



**Minutes of the  
Millcreek Planning Commission  
June 18, 2025  
5:00 p.m.  
Regular Meeting**

The Planning Commission of Millcreek, Utah, met in a regular public meeting on Wednesday, June 18, 2025, at City Hall, located at 1330 E. Chambers Avenue, Millcreek, Utah 84106. The meeting was conducted electronically and live streamed via the City's website with an option for online public comment.

**PRESENT:**

**Commissioners**

Shawn LaMar, Chair  
Victoria Reid, Vice Chair  
Steven Anderson  
Christian Larsen  
Nils Per Lofgren  
Jacob Richardson  
Diane Soule  
Dwayne Vance (arrived at 5:08pm)  
Ian Wright (absent)

**City Staff**

Elyse Sullivan, City Recorder  
Sean Murray, Planner  
Carlos Estudillo, Planner  
Jake Green, Development Review Specialist

**Attendees:** Brandon Fry, Judith Goff, Patrick Goff

**REGULAR MEETING – 5:00 p.m.**

**TIME COMMENCED – 5:04 p.m.**

Chair LaMar called the meeting to order and briefly described the duties of the Planning Commission.

**1. Public Hearing**

**1.1 Consideration of CU-25-002/SD-25-006, Request for a Conditional Use Permit and a Major Subdivision to Accommodate a 14-Unit Owner Occupied Residential**

**Development Location: 4317 S 700 E Applicant: Brandon Fry Planner: Carlos Estudillo**

Carlos Estudillo said the project, previously reviewed during a rezone process, was approved for a zone change from R-1-8 (single-family) to RM (multi-family residential) in April. The development, which retains the same layout and design presented during the rezoning, spans 0.93 acres and includes a mix of housing types: an eight-unit condominium building accessed from 700 East, and six three-bedroom townhomes (in two triplex buildings) accessed from 730 East. All units are under the 35-foot height limit and conform to prescribed setbacks.

The condominiums will include a mix of one-, two-, and three-bedroom units. Each townhome features a two-car garage. Parking provisions include 12 enclosed spaces in the townhomes, 20 stalls within the condominium garage (15 for residents and 5 for guest/ADA), and three additional guest stalls. The site plan incorporates durable, low-maintenance

materials and adheres to specifications outlined in the development agreement, including required frontage improvements (curb, gutter, sidewalk, landscaping, and utilities) and a 10-foot public utility easement, as well as a six-foot perimeter fence.

Eight of the 14 units (the condominiums) are subject to a restrictive use agreement to promote owner occupancy; a condition tied to the original zone change. A subdivision plat has been submitted and will undergo technical review. Staff found the project to be compliant with the RM zoning and development agreement and recommends approval with no additional conditions. The Millcreek Community Council supported the application but recommended additional considerations due to anticipated impacts on 730 East. These include prioritizing 730 East in the city's sidewalk master plan, initiating a traffic study, and evaluating options such as sidewalk installation, speed control measures, and possible parking restrictions along 730 East. Estudillo presented the proposed site plan and building elevations to the commission.

Commissioner Vance asked if sidewalk was already installed on 730 E. Estudillo said there was some on the eastern side but not much on the western side. Chair LaMar asked if the traffic study should be a condition of approval [from community council recommendation]. Estudillo said 730 E. is a small street with a lack of improvements, so traffic could become an issue, though the city did not deem the impact to be sufficient enough to warrant a study. The neighborhood is looking for potential safety solutions. Staff could look at the Sidewalk and Trails Master Plan to determine the priority of 730 E to have sidewalks. Chair LaMar asked about a sidewalk process for regular roads with traffic issues. Estudillo said the process would start with the community council. This application is too far along for code to require a traffic study.

Brandon Fry said the development agreement laid out the intricacies of the development.

*Chair LaMar opened the public hearing.*

Judith Goff, 730 E, appreciated the planning commission and commended the developer for working with the neighborhood. She said there are a lot of children on the street, the street is narrow, there are no streetlights, and four houses do not have sidewalk, so the kids walk in the street. She expressed concern for safety.

*Chair LaMar closed the public hearing.*

Chair LaMar brought up the Sidewalk and Trails Master Plan. Commissioner Soule said anyone could make a request for the master plan. Commissioner Richardson encouraged Ms. Goff to reach out to the Millcreek Community Council for sidewalk priority for 730 E. Commissioner Vance asked what the conditional use was that was being reviewed. Estudillo said a multifamily use is a conditional use in the zone. Commissioner Reid pointed out that there were streetlights planned on the edge of this property on 730 E.

**Commissioner Soule moved that the Planning Commission approve application file number CU-25-002/SD-25-006, as presented, based on the findings of the staff report. Commissioner Anderson seconded. Chair LaMar called for the vote. Commissioner Anderson voted yes, Chair LaMar voted yes, Commissioner Larsen voted yes,**

Commissioner Lofgren voted yes, Commissioner Reid voted yes, Commissioner Richardson voted yes, Commissioner Soule voted yes, and Commissioner Vance voted yes. The motion passed unanimously.

## 2. Commission Business

### 2.1 Approval of April 16, 2025 Regular Meeting Minutes

Commissioner Lofgren moved to approve the meeting minutes from the April Planning Commission meeting. Commissioner Reid seconded. Chair LaMar called for the vote. Commissioner Anderson voted yes, Chair LaMar abstained, Commissioner Larsen voted yes, Commissioner Lofgren voted yes, Commissioner Reid voted yes, Commissioner Richardson voted yes, Commissioner Soule voted yes, and Commissioner Vance voted yes. The motion passed unanimously.

### 2.2 Updates from the Planning and Zoning Director

Sean Murray noted the application presented was based on the requirements of the old code [new code adopted May 19, 2025], and the new code is working well. Murray mentioned there would be discussion on the Meadowbrook Station Area Plan in the July meeting.

## 3. Calendar of Upcoming Meetings

- City Council Mtg. 6/23/25 7:00 p.m.
- Millcreek Community Council Mtg., 7/1/25, 6:30 p.m.
- Canyon Rim Citizens Association Mtg., 7/2/25, 7:00 p.m.
- East Mill Creek Community Council Mtg., 7/3/25, 6:30 p.m.
- Historic Preservation Commission Mtg., 7/10/25, 6:00 p.m.
- City Council Mtg. 7/14/25 7:00 p.m.
- Planning Commission Mtg. 7/16/25, 5:00 p.m.

**ADJOURNED:** Commissioner Vance moved to adjourn the meeting at 5:43 p.m.

Commissioner LaMar seconded. Chair LaMar called for the vote. Commissioner Anderson voted yes, Chair LaMar voted yes, Commissioner Larsen voted yes, Commissioner Lofgren voted yes, Commissioner Reid voted yes, Commissioner Richardson voted yes, Commissioner Soule voted yes, and Commissioner Vance voted yes. The motion passed unanimously.

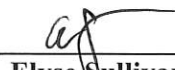
APPROVED:

  
Shawn LaMar, Chair

Date

July 16, 2025

Attest:

  
Elyse Sullivan, Recorder