



**NOTICE OF MEETING AND AGENDA  
PLANNING COMMISSION  
AUGUST 12, 2025, AT 7:00 P.M.**  
City Council Chambers  
110 South Main Street  
Springville, Utah 84663

The agenda will be as follows:

**Call to Order**

- Approval of the Agenda
- Approval of Minutes: July 8, 2025

**Consent Agenda**

*The Consent Agenda includes administrative actions where no additional discussion is needed. When approved, the recommendations in the staff reports become the action of the Commission. A call for objection or comment will be made on the consent agenda items. If there is any opposition or comment, the item will be removed from the consent agenda and put on the regular administrative session meeting agenda for discussion. Without objections or comments, the item(s) will pass without further consideration.*

No items.

**Administrative Session**

No items.

**Legislative Session – Public Hearing**

1. Springville Community Development requests an amendment to Title 11, Chapter 6, Article 134, Accessory Dwelling Units, to allow Internal Accessory Dwelling Units in Single-Family Attached Dwellings.

**Adjournment**

THIS AGENDA SUBJECT TO CHANGE WITH A MINIMUM OF 24-HOURS NOTICE

This meeting was noticed in compliance with Utah Code 52-4-202 on August 8, 2025. Agendas and minutes are accessible through the Springville City website at [www.springville.org/agendas-minutes](http://www.springville.org/agendas-minutes). Planning Commission meeting agendas are available through the Utah Public Meeting Notice website at [www.utah.gov/pmn/index.html](http://www.utah.gov/pmn/index.html). Email subscriptions to Utah Public Meeting Notices are available through their website.

In compliance with the Americans with Disabilities Act, the City will make reasonable accommodations to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the Community Development department at (801) 491-7861 at least three business days prior to the meeting.

**IN ATTENDANCE**

**Commissioners Present:** Genevieve Baker, Ann Anderson, Ralph Calder,  
Hunter Huffman, Peter Pratt, and Tyler Patching

**Commissioners Excused:** Brett Nelson

**City Staff:** Josh Yost, Community Development Director  
Heather Goins, Executive Assistant

**CALL TO ORDER**

Chair Baker called the meeting to order at 7:00 p.m.

**APPROVAL OF THE AGENDA**

Commissioner Anderson moved to approve the agenda as written. Commissioner Huffman seconded the motion. The vote to approve the agenda was unanimous.

**APPROVAL OF THE MINUTES**

*June 10, 2025*

Commissioner Patching moved to approve the June 10, 2025, meeting minutes. Commissioner Pratt seconded the motion. The vote to approve the meeting minutes was unanimous.

**CONSENT AGENDA**

*No Items*

**ADMINISTRATIVE SESSION**

***1. Destination Homes presentation and discussion of the Creekside neighborhood development.***

Josh Yost, Community Development Director, introduced a high-level discussion regarding Destination Homes' potential development in the Dry Creek area. The proposal is not tied to a formal application but involves increased residential density and a new overlay zone, which would exceed the current General Plan and zoning allowances. Director Yost emphasized the long-term implications for infrastructure, traffic, and community services and requested conceptual input from the Commission.

Brandon Ames of Destination Homes presented the vision for a walkable, mixed-use neighborhood with approximately 500 residential units, a variety of housing types, integrated trails, and thoughtfully designed open space. The proposal includes small-scale commercial uses, such as soda shops and a farmers market, and collaboration with local artists.

Mr. Ames explained the intent to reflect traditional neighborhood design and provide housing that accommodates residents across life stages. The anticipated buildout timeline is 7-10 years, with entitlement targeted for late 2025. A traffic study is underway, and transportation planning is being coordinated with UDOT and the City's 2040 Master Transportation Plan.

Commissioners asked questions and provided feedback on the following topics:

- Traffic, parking, and school access concerns, particularly in higher-density areas
- Interest in flexible zoning and design standards to allow diverse housing options
- Encouragement to coordinate with UTA and commuter rail infrastructure
- Desire for more evenly distributed commercial nodes
- Support for public art and performing arts space as part of the neighborhood identity
- Discussion of alignment with the General Plan and Westfields Community Plan
- Request for additional information on the potential tax revenue impacts
- Interest in community engagement and continued dialogue with neighboring property owners

Director Yost and Mr. Ames also discussed phasing requirements, collaboration with the school district, and open space commitments. The Commission expressed appreciation for the early engagement and thoughtful approach to community development.

#### **LEGISLATIVE SESSION:**

***No Items***

With nothing further to discuss, Commissioner Calder moved to adjourn the meeting. Commissioner Patching seconded the motion. Chair Baker adjourned the meeting at 8:25 p.m.



**PLANNING COMMISSION  
STAFF REPORT**

Agenda Item #1  
August 12, 2025

August 4, 2025

TO: Planning Commission Members

FROM: Carla Wiese, Planner/Econ Dev Spec.

RE: **Springville Community Development requests an amendment to Title 11, Chapter 6, Article 134, Accessory Dwelling Units, to allow Internal Accessory Dwelling Units in Single-Family Attached Dwellings.**

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**Petitioner:** Springville City Community Development

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**Summary of Issues**

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- Is the proposed amendment consistent with the Moderate-Income Housing element of the General Plan?
- Is the proposed amendment consistent with the original purpose of Springville City Code Title 11 Chapter 6 Article 1 Section 134 Accessory Dwelling Units?

**Background**

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In July 2020, Springville City amended its Development Code to permit accessory dwelling units (ADUs), marking a key step in implementing the City's Moderate Income Housing Plan. Since the amendment, the City has issued 54 ADU certificates.

Reducing barriers to ADU development is one strategy outlined in the Moderate-Income Housing Element of the General Plan. Currently, Springville allows both internal and detached ADUs on single-family detached homes in all residential zones.

To further advance the goals of the Moderate-Income Housing Plan, City staff is now proposing to expand ADU eligibility to include internal ADUs within twin homes and townhomes.

**Analysis**

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Allowing internal ADUs in single-family attached homes is comparable to permitting them in single-family detached homes. The parking requirements and other guidelines would remain unchanged. Additionally, the challenges associated with monitoring owner occupancy are consistent for both detached and attached single-family homes, meaning there would be no additional burden on staff beyond current enforcement efforts. Staff has not identified a compelling reason to prohibit ADUs in single-family attached units.

**Staff Recommendation**

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Staff finds that the proposed amendment is consistent with the Moderate-Income Housing Element of the General Plan and with the original purposes for allowing ADUs as stated in 11-6-134.

Staff recommends that the Planning Commission forward a recommendation of adoption to the City Council for the proposed zone text amendment.

#### **Recommended Motion**

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Move to recommend adoption of the proposed amendment to Title 11 Chapter 6 Article 134, Accessory Dwelling Units to allow internal accessory dwelling units in Single Family Attached Dwellings.

#### **Alternate Motion**

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Move to recommend denial of the amendments to the Springville City Zoning code to allow internal accessory dwelling units in single-family attached dwellings.

Move to continue consideration of the amendment to the Springville City Zoning code to allow internal accessory dwelling units in single-family attached dwellings.

#### **Attachments**

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Attachment 1: Proposed amendment to Springville City Code 11-6-134

## Attachment 1: Proposed amendment to Springville City Code 11-6-134

### **11-6-134 Accessory Dwelling Units.**

- (1) Purpose Statement. The purposes of this Section are to:
  - (a) Create new housing units to meet increased growth while maintaining the residential character of single-family neighborhoods;
  - (b) Provide more housing choices in residential zones;
  - (c) Allow more efficient use of existing single-family dwellings and public infrastructure;
  - (d) Offer a means for residents to remain in their homes and neighborhoods, and obtain extra income, security, companionship, and services; and
  - (e) Broaden the range of affordable housing throughout the City.
- (2) Owner Occupant. For the purposes of this title, “owner-occupant” shall mean the following:
  - (a) An individual who:
    - (i) Possesses, as shown by a recorded deed, fifty percent (50%) or more ownership in a dwelling unit; and
    - (ii) Occupies the dwelling unit with a bona fide intent to make it his or her primary residence; or
  - (b) An individual who:
    - (i) Is a trustor of a family trust that:
      - (A) Possesses fee title ownership to a dwelling unit;
      - (B) Was created for estate planning purposes by one (1) or more trustors of the trust; and
      - (C) Occupies the dwelling unit owned by the family trust with a bona fide intent to make it his or her primary residence. Each living trustor of the trust shall so occupy the dwelling unit except for a trustor who temporarily resides elsewhere due to a disability or infirmity. In such event, the dwelling unit shall nevertheless be the domicile of the trustor during the trustor’s temporary absence.
- (3) Applicability. Accessory dwelling units shall be permitted as specified in the “Land Use Matrix” found in Section 11-4-301.
- (4) Types of Accessory Dwelling Units. An ADU may be one (1) of the following:
  - (a) Within Single-Family Detached Dwelling. A property owner may:
    - (i) Convert a portion of the existing living area within a single-family dwelling into an ADU;
    - (ii) Construct an addition onto a single-family dwelling for an ADU; or
    - (iii) Include an ADU as part of new construction of a single-family dwelling; or
  - (b) Within a Single-Family Attached Dwelling. A property owner may:
    - (i) Convert a portion of the existing living area within a single-family attached dwelling into an ADU
    - (ii) Include an ADU as part of a new construction of a single-family attached dwelling; or

~~(b)~~(c) Detached Accessory Building. A property owner may:

- (i) Convert a portion of an area within an existing detached accessory building into an ADU;
- (ii) Construct an addition onto an existing accessory building for an ADU; or
- (iii) Include an ADU as part of a newly constructed accessory building.

~~(c)~~(d) Recreational vehicles and mobile homes shall not be used as an ADU. All ADUs in detached accessory buildings shall be on a foundation that meets the building code requirements.

(5) Standards. Accessory dwelling units shall conform to the following requirements:

(a) General Requirements Applicable to All Accessory Dwelling Units.

(i) Single-Family Dwelling. Accessory dwelling units shall only be allowed on lots that have only one (1) single-family detached or attached dwelling structure and no other dwelling structures.

(ii) Thirty (30) Day Rental. Accessory dwelling units shall not be rented for any period of time less than thirty (30) days.

(iii) One (1) per Lot. Only one (1) ADU shall be allowed on a lot that contains a single-family dwelling. A property owner's vesting in a detached ADU shall end should the property owner apply for and/or start using an ADU within the property owner's single-family detached dwelling. Likewise, a property owner who currently has an ADU within their single-family detached or attached dwelling cannot also start to make use of an ADU in a detached accessory building without first discontinuing the usage of the ADU within their single-family detached dwelling.

(iv) Density. Accessory dwelling units shall not be considered a dwelling for calculating block density standards or as part of density bonus calculations under an overlay that allows for density bonuses.

(v) Ownership. An ADU shall not be sold separately or subdivided from the principal single-family dwelling unit.

(vi) Owner Occupancy. An ADU shall only be permitted on a property when an owner occupant lives on the property within either the principal single-family dwelling or the ADU. Exceptions to owner occupancy may be permitted if the property owner has resided on the property for at least one (1) year and applies to have the occupancy requirement suspended if any of the following reasons exists:

(A) The owner has a bona fide, temporary absence of three (3) years or less for activities such as a temporary job assignment, sabbatical, or voluntary service. Indefinite periods of absence from the dwelling may not qualify for this suspension. City staff may require written documentation verifying the need for the suspension.

(B) The owner is placed in a hospital, nursing home, assisted living facility or other similar facility.

(vii) Number of Residents. The total number of residents that reside in an ADU may not exceed the number allowed for a "family" as defined under Section 11-3-402.

(viii) Home Occupation Businesses. Home occupation businesses shall be restricted to a home office use which creates no customer traffic.

(ix) Separate Living Areas. An accessory dwelling unit must provide eating, sleeping and sanitation facilities separate from the principal dwelling unit.

(x) Registration. An ADU must be registered with the Community Development Department and receive a zoning certificate as required by this Section.

- (xi) **Building Codes.** An ADU shall meet all of the requirements of local, State and Federal building and fire codes.
- (xii) **Utility Meters.** A single-family dwelling with an accessory dwelling shall have one (1) but no more than two (2) meters for each water, gas, and electricity utility service, and each meter shall be in the property owner's name. Impact fees may be required when adding a detached accessory dwelling unit.
- (b) **Additional Requirements – Single-Family Dwelling.** Accessory dwelling units located within a single-family dwelling shall comply with the following standards:
  - (i) **Land Use Regulations.** Any addition to the single-family dwelling for an ADU shall comply with the building height, yard requirements, and building coverage requirements of the underlying zoning ordinance and other applicable land use regulations.
  - (ii) **Entrance Locations.** Entrances to an ADU that is located within a single-family dwelling shall be designed in a manner that does not change the appearance of the primary dwelling as a single-family dwelling.
  - (iii) **Parking.** A property owner shall provide at least one (1) additional on-site parking space for an ADU, which parking space shall be in addition to the required number of parking spaces for the single-family dwelling. The parking space for the ADU shall be at least nine feet (9') by eighteen feet (18'). Tandem parking spaces may be used to satisfy this requirement.
- (c) **Additional Requirements – Detached Accessory Building.** An accessory dwelling unit located in a detached accessory building or as an addition to an existing accessory building shall comply with the following standards:
  - (i) **Setbacks.** Accessory dwelling units located in a detached accessory building shall comply with all applicable setbacks for accessory use structures found in Sections 11-4-405 and 11-4-406.
  - (ii) **Height.** An accessory building with an ADU located within it shall be limited in height to twenty feet (20').
  - (iii) **All “residential site development regulations”** applicable to accessory use structures found in Article 4 of this Chapter, any other applicable sections of this Code, and any other zoning or land use regulations for the underlying zoning district or any applicable overlay zoning district.
  - (iv) **Size Requirements.** The maximum area of an ADU within a detached accessory building shall be the maximum square footage allowed for an accessory building under the City's land use regulations.
  - (v) **Entrance Locations.** The entrance to an ADU unit in a detached accessory building shall be located:
    - (A) Facing an alley, public street or facing the rear facade of the single-family dwelling on the same property;
    - (B) Facing a side or rear property line provided the entrance is located a minimum of ten feet (10') from the side or rear property line;
    - (C) Exterior stairs leading to an entrance shall be located a minimum of ten feet (10') from a side or rear property line unless the applicable side or rear property line is adjacent to an alley in which case the minimum setback for the accessory building applies to the stairs.
  - (vi) **Parking.**
    - (A) In the R1-10 and R1-15 zones, a property shall provide a minimum of two (2) additional on-site parking spaces for an ADU, which two (2) parking spaces are in addition to the required number of parking spaces for the single-family dwelling. Each parking space for the ADU shall be at least nine feet (9') by eighteen feet (18') in area. Tandem parking spaces may be used to satisfy this requirement.



(B) In all other zones, a property owner shall provide at least one (1) additional on-site parking space for an ADU, which parking space shall be in addition to the required number of required parking spaces for the single-family dwelling. The parking space for the ADU shall be at least nine feet (9') by eighteen feet (18'). Tandem parking spaces may be used to satisfy this requirement.

(vii) Floodplain. Accessory dwelling units located in a detached accessory building are prohibited within a floodplain.

(6) ADU Zoning Certificate. Property owners seeking to establish an ADU shall first apply for a zoning certificate for the ADU by filling out an application with the Community Development Department and paying any required fees. In the event that the ADU meets all of the requirements of this Section, the Community Development Department will provide the property owner with a zoning certificate for the ADU.

(7) Building Permit. A property owner shall apply for and meet all requirements to obtain a building permit for the proposed ADU, regardless of method of creation.

(8) Certificate of Occupancy. A property owner must obtain certificate of occupancy for an ADU. A certificate of occupancy shall not be issued until a zoning certificate is issued. A zoning certificate may be issued at the same time as the certificate of occupancy.

(9) Proof of Owner Occupancy. An application for an ADU shall include documentation that demonstrates an owner occupant resides on the property.

(10) Recorded Notice. A lot approved to have an ADU shall have a recorded notice, the form of which shall be approved by the City Attorney, and shall be filed with the Utah County Recorder's Office. The form shall state that the owner occupant must occupy the property as required within this Section. Such deed restriction shall run with the land until the ADU is abandoned or revoked.

(11) Abandonment. If a property owner is unable or unwilling to fulfill the requirements of this Section, the owner shall remove those features of the ADU that make it a dwelling unit. Failure to do so will constitute a violation of this Section.

(Ord. No. 17-2020 § 6, 08/04/2020; Ord. No. 22-2021 § 1, 08/17/2021)