

1 **PLANNING COMMISSION MINUTES OF MEETING**

2 **Wednesday, April 10, 2019**

3 **7:00 p.m.**

4
5 A quorum being present at Centerville City Hall, 250 North Main Street, Centerville, Utah, the
6 meeting of the Centerville City Planning Commission was called to order at 7:04 p.m.

7
8 **MEMBERS PRESENT**

9 Cheylynn Hayman, Chair

10 Kevin Daly, Vice Chair

11 Kai Hintze

12 Thomas Hunt

13 Logan Johnson

14 Becki Wright (Arrived at 7:12 p.m.)

15
16 **MEMBERS ABSENT**

17 No members were absent

18
19 **STAFF PRESENT**

20 Cory Snyder, Community Development Director

21 Lisa Romney, City Attorney

22 Jamie Brooks, Recording Secretary

23
24 **VISITORS**

25 Interested citizens

26
27 **PLEDGE OF ALLEGIANCE**

28
29 **OPENING COMMENT/LEGISLATIVE PRAYER** Commissioner Thomas Hunt

30
31 **PUBLIC HEARING – CONDITIONAL USE PERMIT – ADVENTURE TIME SALES –**
32 **1140 W 725 N**

33
34 Chair Hayman turned the time over to Cory Snyder who explained that the applicant sought a
35 conditional use permit to sell a very small number of cars—no more than two or three vehicles at any
36 time— which would be displayed for sale *inside* the building.

37
38 Commissioner Daly wondered if the verbiage of Condition #5 was clear enough to avoid
39 confusion over different types of transport trucks. Mr. Snyder agreed that the language could be
40 tightened. The Planning Commission discussed various language options.

41
42 Commissioner Wright arrived at 7:12 p.m.

43
44 Chair Hayman invited the applicant to step forward and address the Commission. Martin
45 Dorrance introduced himself and stated he was comfortable if the language of condition #5 was changed
46 to prohibit trucks that hauled more than one vehicle at a time.

47
48 Chair Hayman opened the public hearing at 7:14 p.m. There was no one who wished to speak and
49 Chair Hayman closed the public hearing.

50

1 Lisa Romney, City Attorney, suggested revising Condition #5 to add a maximum capacity of the
2 commercial vehicle transport trucks. Chair Hayman proposed that Condition #5 read, *"The loading and*
3 *unloading of vehicles for sale from a commercial vehicle transport truck designed and/or with capacity to*
4 *carry two or more vehicles is prohibited."*

5
6 Commissioner Johnson **moved** to approve the Conditional Use Permit request for Adventure
7 Time Sales at 1140 West 725 North, Suite D, subject to the following:

8
9 **Conditions**

- 10 1. This Conditional Use Permit shall apply only to the user space located at 1140 West 725 North,
11 Suite D.
12 2. This Conditional Use Permit approval is for a Vehicle Sales use.
13 3. Display vehicle parking shall not be less than three spots, as required by the State of Utah.
14 4. All display vehicles shall be operable and in good condition and shall be kept parked inside the
15 garage/ building and shall NOT encumber the use of any required parking stalls and shall be
16 located in an area that does NOT conflict with needed parking and vehicle circulation lanes (e.g.
17 in the auto repair use facility, an approved storage area, or other similar place).
18 5. The loading and unloading of vehicles for sale from a commercial vehicle transport truck with a
19 capacity of two or more vehicles is prohibited.

20
21 **Suggested Reasons for the Action (Findings)**

- 22 a) The Planning Commission finds that the land use of vehicle and equipment rental or sales is a
23 conditional use within the Industrial-High Zone [CZC 12.36 (*Table of Uses*)].
24 b) The use is consistent with the expectation of the City's General Plan [Section 12-430-1 & *Future*
25 *Land Use, Goal 1, 12-480-6*].
26 c) The Planning Commission finds that the applicant has an online sales operation with only a few
27 cars per year for select patrons of his business, so he doesn't need much space for customer
28 parking and has enough to fulfill the state's dealer minimum requirements of three (3) display
29 stalls (*see e-mail dated 12-11-2018*).
30 d) The Planning Commission finds that with the implemented conditions of approval the criteria for
31 issuance of the CUP have been satisfied, as described in the applicable staff report.

32
33 Commissioner Wright seconded the motion which passed unanimously (6-0).

34
35 **PUBLIC MEETING – BARRUS COVE FINAL SUBDIVISION PLAT – 196 E CHASE**

36 **LANE**

37
38 Mr. Snyder explained that the construction plans had changed in response to comments made by
39 the Design Review Committee. Staff would need to verify that the lot width area at the setback of 25'
40 measured 60' required width minimum. Additionally, the developer will need to work with the Public
41 Works Director regarding addressing for the new lots. The applicant had reconfigured the property and
42 reduced the total number of lots by one (total of 13 lots) in order to provide larger lots. Staff
43 recommended the Planning Commission forward a positive recommendation to the City Council with the
44 suggested conditions.

45
46 Commissioner Hunt explained that he would recuse himself from this discussion and vote, as he
47 had taken part in the civil design of the subdivision. He then stepped down from the dais.

48
49 Chair Hayman invited the applicant to step forward. Applicant Jodi Barrus introduced herself as
50 did Kyle Honeycutt, a consultant working on behalf of the Barrus'. Mr. Honeycutt had no concerns
51 regarding the directives/conditions of approval. Pertaining to the property on the south side of the parcel,
52 it would be deeded over via a Quit Claim Deed to the individuals who had been under the mistaken
53 impression that they already owned it.

Chair Hayman opened the public hearing at 7:22 p.m. There was no one who wished to speak and Chair Hayman closed the public hearing.

Commissioner Daly **moved** for the Planning Commission to recommend approval of the Final Plat and Construction Plans for the Barrus Cove Subdivision, subject to the following:

Directives/Conditions

1. In accordance with the City's addressing system, the final plat shall depict the address of each dwelling and be deemed acceptable by the City's Public Works Director.
2. The Final Subdivision Submittal shall provide verification of the required Lot Width Requirements of 60-feet, as measured at the 25-foot setback for the R-L Zone and be deemed acceptable by the City's Planning Staff.
3. The identified property boundary discrepancies through quit-claim (or other appropriate recording instrument) to adjacent land owners as part of the subdivision plat recording process.
4. Conditions 1 and 2 shall be performed and completed as part of the Final Paper Plat submittal, which is preparatory to the printing and submittal of Final Lien Subdivision Plat submittal to the City for recording.
5. Condition 3 shall be performed and completed prior to or as part of the recording of the Subdivision Final Lien Plat, as deemed acceptable by the City Attorney.

Suggested Reasons for Approval Action:

- a) The Planning Commission finds that the proposed Subdivision has necessary subdivision steps of Conceptual and Preliminary Application and has substantially completed all directives and conditions related to these previous acceptance and approvals.
- b) The Planning Commission finds that the Final Subdivision Plat and Plan Submittal, with the conditions imposed, complies with the applicable regulations of the City's Subdivision Ordinance, regarding lot development and associated zoning standards within the R-L Zone.

Commissioner Hintze seconded the motion.

Commissioner Wright appreciated that the applicant chose to reduce the number of lots in order to meet the set back and easement requirements.

The motion passed unanimously (6-0). Chair Hayman explained to the applicant that the Planning Commission would forward the recommendation to the City Council for their consideration.

Commissioner Hunt returned to the dais.

Commissioner Johnson stepped out of the meeting at 7:24pm

DISCUSSION – SUBDIVISION ORDINANCE UPDATES

Lisa Romney, City Attorney, discussed proposed amendments to Chapter 5 of the Subdivision Ordinance regarding Concept Plans. Ms. Romney explained that there is a three-step application process for subdivision approval in Centerville and she recommended that process continue, with some exceptions. She suggested a two-step process may be appropriate in certain circumstances such as small subdivisions, property line adjustments, plat amendments, and condominiums. She planned to discuss that further with the Design Review Committee.

Commissioners Daly and Wright pointed out that the language in the draft ordinance refers to *Concept Plan* but that the actual practice is to refer to it as *Conceptual Plan*. Ms. Romney explained she was proposing the terminology change to *Concept Plan* for subdivision review so as to avoid having it confused with Conceptual Site Plan.

Commissioner Johnson returned to the meeting at 7:27 p.m.

Regarding application submittal requirements, Ms. Romney explained the intent to *not* to include items that required engineering at the concept plan stage of subdivision review. The proposed ordinance provides applicants with a list of requirements for each step of the development process, including concept, preliminary, and final plat approval requirements. The Planning Commission discussed the possibility that some requirements might need to be moved from one step to another.

Commissioner Daly liked the language on page two which referred to "*significant natural and man-made features on the subject property and within 500 feet of any portion of it.*" He wondered if that language could be carried over into the Existing Conditions Inventory list associated with a property. Ms. Romney stated she would review the language in the ECI to ensure that it was consistent and not duplicative.

Ms. Romney continued through the ordinance, explaining that she proposed the same procedure with each different type of application:

- Determine if the application is complete (to be confirmed by the Zoning Administrator)
- Forward the application to Department Heads for review
- Submit the application to the Development Review Committee for review

Lisa Romney, City Attorney, highlighted the major change in this version of Chapter 5 which proposes to allow Concept Plans to be approved by the Zoning Administrator rather than the Planning Commission. This change will also move the first public hearing for subdivision applications from Concept Plan to Preliminary Plat. Ms. Romney pointed out the positives and negatives to this proposal. The Planning Commission and Staff discussed this topic at great length.

Commissioner Johnson suggested that allowing the public to submit written comments to Staff could possibly take the place of holding a public hearing. Ms. Romney recommended that any public comments be made directly to the Planning Commission. She stated that if the Commission was inclined to adopt the proposed code change and have the Zoning Administrator responsible for approval of a Concept Plan, it should review subsection 'b' which provided that "no notice or hearing was required..." Again, the commissioners discussed the pros and cons of providing for public comment during the Concept Plan phase of the development process.

Commissioner Hunt pointed out it was important to keep in mind that this was merely at the Concept Plan phase. There was little point in notifying the public until a project was solidified beyond the point where it was a mere 'idea.'

Commissioner Wright reiterated her concern about Concept Plan being confused with Conceptual Plan.

Regarding CMC 15.05.190(c), Ms. Romney suggested this section prohibiting 'phasing' should be more apparent within the ordinance and should maybe be moved to a different chapter regarding general subdivision requirements. Mr. Snyder pointed out that subsection was created when Centerville still had large tracts of undeveloped land and some developers would try to develop in phases as a way to avoid providing public improvements.

1 Ms. Romney suggested that if the Planning Commission wished to continue prohibiting phasing
2 in a majority of circumstances, the prohibition could be moved to the General Subdivision Regulations.
3 Alternatively, she suggested the subsection could be revised to provide that "phasing of subdivisions is
4 not permitted *unless approved by the City.*"

5
6 **DISCUSSION – GENERAL PLAN MAIN STREET – DRAFT AMENDMENTS**
7

8 Mr. Snyder reminded the Planning Commission that after meeting with the City Council, it was
9 determined that a Corridor General Plan would be retained but that changes to the zoning overlay were in
10 order. There were three Main Street policy sections of the General Plan outside the Corridor Plan: the
11 general commercial development policies, a southeast quadrant neighborhood plan and a southwest
12 quadrant neighborhood plan. He was attempting to unify the language in those sections. He was still
13 unsure as to how best to present the logic behind the transition from 2008 to where the City now found
14 itself and requested any feedback from the Commission.

15 He had addressed what the City wished to do in the Corridor Plan and listed five different areas.

- 16
 - 17 ■ Corridor-wide viewpoints
 - 18 ■ Commercial use expectations
 - 19 ■ Residential re-introduction opportunities
 - 20 ■ Development design expectations
 - 21 ■ Public space plan (with a different name?)

22
23 He had heard some positive comments about preserving some of the aspects of the overlay and
24 attempted to include some of the past policies that could remain applicable. Modes of transit on the
25 corridor also needed to be addressed and it was important to ensure that we know what these expectations
26 are for the future. If the City did not have a plan in place, UDOT would likely formulate and act on its
27 own plan for the area. The small lots at Parrish Lane were the dividing line between the C-H and C-M
28 zones. Did the City wish to allow some additional C-H uses at the corners? Did it wish to limit building
29 size to 10,000 square feet? City Hall was certainly larger than that. He sought the Planning Commission's
30 input on these topics so that the City Council could have their perspective.

31
32 Mr. Snyder stated that the rest of the document is primarily a skeleton. He had attempted to pull
33 out some portions of the overlay which he felt were still positive.

34
35 Chair Hayman liked the five "vision areas" that could then be fleshed out. She agreed this was a
36 great opportunity to brainstorm and that they did not necessarily need to restrict themselves to what was
37 contained within the staff report. They also could present more than one plan to the City Council to afford
38 the City Council planning options. Commissioner Daly liked that idea, particularly since it had been
39 suggested that the two bodies should interact more with one another. Chair Hayman asked for input from
40 the rest of the Commission regarding the five vision areas. Commissioner Daly felt the City should go
41 "all in" on either commercial redevelopment or residential redevelopment, but not both. He could not
42 envision a combination of the two as being successful. More specifically, he did not believe that either the
43 City Council or the residents had an appetite for the high density that would be necessary if the focus was
44 to be residential redevelopment.

45
46 Commissioner Hunt pointed out that commercial developments had not been terribly successful
47 on Main Street and he was unclear exactly why that was. Commissioner Johnson asked Mr. Snyder if the
48 code could provide different design criteria according to type of use. Mr. Snyder responded that in the
49 Shorelands Commerce Park there were already differing residential guidelines, industrial guidelines, etc.
50 The challenge in a small area of Main Street is compatibility of various use types. There will likely be
51 friction between residential uses and commercial uses.
52

1 Chair Hayman reminded the rest of the Commission that the City Council had wished to
2 recognize a difference between the east and the west side. It might make sense to have multi-family
3 housing on the west side since it already existed about half a block away from the corridor.
4

5 Commissioner Wright stated she likes what she sees of the document thus far and like the three
6 sub-areas. She addressed the long-term goal of having a town square/civic area. She disagrees with
7 Commissioner Daly's statement that the City needs to focus on either residential or commercial, but not
8 both. She cautioned against focusing wholeheartedly on residential redevelopment for several reasons.
9 She felt the City should respect the fact that many of the Main Street business owners lived just a short
10 distance away. She felt that should be encouraged. She said there were some thriving office businesses
11 already present. The second reason not to focus solely on residential development was that she did not
12 feel the majority of the residents wanted that and in fact, she herself did not think it was best for the City.
13 Turning our backs to Main Street would send a very dangerous message to UDOT.
14

15 Chair Hayman pointed out that commercial development was good for Centerville from a revenue
16 standpoint. While residential development provided some initial revenue, *all* residential is not good for
17 the City's economy. It might provide an infusion of cash up front, but it would not be a long-term source
18 of revenue. She recommended keeping commercial on the east side and allowing a mix of uses on the
19 west side.
20

21 Commercial Wright indicated that a need for more residential development was a current reality,
22 as was the need for increased telecommunicating opportunities for some. There would also continue to be
23 a need for services along Main Street.
24

25 Commissioner Hintze weighed in and said that he, too, liked the five vision areas presented in the
26 staff report. He also agreed with Chair Hayman that the Planning Commission and City Council needed to
27 entertain a balance between residential and commercial re-development.
28

29 According to Commissioner Daly, removing the shackles currently attached to the design
30 standards and the overlay is an important step. He agreed with Chair Hayman that commercial
31 development would bring in revenue for the City. Without it, property taxes will need to eventually be
32 increased, and would most likely require several increases over time. Commissioner Wright agreed that
33 many restrictions should be lifted.
34

35 Chair Hayman addressed form over design and indicated that she was leaning more towards the
36 design element. She spoke in favor of doing away with the requirement that if a property owner develops
37 over 30% of his/her property, the building has to move forward. But if every time someone renovates
38 their building in any significant way, there can be some design standard that encouraged the use of similar
39 colors, materials, etc. The result would be increased cohesiveness and synergy which would incentivize
40 others to make similar improvements to their property. She feels strongly that the design standard
41 shackles should be loosened, although she understands that the City Council is nervous about doing so.
42

43 Mr. Snyder stated there were two ways to approach the situation. Design guidelines could be
44 used to address any issues with public spaces. Expanding uses could also be adopted. Do we want to
45 address it from a C-M perspective or from an overlay perspective? Commissioner Daly felt they should
46 stick to the C-M zoning since the C-M only existed in the overlay.
47

48 Regarding Development Design guideline #4 in Mr. Snyder's document, Commissioner Johnson
49 and several others disagreed with the statement in 4B which was that developers should "*Avoid making*
50 *requirements that will lead to a themed look.*"
51

52 Commissioner Wright felt there should be a theme based on cohesive palette of colors, materials
53 and heights. Mr. Snyder responded that he felt any 'theme' should be organic and be reflective of the

1 specific community. Centerville was moving toward a theme at one time with the Parrish Lane Design
2 Guidelines, but it broke down at some point and additional options were amended into the ordinance. If
3 the City was going to have a theme, what should it be so that it would be unique to Centerville?
4

5 Commissioner Daly indicated that Centerville needed to find a way to get comfortable with
6 certain materials. Chair Hayman suggested starting with the Parrish Lane guidelines. Commissioner
7 Wright felt that having a public space plan and certain design guidelines would automatically lend
8 themselves to cohesiveness.
9

10 Commissioner Hintze asked Mr. Snyder to weigh in on his impressions of Ogden's 25th Street.
11 Mr. Snyder responded that it was a 'traditional' Main Street and that the south side incorporated the new
12 design guidelines, between Lincoln and Wall Avenues. It worked well from a form-based standpoint
13 from Lincoln to Wall Avenue. However, he did not believe it had the same organic feel as the rest of the
14 original street. He wished to ascertain if Centerville had a theme it wished to develop, or would it be
15 better to allow property owners to have a more organic feel.
16

17 Chair Hayman pointed out this was a great opportunity to partner with business owners along
18 Main Street, particularly since the length of the corridor had been shortened a bit. Perhaps some cohesive
19 decorative lighting and building materials could make a big difference. She wondered what kind of
20 revenue the City received from those businesses. Chair Hayman questioned whether investing a relatively
21 small amount in the area could result in considerably larger returns.
22

23 Ms. Romney reminded the Commissioners that during the joint work session on March 13^h, the
24 topic had been discussed. It was noted in that meeting that before the City reduced its tax base in this area
25 through residential policy changes, it would be helpful to know this impact on potential lost revenue
26 through reduced sales tax. Property tax revenue and estimates would also be helpful to determine where
27 the City should focus their redevelopment efforts.
28

29 Commissioner Hunt appreciated Chair Hayman's point about the City making a relatively small
30 investment or possibly provide incentives of some sort in order to realize a greater return.
31

32 While Chair Hayman and Commissioner Wright agreed with much of what Mr. Snyder had
33 indicated in his document, they disagreed with his negative opinion of having a *themed* appearance.
34 Commissioner Wright also disagreed with his statement that "street-scape trees should be discouraged."
35 Mr. Snyder pointed out that it was important to take the physical environment into account. There were
36 power lines on the east side that needed to be considered. The west side included some topography issues
37 which presented a challenge. He felt hard surfaces and design could be a better street scape and that trees
38 would function better in front yards. He also suggesting acquiring more right-of-way with larger park
39 strips. Commissioner Hunt indicated that for trees to do well, they typically needed at least a 5-foot park
40 strip but that they often had utility lines under them.
41

42 Commissioner Daly asked Mr. Snyder about the plan to eliminate the north access to City Hall—
43 several commissioners spoke against that plan. Mr. Snyder explained that the City, with the City Hall
44 Master Plan, wish to eliminate it to avoid the left-turn conflicts going to the Post Office.
45

46 Returning to the discussion of draft amendments to the General Plan, Mr. Snyder indicated he
47 would take the Planning Commission's ideas, flesh them out and bring them back for further review. The
48 agenda for the April 24th Planning Commission meeting was light and the City Council would be invited
49 to meet with the Commission that night in order to be updated on the five principles/ideas, residential vs.
50 commercial development, tax values, etc. The purpose was to ensure that the City Council understood
51 what issues the Commission was wrestling with. Chair Hayman stated she was convinced that getting
52 specific information regarding business and residential tax revenues was critical to moving forward with
53 the Main Street corridor plan. She also wished to know what the rest of the Commission felt about Mr.

1 Snyder's idea of commercial high density on the north end of the corridor. She liked the idea conceptually
2 but ultimately did not think she could support it. Commissioners Wright and Daly agreed.
3

4 Mr. Snyder indicated he would back away from the C-H uses. Chair Hayman agreed with Mr.
5 Snyder's earlier suggestion that there might be a better name for what had been called the Public Space
6 Plan. She also wished to work with UDOT to increase the number of cross walks on Main Street. A single
7 crosswalk was completely inadequate.
8

9 Mr. Snyder would and invite the City Council to attend the April 24th Planning Commission
10 meeting, tentatively set for 7:00 p.m.
11

12 **COMMUNITY DEVELOPMENT DIRECTOR'S REPORT**
13

14 Mr. Snyder indicated he would continue drafting amendments for the South Main Street Corridor
15 General Plan.
16

17 **CITY COUNCIL REPORT**
18

19 Deuel Creek Place Subdivision had been approved.
20

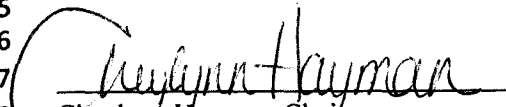
21 **MINUTES REVIEW AND ACCEPTANCE**
22

23 The minutes of March 13, 2019 were reviewed, and amendments suggested. Commissioner
24 Wright moved to accept the minutes as amended. The motion was seconded by Commissioner Hintze and
25 passed unanimously (6-0).
26

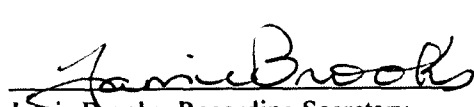
27 The minutes of March 27, 2019 were reviewed, and amendments suggested. Commissioner
28 Hintze moved to accept the minutes as amended. The motion was seconded by Commissioner Johnson
29 and passed unanimously (6-0).
30

31 **ADJOURNMENT**
32

33 Chair Hayman moved to adjourn. Commissioner Hintze seconded the motion which passed
34 unanimously (6-0). The meeting adjourned at 9:16 p.m.
35

36 
37 Cheylynn Hayman, Chair
38

5-8-19
Date Approved

39
40
41 
42 Jamie Brooks, Recording Secretary
43
44

