



WORK SESSION AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY COUNCIL WILL HOLD ITS WORK SESSION MEETING AT 6:00 PM ON SEPTEMBER 5, 2023 AT CENTERVILLE CITY HALL, 250 NORTH MAIN STREET, CENTERVILLE, UTAH.

Centerville City Council meetings are open to the public, unless otherwise closed for reasons allowed by law. Centerville City Council 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 Mayor and Council reserve 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. ROLL CALL

B. BUSINESS ITEMS

Business action or discussion items to be considered.

1. South Davis Sewer District Update
Matt Meyers with South Davis Sewer will give an update on the sewer district
2. Planning and Zoning Matters regarding Lexington Park Phase 4 Subdivision
Council Request for a report regarding Planning and Zoning Matters, particularly the process for rezoning properties.

C. DEPARTMENT OR COMMITTEE REPORTS

Department heads or committee chairs may provide updates regarding department or committee assignments or events.

1. Administrative Services Department Report
Bryce King will give a report on the Administrative Services Department

D. CLOSED SESSION

The City Council may vote to discuss matters in a closed session for reasons allowed by law, including, but not limited to, the provisions of Utah Code § 52-4-205 of the Open and Public Meetings Act, and for attorney-client matters that are privileged pursuant to Utah Code § 78B-1-137.

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
CITY COUNCIL
Staff Report
9/5/2023

Item No. 1.

Title: South Davis Sewer District Update

Initiated By: Gina Hirst, Council Member

Staff Representative:

SUBJECT:

Matt Meyers with South Davis Sewer will give an update on the sewer district

RECOMMENDATION:

BACKGROUND:

ATTACHMENTS:

CENTERVILLE
city
CITY COUNCIL

Staff Report

9/5/2023

Item No. 2.

Title: Planning and Zoning Matters regarding Lexington Park Phase 4 Subdivision

Initiated By: City Council

Staff Representative: Cory Snyder, Community Development Director

SUBJECT:

Council Request for a report regarding Planning and Zoning Matters, particularly the process for rezoning properties.

RECOMMENDATION:

BACKGROUND:

Please see attached for Planning Staff report

ATTACHMENTS:

1. 09-05-2023 CC Staff Memo Lexington Park Phase 4 Subdivision - Reading Elementary Zoning_Ownership Conflicts

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

STAFF MEMORANDUM

DATE: **SEPTEMBER 05, 2023**

TO: **CENTERVILLE CITY COUNCIL**

FROM: **PLANNING STAFF**

**SUBJECT: LEXINGTON PARK PHASE 4 SUBDIVISION – READING
ELEMENTARY ZONING AND OWNERSHIP CONFLICTS**

As the City Council may be aware, a resident/owner has brought a matter to Council Members regarding the zoning and ownership status between the lots of the subdivision and the elementary school (*see map diagram – outline in red*).

At some point in the long past, the school relinquished parcels along their western boundary to the owners of several lots of the subdivision to the west. However, the needed correction of the Zoning District boundaries of the transferred school parcels were not sought at the time of the transfer.

Additionally, although the properties were transferred by ownership and recorded at the County, each parcel remains separately described, which creates undevelopable situations within the current PF-L and/or A-L Zone and the likely desired R-L Zone Standards are not applicable at this time to the owners of the parcels behind their original Lexington Park Phase 4 subdivision lots.



STAFF ANALYSIS

The Zoning Conflicts - In review of the Zoning Map, the original subdivision lots are located in an R-L District. The majority of the former school district parcels remain located in the PF-L Zone with a few parcels (*formerly also school parcels*) located in the A-L Zone. Thus, the allowed uses along with other applicable development regulations of these differing zones create hurdles for the residents and city staff for how the added parcels may eventually be utilized.

Zoning Map Remedies – All Zoning Map Amendments are required to be processed in accordance with CZC 12.21.080, which requires public hearings and debate at both Planning Commission and City Council levels. Keep in mind Zoning Map Amendments are a legislative process that requires obtaining a recommendation from the Planning Commission, where they review the City’s General Plan and Zoning Ordinances to formulate their recommendation.

Nonetheless, according to CZC 12.21.080(c), proposed amendments to the Zoning Map may be initiated by any of the following:

- 1) The City Council,
- 2) The Planning Commission, or
- 3) A property owner affected by a proposed amendment as provided in this Section. An agent of a property owner shall provide an affidavit of authorization.

To date staff has received an application from a single property owner – *Option 3*. However, it has not yet been activated by payment of the applicable fee, which is \$650.00. Furthermore, the applicant has indicated that other discussions with some elected officials have taken place, in which they are seeking a remedy through a City Council initiated Zone Map Amendment for all involved properties of this situation – *Option 1*.

Ownership vs. Allowable Uses Conflict – According to CMC 15.01.070, the ordinance states the following:

- a) “It shall be unlawful for any person to subdivide any tract or parcel of land which is located wholly or in part in the City except in compliance with this Title...”
- b) “Land shall not be transferred, sold, or offered for sale, nor shall a building permit be issued for a structure thereon, until a final plat of a subdivision shall have been recorded in accordance with this Title and any applicable provisions of state law...”

Consequently, although the transferred parcels are now owned by individuals, such parcels are NOT RECOGNIZED by the City and are currently INELIGIBLE for any use and/or development at this point in time, except maybe for landscaping.

Ownership vs. Allowable Uses Conflict Remedies – According to Utah Code 10-9a-608, a fee owner of land may request a subdivision plat amendment to join two or more of the fee owner’s lots. Additionally, CMC 15.09.010 outlines the City’s process for amending a subdivision plat. Consequently, this will require that each fee owner apply for a plat amendment to legally incorporate the former school district parcels into a single parcel. Another option is for all affected fee owners to cooperatively file a single plat amendment to remedy the conflict.

CONCLUSIONS

This memorandum is not intended to be a conclusive analysis of this matter. As requested by Council, it was designed to initially review and understand potentials and possibilities for remedying these matters involving the applicable Zoning and Subdivision Ordinances, which includes state statutes for subdividing land and amending applicable plats. However, there are two (2) potential remedy scenarios:

OPTION 1 - Allow each property owner to individually decide how and when to individually seek a rezone in conjunction with amending their subdivision plat.

***Possible Cons:** The development of and use of these parcels, other than maybe landscaping, remains non-existent until each property owner applies for and funds their own Zone Map Amendment and Subdivision Plat Amendment, which may likely occur at random through time (i.e. the present situation)*

OPTION 2 - The City Council initiates a Zone Map Amendment for all affected parcels, that would also be contingent upon a plat amendment being filed by each owner or a collaborative plat amendment effort initiated by all affected owners.

***Possible Cons:** Establishing an effective condition of rezone approval that has an unknown time frame for how and when owners file their applicable subdivision plat amendment, which would still be required independent of the map amendment in order to incorporate the parcels into the original lots.*

CENTERVILLE
city
CITY COUNCIL

Staff Report
9/5/2023

Item No. 1.

Title: Administrative Services Department Report

Initiated By: Brant Hanson, City Manager

Staff Representative: Bryce King, Administrative Services Director

SUBJECT:

Bryce King will give a report on the Administrative Services Department

RECOMMENDATION:

BACKGROUND:

ATTACHMENTS:

1. Administrative Services Presentation (1)

CENTERVILLE



ADMINISTRATIVE SERVICES

CENTERVILLE CITY

INTRODUCTION

HUMAN RESOURCES
RISK MANAGEMENT
COMMUNITY SERVICES
ECONOMIC DEVELOPMENT
COURT
COMMUNICATIONS



HUMAN RESOURCES

**BETHANY
FRANK**



- ONLINE EMPLOYEE FORMS
- STANDARDIZED HIRING PROCESS
- ONBOARDING/OFFBOARDING
- ONLINE TRAINING
- EMPLOYEE WEBPAGES
- BENEFITS STUDY

RISK MANAGEMENT



- UTAH RISK MANAGEMENT ASSOCIATION
- ONLINE INCIDENT REPORTING SYSTEM
- INSPECTION PROGRAM 2024
- BACKGROUND CHECK POLICY
- ONLINE EMPLOYEE TRAINING SYSTEM



COMMUNITY SERVICES

HALEY TURNER
LISA SOMMERS



- FALL/SPRING BASEBALL
- SUMMER CAMPS
 - THEMED CAMPS
 - PROGRAMMED FOR STAFF
- MUSEUM - VIRTUAL TOUR
- SKI SCHOOL

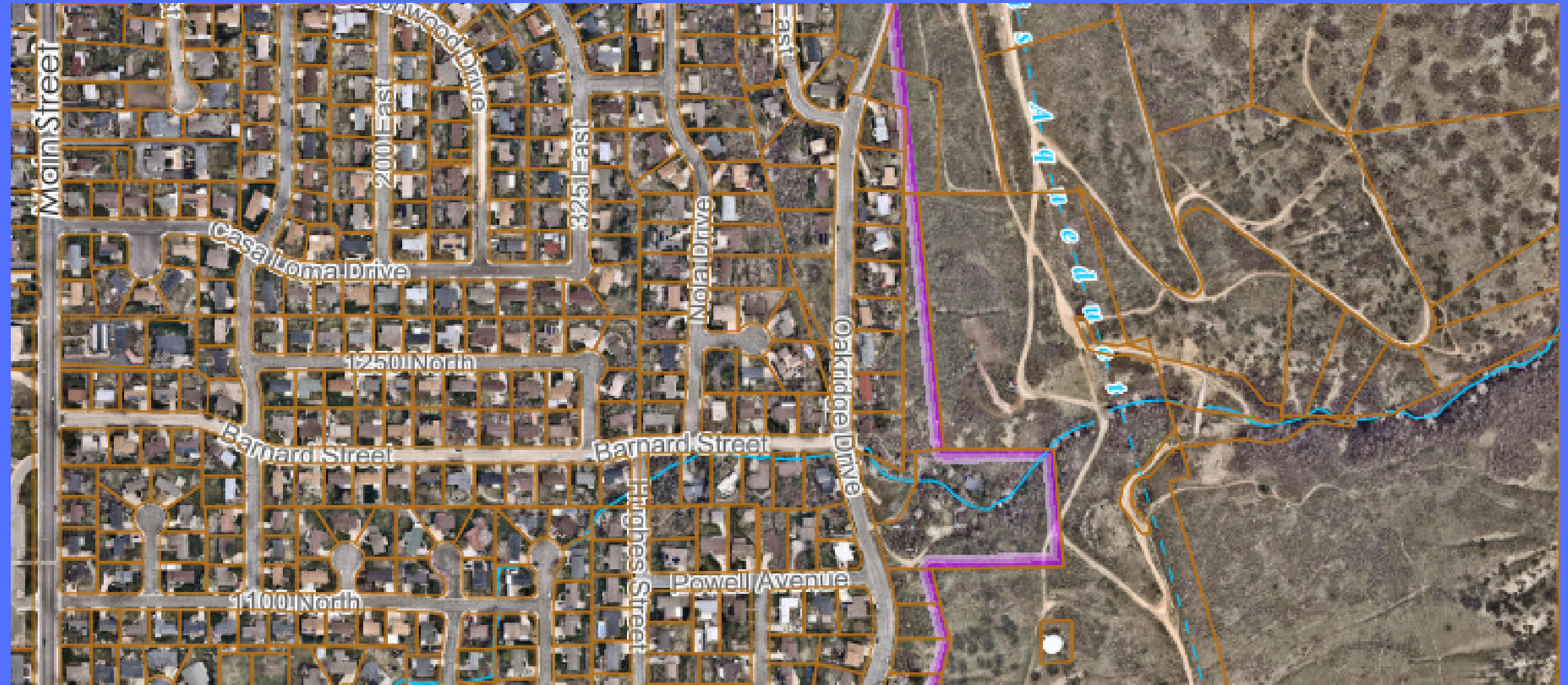
- MOVIES IN THE PARK
- YOUTH COUNCIL
- AFTER SCHOOL PROGRAM
- NEW PRORAMS
- BATTING CAGE
- SCHOLARSHIP PROGRAM

Summer Camps

2023
619

2022
434

ECONOMIC DEVELOPMENT



- ECONOMIC DEVELOPMENT
WEBPAGE
- BUSINESS OUTREACH
- PROMO VIDEO OF CITY

JUSTICE COURT TAMI NISS LINDA KIPP



- COURT BOOTH
- COURT PAGE REDESIGN
- ONLINE PAYMENTS BUTTON

COMMUNICATIONS WEBSITE

- REDESIGN - PREMIUM UPGRADE
- CHAT FEATURE
- BANNER ADD
- SIGN UP FOR ALERTS
- EXAMPLE - WWW.WVC-UT.GOV



Top Level Information

Review of Date – July 1, 2022 – July 1, 2023

Population: 16,785

✓	Total Users	61,787
✓	Total Pageviews	195,914
✓	Average Time On Page	1:31



Top Visited Pages

1	Centerville 4th of July Centerville, UT	14,602	4	Police Centerville, UT	3,351
2	Agendas & Minutes Centerville, UT	4,540	5	Garbage & Recycling Centerville, UT	3,184
3	4th of July Parade Centerville, UT	4,451	6	Departments Centerville, UT	3,065



Top Downloaded Documents

Total Downloads: 8,848

1	2023 Recycle Calendar (PDF)	552	4	Police Records Request Form (Fillable) (PDF)	316
2	2022 Centerville Recycle Calendar	514	5	xpress bill pay new customer sign up	300
3	Code Enforcement Citizen Complaint Form (PDF)	423	6	Applying for a Commercial Business License (PDF)	272

SOCIAL MEDIA



 If you're wondering why Main St is such a mess right now, this contraption is being escorted through the city...
Published by Allen Ackerson · August 23 at 1:02 PM · 🌐

Post Impressions ⓘ	Post reach ⓘ	Post Engagement ⓘ
2,614,188	2,526,681	743,129

Interactions ⓘ	
 7.5 K	 172
 913	 1.9 K
 9	 2
 Reactions	10,419
 Comments	2,494
 Link Clicks	11
 Shares	853
 Other Clicks	199,708



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