,675	52.88%
Expenditures	\$2,108	\$14,605	\$65,056	22.45%

Fund Balance at Beginning of Year (est.)	\$17,993
Fund Balance estimate 10/31/2016	\$36,004

RAP Tax Fund

RAP tax	\$31,210	\$124,562	\$442,500	28.15%
Parks	\$0	\$0	\$0	0.00%
Whitaker	\$0	\$0	\$8,800	0.00%
DCPA	\$0	\$0	\$0	0.00%
Other	\$0	\$0	\$433,700	0.00%
Total expenditures	\$0	\$0	\$442,500	0.00%

Fund Balance at Beginning of Year	\$0
Fund Balance estimate 10/31/2016	\$124,562

Perpetual Care

Revenues	\$0	\$2,350
Balance		\$339,600

Enterprise Funds Unaudited Summary October 31, 2016
--

	This Month	Year to Date	FY 15 Budget	^{34%} % Budget
<u>Water</u>				
Revenues:				
Impact/construction Fees	\$5,065	\$25,879	\$275,000	9.41%
Water Sales	\$203,662	\$820,512	\$2,222,000	36.93%
Other	\$1,175	\$7,222	\$61,000	11.84%
Total Revenues	\$209,902	\$853,613	\$2,558,000	33.37%
Expenditures				
Operating/Dep/Debt	\$92,620	\$727,953	\$2,192,167	33.21%
Capital Improvement	\$24,700	\$69,663	\$640,900	10.87%
Total Expenditures	\$117,320	\$797,616	\$2,833,067	28.15%
Current Net Position - beginning of year	\$240,419			
Current Net Position	\$296,416			

Sanitation

Revenues:				
Collection Fees	\$58,136	\$232,764	\$700,000	33.25%
Recycling fees	\$14,875	\$59,411	\$176,000	33.76%
Green Waste fees	\$9,209	\$36,831	\$106,750	34.50%
Other	\$2,303	\$1,380	\$11,000	12.55%
Total Revenues	\$84,523	\$330,386	\$993,750	33.25%
Expenditures:				
Disposal	\$28,470	\$85,462	\$250,000	34.18%
Collection	\$21,028	\$63,104	\$303,000	20.83%
Recycling	\$12,350	\$36,810	\$174,000	21.16%
Green Waste Disposal	\$5,154	\$15,516	\$31,000	50.05%
Other	\$15,563	\$34,045	\$212,000	16.06%
Total Expenditures	\$82,565	\$234,937	\$970,000	24.22%
Current Net Position - beginning of year	\$7,588			
Current Net Position	\$103,037			

Drainage

Revenues	\$103,503	\$413,903	\$1,246,500	33.21%
Operating Expenditures	\$34,268	\$268,680	\$1,326,625	20.25%
Transfer for capital	\$54,015	\$218,290	\$580,871	37.58%
Capital Expenditures	\$4,922	\$4,922	\$4,500	109.38%
Total Expenditures	\$93,205	\$491,892	\$1,911,996	25.73%
Current Net Position - beginning of year	\$182,253			
Current Net Position	\$104,264			

Telecommunications

Revenues:				
Connection Fees	\$23,560	\$68,370	\$210,000	32.56%
Total Revenues	\$23,560	\$68,370	\$210,000	32.56%
Expenditures:				
Utility Service charges	\$21,775	\$57,803	\$199,500	28.97%
Operating service charge	\$1,146	\$3,387	\$10,500	32.26%
Total Expenditures	\$22,921	\$61,190	\$210,000	29.14%
Current Net Position - beginning of year	\$18,234			
Current Net Position	\$25,414			

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
11/15/2016**

Item No. 8.

Short Title: Mayor's Report

Initiated By: Mayor Cutler

Scheduled Time: 8:20

SUBJECT

- a. UIA and UTOPIA proposed budget amendments and connection dashboard for October.

RECOMMENDATION

- b. Review the proposed minor amendments for both the UIA and UTOPIA budgets. Both amendments are minor. Review the connection dashboard for October 2016.

BACKGROUND

ATTACHMENTS:

Description

- ☐ Proposed amended budget
- ☐ October dashboard

Exhibit A
Utah Infrastructure Agency
Proposed Revised Budget for the year ended JUNE 30, 2017

	APPROVED FY 2017	PROPOSED AMENDED FYE 2017	Change
OPERATING BUDGET			
Revenue	8,694,905	8,694,905	-
Operating Expenses			
Marketing	324,000	324,000	-
Other operating Expenses	72,000	72,000	-
Total Operating Expenses	396,000	396,000	-
Total Professional Services	24,000	24,000	-
Total Network Management	724,593	724,593	-
Total Operating Expenses	1,144,593	1,144,593	-
Other Income / Expense			
Other Expense	-	-	-
Other Income	-	-	-
Depreciation	3,600,000	3,600,000	-
Interest Income	(39,000)	(39,000)	-
Interest Expense	3,000,000	3,000,000	-
Total Other Income / Expense	6,561,000	6,561,000	-
Total Expenses	7,705,593	7,705,593	-
Net Income	989,312	989,312	-
CAPITAL BUDGET			
Total Capital Expenditures	17,000,000	17,000,000	
FINANCING			
Net Financing Activities	-	-	
CAPEX covered by Bond Proceeds			

Exhibit A
Utah Infrastructure Agency
Proposed Revised Budget for the year ended JUNE 30, 2017
(Cash Basis)

	<u>APPROVED FY 2017</u>	<u>PROPOSED AMENDED FYE 2017</u>	<u>Change</u>
OPERATING BUDGET			
Revenue	8,694,905	8,694,905	-
Operating Expenses			
Marketing	324,000	324,000	-
Other operating Expenses	72,000	72,000	-
Total Operating Expenses	<u>396,000</u>	<u>396,000</u>	-
Total Professional Services	24,000	24,000	-
Total Network Management	<u>724,593</u>	<u>724,593</u>	-
Total Operating Expenses	1,144,593	1,144,593	-
Other Income / Expense			
Other Expense	-	-	-
Other Income	-	-	-
Interest Income	(39,000)	(39,000)	-
Interest Expense	3,000,000	3,000,000	-
Total Other Income / Expense	<u>2,961,000</u>	<u>2,961,000</u>	-
Total Expenses	<u>4,105,593</u>	<u>4,105,593</u>	-
Net Income	<u>4,589,312</u>	<u>4,589,312</u>	-
IRU Principal Payment	559,000	559,000	-
Principal Payment	1,645,000	1,645,000	-
Total Principal Payment	<u>2,204,000</u>	<u>2,204,000</u>	-
Accelerated IRU Payment	<u>1,870,447</u>	<u>2,195,447</u>	325,000
Total Outflow	<u>4,074,447</u>	<u>4,399,447</u>	325,000
	514,865	189,865	(325,000)
CAPITAL BUDGET			
Total Capital Expenditures (1)	<u>17,000,000</u>	<u>17,000,000</u>	
FINANCING			
Net Financing Activities	<u>-</u>	<u>-</u>	

(1) CAPEX covered by Bond Proceeds

**UIA
Detail Budget**

	APPROVED FY 2017	PROPOSED FYE 2017	Change
Total Revenue	8,694,905	8,694,905	-
Administrative Expense			
Wages / Benefits			
Marketing	324,000	324,000	-
Bank Service Charges	72,000	72,000	-
Admin Expenses	<u>396,000</u>	<u>396,000</u>	<u>-</u>
Professional Services			
Legal			
City Admin Fee	24,000	24,000	-
Professional Services	<u>24,000</u>	<u>24,000</u>	<u>-</u>
Total Agency Expense	420,000	420,000	-
Network Management			
Operations	457,035	457,035	-
Field Maintenance	250,222	250,222	-
Provisioning	17,336	17,336	-
Network Management	<u>724,593</u>	<u>724,593</u>	<u>-</u>
Total Operating Expenses	<u>1,144,593</u>	<u>1,144,593</u>	<u>-</u>
Operating Profit (Loss)	7,550,312	7,550,312	-
Other Income / Expense			
Depreciation	3,600,000	3,600,000	-
Interest Income	(39,000)	(39,000)	-
Interest Expense	-	-	-
Amort Bond Issue Costs	3,000,000	3,000,000	-
Total Other Income / Expense	<u>6,561,000</u>	<u>6,561,000</u>	<u>-</u>
Net Income	<u><u>989,312</u></u>	<u><u>989,312</u></u>	<u><u>-</u></u>

Exhibit A
Utah Telecommunication Open Infrastructure Agency
Proposed Revised Budget for the year ended JUNE 30, 2017

	APPROVED	PROPOSED	
	Fiscal 2017	AMENDED	CHANGE
		Fiscal 2017	
OPERATING BUDGET			
Revenue	6,551,382	6,551,382	-
Agency Expenses			
Wages / Benefits	4,651,633	4,651,633	-
Other Agency Expenses	1,318,596	1,318,596	-
Total Agency Expenses	5,970,229	5,970,229	-
Total Professional Services	458,880	458,880	-
Total Network Management	1,992,720	1,992,720	-
Total Operating Expenses	8,421,829	8,421,829	-
Other Income / Expense			
Other Expense	-	-	-
Other Income	-	-	-
Depreciation	6,600,000	6,600,000	-
Interest Income	-	-	-
Interest Expense	13,993,784	13,993,784	-
Total Other Income / Expense	20,593,784	20,593,784	-
Total Expenses	29,015,613	29,015,613	-
Net Income	(22,464,231)	(22,464,231)	-
CAPITAL BUDGET			
Total Capital Expenditures	1,100,000	1,100,000	-

Exhibit A
Utah Telecommunication Open Infrastructure Agency
Proposed Revised Budget for the year ended JUNE 30, 2017
(Cash Basis)

	<u>APPROVED FY 2017</u>	<u>PROPOSED AMENDED FY 2017</u>	<u>CHANGE</u>
OPERATING BUDGET			
Revenue	6,551,382	6,551,382	-
Agency Expenses			
Wages / Benefits	4,651,633	4,651,633	-
Other Agency Expenses	1,318,596	1,318,596	-
Total Agency Expenses	<u>5,970,229</u>	<u>5,970,229</u>	-
Total Professional Services	458,880	458,880	-
Total Network Management	<u>1,992,720</u>	<u>1,992,720</u>	-
Total Operating Expenses	8,421,829	8,421,829	-
Other Income / Expense			
Other Expense			-
Other Income	-	-	-
Interest Income	-	-	-
Interest Expense	13,993,784	13,993,784	-
Total Other Income / Expense	<u>13,993,784</u>	<u>13,993,784</u>	-
Total Expenses	22,415,613	22,415,613	-
Net Income	<u>(15,864,231)</u>	<u>(15,864,231)</u>	-
City Pledge Payments	13,993,784	13,993,784	-
Accelerated IRU Payment	1,870,447	2,195,447	325,000
Accelerated IRU Payment-Assessments			-
	<u>15,864,231</u>	<u>16,189,231</u>	<u>325,000</u>
Net Cash Income	<u>-</u>	<u>325,000</u>	<u>325,000</u>
CAPITAL BUDGET			
Total Capital Expenditures (1)	<u>1,100,000</u>	<u>1,100,000</u>	-

(1) CAPEX covered by RUS Settlement Funds

UTOPIA Detail Budget	APPROVED Fiscal 2017	PROPOSED Fiscal 2017	Change
Total Revenue	6,551,382	6,551,382	-
Administrative Expense			
Wages / Benefits	4,651,633	4,651,633	-
Advertising	340,800	340,800	-
Dues / Memberships	12,300	12,300	-
Supplies	14,100	14,100	-
Training / Seminars	23,232	23,232	-
Travel	45,600	45,600	-
Meeting Expense	14,700	14,700	-
Bank Service Charges	6,000	6,000	-
Telecom Expense	91,920	91,920	-
Computer Expense	200,944	200,944	-
Insurance	240,000	240,000	-
Equipment	30,000	30,000	-
Vehicle Expense	72,000	72,000	-
Occupancy	173,000	173,000	-
Utilities	54,000	54,000	-
Admin Expenses	<u>5,970,229</u>	<u>5,970,229</u>	<u>-</u>
Professional Services			
Accounting	36,000	36,000	-
Payroll / HR	37,200	37,200	-
Public Relations	-	-	-
Legal	169,680	169,680	-
Lobbyists	144,000	144,000	-
Consulting	-	-	-
Contract Labor	72,000	72,000	-
Professional Services	<u>458,880</u>	<u>458,880</u>	<u>-</u>
Total Agency Expense	6,429,109	6,429,109	-
Network Management			
Head End	12,000	12,000	-
Field Maintenance	1,068,720	1,068,720	-
Electronic Maintenance	60,000	60,000	-
Colocation Fees	564,000	564,000	-
Interconnect Fees	156,000	156,000	-
Easements	132,000	132,000	-
Network Management	<u>1,992,720</u>	<u>1,992,720</u>	<u>-</u>
Total Operating Expenses	<u>8,421,829</u>	<u>8,421,829</u>	<u>-</u>
Operating Profit (Loss)	(1,870,447)	(1,870,447)	-
Other Income / Expense			
Depreciation	6,600,000	6,600,000	-
Misc Expense	-	-	-
Interest Income	-	-	-
Other Income	-	-	-
Interest Expense	13,918,000	13,918,000	-
Amort Bond Issue Costs	75,784	75,784	-
Total Other Income / Expense	<u>20,593,784</u>	<u>20,593,784</u>	<u>-</u>
Net Income	<u>(22,464,231)</u>	<u>(22,464,231)</u>	<u>-</u>

Network Build Out Overview 10 2016

Grand Total	14268	64983	16328	81071	162382	21.96%	40.02%	10.06%	49.93%
City Parcels	Active Services	Green Parcels	Yellow Parcels	Red Parcels	Parcel Total	Marketable Take Rate (Active/Green)	% of City That can Connect	% of City That Can Connect With Additional Construction	% of City That Has No Mainline
Brigham City	1570	5313	1285	259	6857	29.55%	77.48%	18.74%	3.78%
Centerville	1481	4758	767	94	5619	31.13%	84.68%	13.65%	1.67%
Layton	1271	7425	2058	16161	25644	17.12%	28.95%	8.03%	63.02%
London	1386	3110	176	232	3518	44.57%	88.40%	5.00%	6.59%
Midvale	683	5359	2922	6424	14705	12.74%	36.44%	19.87%	43.69%
Murray	2438	10740	4436	7041	22217	22.70%	48.34%	19.97%	31.69%
Orem	3159	12833	1988	16082	30903	24.62%	41.53%	6.43%	52.04%
Payson	690	2686	198	3251	6135	25.69%	43.78%	3.23%	52.99%
Perry	216	1686	19	131	1836	12.81%	91.83%	1.03%	7.14%
Tremonton	526	2703	342	215	3260	19.46%	82.91%	10.49%	6.60%
West Valley City	848	8370	2137	31181	41688	10.13%	20.08%	5.13%	74.80%
other	385								

Terms	
Active Parcels	The # of service orders placed on parcels
Green Parcels	Parcels that could connect if inquired about obtaining services
Yellow Parcels	Parcels that could connect with additional drop level construction, engineering, cabinet electronics etc.
Red Parcels	Parcels that can NOT connect due to lack of local drop, mainline backbone fiber, and cabinet electronics

Network Connects

City	Total Green	Total Installed	Total Active	Total Disconnected	Installs Remaining
Brigham City	5313	1946	1570	376	3367
Centerville	4758	1560	1481	79	3198
Layton	7425	1534	1271	263	5891
London	3110	1658	1386	272	1452
Midvale	5359	1080	683	397	4279
Murray	10740	3737	2438	1299	7003
Orem	12833	5257	3159	2098	7576
Payson	2686	1167	690	477	1519
Tremonton	2703	527	526	1	2176
West Valley City	8370	1079	848	231	7291
Grand Total	63297	19545	14052	5493	43752

Possible Reconnects

City	Total Disconnects	Total BIZ Disconnects	Total RES Disconnects	
BRIGHAM CITY	376	47	329	0
CENTERVILLE	79	8	71	0
LAYTON	263	13	250	0
LINDON	272	54	218	0
MIDVALE	397	136	261	0
MURRAY	1299	256	1043	0
OREM	2098	898	1200	0
PAYSON	477	38	439	0
PERRY	1		1	0
TREMONTON	231	26	205	0
Grand Total	5493	1476	4017	0

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
11/15/2016**

Item No. 9.

Short Title: City Council Liaison Report - John Higginson - Wasatch Integrated Waste

Initiated By:

Scheduled Time: 8:30

SUBJECT

RECOMMENDATION

Allow John Higginson to report on the activities and issues of the Wasatch Integrated Waste Management District.

BACKGROUND

John Higginson represents Centerville City on the Board of the solid waste district.

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
11/15/2016**

Item No. 10.

Short Title: City Manager's Report

Initiated By: City Manager

Scheduled Time: 8:45

SUBJECT

- a. Review 2017 Capital Improvement Program Summary

RECOMMENDATION

- a. Allow City Manager to explain and answer questions about the 2017 Capital Improvement Program Summary (attached).

BACKGROUND

- a. Due to the unusual number of projects anticipated in 2017, the City Manager met recently with the City Engineer and Public Works Director to create a summary of these projects and establish tentative time frames or calendar targets for design, bidding and construction. Review of this Summary will be a good opportunity to brief the City Council about next year's capital projects work program.

ATTACHMENTS:

Description

- ▣ 2017 Capital Improvement Program Summary

2017 Capital Improvement Program Summary

11/9/2016

Project	Lead	Partners	<u>Calendar</u>			Notes/Status
			Design	Bid	Construct	
Main St. Water Mains - replace	KC/RM	UDOT	NOV-MAR	MAR	JUN-AUG	Prior to UDOT overlay in 2018
Main St. Storm Drains - replace	KC/RM	UDOT	NOV-MAR	MAR	JUN-AUG	Prior to UDOT overlay in 2018
Chase Ln water main under I-15/tracks	KC/RM	UTA/UPRR/UDOT	DONE	JAN-FEB	MAR-MAY	Last water revenue bond project
Complete Frontage Rd. storm drain project	KC/CP/DW				SPRING	In progress - completion after Qwest relocates fiber
Frontage Rd widening/bike lanes/overlay	KC/CP	WFRC	SPR-SUM	AUG	SEPT-OCT	1st step: environmental review
Annual streets contracts	KC/RM		DEC-JAN	FEB-MAR	SPRING/SUMMER	
Rebuild 1250 W/Questar line/2 storm drains	RR/KC	QUESTAR	JAN-FEB	MAR	?	Coordinate with Questar project
Com. Park - Holding Tank	RR/KC/CP		DEC-JAN	FEB-MAR	MAY	Holds ground water for park irrigation
Com. Park - Parking Lot & Trails	BC/KC/CP		DEC-JAN	FEB-MAR	MAY-JUL	Possibly bid with street projects
Com. Park - Landscaping	BC/KC/CP		FEB-MAR	MAR	JUN-AUG	Playable in 2018
Island View Park schematic plan/cost estimate	BC/DS/KC	PARKS&REC COM	NOV-FEB			Apply for federal grant in 2/17
Cemetery expansion analysis	BC/DS/KC		NOV-FEB			Focus on existing site
Decant Bldg	KC/RR		DEC-APR	FALL	FALL	Subject to Council approval
Sidewalks & Trees - High priority repairs	RR/KW				MARCH	Bids secured; Waiting until spring
Sidewalks & Trees - Public process, policy & plan	CC/ST		DEC-APR			
Museum pathway & lighting	BC/ST/DS	MUSEUM BOARD	JAN-APR		MAY-OCT	May need FY18 allocation to complete
Deuel Creek channel project	KC/CP/DW	DAVIS CO	CONCEPT TO Army Corp: FEB		Phase 1: FALL	Phase over several years
Water system misc.	KC/RM/MC		DEC-JAN	FEB-MAR	SPRING	May postpone
Well Pumps	RR	RMP				ST reviewing proposal
Bus Stops	CS/ST	UTA	JAN-FEB		MAR-JUN	Securing property owners permission

BC Bruce Cox
 CP Cody Peterson ESI
 CS Cory Snyder
 DS Dan Sonntag
 DW Dave Walker
 KC Kevin Campbell

KW Ken Williams
 MC Mike Carlson
 RM Ryan Mcleod ESI
 RR Randy Randall
 ST Steve Thacker

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
11/15/2016**

Item No. 11.

Short Title: Miscellaneous Business

Initiated By:

Scheduled Time: 9:00

SUBJECT

- a. Approve Recording Secretary Agreement
- b. Consider Utah Transit Authority (UTA) 2017 Tentative Budget

RECOMMENDATION

- a. Approve the attached Recording Secretary Agreement with Emily Hatch.
- b. Consider Utah Transit Authority (UTA) 2017 Tentative Budget and decide whether to reply.

BACKGROUND

a. Recording Secretary Agreement -- We received 4 applications for the Planning Commission Recording Secretary position. Based on the content of their resumes/letters, three applicants were interviewed by the City Manager, City Recorder and Community Development Director. The City Manager recommends the City Council approve the attached Recording Secretary Agreement with Emily Hatch. She would work as an independent contractor as explained in the Agreement, similar to the other two recording secretaries used by the City. Her primary assignment would be the Planning Commission meetings, but she would also be used occasionally as a substitute for the other meetings.

Recording secretaries provide their own equipment and supplies at home for drafting the minutes (City provides equipment used at the meeting), and the City pays no benefits to them or on their behalf, including no Social Security taxes.

Although recording secretary positions are not formally assigned a pay grade, the City Manager considers the skills required to be comparable to the Secretary II position (Grade 6) in the City's Position Pay Grade Schedule. The Grade 6 pay range has a minimum of \$13.61 and a maximum of \$19.74 per hour. To compensate these independent contractors for the use of their own equipment and supplies, and to offset the impact of paying fully their own social security taxes, the minimum and maximum of the Grade 6 pay range is adjusted by \$2. The adjusted range, therefore, would be \$15.61 - \$21.74 per hour. Emily will begin working for \$17.00 per hour due to her skills and experience. The Agreement states the hourly rate will be reviewed each year. Even though the recording secretaries are independent contractors and not City employees, annual increases in the hourly rate for the City's three recording secretaries are recommended by the City Manager using the principles in the Salary Administration Guidelines approved each year by the City Council.

b. The UTA has provided the attached Tentative Budget for their organization and asked for feedback from the cities within their service area. Last year the Centerville City Council chose not to reply. If the Council wishes to reply, the form is the second page of the attached letter from UTA.

ATTACHMENTS:

Description

- ▣ Recording Secretary Agreement with Emily Hatch
- ▣ Emily Hatch Resume
- ▣ Letter from UTA re 2017 Tentative Budget
- ▣ UTA 2017 Tentative Budget

AGREEMENT

THIS AGREEMENT is made and entered into as of the 2nd day of November, 2016, by and between **CENTERVILLE CITY**, a municipal corporation of the State of Utah, hereinafter referred to as the "City," and **EMILY HATCH**, an individual, hereinafter referred to as "Contractor."

WITNESSETH

WHEREAS, the City desires to obtain certain clerical services in connection with providing minutes of meetings by the City and its various councils and boards; and

WHEREAS, Contractor is willing to provide such clerical services in accordance with the terms of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

Section 1. Services. Contractor hereby agrees to provide the following services to the City: attending and transcribing the minutes of meetings held by the City Council, Planning Commission, Board of Adjustment, and other committees as directed by the City. Contractor will be required to be present in a timely manner at each such meeting to take the minutes. Following the meetings, Contractor will prepare a typed draft of the minutes and submit an electronic version to the City Recorder within five (5) calendar days following the meeting. The minutes will be considered for approval at a subsequent meeting of the affected entity and corrections may be required. Final minutes (hard copy as well as electronic version) will be provided by the Contractor to the City Records for inclusion in the permanent records of the City within three (3) calendar days after final approval by the City Council, Planning Commission, Board of Adjustment, and other committees. This agreement for services is nonexclusive and the City reserves the right to hire or contract with other or additional persons as needed to provide services for the City.

Section 2. Compensation. For the services rendered under this Agreement, Contractor shall be paid by the City in the sum of Seventeen Dollars (\$17.00) per hour, effective November, 2016, for actual time expended in attendance at meetings and drafting the minutes. The City will evaluate yearly the compensation paid to the Contractor.

Section 3. Independent Contractor. It is expressly understood and agreed by the parties hereto that Contractor is an independent contractor and not an employee of the City. Accordingly, Contractor is not entitled to receive any fringe benefits, retirement, or other benefits offered to City employees. No mileage shall be paid to Contractor by the City. Contractor shall be responsible for the payment of all withholding, social security, or other employment taxes which may be due in conjunction with the Contractor's rendering of services to the City.

Section 4. Equipment and Supplies. Contractor shall provide all equipment necessary to perform the services required hereunder except that the City will provide a laptop computer and recording equipment for use at the City meetings. Except as provided herein, Contractor will provide, at Contractor's sole expense, all equipment and supplies needed to perform Contractor's services hereunder including a personal computer, etc.

Section 5. Term of Agreement. It is expressly understood that either party may terminate this Agreement at any time upon giving fourteen (14) days written notice of termination to the other party. Such notice may be delivered personally or sent by certified mail, return receipt requested, postage prepaid to the other party at their last known address. Upon termination for any reason, Contractor agrees to immediately return to the City any tapes, keys, or other City property in the possession of Contractor and to deliver any drafts of minutes then under preparation.

Section 6. Assignment. This Agreement is personal to Contractor and may not be assigned or subcontracted.

Section 7. Entire Agreement. This Agreement contains the entire agreement and understanding of the parties with respect to the subject matter hereof and no prior agreements, representations, promises, or inducements, whether written or oral, which are not contained herein shall be of any force or effect.

Section 8. Severability. Should any portion of this Agreement for any reason be declared invalid or unenforceable, the invalidity or unenforceability of such portion shall not affect the validity or enforceability of any of the remaining portions and the same shall be deemed in full force and effect as if this Agreement had been executed with the invalid portions eliminated.

Section 9. Binding Effect. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective officers, employees, successors and assigns.

IN WITNESS WHEREOF, the parties hereto have executed this agreement individually or by and through their respective duly authorized representatives as of the day and year first herein above written.

"CITY"

ATTEST:

CENTERVILLE CITY

City Recorder

By: _____
Mayor

"CONTRACTOR"

By: Emily Hatch
Emily Hatch

STATE OF UTAH)
)
) :ss
COUNTY OF DAVIS)

Notary Public

My Commission Expires:

Residing at:

STATE OF UTAH)
COUNTY OF Davis) ss:

 **NOTARY PUBLIC**
SARA RIDENOUR
689393
COMMISSION EXPIRES
MAY 18, 2020
STATE OF UTAH

My Commission Expires:

May 18, 2020

Sam Ridenour
Notary Public

Residing at: 182 N. Union Ave
Farmington UT 84025

Emily L. Hatch

EDUCATION

Bachelor of Arts in English
3.7 GPA
Dean's List (2/3 Semesters)

University of Utah
Salt Lake City, UT 84112
Fall 2009 - Fall 2010

Associate of Arts in English
3.8 GPA
Dean's List (4/4 Semesters)

Southern Utah University
Cedar City, UT 84720
Fall 2006 - Spring 2008

SKILLS

Detail-oriented
Writing & editing
Written & verbal communication
Critical thinking
Problem solving
Project management
Planning & organization
Fast learner
Professional & courteous
Strong work ethic
Working singly, in a team, or as team leader
Microsoft Office
90 WPM typing speed

CONTACT

174 Rolling Hills Drive
Centerville, UT 84014

(801) 828-5818

emilylhatch@gmail.com

EXPERIENCE

Technical Editor

Pluralsight, LLC

Farmington, UT

Jan. 2015-Present

- Source and train new Peer Reviewers
- Evaluate accuracy and efficacy of new and existing Peer Reviewers
- Monitor pipeline of courses in production
- Read, edit, and format feedback from Peer Reviewers, ensuring feedback aligns with company standards
- Provide ongoing training and updates to Peer Review team
- Follow through on courses with concerns, problems, special circumstances, etc.
- Maintain constant communication with both internal and external teams regarding standards, expectations, work load, etc.
- Participate in cross-functional team meetings and initiatives
- Maintain and update documentation for and about the Peer Review team
- Gather and analyze data regarding the peer review process
- Identify problems with existing processes; brainstorm solutions, gather data, conduct research and trials, initiate and implement improvements
- Calculate compensation for Peer Reviewers and submit to Accounts Payable

Office Manager

Spring Works Utah

Woods Cross, UT

Oct. 2012-Dec. 2014

- Provide marketing assistance to VP, including writing, editing, and planning selected website content, press releases, applications for various awards and commendations, and miscellaneous writing tasks
- Perform document control, including digitization of archived orders, integration of updated prints, and completion and retention of all customer/vendor information
- Edit and update manuals, SOPs, and standard forms as necessary
- Create and distribute various reports
- Act as assistant to CEO, VP, and GM by monitoring several email accounts and responding to emails, writing all correspondence to customers and vendors, both existing and potential, and planning and organizing meetings
- Oversee all accounts receivable by monitoring customer accounts, sending invoices, and processing customer payments and deposits
- Enter and schedule customer orders; perform customer follow-ups
- Provide customer service by responding to inquiries, supplying manufacturing quotes, setting up new accounts, and following up on internal and external orders
- Process purchasing of material, equipment, and services. Gather quotes from various vendors to determine optimal cost and lead time. Monitor inventory and make adjustments/purchases as necessary
- Create and cultivate customer and vendor relationships

Member Service Rep III /Head Teller

Utah First CU

Farmington, UT

Aug. 2011-Oct. 2012

Mountain America CU

Centerville, UT

Sept. 2008-Aug. 2011

- Assist and advise members while providing quality service
- Comply with all company and federal policies and regulations
- Greet and engage members while accurately and efficiently processing transactions
- Open new accounts and maintain existing accounts; perform audits on new loans
- Promote Credit Union products and services
- Review correspondence to members; complete a wide range of administrative tasks
- Implement new filing/retention system
- Assist HR by reviewing and editing the new Utah First Employee Manual

October 31, 2016

RECEIVED
NOV - 1 2016
CENTERTALLE CITY CORP.

Dear Mayor Cutler,

Pursuant to Section 17B-1-702, Utah Code Ann., enclosed for your information and review is a copy of the Utah Transit Authority (UTA) tentative budget for FY 2017. In addition, please find enclosed the following:

- UTA's 2020 Strategic Goals with associated 2017 budget initiatives
- UTA's tentative 2017 Strategic Objectives with associated 2017 budget initiatives
- Notice of Public Hearing
- Signature sheet and return envelope

After reviewing the tentative budget, please direct any questions or comments you have to Rebecca Cruz, Board of Trustees Administrator. Ms. Cruz can be reached at 801-287-2580 or via email at RCruz@rideuta.com. Upon request, Ms. Cruz will gather information responsive to your request and forward it for your consideration. Alternatively, you are invited to attend a public hearing on the tentative budget scheduled for November 16, 2016, at 2:00 p.m. at our offices located at 669 West 200 South in Salt Lake City. If you have no comment or objection to the tentative budget as presented, please sign and return the enclosed signature sheet by November 30, 2016.

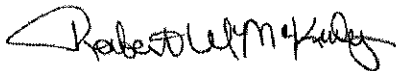
Prior to the November 16, 2016 public hearing, UTA will hold a public open house with UTA representatives available to review and discuss the tentative budget from 1:30-2:00 p.m.

Please note that this is a tentative budget. UTA is monitoring several key items, including sales tax collections, and, if warranted, may make adjustments for the final 2017 budget prior to the December board meeting when the final budget will be on the agenda for approval.

We value your input and look forward to working with you on this important public process.

Thank you for your kind attention and interest in UTA.

Very truly yours,



Robert W. McKinley, Board Chair
Utah Transit Authority

Signature Sheet

I, _____, representing _____,
have received a copy of the Utah Transit Authority's Tentative Budget for
FY 2017. I have reviewed the tentative budget as required by Section 17B-1-
702, Utah Code Annotated, and have no comment or objection to the tentative
budget as presented.

Dated: _____

Printed Name: _____

Title: _____

Please return to UTA

By email: rcruz@rideuta.com

By mail: Attention: Rebecca Cruz
Utah Transit Authority
669 West 200 South
Salt Lake City, UT 84101

2020 STRATEGIC GOALS

2020 Strategic Goal Category	Goals	2017 Budget Initiative	Budget Row Reference Number
Customer Focus	<i>All UTA 2020 Strategic Goals have a direct relationship back to the service and experience of customers/stakeholders</i>		
Finances/Funding	Support full funding of the 2040 Unified Transportation Plan	Major investment studies includes core bus routes, Wasatch Front Central Corridor Study, Ogden BRT, and Mountain Accord	21
	Retire long-term debt ahead of schedule	Additional principal payment of \$2.8 million and pension funding above minimum requirements	13-19 and 27
	Develop and publish a refined reporting process back to stakeholders	Development of UTA service standards	19
Accountability	Improve public engagement process	Public access to the board, including video streaming board meetings	19
	Develop the metrics to evaluate progress of the 2020 Strategic Plan		
	Double ridership through implementation of the Unified Plan	Prop 1 bus and paratransit service and additional ski service	13 and 16
Ridership & Service	Reduce the average customer trip time by 25%	Add cost-efficient service (van pool, car sharing, and bike sharing)	17
	Increase levels of service by 50%	Prop 1 bus and paratransit service	13 and 16
	New fare products and equitable fare policies	Continue FAREPAY promotion rates	4
	Attract, retain, and develop an effective and committed workforce	Annually review total compensation approach	19
	Fully integrated "first and last mile" strategy	GREENbike expansion, signage and wayfinding, mobility management, and first mile/last mile (TIGER Grant) projects	16, 21, and 41
	Find and attract new markets for ridership	Mobility management, add cost-efficient service (van pool, car sharing, and bike sharing)	16, 17, 40, and 41

2017 BOARD STRATEGIC OBJECTIVES

True North Value	Strategic Objective	2017 Budget Initiative	Budget Row Reference Number
<u>Service</u>	Service Effectiveness and Efficiency	Prop 1 bus and paratransit service	13 and 16
		Additional ski service	13 and 16
	Accessibility of the System	New Service Standards (and metrics)	13 and 16
		Add over 100 bus amenities	41
<u>People</u>		Begin construction of TIGER grant projects	41
		Enterprise alignment	13, 14, 15, 18, and 19
		Additional training resources	13, 14, 15, 18, and 19
		Replace 59 1999-2001 buss	40
<u>Environment</u>	Health and Sustainability of the System	Purchase 5 new electric buses	41
		Continue implementation of Prop 1 service improvements	13 and 16
		TOD policy reset	24
		Provo-Orem TRIP	39
<u>Community</u>	Promoting Transit-Oriented Communities	Cooperative partnerships, such as the Transportation and Land Use Connection Assistance Program	21 and 24
		Improve public access to board process, including live video streaming of board meetings	19
		Overhaul of TRAX SD vehicles	40
		Upgrades to rail grade crossings	40
<u>Stewardship</u>	Public Trust and Accountability	Positive train control	40
		Additional principal payment of \$2.8 million and pension funding above minimum requirements	27

OPERATING EXPENSE AND REVENUE BUDGET

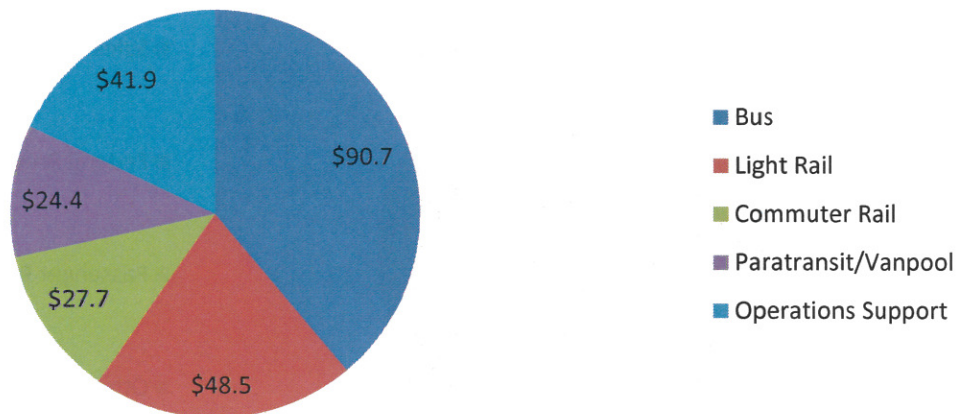
As shown below, of the total \$384.2 million operating budget, operations expense accounts for 61%, debt service accounts for 29%, and administrative and other costs account for 10%.

Tentative 2017 Operating Expense Budget (in millions)



Allocation of the \$233.2 million operations budget is shown below:

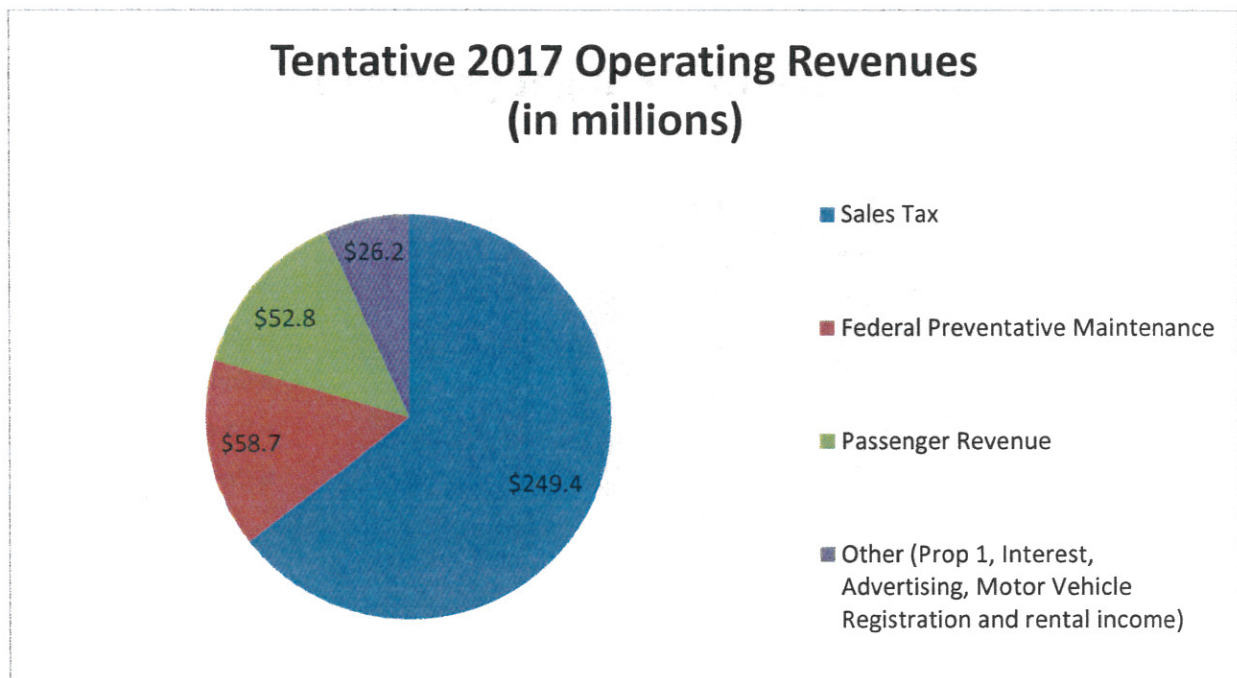
2017 Operations Budget (in millions)



Administrative costs represent approximately 8% of the total operations budget. More detail of those costs is provided below.

Category	Services Provided	2017 Budget (in millions)
Finance and Personnel Administration	Chief Financial Officer, Accounting, Budget, Procurement, and Human Resources	\$4.8
Business Solutions	Technology network and applications	\$10.3
Customer Focus	Public relations, marketing, labor relations, and training	\$3.6
Executive	Overall administration including General Manager, government relations, operations administration, and operating contingencies	\$6.2
Internal Audit	Auditing of procedures and process	\$.5
Legal	Legal counsel, risk management, and Title VI	\$5.5
	Total	\$30.9

Sales tax revenue at \$249.4 million, or 64% of total revenues, represents the largest funding source for the 2017 budget. Federal preventative maintenance and passenger revenues, \$58.7 million and \$52.8 million respectively, are next in size and comprise 29% of the operating revenues. Other revenues, including Proposition 1 revenues, total \$26.2 million.

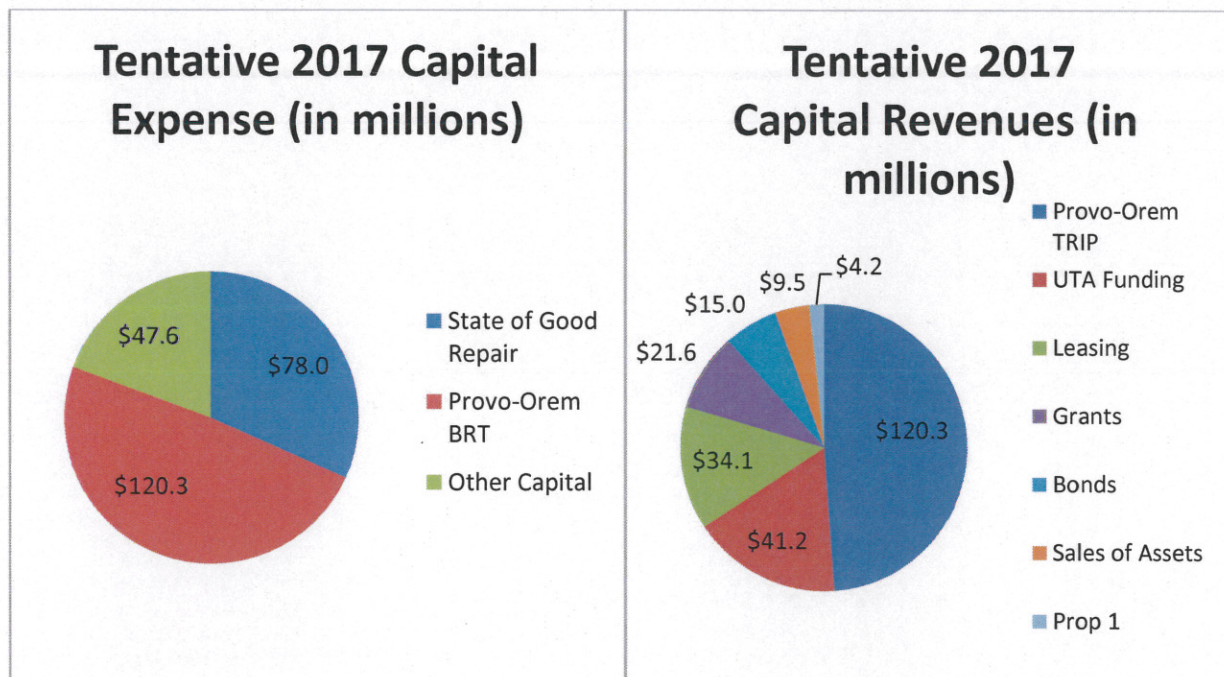


CAPITAL EXPENSE AND REVENUE BUDGET

Capital expense can be divided into three main categories:

- **State of Good Repair projects.** These include replacement buses, paratransit vans, and rideshare vans as well as TRAX car overhauls, rail system repair projects, and facility maintenance.
- **Provo-Orem BRT.**
- **Other Capital projects.** These include positive trail control, rail improvements, 5 electric buses, and passenger enhancements.

Provo-Orem TRIP revenues are expected to be \$120.3 million. Leasing and bonds are estimated at \$49.1 million, grants at \$21.6 million, with sale of assets and Proposition 1 funding at \$13.7 million.



Budget Calendar

Approval of the 2017 Tentative Budget is the first of several steps which culminate in a final, approved 2017 UTA budget. In addition to a public hearing scheduled for November 16, 2016 at UTA headquarters in Salt Lake City, you may comment on UTA's 2017 Tentative Budget by email to boardoftrustees@rideuta.com or by mail to 669 West, 200 South, Salt Lake City, Utah 84101 on or before November 30, 2016.

All comments will be provided to the Board of Trustees prior to their consideration of the final 2017 budget at their December 14, 2016 Board meeting.

UTAH TRANSIT AUTHORITY
2017 OPERATING BUDGET
October 26, 2016

Exhibit A

	Actual 2015	Amended Budget 2016	Preliminary Budget 2017
<u>Revenue</u>			
1 Sales Tax	\$ 227,703,023	\$ 237,249,000	\$ 249,362,000
2 Sales Tax - Prop 1	\$ -	\$ 4,730,732	\$ 8,747,000
3 Federal Prevent. Maint	\$ 52,000,012	\$ 57,588,000	\$ 58,705,000
4 Passenger Revenue	\$ 52,112,909	\$ 53,114,000	\$ 52,813,000
5 Passenger Revenue - Prop 1		\$ 143,967	\$ 362,000
6 Advertising	\$ 2,233,333	\$ 2,283,000	\$ 2,333,000
7 Investment Income	\$ 2,831,406	\$ 2,237,000	\$ 2,098,000
8 Other Revenues	\$ 2,671,936	\$ 3,397,704	\$ 6,391,000
9 Motor Vehicle Registration		\$ 1,782,000	\$ 1,823,000
10 2015 Crossover Refunding Reserve		\$ 8,970,655	\$ 4,485,000
11 Service Sustainability		\$ 4,590,564	
12 Total Revenue	<u>\$ 339,552,619</u>	<u>\$ 376,086,622</u>	<u>\$ 387,119,000</u>
<u>Operating Expense</u>			
13 Bus	\$ 77,092,676	\$ 87,683,182	\$ 90,762,000
14 Commuter Rail	\$ 67,254,632	\$ 32,367,306	\$ 27,678,000
15 Light Rail		\$ 43,302,467	\$ 48,488,000
16 Paratransit Service	\$ 18,511,580	\$ 20,851,218	\$ 21,795,000
17 Rideshare/Vanpool	\$ 2,918,871	\$ 2,416,343	\$ 2,576,000
18 Operations Support	\$ 32,051,926	\$ 39,317,298	\$ 41,935,000
19 General & Administrative	\$ 30,195,417	\$ 28,952,339	\$ 30,923,000
20 Total Operating Expense	<u>\$ 228,025,102</u>	<u>\$ 254,890,153</u>	<u>\$ 264,157,000</u>
<u>Non-Operating Expense</u>			
21 Major Investment Studies (net)	\$ 658,400	\$ 850,000	\$ 638,000
22 Contribution to Reserves (Prop 1)	\$ -	\$ 676,495	\$ 574,000
23 Contribution to Capital (Prop 1)	\$ -	\$ 2,577,320	\$ 4,178,000
24 Planning/Real Estate/TOD/Major Program Development	\$ 4,335,908	\$ 4,569,000	\$ 4,783,000
25 Total Non-operating Expense	<u>\$ 4,994,308</u>	<u>\$ 8,672,815</u>	<u>\$ 10,173,000</u>
<u>Debt Service</u>			
26 Principal and Interest	\$ 97,983,439	\$ 108,200,654	\$ 107,002,000
27 Contribution to Early Debt Retirement Reserve	\$ 2,132,713	\$ 4,323,000	\$ 2,842,000
28 Total Debt Service	<u>\$ 100,116,152</u>	<u>\$ 112,523,654</u>	<u>\$ 109,844,000</u>
29 Total Expense	<u>\$ 333,135,562</u>	<u>\$ 376,086,622</u>	<u>\$ 384,174,000</u>

UTAH TRANSIT AUTHORITY
2017 CAPITAL BUDGET - SUMMARY
October 26, 2016

Funding Sources

	<u>2017 Budget</u>
30 Provo Orem TRIP Funding	\$ 120,308,000
31 Leasing	\$ 34,057,000
32 UTA Current Year Funding	\$ 22,821,000
33 Grants and local partnering	\$ 21,656,000
34 UTA 2016 Carryover	\$ 18,402,000
35 UTA Bonding	\$ 15,033,000
36 Sale of Assets	\$ 9,511,000
37 Proposition 1	\$ 4,178,000
38 Total Funding Sources	<u>\$ 245,966,000</u>

Expense

39 Provo-Orem TRIP	\$ 120,308,000
State of Good Repair Projects (59 buses, 28 Paratransit Vans, 40 Rideshare Vans, Technology upgrades and replacements, Wi-Fi FrontRunner replacement, facility maintenance, SD overhauls,	\$ 78,014,000
40 Rail Maintenance, Positive Train Control)	
Other Capital Projects (Joint Communications Center -JCC,	
41 Bus/Rail Amenities, C-Car Tires, Misc. Capital Projects)	\$ 47,644,000
42 Total Expense	<u>\$ 245,966,000</u>

**UTAH TRANSIT AUTHORITY
2017 CAPITAL BUDGET - DETAIL
October 26, 2016**

Exhibit A

	2017 Budget
1 Provo-Orem TRIP	\$ 120,308,000
 State of Good Repair	
Revenue / Service Vehicles	
2 59 Replacement Fixed Rt. Transit buses	\$ 31,371,000
3 28 Paratransit Replacements	\$ 3,585,000
4 Bus Engine and Transmission	\$ 2,389,000
5 40 Rideshare Replacement Vans	\$ 1,316,000
6 Replacement Support Vehicles	\$ 746,000
7 Total Revenue/Service Vehicles	\$ 39,407,000
 Information Technology	
8 Validator Replacement	\$ 2,999,000
9 Network & Infrastructure Equipment	\$ 409,000
10 TSF Onboard Technology replacements	\$ 810,000
11 Wi-Fi FrontRunner Replacement 2015	\$ 824,000
12 Passenger Information	\$ 661,000
13 Fares System Improvements	\$ 300,000
14 EFC Enhancements	\$ 419,000
15 Technology Projects & Network Infrastructure Improvements	\$ 4,212,000
16 Total Information Technology	\$ 10,634,000
 Facilities, Safety, & Admin Equip.	
17 Admin. Equipment Pool	\$ 100,000
18 Safety and Security	\$ 1,929,000
19 Facility Maintenance	\$ 245,000
20 Total Facilities, Safety, & Admin Equip.	\$ 2,274,000
 Infrastructure State of Good Repair Projects	
21 SD100 and SD160 Overhaul	\$ 14,099,000
22 N/S Tactile Replacements	\$ 1,800,000
23 N/S Trax Grade Crossing Replacements	\$ 1,650,000
24 C - Car Tires Rollover and S-70 Coupler Upgrades	\$ 1,562,000
25 Prime Mover Engine Rebuild	\$ 1,540,000
26 700 South Curve Replacement	\$ 1,400,000
27 Stray Current Mitigation	\$ 1,000,000
28 TAM System Development	\$ 650,000
29 Additional Infrastructure Carryover State of Good Repair Projects	\$ 601,000
29 Ped Crossing Updates	\$ 500,000
30 Additional Infrastructure State of Good Repair Projects	\$ 897,000
31 Total State of Good Repair	\$ 25,699,000
32 Total State of Good Repair	\$ 78,014,000
 Capital Projects	
Capital Projects	
33 Electric Bus Implementation Study	\$ 5,945,000
34 Airport TRAX relocation	\$ 5,500,000
35 Positive Train Control	\$ 8,333,000
36 Red Light Signal Enforcement	\$ 5,000,000
37 Tiger Grant Projects	\$ 3,960,000
38 Safety-04 Cam Wi-Fi for LR Vehicles	\$ 1,250,000
39 Box Elder Right-of-Way	\$ 950,000
40 CoordM-04 ITS Development	\$ 697,000
41 Carryover FL ROW	\$ 650,000
42 Legal SW	\$ 500,000
43 Ped Crossing upgrades	\$ 441,000
44 Passenger Enhancements	\$ 371,000
45 Other Capital Projects	\$ 992,000
46 Total Capital Projects	\$ 34,589,000
 Prop 1 Projects	
47 MOBU Revenue Service Vehicles	\$ 4,543,000
48 MOBU Facility Expansion	\$ 2,200,000
49 Prop 1 Passenger Enhancements - Weber County	\$ 2,310,000
50 Prop 1 Passenger Enhancements - Davis County	\$ 2,118,000
51 Prop 1 Passenger Enhancements - Tooele County	\$ 50,000
52 Total Prop 1 Projects	\$ 11,221,000
 5310 Grants	
53 Salt Lake - West Valley UZA	\$ 800,000
54 Ogden - Layton UZA	\$ 655,000
55 Provo-Orem UZA	\$ 379,000
56 Total 5310 Grants	\$ 1,834,000
57 Total Other Capital Projects	\$ 47,644,000
58 Total Capital Budget	\$ 245,966,000

NOTICE OF PUBLIC HEARING UTAH TRANSIT AUTHORITY

RE: UTA 2017 Tentative Budget

UTA is holding a public hearing to receive input on its 2017 Tentative Budget. The hearing will take place on:

Wednesday, Nov. 16, 2016 at 2:00 p.m. at UTA's downtown Salt Lake City office at 669 West 200 South.

At the hearing, the Utah Transit Authority will provide an opportunity for citizens, private transportation providers, public officials and interested agencies to comment on the tentative budget. To be included as part of the Public Hearing record, all comments must be postmarked or received by UTA no later than November 30, 2016.

THE FORMAT FOR THE PUBLIC HEARINGS WILL BE AS FOLLOWS:

Prior to the public hearing, from 1:30 p.m. to 2:00 p.m., UTA will hold a Citizen Budget Workshop to allow the public to review and discuss the budget with UTA representatives. During this time, in addition to having specific questions answered, the public may submit written comments to UTA. At 2:00 p.m., as part of the regularly scheduled monthly UTA board meeting, individuals may provide verbal comment directly to UTA's Board of Trustees.

In addition to the hearing, at any time during the comment period, the public can submit comments via email, mail or through UTA's Customer Service. Information on the 2017 Tentative Budget may be found at www.rideuta.com or viewed in person at UTA's headquarters at 669 West 200 South, Salt Lake City, 84101.

To assure full participation at the hearing, accommodations for effective communication such as sign language interpreters or printed materials in alternative formats, or a language interpreter for non-English speaking participants, must be requested at least five (5) working days prior to the date of the scheduled event. Requests for ADA accommodations should be directed to UTA ADA Compliance Officer at 801-287-3536 or dial 711 to make a relay call for deaf or hearing impaired persons. To request a language interpreter, please contact 801-287-2290.

Written comments or email comments may be submitted to the following addresses: UTA Board of Trustees, Utah Transit Authority, 669 West 200 South, Salt Lake City, UT 84101 or email directly to boardoftrustees@rideuta.com. Phone calls and questions about the proposal should be directed to Rebecca Cruz at 801-287-2580. All comments will become part of the public record if received by 5 p.m., November 30, 2016.

Informational items:

Relevant information about the proposed changes will be available at the Public Hearing or may be reviewed at the UTA's downtown Salt Lake City office at 669 West 200 South, until 5 p.m. on November 30, 2016. Comments must be postmarked or received by UTA no later than November 30, 2016 to be part of the Public Hearing record.

Jerry Benson
President/CEO

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
11/15/2016**

Item No. 12.

Short Title: Closed meeting, if necessary, for reasons allowed by state law, including, but not limited to, the provisions of Section 52-4-205 of the Utah Open and Public Meetings Act, and for attorney-client matters that are privileged pursuant to Utah Code Ann. § 78B-1-137, as amended

Initiated By:

Scheduled Time: 9:10

SUBJECT

RECOMMENDATION

At this time the City Manager does not know of a need for a closed meeting, but the agenda allows for that possibility.

BACKGROUND

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
11/15/2016**

Item No. 13.

Short Title: Possible action following closed meeting, including appointments to boards and committees

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

Mayor Cutler may recommend appointments to City boards/committees.

BACKGROUND

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
11/15/2016**

Item No.

Short Title: Items of Interest (i.e., newspaper articles, items not on agenda); Posted in-meeting information

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- Monthly Building Report for October 2016



Steve Thacker
City Manager

Centerville City
Building & Safety Department
655 North 1250 West, Centerville, Utah 84014

Monthly Building Report for October 2016

Construction Type	# of Permits		YTD Structures		Average Home Cost		Construction Valuation	
	Month	YTD	# Units	# Bldgs	Month	YTD	Month	YTD
Single Dwellings	0	23	23	23		295,843.00	-	6,804,397.00
Duplexes / Town Homes	5	24	24	5			1,026,104.00	4,941,328.00
Apartments	0	3	72	3			-	8,063,441.00
Addition/Alteration/Repair	2	29					89,974.00	1,017,984.00
Power/Mech	9	65					-	4,253.00
Signage	1	12					2,708.00	82,403.00
Commercial/Tenant Finish	0	19					-	2,997,619.00
Detached Structure/Gar	0	4					-	67,114.00
Demolition	0	2					-	-
Pool	0	2					-	55,000.00
Miscellaneous	11	93					182,883.00	1,731,229.00
Total Permits Issued:	28	276			Total Permitted Valuation:		1,301,669.00	25,764,768.00

Building Permit Related Revenues	Monthly		YTD Comparison	
	October 2016	YTD 2016	October 2015	YTD 2015
BUILDING	12,937.80	206,085.19	11,283.60	172,295.28
PLAN CHECK	772.93	64,703.18	2,317.97	80,405.71
ELECTRICAL	198.00	1,650.00	198.00	1,320.00
PLUMBING	-	-	-	-
MECHANICAL	396.00	2,640.00	66.00	2,630.00
GRADING	-	-	-	-
STATE SURCHARGE	135.31	2,076.45	115.49	1,761.95
WATER DEV.	5,065.00	100,315.00	3,039.00	77,525.00
WATER CONNECTION	-	24,959.79	-	16,132.94
WATER METER	1,175.00	17,230.00	705.00	13,110.00
STORM DRAIN	-	4,880.93	-	-
FIRE IMPACT	2,355.00	57,054.35	1,413.00	53,514.51
PARK IMPACT	10,285.00	240,669.00	6,171.00	224,213.00
DRIVE APPROACH	175.00	1,710.00	105.00	765.00
BOND	6,000.00	54,000.00	3,000.00	33,000.00
SPECIAL IMP DIST/REC	-	36.00	-	12.00
ENGINEERING		5,348.77	-	1,000.00
TV INSPECT DRAINS		1,056.00	-	-
LANDSCAPING BOND		-	-	-
Total Permits Related Revenue:	\$39,495.04	\$784,414.66	\$28,414.06	\$677,685.39