

1 **PLANNING COMMISSION MINUTES OF MEETING**
2 **Wednesday, July 22, 2026**
3 **7:00 p.m.**
4

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

8 **MEMBERS PRESENT**

9 LaRae Patterson, Vice Chair
10 Paul Mendenhall
11 Gary Woodward
12 Layne Jenkins
13 Mason Kjar, Chair, arrived at 7:12 pm
14

15 **MEMBERS ABSENT**

16 Amanda Jorgensen
17 Michael Adamson
18

19 **STAFF PRESENT**

20 Mike Eggett, Community Development Director
21 Sydney DeWees, Planner
22 Lisa Romney, City Attorney
23

24 **LEGISLATIVE THOUGHT/PRAYER** Commissioner Gary Woodward
25

26 **PLEDGE OF ALLEGIANCE**
27

28 **DISCUSSION – REVIEW OF DRAFT CODE CONCEPTS FOR DETACHED**
29 **ACCESSORY DWELLING UNITS (DADU) TO BE LOCATED IN CHAPTER 12 OF THE**
30 **CENTERVILLE ZONING CODE AND SCHEDULING OF A PUBLIC HEARING**
31

32 Community Development Director Mike Eggett presented a revised draft DADU ordinance
33 for the Commission's continued review, noting it was informed by recent guidance from the Utah
34 League of Cities and Towns and modeled largely after Millcreek City's ordinance. He explained
35 that while many provisions are dictated by state law, the Commission still had discretion over
36 several development standards. Through discussion, the Commission reached consensus on
37 numerous policy issues, including requiring DADUs to be permanently affixed to a concrete
38 foundation, establishing a minimum unit size to effectively exclude tiny homes, deleting a
39 proposed compliance determination section, requiring separate utility connections, prohibiting
40 short-term rentals, requiring owner occupancy, and limiting building height to 20 feet to prevent
41 second-story living space. The Commission also agreed to allow basements, require downward-
42 directed lighting, and adopt architectural standards requiring exterior materials, colors, and
43 rooflines to be generally compatible with the primary dwelling.
44

45 The Commission also reached consensus on several site design standards. Windows
46 within 15 feet of a property line would be required to be fixed, non-operable, and translucent to
47 protect neighboring privacy, and discussion regarding entrances and stairways locations relative
48 to the neighboring properties. An 8-foot rear yard setback, including setback location relative to
49 utility easements, and parking requirements consistent with State law were supported. Existing
50 conforming accessory buildings could be converted into DADUs, with grandfathering provisions
51 contemplated for certain legally existing nonconforming structures. After considerable discussion,
52 the Commission recommended lowering the minimum qualifying lot size from the state maximum
53 of 11,000 square feet to 8,500 square feet to make the ordinance available to more Centerville
54 properties. Commissioners also supported a maximum DADU size of 1,250 square feet, with no

individual level exceeding 800 square feet, and discussed establishing a minimum size of approximately 350 square feet.

The Commission also discussed the interaction of the ordinance with private HOA covenants, which City Attorney Lisa Romney noted remain enforceable independent of the City's regulations. Commissioners agreed to remove references to guest houses from the draft, requiring all detached habitable structures to comply with the DADU ordinance. Mr. Eggett was directed to gather implementation data from Bountiful City's recently adopted ordinance to help inform the upcoming public hearing and final refinement of the draft.

The Planning Commission scheduled the DADU public hearing for August 12, 2026, and directed staff to advertise the notice by July 31, 2026.

DISCUSSION – REVIEW OF DRAFT CODE CONCEPTS FOR BOUNDARY LINE ADJUSTMENTS PROCESSING IN REPLACEMENT OF EXCHANGE OF TITLE CODES, AS FOUND IN CMC 15.09.140 AND SCHEDULING OF A PUBLIC HEARING

City Planner Sydney DeWees presented draft amendments to replace the City's existing Exchange of Title provisions with updated Boundary Line Adjustment regulations consistent with recent changes to State law. She explained the proposal establishes three categories - Boundary Line Establishment, Boundary Line Adjustment (Simple), and Boundary Line Adjustment (Full) - and aligns City procedures with State requirements while adding only limited local provisions, such as frontage calculations for full adjustments to ensure zoning compliance. Ms. DeWees noted the changes are intended to streamline the review process and reduce confusion for applicants and surveyors, particularly after the City processed six boundary line adjustment requests in the previous three months under outdated code language.

Commissioners expressed general support for the draft. Vice Chair Patterson suggested clarifying language describing the full adjustment process, which Ms. DeWees agreed to revise before the public hearing. The Planning Commission scheduled the Boundary Line Adjustment public hearing for August 12, 2026, and directed staff to advertise the notice accordingly.

COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

Mr. Eggett reported that an additional zoning text amendment public hearing is scheduled for the August 12, 2026, Planning Commission meeting. Ms. Romney explained that the proposed amendments would restructure the City's historic preservation functions by having the Whitaker Museum Board also serve as the Landmarks Commission, which would be renamed the Historic Preservation Commission. She noted the proposal was initiated by the Mayor after the Landmarks Commission had been inactive for an extended period. Separate public hearings on the Municipal Code and Zoning Code amendments will be held before the Planning Commission forwards its recommendation to the City Council.

MINUTES REVIEW AND APPROVAL

Minutes of the July 8, 2026, Planning Commission meeting were reviewed. Commissioner Jenkins **moved** to approve the minutes. Commissioner Mendenhall seconded the motion, which passed unanimously (5-0).

ADJOURNMENT

At 7:58 p.m., Commissioner Woodward **moved** to adjourn the meeting. Commissioner Jenkins seconded the motion, which passed unanimously (5-0).

1
2 *Jennifer Robison*
3 Jennifer Robison, City Recorder

08/12/2026
Date Approved

