

**City of Taylorsville**  
**Planning Commission Meeting Minutes**  
**June 10, 2025, 6:00 p.m.**  
**2600 West Taylorsville Blvd, Room No. 140**  
**Taylorsville, UT 84129**

## ATTENDANCE

## Planning Commission

- 9 Marc McElreath (Vice Chair)
- 10 Barbara Muñoz
- 11 Don Quigley
- 12 Cindy Wilkey
- 13 Gordon Willardson
- 14 David Young (Alternate)

## Staff

Jim Spung, Senior Planner  
Terryne Bergeson, Planner  
Jamie Brooks, City Recorder

## 16 **Excused:** Chair Don Russell and Commissioner David Wright

## 18 Others: Ernest Burgess, Bob Knudsen and Lynette Wendel

## **GENERAL MEETING – 6:00 P.M.**

22 In Chair Russell's absence, Vice-Chair Marc McElreath called the meeting to order at 6:00  
23 p.m., reading an opening statement.

25 **CONSENT AGENDA**

26 1. Review/approval of the minutes for April 22, 2025 and May 13, 2025.

28 MOTION: Commissioner Quigley moved to approve the minutes of the April 22,  
29 2025 Planning Commission meeting. The motion was seconded by  
30 Commissioner Willardson.

32	<b>Commissioner Quigley</b>	Aye
33	<b>Chair McElreath</b>	Aye
34	<b>Commissioner Willardson</b>	Aye
35	<b>Commissioner Young</b>	Aye
36	<b>Commissioner Wilkey</b>	Aye

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37 **Commissioner Muñoz**    **Abstained**

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39 **Motion Passed 5-0**

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41 **MOTION:** **Commissioner Young moved to approve the minutes of the May 13, 2025**  
42 **Planning Commission meeting. The motion was seconded by**  
43 **Commissioner Willardson.**

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45 Commissioners Wilkey, Quigley and Muñoz all indicated they would need to abstain from  
46 the vote since they had not been present at the meeting. With that information, it was  
47 determined that there were only three commissioners present to vote on the motion which  
48 was not a quorum. Therefore, the minutes would need to be tabled until the next meeting.

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50 Chair McElreath then asked Commissioner Muñoz to introduce herself which she did.

51

52 The Chair then turned the time over to Lynette Wendel who had recently concluded her many  
53 years of service on the planning commission. Ms. Wendel took a moment to express her  
54 appreciation to her fellow commissioners and the planning staff. She also expressed her  
55 pride in what the commission had managed to accomplish during her years of service.

56

57 **OTHER MATTERS**

58    **2. Planning Commission Discussion Regarding External Accessory Dwelling**  
59 **Units (ADUs), Accessory Buildings, and Minimum Parking Standards, in**  
60 **Response to the City's Moderate Income Housing Plan Strategies – Jim Spung,**  
61 **Senior Planner**

62

63  Mr. Spung led the discussion on External Accessory Dwelling Units (ADUs), accessory  
64 buildings, and minimum parking standards. He explained that this discussion was in  
65 response to the city's Moderate Income Housing Plan strategies and was intended to gather  
66 input from the commission before bringing a formal item to amend the code through a public  
67 hearing.

68 Spung provided background on Utah Code §13-9a-403, which requires cities to incorporate  
69 a moderate-income housing element in their general plan and include strategies to achieve  
70 moderate income housing. He mentioned that Taylorsville had selected five strategies,  
71 including creating or allowing for and reducing regulations related to internal or detached  
72 accessory dwelling units in residential zones.

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73 The discussion focused on several key points:

74 ● Lot Size Requirements: Mr. Spung proposed a minimum lot size of 8,000 square feet  
75 for ADUs, with an exception for new construction. This sparked further discussion  
76 with Commissioner Quigley about whether to start with a more conservative 10,000  
77 square foot requirement or to eliminate the minimum lot size altogether in the  
78 beginning.

79 ● Owner Occupancy: The proposed standards required the property owner to live on  
80 the property, either in the ADU or the main house.

81 ● Parking: The discussion touched on parking requirements, with Mr. Spung noting that  
82 state legislation might impact future regulations.

83 ● Size and Design Standards: Proposed standards included a minimum size of 200  
84 square feet and a maximum of 1,500 square feet for detached ADUs, with a limit of  
85 two bedrooms. Design standards were discussed to ensure ADUs would match the  
86 primary dwelling's appearance.

87 ● Utility Connections: The proposed standards required ADUs to share utility  
88 connections with the primary dwelling (to help avoid subdivision of property).

89 ● Short-term Rentals: The commission discussed prohibiting the use of ADUs as short-  
90 term rentals so as to reserve any housing for Utah residents in need of housing  
91 instead of investors.

92 ● Height Restrictions: A maximum height of 16 feet was proposed, with some  
93 discussion about allowing two-story ADUs in certain circumstances.

94 Commissioners expressed various concerns and opinions throughout the discussion:

95 ● Commissioner Quigley suggested a more conservative approach, starting with larger  
96 lot sizes and gradually expanding if successful.

97 ● Commissioner Muñoz proposed gathering more data on inquiries about ADUs and  
98 suggested limiting the number of permits rather than lot sizes.

99 ● Chair McElreath advocated for moving forward with allowing external ADUs sooner  
100 rather than later, potentially positioning Taylorsville as a model city for ADU  
101 regulations. He liked Commissioner Muñoz' suggestion of limiting the number of  
102 permits issued instead of increasing the allowable square footage. But if it came  
103 down to choosing a minimum lot size, he preferred 8,000 sq ft over 10,000 sq ft.

104 The commission agreed to expedite the process for external ADUs and requested more GIS  
105 analysis to better understand the potential impact on different neighborhoods. They also  
106 discussed the possibility of requiring a public hearing for any two-story ADU proposals.

107 Mr. Spung agreed to send the PowerPoint presentation to the commissioners and prepare a  
108 more formal review for the next meeting, potentially leading to a public hearing for a text  
109 amendment in July.

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111 **CITY COUNCIL MEETING DISCUSSIONS**

112 Commissioner McElreath reviewed the agenda of the May 21<sup>st</sup> City Council meeting, after  
113 which Commissioner Young reported on the City Council meeting of June 4, 2025. Among  
114 other things, he noted that Commissioners Wilkey and Russell were reappointed to the  
115 planning commission, while Ms. Muñoz was appointed for the first time.

116

117 **MOTION:** **Commissioner Muñoz moved to adjourn. The motion was seconded by**  
118 **Commissioner Wilkey and passed unanimously.**

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120 The meeting adjourned at 8:01 p.m.

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122 \_\_\_\_\_

123 Jamie Brooks, MMC

124 City Recorder

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