



Staff Report

Coalville City
Community Development Director

To: Coalville City Planning Commission
From: Don Sargent, Community Development Director
Date of Meeting: October 20, 2025
Re: 107 S Main - Proposed Commercial Office Building Final Plans
Action: Review, Discussion, and Possible Approval of Low Impact Permit

107 S Main – Commercial Office Building Final Plans

REQUEST

Continue the review of the proposed 107 S Main Commercial Office Building with final plans and construction drawings for possible approval of a low impact permit.

BACKGROUND

The proposed Coalville Commons Development is located at 107 S Main Street including 0.637 acres as shown on the Aerial Map as Attachment A. The project includes a 4-plex commercial building with 7,000 square feet of commercial office space. The property is in the Community Commercial (CC) Zone and Historic Main Street District. A property survey and existing conditions map is attached for reference as Attachment B.

The property owner, Landmarks West (Van Kelly) submitted a concept site and building plans for the proposed development, which the Planning Commission reviewed on August 18, 2025. The Planning Commission authorized the applicant to proceed with final site plans and construction drawings for review and approval. Attachment C includes site and landscape plans with building floor plans and elevations.

ANALYSIS

Per Chapter 8 of the development code, commercial building in the Community Commercial (CC) Zone smaller than 25,000 square feet require a Low Impact Permit (LIP). A low impact permit is an administrative process requiring staff review and approval for projects that comply with the development evaluation standards and general regulations of the Code.

An option in the LIP process is the review of the proposed development by the Planning Commission for comment and input or public hearing if determined necessary to address potential issues or impacts.

Staff has reviewed the project information and verified that the minimum requirements of the development code can be met with the proposed low impact permit application. The purpose of this meeting is to review and discuss the plan options and determine if the following required findings for low impact permit approval are satisfied with the proposed plans:

1. The use conforms to all applicable requirements of the development code and State and Federal regulations.
2. The use is consistent with the goals and policies of the General Plan.
3. The use is not detrimental to public health, safety, and welfare.
4. The use is appropriately located with respect to public facilities and services.
5. The natural topography, ridgelines, soils, critical areas, watercourses, and vegetation shall be preserved where possible through careful site planning and design of access routes, circulation areas, buildings and other structures, parking areas, utilities, drainage facilities and other features.

Staff will be prepared to address these or other review criteria regarding the project as requested at the meeting.

Required Review Process

The low impact permit application process includes review by Staff for a determination of sufficiency and compliance with the code with ratification by the Planning Commission.

RECOMMENDATION

Staff recommends the Planning Commission review, discuss, and address any items with Staff and/or the applicant regarding the proposed project for possible approval consideration of a low impact permit with the following condition:

1. The applicant shall apply for and receive a building permit from the city prior to any construction or site disturbance.

As an alternative action the Planning Commission may determine whether potential issues may arise, or additional comment is needed, and direct staff to schedule a public hearing on the proposed development.

Attachments:

- A.** Aerial Map
- B.** Property Survey and Existing Conditions Map
- C.** Proposed Development Plans

ATTACHMENT A



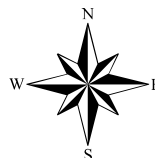
1 in = 188 feet

Aerial Map

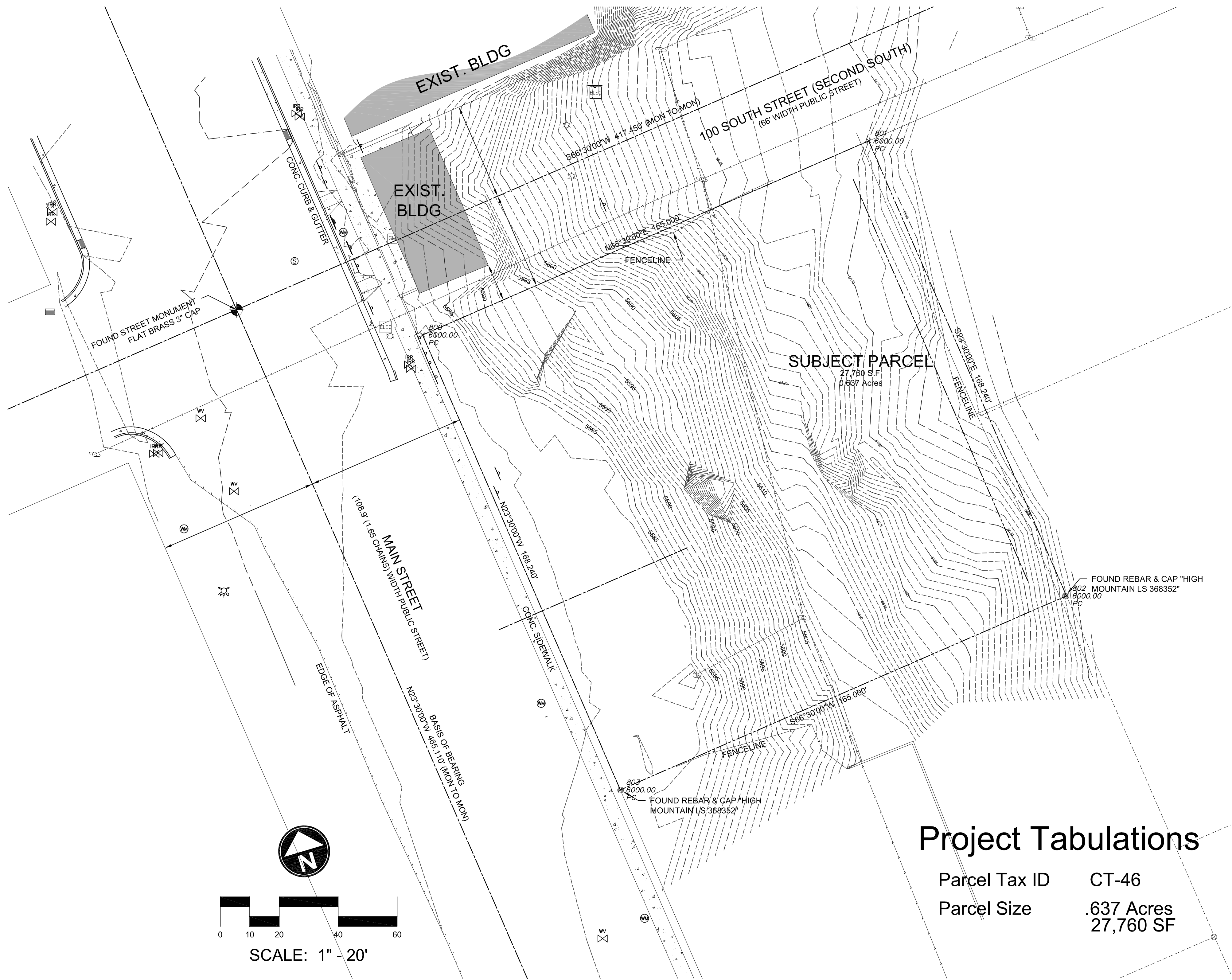
Summit County Parcel Viewer Application

Printed on: 9/12/2022

Imagery courtesy of Google



This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information and data obtained from various sources, including Summit County which is not responsible for its accuracy or timeliness.



Project Tabulations

Parcel Tax ID	CT-46
Parcel Size	.637 Acres 27,760 SF

Utah Pro Rentals LLC
4450 N New Lane
Oakley Utah 84055

Coalville Corner Existing Conditions

107 S Main Street
Coalville, Utah

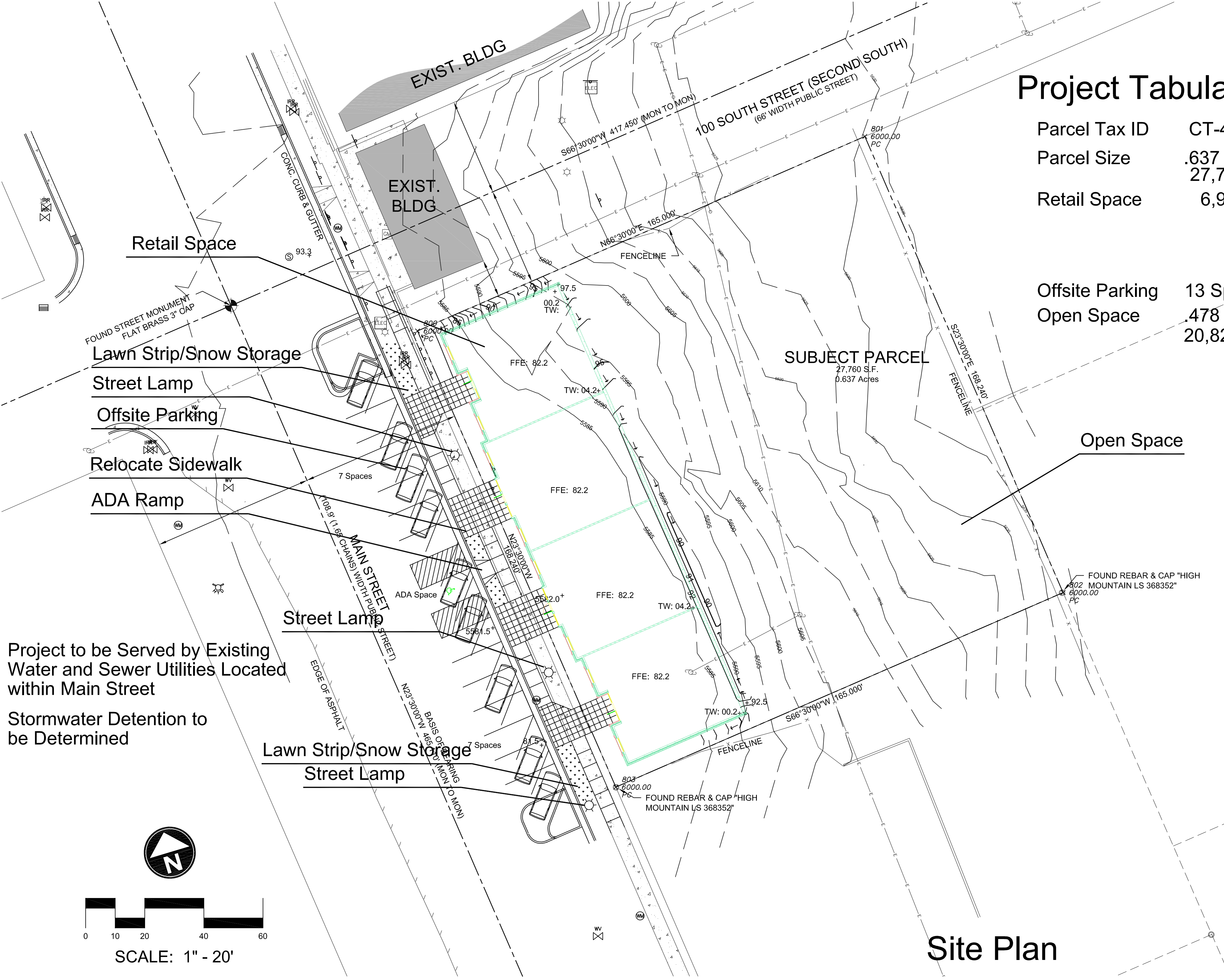
December 05, 2022



Master Plan Development Conditional Use Permit



PO Box 683175
Park City, Utah 84068
1750 Sun Peak Drive Suite 100
435.901.3716
peteg@landsolutionspc.biz



Project Tabulations

Parcel Tax ID	CT-46
Parcel Size	.637 Acres 27,760 SF
Retail Space	6,932 SF

Offsite Parking	13 Spaces
Open Space	.478 Acres 20,828 SF

Open Space

Site Plan



Site Plan w Slope Analysis

Scale: 1" - 40'

Coalville
Site Preliminary Plan

107 S Main Street
Coalville, Utah

September 25, 2025



PO Box 683175
Park City, Utah 84068
1750 Sun Peak Drive Suite 100
435.901.3716
peteg@landsolutionspc.biz

Ornamental Grasses

PO Box 683175
Park City, Utah 84068
1750 Sun Peak Drive Suite 100
435.901.3716
peteg@landsolutionspc.biz





SCALE: 1/8" = 1'-0"



KEYNOTE LEGEND

A101



1
A003

WEST ELEVATION - PERSPECTIVE VIEW

SCALE:

PROGRESS
SET

PRINTED DATE
07.15.2025

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COALVILLE, UT

CHRONOLOGY

PROJECT NO
25.055

DWN BY/ CHK BY
/

TITLE
SITE EXTERIOR
ELEVATIONS

24X36 SHEET #
A003