



Memorandum

To: Planning Commission
From: Thomas Dansie, Director of Community Development
Date: May 30, 2025
Re: 2025 Planning Commission Work Meeting Priorities - Re-evaluation

The Planning Commission established priority work items for 2025 in the January work meeting. Since that time the Commission has accomplished most items identified as top priorities. The Commission has also identified additional potential work items that were not included in the prioritization.

The Commission should reevaluate the 2025 work item priorities. This will make the Commission's future work meetings more efficient and effective.

Table 1 below shows the original prioritization of 2025 work items established in the January 2025 meeting. Staff has updated the table to show the current status of each of these priorities. Table 2 shows the additional work items the Commission and staff have identified since January 2025 and which should be prioritized now.

The Commission should examine both Tables 1 and 2 and then reprioritize work items for the remainder of 2025.

TABLE 1: Original 2025 Work Item Prioritization (updated with current status)

Priority 1 Items		
Work Item	Notes	Status
Accessory Structure Revisions	The Commission held a public hearing on this item in May and recommended approval to the Council. The Commission's work on this item is complete.	Complete.
Swimming Pool Setbacks	The Town Council adopted revised setbacks for pools in the May meeting. During the review of this item the Planning Commission identified an additional potential work item: standards for deep excavations in close proximity to property lines. This item has been added to the list of potential work items in Table 2.	Complete.
Event Permits and Policy Revisions	The Parks Department has decided to address the problematic issues through the Town's Park Rental Policies, and not through ordinance revisions. This item can be removed from the list.	Removed.

Parking in the Flood Hazard Area	The Planning Commission prepared an ordinance and recommended approval to the Town Council. The Council reviewed the ordinance and requested that the Commission revisit this item with more attention to the impacts of parking in the flood hazard area on the Virgin River. The Commission has bifurcated this item into two issues: 1) parking in the flood hazard area, and 2) protection of the Virgin River as outlined in the Virgin River Management Plan. The first of these is on the work meeting agenda for June. The second has been added to the list of potential additional work items in Table 2.	In progress.
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Priority 2 Items

Issue	Notes	Status
Water Conservation Policies		Not started.
FR and VR Size and Height Bonus		Not started.
A-Frame Sign Standards	The Commission reviewed this item in the May work meeting. The Commission decided not to make wholesale changes to the A-frame sign revisions. Instead the Commission directed staff to make minor clarifying updates. This item is scheduled for public hearing at the Commission's June regular meeting.	Nearly complete.
Parking Ordinance Revisions	This item has been on hold pending the results of the current car-free travel to Springdale study. That study is nearly complete—the final report will be presented to the Town Council in the June Council meeting. Mayor Bruno recently requested the Commission begin work on this item as a priority.	Not started.
Enhanced Buffering for Commercial to Residential Properties (including swimming pools)		Not started.

Priority 3 Items

Issue	Notes	Status
Encouraging Outdoor Dining through Land Use Regulation		Not started.

Encouraging More Restaurants through Land Use Regulation		Not started.
Incentivizing Development of More Public Restrooms		Not started.
Promote Village Character (limit chain design buildings)		Not started.
Make Active Use of Buildings (prevent vacant buildings in the Commercial zone)		Not started.
Low Priority		
Issue	Notes	Status
Water Dedication Ordinance		Not started.

TABLE 2: Additional Potential Work Items Identified since January 2025

Potential Work Item	Description / Notes
Planning Commission Identified Topics	
Standards for Deep Excavations	This item is intended to protect adjacent properties and/or sensitive natural features (e.g. 30% slopes) from being impacted by deep excavations on a property. The Commission has already reviewed this item at the May work meeting and work is ongoing.
Protection of the Virgin River as Outlined in the Virgin River Management Plan	This item complements the parking in the flood hazard zone item in Table 1. It is intended to protect the Virgin River from impacts associated with new development. The Town's Virgin River Management Plan provides a general vision and some initial strategies the Commission can use to guide work on this project.

Staff Identified Topics	
Wildland Urban Interface / Wildfire Protection	This would add requirements for new construction to promote fire prevention in foothill locations (e.g. require non-combustible building materials, separation distances between buildings and combustible vegetation, etc.). Recent state legislation will likely require the Town to adopt such standards.
Retaining Wall Standards	Lehi City recently updated their retaining wall standards to address wall stability, slope preservation, and other issues. Many of the same issues are prevalent in Springdale. The retaining wall standards in the code could be updated accordingly. This issue could be combined with the deep excavation ordinance the Commission is currently working on.
Non-conforming properties in the CC zone	The majority of properties in the CC zone, and many in the VC zone, are non-compliant with one and sometimes multiple code requirements. This makes redeveloping the properties difficult and is a disincentive to bring the properties into compliance with the current code. The result is property owners investing in the property in such a way that perpetuates the non-compliance of the property, rather than bring the property into compliance (e.g. the recent overhaul of the Pioneer Lodge). The Commission could investigate strategies that allow more creative redevelopment of these properties to help bring them into more (if not complete) compliance with the current code.
Clarification of application requirements for Farmer's Market Permits and Private Outdoor Event Permits	There are several administrative items related to the application process for both Farmers' Markets and Private Outdoor events that can be clarified.
Hillside Protection Zone	The Town's Open Space Plan (adopted 11/2023) recommends the Town adopt standards for subdivision development on hillsides. These would be in addition to the Town's existing standards (e.g. 30% slope, high visual impact, etc.). The goal is to protect the natural function of the hillsides as much as possible.

Commission Action

The Planning Commission should discuss the work meeting items in Tables 1 and 2 to determine which are most critical for the Town to address. The Commission should then re-prioritize the items accordingly.