

1 **PLANNING COMMISSION MINUTES OF MEETING**

2 **Wednesday, June 13, 2018**

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

4
5 A quorum being present at Centerville City Hall, 250 North Main Street, Centerville,
6 Utah. The meeting of the Centerville City Planning Commission was called to order at 7:00 p.m.

7
8 **MEMBERS PRESENT**

9 Cheylynn Hayman, Chair

10 Kevin Daly, Vice Chair

11 Kathy Helgesen

12 Kai Hintze

13 Gina Hirst

14 Logan Johnson

15 Becki Wright

16
17 **MEMBERS ABSENT**

18
19 **STAFF PRESENT**

20 Cory Snyder, Community Development Director

21 Lisa Romney, City Attorney

22 Cassie Younger, Assistant Planner

23 Avalon Comly, Recording Secretary

24
25 **STAFF ABSENT**

26
27 **VISITORS**

28 Interested citizens (see attached sign-in sheet)

29
30 **PLEDGE OF ALLEGIANCE**

31
32 **OPENING COMMENT/LEGISLATIVE PRAYER** Commissioner Wright

33
34 **Public Meeting – Conceptual Site Plan & Parking Modification Acceptance:**
35 **Renatus Office Building Addition 1312 W 75 N**

36
37 Cassie Younger, Assistant Planner, reviewed the discussion from the May 23rd, 2018
38 Planning Commission meeting that led to the Conceptual Site Plan & Parking Modification
39 Acceptance to be tabled. Staff had a chance to review new information presented at the last
40 meeting, and believes that the Commission should accept the Conceptual Plan to amend the
41 original Renatus Final Site Plan, including parking modifications and a shared parking
42 agreement with the neighboring Bridge Community Church.

43
44 Chair Hayman asked how long a parking modification lasts. Cory Snyder, Community
45 Development Director, said that the type of parking modification that the applicant requested is
46 “user specific”, so that if the owner moved to a different building, the parking modification would
47 no longer be in effect and future owners would need to determine how to handle parking
48 requirements, or request their own “user specific” parking modification.

49

1 Commissioner Hintze asked Ms. Younger if there were any limitations of the study done
2 by the applicant, as compared to a parking study done by a professional traffic engineering firm.
3 Ms. Younger responded that she had compared the study that was presented by the applicant
4 to other parking studies done by traffic engineers, and the results were nearly identical to others
5 that had been submitted.

6
7 Commissioner Hirst asked if the Planning Commission is opening themselves up to
8 liabilities by not performing a professional study with a traffic engineer. Mr. Snyder explained
9 that the ordinance does not require a professional engineer to perform the study, but requires
10 that the person performing the study check the ITE manual, which the applicant did.

11
12 Commissioner Johnson asked whether a parking study is required by ordinance to
13 approve a parking modification and Mr. Snyder confirmed that it is.

14
15 Commissioner Wright voiced that she does not feel by accepting the applicant's traffic
16 study, it means that every other non-professional parking study would need to be accepted.
17 What it does mean is that future studies will still be required to meet the requirements of the
18 ordinance, as the applicant did. Ms. Younger added that she feels the applicant's parking study
19 is actually more transparent than some professional traffic engineers' studies.

20
21 Dan Holbrook, representative of the contractor building the new addition at the Renatus
22 Office Building, commented that when he did the parking study he made sure that his study was
23 based on the current standard of the industry. He said he was being as fair and blunt as he
24 could and tried to take all potential parking remedies into account.

25
26 Commissioner Hirst made a **motion** that the Planning Commission accept the
27 Conceptual Plan to amend the original Renatus Final Site Plan dated September 12, 2014,
28 subject to conditions (1)-(4) below, with reasons for action (a)-(c). Commissioner Daly
29 seconded the motion, which passed by unanimous vote (7-0).

30
31 Conditions:

- 32
33 1. The applicant shall submit a Final Site plan meeting the standards of CZC
34 12.21.110(e).
35 2. The applicant shall submit architectural elevation and construction plans that comply
36 with the existing building and CZC 12.35.080, Exterior and Architectural Standards in
37 Industrial Zones.
38 3. A user-specific parking modification for this particular use from the required parking
39 in CZC shall be approved by the Planning Commission at Final Site Plan approval.
40 4. Screening or outdoor dumpster and trash receptacles meet the standards outlined in
41 CZC 12.51.110.

42
43 Reasons for Action:

- 44
45 a) A complete conceptual site plan application has been submitted [Section
46 12.21.110(d)(1)]
47 b) A conceptual site plan is not intended to permit actual development of property,
48 merely to represent how the property may be developed and does not create any
49 vested rights to develop [Section 12.21.110(d)(5)].
50 c) Based on the submittal by the applicant, the Site Amendments have potential to
51 meet the necessary zoning requirements, with modifications.
52
53

Public Hearing – Zoning Map Amendment – 698 W Porter Lane

1
2
3 Mr. Snyder presented the applicants petition to acquire the north portion of the subject
4 property located at 698 West Porter Lane and add it to the west commercial property, known as
5 Dave's Auto, for the purpose of expanding the business use and adding parking and another
6 building/shop. The petitioner desired to have a portion of the residential property rezoned to
7 Commercial High. Staff found that the proposed amendment is consistent with the goals,
8 objectives and policies of the City's General Plan, is harmonious with the overall character of
9 the existing development in the vicinity of the subject property, does not adversely affect
10 adjacent properties, and has adequate facilities and services intended to serve the property.
11 One consideration Mr. Snyder presented is that if the City is amenable to the rezone, the land
12 has to be divided and the remnant parcel needs to be absorbed into the applicable business lot
13 to the west, as is desired by the petitioner.

14
15 Commissioner Daly asked Mr. Snyder for the dimensions of the lots to be sure all lots
16 would remain within the required minimum dimensions, and none would run the risk of not being
17 able to be developed in future due to their nonconforming size. Mr. Snyder confirmed that all
18 lots would remain within required minimum dimensions or be combined into another larger lot.

19
20 Chair Hayman asked where the property is going to be divided. David Bell, applicant,
21 showed the Commissioners the line where the property will be divided on a Google Earth image
22 displayed during the meeting.

23
24 Chair Hayman asked if the applicant has any concerns with the rezoning. The applicant
25 said that he does not.

26
27 Chair Hayman opened a public hearing at 7:38 p.m. and closed the public hearing
28 seeing that no one wished to comment.

29
30 Commissioner Helgesen made a **motion** for the Planning Commission to recommend
31 approval of the Zone Map Amendment for a northerly portion of the Parcel 03-001-0005,
32 located at 698 West Porter Lane, from Residential Medium (R-M) to Commercial High (C-H),
33 subject to requirements (a) and (b) with reasons for the action (1)-(6) below. Commissioner
34 Hirst seconded the motion.

35
36 Commissioner Daly requested an amendment to the motion that the Zone Map
37 Amendment for a northerly portion of the Parcel 03-001-0005, located at 698 West Porter Lane,
38 be rezoned from Residential Medium (R-M) to Commercial Very High (C-VH), instead of
39 Commercial High (C-H). Commissioner Johnson seconded the motion. Chair Helgesen agreed
40 to the amendment.

41
42 The Commissioners voted upon the amended motion, which passed by unanimous vote
43 (7-0).

44
45 **Requirements:**

- 46
47 (a) Any rezone of the partial area cannot become effective until a division of land is
48 approved by the City.
49 (b) A division of land cannot leave a remnant parcel, so such division of the subject tract,
50 to be rezoned, would need to be absorbed into the applicable business lot to the
51 west, as is desired by the petitioner.
52
53

1 Reasons for the Action:
2

- 3 1. The Planning Commission has sufficiently reviewed and considered the criteria found
4 in Section CZC 12.21.080.e of the Zoning Ordinance.
5 2. The Planning Commission finds that the rezone is consistent with the goals of the
6 General Plan, as described in the staff report and the Commission's findings.
7 3. The Planning Commission finds that the large parcel, zoned R-M, east of the
8 commercial area and the subject parcel area, appears to be an appropriate
9 defining north/south limit line for expected low to medium residential use buffering
10 Porter area policy expectations.
11 4. The Planning Commission finds that the R-M development expectation is, by policy,
12 to be the commercial buffer use for the neighborhood. Therefore, rezoning the
13 property to commercial would not adversely affect the multi-family development
14 directly to the east.
15 5. The Planning Commission finds that the requirements of rezone are directly related
16 to ensure that the rezone action complies with applicable zoning and subdivision
17 regulations adopted by the City.
18 6. Therefore, the Planning Commission finds that the request for C-VH Zoning
19 designation is appropriate.
20

21 Discussion – West Centerville Plan Summary and Update
22

23 Chair Hayman asked Mr. Snyder how many people were on the Oversight Committee for
24 the West Centerville Neighborhood Plan Update of 2015/15. Mr. Snyder said he thought there
25 were 10 people on the committee. These 10 peoples were made up of Planning
26 Commissioners, a City Council member, a citizen and a City Council member from the West
27 Bountiful community. Chair Hayman asked whether the West Centerville Neighborhood Plan
28 Update of 2014/15 was something that the City Council had requested. Mr. Snyder said that it
29 was initiated by the City Council and explained that it was supported politically, and partially
30 driven by the desire to add a UTA transit stop on the West side, to keep transit stops out of the
31 east side of the City. But there was resistance from the West Bountiful neighborhood, the
32 transit stop was pulled from the proposal, and a landowner in West Centerville revealed that he
33 had been planning to sell his land to Mercedes, and as such, the Plan was not passed. At the
34 time the Plan was rejected, City Council members commented that they hoped to continue
35 discussion of the West Centerville Neighborhood Plan, but it was hard to "re-ignite the
36 movement."
37

38 Commissioner Johnson said that he was on the Oversight Committee, and he felt that
39 the West Centerville Neighborhood Plan was initially progressing well , but agreed with Mr.
40 Snyder's summation of why the West Centerville Neighborhood Plan did not pass. He said that
41 he feels the City Council does not see multi-family uses as the best use of the area at this point,
42 and so these should not be included in future West Centerville Neighborhood Plans.
43

44 Chair Hayman reviewed the Parrish-Legacy Mixed Use Preferred Scenario that was
45 included in the packet. She said that the thing that struck her looking at the map is that the area
46 is very built out at this point, compared to how it was during the original discussions of the West
47 Centerville Plan. Commissioner Wright agreed and added that if the Commissioners try to plan
48 for the West Centerville Neighborhood at this point, the Plan would need to be completely
49 different.
50

51 Commissioner Hirst commented that the type of development that is to continue in West
52 Centerville needs to be decided upon as part of a plan, or there will continue to be development

1 in the area that is not quite what the Commissioners may be hoping for. Mr. Snyder reviewed
2 what is currently developed in the area.

3
4 Commissioner Hintze asked what the liabilities are of the multi-family housing that's
5 been built in the West Centerville Neighborhood in terms of consequences to future planning in
6 the area. Mr. Snyder said that isolating multi-family residential development creates lack of
7 synergy in the area, and lack of synergy creates deterioration in the area. That is why it was
8 important in the original West Centerville Neighborhood Plan to create a significant
9 neighborhood around the multi-family housing. Mr. Snyder explained that if the multi-family
10 housing had more than 100 units a professional property management company would manage
11 the community which would improve the neighborhood. Commissioner Johnson commented
12 that there was concern with increasing the density of the multi-family housing because the area
13 is a high-crime area and traffic would be increased getting on and off I-15 in the area. Mr.
14 Snyder clarified that studies had shown that the crime rate per unit was the same per unit in a
15 neighborhood of single-family homes, and that an added interchange could be approved by
16 UDOT if the density was higher in the area.

17
18 Commissioner Daly asked about the viability of an overpass at Porter Lane over the
19 freeway, as had been mentioned in the report. Mr. Snyder said that it would be unlikely that
20 UDOT would fund the project, but that it would fit if the money was there. He also mentioned
21 there would be consequences on the east side particularly at Frontage Rd. and said that the
22 single-point interchange with its tie-over to Frontage Lane would most likely be a higher priority
23 than the fly-over at Porter Lane.

24
25 Commissioner Johnson said he would like to look at how to complement the existing
26 uses in the area, and how to spur the redevelopment of the Trinity/Syro Steel site. He would
27 also like to look at what helps the City, in terms of tax revenue.

28
29 Commissioner Hintze asked what the occupancy is of the current housing on the West
30 side of Centerville. Mr. Snyder said the current multi-family housing is nearly 100% occupied.
31 Commissioner Johnson reported that the rental rates are going up quarterly in that area.
32 Commissioner Wright said it is important to keep in mind when thinking about this plan that
33 specific amounts of affordable housing need to be offered in the area.

34
35 Chair Hintze asked if there is a plan for development west of Legacy. Commissioner
36 Wright said that the area has wetlands and it is not a safe place to build. Mr. Snyder said that
37 2500 acres, many of which are west of Legacy, have been transferred to the Nature
38 Conservancy.

39
40 Chair Hayman said she feels there is still some opportunity in West Centerville, but that
41 it should not be the Commissioners' highest priority at this time. Commissioner Johnson
42 suggested staff be directed to look at the issues he mentioned above, with a completely open
43 timeline to report back to the Planning Commission. Commissioner Wright asked that staff also
44 consider the service needs of the area. Chair Hayman agreed with those directions, and
45 concurred with Commissioner Johnson that staff should be given a completely open timeline on
46 considering these questions.

47
48 **Discussion – Main Street Table of Uses Upcoming Amendment Process**

49
50 Ms. Younger discussed a process and timeline for amending the table of uses for Main
51 Street (Commercial Medium Zones). This process would include further noticing, including
52 mailer notices that would explain why the Council and Commission have decided to move
53 forward with these amendments and include specifics about which uses are possibly changing

1 and which are remaining the same. The mailers would also include a comprehensive definition
2 and explanation of "Conditional Use Permit" and how it differs from "Permitted" use, and state
3 the date of the first public hearing with a note that no decision will be made at the first meeting.
4 A possible public survey was suggested, but Mr. Snyder expressed concerns about conducting
5 a public survey if it was not well understood how survey results would be acted upon.
6

7 Commissioner Johnson agreed that no survey should be done, as this should be a
8 legislative decision. Chair Hayman commented that she feels the City Council wants a lot of
9 transparency with the public and that they do not want to do something that the public is not
10 comfortable with. She suggested a webpage where the public can comment on specific uses
11 that they do not want to see changed. Commissioner Daly suggested that a public forum should
12 also be held before the meeting. Commissioner Helgesen said that no matter what is done,
13 only a certain group of people will respond. She suggested putting out a paper copy of what is
14 on the website to reach more people who might not be online, perhaps in the newsletter.
15 Commissioner Wright agreed with Commissioner Helgesen that a paper copy of what will be
16 included on the webpage needs to be circulated for those who do not use electronic devices.
17 She also agrees with Commissioner Johnson that if there is nothing that will be done with
18 survey results, there is no purpose in doing a survey. Commissioner Hintze voiced that he does
19 think it is a good idea to do a survey. Chair Hayman said that the more channels to gather
20 public comment that the Planning Commission provides, the more likely the City Council is to
21 approve the Table of Uses.
22

23 Chair Hayman agreed with all of staff's suggestions on the process checklist included
24 with the staff report, and also wants information about the proposed changes to the Main Street
25 Table of Uses to be included in the newsletter. She also would like to see a separate meeting
26 held for property owners on Main Street. Ms. Younger asked if that would happen before the
27 open public forum, or after. Chair Hayman and Commissioner Hintze voiced that they feel the
28 property owner meeting should be done after the public open forum so that they could address
29 concerns the public had raised previously. Commissioner Wright and Commissioner Hirst
30 suggested doing the meeting for the property owners before the rest of the general public so
31 that they could feel consulted early in the process.
32

33 Commissioner Johnson asked, since this lengthy public process is going to be embarked
34 upon, if more could be tackled than the Main Street Table of Uses changes. Chair Hayman
35 says she does not feel the City Council is ready to do more than change the Table of Uses at
36 this time. Ms. Younger commented that at the property owners' forum some other ideas for Main
37 Street Changes on the horizon could be discussed to get preliminary feedback from the public
38 on that as well. Chair Hayman asked staff to remind her to do that.
39

40 Chair Hayman directed staff to move forward with the process checklist provided, adding
41 to that checklist that a paper version of the proposed Main Street Table of Use changes will be
42 included in the newsletter, and a meeting will be set up with property owners as well. She also
43 asked that staff develop and present to the Planning Commission a proposed webpage. Mr.
44 Snyder said that staff can also create a program of publications to show to the Planning
45 Commission, along with a preliminary schedule, and list of uses that will be included in the
46 program, and then send it to the City Council for comments before moving forward. He said that
47 staff will try to get that back to the Planning Commission by the next Planning Commission
48 meeting.
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1 **MINUTES REVIEW AND ACCEPTANCE**

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3 The minutes of the May 23rd meeting were reviewed and amendments suggested.
4 Commissioner Wright made a **motion** to accept as amended. Commissioner Hirst seconded
5 the motion which passed unanimously (7-0).

6
7 **COMMUNITY DEVELOPMENT DIRECTOR'S REPORT**

8
9 The next Planning Commission meeting is scheduled for June 27, 2018.

10
11 Mr. Snyder discussed recent decisions made in the City Council.

12
13 **ADJOURNMENT**

14
15 At 8:52 p.m. Chair Hayman made a **motion** to adjourn. Commissioner Helgesen
16 seconded the motion which passed unanimously (7-0).

17
18
19 *Cheylynn Hayman*
20 Cheylynn Hayman, Chair

7-2-18
 Date Approved

21
22
23 *Avalon Comly*
24 Avalon Comly, Recording Secretary

