# PLANNING COMMISSION AGENDA

**NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE PLANNING COMMISSION WILL HOLD A REGULAR MEETING AT 7:00 PM ON MAY 22, 2024 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. PUBLIC HEARING - Zoning Map Amendment - Rezone 522 W Porter Lane, parcel 030010209 from the R-M Zone to the R-H Zone - LEGISLATIVE DECISION
   The applicant, Shane O'Toole is requesting a zone map amendment for the property located at 522 W Porter Lane from the R-M Zone to the R-H Zone.
2. PUBLIC HEARING - Zoning Code Amendment - *CZC 12.41.060(b)(5-6)* Planned Development Overlay Zone, Uses Allowed in Commercial Planned Developments - LEGISLATIVE DECISION
   The petitioner, Mitch Vance, representing JF Legacy Partners LLC, desires to amend the Zoning Ordinance regarding commercial planned developments to facilitate a future multi-family project on the southeast corner of the Legacy Crossing at Parrish Lane development.
3. PUBLIC HEARING - Zoning Map Amendment - Rezone parcel 020070003 from the R-L Zone to the PF-H Zone - LEGISLATIVE DECISION
   City Staff is requesting that the Planning Commission recommend to the City Council the rezone of a piece of city-owned property directly northeast of Oakridge Drive. The property will be used for a new culinary water storage tank facility. Water tanks are used to store drinking water for the entire community.
4. Training - Online Zoning Code/Map and Municipal Code

**C. COMMUNITY DEVELOPMENT DIRECTORS REPORT**

1. Community Development Director's Report

**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**

# PLANNING COMMISSION

## Staff Report

**5/22/2024**

**Item No**. 1.

**Title:** PUBLIC HEARING - Zoning Map Amendment - Rezone 522 W Porter Lane, parcel 030010209 from the R-M Zone to the R-H Zone - LEGISLATIVE DECISION

**Initiated By:** Shane O'Toole, Applicant

**Staff Representative:** Whittney Black, Assistant Planner

**SUBJECT:**

The applicant, Shane O'Toole is requesting a zone map amendment for the property located at 522 W Porter Lane from the R-M Zone to the R-H Zone.

**RECOMMENDATION:**

**RECOMMEND DENIAL OF THE REZONE TO THE CITY COUNCIL**

**BACKGROUND:**

The applicant, Shane O'Toole, is requesting a zone map amendment for the property located at 522 W Porter Lane from the R-M Zone to the R-H Zone. The applicant is seeking a higher density to be able to construct a townhome project that contains a total of 12 dwelling units. The current zoning would only permit 6 units per acre. *CZC 12.21.080* provides four approval standards to consider during a Zone Map Amendment request. The Planning Staff has provided their analysis of these standards in the staff report dated May 22, 2024.

**ATTACHMENTS:**

1. 05-22-2024 PC Staff Report 522 W Porter Lane Zone Map Amendment, 030010209 from R-M to R-H, SOLO Holdings Shane OToole, Applicant
2. Surrounding Areas Density Calculations
3. Application - Completed 5-3-2024
4. SOLO Request - Letter and Site Plan
5. SOLO Request - Zoning Map
6. SOLO Request - Owner Affidavit
7. SOLO Request - Legal Description

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

**STAFF REPORT**
**AGENDA: ITEM 1**

| | |
|---|---|
| **PROPERTY OWNER:** | **ATIELI & MONALISA HAFOKA**<br>**522 W PORTER LN**<br>**CENTERVILLE, UT 84014** |
| **APPLICANT:** | **SHANE O'TOOLE**<br>**437 SOUTH HIDDEN LANE**<br>**NORTH SALT LAKE, UT 84054**<br>**shane@rumoradvertising.com** |
| **PARCEL NUMBER(S):** | **030010209** |
| **PARCEL SIZE:** | **1.04 ACRES** |
| **CURRENT ZONE:** | **RESIDENTIAL-MEDIUM** |
| **APPLICATION:** | **ZONING MAP AMENDMENT, REZONE FROM RESIDENTIAL-MEDIUM (R-M) TO RESIDENTIAL-HIGH (R-H)** |
| **RECOMMENDATION:** | **RECOMMEND DENIAL OF THE REZONE TO THE CITY COUNCIL** |

## BACKGROUND

The applicant, Shane O'Toole is requesting a zone map amendment for the property located at 522 W Porter Lane from the R-M Zone to the R-H Zone. The applicant is seeking a higher density to be able to construct a townhome project that contains a total of 12 dwelling units. The current zoning would only permit 6 units per acre. *CZC 12.21.080* provides four approval standards to consider during a Zone Map Amendment

request. The Planning Staff has provided their analysis of these standards below.

**CODE REQUIREMENTS REVIEW & ANALYSIS**

1. **Is the proposed amendment consistent with the goals, objectives, and policies of the General Plan?**
    - **Staff Response:** No. The subject property is located within Neighborhood 2, Southwest Centerville. This plan has specifically outlined residential policies along Porter Lane. It states, "as one of the original roads in the area, Porter Lane has had farms, homes, and residences on large lots for many years. Residents living along this street have expressed a desire to maintain this residential style". This policy continues to explain that this area would be best used for low or medium density residential. There is no mention of this area being used for high density residential.

      Based on this information the Planning Staff does not believe that this proposed amendment is consistent with the goals, objectives, and policies of the General Plan.

2. **Is the proposed amendment harmonious with the overall character of existing development in the vicinity of the subject property.**
    - **Staff Response:** No. This property is surrounded by R-M, R-L, and A-L Zoning. Using subdivision plats for The Lane, Porter Walton Townhomes PUD, and Shaela Park PUD staff has also calculated that the maximum density in the area is 7.62 units per gross acre. See the *Surrounding Areas Density Calculations* document that is attached to the packet for specific information.

      Based on what was submitted by the applicant, Staff has determined that if this rezone was approved, he would then pursue a conditional use permit for the maximum allowed density of 12 units per gross acre. This would be 4.38 units per gross acre higher than the highest existing density in the area. Changing the zoning from R-M to R-H could create an island of higher density that is not harmonious with the surrounding existing developments. These circumstances are sometimes referred to as spot zoning. Spot zoning is generally avoided as it is considered poor planning.

3. **What is the extent to which the proposed amendment may adversely affect the adjacent property?**
    - **Staff Response:** As the property is currently zoned R-M the highest density available is 6 units an acre. The applicant is proposing amending

the zoning to R-H where, with a conditional use permit, the highest zoning available would be 12 units an acre. Changing the zoning from R-M to R-H would potentially double the density. One of the known effects that this would cause is doubling the traffic and increasing noise. It is unknown to what level these would adversely affect adjacent properties, but consideration should be given to the church house directly to the east of this property.

4. **What is the adequacy of facilities and services intended to serve the subject property?**
    - **Staff Response:** Adequate facilities and services are generally available in the area due to existing residential development.

**SAMPLE MOTIONS**

#1 – DENY

*"I hereby make a motion for the Planning Commission to recommend to the City Council DENIAL of the Zoning Map Amendment of the property known as parcel number 03-001-0209 from the Residential-Medium (R-M) Zone to the Residential-High (R-H) Zone, with the following reasons for action (findings):*

*a. The Planning Commission finds that the Zoning Map Amendment request does not comply with the approval standards listed in CZC 12.21.080(e).*
*b. The Planning Commission finds that the Zoning Map Amendment request is inconsistent with the goals, objectives, and policies of the General Plan.*
*c. The Planning Commission finds that the Zoning Map Amendment request is not harmonious with the overall character of existing development in the vicinity of the subject property.*
*d. The Planning Commission finds that the Zoning Map Amendment request may adversely affect the adjacent property, specifically the church house directly to the east.*
*e. Therefore, the Planning Commission recommends that the City Council deny this Zoning Map Amendment request.*

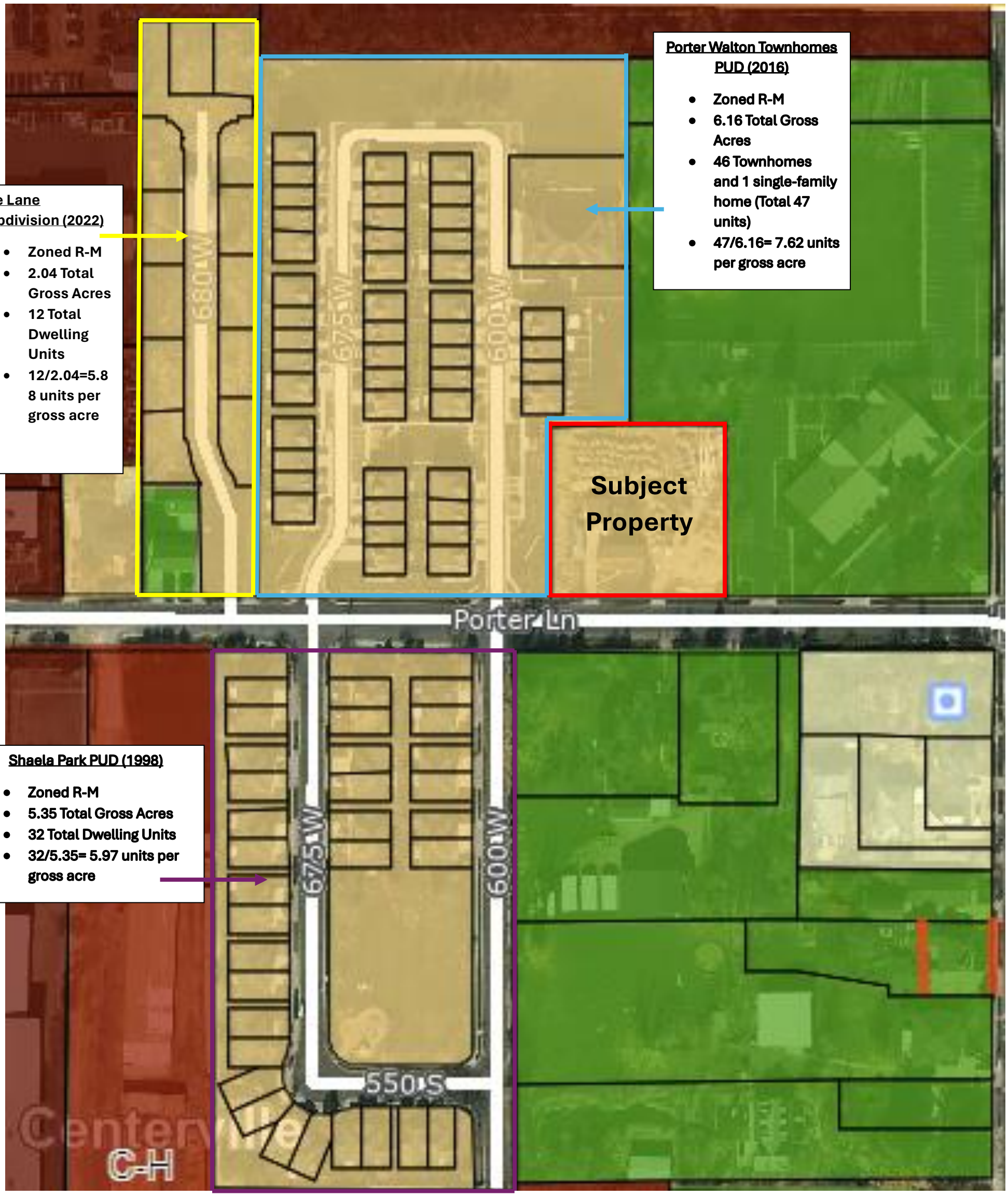
#2 – TABLE

*"I hereby make a motion for the Planning Commission to TABLE the Zoning Map Amendment request of the property known as parcel number 03-001-0209 from the Residential-Medium (R-M) Zone to the Residential-High (R-H) Zone until such a time as _____".*

#3 – APPROVE

*"I hereby make a motion for the Planning Commission to APPROVE the request for a Zoning Map Amendment of the property known as parcel number 03-001-0209 from the Residential-Medium (R-M) Zone to the Residential-High (R-H) Zone, with the following reasons for action (findings):*

*(findings discussed and agreed upon by the Planning Commission)*


The Lane Subdivision (2022)
Zoned R-M
2.04 Total Gross Acres
12 Total Dwelling Units
12/2.04=5.88 units per gross acre
Porter Walton Townhomes PUD (2016)
Zoned R-M
6.16 Total Gross Acres
46 Townhomes and 1 single-family home (Total 47 units)
47/6.16= 7.62 units per gross acre
Subject Property
Shaela Park PUD (1998)
Zoned R-M
5.35 Total Gross Acres
32 Total Dwelling Units
32/5.35= 5.97 units per gross acre
680 W
675 W
600 W
Porter Ln
675 W
600 W
550 S
C-H

Printed: 05/17/2024

# SOLO Holdings, LLC

04/24/2024 - 04/23/2025

## Zoning Map Amendment

General

Permit/License #
7323939

Reference Number
b7346730-fb59-11ee-b70e-a5c23ca5db81

Application Status
Under Review

Status
Active

## Application Review Status

| | |
|---|---|
| Pre-Review | Accepted |
| Legal | Not Reviewed |
| Planning Commission | Not Reviewed |
| City Council | Not Reviewed |
| Public Works | Reviewing |
| Planning & Zoning | Reviewing |
| Final-Review | Not Reviewed |

Date Submitted
04/15/2024

## Fees

| | |
|---|---|
| Application Fee | $400.00 |
| Professional Services Fee | $250.00 |
| **Subtotal** | **$650.00** |
| **Amount Paid** | **$650.00** |
| **Total Due** | **$0.00** |

## Payments

| | | |
|---|---|---|
| 04/24/2024 | Online | $650.00 |
| **Total Paid** | | **$650.00** |

## Application Form Data

(Empty fields are not included)

Address of Subject Property
522 West Porter Lane, Centerville, Utah 84014

Existing Zoning District
Residential-Medium

Proposed Zoning District
Residential-High

Parcel ID of Subject Property
030010209

Zoning Map Amendment Petition Narrative
SOLO Holdings,LLC-Shane O'Toole.pdf

Zoning Map Amendment Petition Submittal Information
SOLO Holdings,LLC-Shane O'Toole.pdf

Applicant's First Name
Shane

Applicant's Last Name
O'Toole

Applicant's Email
Shane@rumoradvertising.com

Phone
(801) 656-5270

Address
437 south hidden lane

City

north salt lake

State
UT

Zip Code
84054

Project Title
SOLO Holdings, LLC

Project Parcel Number
030010209

## Signature

I agree that the facts stated in this application are true, and upon changes I will provide notification as needed.

Electronically Signed
Shane O'Toole - Invalid date

April 25, 2024

Centerville City
Planning Department
250 North Main Street
Centerville, Utah 84014

**APPLICANT NAME:** Solo Holdings, LLC, Shane O'Toole
**APPLICANT PHONE NUMBER:** (801)656-5270
**PARCEL ID:** 030010209
**PROJECT NAME:** Clover 4 Townhomes
**ADDRESS:** 522 West Porter Lane, Centerville, Utah 84014
**ZONE:** Residential - Medium (R-M)

Our client, Solo Holdings, LLC, is seeking approval for a change of zone for the above-noted parcel from Residential - Medium to Residential - High zone classification.

Solo Holdings, LLC is looking to develop the property for 12 new townhomes and desires to increase the allowable number of residential units from the current zoning development standard of 6 units (Table 12.32.300) per acre to 12 units under a conditional use permit. A concept site plan showing the intended unit number and size is attached to this application.

The applicant is requesting approval based on the following items and in accordance with the Approval Standards described Zoning Code 12.21.080 (e).

- The proposed change would be consistent with the goals, objective and policies of the General Plan. The adjacent property to the west (Parcel 032701047) is 4.05 acres and appears to have 46 units (11.36 units per acre) which is a higher density than the allowable 6 units per acre for the current R-M zone. The property across the street to the south at approximately 600 West (Parcel 031680033) is 3.43 acres and appears to have 32 units (9.33 units per acre).

- No adverse impact to adjacent properties and would be compatible density with the adjacent properties.

- Approval of the proposed zoning change will not be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

- As there are similar uses in the area and at adjacent properties, the proposed zoning change and proposed use of townhomes are harmonious with the overall character of existing development in the vicinity of the subject property.

- Approval of the proposed change will not create unreasonable traffic hazards.

- It is also our opinion that adequate facilities and services intended to serve the subject property, including roadways, parks and recreation facilities, police and fire protection, schools, stormwater drainage systems, water supplies, and waste water and refuse collection are in place or could be provided to accommodate the proposed zoning change and use of the property.

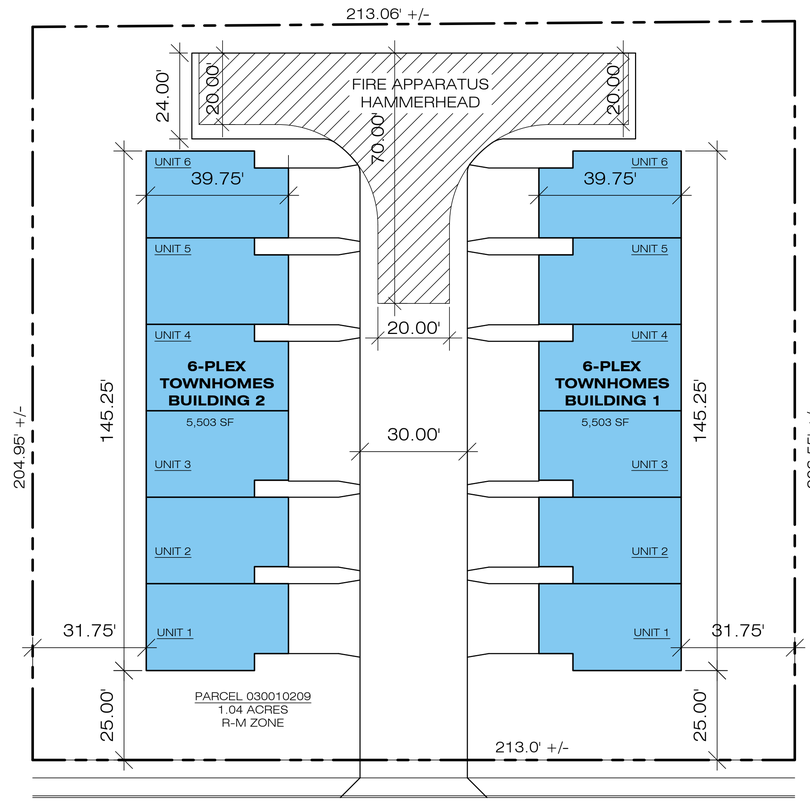
- In discussing with neighbors the improvement of the property would be very welcomed.

- The lot is of sufficient size to accommodate the proposed number of units.

- All other zoning requirements for site use, development standards, and requirements will be met.

Sincerely,

Nicholas T Brady AIA
Principal Architect/Vice President
Samuel J. Brady Architects




**PORTER LANE (400 SOUTH)**

**Adjacent Property**
**R-M Zone**
**4.05 Acres**
**Owner: Association of Lot Owners of Porter Walton Townhomes PUD (46 Units)**

**Adjacent Property**
**A-L Zone**
**5.09 Acres**
**Owner: Corp of Presiding Bishop of The Church Of Jesus Christ of Latter-Day Saints**

NORTH


**SAMUEL J. BRADY**
ARCHITECTS

200 E. South Temple
Suite 160
Salt Lake City, Utah 84111
(801) 595-1752
www.sambrady.com



NOTE: THIS DRAWING IS PROVIDED FOR TENANT APPROVAL OF THE SPACE NOTED AND IS NOT FOR CONSTRUCTION. ACTUAL SITE DIMENSIONS COULD VARY.


**522 W PORTER LN.**

**CENTERVILLE, UTAH**

# CENTERVILLE TOWNHOMES

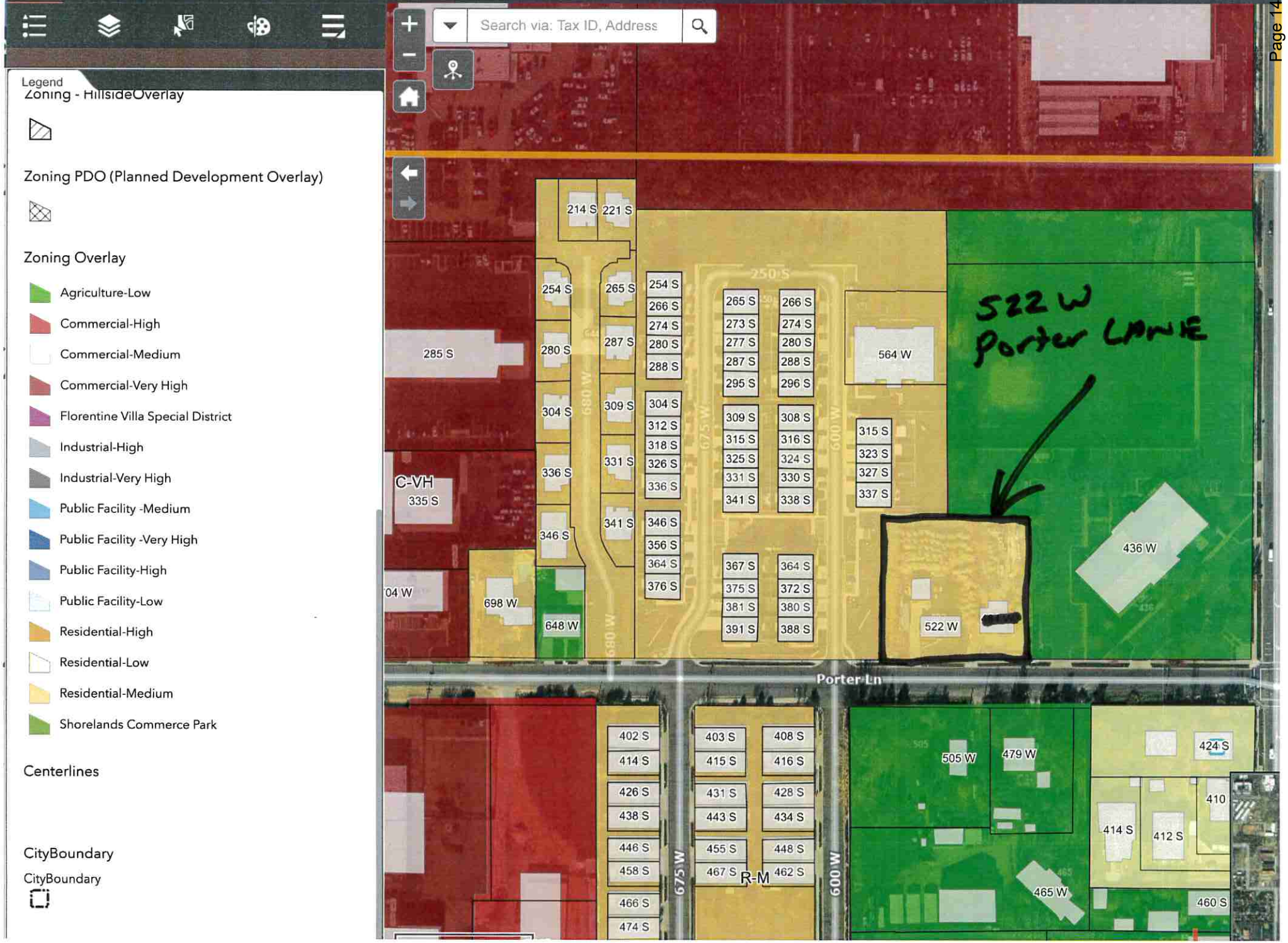
SITE PLAN

SCALE: 1" = 20'-0"
APRIL 9, 2024
SITE1.dwg

**AS.1**

# Centerville Zoning Map





# AFFIDAVIT

## PROPERTY OWNER

STATE OF Utah }
}ss
COUNTY OF Davis }

I (We), Atieli & Monalisa Hafoka, being duly sworn, depose and say that I (we) am (are) the owner(s) of the property identified in the attached application and that the statements herein contained and the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my knowledge. I also acknowledge that I have received written instructions regarding the process for which I am applying and the Centerville City Planning Staff have indicated they are available to assist me in making this application.

(Property Owner)

(Property Owner)

Subscribed and sworn to me this 29 day of April, 2024.
by Atieli + Monalisa Hafoka

JAN B THOMAS
Notary Public, State of Utah
Commission #716794
My Commission Expires
April 03, 2025

(Notary Public)

Residing in No SaltLake Utah

My Commission Expires 4/3/25

.....

## AGENT AUTHORIZATION

I (we), Atieli & Monalisa Hafoka, the owner(s) of the real property described in the attached application, do authorize as my (our) agent(s) Jor Shane Otoole to represent me (us) regarding the attached application to appear on my (our) behalf before any administrative or legislative body in the City considering this application and to act in all respects as our agent in matters pertaining to the attached application.

(Property Owner)

(Property Owner)

Dated this 29 day of April, 2024, personally appeared before me Atieli Monalisa Hafoka, the signer(s) of the above agent authorization who duly acknowledged to me that they executed the same.

JAN B THOMAS
Notary Public, State of Utah
Commission #716794
My Commission Expires
April 03, 2025

(Notary Public)

Residing in No SaltLake Utah

My Commission Expires 4/3/25

## ALTA COMMITMENT FOR TITLE INSURANCE (07-01-2021)
## EXHIBIT "A"
## LEGAL DESCRIPTION

ISSUED BY
STEWART TITLE GUARANTY COMPANY

**File No.:** 2283588

The land referred to herein is situated in the County of Davis, State of Utah, and is described as follows:

BEG AT A PT ON N LINE OF A 4 ROD STR, 1216.94 FT E & S 565.20 FT FR NW COR OF NW 1/4 OF SEC 18-T2N-R1E, SLM, & RUN TH S 89°56' E 80.0 FT ALG SD STR; TH N 125.0 FT; TH N 89°46' W 80.0 FT, TH S 125.0 FT TO POB.

BEG ON N SIDE OF A 4 ROD STR AT A PT 21.09 CHAINS E & 8.60 CHAINS S FROM NW CORNER OF NW 1/4 SEC 18-T2N-R1E, SLM: TH N 3.12 CHAINS; TH W 95 FT; TH S 3.12 CHAINS; TH E 95 FT TO THE POB.

BEG ON THE N LINE OF A 4 ROD STR AT A PT 16.81 CHAINS E & 8.60 CHAINS S & 107.48 FT, M/L E FR THE NW COR OF THE NW 1/4 OF SEC 18-T2N-R1E, SLM; & TH W 44 FT, M/L ALG SD N LINE OF STR TO A PT ON A SE COR OF PPTY CONV IN WARRANTY DEED RECORDED 06/15/2015 AS E# 2813165 BK 6288 PG 140; TH ALG SD LINE THE FOLLOWING COURSE: N 00°19'44" W 204.96 FT; TH E 44 FT; TH S 205 FT TO THE POB.

ALSO: BEG AT A PT 1296.94 FT E & 440.20 FT S FR THE NW COR OF THE NW 1/4 OF SEC 18-T2N-R1E, SLM; & RUN TH N 80.92 FT; TH W 80 FT; TH S 80 FT TO A PT N 89°46' W FR THE POB; TH S 89°46' E 80 FT TO THE POB.

Tax ID No. 03-001-0209 (shown for informational purposes only)



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# PLANNING COMMISSION

## Staff Report

**5/22/2024**

**Item No**. 2.

**Title:** PUBLIC HEARING - Zoning Code Amendment - *CZC 12.41.060(b)(5-6)* Planned Development Overlay Zone, Uses Allowed in Commercial Planned Developments - LEGISLATIVE DECISION

**Initiated By:** Mitch Vance, Applicant

**Staff Representative:** Whittney Black, Assistant Planner

**SUBJECT:**

The petitioner, Mitch Vance, representing JF Legacy Partners LLC, desires to amend the Zoning Ordinance regarding commercial planned developments to facilitate a future multi-family project on the southeast corner of the Legacy Crossing at Parrish Lane development.

**RECOMMENDATION:**

**CONSIDER RECOMMENDING DENIAL TO THE CITY COUNCIL**

**BACKGROUND:**

The petitioner, Mitch Vance, representing JF Legacy Partners LLC, desires to amend the Zoning Ordinance regarding commercial planned developments to facilitate a future multi-family project on the southeast corner of the Legacy Crossing at Parrish Lane development. The applicant is proposing a code amendment to allow for higher density within a commercial planned development. The applicant has shared a conceptual plan with City Staff that includes 216 apartment units. The application also includes an amendment to the commercial use component of this type of development located west of I-15. The current code language is attached to the meeting packet along with the applicant's proposed changes and justification for the amendments.

**ATTACHMENTS:**

1. 05-22-2024 PC Staff Report Zone Text Amendment - 12.41.060(b)(5-6) Commerical Planned Developments, Mitch Vance Applicant
2. CZC 12.41.060(b)(5-6) Current Code Language
3. Application - Completed on 4-22-2024
4. 4-22-2024 Applicant Written Submittal
5. Conceptual Plan Future Legacy Crossing Development

# CENTERVILLE CITY

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

**STAFF REPORT**
**AGENDA: ITEM 2**

| | |
|---|---|
| **PETITIONER:** | **JF LEGACY PARTNERS LLC**<br>**C/O MTICH VANCE**<br>**1216 W LEGACY CROSSING BLVD, STE 140**<br>**CENTERVILLE, UT 84014**<br>**mvance@jfisherco.com** |
| **APPLICATION:** | **ZONING CODE TEXT AMENDMENT** |
| **APPLICANT REQUEST:** | **AMEND THE ZONING CODE TEXT REGARDING COMMERCIAL PLANNED DEVELOPMENTS (*CZC 12.41.060(b) (5-6)*)** |
| **RECOMMENDATION:** | **CONSIDER RECOMMENDING DENIAL TO THE CITY COUNCIL** |

## BACKGROUND

The petitioner, Mitch Vance, representing JF Legacy Partners LLC, desires to amend the Zoning Ordinance regarding commercial planned developments to facilitate a future multi-family project on the southeast corner of the Legacy Crossing at Parrish Lane development. The applicant is proposing a code amendment to allow for higher density within a commercial planned development. The applicant has shared a conceptual plan with City Staff that includes 216 apartment units. The application also includes an amendment to the commercial use component of this type of development located west of I-15. The current code language is attached to the meeting packet along with the applicant's proposed changes and justification for the amendments.

## STAFF ANALYSIS AND COMMENTS

*CZC 12.21.080(e)* provides four factors to consider when reviewing a Zoning Code or Zoning Map Amendment Application. Only the first factor applies to Zoning Code Amendments. Factor

number one considers “whether the proposed Zoning Code or Zoning Map amendment is consistent with goals, objectives, and policies of the General Plan”. There are a few sections of the General Plan that are applicable to this request, as a zoning code amendment would impact all future commercial planned developments in any commercially zoned area in the city.

Commercial property is currently located in Neighborhoods 1, 2, 4, and the West Centerville Neighborhood. The Neighborhood 1, Southeast Centerville (located east of Main Street and sough of Parrish Lane), planning policies express the City’s desire to “minimize housing density conflicts and maintain low density residential allowances” (General Plan Section 12-480, pg. 1).

The Neighborhood 2, Southwest Centerville (located south of Parrish Lane from 1-15 on the west to Main Street on the east), is mostly developed with existing large retail stores, specialty retail shops, a mix of high, medium, and low residential zones, and some agricultural lands. Having a commercial planned development in this neighborhood would create similar concerns to a spot zoning request.

One goal of the Neighborhood 4, Northwest (located between Lund Lane, Main Street, Parrish Lane, and I-15), plan is to locate only compatible land-uses adjacent to each other and to establish appropriate land-use transitions. This plan states, especially in residential developments, densities should naturally decrease as the distance increases away from basic, high-intensity facilities and services. For example, a very high-density use cannot be located next to a medium density use unless a high-density use is between them creating a 100ft buffer. This plan also states, “the maximum allowed density in any area shall not exceed 12 units/acre” (General Plan Section 12-480, pg. 18).

The West Centerville Neighborhood Plan also discusses this topic in the outlined future land use objectives. Under Goal #1, which is to Enhance the Centerville City Business Park District, it lists objective 1.H. as, “limit land uses of the Business Park to light manufacturing, office, professional service and specialty retail type uses” (General Plan Section 12-480-6, pg. 9). Goal #2: Create and Develop the Parrish-Legacy Gateway Corridor District also has an objective that discusses land uses and density. Objective 2C. limits land uses in the gateway area to small commercial, mixed commercia/residential, and conditional uses for larger retail. In addition, this objective also limits the residential component to 15 units per acre when calculating an entire master planned area. Goal #6 of this neighborhood plan is to Preserve and Develop the Area for Future Business and Job Growth. Although residential properties are important to a city, they generally do not generate the same amount of revenue needed for high quality services from commercial businesses.

Section 12-430-2 provides the City’s established policies for commercial developments. It states, “These [commercial] areas should be protected from encroachment of other uses to preserve

local commercial service capability to enhance the City employment and tax base." Section 12-430-3 continues to address commercial/business park policies. "Such developments not only add to the tax base of the community, they also provide significant sources of employment for area residents". This section continues to emphasize that "such areas are important to the overall well-being of Centerville City and should be carefully planned to provide attractive business, office, commercial and light industrial uses within the City".

Another item to consider is that the property that the applicant is seeking this amendment for is also governed by a planned development overlay (PDO) and a development agreement. The property the applicant would like to develop at a higher density is in the Legacy Crossing PDO. There are several parameters of the applicable agreement that would currently prevent residential development on this piece of land. The agreement lists appropriate land uses as office, retail, restaurants, vehicle sales, and one drive-thru.

Lastly, the City has recently started the process of rewriting the General Plan. This process will involve looking at different areas of the city to determine the best future uses. The changes to the General Plan will probably instigate the need to review and amend several portions of the Zoning Code. Staff would recommend waiting for the General Plan rewrite to be completed before making major changes to the Zoning Code that will impact the entire city.

In summary, the City has established in multiple places throughout the general plan its desire to limit density to what is already listed under the existing code. The City has also emphasized its preference that commercial opportunities be preserved. These proposed amendments would remove commercial opportunities. Now, the rewriting of the General Plan might change the City's position on these topics, but until that process is completed there is no way to know for sure.

**POSSIBLE MOTIONS**

Based on the information provided by the Planning Staff and following the discussion among the Planning Commission, the Planning Commission may make a motion to recommend to the City Council denial of this request, table the matter to a later date, or recommend approval of the proposed amendment. With any of these decisions appropriate findings of facts should be provided. Sample motions for the Planning Commission's convenience are located below.

<u>#1 – DENY</u>

"*I hereby make a motion for the Planning Commission to recommend to the City Council Denial of the request from Mitch Vance, representing JF Legacy Partners LLC, for a Zoning Code Text*

*Amendment regarding CZC 12.41.060(b)(5-6)) Uses Allowed in Commercial Planned Developments. With the following reasons for action (findings):*

1. *The Planning Commission finds that the application is inconsistent with the goals, objectives, and policies of the General Plan.*
2. *The Planning Commission finds that the City has begun rewriting the General Plan, the outcome of which could seriously impact the proposed future land uses for several areas of the City and will instigate the need to amendment several portions of the Zoning Code.*
3. *Therefore, the Planning Commission finds that the request for a Zoning Code Text Amendment regarding CZC 12.41.060(b) (5-6)) Uses Allowed in Commercial Planned Developments should not be positively recommended to the City Council.*

#2 – TABLE

*"I hereby make a motion for the Planning Commission to TABLE the request from Mitch Vance, representing JF Legacy Partners LLC, for a Zoning Code Text Amendment regarding CZC 12.41.060(b)(5-6)) Uses Allowed in Commercial Planned Developments until such a time as _____."*

# 3 – APPROVE

*"I hereby make a motion for the Planning Commission to APPROVE the request from Mitch Vance, representing JF Legacy Partners LLC, for a Zoning Code Text Amendment regarding CZC 12.41.060(b)(5-6)) Uses Allowed in Commercial Planned Developments. With the following reasons for action (findings):*

*(findings discussed and agreed upon by the Planning Commission)*

**12.41.060 Uses Allowed**

Uses allowed in a PDO Zone shall be as set forth below. Any use which is a conditional use in the underlying zone shall be subject to the issuance of a conditional use permit as set forth in CZC 12.21.100.

(a) Residential Planned Developments. Planned developments to be established on land designated for residential land use in the General Plan shall be considered "residential planned developments." Any use permitted in the underlying zone as shown in the Table of Uses in CZC 12.36 (Table of Uses) and the following additional uses shall be permitted in a residential planned development

(1) Multiple-family dwellings as provided in CZC 12.41.100; and

(2) Any commercial use that:

(A) Will serve residents of the planned development,

(B) Is designed and located to protect the character of the planned development and surrounding land uses; and

(C) Does not occupy more than 40 square feet per dwelling unit in the planned development.

(b) Commercial Planned Developments. Planned developments to be established on land designated for commercial land use in the General Plan and zoned commercial shall be considered "commercial planned developments." Any use permitted in the underlying zone as shown on the Table of Uses in CZC 12.36 (Table of Uses) shall be permitted in a commercial planned development provided:

(1) Such use is specifically authorized as part of a site plan approved pursuant to the provisions of this Chapter;

(2) Such use is designed as an integral element of the planned development, including building and landscape design, which is consistent with design elements of the development and the provisions of this Chapter;

(3) Residential uses within a commercial planned development shall only be permitted within a mixed commercial/residential development;

(4) Mixed commercial/residential developments within a commercial planned development shall be predominantly commercial development with a supplemental residential component of such commercial development, except as otherwise allowed in Subsection (6);

(5) The maximum overall residential density for residential uses within a commercial planned development shall be subject to the specific stipulations allowed by the underlying zone and/or designation assigned by the General Plan or Zoning Code; provided, in no event shall the residential density exceed 15 units per acre when calculating the entire commercial planned development or 25 units per acre when calculating the residential area only, whichever is less.

(6) Notwithstanding the general commercial planned use allowances listed in this Section, the following specific area allowances may be considered in a commercial planned development.

(A) West Centerville Neighborhood Parrish-Legacy Gateway Corridor District. The Parrish-Legacy Gateway Corridor District shall be subject to the maximum allowable residential density as listed in the General Plan and/or as set forth in Subsection (5). When a predominant commercial use development is not being proposed, a contributing commercial use component must still be provided. However, the specific mixed ratio of commercial use to residential use shall be defined with the concept plan submitted for the PDO designation. The proposed commercial uses must achieve a combination of the following for residents living in the West Centerville Neighborhood:

(i) Provide opportunity for food service or local service type retail commercial services;

(ii) Provide opportunity for personal care and/or instructional type services;

(iii) Provide opportunity for medical care or health type services;

(iv) Provide opportunity for adult or child care type services; or

(v) Provide other types of commercial uses deemed appropriate for servicing the local residents.

(c) Industrial Planned Developments. Planned developments to be established on land designated for industrial land use in the General Plan and zoned industrial shall be considered "industrial planned developments." Any industrial use shown on the Table of Uses in CZC 12.36 (Table of Uses) shall be permitted in an industrial planned development provided the proposed uses and the project's design and layout accomplish the following:

(1) Uses are specifically authorized as part of a site plan approved pursuant to the provision of the Chapter.

(2) Uses and buildings are designed as an integral element of the planned development, including building and landscape design which is consistent with design elements of the development.

(3) Proposed lots or parcels are suitable in area and dimensions to the types of land uses anticipated.

(4) Street design, rights-of-way and pavements are adequate to accommodate the type and volume of traffic anticipated.

(5) The project's design adequately provides the expected type and volume of needed utility services.

(d) Accessory Uses. Accessory uses within a planned development shall be governed by the underlying zone unless specific exceptions are made thereto as part of the Planned Development Overlay rezone approval.

HISTORY
*Adopted by Ord. 2016-20 on 7/15/2016*

# Section 12.41.060(b)(5), Section 12.41.060(b)(6)

04/23/2024 - 04/22/2025

5764583

## Zoning Code Text Amendment

Zoning Code Amendment Fee(s)

f9b10f70-dcc6-11ee-8e74-371fb0b10eda

Under Review

Active

## Application Review Status

| | | |
|---|---|---|
| Pre-Review | Application Accepted | 03/07/2024 |
| Planning Commission | Not Reviewed | |
| City Council | Not Reviewed | |
| Planning & Zoning | Not Reviewed | |
| Final-Review | Not Reviewed | |

## Fees

| | |
|---|---|
| Zoning Code Amendment Application Fee | $250.00 |
| Professional Services Fee | $250.00 |
| **Subtotal** | **$500.00** |
| **Amount Paid** | **$500.00** |
| **Total Due** | **$0.00** |

## Payments

| | | |
|---|---|---|
| 04/22/2024 | Card | $500.00 |
| **Total Paid** | | **$500.00** |

## Application Form Data

(Empty fields are not included)

Applicant's First Name
Mitch

Applicant's Last Name
Vance

Applicant Email Address
mvance@jfisherco.com

Applicant Phone Number
(801) 636-2544

Mailing Address
1216 W Legacy Crossing Blvd, Ste 140

City
Centerville

State
UT

Zip Code
84014

As the applicant are you representing any other persons and/or companies?
Yes

| Name | Address |
|---|---|
| JF Legacy Partners LLC | 1216 W Legacy Crossing Blvd, Ste 300, Centerville UT 84014 |

Provide the Zoning Code reference to the title, chapter, and section you are proposing to amend.
Section 12.41.060(b)(5), Section 12.41.060(b)(6)

Provide a draft of the proposed text amendment
Commons_CodeAmdApp_2024 03-05.docx

Provide reasons supporting your request for an amendment

Commons_CodeAmdApp_2024 03-05.docx

## Signature

I agree that the facts stated in this application are true, and upon changes I will provide notification as needed.

Mitch Vance - 03/07/2024 2:09 pm

**J Fisher Companies**
**Glenn Girsberger: 801-520-9169 ; Glenn@jfisherco.com**
**Mitch Vance: 801-636-2544 ; Mitchv@jfisherco.com**
**Kristina Harrold: 603-748-2733 ; Kristina@jfisherco.com**
**1216 W Legacy Crossing Blvd. Ste. 300, Centerville, UT**

**ZONING TEXT AMENDMENT**

Section 12.41.060(b)(5)

Existing Text: The maximum overall residential density for residential uses within a commercial planned development shall be subject to the specific stipulations allowed by the underlying zone and/or designation assigned by the General Plan or Zoning Code; provided, in no event shall the residential density exceed 15 units per acre when calculating the entire commercial planned development or 25 units per acre when calculating the residential area only, whichever is less.

- ***Proposed Amendment:*** The maximum overall residential density for residential uses within a commercial planned development shall be subject to the specific stipulations allowed by the underlying zone and/or designation assigned by the General Plan or Zoning Code; provided, in no event shall the residential density exceed 15 units per acre when calculating the entire commercial planned development **or 40 units per acre** when calculating the residential area only, whichever is less.

Justification:
The existing density calculation is not clearly defined for Planned Overlay Districts and does not support the combination of residential and commercial uses of the West Centerville Neighborhood. The West Centerville Market Analysis commissioned by the City in May 2023 showed that commercial retail uses in this district are not feasible. Furthermore, this district is not compatible with low-density housing due to existing surrounding land uses of commercial, industrial, as well as the Interstate adjacent to the site. The most compatible use of this site is higher-density housing than is currently outlined in the Code. When the original zoning text was first written, this language was appropriate given the current and planned uses for this area. As time as proven, these aspirational uses have not materialized, and current demand has shifted to higher density residential uses. This zoning text amendment helps solidify and support existing uses and creates synergy is this area.

Section 12.41.060(b)(6)

Existing Text: Notwithstanding the general commercial planned use allowances listed in this Section, the following specific area allowances may be considered in a commercial planned development.

(A) West Centerville Neighborhood Parrish-Legacy Gateway Corridor District. The Parrish-Legacy Gateway Corridor District shall be subject to the maximum allowable

residential density as listed in the General Plan and/or as set forth in Subsection (5). When a predominant commercial use development is not being proposed, a contributing commercial use component must still be provided. However, the specific mixed ratio of commercial use to residential use shall be defined with the concept plan submitted for the PDO designation.

- ***Proposed Amendment:*** Notwithstanding the general commercial planned use allowances listed in this Section, the following specific area allowances may be considered in a commercial planned development.

  (A) West Centerville Neighborhood Parrish-Legacy Gateway Corridor District. The Parrish-Legacy Gateway Corridor District shall be subject to the maximum allowable residential density as listed in the General Plan and/or as set forth in Subsection (5). **A mix of commercial and residential uses are encouraged for each project – the appropriate ratio of uses shall be defined with concept plan approval. If a proposed project is exclusively residential, evidence of retail infeasibility at the project location should be considered by the land use authority. This evidence may include a retail feasibility study illustrating that retail uses will not perform well at the project location.**

Justification:
The existing Code allows for residential in the West Centerville Neighborhood District subject to maintaining four specific types of commercial uses listed in this section. The requirements to include the specific identified commercial types with residential is not supported by evidence or data. The proposed revisions create an opportunity for retail requirements to be supported by data. Public and private sector data shows that commercial uses are not feasible in portions of the West Centerville Neighborhood.

Oct. 20, 2022

# Legacy Commons
# Site Plan Opt. 4b

APARTMENTS
216 TOTAL UNITS
317 PARKING STALLS PROVIDED
1.47 STALLS PER UNIT

NORTH

# PLANNING COMMISSION

## Staff Report

**5/22/2024**

**Item No**. 3.

**Title:** PUBLIC HEARING - Zoning Map Amendment - Rezone parcel 020070003 from the R-L Zone to the PF-H Zone - LEGISLATIVE DECISION

**Initiated By:** Kevin Campbell, City Engineer, Mike Carlson, Public Works Director

**Staff Representative:** Kevin Campbell, City Engineer, Whittney Black, Assistant Planner, Mike Carlson, Public Works Director

**SUBJECT:**

City Staff is requesting that the Planning Commission recommend to the City Council the rezone of a piece of city-owned property directly northeast of Oakridge Drive. The property will be used for a new culinary water storage tank facility. Water tanks are used to store drinking water for the entire community.

**RECOMMENDATION:**

**RECOMMEND APPROVAL OF THE REZONE TO THE CITY COUNCIL**

**BACKGROUND:**

City Staff is requesting that the Planning Commission recommend to the City Council the rezone of a piece of city owned property directly northeast of Oakridge Drive. The piece is approximately 3.27 acres and is currently zoned Residential-Low (R-L). The staff is requesting the zoning be changed to Public Facility-High (PF-H). The property will be used for a new culinary water storage tank facility. Water tanks are used to store drinking water for the entire community. This specific tank will replace an aging facility that has limited capacity and is not located at the ideal elevation. The Oakridge Tank will have increased storage capacity, better pressure systems for fire protection, and be in a preferable location. The tank will be covered with soil and the ground over the tank will be revegetated. The roof of the valve building will be visible and there will be a security fence around the top of the tank.

**ATTACHMENTS:**

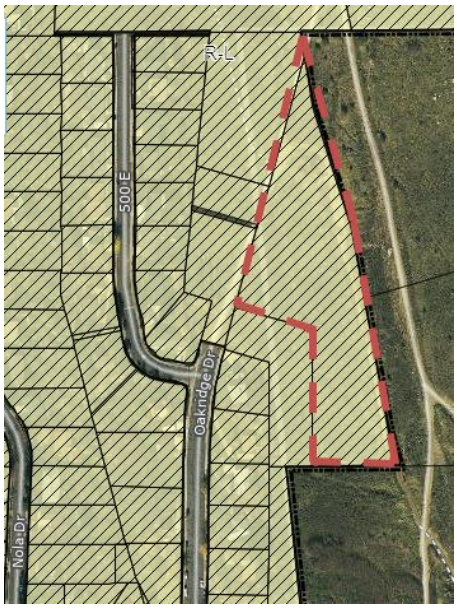
1. 05-22-2024 PC Staff Report Oakridge Tank Property Zone Map Amendment R-L to PF-H, Centerville City Applicant
2. Oakridge Tank Info Sheet

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

**STAFF REPORT**
**AGENDA: ITEM 3**

| | |
|---|---|
| **PROPERTY OWNER:** | **CENTERVILLE CITY**<br>**250 NORTH MAIN ST**<br>**CENTERVILLE, UT 84014** |
| **APPLICANT:** | **CENTERVILLE CITY** |
| **PARCEL NUMBER(S):** | **02-007-0003** |
| **PARCEL SIZE:** | **3.27 ACRES** |
| **CURRENT ZONE:** | **RESIDENTIAL-LOW** |
| **APPLICATION:** | **ZONE MAP AMENDMENT, REZONE FROM RESIDENTIAL-LOW (R-L) TO PUBLIC FACILITY-HIGH (PF-H)** |
| **RECOMMENDATION:** | **RECOMMEND APPROVAL OF THE REZONE TO THE CITY COUNCIL** |

## BACKGROUND




City Staff is requesting that the Planning Commission recommend to the City Council the rezone of a piece of city owned property directly northeast of Oakridge Drive. The piece is approximately 3.27 acres and is currently zoned Residential-Low (R-L). The staff is requesting the zoning be changed to Public Facility-High (PF-H). The property will be used for a new culinary water storage tank facility. Water tanks are used to store drinking water for the entire community. This specific tank will replace an aging facility that has limited capacity and is not located at the ideal elevation. The Oakridge Tank will have increased storage capacity, better pressure systems for fire protection, and be

in a preferable location. The tank will be covered with soil and the ground over the tank will be revegetated. The roof of the valve building will be visible and there will be a security fence around the top of the tank.

## CODE REQUIREMENTS REVIEW & ANALYSIS

1. **Is the proposed amendment consistent with the goals, objectives, and policies of the General Plan?**
   - **Staff Response:** Yes. Section 12-470-3 of the General Plan discusses the city water system. It states, "Centerville City must develop plans for the future expansion of the City culinary water system." This project is doing exactly that.

     Based on this information Staff believes that the proposed zoning map amendment is consistent with the goals and objectives of the General Plan.

2. **Is the proposed amendment harmonious with the overall character of existing development in the vicinity of the subject property.**
   - **Staff Response:** Yes. This property is located at the east city boundary. It is surrounded by an undeveloped hillside. There are some single-family developments to the west of this property, but the city also owns a piece of land that separates this parcel from those homes.

3. **What is the extent to which the proposed amendment may adversely affect the adjacent property?**
   - **Staff Response:** Although a water tank might not be the most visually pleasing view, the benefits this water tank will have for the surrounding area greatly outweigh the unattractiveness.

4. **What is the adequacy of facilities and services intended to serve the subject property?**
   - **Staff Response:** This project is intended to provide adequate facilities and services for future projects and community needs. Besides access, this project will require very little service from existing facilities.

## SAMPLE MOTIONS

<u>#1 – APPROVE</u>

*"I hereby make a motion for the Planning Commission to recommend to the City Council APPROVAL of the Zone Map Amendment of the property known as parcel number 02-007-0003*

*from the Residential-Low (R-L) Zone to the Public Facility-High (PF-H) Zone, with the following reasons for action (findings):*

a. *The Planning Commission finds that the Zone Map Amendment is consistent with the goals, objectives, and policies of the General Plan, specifically Section 12-470-3.*
b. *The Planning Commission finds that the Zone Map Amendment is consistent with the approval standards listed in CZC 12.21.080(e), as described in the staff report.*
c. *Therefore, the Planning Commission recommends that the City Council grant approval of this Zone Map Amendment request.*

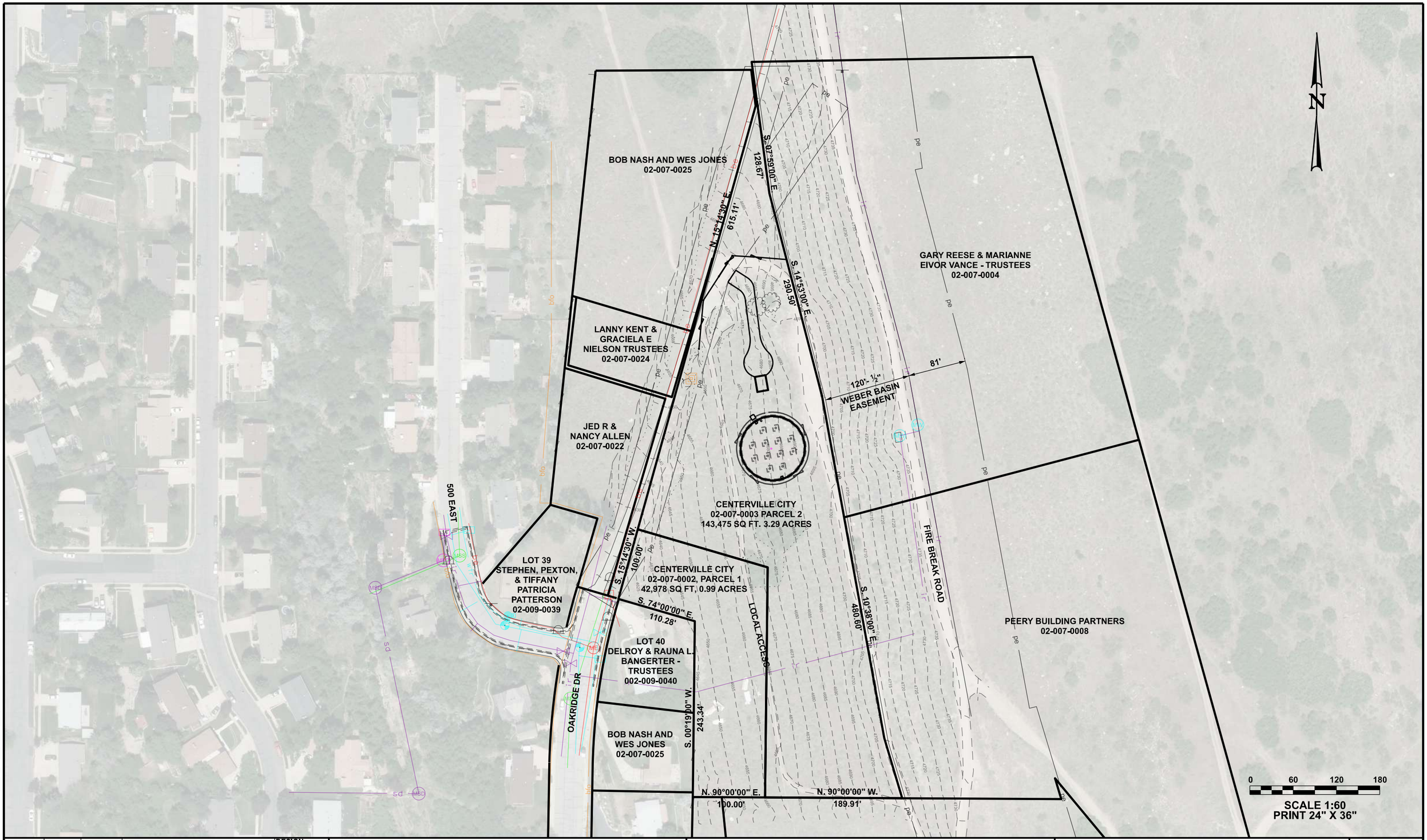
#2 – TABLE

*"I hereby make a motion for the Planning Commission to TABLE the request for a Zone Map Amendment of the property known as parcel number 02-007-0003 from the Residential-Low (R-L) Zone to the Public Facility-High (PF-H) Zone until such a time as _____".*

#3 – DENY

*"I hereby make a motion for the Planning Commission to DENY the request for a Zone Map Amendment of the property known as parcel number 02-007-0003 from the Residential-Low (R-L) Zone to the Public Facility – High (PF-H) Zone, with the following reasons for action (findings):*

*(findings discussed and agreed upon by the Planning Commission)*




| REVISION | DATE | BY | DESCRIPTION |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | | |

DESIGN KTK
DRAWN PSB
CHECKED KLC
DATE 04/22/2024

**SURVEY CONTROL**

**CENTERVILLE CITY**
**OAKRIDGE DRIVE TANK**
**1.0-MG REINFORCED CONCRETE**

**ESI ENGINEERING**
CIVIL - STRUCTURAL - LAND SURVEY
4141 WEST 2100 SOUTH, SUITE 100
WEST VALLEY CITY, UTAH 84120
TEL: (801) 263-1752

SHEET NO. 4
SHEET TYP. SC-01
PROJ. NO. 21-203

# PLANNING COMMISSION

## Staff Report

**5/22/2024**

**Item No**. 4.
**Title:** Training - Online Zoning Code/Map and Municipal Code
**Initiated By:** Whittney Black, Assistant Planner
**Staff Representative:** Whittney Black, Assistant Planner

**SUBJECT:**

**RECOMMENDATION:**

**BACKGROUND:**

Staff will show the Planning Commission how to access the Municipal and Zoning Codes online and how to navigate the online Zoning Map.

Here are the links to the online resources:

Municipal Code
Zoning Code
Zoning Map

**ATTACHMENTS:**

# PLANNING COMMISSION

## Staff Report

**5/22/2024**

**Item No**. 1.
**Title:** Community Development Director's Report
**Initiated By:** Mike Eggett, Community Development Director
**Staff Representative:** Mike Eggett, Community Development Director

**SUBJECT:**

**RECOMMENDATION:**

No recommendation needed. This is a reporting item.

**BACKGROUND:**

Items to report: APA Training Conference Summary, General Plan updates and invite to attend City Council meeting on May 21st, Stokes Stevenson project update, UDOT I-15 project redesign update, other departmental items

**ATTACHMENTS:**

# PLANNING COMMISSION

## Staff Report

**5/22/2024**

**Item No**. 1.
**Title:** Minutes Review and Approval
**Initiated By:**
**Staff Representative:**

**SUBJECT:**

**RECOMMENDATION:**

**BACKGROUND:**

**ATTACHMENTS:**
1. 4-24-24 PC

**PLANNING COMMISSION MINUTES OF MEETING**
**Wednesday, April 24, 2024**
**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**
Shawn Hoth
Layne Jenkins
Amanda Jorgensen
Mason Kjar, Chair
LaRae Patterson, Vice Chair

**MEMBERS ABSENT**
Matt Larsen
Tyler Moss

**STAFF PRESENT**
Mike Eggett, Community Development Director
Lisa Romney, City Attorney
Whittney Black, Assistant Planner

**VISITOR**
Alycia Lynn
Douglas Foster

**LEGISLATIVE THOUGHT/PRAYER** Commissioner Jenkins

**PLEDGE OF ALLEGIANCE**

**PUBLIC HEARING – CONDITIONAL USE PERMIT FOR HOME OCCUPATION LICENSE – A PIRATE, A PIXIE, AND A KITCHEN WITCH LOCATED AT 50 N 400 E**

Assistant Planner Whittney Black explained the applicant, Alycia Lynn, applied for a Conditional Use Permit seeking approval for a home occupation business. She said Ms. Lynn desired to sell her homemade ranch, known as Alycia's Tomatillo Crack, at farmers markets and by delivery. Ms. Black said staff felt the application met development standards for home occupation licenses and conditional use home occupation licenses, and recommended approval with conditions included in the Staff Report.

Alycia Lynn, applicant, said she spent years perfecting her Tomatillo Ranch recipe, and already had a base of individuals wanting to purchase. She said she did not plan to sell directly out of her home.

Chair Kjar opened a public hearing at 7:11 p.m.

Douglas Foster, Centerville resident, spoke in support of the application, and asked the Planning Commission to approve.

Chair Kjar closed the public hearing at 7:12 p.m.

Commissioner Hoth **moved** to approve the request for a Conditional Use Permit for a home occupation for A Pirate, A Pixie, and A Kitchen Witch located at 50 N 400 E for Alycia Lynn,

with the following conditions and for the following reasons for action. Commissioner Patterson seconded the motion, which passed by unanimous vote (5-0).

Conditions:

1. This Conditional Use Permit approval shall not be transferred to any other user, unless approved by the City.
2. The business operator shall comply with all the standards under the Home Occupation and Homemade Food Act (HB 181, 2018), including all food labeling requirements.
3. The business operator shall provide sample labels with their home occupation business license application. At a minimum food sold under this Conditional Use Permit shall be labeled with:
    a. The producer's name and address
    b. A disclosure statement indicating that the product is:
        i. Not for resale; and
        ii. Processed and prepared without state and local inspection; and
    c. A statement listing whether the food or food product contains, or was prepared in a location that also handles, common allergens including milk, soy, wheat, eggs, peanuts, or tree nuts, fish, or shellfish.
4. The business operator shall obey all other applicable local, state, and federal rules and regulations concerning Conditional Use Permits and Home Occupations.

Reasons for action:

A. The Planning Commission finds that the application complies with the approval standards for a Conditional Use Permit as listed under CZC 12.21.100(e).
B. The Planning Commission finds that the application complies with the development standards for a home occupation listed under CZC 12.62.050 and the development standards for a conditional use home occupation listed under CZC 12.62.070.
C. The Planning Commission finds that with the conditions of approval, the application complies with the standards for homemade food products listed under Utah Code § 4-5a.
D. Therefore, the Planning Commission finds that with the implementation of the conditions listed in the staff report dated April 24, 2024, this application will have little to no impact on the health, safety, and general welfare of the community and should be approved.

**DISCUSSION OF 2024 PLANNING COMMISSION GOALS AND PROJECTS**

Ms. Black presented a preliminary list of goals and planning projects for the Planning Commission for 2024:

1. Review and update CZC 12.55.110 Fences and Walls
2. Make necessary updates per 2024 Legislative Session
3. Update Subdivision Ordinance
4. Review and Update CZC 12.21.100 Conditional Use Permit
5. Other ordinances to review
    - Off-street parking – CZC 12.52
    - Outdoor lighting – CZC 12.55.140
    - Signs – CZC 12.54

Ms. Black suggested an update to the Planning Department Fee Schedule could be added to the list if all items were completed before the end of the year. Staff encouraged the Commission to consider the goals and bring back suggestions.

## TRAINING – ROLES AND RESPONSIBILITIES OF THE PLANNING COMMISSION

Community Development Director Mike Eggett provided training regarding roles and responsibilities of the Planning Commission, and answered questions from Commissioners.

## COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

Mr. Eggett reported on recent actions of the City Council. The Planning Commission was scheduled to meet next on May 8, 2024.

## MINUTES REVIEW AND APPROVAL

Minutes of the April 10, 2024 Planning Commission Meeting were reviewed. Commissioner Patterson **moved** to accept the minutes as unamended. Commissioner Jorgensen seconded the motion, which passed by unanimous vote (5-0).

## ADJOURNMENT

At 8:20 p.m., Commissioner Jorgensen **moved** to adjourn the meeting. The motion passed by unanimous vote (5-0).

_____ _____

Jennifer Robison, City Recorder Date Approved