

CENTERVILLE CITY PLANNING COMMISSION AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY PLANNING COMMISSION WILL HOLD ITS REGULAR PUBLIC MEETING AT 7:00 P.M. ON WEDNESDAY, MARCH 23, 2016, AT THE CENTERVILLE CITY COMMUNITY CENTER AND CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

Meetings of the City Council of Centerville City may be conducted via electronic means pursuant to Utah Code Ann. § 52-4-207, as amended. In such circumstances, contact will be established and maintained via electronic means and the meeting will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

Centerville City, in compliance with the Americans with Disabilities Act, provides accommodations and auxiliary communicative aids and services for all those citizens in need of assistance, including hearing devices. Persons requesting these accommodations for City-sponsored public meetings, services, programs, or events should call Blaine Lutz, Centerville Finance Director, at 801-295-3477, giving at least 24 hours notice prior to the meeting.

A notebook containing supporting materials for the business agenda items is available for public inspection and review at City Hall and will be available for review at the meeting. This agenda is also posted on the City's Website: www.centervilleut.net and on NovusAgenda at the following link: <http://centerville.novusagenda.com/agendapublic>

Tentative Time: (The times shown below are tentative and are subject to change during the meeting)

- 5:30 PM WORK SESSION WITH CITY COUNCIL ON JOINT GOAL-SETTING (DOWNSTAIRS IN THE MULTI-PURPOSE ROOM)**
- 7:00 A. WELCOME AND ROLL CALL**
B. PLEDGE OF ALLEGIANCE
C. PRAYER OR THOUGHT – Commissioner Cheylynn Hayman
D. MINUTES REVIEW AND ACCEPTANCE – March 9, 2016
E. COMMISSION BUSINESS
- 7:10 1. PUBLIC HEARING | THE MANOR AT LUND LANE | 77 WEST LUND LANE**
Consider the proposed applications:
Request #1: Zone Map Amendment from A-L (Agricultural-Low) to R-L (Residential-Low), 4.85 acres
Request #2: (Pending Actual Rezone Approval) Conceptual Subdivision Plan, 12-Lots
Phil Holland, Wright Development Group, Applicant
- 7:35 2. PUBLIC HEARING | BARTILE ROOFS | 725 NORTH 1000 WEST**
Consider the proposed Amended Site Plan for Bartile Roofs on property located at 725 North 1000 West, for the purpose of constructing new storage sheds
Lewis Evans, Bartile Roofs Inc., Applicant
- 7:55 3. PUBLIC HEARING | CENTERVILLE DEUEL CREEK HISTORIC DISTRICT**
Consider the proposed Zone Map and Code Text Amendment for the Centerville Deuel Creek Historic District (Chapter 12-49), which includes boundary modifications (400 East from Parrish Lane to Porter Lane, east side only) and addressing commercial building incentives
Centerville City, Applicant

- 8:20 4. **PUBLIC HEARING | CODE TEXT AMENDMENTS FOR THE SOUTH MAIN STREET CORRIDOR (SMSC) OVERLAY ORDINANCE (CHAPTER 12-48)**
 [Postponed from February 24, 2016 meeting]
 Consider the Code Text Amendments for the South Main Street Corridor (SMSC) Overlay Ordinance, which includes the City Council directives and changes to the South Main Street Corridor (SMSC) Public Space Plan
 Centerville City, Applicant
- 8:40 5. **OPEN SPACE / SENSITIVE LANDS PRESENTATION BY COMMUNITY DEVELOPMENT DIRECTOR**
- 9:00 6. **NOTICING MATRIX FOR ZONING APPLICATIONS**
 Review noticing requirements for various zoning applications
- 9:10 7. **COMMUNITY DEVELOPMENT DIRECTOR'S REPORT**
 • PC Meeting on April 13, 2016
 Nothing scheduled at this time
- 9:15 F. **ADJOURNMENT**

Posted March 18, 2016 by Community Development



CENTERVILLE CITY PLANNING COMMISSION AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY PLANNING COMMISSION WILL HOLD ITS REGULAR PUBLIC MEETING AT 7:00 PM ON MARCH 23, 2016 AT THE CENTERVILLE CITY COMMUNITY CENTER AND CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

Meetings of the Planning Commission of Centerville City may be conducted via electronic means pursuant to Utah Code Ann. 52-4-207, as amended. In such circumstances, contact will be established and maintained via electronic means and the meeting will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

Centerville City, in compliance with the Americans With Disabilities Act, provides accommodations and auxiliary communicative aids and services for all those citizens in need of assistance, including hearing devices. Persons requesting these accommodations for City-sponsored public meetings, services, programs, or events should call Blaine Lutz, Centerville Finance Director, at 295-3477, giving at least 24 hours notice prior to the meeting.

A notebook containing supporting materials for the business agenda items is available for public inspection and review at City Hall and will be available for review at the meeting. This Agenda is also posted on the City's website: and at <http://centerville.novusagenda.com/agendapublic>.

Tentative - The times shown below are tentative and are subject to change during the meeting.

Time:

5:30 PM A. WORK SESSION

Work Session with City Council & Planning Commission on Joint Goal-Setting
(downstairs in the Multi-Purpose Room)

7:00 PM B. WELCOME AND ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. PRAYER OR THOUGHT

Commissioner Cheylynn Hayman

E. MINUTES REVIEW and ACCEPTANCE

Planning Commission Meeting March 9, 2016

F. COMMISSION BUSINESS

- 7:10 1. Public Hearing - The Manor at Lund Lane, 77 West Lund Lane
Consider the proposed applications:
Request #1: Zone Map Amendment from A-L (Agricultural-Low) to R-L (Residential-Low), 4.85 acres
Request #2: (Pending Actual Rezone Approval) Conceptual Subdivision Plan, 12-Lots
- 7:35 2. Public Hearing - Bartile Roofs, 725 North 1000 West
Consider the proposed Amended Site Plan for Bartile Roofs on property located at 725 North 1000 West, for the purpose of constructing new storage sheds

- 7:55 3. Public Hearing - Centerville Deuel Creek Historic District
 Consider the proposed Zone Map and Code Text Amendment for the Centerville Deuel Creek Historic District (Chapter 12-49), which includes boundary modifications (400 East from Parrish Lane to Porter Lane, east side only) and addressing commercial building incentives
- 8:20 4. Public Hearing - Code Text Amendments for South Main Street Corridor (SMSC) Overlay Ordinance (Chapter 12-48)
 [Postponed from February 24, 2016 meeting]
 Consider the Code Text Amendments for the South Main Street Corridor (SMSC) Overlay Ordinance, which includes the City Council directives and changes to the South Main Street Corridor (SMSC) Public Space Plan
- 8:40 5. Open Space/Sensitive Lands Presentation by Community Development Director
- 9:00 6. Noticing Matrix for Zoning Applications
 Review noticing requirements for various zoning applications
- 9:10 7. Community Development Director's Report 032316
 The next regularly scheduled meeting is April 13, 2016. No items scheduled at this time

G. ADJOURNMENT

**CENTERVILLE
PLANNING COMMISSION
Staff Backup Report
3/23/2016**

Item No.

Short Title: Work Session with City Council & Planning Commission on Joint Goal-Setting (downstairs in the Multi-Purpose Room)

Initiated By:

Scheduled Time: 5:30

SUBJECT

RECOMMENDATION

BACKGROUND

CENTERVILLE

**Staff Backup Report
3/23/2016**

Item No.

Short Title: Planning Commission Meeting March 9, 2016

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- 03-09-2016 PC Preliminary Draft Minutes

PRELIMINARY DRAFT

PLANNING COMMISSION MINUTES OF MEETING

Wednesday, March 9, 2016

7:00 p.m.

A quorum being present at Centerville 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

Becki Wright
Cheylynn Hayman
David Hirschi, Chair
Gina Hirst
Logan Johnson
Scott Kjar

MEMBERS ABSENT

Kevin Daly

STAFF PRESENT

Corvin Snyder, Community Development Director
Lisa Romney, City Attorney
Bruce Cox, Parks and Recreation Director
Kathy Streadbeck, Recording Secretary

VISITORS

Interested Citizens
Centerville City Trails Committee
Centerville City Parks and Recreation Committee

PLEDGE OF ALLEGIANCE

OPENING COMMENT/LEGISLATIVE PRAYER Gina Hirst

MINUTES REVIEW AND APPROVAL

The minutes of the Planning Commission meeting held February 24, 2016 were reviewed and amended. Commissioner Hirst made a **motion** to approve the minutes as amended. The motion was seconded by Commissioner Hayman and passed by unanimous vote (6-0).

PRESENTATION - Presentation by both the Parks & Recreation Committee and the Trails Committee regarding priorities & goals for 2016/2017

1 Kyle Barney, Parks and Recreation Committee Chair, provided an overview of the Parks
2 and Recreation Committee's goals for the coming years. He said the RAP tax was recently re-
3 passed and the Committee is optimistic as funds will be coming available. He said their top
4 priorities are to complete the Community Park improvements and upgrade Island View Park. He
5 said the Committee is also interested in the possibility of acquiring a unique portion of land from
6 Davis County for a new park (approximately 700 East between 100 & 200 South). This property
7 was previously used as a sedimentation basin for Deuel Creek. The property currently includes
8 some park benches and trails. The Parks and Recreation Committee believes this area has great
9 potential and is interested in upgrading the site, if acquired. Mr. Barney also discussed the Parks
10 and Recreation Committee's summer event, Movies in the Park. This event runs throughout the
11 summer months and draws an average of 400 people per movie.

12
13 Commissioner Hayman suggested a non-traditional park option be explored, such as a
14 skate park. Mr. Barney said the Parks and Recreation Committee have discussed and will
15 continue to discuss many park options, including a skate park. Cory Snyder, Community
16 Development Director, reported the County will be attending the next City Council meeting to
17 discuss this sedimentation basin area. He explained there are some challenges with this property
18 and possible purchase process.

19
20 Bruce Cox, Park and Recreation Director, reported the park pavilions opened for
21 reservations a few weeks ago. He explained most park pavilions are booked every Friday and
22 Saturday from April 15th-October 15th. In addition, many of the parks are also used throughout
23 the week.

24
25 Mark Dimond, Trails Committee Chair, reported on the Trails Committee goals. He said
26 the Committee has a long-term goal of implementing trails whenever possible. He said they try
27 to incorporate bike lanes whenever roadways are being restriped. The Committee has supported a
28 grant application to widen the Frontage Road for the purpose of bike lanes. He said they have
29 goals for a master planned trail system on the west side. He said the Committee has goals to
30 incorporate new trails along the hillside as well as maintain and restore current hillside trails. He
31 said the Committee has worked with boy scouts on various trail upgrades and improvements. He
32 also explained that the Committee hosts various activities to bring awareness and recognition to
33 Centerville's trails, including community hikes, runs, mountain biking and signage. In addition,
34 the Trails Committee hosts a booth every year during the 4th of July festivities.

35
36 Mr. Cox said the Planning Commission can be helpful in establishing and maintaining
37 trails by promoting trails as new development applications come about. The Planning
38 Commission can easily access the Trail Master Plan and support these efforts by encouraging
39 developers to include trails within their developments.

1 Chair Hirschi informed the Trails Committee of the City's efforts to redevelop Main
2 Street by creating the South Main Street Corridor plan. He asked the Committee if bike lanes on
3 Main Street are a desired option. Mr. Cox said bike lanes on Main Street may be possible, but it
4 depends on whether parking on Main Street is allowed. He said there is a "shared" bike
5 lane/parking option but it can be difficult to allow both.
6

7 Mr. Snyder said Main Street is wide enough to accommodate bike lanes, but the street
8 design will make a big difference on whether they are practical. If bike lanes are desired, then the
9 street design will likely not include on-street parking. Mr. Snyder informed both Committees of
10 the City Council and Planning Commission goal-setting process. He explained that both
11 Committee's will likely be asked to participate in this process. He also updated the Committees
12 and the Commission on the Parrish Lane pedestrian overpass and the pathway/trailhead around
13 the proposed Maverik site on the southwest corner of Parrish Lane and 1250 West.
14

15 Commissioner Wright asked the Trails Committee what goals they have for urban trails
16 along the Main Street corridor. She explained the Commission is committed to proactive
17 planning. She said Main Street has sidewalks, but she wondered if there was something else the
18 Commission could do to encourage urban pathways. Mr. Snyder said urban pathways such as
19 wider sidewalks with loops within the city and connections to trailheads or other hot spots in the
20 city could be beneficial to the community.
21

22 Mr. Dimond said that Main Street would be a great choice for bike lanes. He said the
23 Trails Committee has not discussed urban pathways at length along the Main Street corridor but
24 he agreed this is an important topic to consider. He said he would add this to a future Trails
25 Committee agenda.
26

27 The Trails Committee questioned what plans there are for the hillside and if there are any
28 future opportunities for trailheads. Mr. Snyder explained there is a Hillside Management Plan
29 and that the Planning Commission has a proactive planning goal to review this plan in the near
30 future.
31

32 **DISCUSSION – Continuation of discussion regarding 2016/2017 Planning**
33 **Commission Goals and Priorities**
34

35 Cory Snyder, Community Development Director, reviewed the list of goals the Planning
36 Commission has discussed in the past few meetings. He also updated the Commission on City
37 Council and staff discussions regarding active vs. passive density and how density is calculated
38 per current ordinances. He explained this sensitive land issue will be coming to the Planning
39 Commission for further review in the near future. He said this was not previously listed as a goal
40 but suggested it be added to the list.
41

Chair Hirschi made a **motion** to prioritize the Planning Commission's goal list as follows:

1. Greater proactive planning by the Planning Commission. Review Administrative decisions and procedures to better define the Planning Commission's role in order to allow more time for proactive planning.
2. South Main Street Corridor Plan, including bike lanes & Pages Lane area
3. West Centerville Neighborhood Plan
- 4a. City Trails & Pathways
- 4b. Foothills Plan
5. Planning already Underway: Subdivision Ordinance & Open Space/Sensitive Land

The motion was seconded by Commissioner Hayman and passed by unanimous roll-call vote (6-0).

TRAINING & DISCUSSION - Review of Zoning and Land Use Applications and the Decision Making Matrix for each application

Lisa Romney, City Attorney, presented a matrix showing the decision making process for all land use applications. She reviewed legislative vs. administrative decisions. She also reviewed public hearings explaining which are required by State statute and which are required per City ordinance. She said the majority of the Planning Commission's decisions are administrative and explained which application processes could be modified and/or simplified. She explained the 2-step site plan process suggesting the conceptual site plan and amended conceptual site plan could be delegated to staff for approval. She said this would eliminate a public hearing which may or may not be desirable as it is important to hear possible complications early on in the process. She also discussed conditional use permits and noted State statutes do not require a public hearing for conditional use permits.

Cory Snyder, Community Development Director, agreed the conceptual site plan could be easily approved by staff as this process does have specific requirements for approval. If this is the desire of the Planning Commission he suggested allowing staff and/or the developer the opportunity to bump the conceptual site plan approval to the Commission if needed or requested. He explained the public hearing at the conceptual level can be helpful and/or problematic depending on the application. He also suggested the Planning Commission carefully review all conditional use permits to make sure they are specific and at a level (density, use, etc.,) the Commission is comfortable with if they are to be approved by staff.

Chair Hirschi said the public hearing at the conceptual level can be frustrating for the public because the application usually meets the requirements, and should therefore be approved, making all public comments seem inconsequential.

1 The Commission discussed noticing requirements and the frustration it can be for staff,
2 developers, and the public. Commissioner Wright suggested an "easy button" be added to the
3 front page of Centerville's website, which includes all notices for upcoming applications. Mr.
4 Snyder provided some history on the noticing requirements per State statute and per City
5 ordinance. He said moving some of these approval processes to staff would provide additional
6 time for noticing as these matters would not be going to a decision making body as quickly. He
7 reviewed the Development Review Committee (DRC) process for applications. He said if staff
8 were allowed to approve some of these preliminary steps then the DRC would have more time to
9 work with each application, flushing out problems, and making the final decision making
10 processes more efficient.

11
12 Ms. Romney reviewed the extensive subdivision application process, which includes a 3-
13 step process with the Planning Commission and a final approval process with the City Council,
14 all of which include a public hearing. She suggested the conceptual subdivision approval be
15 delegated to staff with the option to bump to the Commission if needed or requested. She
16 explained the 1-step small subdivision waiver process and suggested it be increased to a 2-step
17 process, staff approval and Commission approval. She also reviewed Routine and Uncontested
18 Matters stating she believes this clause should be used for smaller issues. She suggested any
19 changes to the application processes as discussed tonight should be done as an ordinance
20 amendment.

21
22 Chair Hirschi said he agrees that many of these processes could be modified. He would
23 like to review the ordinances and application processes a bit more before making any
24 recommendations. The Commission agreed to look at each of these processes individually and
25 come back with a recommendation for amendments. At that time, staff can help formulate
26 appropriate amendments, review the table of uses, and discuss any other related issues.

27
28 Chair Hirschi made a **motion** to consider further discussion and possible
29 recommendations regarding any changes to the current application processes as presented in the
30 Centerville City Decision Making Matrix for Zoning and Land Use Applications at the Planning
31 Commission meeting to be held on April 13, 2016. The motion was seconded by Commissioner
32 Johnson and passed by unanimous vote (6-0).

33
34 **COMMUNITY DEVELOPMENT DIRECTOR'S REPORT**

- 35 1. The next regularly scheduled Planning Commission meeting will be Wednesday,
36 March 23, 2016 at 7:00 p.m.
37 2. Upcoming Agenda Items:
38 • Bartile Sheds, amended site plan
39 • The Manor @ Lund Lane, rezone & conceptual subdivision
40 • Deuel Creek Historic District, code text amendment
41 • South Main Street Corridor, public space plan

1

2

The meeting was adjourned at 9:10 p.m.

3

4

5

6

David Hirschi, Chair

Date Approved

7

8

9

10

Kathleen Streadbeck, Recording Secretary

**CENTERVILLE
PLANNING COMMISSION
Staff Backup Report
3/23/2016**

Item No. 1.

Short Title: Public Hearing - The Manor at Lund Lane, 77 West Lund Lane

Initiated By: Phil Holland, Wright Development Group, Applicant

Scheduled Time: 7:10

SUBJECT

Consider the proposed applications:

Request #1: Zone Map Amendment from A-L (Agricultural-Low) to R-L (Residential-Low), 4.85 acres

Request #2: (Pending Actual Rezone Approval) Conceptual Subdivision Plan, 12-Lots

RECOMMENDATION

Refer to Staff Report

BACKGROUND

Refer to Staff Report

ATTACHMENTS:

Description

- ☐ 03-23-2016 PC Staff Report The Manor at Lund Lane
- ☐ Conceptual Subdivision Plan for The Manor at Lund Lane

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

**STAFF REPORT
AGENDA: ITEM 1**

PROPERTY OWNER: **ROBERT AND SHARLENE HAWKES
77 WEST LUND LANE
CENTERVILLE, UT 84014**

APPLICANT: **PHIL HOLLAND
WRIGHT DEVELOPMENT GROUP
1178 WEST LEGACY CROSSING #100
CENTERVILLE, UT 84014**

EMAIL ADDRESS: **PHIL@WRIGHTDEVELOPMENTGROUP.NET**

PROPERTY: **77 WEST LUND LANE
THE MANOR AT LUND LANE**

ACREAGE: **4.85**

TOTAL LOTS: **12**

CURRENT ZONING: **AGRICULTURAL-LOW (A-L)**

APPLICATIONS: **ZONE MAP AMENDMENT, REZONE FROM
AGRICULTURAL-LOW (A-L) TO RESIDENTIAL-LOW
(R-L)
CONCEPTUAL SUBDIVISION**

RECOMMENDATION: **RECOMMEND THE REZONE TO THE CITY COUNCIL
AND ACCEPT THE CONCEPTUAL SUBDIVISION**

BACKGROUND

The Hawkes Family, who own the property located at 77 West Lund Lane, desire to develop their land into a subdivision and have chosen Wright Development to pursue this plan. Phil Holland with Wright Development is requesting a rezone of the property from Agricultural-Low (A-L) to Residential-Low (R-L) and divide the parcel into 12 individual lots. With the total size being 4.85 acres, the average density for the project would be 2.47 units per acre. This would be an allowable density, since an R-L Zone allows up to 4 units per acre. This report will first look at the request for a rezone and then address the idea of a conceptual

subdivision. The conceptual plat acceptance will be based on the approval by the City Council for the rezone.

PROPOSED ZONE MAP AMENDMENT



REVIEW AND ANALYSIS OF THE REQUEST

Factors to be considered, Section 12-21-080(e)

1. Is the proposed amendment consistent with the goals, objectives and policies of the City's General Plan?

- **Staff Response:** This parcel of land is located within Neighborhood 4, Northwest Centerville (GP Section 12-480-5). One of the main goals for this neighborhood is that only compatible land uses be developed adjacent to each other. Another goal found within this section is preserving the viability of the area for potential future development. Finally, it discourages lots of one acre, describing them as being too large to maintain, yet to small for property owners to divide in the future.

This section of the General Plan appears vague when narrowing down an exact plan for the area along Lund Lane. Yet, staff believes the proposed amendment is consistent with the goals and objectives that have been described in 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:** Based on the abundance of area zoned R-L, low-density single-family development appears to be the preferred type of housing within the City. The property on Lund Lane is found within a semi-rural residential area with single-family homes to the east and west. Further to the west is the

Woods Park Subdivision, which is zoned R-L/PD and to the east of Main Street is also zoned R-L. Staff believes the proposed amendment will be in harmony with the overall character of the existing development in the vicinity.

3. What is the extent to which the proposed amendment may adversely affect adjacent property?

- **Staff's Response:** Some may see this subdivision as an impact to the rural atmosphere of Centerville. Yet, if the rezone meets the criteria found in Section 12-21-080(e), and negative impacts can be mitigated, a property owner has the right to develop his property as he sees fit. Staff has met with the developer and does not see any adverse effects to the rezone. However, a few issues will need to be addressed as part of the subdivision process; such as a soils report and proper drainage.

4. What is the adequacy of facilities and services intended to serve the subject property?

- **Staff Response:** The proposed development already has an existing home with all the necessary utilities stubbed from Lund Lane. The other proposed 11 lots will need to have adequate service and be stubbed from Lund Lane. Other public improvements will need to be completed on the south side of Lund Lane and meet all applicable City Standards.

PLANNING STAFF RECOMMENDATIONS

PROPOSED ACTION: I hereby make a motion for the Planning Commission to accept the Zone Map Amendment for the property located at 77 West Lund Lane from Agricultural-Low (A-L) to Residential-Low (R-L), and to recommend approval to the City Council.

SUGGESTED REASONS FOR THE ACTION:

1. The proposed amendment meets the requirements found in Section 12-21-080(4)(e).
2. The proposed Zone Map Amendment meets the goals and objectives of the General Plan concerning Neighborhood 4 [Section 12-480-5].
3. Adequate facilities are located within the subject property along Lund Lane [Section 12-21-080(e)(5)].
4. Any further conceptual plat acceptance by the Planning Commission is subject to approval of the rezone by the City Council.

CONCEPTUAL SUBDIVISION REVIEW - CHAPTER 15-2

Process

The conceptual subdivision review gives the applicant an opportunity to receive guidance from the City in relation to subdivision regulations and the layout. It also allows the public an opportunity to express their concern regarding the proposed subdivision.

General Plan

As stated previously in the Zone Map Amendment review, the property is found within Neighborhood 4, Northwest Centerville (GP Section 12-480-5). The goals and objectives for this area were indistinct for the location of Main Street and Lund Lane. It did state that development should be compatible with one another and should be adjacent to each other. It also encouraged preserving the viability of land for potential future development. The most specific statement for the area is the discouragement of one-acre lots, stating they are too large to maintain, yet too small for property owners to divide in the future. With Wright Development pursuing a rezone from A-L to R-L and desiring to divide the property into a single-family development, staff believes they have met the intent of the General Plan.

Zoning Ordinance

The property is currently zoned A-L (Agricultural-Low), yet Wright Development has requested a rezone to R-L (Residential-Low). Therefore, staff will review the zoning criteria for the requested rezone.

According to Section 12-30-020(b)(1) of the Zoning Ordinance, the R-L Zone has been established to permit the development of detached single-family homes on individual lots at 4 units per acre. The applicant is requesting the 4.85 acre parcel be divided into 12 lots, which average out to be about 2.47 units per acre. The lots have differing sizes ranging from the largest being 23,829 square feet to the smallest at 15,733 square feet. On the largest of the lots (Lot 11), is found the existing home which will remain intact and sold to a prospective buyer.

All of the lots exceed the minimum frontage at an average of 98.43 feet, with the largest being 138.10 feet and 9 of the lots measuring 90 feet. Although each lot has plenty of buildable area, the preliminary plans will need to show required setbacks and a buildable pad for each lot. Each new home will need to meet the required Development Standards found in Table 12-32-1 of the Zoning Ordinance concerning development within the R-L Zone.

Staff is confident the proposed subdivision will meet the requirements found within the Zoning Ordinance that pertain to development of a single-family dwelling.

GENERAL REQUIREMENTS FOR ALL SUBDIVISIONS - CHAPTER 15-5

Layout Section 15-5-101 and Lots Section 15-5-102

"Subdivision means any land that is divided, re-subdivided or proposed to be divided into two or more lots..."[Section 15-1-104(48)]. The Manor at Lund Lane will have 12 lots with driveway access from Lund Lane. Each lot has been designed in a rectangular shape, and as

stated previously, meet and exceed the requirements for a lot within the R-L Zone. One issue of concern in regard to the layout was that of the length of the block. Section 15-5-101(5) of the Subdivision Ordinance states the following:

“In blocks over 800 feet in length, a dedicated public walkway through the block, at approximately the center of the block, *may be required*. Such walkways shall not be less than 10 feet in width unless otherwise approved by the City.”

City staff or the Planning Commission may require a public walkway if a need is evident. However, staff does not believe this is necessary since Main Street has a dedicated sidewalk and there is no knowledge of future development to the south, and eventually the road to the west of the project will be completed with an additional sidewalk.

Street, Drainage, and Utility Improvements Section 15-5-103, 105, 106

Lund Lane does not currently meet the Street Improvement Standards for Centerville. The street along the new subdivision will need to be improved to include new curb and gutter, along with new pavement as necessary to meet the required width. A 4-foot park-strip and 4-foot sidewalk will also need to be installed along the entire length of the street frontage. This information will need to be indicated on the preliminary plans. In addition, all driveway access should be from Lund Lane, with Lot 1 not having access off the future road to the West, and Lot 12 not having access from Main Street.

The Public Works Director has requested as part of the approval process, a soils report be prepared and submitted to City Staff for review. He believes the property has had a large amount of fill in some sections and would like to ensure that proper stability can be found. Along with this report, drainage should be reviewed to ensure that all necessary drainage does not flow to other properties. The soils and drainage will need to be addressed with the preliminary plans and reviewed by City staff.

Utility improvements will be required for all lots except for Lot 11, which already exists. These utility improvements will need to be addressed on the preliminary plat and reviewed by City Staff. All utility provider sheets will need to be submitted indicating they can serve each lot. The preliminary plans will also need to depict three public utility easements with the front measuring 10 feet and all others at 7 feet. Finally, the applicant will need to depict all fire protection, including the existing and proposed fire hydrants (if required by the Fire Marshal).

CONCLUSION

The applicant has provided adequate information to depict how the property is to be developed. As a reminder, the Conceptual Subdivision Acceptance is subject to the approval of the rezone by the City Council.

PLANNING STAFF RECOMMENDATION

Suggested Motion for the Conceptual Subdivision Plat for The Manor at Lund Lane Subdivision located at 77 West Lund Lane: I hereby make a motion for the Planning

Commission to accept the Conceptual Subdivision Plat for The Manor at Lund Lane Subdivision, located at 77 West Lund Lane, subject to the following:

1. Conceptual subdivision acceptance is subject to the rezone approval by the City Council.
2. The applicant shall submit an application for a preliminary plat and meet all the standards found in Chapter 15-3 of the Subdivision Ordinance.
3. The preliminary plat shall indicate the following information:
 - a. Correct setbacks standards found on Table 12-32-1 of the Zoning Ordinance
 - b. Buildable pad on each lot.
 - c. A 4-foot sidewalk, 4-foot park-strip, curb and gutter and extension of asphalt as needed. All public improvements shall meet City specifications and be bonded for by the developer.
 - d. Three public utility easements on each lot with the front easements measuring 10 feet and all other sides measuring 7 feet.
 - e. Adequate fire protection including all existing fire hydrants and any new fire hydrants as required by the Fire Marshal.
4. All driveways for each lot shall be located off Lund Lane.
5. A soils report and drainage information shall be submitted to City staff for review.
6. Utility provider sheets shall be submitted indicating all utility providers can service each lot.
7. The midblock access as stated in Section 15-5-101(5) of the subdivision should not be required for this development

Suggested Reasons for the Action (Findings):

1. The conceptual plat acceptance is subject to the rezone approval by the City Council from A-L to R-L [Section 12-21-080(d)(4)].
2. The conceptual subdivision is in harmony with the General Plan [Section 12-480-5].
3. The new subdivision meets the objectives for development within a Residential-Low Zone [Section 12-30-020(b)(1)].
4. It appears all applicable development standards for development within an R-L Zone have been satisfied [Table 12-32-1].
5. It appears all general requirements for all subdivisions have been satisfied [Chapter 15-5].
6. All applicable standards found in the Subdivision Ordinance pertaining to a conceptual subdivision application have been satisfied [Chapter 15-2].
7. Staff does not believe the midblock pedestrian access as stated in Section 15-5-101(5), is necessary since Main Street has a dedicated sidewalk, there is no knowledge of future development to the south, and eventually the road to the west of the project will be completed with an additional sidewalk.

**CENTERVILLE
PLANNING COMMISSION
Staff Backup Report
3/23/2016**

Item No. 2

Short Title: Public Hearing - Bartile Roofs, 725 North 1000 West

Initiated By: Lewis Evans, Bartile Roofs Inc., Applicant

Scheduled Time: 7:35

SUBJECT

Consider the proposed Amended Site Plan for Bartile Roofs on property located at 725 North 1000 West, for the purpose of constructing new storage sheds

RECOMMENDATION

Refer to Staff Report

BACKGROUND

Refer to Staff Report

ATTACHMENTS:

Description

- ☐ 03-23-2016 PC Staff Report Bartile Roofs
- ☐ Bartile Roofs Site Plan & Backup

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

**STAFF REPORT
AGENDA: ITEM 2**

**PROPERTY OWNER/
APPLICANT:** LEW EVANS
725 NORTH 1000 WEST
CENTERVILLE, UT 84014
(lew@bartile.com)

PROPERTY: BARTILE
1250 WEST 650 NORTH

ACREAGE: 4.84 ACRES

ZONING: INDUSTRIAL-HIGH (I-H)

APPLICATION: CONCEPTUAL SITE PLAN ACCEPTANCE – AMENDED
SITE PLAN

USE: ACCESSORY STORAGE SHEDS

RECOMMENDATION: ACCEPT THE CONCEPTUAL SITE PLAN W/
DIRECTIVES

BACKGROUND

The application, Mr. Evans, desires to construct three (3) large storage buildings, two on the north property line (the smaller one constructed without approval) and one on the west property line. Additionally, some of the parking areas will be reconfigured or added as part of the proposed changes. The purpose of the site plan amendment is to eliminate most of the outdoor storage of materials and product.

NONCONFORMITY SITUATION

The current site configuration was developed prior to the current 2003 Zoning Code, thus the site does not currently comply with the landscaping and parking provisions of the current regulations. According to Section 12-22-080, any changes made to the site that involve an expansion of buildings 30% floor area or greater are required to meet the provisions of the current Ordinance with regards to landscaping, parking, screening etc. Therefore, the applicant desires to limit the new building construction to just below the 30% threshold. The applicant's plans propose to add 21,800 sq. ft. of new storage buildings, which would be under the 21,810 sq. ft. allowable (30% of 72,702 sq. ft. existing – see their submitted tabulation sheet).

SITE PLAN AMENDMENT PROCESS

The Zoning Administrator may administratively approve an amendment to an existing site plan; provided the site complies with the provisions of the current Ordinance (see Section 12-21-100.i). Additionally, if such changes do not comply with the current Ordinance provisions, then it is ineligible for an administrative approval. Consequently, the proposed amendment must return to the Planning Commission using the Conceptual/Final Site Plan (two-step) review and approval process.

Because the application involves the reconfiguration of parking without providing the required internal parking lot landscaping (see Section 12-51-070.e), the proposed development does not qualify for an "administrative" approval. Additionally, the existing, non-approved sheds near the northeast corner do not comply with the required architectural materials of Section 12-35-080(e).

CONCEPTUAL SITE PLAN REVIEW, SECTION 12-12-110(d)

Table of Uses Allowed - Chapter 12-36

Within the Zoning Ordinance, the Table of Uses does not specifically call out accessory use storage, but does allow "warehousing" as a use allowed in the Industrial-High (I-H) Zone. Furthermore, accessory uses, incidental to the primary use, are allowed as indicated in Section 12-35-040.b, subject to the same regulations for the primary use.

General Plan - Section 12-480-6

The Centerville City General Plan indicates the area of development is within the West Centerville Neighborhood and the Centerville City Business Park District. The goal for the area is "...to maintain and eventually upgrade the conditions and appearance of the buildings and yard areas, while being sensitive to the needs of existing business and property owners" [Section 12-480-6(1)]. In addition, the objectives encourage the economic viability, and the enhancement of architectural standards and themes for businesses located within the business park.

In reviewing the proposal, staff believes that to eliminate most of the outdoor storage of materials and product significantly improves the current conditions of the property. Additionally, the reconfiguration of the parking improves the circulation and placement of the parking through better organization and layout. In spite of the nonconforming situation, staff believes that the proposed amendment takes a step forward in meeting the goals and objectives of the General Plan.

Applicable Development Standards/ Proposed Accessory Buildings

Although there are nonconformities for the site (as mentioned above), the new construction is not exempt from the architectural standards of Section 12-35-080. These standards require the primary use of rock brick, stone, concrete block or other substantial material deemed acceptable by the Planning Commission. Additionally, any street exposed wall façade must include the use of a decorative concrete block, if this type of material is chosen. Accent materials, such as stucco, tile, glass and other listed elements are allowed. However, the use of wood or metal is expressly prohibited (Section 12-35-080.e). The applicant should be informed that the recent, non-approved building in the northeast corner appears to have used metal siding for the upper portion of the building connecting to the roof. The metal material is not allowed and the applicant will need to

address this on the final site plan. Additionally, the required building inspections for these structures were not performed. The applicant will also need to address this matter with the City's Building Official and take the needed measures to ensure compliance with the Building Codes.

Applicable Development Standards/ Proposed Parking Reconfiguration

From staff's review of the proposed reconfiguration of the parking, it does not include the installation of the Ordinance required parking lot landscaping. From review of the provisions of Section 12-22-080, so long as the project remains compliant with the original site plan, then the addition of floor area less than 30% may occur without complying with the current parking provisions. However, with the change of the parking configuration, it appears the parking lot landscaping must also be installed. This will need to be addressed with the final site plan submittal.

Other Applicable Considerations

All development proposals are reviewed simultaneously by the City's Development Review Committee (DRC). The DRC reviews not only for compliance with City Subdivision and Zoning Ordinances, but also in relation to adopted City Specifications & Engineering Standards. The City Engineer has reviewed the proposed plans and has mentioned in an email to staff the following issues:

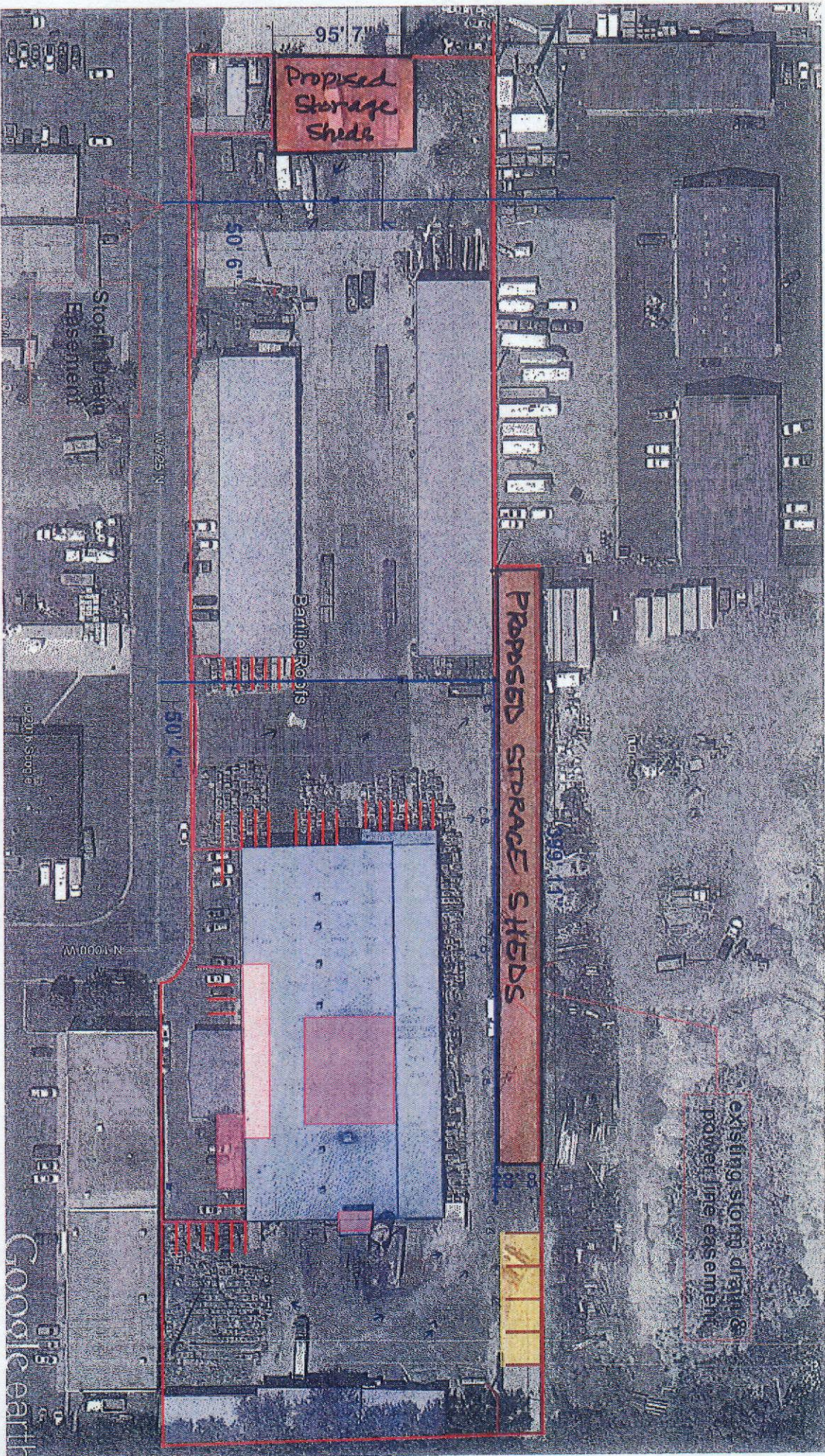
- Plan does not show widths of easements or location of easements in enough detail
- Questioning whether or not their property line is as close as shown to the City street. I think there might possibly be a few more feet of City ROW back of curb than shown. All property lines shown may not be accurate
- No topographic info has been provided to verify if conceptual drainage plan might work
- BMPs and or detention may be required
- Utilities to the site are not shown
- Landscape areas are not indicated

PLANNING STAFF RECOMMENDATION

PROPOSED ACTION: I hereby make a motion for the Planning Commission to accept the Conceptual Site Plan for the Bartile Roofs Inc. Site to construct the proposed accessory storage buildings, with the following directives:

1. The allowable floor area of the new constructed accessory buildings must be less than 30% of the existing gross floor area of the current buildings.
2. The final site plan submittal must provide the calculation of each existing building and the new buildings to verify compliance with the less than 30% allowance, as addressed in the "Nonconforming" provisions of the Zoning Ordinance.
3. All new building construction design must comply with the architectural design requirements of the Industrial-High Zone.
4. The final site plan submittal must address the non-approved building construction located in the northeast corner area of the site as follows:
 - Compliance with applicable Building Codes, as deemed appropriate by the City's Building Official
 - Compliance with the I-H Zone architectural design provisions
5. The final site plan shall address the required internal parking lot landscaping provisions for "Parking" in the Zoning Ordinance.

6. The final site plan submittal must address the issues identified by the City Engineer, as mentioned in this report.



RECEIVED FEB 26 2016

Takeoff Tab

Bartile Site

2-24-2016

Bid No. 70

No.	Name	Height	Area	Quantity1 UOM1	Quantity2 UOM2	Quantity3 UOM3
	Sand Bin	0"	(unassigned)	2,402 SF	0	0
	Office Addition	0"	(unassigned)	908 SF	0	0
	West Shed	0"	(unassigned)	5,640 SF	0	0
	Power Pole Cutout	0"	(unassigned)	21 SF	0	0
	Shed North Side	0"	(unassigned)	12,210 SF	0	0
	Main Building	0"	(unassigned)	34,087 SF	0	0
	Office Area	0"	(unassigned)	2,085 SF	0	0
	North Shed	0"	(unassigned)	12,667 SF	0	0
	South Shed	0"	(unassigned)	10,427 SF	0	0
	East Shed	0"	(unassigned)	6,427 SF	0	0
	Cell Tower	0"	(unassigned)	427 SF	0	0
	Mezzanine Floor	0"	(unassigned)	6,582 SF	0	0
	Property Line	0"	(unassigned)	4,793 LF	0	0
	Concrete Fence Wall	0"	(unassigned)	1,572 LF	0	0
	Existing Storm Drain	0"	(unassigned)	876 LF	0	0
	Power Easement	0"	(unassigned)	721 LF	0	0
	Fence Line	0"	(unassigned)	531 LF	0	0
	Parking	0"	(unassigned)	645 LF	0	0

NEW

UNDER
21,800

EXISTING

72702 # x .299 = 21803

Takeoff Tab

Barile Site

2-24-2016

Bid No. 70

No.	Name	Height	Area	Quantity1	UOM1	Quantity2	UOM2	Quantity3	UOM3
	Sand Bin	0"	(unassigned)	2,402	SF	0		0	
	Office Addition	0"	(unassigned)	908	SF	0		0	
	West Shed	0"	(unassigned)	5,640	SF	0		0	
	Power Pole Cutout	0"	(unassigned)	21	SF	0		0	
	Shed North Side	0"	(unassigned)	12,210	SF	0		0	
	Main Building	0"	(unassigned)	34,087	SF	0		0	
	Office Area	0"	(unassigned)	2,085	SF	0		0	
	North Shed	0"	(unassigned)	12,667	SF	0		0	
	South Shed	0"	(unassigned)	10,427	SF	0		0	
	East Shed	0"	(unassigned)	6,427	SF	0		0	
	Cell Tower	0"	(unassigned)	427	SF	0		0	
	Mezzanine Floor	0"	(unassigned)	6,582	SF	0		0	
	Property Line	0"	(unassigned)	4,793	LF	0		0	
	Concrete Fence Wall	0"	(unassigned)	1,572	LF	0		0	
	Existing Storm Drain	0"	(unassigned)	876	LF	0		0	
	Power Easement	0"	(unassigned)	721	LF	0		0	
	Fence Line	0"	(unassigned)	531	LF	0		0	
	Parking	0"	(unassigned)	645	LF	0		0	

NEW

UNDER
21,800

EXISTING

72702 # x .299 = 21803

**CENTERVILLE
PLANNING COMMISSION
Staff Backup Report
3/23/2016**

Item No. 3.

Short Title: Public Hearing - Centerville Deuel Creek Historic District

Initiated By: Centerville City, Applicant

Scheduled Time: 7:55

SUBJECT

Consider the proposed Zone Map and Code Text Amendment for the Centerville Deuel Creek Historic District (Chapter 12-49), which includes boundary modifications (400 East from Parrish Lane to Porter Lane, east side only) and addressing commercial building incentives

RECOMMENDATION

Refer to Staff Report

BACKGROUND

Refer to Staff Report

ATTACHMENTS:

Description

- ▣ 03-23-2016 PC Staff Report Centerville Deuel Creek Historic District
- ▣ 03-23-2016 Map of Proposed Centerville Deuel Creek Historic District

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

**STAFF REPORT
AGENDA: ITEM 3**

APPLICANT: CENTERVILLE CITY LANDMARKS COMMISSION

**APPLICATION: ZONE TEXT AMENDMENT FOR CHAPTER 12-49, DEUEL
CREEK HISTORIC DISTRICT**

**ZONE MAP AMENDMENT FOR THE EAST SIDE OF 400 EAST
FROM PARRISH LANE (400 NORTH) TO PORTER LANE (400
SOUTH) TO BE INCORPORATED INTO THE CENTERVILLE
DEUEL CREEK HISTORIC DISTRICT OVERLAY**

**RECOMMENDATION: ACCEPT THE ZONE TEXT/MAP AMENDMENT AND
RECOMMEND APPROVAL TO THE CITY COUNCIL**

BACKGROUND

In December of 2015, the City Council reviewed an amendment to the Zoning Ordinance to include Chapter 12-49 which established the Centerville Deuel Creek Historic District. In addition, they approved an amendment to the zoning map that established the geographic boundaries of the historic district. In January of 2016, the City Council reviewed the district Ordinance again and requested staff and the Landmarks Commission to clarify the incentive program. The Council also wanted clarity on the properties within the district that were located on Main Street and how the incentive program would affect current and future development.

While the Landmarks Commission was working on the City Council's requests, the idea of including the east side of 400 East within the district was discussed. This concept was brought up during the preliminary stages of the district by the Landmarks Commission, and also by the Planning Commission and City Council. The Landmarks Commission believes that now would be the perfect time to include the amendment, since Chapter 12-49 was also being amended.

This report will first review the requested Zone Text Amendment with emphasis on the financial impact to the Community, as requested by the City Council. Secondly, a new section of the Ordinance will be discussed that reviews the properties on Main Street. Finally, the Zone Map Amendment will be reviewed that includes the east side of 400 East from Parrish Lane (400 North) to Porter Lane (400 South) as part of the Centerville Deuel Creek Historic District.

ZONE TEXT AMENDMENT REVIEW

INCENTIVES

The following is a reminder of the classification system used for incentives within the Centerville Deuel Creek Historic District:

Classification

- 1) Historic Landmark Register. Highest recognition of an historic resource found within the Centerville Deuel Creek Historic District. Properties listed on the Official Historic Landmark Register shall be found on the National Register of Historic Places and are subject to the standards found in Section 12-61-050 of this Chapter in relation to additions, alterations and demolition criteria.
- 2) Contributing Property. Any structure constructed 50 years in the past found within the Centerville Deuel Creek Historic District that contributes to the historic character of the district. This shall include all properties listed on the Significant Historic Sites List as defined in Section 12-61-040 of this Chapter.
- 3) Non-Contributing Property. This shall include all properties that do not contribute to the historic character of the district: structures older than 50 years that have been significantly altered as to not resemble the original appearance, new development constructed less than 50 years in the past and future development on vacant ground.

Total Number of Homes

Number of Properties within the Centerville Deuel Creek Historic District	
Categories	Number of Properties
Historic Landmark Register	14
Contributing Properties	100
Non-Contributing Properties	150
Demolition and New Construction	1
Government, School, Place of Worship	5
Total	270

Financial Impact

The following chart is for exterior building permits within the Centerville Deuel Creek Historic District for 2015 and only include the following:

- Addition
- Detached Garage
- Roof Replacement
- Deck/Porch Replacement
- New Dwelling

Financial Impact from the Incentives				
Categories	Number of building permits 2015	Cost	Possible Incentive	Financial loss to the City
Historic Landmark Register	0	0	100%	0
Contributing Properties	4	\$1,768.51	50%	884.25
Non-Contributing Properties	5	\$3,603.31	25%	900.82
Demolition and New Construction	0		0%	0
Total	9	\$5,371.82		\$1,785.07

Additional Notes

- The proposed reduction does not apply to impact fees, bonds, state fees, water connection fees, etc.
- The complete total for a building permit is approximately 1½% to 3% of the total valuation of the project
- The plan check is approximately 2% to 3% of the complete total

Within the year 2015, Centerville had 240 building permits. The overall total revenue for the year was \$771,008.16 with 199,963.35 of this amount being categorized under Building Review Fees. The amount of financial loss to the City for exterior building permits within the Centerville Deuel Creek Historic District would only be approximately \$1,785.07 or .2% of the total revenue.

MAIN STREET

From Parrish Lane (400 North) to Porter Lane (400 South) an overlay zone known as the South Main Street Corridor exists, and must be followed by all new development. The Centerville Deuel Creek Historic District extends along Main Street from Porter Lane to Parrish Lane, on the east side only. This small section within the South Main Street Corridor is zoned C-M (Commercial-Medium) and a small portion within PF-M (Public Facility-Medium), Founders Park, City Hall, and the Whitaker Museum.

The following chart indicates the properties on Main Street:

Properties on Main Street		
Category	Total lots	Possible Incentives
Landmarks Register	2	100%
Contributing	9	50%
Non-Contributing	10	0%

Main Street has 11 properties that would be considered historically significant. The Landmarks Commission should do everything possible to encourage property owners to maintain and save these important structures. All 11 properties should be subject to review by the Landmarks Commission, and if repairs or construction were deemed appropriate, they would be allowed

financial incentives. All new construction on raw ground or after a demolition has taken place would be subject to the South Main Street Corridor Development Standards. Since these required standards already discuss building location, height, and architectural features, the Landmarks Commission believes it would not be appropriate to include additional standards on Main Street. Furthermore, many of the development standards within the South Main Street Corridor promote a more traditional-style of development, which would blend well with the rest of the Centerville Deuel Creek Historic District.

PROPOSED AMENDMENTS (All amendments are shown in red)

12-49-100. INCENTIVES FOR ALL PROPERTIES NOT LOCATED ON MAIN STREET

- (a) Setback Reduction. Setback shall be measured from the building line and a property or designated right-of-way line. Actual setback shall be determined by the property owner prior to approval of any setback reductions. Setback standards in relation to decks and patios shall still apply and follow standards found in Section 12-55-130(g) of this Title, except for approved front porches as indicated in this section.

1. Front Yard Setback: 20 Feet
2. Front Yard Setback from Porch: 15 Feet
3. Side Yard Setback (each side yard): 7 Feet
4. Street Side Setback: 18 Feet
5. Rear Yard Setback: 18 Feet

- (b) Building Permit Review Fee Reduction. All applicants who meet the above criteria found in this Section shall be allowed the following reductions on the building permit review fees:

- | | |
|-----------------------|------|
| 1) Landmarks Register | 100% |
| 2) Contributing | 50% |
| 3) Non-Contributing | 25% |

These reductions shall only be allowed within the Centerville Deuel Creek Historic District for the purpose of encouragement of promoting the preservation of existing contributing properties and encourage harmony between new and historic architectural and property designs.

12-49-110. INCENTIVES FOR PROPERTIES LOCATED ON MAIN STREET

- (a) All properties found on the Landmarks Register or considered Contributing shall not be subject to the South Main Street Corridor Zone as stated in Chapter 12-48. Properties that are demolished or altered significantly to the extent they are considered non-contributing the property owner shall then be subject to all standards and requirements of the South Main Street Corridor Zone as stated in Chapter 12-48.

- **Staff Comment:** The above statement is a staff requested addition and was not reviewed by the Landmarks Commission.

(b) **Building Permit Review Fee Reduction.** All applicants who meet the property development standards found in Section 12-49-080(a), found in this Section shall be allowed the following reductions on the building permit review fees:

- | | |
|-----------------------|------|
| 1) Landmarks Register | 100% |
| 2) Contributing | 50% |

These reductions shall only be allowed within the Centerville Deuel Creek Historic District for the purpose of encouragement of promoting the preservation of existing contributing properties.

(b) All new construction on Main Street shall follow the guidelines of Chapter 12-48, South Main Street Corridor Zone and shall not receive the incentives as found within this section.

- **Staff Comment:** In the proposed Section 12-49-110(b), it refers to Section 12-49-080(a) and the following is a reminder of that criteria:

Owner of a property considered Contributing as stated in Section 12-49-050, desiring to participate in the Incentive Program shall be subject to the approval standards found in Section 12-61-100(e) of this Title and may also participate in the incentive program as stated herein.

Section 12-61-100(e) of the Zoning Ordinance requires the Landmarks Commission to review any alterations to a Landmarks Register property, and in this case a contributing property. The standards used for this review are known as the Secretary of the Interior Standards for Rehabilitation. They ensure that a property retains its historic appearance or is restored to its original appearance. It also ensures that any additions are appropriate to the context of the historic structure.

REVIEW AND ANALYSIS OF THE REQUEST

Factors to be considered, Section 12-21-080(e)

1. **Is the proposed amendment consistent with the goals, objectives and policies of the City's General Plan?**

- **Staff Response:** Section 12-480-8(3), encourages the creation of historic districts. The objectives state this process is to be completed with input from property owners in order to create guiding principles of what the community desires. The Landmarks Commission has used this input and the goals and objectives found in the general plan to create an ordinance for the district.

2. Is the proposed amendment harmonious with the overall character of existing development in the vicinity of the subject property?

- **Staff Response:** The citizens who participated believed that each property owner should have a choice and not be obligated to follow strict regulations for each home. Yet, they were also concerned that historic homes could be demolished. Finally, they believed that instead of restrictions, incentives might be more beneficial.

The original document, reviewed in 2015, clearly indicated the program is voluntary and that all uses currently allowed by Ordinance would still apply. If a property owner wishes to participate, a list of requirements have been created along with incentives. The City Council desired the incentives be expanded and clarified by the Landmarks Commission prior to enactment of the program. The proposed amendments help to encourage preservation of the overall historic harmony of the neighborhood.

3. What is the extent to which the proposed amendment may adversely affect adjacent property?

- **Staff's Response:** The Landmarks Commission desired to create the Centerville Duell Creek Historic District to reduce adverse effects. Historic properties within Centerville may be considered fragile and in need of protection. If no program of preservation is in place, the historic fabric of the original Centerville Town-Site could be lost. Yet, with these amendments, it has placed even more of an incentive for citizens to help preserve the historic fabric.

4. What is the adequacy of facilities and services intended to serve the subject property?

- **Staff Response:** The area is located within an already developed neighborhood with adequate facilities and services. Any future development would be reviewed by City staff to ensure that proper public utilities have been set forth and other zoning concerns have been satisfied.

CONCLUSION

The Landmarks Commission believe they have adequately answered the concerns of the City Council and have created amendments that strengthen the incentive program and further the cause of local preservation. In addition, it appears the proposal is also in harmony with all applicable goals and objectives found within the General Plan and is consistent with previously approved sections within Chapter 12-49 of the Zoning Ordinance.

PLANNING STAFF RECOMMENDATIONS

PROPOSED ACTION: I hereby make a motion for the Planning Commission to accept the Zone Text Amendment for Section 12-49-100, and the creation of Section 12-49-110, as stated within the Staff Report dated March 23, 2016 and to recommend approval to the City Council.

SUGGESTED REASONS FOR THE ACTION:

1. The proposed amendments meet the requirements found in Section 12-21-080(4)(e).
2. The proposed Zoning Text Amendments meet the goals and objectives of the General Plan concerning a historic district [Section 12-480-8(3)].
3. Proposed amendments to Chapter 12-49, Centerville Deuel Creek Historic District, will be consistent with other objectives found in this Section.
4. The proposed amendments will not have a negative impact on the surrounding community.
5. Through research, site visits, three public work sessions and several meetings, the Landmarks Commission believes they have covered important aspects of location, guidelines and incentives.
6. The Landmarks Commission believes the proposed district and subsequent created documents will be beneficial to the neighborhood.
7. The proposed amendments meet the requested clarification by the City Council, which was stated at the January, 2016 Council Meeting.

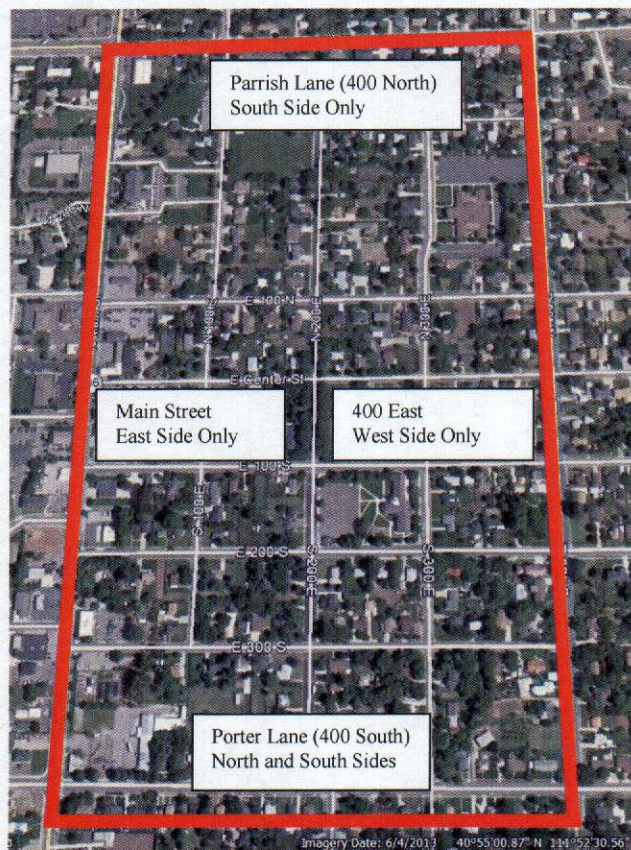
ZONE MAP AMENDMENT REVIEW

BACKGROUND

As stated previously, the idea of expanding the Centerville Deuel Creek Historic District to the east side of 400 East is not a new concept. From the beginning stages, the Landmarks Commission discussed this option, yet in the end decided to keep the district at its current boundaries. When the Planning Commission and City Council reviewed the proposed Centerville Deuel Creek Historic District, this question came up with both bodies. At the February Landmarks Commission meeting, the group decided to amend the boundaries to include the east side of 400 East. They believed the section from Parrish Lane (400 North) to Porter Lane (400 South), had an important place in history and should be formally celebrated.

PREVIOUS OVERLAY DISTRICT BOUNDARIES

The Centerville Deuel Creek Historic District consisting of the geographic area bounded by the east facing side of Main Street from Parrish Lane (400 North) to Porter Lane (400 South), north and south facing sides of Porter Lane (400 South) from Main Street to 400 East, west facing side of 400 East from Porter Lane (400 South) to Parrish Lane (400 North) and the south facing side of Parrish Lane (400 North) from 400 East to Main Street.



PROPOSED OVERLAY DISTRICT BONDARIES

The Centerville Deuel Creek Historic District consisting of the geographic area bounded by the east facing side of Main Street from Parrish Lane (400 North) to Porter Lane (400 South), north and south facing sides of Porter Lane (400 South) from Main Street to 400 East, **east and west** facing side of 400 East from Porter Lane (400 South) to Parrish Lane (400 North) and the south facing side of Parrish Lane (400 North) from 400 East to Main Street.



REVIEW AND ANALYSIS OF THE REQUEST

Factors to be considered, Section 12-21-080(e)

1. Is the proposed amendment consistent with the goals, objectives and policies of the City's General Plan?

- **Staff Response:** Section 12-480-8(3) of the General Plan, encourages the creation of historic districts. In addition, one of the objectives encourages the updating of the zoning map to establish historic districts. In December of 2015, the Centerville Deuel Creek Historic District Overlay Zone was approved by the City Council. This amendment incorporates additional lots located on the east side of 400 East. Therefore, the proposed 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:** The standards created by the Landmarks Commission for the district area, reflect the overall characteristics of the historic neighborhood. These same characteristics can be found on the east side of 400 East. By expanding the district to both sides of 400 East, it will encourage the overall harmony with the surrounding area.

3. What is the extent to which the proposed amendment may adversely affect adjacent property?

- **Staff's Response:** The Landmarks Commission has created the Centerville Deuel Creek Historic District to reduce adverse effects. By expanding the overlay zone to the east side of 400 East, this increases the reduction of adverse effects.

4. What is the adequacy of facilities and services intended to serve the subject property?

- **Staff Response:** The area is located within an already developed neighborhood with adequate facilities and services. Any future development would be reviewed by City staff to ensure that proper public utilities have been set forth and other zoning concerns have been satisfied.

PLANNING STAFF RECOMMENDATIONS

PROPOSED ACTION: I hereby make a motion for the Planning Commission to accept the Zone Map Amendment to extend the Centerville Deuel Creek Historic District to the east side of 400 East as shown in the Staff Report dated March 23, 2016, and to recommend approval to the City Council.

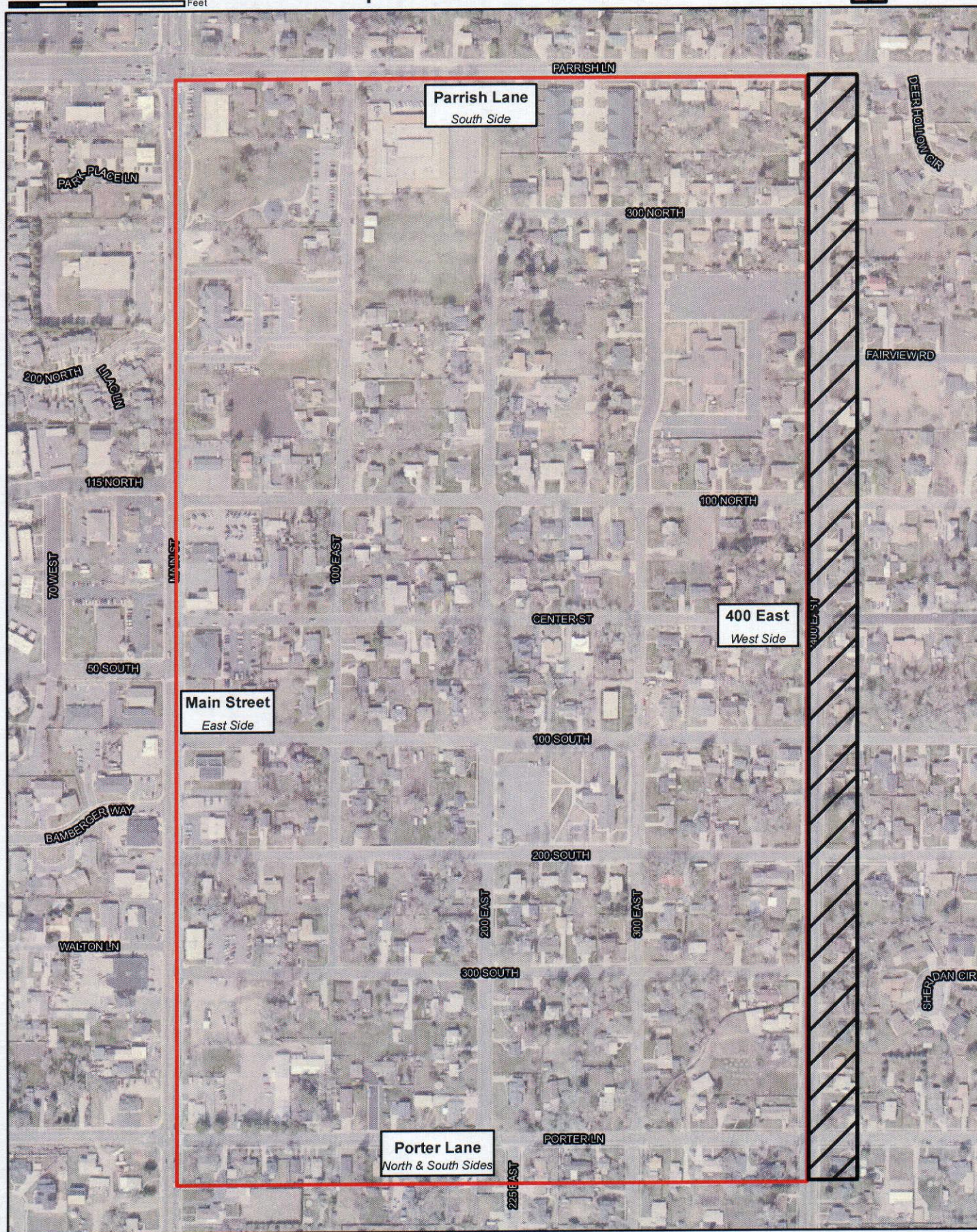
SUGGESTED REASONS FOR THE ACTION:

1. The proposed amendment meets the requirements found in Section 12-21-080(4)(e).
2. The proposed Zone Map Amendment meets the goals and objectives of the General Plan concerning a historic district [Section 12-480-8(3)].
3. Expanding the Centerville Deuel Creek Historic District to include the east side of 400 East will not have a negative impact on the surrounding community.
4. The Landmarks Commission believes the proposed amendment to the overlay zone and will be beneficial to the neighborhood by encouraging further preservation within Centerville.



Existing Deuel
Creek Historic Dist

Proposed
Extension



**CENTERVILLE
PLANNING COMMISSION
Staff Backup Report
3/23/2016**

Item No. 4.

Short Title: Public Hearing - Code Text Amendments for South Main Street Corridor (SMSC) Overlay Ordinance (Chapter 12-48)

Initiated By: Centerville City, Applicant

Scheduled Time: 8:20

SUBJECT

[Postponed from February 24, 2016 meeting]

Consider the Code Text Amendments for the South Main Street Corridor (SMSC) Overlay Ordinance, which includes the City Council directives and changes to the South Main Street Corridor (SMSC) Public Space Plan

RECOMMENDATION

Refer to Staff Report

BACKGROUND

Refer to Staff Report

ATTACHMENTS:

Description

- ☐ 03-23-2016 Staff Memorandum on the SMSC Public Space Plan
- ☐ 03-23-2016 PC Information Request SMSC Public Space Plan
- ☐ Legal Memorandum-Sidewalk Liability

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

PLANNING STAFF MEMORANDUM

DATE: MARCH 23, 2016
TO: CENTERVILLE CITY PLANNING COMMISSION
FROM: CORY SNYDER, COMMUNITY DEVELOPMENT DIRECTOR
MEMO: SMSC PUBLIC SPACE PLAN – PC REQUEST FOR INFORMATION

BACKGROUND

At the Planning Commission Meeting of February 24, 2016, the Commission members discussed several items of information, data, and clarification they would like to review before making any further decisions. These items included the following:

- Legal analysis of liability including risk vs. benefit.
- Information from other cities with similar public space elements and their experience with such elements including installation and maintenance costs.
- Presentation and/or a report from the Landscape Architect who completed a graphic rendering of Main Street with the public space corridor and elements as provided to the City Council.
- Timeline and/or report of the history of the Planning Commission's discussions and recommendations to the City Council regarding the SMSC Plan.
- Planter box options including box height and alternate vegetation options.
- Review and/or report regarding public safety issues and traffic calming techniques, including a perspective from the Police Chief.
- Information and/or a report from the Police Chief regarding types of accidents and tickets along Main Street.
- Information and/or a report from UDOT regarding speed data and violations for Main Street.
- Criteria and/or the process required with UDOT for requesting a speed limit modification.
- Information and/or a report from the Trails Committee regarding urban pathways for this area.

REQUESTED INFORMATION SYNOPSIS

1. **Legal Analysis (City Attorney)** – The City Attorney will provide a memorandum to the Planning Commission. This memorandum will either be attached with this agenda item or provided to the Commission at the scheduled meeting.
2. **Other Entity Experience (MGB+A)** – Staff initially contacted several cities, including Park City, Lehi, Alpine, and Ogden City. Staff's conclusion is that data specific conclusions are not readily available from telephone inquiry. Given this, staff contacted the originating consultant and inquired about their experiences when working design

plans for other cities. The consultant indicated that they could provide a typical management plan and then costs would be subject to the local entities funding of personnel, whether it is hired out or performed by hired employees (*see attachments for this report*).

3. **Landscape Architecture Design Plans (Staff & MGB+A)** – Near the end of the TZRO process (*see October 20, 2015 Council Minutes*), the City Council decided to hire MGB+A, represented by Dan Sonntag, to develop a detailed specification design scheme for the SMSC Public Space Plan. The consultant's design plan took the ideas being discussed by Planning Commission by formulating a recommended Public Space Plan and created detailed specifications, which were eventually added to the Commission's recommended ideas.

Mr. Sonntag began meeting with the City staff on October 20th and then made a couple of presentations throughout the process of City Council review and adoption of the SMSC Plan, when final edits were presented to the Council on November 17th. The consultant's work consisted of meeting with the City staff, a meeting with UDOT staff, and then the preparation of Public Space Plan Illustrations. Attached with this agenda report are copies of the presentation and code illustrations received from the consultant regarding the originally adopted Public Space Plan by the City Council.

4. **Public Space Timeline/History Report (City Minutes Data)** - Researching the past agendas and minutes (<http://www.centervilleut.net/agendasminutes/main.html>), the timeline appears to be as follows:
 - September 23, 2015 – Planning Commission initial consideration of the SMSC Plan update and Public Space Plan provisions.
 - September 30, 2015 – Planning Commission work session regarding the SMSC Plan update, which included the Public Space Plan provisions.
 - October 14, 2015 – The Planning Commission made a recommendation to the City Council regarding the SMSC Plan Update, including the Public Space Plan provisions.
 - October 20, 2015 – Council decides to proceed with hiring a consultant to assist with answering some design questions and seeking information from UDOT regarding Public Space Plan elements.
 - November 4, 2015 - The original SMSC Plan recommendations of the Planning Commission were reviewed and mostly adopted by the City Council on November 4, 2015 (with several edits). Additionally, the City Council received a presentation from the consultant in a work session held prior to the meeting. However, the Council delayed the adoption of the Public Space Plan provisions, until the meeting of November 17, 2015 to allow the consultant to address additional design details raised by the City Council.
 - November 17, 2015 – The consultant again presented a modified version of their original design scheme and addressed the issues previously discussed. The City Council then re-adopted the entire SMSC Plan update along with the additionally developed Public Space Plan provisions.

- January 19, 2016 – The City Council directs the Planning Commission/Staff to revisit the SMSC Public Space Plan, with specific changes to the elements used in the Public Space Plan Design.
- February 24, 2016 – the Planning Commission receives a report addressing the requested changes from the City Council and tables' action for further research and review.

5. **Planter Box/Landscaping – Alternative Designs (MGB+A)** – The staff was authorized to have the originating consultant prepare some alternative planter box landscaping options. These options included the concepts of lower plant heights, salt tolerant species, and maintainability. The alternative planting options can be found in the attachments for this report.
6. **Public Safety/Traffic Calming Techniques (Police Data)** – the City's Police Chief was asked to respond. Essentially, the report from the Chief consisted of addressing the "visual sight triangle" expectations for intersections (*see attachments*). Other advice as to traffic calming suggestions was not provided. Staff believes that the Chief is not likely familiar with the studies and movement of traffic calming measures. It is more an engineering design principle that promotes such elements.
7. **Accidents/Tickets along Main Street (Police Data)** – The Police Chief provided a listing of accidents that occurred along Main Street in 2015. The City's database apparently was unable to extract a site or specific area query for traffic violations. Thus, the police department uses the ticket data to generate graphically a "heat map." Such a map assigns cool colors to low incidents and warm colors to higher incident areas (*see attachments for this report*).
8. **UDOT Speed Data/Violations (Police & UDOT Data)** – The City Engineer was unable to obtain speed data for Main Street. Furthermore, traffic violations along Main Street are predominately enforced by the City's Police personnel. The traffic citations issued are found in the "heat map" mentioned earlier in the report. Additionally, staff queried the UDOT Traffic Volume that is available online. In the attachments for this report, the average daily volume for traffic is depicted from 2005 to 2013. Overall, it appears there has been a slight decrease in the traffic volume with over 80% of the traffic consisting of cars.
9. **UDOT Speed Limit Change Process (City Engineer & UDOT)** – Both the Police Chief and the City Engineer provided a response to this issue. The City Engineer provided a copy of UDOT's policy (*see attachments for this report*).

10. **Trails Committee Response** – On March 9, 2016, a representative of the Trails Committee was invited by the Commission to make a presentation regarding their efforts and goals as a Committee. No further information was requested by the Commission at that meeting. Staff is assuming their response at the meeting was sufficient to answer any questions of the Commission.

This summary, with the attachments, concludes staff's efforts to gather the information requested by the Planning Commission on February 24, 2016. The Commission will need to discuss the information requested and determine whether to make a recommendation regarding the Council's requested changes. A copy of the Council's desired changes remains posted on the City's Website using the NovusAgenda link. The document remains attached to the February 24, 2016 meeting of the Planning Commission.

Maintenance Protocol for Proposed Centerville Main Street Improvements

March 16, 2016

Colored/stamped concrete

1. Standard Concrete or Colored Concrete

- a. Conduct regular inspections to identify cracked, heaved or settled concrete segments. Consult a concrete repair specialist to repair cracks and settling problems.
- b. Occasional power washing with mild detergent may be needed to remove dirt, gum, and other markings.
- c. Clean and Re-seal concrete at interval recommended by sealer product manufacturer.

2. Concrete unit pavers

- a. Conduct regular inspections to identify out of place or loose pavers.
- b. If any pavers are found to be settled, heaved, or loose remove the pavers in question, rework sand bed to be level with grade. Replace pavers to be even with grade and surrounding paver area. Rework polymeric sand into joints per manufacturer's instruction.
- c. Occasional power washing with mild detergent may be needed to remove dirt, gum, and other markings.

3. Plant beds General Maintenance

- a. Conduct regular inspections to observe plant health, mulch coverage, to remove debris and weeds.
- b. Replenish mulch annually to maintain required depth.
- c. Prune woody plant material to remove dead, damaged or diseased branches.
- d. At the very end of the growing season just before snowfall cut ornamental grasses down to just above the mulch.

4. Irrigation System Maintenance

- a. Check all system components at startup and monthly during the growing season for function and leaks. Replace broken equipment and repair damaged pipes.
- b. Check water filter monthly for proper function and water flow
- c. Set and program automatic controllers in response to seasonal requirements and requirements of newly-planted materials.
- d. Winterize the irrigation system each year to prevent system freezing by removing all water from the system at the end of watering season. Isolation valves are to be left in open position to allow complete drainage.

5. Bike racks, Benches, Metal planters, and Metal Light Fixtures

- a. Conduct regular inspections to identify any loose or missing hardware, tighten or replace immediately.
- b. If any part is found to be cracked or broken take the product out of service until repairs can be made. Contact manufacturer for replacement parts.

- c. Periodically wipe surfaces with a soft cloth and mild detergent to remove dust and dirt buildup especially after winter season. Abrasive cleaners, brushes. Coarse steel wool and pressure washing should be avoided.
- d. If metal surfaces become scratched deep enough to expose the steel beneath lightly sand the area to remove metal burrs and to improve adhesion of primer. Obtain touchup paint from manufacturer and apply a quality grade exterior metal primer and top coat of matching color enamel.

6. Graffiti Removal off Metal Furnishings (refer also to manufacturer recommendations)

- a. Use a water based paint stripper and "0000" ultra-fine steel wool to buff off spray paint. Take care not to rub hard. Do not use a coarser steel wool as it will affect the finish sheen of the powder coat.
- b. Remove black permanent marker immediately upon discovery with paint thinner or rubbing alcohol. Marker that has been aged before discovery can be minimized using the same process but it's possible it can't be completely removed. Using a very fine polishing compound and "0000" ultra-fine steel wool can further minimize permanent marker stains.

Plant alternatives to substitute for Karl Forester Grass. Plants may also be used for any plant bed along Mainstreet.

Botanical Name	Common Name	USDA Zone	Height	Spread	Drought Tolerant	Salt Tolerant	Native
PENNISETUM ALOPECUROIDES	DWARF FOUNTAIN GRASS	4	3'	2'	(Y)	(Y)	(N)
CALAMAGROSTIS X ACUTIFLORA 'OVERDAM'	FEATHER REED GRASS	4	3'	2'	(Y)	(Y)	(N)
MISCANTHUS SINENSUS 'DIXIELAND'	MAIDENGRASS	5	3'	3'	(Y)	(Y)	(N)
MISCANTHUS SINENSUS 'LITTLE KITTEN'	MAIDENGRASS	5	3'	3'	(Y)	(Y)	(N)
PHILADELPHUS X 'SNOW DWARF'	MOCK ORANGE	4	3'	3'	(Y)	(Y)	(N)
BOUTELOUA GRACILIS 'BLONDE AMBITION'	BLUE GRAMMA GRASS	4	3'	3'	(Y)	(Y)	(N)
ARTEMESIA FRIGIDIA	FRINGED SAGEBRUSH, WORMWOOD	4	16"	12"	(Y)	(Y)	(y)
ARTEMESIA LUDOVICIANA 'VALERIE FINNIS'	WORMWOOD	4	2'	2'	(Y)	(Y)	(N)
BERBERIS THUNBERGII 'AUREA NANA'	DWARF GOLDEN BARBERRY	4	3'	4'	(Y)	(Y)	(N)
BERBERIS THUNBERGII 'GOLD PILLAR'	COLUMNAR GOLDEN BARBERRY	4	3'	2'	(Y)	(Y)	(N)
CARYOPTERIS CLANDONENSIS	BLUE MIST SHRUB VARIETIES	5	3'	3'	(Y)	(Y)	(y)
MAHONIA AQUIFOLIUM 'COMPACTA'	COMPACT OREGON GRAPE	5	3'	3'	(Y)	(Y)	(Y)

Understanding Density

Pre-2003 - Traditional Density (restrictive)

- ❖ Calculation of units per net acre (*yet to be dedicated public lands and roads to be constructed not included in calculation*)
- ❖ Every lot must meet a minimum size
- ❖ Typical Examples: R-1-8, R-1-10, R-2-10, R-3-15, etc.
- ❖ Generally, all housing prices are within a similar cost range

2003 to Present - Gross Density (flexible)

- ❖ Calculation of units per gross acre (*entire land area*)
- ❖ Lots may vary in size, but must equalize to a max. density of a specific zone (i.e. R-L, R-M, R-H)
- ❖ Examples: smaller lots located on busy streets or in constrained areas, w/ larger lots interior or other more desirable places
- ❖ Allows potential for housing prices to be malleable depending on lots size and/or location

Parks & Open Space Master Plan

Master Plan calls for 305.19 total acres of Open Space (*Active & Passive*) or 15.26 ac. per 1,000 pop at 20,000 population build out.

Current Status:

- ❖ Developed Active Parks = 119 Acres
- ❖ Passive Open Space = 178 Acres

Future Planned Open Space:

- ❖ Pending Improvement = 8.5 Acres
- ❖ Yet to be Acquired = 7.2 Acres

Understanding Impact Fees vs. Density

Current Park Impact Fee is \$2,057.00 per
Dwelling Unit

- ❖ Density at 4 units per acre = \$8,228.00 (R-L Zone)
- ❖ Density at 8 units per acre = \$16,456.00 (R-M Zone)
- ❖ Density at 12 units per acre = \$24,684.00 (R-H Zone)

Examples of Impact Fee vs. Density (as per current adopted fee)

SF @ 4 units per ac.

- ❖ Hidden Acres, 16 units = \$32,912.00
- ❖ Woods Park, 27 units = \$55,539.00

R-M @ 8 units per ac.

- ❖ Florentine Townhomes, 60 units = \$123,420
- ❖ Porter-Walton Towns (Hafoka), 47 units = \$96,679.00

R-H/PDO @ 8.57 units per ac.

- ❖ Pineae Estates, 225 units = \$462,825.00

C-VH/PD @ 15 units per ac.

- ❖ Legacy Crossing, 206 units = \$423,742.00
- ❖ Legacy Trails, 162 units = \$333,234.00

Understanding Centerville's Open Space Regulations

Impervious (hard) vs. Pervious (soft) Surface:

- ❖ R-L Zone: 60/40 % & 50% Max: Front/Rear/Side areas
- ❖ R-M Zone: 60/40 % & 50% Max: Front/Rear/Side areas
- ❖ R-H Zone: 60/40 % & 50% Max: Front/Rear/Side areas
- ❖ Commercial & Industrial (east): 85/15%
- ❖ Commercial & Industrial (west): 90/10%
- ❖ Residential PDO's: 60/40%, w/ 1/2 Common & 1/2 Limited
- ❖ Commercial/Industrial PDO's: Negotiable (i.e. 15 & 10%)
- ❖ Active Open Space: No Minimum Area Required, but may allow a PDO density bonus, if used (max:5% bonus points)

Examples of Other Cities:

"When Active Open Space Becomes a Development Requirement"

Farmington:

The ordinance requires a percentage of passive open space. If an active open space is created they are able to get more density or the required amount of open space may be renegotiated.

West Bountiful:

The City Council may authorize, through the development agreement, specific incentives based on what has been provided to the community, such as active space. Incentives for the developer may include alterations to the setbacks or requirements to open space.

Bountiful:

No active space is required and is only addressed in a case by case basis when a project requires a change of zoning to create the PUD. If an active space is provided then incentives may be given.

North Salt Lake:

In order to negotiate a bonus in density the developer must show how the active space is being used. The amenities must fit the demographics of those who will live in the community, such as outdoor fitness areas, community garden, a dog park etc. and not just a "tot-lot."

Woods Cross:

Additional density or flexibility in ordinance requirements are based on amenities provided by the developer. This process is review by the City Council with the approval of the development agreement. No specific types of active space is required or specified and is the discretion of the developer.

CENTERVILLE CITY NOTICING MATRIX FOR ZONING APPLICATIONS BEFORE THE CITY COUNCIL

Application Type	City Council Review (Decision)	Notice of Intent to Prepare General Plan Amendment	General Notice of First Public Hearing	Published Newspaper Notice of First Public Hearing	Affected Entity Notice of First Public Hearing	Private Property Owner Notice of First Public Hearing	On-Site Posting Notice of First Public Hearing	Notice of Subsequent Public Hearing	Applicant Notice of Meeting and Staff Report	Agenda Notice of Meeting	Applicant Notice of Final Action or Decision
		10 calendar days before preparing proposed amendment	10 calendar days before public hearing	10 calendar days before public hearing	10 calendar days before public hearing	10 calendar days before public hearing	10 calendar days before public hearing	10 calendar days before subsequent public hearing	3 business days before public hearing or meeting	24 hours before public meeting	Within a reasonable time after action
		UPNW AGRC WFRG Affected Entities	UPNW City Website	Publish in newspaper of general circulation	Mail to affected entities	Send courtesy notice to each owner of private real property located in rezone area	Post in location representative of rezone or project area	UPNW City Website	Mail or email notice to applicant's designated contact	UPNW City Website City Hall Notice to media correspondent/ newspaper	Mail or email notice of final action or decision to applicant's designated contact
General Plan	Public Hearing (Final Decision)							X	X	X	X
Zoning Text	Public Hearing (Final Decision)							X	X	X	X
Zoning Map	Public Hearing (Final Decision)							X	X	X	X

Notice of Intent to Prepare General Plan Amendment: Before even preparing a proposed general plan amendment, the city must provide 10 calendar day notice of its intent to prepare a general plan amendment to the following listed entities or persons: (1) each affected entity; (2) the Automated Geographic Reference Center; (3) the association of governments of which the city is a member (Wasatch Front Regional Council); and (4) on the UPNW. Such notice shall include the contents set forth in UCA 10-9a-203. See, definition of "affected entity" below. CMC 12-21-050(e); UCA 10-9a-203	Private Property Owner Notice of First Public Hearing: Courtesy notice of the first public hearing is for a zoning map amendment (rezone), shall be provided at least 10 days prior to the hearing to each owner of private real property whose property is located entirely or partially within the proposed zone map amendment in accordance with UCA 10-9a-205. CMC 12-21-050(c)(2); UCA 10-9a-205	Applicant Notice of Meeting and Staff Report: The City must notify the applicant of any zoning application of the date, time and place of each public hearing or public meeting held to consider the application at least 3 business days before the hearing or meeting. The City shall also provide the applicant a copy of each staff report regarding the application at least 3 business days before the hearing or meeting. Such notice may be provided by mail or email to the designated contact person set forth in the application. CMC 12-21-050(d); UCA 10-9a-202
General Notice of First Public Hearing: Public notice of the first public hearing on an application shall be provided at least 10 calendar days before the public hearing. Such notice shall be satisfied by: (1) posting notice on UPNW; (2) posting notice on City Website. CMC 12-21-050(c)(2); UCA 10-9a-204 and -205	On-Site Posting: The city shall post on-site notice of the first public hearing regarding a proposed zoning map amendment (rezone), conditional use permit, or conceptual site plan application. Such notice shall be posted at least 10 calendar days before the first public hearing. Such notice shall include: (1) a statement summarizing the substance of the application; (2) the date, time and place of the public hearing; and (3) the place where the application may be inspected or the person to contact for further information. Applications that involve multiple parcels need not be noticed on each parcel, but shall be posted in locations representative of the proposed project area. CMC 12-21-050(f)	Notice of Meeting: Pursuant to the Utah Open Meetings Act, the PC must provide 24 hours' public notice of all of its meetings. Such notice shall provide notice of the agenda, date, time and place of the meeting. Public notice of meetings is satisfied by: (1) posting written notice at City Hall; (2) posting notice on UPNW; (3) posting notice on City Website; and (4) providing notice to at least one newspaper of general circulation in the area. CMC 12-21-050(b); UCA 52-4-202
Newspaper Notice of First Public Hearing: Public notice of the first public hearing for general plan, zoning ordinance or zoning map amendments, shall be published in a newspaper of general circulation in the area at least 10 calendar days before the hearing. CMC 12-21-050(c)(2); UCA 10-9a-204 and -205	Notice for Subsequent Public Hearings: Public notice for any additional or subsequent public hearing on an application shall be provided at least 10 calendar days before the public hearing. Such notice shall be provided by: (1) posting notice on UPNW; and (2) posting notice on the City website. This includes any additional public hearings on an application before the PC or the subsequent hearing on an application before the CC. CMC 12-21-050(c)(3)	Applicant Notice of Final Decision: The City must provide the applicant with notice of final action or decision on any application. Such notice shall be provided by the decision-making body or official. There is no time frame set in statute for this notice of decision, but city ordinance requires that it be provided within a reasonable time after the decision is made. Such notice may be provided by mail or email to the designated contact person set forth in the application. CMC 12-21-050(i); UCA 10-9a-202
Affected Entity Notice of First Public Hearing: Public notice of the first public hearing for general plan, zoning ordinance or zoning map amendments, shall be mailed to each affected entity as defined in 12-12-040. Affected entity is defined in UCA 10-9a-103 as a county, municipality, local district, special district, school district, interlocal cooperation entity, specified public utility, property owner, property owners association or UDOT, if: (a) the entity's services or facilities are likely to require expansion or significant modification because of the intended use of land; (b) the entity has filed with the city a copy of the entity's general or long-range plan; or (c) the entity has filed with the city a request for notice during the same calendar year. CMC 12-21-050(c)(2); UCA 10-9a-103; UCA 10-9a-204 and -205	Contents of Public Hearing Notice: Public notice of any required public hearing shall include the following information: (1) a statement summarizing the substance of the application; (2) the date, time and place of the public hearing; and (3) the place where the application may be reviewed by the public or person to contact for further information. CMC 12-21-050(c)(1)	Definition of Affected Entity: "Affected Entity" means a county, municipality, local district, special service district, school district, interlocal cooperation entity, specified public utility, property owner, property owners association, or UDOT, if: (a) the entity's services or facilities are likely to require expansion or significant modification because of intended use of land; (b) the entity has filed with the city a copy of the entity's general or long-range plan; or (c) the entity has filed with the city a request for notice during the same calendar year and before the city provides the required notice. UCA 10-9a-103