

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,

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

3
4 Conditions:

- 5
6 1. This Conditional Use Permit approval shall not be transferred to any other user, unless
7 approved by the City.
8 2. The business operator shall comply with all the standards under the Home Occupation
9 and Homemade Food Act (HB 181, 2018), including all food labeling requirements.
10 3. The business operator shall provide sample labels with their home occupation
11 business license application. At a minimum food sold under this Conditional Use
12 Permit shall be labeled with:
13 a. The producer's name and address
14 b. A disclosure statement indicating that the product is:
15 i. Not for resale; and
16 ii. Processed and prepared without state and local inspection; and
17 c. A statement listing whether the food or food product contains, or was prepared
18 in a location that also handles, common allergens including milk, soy, wheat,
19 eggs, peanuts, or tree nuts, fish, or shellfish.
20 4. The business operator shall obey all other applicable local, state, and federal rules
21 and regulations concerning Conditional Use Permits and Home Occupations.
22

23 Reasons for action:

- 24
25 A. The Planning Commission finds that the application complies with the approval
26 standards for a Conditional Use Permit as listed under CZC 12.21.100(e).
27 B. The Planning Commission finds that the application complies with the development
28 standards for a home occupation listed under CZC 12.62.050 and the development
29 standards for a conditional use home occupation listed under CZC 12.62.070.
30 C. The Planning Commission finds that with the conditions of approval, the application
31 complies with the standards for homemade food products listed under Utah Code § 4-
32 5a.
33 D. Therefore, the Planning Commission finds that with the implementation of the
34 conditions listed in the staff report dated April 24, 2024, this application will have little
35 to no impact on the health, safety, and general welfare of the community and should
36 be approved.
37

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

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

- 42
43 1. Review and update CZC 12.55.110 Fences and Walls
44 2. Make necessary updates per 2024 Legislative Session
45 3. Update Subdivision Ordinance
46 4. Review and Update CZC 12.21.100 Conditional Use Permit
47 5. Other ordinances to review
48 • Off-street parking – CZC 12.52
49 • Outdoor lighting – CZC 12.55.140
50 • 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).

DocuSigned by:

Jennifer Robison

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Jennifer Robison, City Recorder

5/23/2024 | 10:38 AM MDT

Date Approved

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