



PLANNING COMMISSION AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE PLANNING COMMISSION WILL HOLD A REGULAR MEETING AT 7:00 PM ON JANUARY 11, 2023 AT CENTERVILLE CITY HALL, 250 NORTH MAIN STREET, CENTERVILLE, UTAH.

Centerville City Planning Commission meetings are open to the public, unless otherwise closed for reasons allowed by law. Centerville City Planning Commission meetings may be conducted via electronic means pursuant to Utah Code § 52-4-207. In compliance with the Americans with Disabilities Act, individuals needing special accommodations due to a disability may contact the City Recorder at (801) 295-3477, at least 24 hours in advance of the meeting. The Commission reserves the right to modify the sequence of agenda items in order to facilitate special needs or provide greater efficiency.

The full agenda packet and backup materials can be found on the Centerville City website at:

<https://centervilleutah.gov/129/Agendas-Minutes>

A. CALL TO ORDER

- 1. ROLL CALL**
- 2. LEGISLATIVE PRAYER OR THOUGHT**
- 3. PLEDGE OF ALLEGIANCE**

B. BUSINESS ITEMS

Business action or discussion items to be considered by the Planning Commission.

1. Elect Chair and Vice Chair
2. Public Hearing - General Plan Amendments - Section 12-490 - Moderate Income Housing - LEGISLATIVE DECISION
Additional Implementation Changes are required to comply with State Statutes by February 16, 2023
3. Planning Commission's Future Planning Goals - DISCUSSION ONLY
Planning Commission to discuss potential planning goals in preparation for a joint work session with the City Council

C. COMMUNITY DEVELOPMENT DIRECTORS REPORT

1. Community Development Director's Report
Next Planning Commission Meeting - **January 25, 2023**
Tentative Items:
 - Chase Creek Subdivision - Conceptual Subdivision Review
 - Summerhill Lane Subdivision - PDO Amendments & Rezones
 - Future Planning Goals - Continued, to prepare for City Council Work Session

D. MINUTES

Minutes of prior meetings may be reviewed and accepted. Minutes review and approval shall comply with the Centerville City Minutes Approval Policy.

1. Minutes Review and Approval

E. ADJOURNMENT

CERTIFICATE OF POSTING

I hereby certify that this notice and agenda was posted at Centerville City Hall, published on the Utah Public Notice Website, and provided to a newspaper or media correspondent in accordance with the requirements of the Utah Open and Public Meetings Act, including, but not limited to, provisions of Utah Code § 52-4-202.

**Jennifer Robison
Centerville City Recorder**



CENTERVILLE
city

PLANNING COMMISSION

Staff Report
1/11/2023

Item No. 1.

Title: Elect Chair and Vice Chair

Initiated By:

Staff Representative:

SUBJECT:

RECOMMENDATION:

BACKGROUND:

ATTACHMENTS:

**PLANNING
COMMISSION**

Staff Report
1/11/2023

Item No. 2.

Title: Public Hearing - General Plan Amendments - Section 12-490 - Moderate Income Housing -
LEGISLATIVE DECISION

Initiated By: Utah State Statutes

Staff Representative: Cory Snyder, Community Development Director

SUBJECT:

Additional Implementation Changes are required to comply with State Statutes by February 16, 2023

RECOMMENDATION:

BACKGROUND:

ATTACHMENTS:

1. 01-11-2023 PC Staff Memo MIH Plan Amendments to Rectify DWFS Non-Compliance Letter

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

STAFF MEMORANDUM

TO: CENTERVILLE CITY PLANNING COMMISSION

FROM: PLANNING STAFF

SUBJECT: REQUIRED MODERATE INCOME HOUSING PLAN AMENDMENTS

BACKGROUND

As the Planning Commission is aware the City has been given a deadline of February 16, 2023 to bring the Moderate-Income Housing Plan into compliance, as instructed by the Department of Workforce Services (DWS). The Planning Commission met at the last meeting of December of 2022 to review the matter and had given staff general instructions to revise the selected strategies for further review. At this previous meeting, the Planning Commission tabled the public hearing to consider additional needed amendments to the MIH Plan.

The MIH Plan amendments proposed by the planning staff consist of 5 select strategies, which include two “inter-agency” participation objectives, and three “local government” strategies. Staff hopes and believes that the proposed selection of strategies would meet both the “*minimum required*” and the “*preferential*” elements of the required State Statutes.

Nonetheless, the new proposed MIH Plan amendments have been considerably altered from the original objectives selected this past year. Additionally, it should be noted that not all objectives are to be accomplished at the same schedule and time frames. Staff believes that over the next five years, there should be differing times and status reporting achievements in order to not overload expected compliance efforts to meet the annual reporting requirements to DWS.

Hopefully, this proposed tactic will lead to greater review, commitment, and even some possible successful outcomes over the next five years. It should also be noted that the Planning Staff will also be following up with DWS staff with the recommendations of the Planning Commission prior to/or as part of the City Council’s public hearing and final adoption to hopefully be deemed in compliance by February 16, 2023.

PLANNING STAFF RECOMMENDED MIH STRATEGIES/IMPLEMENTATION BENCHMARKS AS OUTLINED IN THE DWS’ NON-COMPLIANCE LETTER

Given the direction received from the Planning Commission, staff recommends the following draft MIH Plan language amendments, with the stipulation that the City Attorney/Staff be allowed to proofread the cited State Statute MIH strategies and make any needed alternations to correctly match up with the language of the statutes.

PLAN ELEMENT 5

Inter-agency Cooperation & Coordination Strategies

5.A. Demonstrate utilization of a moderate-income housing set aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency to create or subsidize moderate income housing

5.B. Ratify a joint acquisition agreement with another local political subdivision for the purpose of combining resources to acquire property for moderate income housing

Projected Strategy Implementation Next 5 Years (2023 – 2027)

5.A. **Implementation Objective:** Years 2-5

Phase One (2024) – Research Future Funding Capacity for Moderate-Income Set-Aside Programing

Phase Two (2025) – Create a Funding Set-Aside Program and Establish Qualifying Requirements

Phase Three (2026) – Solicit/Fund a Specific Project if a qualifying opportunity is identified.

Phase Four (2027) – Solicit/Fund a Specific Project if a qualifying opportunity is identified.

Responsible Agency: City's RDA & City Council & Mayor, City Manager City Finance Officer, and City Attorney

5.B **Implementation Objective:** Years 3-5

Phase One (2025) – Introduce and discuss the MIH Goals with various South Davis Communities to identify potential collaborative efforts

Phase Two (2026) – Introduce and discuss the MIH Goals with Davis County to identify potential collaborative efforts

Phase Two (2027) – If deemed viable, draft and adopt a

collaborative inter-local MIH agreement and program with such entities.

Responsible Agency: City Council & Mayor, City Manager & Attorney, and Other Applicable Political Subdivisions

PLAN ELEMENT 6

Local Government Regulation and/or Investment Strategies

Projected Strategy Implementation Next 5 Years (2023 – 2027)

6.A. Implement a mortgage assistance program for employees of the county/municipality, an employer that provides contracted services for the county/to the municipality, or any other public employer that operates within the county/municipality

6.A. Implementation Objective: Years 1-4

Phase One (2023) – Review/Understand Average Housing Costs within the City. Evaluate Employee Compensation Schedule & Compare Salaries to Housing Costs to determine the level of potential need/opportunity.

Phase Two (2024) – Research and Evaluate Other Cities' Programs for Mortgage Assistance and determine capability/capacity of implementing a program.

Phase Three (2025) – If deemed suitable, implement a Mortgage Assistance for City Employees, and promote a defined/desired outcome.

Phase Four (2026) – Consider expanding such program for other public employers, employer of publicly contacted services, Davis County and/or State of Utah employees.

Responsible Agency: City Council & Mayor, City Manager & Attorney. Other

inter-local participation entities, as deemed appropriate.

6.B Create or allow for, and reduce regulations related to, internal or detached accessory dwelling units in residential zones

6.B. Implementation Objective: Years 4-5

Phase One (2026) – Review status and marketplace use of the existing Internal Accessory Dwelling Ordinance and consider whether to allow External/Detached Accessory Dwelling Units

Phase Two (2027) – If deemed suitable, create, and adopt an External/Detached Accessory Dwelling Unit Ordinance.

Responsible Agency: City Council & Mayor, City Manager, Community Development Director, and City Attorney.

6.C Eliminate impact fees for any accessory dwelling unit that is not an internal accessory dwelling unit as defined in Section 10-9a-530

6.C. Implementation Objective: Year 5

Phase One (2027) – If an external/detached accessory dwelling ordinance is adopted, eliminate impact fees for such dwelling units.

Responsible Agency: City Council & Mayor, City Manager & Attorney

**PLANNING
COMMISSION**

Staff Report
1/11/2023

Item No. 3.

Title: Planning Commission's Future Planning Goals - DISCUSSION ONLY

Initiated By: Planning Commission

Staff Representative: Cory Snyder, Community Development Director

SUBJECT:

Planning Commission to discuss potential planning goals in preparation for a joint work session with the City Council

RECOMMENDATION:

BACKGROUND:

ATTACHMENTS:

1. 01-11-2023 Planning Commission Goals -1st Discussion

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

PLANNING COMMISSION MEMORANDUM

DATE: JANUARY 11, 2023

TO: CENTERVILLE CITY PLANNING COMMISSION

FROM: PLANNING STAFF

SUBJECT: DISCUSSION AND GOALS PLANNING

The Planning Commission has requested to discuss potential future planning goals beginning in 2023. On January 4, 2023, staff reported to the City Council a potential work session in the near future, should be scheduled between the two entities for the 2023 year and onward. The City Council was supportive of hosting such a work session meeting once the Commission has had time to establish some preliminary planning goals. Staff has compiled potential goals and a strategy outline that could be considered by the Council and Commission.

LIST OF MAJOR PLANNING PROJECTS

General Plan Update/Economic Planning – The General Plan Update portion would involve strategic updating portions of the Plan that are either outdated or in need of significant changes to meet the needs of the City for the next 20 years. Primarily, the updates would be for the generalized elements regarding Residential/Housing, Commercial/Industrial Development, Natural Hazards, Transportation/Circulation, etc. and not necessarily for the various neighborhood plans. Additionally, there is growing need to address future needs of specific areas, such as the West Centerville Neighborhood, South Main Street Corridor, and some undone previous wants to the Southwest Neighborhood Plan. Below is a suggested potential strategic outline for accomplishing such goals:

- A. West Centerville Neighborhood Plan (*in conjunction with a “market economic study.”*)
This area is seemingly the feasible area of continued growth and development. Several property owners are seeking potential use changes in order to develop their project plans. The competing interests of commercial, industrial, and housing needs to be better understood. Furthermore, developing a location for a potential Frontrunner Stop has been proposed in the past.

Staff Rating: **PRIORITY**

- B. Transportation/Circulation Element. Updates are needed to further identify needs for I-15 Interchange and Legacy Parkway Interchanges, the west side connection to Farmington, Frontrunner Station (if desired). Furthermore, a 2018 Alternative Transportation Study was previously performed by WFRC, in conjunction with Centerville, West Bountiful,

Bountiful, and North Slat Lake. Many elements of that study need to be considered and included in this element's update.

Staff Rating: **PRIORITY**

- C. Community Facilities Element. Updates are needed to begin planning for and integrating/connecting, the various trails, bike lanes, parks, commercial centers, museums, performing arts centers, City Hall, with additional urban pathways, trailheads, way-finding signing, etc.

Staff Rating: **SEMI-PRIORITY**

- D. South Main Street Corridor Plan Update – In spite of past efforts to consider additional changes, the currently adopted and modified “*South Main Street Corridor Plan Overlay Zone*” remains as the current planning model for the corridor. Staff believes that this current model has been mostly compromised in its original form and has not, so far, incentivized any significant real new development. Therefore, the Overlay Zone may need to be rescinded and the long past original C-M Zoning District maybe be restored until/unless a new vision can be adequately identified.

Staff Rating: **UNDETERMINED**

- E. Other Various General Plan Elements – There are other Main Elements will need to re-written and amended to reflect the changes and updates of the above-mentioned updates.

Staff Rating: **SEMI-PRIORITY**

- F. Southwest Neighborhood Plan Updates. Due to concerns about multi-family and allowed densities, a previous Council desired to address such community concerns specifically in the south end of the City. The Southeast Plan was chosen first because of the closing of the Dick's Market on Pages Lane and plans were underway for redeveloping the property. This Plan was completed in May of 2018. Nonetheless, the Southwest Neighborhood remains unaltered and other planning priorities took precedent. Staff only is mentioning this because it was at one time a desired planning project.

Staff Rating: **UNDETERMINED**

Subdivision Ordinance Update – The staff/commission have reviewed several sections for updating the City's Subdivision Ordinance. This effort has stalled for the past year or so.

Staff Rating: **PRIORITY**

General Plan Updates to Zoning Code or Map Update – As the General Plan Updates take place, additional ordinance or map amendments will be needed to implement the changes/amendments.

Staff Rating: **PRIORITY**

LIST OF MINOR PLANNING PROJECTS

Conditional Use Permit Standards Update – Over the past few Legislative Sessions, along with case law concerns, there has been several political and case examples challenging Conditional Use provisions, specifically the subjective or interpretive style provisions of many CUP ordinances. The discussion or expectations amongst the planning community have resulted in a belief that CUP uses should be removed and either allowed as permitted uses or prohibited, if justified. Staff believes that the CUP process can be relevant for allowing uses that could be acceptable but may take specific mitigation measures. Therefore, the City needs to review the adopted CUP provisions and remove provisions that are too subjective or interpretive, in order to justify use of the CUP approval process.

Staff Rating: **PRIORITY**

Parrish Lane Gateway Design Standards Modifications – A while back, staff presented several edits to this ordinance, specifically regarding concerns that the UDOT roadway standards conflict with some of the City's design standards. Consequently, a few of the more recent developments, do not fully comply with the gateway standards with regards to pedestrian pathway placement and landscape berming. The Parrish Gateway Design standards need to be modified to reflect the actual built environment that has taken place. Additionally, some members of the City Council had concerns over the cost and maintenance related to the decorative streetlight poles, as well as the pedestrian crossings stamped design expectations.

Staff Rating: **LOW-PRIORITY**

Foothills Management Plan Tasks – The City's Foothill Management Plan (*a GP Element*) directs the City to accomplish the following tasks:

- Create a Geologic-Hazard Element and Ordinance. This would eventually replace/update the current Hillside Overlay Ordinance.
- Establish Proper Mitigation Standards for the Wildland-Urban Interface Zone. This would create standards to mitigate wildland fires in the foothills.

Staff Rating: **UNDETERMINED**

Northwest Neighborhood Plan Task – This neighborhood plan directs the City to accomplish the following task:

- Create a Zone/Overlay to establish areas to be preserved as semi-rural (5+ acres).

Staff Rating: **UNDETERMINED**

**PLANNING
COMMISSION**

Staff Report
1/11/2023

Item No. 1.

Title: Community Development Director's Report

Initiated By:

Staff Representative:

SUBJECT:

Next Planning Commission Meeting - **January 25, 2023**

Tentative Items:

- Chase Creek Subdivision - Conceptual Subdivision Review
- Summerhill Lane Subdivision - PDO Amendments & Rezones
- Future Planning Goals - Continued, to prepare for City Council Work Session

RECOMMENDATION:

BACKGROUND:

ATTACHMENTS:



CENTERVILLE
city

PLANNING COMMISSION

Staff Report
1/11/2023

Item No. 1.

Title: Minutes Review and Approval

Initiated By:

Staff Representative:

SUBJECT:

RECOMMENDATION:

BACKGROUND:

ATTACHMENTS:

1. 12-14-22 PC

PLANNING COMMISSION MINUTES OF MEETING
Wednesday, December 14, 2022
7:00 p.m.

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

MEMBERS PRESENT

Kevin Daly, Chair
Shawn Hoth
Mason Kjar
Heidi Shegrud

MEMBERS ABSENT

Matt Larsen
Christina Wilcox
Becki Wright

STAFF PRESENT

Cory Snyder, Community Development Director
Lisa Romney, City Attorney
Whittney Black, Assistant Planner

PLEDGE OF ALLEGIANCE

LEGISLATIVE PRAYER OR THOUGHT Chair Daly

2023 ANNUAL MEETING SCHEDULE

The Planning Commission reviewed a proposed 2023 Planning Commission Meeting Schedule. Chair Daly **moved** to accept the 2023 Annual Meeting Schedule as proposed. Commissioner Hoth seconded the motion, which passed by unanimous vote (4-0).

PUBLIC HEARING – GENERAL PLAN AMENDMENTS – SECTION 12-490 – MODERATE INCOME HOUSING

Community Development Director Cory Snyder reported that Centerville's 2022 Moderate Income Housing (MIH) Plan submitted to the Department of Work Force Services was deemed non-compliant with regards to "implementation benchmarks." Centerville was given until February 16, 2023 to correct the deficiencies and re-submit the MIH Plan. He described communication with the Department of Workforce Services to better understand what they were looking for, and suggested that staff recraft 3-5 goals and implementation plans for Planning Commission review.

The Planning Commission and staff discussed the MIH Plan. Commissioner Kjar said he was less inclined toward the more expensive goals suggested by the State. Chair Daly expressed agreement. Mr. Snyder expressed the opinion that high-density housing would have to be subsidized in order to be "affordable" in the current market, and Centerville did not have the staff, breadth, or commitment-level to start a separate division focused on securing property, deed tracking, and fund tracking and holding.

Chair Daly opened a public hearing at 7:28 p.m., and closed the public hearing seeing that no one was present to comment. Chair Daly said he did not believe Centerville was in a position to act as developer. Commissioner Kjar said he was interested in ADU and mortgage assistance elements.

1 Chair Daly **moved** to table the matter and continue the public hearing to the next
2 Planning Commission meeting. Commissioner Kjar seconded the motion, which passed by
3 unanimous vote (4-0).
4

5 **COMMUNITY DEVELOPMENT DIRECTOR'S REPORT**

6
7 The Planning Commission was scheduled to meet next on January 11, 2023. Staff
8 reported on recent actions by the City Council.
9

10 **MINUTES REVIEW AND APPROVAL**

11
12 Minutes of the November 9, 2022 Planning Commission meeting were reviewed.
13 Commissioner Shegrud **moved** to approve the minutes. Chair Daly seconded the motion, which
14 passed by unanimous vote (4-0).
15

16 **ADJOURNMENT**

17
18 At 7:42 p.m., Chair Daly **moved** to adjourn the meeting. Commissioner Kjar seconded
19 the motion, which passed by unanimous vote (4-0).
20
21
22
23

24 _____
Jennifer Robison, City Recorder

Date Approved