

1 **PLANNING COMMISSION MINUTES OF MEETING**

2 **Wednesday, January 10, 2024**

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

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

7
8 **MEMBERS PRESENT**

9 Shawn Hoth

10 Mason Kjar

11 Amanda Jorgensen

12 Matt Larsen

13 Tyler Moss

14 LaRae Patterson

15 Heidi Shegrud

16
17 **STAFF PRESENT**

18 Lisa Romney, City Attorney

19 Whitney Black, Assistant Planner

20
21 **VISITOR**

22 Max Mikhailov, S&S Auto

23 Lisa Watts Baskin, Smith Hartvigsen

24
25 **LEGISLATIVE THOUGHT/PRAYER** Commissioner Jorgensen

26
27 **PLEDGE OF ALLEGIANCE**

28
29 **ELECT CHAIR AND VICE CHAIR**

30
31 Commissioner Patterson **nominated** Mason Kjar to serve as Planning Commission
32 Chair. Commissioner Larsen seconded the nomination. With no other nominations, a vote to
33 appoint Mason Kjar to serve as Planning Commission Chair in 2024 passed unanimously (7-0).

34
35 Commissioner Jorgensen **nominated** LaRae Patterson to serve as Planning
36 Commission Vice Chair. Commissioner Larsen seconded the nomination. With no other
37 nominations, LaRae Patterson was elected by unanimous vote (7-0) to serve as Vice Chair in
38 2024. Commissioner Shegrud agreed to finish the meeting as Acting Chair.

39
40 **2024 ANNUAL MEETING SCHEDULE**

41
42 The Planning Commission reviewed a meeting schedule for 2024. Commissioner
43 Shegrud pointed out the proposed schedule included meetings on February 14th, Valentine's
44 Day, and July 24th, Pioneer Day. Vice Chair Patterson **moved** to amend the proposed 2024
45 meeting schedule to remove meetings scheduled for February 14, 2024 and July 24, 2024.
46 Commissioner Larsen seconded the motion, which passed by unanimous vote (7-0).

47
48 **PUBLIC HEARING – CONDITIONAL USE PERMIT FOR VEHICLE RENTAL OR**
49 **SALE, LIMITED – S&S AUTO SALES LOCATED AT 595 N 1250 W SUITE #1**

50
51 Assistant Planner Whitney Black explained the request for Conditional Use Permit for a
52 used car dealership at 595 North 1250 West Suite #1, in the Industrial High (I-H) Zone. She said
53 the business owner planned to display 3-4 vehicles inside the shop, serving customers by
54 appointment from 9 a.m. to 5 p.m., five days a week. Ms. Black said staff believed the request
55 was consistent with the intent of the General Plan, and could be served by existing

1 infrastructure. Ms. Black commented that a permit would be needed for the sign that was
2 already in place. Although the business would be in a building that was part of a larger complex,
3 the building itself (shared by a drone business currently occupying two suites) only had eleven
4 parking spaces. The drone business should have twelve parking spaces according to City
5 parking calculations, and was already deficient by one. No parking spaces remained to meet the
6 required six for the proposed used car dealership. Ms. Black said staff recommended the
7 Planning Commission deny the application, or table the matter to provide an opportunity for the
8 applicant to apply for a parking modification or provide information regarding all businesses in
9 the complex for recalculation of parking. The property owner could apply for a site plan
10 amendment to stripe additional parking behind the building.

11
12 The Planning Commission discussed parking calculations on individual buildings versus
13 an entire complex. Ms. Black clarified that the subject complex had one property owner with
14 buildings leased to individuals/companies.

15
16 Max Mikhailov, owner of S&S Auto, said the complex had a lot of common parking that
17 was always available during the day. He emphasized that his business was operated by
18 appointment only, and said he did not see parking being a problem. Mr. Mikhailov said the
19 property owner of ten years told him no one had ever complained of a parking problem. He said
20 he would drive vehicles for sale to the site individually; vehicles would not be delivered by
21 transport truck. Chair Kjar suggested the possibility of a shared parking agreement.

22
23 Commissioner Shegrud opened a public hearing at 7:35 p.m., and closed the public
24 hearing seeing no one come forward. Commissioner Shegrud said she viewed the situation as a
25 whole-site problem for the landlord to solve. City Attorney Lisa Romney suggested the Planning
26 Commission could table the matter and direct staff to look at how the site was approved,
27 allowing time for the applicant to pursue one of the options discussed. Mr. Mikhailov commented
28 that a dealership had previously existed in the complex.

29
30 Chair Kjar stated the application as submitted was not in compliance with City ordinance.
31 He said expanding the application would be the applicant's responsibility. Chair Kjar pointed out
32 that similar parking situations had occurred in Centerville previously, with parking approved for
33 initial tenants and insufficient parking remaining for subsequent tenants. Chair Kjar expressed
34 the opinion that the landlord should monitor the parking available for each tenant, and not
35 promise more parking than was available to potential tenants. Chair Kjar expressed support for
36 tabling the matter.

37
38 Commissioner Shegrud **moved** to table the matter and direct staff to work with the
39 applicant to find a solution. Commissioner Larsen seconded the motion, which passed by
40 unanimous vote (7-0).

41
42 **PUBLIC HEARING – MUNICIPAL CODE AMENDMENTS – SUBDIVISION**
43 **ORDINANCE UPDATES**

44
45 Ms. Romney explained that proposed amendments to Title 15 of the Centerville
46 Municipal Code were drafted in response to SB 174 (approved in 2023), related to residential
47 land use development and management. Ms. Romney introduced Lisa Watts Baskin with Smith
48 Hartvigsen, one of the firms hired by the State to help cities draft the amendments, which must
49 be adopted by February 1, 2024.

50
51 Ms. Baskin explained requirements of SB 174. She said the City Council may no longer
52 be an approving body for residential subdivisions. In addition, cities can no longer mandate
53 conceptual subdivision review for residential subdivisions. Specific review and approval

1 timelines were added. Ms. Baskin and Ms. Romney reviewed proposed amendments to Title 15
2 with the Planning Commission, and answered questions.
3

4 Ms. Romney recommended not including a public hearing with preliminary subdivision
5 plat approvals because preliminary approvals were an administrative decision that involved very
6 little discretion. If an application met City Code, the application should be approved. Ms.
7 Romney suggested accepting written public comment for a specified time instead of a public
8 hearing. She explained SB 174 had mandated final plat applications were to be reviewed and
9 approved by staff, no longer by the City Council with a public hearing.
10

11 The Planning Commission discussed whether or not they wanted to include a public
12 hearing with preliminary approvals. Chair Kjar said he would prefer to include a public hearing
13 because sometimes allowing a vent for public frustration was exactly what was necessary. He
14 said a public hearing could afford the public an opportunity to understand how the process
15 worked. Commissioner Larsen expressed the opinion that inviting the public for a hearing on an
16 administrative decision may result in public frustration, and put staff in an even more difficult
17 position.
18

19 Commissioner Shegrud opened a public hearing, and closed the public hearing seeing
20 no one come forward. The Planning Commission discussed welcoming written public comment
21 for preliminary approvals. Commissioner Patterson pointed out a reference to Riverton City in
22 the draft, and said there were additional corrections necessary. Ms. Romney indicated the
23 document would be cleaned up.
24

25 Commissioner Shegrud **moved** to recommend approval of Ordinance No. 2024-01 to
26 the City Council, subject to staff making changes discussed that evening and changes deemed
27 necessary by staff and contract attorneys. Commissioner Larsen seconded the motion, which
28 passed by unanimous vote (7-0).
29

30 **PUBLIC HEARING – MUNICIPAL CODE AMENDMENTS – IMPACT FEE**
31 **ORDINANCE UPDATES**
32

33 Ms. Romney said staff had been working on updating and reorganizing Title 15
34 (Subdivision) and Title 20 (Impact Fees) before the State passed SB 174. She presented
35 proposed amendments. Commissioner Shegrud said the amendments seemed straight forward.
36

37 Commissioner Shegrud opened a public hearing, and closed the public hearing seeing
38 no one come forward. Chair Kjar **moved** to forward a positive recommendation of Ordinance
39 No. 2024-02 to the City Council with no conditions, caveats, concerns, reservations, questions,
40 criticisms, or otherwise. Commissioner Shegrud seconded the motion, which passed by
41 unanimous vote (7-0).
42

43 **COMMUNITY DEVELOPMENT DIRECTOR'S REPORT**
44

45 The Planning Commission was scheduled to meet next on January 24, 2024.
46

47 **MINUTES REVIEW AND APPROVAL**
48

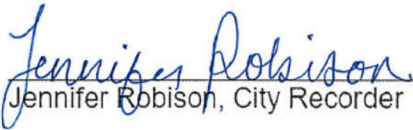
49 Minutes of the November 8, 2023 Planning Commission Meeting were reviewed.
50 Commissioner Shegrud **moved** to approve the minutes. Commissioner Patterson seconded the
51 motion, which passed by unanimous vote (7-0).
52

53 Ms. Black updated the Planning Commission on recruitment efforts for a new
54 Community Development Director. Chair Kjar expressed gratitude and appreciation to Heidi

1 Shegrud for all the effort she put into being Planning Commission Chair in 2023. Commissioner
2 Shegrud spoke of the importance of promoting health and welfare in the community.

3
4 **ADJOURNMENT**

5
6 At 8:59 p.m., Commissioner Patterson **moved** to adjourn the meeting. Commissioner
7 Larsen seconded the motion, which passed by unanimous vote (7-0).

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10 
11 _____
12 Jennifer Robison, City Recorder

1-24-2024

Date Approved

