



**Minutes of the
Millcreek Planning Commission
July 16, 2025
5:00 p.m.
Regular Meeting**

The Planning Commission of Millcreek, Utah, met in a regular public meeting on Wednesday, July 16, 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 (excused)
Steven Anderson
Christian Larsen
Nils Per Lofgren (excused)
Jacob Richardson (electronic, arrived at 5:29pm)
Diane Soule
Dwayne Vance
Ian Wright

City Staff

Elyse Sullivan, City Recorder
Sean Murray, Planner
Francis Lilly, Planning & Zoning Director
John Brems, City Attorney
Zack Wendel, Planning Permit Technician

Attendees: Chris Geddes (electronic), Marianne Stuck (electronic)

REGULAR MEETING – 5:00 p.m.

TIME COMMENCED – 5:04 p.m.

Chair LaMar called the meeting to order.

1. Commission Business

1.1 Oath of Office – Shawn LaMar

The City Recorder administered the oath of office to Shawn LaMar, who was reappointed by the City Council on July 14, 2025 (Resolution 25-27).

1.2 Meadowbrook Station Area Plan Discussion with Design Workshop

Francis Lilly said Design Workshop, the consultant selected by Millcreek and South Salt Lake, is leading the development of the state-mandated Meadowbrook Station Area Plan. Many community members took part in the recent design charrette, and the firm is now providing an update on the project's progress. They are sharing initial concepts and observations, acknowledging that further work is still needed. This update has been presented to the Millcreek City Council, and is now being shared with the Planning Commission, with similar presentations scheduled for South Salt Lake's Planning Commission and City Council.

Marianne Stuck, Design Workshop, said the purpose of the meeting was to provide an update on the Meadowbrook and Millcreek Station Area Plans, a joint effort between Millcreek, South Salt Lake, and their consultant, Design Workshop. The team reviewed community feedback gathered through recent engagement activities, including a design charrette, a public launch at the South Salt Lake Mural Fest, pop-up events, and stakeholder meetings. The planning process is now at the midpoint, focused on developing station area concepts, with adoption expected by October to meet state requirements.

For Meadowbrook, two initial development concepts were presented. Both envision redevelopment of key opportunity sites near the Meadowbrook TRAX station, such as the UTA parking lot and surrounding parcels, with an emphasis on improved walkability, connectivity, and community services. Key ideas include mixed-use development, affordable and senior housing, small-scale retail, open spaces, and enhanced pedestrian infrastructure, particularly along 3900 South. The first concept centers on a walkable, medium-density residential hub with neighborhood-scale amenities. The second introduces a larger community resource center and expanded open space, with higher-density housing along key corridors. Both propose better connections to nearby parks and transit. An online survey is now live through July 27 to gather public input on the concepts, which will inform the final station area plans.

Commissioner Soule asked about a grocery store in the area. Stuck highlighted a commercial area on Concept 1 as a small grocery store. Chair LaMar asked about the large surface area parking lot and ensuring it stayed available for UTA parking and not taken up by residents in the area. Stuck said UTA had been open to shared parking with commuters and development. Chair LaMar noted the concepts presented did not cover the entire half mile radius of the station area. He inquired about widening the underpass on Central Avenue and if it could be included in this area improvement. Geddes said it could be considered. Commissioner Soule confirmed there were two concepts and the public survey was asking the public what they wanted to see.

1.3 Discussion of Possible Future Land Use and Zoning Updates to Corridors

Francis Lilly showed the commission a map along the 900 E corridor between roughly 3300 S and 4500 S with an overview of the zoning, Future Land Use map, and the year the building was built. He provided the Planning Commission with an early update on the upcoming 900 East Corridor Plan, which aims to reevaluate future land use designations and zoning along the corridor in response to growing development pressure and evolving community needs. The existing Future Land Use map for this area, last updated in 2018, is showing signs of being outdated due to increasing land values, rising demand for infill housing, and mismatches between zoning categories and current market trends. To address this, staff will launch a robust community engagement process beginning in August, starting with an online survey and followed by open houses and workshops to gather resident input.

One of the key considerations is rethinking how the city's neighborhood categories are defined, particularly around allowable residential density. Staff is exploring the creation of a new "Neighborhood 1.5" designation that would allow up to 12 dwelling units per acre, offering a middle ground between low-density and higher-density categories. This could help accommodate more modest infill development while addressing concerns from residents about large-scale projects. The plan may also incorporate state-allowed density bonuses tied

to affordable housing requirements, such as deed restrictions, unit size limits, or prioritization of local or first-time buyers.

Additionally, staff is evaluating whether existing single-family zones (such as R-1-5 or R-1-6) are appropriate for certain areas with smaller, non-conforming lot sizes, especially west of 900 East and north of 3300 South. Commissioners were invited to review draft planning materials, take notes during personal site visits, and contribute ideas for refining the corridor's future vision. Adoption of updates to the corridor plan and associated land use changes is anticipated later in the fall.

Commissioner Larsen asked why 700 E was not being considered. Lilly said it would be considered separately; 700 E and 1300 E may have a similar engagement process in the spring. Commissioner Vance asked about the 5 year owner occupancy requirement with deed restrictions. Lilly said five years was what the council had recently implemented, but it might be worth researching what the most effective deed restriction is. He noted the longer the restriction, the more the market would be limited for potential buyers. Commissioner Vance asked about the potential Neighborhood 1.5 with 12 units per acre. Lilly said the range of units per acre should not assume the maximum. The existing 18 units per acre may not be the right format for every corner.

1.4 Approval of June 18, 2025 Regular Meeting Minutes

Chair LaMar moved to approve the June 18th minutes as presented. Commissioner Larsen seconded. Chair LaMar called for the vote. Commissioner Anderson voted yes, Chair LaMar voted yes, Commissioner Larsen voted yes, Commissioner Richardson voted yes, Commissioner Soule voted yes, Commissioner Vance voted yes, and Commissioner Wright voted yes. The motion passed unanimously.

1.5 Updates from the Planning Director

Lilly addressed some forthcoming initiatives, including a series of minor zoning code amendments to address grammatical issues, inconsistencies, and technical clarifications identified during early implementation. These changes, largely non-substantive, aim to improve the clarity and usability of the recently adopted code. Encouragingly, staff noted smoother permitting processes, particularly for single-family home additions, and improvements in customer service, including a new online portal for applications and payments, as well as reduced fees with the code update.

Several major planning efforts are also scheduled for the fall. These include a draft Sidewalk and Trails Master Plan expected in September, followed by another Meadowbrook Station Area Plan workshop in October, and the development of a Water Quality and Sustainability Master Plan by year-end. The water plan, created in collaboration with multiple regional water providers, will assess long-term water availability and guide future code updates to ensure resource sustainability, addressing growing public concern about Millcreek's ability to support continued growth.

Additionally, several development proposals are surfacing in the City Center Overlay Zone (CCOZ), signaling renewed interest in the area. One concept under consideration for "Millcreek Common East" includes 25 owner-occupied condos, a 100-room hotel, 14,000

square feet of retail, and 200 public parking stalls. The city, as property owner, aims to shape this project to align with City Center goals, emphasizing commercial use and hospitality over more typical multifamily development. Another project at 12 Villa Vista Avenue proposes replacing a previously approved 75-unit apartment complex with 18 for-sale rowhomes. However, the CCOZ design standards present challenges for this typology, and the developer is likely to pursue a development agreement modification to accommodate the changes.

Staff emphasized the importance of keeping commissioners informed early to prepare for upcoming requests and discussions. Public engagement and formal review processes for these initiatives and proposals will roll out through the fall and winter.

Commissioner Soule said she did not see sidewalks prioritized in the Sidewalk and Trails Master Plan being integrated into the Meadowbrook Station Area Plan. Lilly said the consultants were provided with various plans, so they should be aware of them.

Lilly mentioned an upcoming training for the commissioners to attend.

2. Calendar of Upcoming Meetings

- City Council Mtg. 7/28/25 7:00 p.m.
- Mt. Olympus Community Council Mtg., 8/4/25, 6:00 p.m.
- Millcreek Community Council Mtg., 8/5/25, 6:30 p.m.
- Canyon Rim Citizens Association Mtg., 8/6/25, 7:00 p.m.
- East Mill Creek Community Council Mtg., 8/7/25, 6:30 p.m.
- City Council Mtg. 8/11/25 7:00 p.m.
- Historic Preservation Commission Mtg., 8/14/25, 6:00 p.m.
- Planning Commission Mtg. 8/20/25, 5:00 p.m.

ADJOURNED: Commissioner Soule moved to adjourn the meeting at 6:00 p.m.

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

APPROVED:


Shawn LaMar, Chair

Date

8/20/25

Attest:


Elyse Sullivan, Recorder