PLANNING COMMISSION MINUTES OF MEETING
Wednesday, August 8, 2018
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
Cheylynn Hayman, Chair
Kevin Daly, Vice Chair
Kai Hintze
Logan Johnson
Kathy Helgesen (arrived at 7:10 p.m.)

MEMBERS ABSENT
Gina Hirst
Becki Wright

STAFF PRESENT
Cory Snyder, Community Development Director
Lisa Romney, City Attorney
Cassie Younger, Assistant Planner
Avalon Comly, Recording Secretary

STAFF ABSENT

VISITORS
Interested citizens (see attached sign-in sheet)

PLEDGE OF ALLEGIANCE

OPENING COMMENT/LEGISLATIVE PRAYER Commissioner Logan Johnson

PUBLIC HEARING — [Tabled from 7/11] Sheffield Downs Conceptual Site Plan and Zoning Map Amendment — 274 E Pages Lane

Cory Snyder, Community Development Director reviewed the Planning Commission's discussion from July 11, 2018 which led to the tabling of a decision on the Planned Development Overlay proposal to be known as Sheffield Downs by Brighton Homes. Mr. Snyder reviewed changes made by the applicant to address directives given to him by the Planning Commission in that meeting. He explained that staff has tried to detail a narrative of the conditions of the PDO to supplement the exhibits.

Chair Hayman pointed out that on the staff report on page 3, there appeared to be several areas that were not addressed by the applicant since the July 11 meeting. One of these was a concern over 3-car driveways shown on the conceptual plans. Mr. Snyder said that the narrative was written so that the driveways are only for 2-cars and the applicant would need to respond if they are planning to do 3-car driveways still. Chair Hayman asked about staff's recommendation regarding RV parking and Mr. Snyder said he did not recommend anyone be
allowed to park an RV outdoors on a permanent basis, though staff had not been looking at this
from a temporary parking standpoint. Commissioner Daly suggested a clarification regarding
temporary parking of an RV to make it known that this would be allowed for a specific, limited
period of time. Mr. Snyder mentioned that the City Ordinance allows for an RV to be parked on
a temporary basis for a period of 7 days, so he thinks this is a good thing to address in the PDO.
Chair Hayman asked if this existing 7-day period allowed per City Ordinances will already cover
this concern. Mr. Snyder replied that this is why it is a good thing to address, because these are
private drives and streets and are therefore not usually covered by municipal code parking
regulations. Lisa Romney, City Attorney, confirmed that municipal code parking regulations do
not apply to private streets, so this is why this issue should be addressed in the PDO.
Commissioner Daly asked that 8(d) be changed to read as follows: "The use of outside storage
of Recreational Vehicles (RVs) for dwellings or in the common space areas for longer than 48
hours shall be prohibited."

Commissioner Hintze asked if the areas east and west of the plan remain commercial.
Mr. Snyder said that per the General Plan, the area to the west will remain commercial, but east
of the development there are options in the future to change zoning to residential.

Commissioner Daly noted that on the site plan there are two (2) ways in and out of the
development and wanted to know if the exit on the west side of the proposed development lines
up with 300 East across the street. Mr. Snyder said he is not exactly sure how the streets align.
Cheyllynn Hayman asked if this is something the City Engineer would have reviewed.
Commissioner Daly expressed his hope that this was looked at by the City Engineer and
expressed that he does not think these align. He asked if the Development Review Committee
had an issue with these streets not aligning. Mr. Snyder said there are no conflicting left hand
turns, which is why it was probably not flagged as a problem. Commissioner Daly said that
though this is probably a low traffic area, he is worried about the safety of the offset.

Commissioner Daly asked Mr. Snyder how this development proposal compares to
Centerville Commons. Commissioner Daly acknowledged that one difference is that Centerville
Commons has public streets, instead of private. Mr. Snyder added Centerville Commons uses
the drainage swale as their common area. He added that in Centerville Commons there is a
pad, and everything else is common area; while in the Sheffield Downs proposal, each
individual lot is privately owned and there is no pad. Another difference is that Sheffield Downs
has six (6) units per acre, where Centerville Commons had 6.5 units per acre.

Commissioner Daly asked what will happen with the nail salon if it does not continue to
do business, and how it will be incorporated into the development. Mr. Snyder said it will be
difficult to incorporate. Mr. Snyder said if the nail salon goes away, he doesn’t see the 33
homeowners amending their CC&R’s to allow access to their private lands. The nail salon is on
a private lot and there would be an option to change zoning of that lot to Residential-Medium.
However, the nail salon property is less than the minimum six (6) acres required to re-develop.
Ms. Romney commented that the nail salon is not part of the PDO.

The applicant, Taylor Spendlove, responded to comments and questions the
Commissioners had. Regarding parking RV’s, Brighton Homes will want to address that item in
the CC&R’s with a 48-hour temporary parking rule. Mr. Spendlove said the HOA contracts with
a towing company to enforce these rules. Regarding the issue of 3-car garages, Mr. Spendlove
said that most of the lots only allow for a 2-car garage, but they would love to retain a 3-car
garage option on lots 31, 32, and 33. He said because they are wide lots, there will be as much
landscaping as other lots, but the extra 10-ft of lot width could be turned into a 3-car garage. In
regards to the nail salon, he admitted that this is an admitted awkward situation. If the nail
Chair Hayman asked if Mr. Spendlove had concerns with the PDO conditions that staff had added. Mr. Spendlove said he understands the conditions and finds them acceptable.

Chair Hayman opened the matter for a public hearing at 7:26 p.m.

Maureen Huffaker – Ms. Huffaker asked if residents will get towed if they have more visitors than can fit in their parking lot and there is no parking allowed on the street. Mr. Snyder replied that there are 30 visitor parking spots by the community park, or guests can park in the driveway of the home they are visiting.

Seeing that no one else wished to comment, the public hearing was closed at 7:27 p.m.

Chair Hayman expressed that she would like to amend condition 8(d) of the PDO to read as Commissioner Daly had previously suggested.

Commissioner Daly asked for an amendment to condition 6(d) to read “These Open Space amenities shall be installed as per CZC 12.51.100 prior to the issuance of a certificate of occupancy for any dwelling.” He also asked that condition 5(d) be amended as follows: “The side yards areas between buildings/dwellings and any front yard area shall be NOT contain any fencing.” Finally, he asked that Suggested Reason for Action a) be amended to read as follows: “The Planning Commission finds that the PDO Concept Plan is in harmony with the Southeast Neighborhood Plan’s to allow future residential re-development to occur in the eastern half of the Pages Lane Commercial Area.”

Ms. Romney pointed out that in condition 8(c) the applicant is limited to a 2-car garage, though they have said they would like 3-car garages on lots 31, 32 & 33. Mr. Snyder said that at Final Site Plan review they could consult with the City Engineer. The Commissioners expressed they would like to amend the conditions now. Chair Hayman asked for an amendment to condition 8(c) as follows: “The project shall limit driveway and approach aprons to a minimum width needed for two-car garage parking, as deemed acceptable by the City Engineer and Public Works Director, except for lots 31, 32 and 33 which may expand to a minimum width needed for 3-car garage parking as deemed acceptable by the City Engineer and Public Works Director and conditioned upon complying with impervious surface requirements.”

Commissioner Hayman made a motion for the Planning Commission to recommend approval of the Sheffield Downs PDO project, with conditions 1-9 as amended below, for Suggested Reasons for Action (a)-(c). Commissioner Helgesen seconded the motion.

Commissioner Daly commented that this proposal is far better than previous developments that have come before the Planning Commission before, but believes there will be some future challenges with surrounding retail areas.

The motion passed by majority vote (4-1) with Commissioner Daly opposing.

Conditions:

1. The PDO Approval is subject to the layout and exhibits submitted to the City on July 19, 2018 and August 01, 2018 – Consisting of PDO Exhibit A-1 through Exhibit F and Sheets C400, X900, and L101 of the Conceptual Site Plan.
2. The Sheffield Downs PDO Rezone shall be limited to the following:
   • Rezone of approximately 5.6 acres to R-M/PD on the Centerville Zoning Map.
   • Density shall NOT Exceed Six (6) units per acre. A bonus density is NOT APPROVED for the development.
   • All residential development shall be limited to the construction of single-family homes.
   • The commercial area, located at the northwest corner, is not part of this PDO approval. However, it must be legally subdivided in accordance with City ordinances to separate it from the portion to remain in the proposed development.

3. The PDO approved Sheffield Architectural Design Plan shall consist of the following:
   (a) All single-family dwelling design shall comply with Exhibits A-1 through A-4.
   (b) Each dwelling type depicted may the use any color or material selection of the approved materials and colors and shall be consistent approved PDO building elevation exhibits.
   (c) All building permit submittals shall provide a "building elevation plan" addressing the application and use of the approved Architectural Design Plan elements.
   (d) Any dispute that arises regarding the application and use of the Architectural Design Plan elements shall be submitted to the Centerville City Planning Commission for resolution.

4. The PDO approved Sheffield Downs Landscaping Design Plan shall consist of the following:
   (a) The project shall be landscaped in accordance with Exhibit B-1- Landscape Plan (also Sheet L101 of the Conceptual Plan) and Exhibit B-2- Plant Types.
   (b) As part of the Park area, a detention basin may be installed and shall be deemed acceptable by the City Engineer, as part of any Final Approval by the City.
   (c) The total landscaping for the project shall meet the ordinance minimum requirement of 40%, as per CZC 12.52.070 or as otherwise allowed by the ordinance.

5. The PDO approved Sheffield Downs Fencing Design Plan shall consist of the following:
   (a) All use of fencing shall comply with Exhibit C.
   (b) The placement of fencing shall comply with Exhibit B-1(also Sheet L101 of the Conceptual Plan).
   (c) Other fencing shall be limited to the private rear yard areas from the rear lot line to the rear building line of the dwelling.
   (d) The side yards areas between buildings/dwellings and any front yard area shall be NOT contain any fencing.

6. The PDO approved Sheffield Downs Open Space Amenities Design Plan shall consist of the following:
(a) The Open Space amenities shall be provided within the project as depicted on Exhibit D-1 through D-2 and on L.101 of the Conceptual Site Plan.

(b) The Open Space Amenities shall, at minimum, consist of the following:
   i. A Patio and Plant Garden Area
   ii. A Play Structure Area
   iii. A Detention Facility, as approved by the City
   iv. A 10-foot Landscape Buffer along Pages Lane
   v. The project entry feature areas accessing Pages Lane
   vi. The Buffer area (Trees and Shrubs) along the western boundary of the development
   vii. The Visitor Parking Buffer on the west end of the dwellings

(c) As part of any Final Approval, the developer shall address the timing/phasing for the installation of the Open Space Amenities, as deemed acceptable by the City as part of any Phasing approval, OR

(d) These Open Space amenities shall be installed as per CZC 12.51.100 prior to the issuance of a certificate of occupancy for any dwelling.

7. The PDO approved Sheffield Downs Buildings Setbacks shall consist of the following:

   (a) The approved setbacks for dwellings shall comply with Exhibit E, which are:
      ✓ The Interior Lot Setbacks are:
         • Front Porch/Living Area = 15-feet
         • Front Garage = 19-feet
         • Side Yards = 5-feet
         • Rear Yard = 15-feet
      ✓ The Perimeter Lot Setbacks are:
         • Front Porch/Living Area = 15-feet
         • Front Garage = 19-feet
         • Side Yards = 8-feet
         • Rear Yard = 20-feet

8. The PDO approved Sheffield Downs Buildings Parking, Driveway/ Approach Widths, and Recreation Vehicle (RV) Use shall consist of the following:

   (a) Each dwelling shall provide parking within an enclosed garage with a capacity of two-vehicles. Every garage shall meet the minimum size requirements of the City’s Zoning Ordinance.
   
   (b) The project shall provide the visitor parking, as shown on the Conceptual Site Plans, and shall not be less than the 30 stalls depicted.
   
   (c) The project shall limit driveway and approach aprons to a minimum width needed for two-car garage parking, as deemed acceptable by the City Engineer and Public Works Director, except for lots 31, 32 and 33 which may expand to a minimum width needed for 3-car garage parking as deemed acceptable by the City Engineer and Public Works Director and conditioned upon complying with impervious surface requirements.
   
   (d) The use of outside storage of Recreational Vehicles (RVs) for dwellings or in the common space areas for longer than 48 hours shall be prohibited.
   
   (e) These restrictions shall be noted on any plan submitted for Final Approval and shall be included on the application subdivision plat and associated CC&Rs.
9. Other Matters Related to the Sheffield Downs PDO development are the following:

(a) As part of any Final Approval, the developer shall comply with Exhibit F and provide a future access easement for potential re-development of the remaining commercial properties to the east, as per the Southeast Neighborhood Plan objectives.

(b) The project shall remain subject to the Residential Medium (R-M) Zone standards, unless otherwise modified by this PDO Approval.

(c) The project shall be subject to the applicable subdivision ordinance requirements, and the Planned Unit Development (PUD) platting process.

(d) An existing commercial building "demolition plan" shall be submitted and deemed acceptable to the City prior to receiving any Final Plan approval. All demolition of building and related elements shall comply with all local, state, or federal regulations, as may be applicable.

(e) Remaining Commercial Area Parking shall NOT be less than the current Zoning Ordinance Parking requirements and shall be addressed with any Final Plan submittal to the City.

Suggested Reasons for the Action (Findings):

(a) The Planning Commission finds that the PDO Concept Plan is in harmony with the Southeast Neighborhood Plan's to allow future residential re-development to occur in the eastern half of the Pages Lane Commercial Area.

(b) The Planning Commission finds that the PDO request, with the listed conditions, sufficiently addresses the PDO Development Standards found in Section 12-41-080, as addressed in the applicable staff reports provided to the Commission.

(c) The Planning Commission finds that the PDO Concept Plan, with the listed conditions, provides sufficient compliance with regards to the project's design and amenities requirement for R-M Zone Development.

PUBLIC HEARING – Zoning Text Amendment – CZC 12.36 Table of Uses in Commercial Medium Zone on Main Street

Cassie Younger, Assistant Planner, explained that the possibility of allowing additional uses to come to Main Street is being proposed. Some of these uses were previously allowed before the Table of Uses was amended, and it is proposed that they be allowed again. This public hearing is an opportunity to gather feedback from the public.

Mr. Snyder provided historical information regarding what precipitated the review of the Main Street Table of Uses, and explained again that no decisions are being made tonight, but that feedback is being gathered from the public. Mr. Snyder added that there will also be future opportunities for the public to state their opinions.

Chair Hayman clarified that the Main Street Use list would still be restricted by the fact that the area is zoned Commercial-Medium. This means that buildings are limited to 10,000 square feet and are subject to height restrictions. Chair Hayman also explained that Main Street needs to be revitalized as it is currently stagnating. She added that Parrish Lane to Porter Lane is the section of Main Street that is being reviewed.

Chair Hayman opened a public hearing at 7:50 p.m.
Maureen Huffaker — Ms. Huffaker said she was surprised that certain things were not allowed already on Main Street. She said she doesn’t mind a mortuary on Main Street. She said she doesn’t want a car wash, or hotel on Main Street. She also does not want any more fast food restaurants, or a TRAX stop.

Kyle Shupe — Mr. Shupe applauded the Planning Commission for reviewing the Main Street Table of Uses. In talking with business owners who want to come in to Main Street, he agreed the current use restrictions are causing Main Street to stagnate. He said things are too restrictive and the expense of dealing with revising the overlay has been impossible. He expressed appreciation that everyone is being heard out so Main Street can be developed in a way that is pleasing to the community. He said he doesn’t want so many restrictions and Main Street uses should be opened up so people can come with conceptual plans to be approved or not.

Nate Hatch — Mr. Hatch said he is the owner of CupBop. He expressed that CupBop is happy to be part of the community even as it is now. What he wanted to comment on is his experience thus far in Centerville. He said a lot of people come and see CupBop wanting to know where they can get CupBop to eat. Mr. Hatch said he has to refer them to Instagram and tell them they can get CupBop anywhere but in the parking lot. He said people are really confused about why they can’t be served food from CupBop when there are other restaurants on Main Street and the building was a restaurant in the past. He said he feels bad just having blank white signs up outside of his building, but feels if he put up a sign there would be people coming up all the time. What he said he would love to have happen is that as part of a conditional use permit walk-up restaurants would be allowed so that parking would not be a problem.

Shane Shupe — Mr. Shupe recapped that what happened on their specific need was that the Planning Commission came up with Construction Sales and Service Limited. Mr. Shupe expressed that he felt this was great as it addressed the concern with a lot of vehicles or equipment that people have about allowing construction sales and services on Main Street. He suggested introducing a “Limited” designation into the list of Uses which might allow certain businesses to be added to Table of Uses without the concern about excess parking requirements.

Allan Arbuckle — Mr. Arbuckle expressed that he feels the purpose of Main Street is to create cash flow for the City from sales tax. He wanted to look at the use list from the perspective of what will help Centerville to generate revenue. He said he is shocked that gas stations and restaurants are not approved uses on Main Street. He strongly suggested those uses be added. He also expressed that he feels restricting contractors in a commercial zone is unreasonable.

Seeing that no one else wished to speak, Chair Hayman closed the public hearing at 8:02 p.m. Subsequently, some visitors wished to make comments. Commissioner Daly made a motion to reopen the public hearing. Chair Hayman seconded the motion which passed by unanimous vote (5-0).

Ann Fadel — Ms. Fadel said the small piece of land from Parrish Lane to Porter Lane is so small, she doesn’t understand why the Table of Uses can’t just be fluid and people could bring in conceptual plans for anything they wish to be reviewed and approved or denied on a case-by-case basis by the Planning Commission.

Kim Samuelson — Mr. Samuelson agreed with Ms. Fadel’s comments, and wonders why things can’t be reviewed on an as-needed with Main Street opened up for all potential uses. He
feels like if a lot of restrictions are placed on things now, dead space is created in the future. He
did add that this is a busy street and there is a lot of traffic, so whatever goes in should minimize
the impact on the traffic if possible. He also joked that he believes a cemetery or mortuary
should go on Main Street, so they could be in the “dead” center of town.

Gary O’Brien — Mr. O’Brien said he feels very excited that they are open to helping out
property owners and they are on the right track to be more supportive. He would like to do
something with the property in front of his glass shop, and thinks it would be great for the
Planning Commission to come up with opportunities for it to be further developed to be more
appropriate for Main Street.

Seeing that no one else wished to comment, the public hearing was closed at 8:06 p.m.

Mr. Snyder commented that over 86% of the business owners on Main Street are
Centerville and Davis County residents. He said this makes Main Street in Centerville unique.
He says he has seen the struggle since 2004 on Main Street between business owners and
surrounding residential owners. He expressed that Main Street before the Main Street Plan was
damaging to resident’s quality of life and said there is no an easy answer to this issue. He
further advised the Commissioners that Main Street resident’s needs and tolerance levels
should be considered as well.

Chair Hayman thanked visitors for coming and explained again that their feedback is
very valuable. She also invited everyone to provide feedback online.

Commissioner Daly made a comment that in 2008 the Main Street Plan restricted Main
Street Uses through form-based zoning. Commissioner Daly feels that the changes being
proposed are a good way to pull back from these restrictions in a measured way. He agreed
with the idea of allowing additional uses as “conditional uses” so that the Planning Commission
would have final review and could be measured and careful about what comes to Main Street.

DISCUSSION OF SUBDIVISION ORDINANCE UPDATES — CHAPTER 1 (GENERAL
PROVISIONS)

Ms. Romney reminded the Commissioners that 2 years ago a consultant was hired to
rewrite the City Subdivision Ordinance but this process was not completed as there were some
issues that needed to be addressed by staff. As part of the goals for this year, staff is reviewing
this City Subdivision Ordinance again.

Ms. Romney reviewed the revised Table of Contents (which has been reorganized).

Commissioner Johnson said he appreciates that Chapter 9 was reserved for Flag Lots.

Chair Hayman noted that there are added periods in the titles of 15.4.103, 15.14.090,
and 15.17.030.

Commissioner Daly asked if chapters described as “New” are new concepts, or just new
sections. Ms. Romney responded that it is not because they are new concepts, but because the
items haven’t previously had a separate section unto themselves.

Ms. Romney reviewed Title 15 Subdivisions changes.

Chair Hayman pointed out that “Utah Code” should not be italicized in section 15.01.020.
Chair Hayman also asked that in section 15.01.050 the word “may” be replaced by the word
Chair Hayman also expressed appreciation that future inhabitants are referenced in section 15.01.080 (a).

Commissioner Daly asked what property is "expressly exempted" in section 15.01.040. Mr. Snyder and Ms. Romney responded that State and Federally-owned property are exempted from local regulations. Commissioner Daly asked if County property is still subject to local regulations, and Ms. Romney replied that it is.

**DISCUSSION — WORK SESSION WITH TRAILS COMMITTEE**

Ms. Younger said it is looking that the Work Session with the Trails Committee will need to be held in September. Ms. Younger asked what should be put on the agenda for the Work Session.

Chair Hayman said she wants to discuss with the Trails Committee any particular areas they are concerned about or areas where they think the Planning Commission should be targeting in order to help them. Commissioner Daly and Commissioner Johnson agreed.

Ms. Younger said she will provide Wednesday and Thursday night options for September.

**CITY COUNCIL REPORT**

Mr. Snyder reported on recent decisions made by the City Council.

**COMMUNITY DEVELOPMENT DIRECTORS REPORT**

Mr. Snyder and Ms. Younger discussed the agenda for the upcoming Planning Commission meeting. Chair Hayman asked that some proactive planning items or training be added to the agenda, as it is currently light.

**MINUTES REVIEW AND ACCEPTANCE**

The minutes of the July 25, 2018 meeting were reviewed and amendments suggested. Commissioner Johnson made a motion to accept as amended. Commissioner Helgesen seconded the motion which passed by unanimous vote (5-0).

**ADJOURNMENT**

At 8:44 p.m. Chair Hayman made a motion to adjourn. Commissioner Daly seconded the motion which passed unanimously (5-0).

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Cheylynn Hayman, Chair

Date Approved

Avalon Comly, Recording Secretary
### CENTERVILLE CITY

250 North Main • Centerville, Utah 84014 • (801) 395-3477

Planning Commission Meeting

Wednesday, **August 8**, 2018

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Centerville City