PLANNING COMMISSION MINUTES

Wednesday, July 15, 2026

Approved on August 19, 2026

The following are the minutes of the Herriman Planning Commission meeting held on **Wednesday, July 15, 2026, at 6:00 p.m.** in the Herriman City Council Chambers, 5355 West Herriman Main Street, Herriman, Utah. Adequate notice of this meeting, as required by law, was posted in the City Hall, on the City's website, and delivered to members of the Commission, media, and interested citizens.

Presiding: Chair Andrea Bradford

Commissioners Present at Work Meeting: Brody Rypien, Darryl Fenn, Andy Powell, Adam Jacobson, Alternate Forest Sickles, Alternate Preston Oberg

Excused: Jackson Ferguson, Heather Garcia

Staff Present: Planner II Amanda Hamilton, Planner I Riley Norton, Deputy Recorder Angela Hansen, Planner I Laurin Hoadley, Communications Specialist Mitch Davis, Assistant City Manager Wendy Thomas (online), Planning Director Michael Maloy

6:00 PM WORK MEETING (Fort Herriman Conference Room)

Vice Chair Darryl Fenn called the meeting to order at 6:03 p.m.

1. Commission Business

1.1. Review of City Council Decisions – Michael Maloy, Planning Director

Planning Director Maloy provided an update on recent City Council actions. He noted that the Council had reappointed Alternate Planning Commission Sickles. A work session had been held to discuss a potential Master Development Agreement (MDA), though the city was still awaiting confirmation on whether that application would move forward. He observed that development proposals coming into the city were trending smaller than in prior cycles.

Director Maloy also reported that the City Council had denied a trail-related item and that, as a follow-on matter, the Council had directed staff to examine fencing standards along trails and open spaces. He explained that the current ordinance prohibits private fencing along trails and open space, but that the city had not been consistently enforcing this provision, which had prompted the Council's direction to staff.

Commissioners Andrea Bradford and Andy Powell arrived at 6:05 p.m.

1.2. Review of Agenda Items – Planning Staff

Planning Staff presented a preview of the two administrative items on the evening's agenda. Planner Hoadley noted that the Haven Event Center application had originated when a tenant improvement application was flagged as requiring a conditional use permit. The primary issue identified was a significant parking deficiency: the two buildings in the Teton Commercial development share 50 parking stalls, of which approximately 30 to 32 are needed for Building 1's existing and anticipated tenants, leaving only 18 to 20 stalls available for the proposed event center. Under Herriman City code, the conference and reception center use classification requires 3 spaces per 100 square feet of assembly area, producing a requirement of approximately 134 stalls, a figure far exceeding the available supply.

Planner Hoadley explained that although the MDA for the Teton Commercial area permits the applicant to submit a parking study to reduce required stalls, the study that had been submitted used an incorrect use classification of "recreation outdoor" rather than the correct conference and reception center standard. Staff advised the Commission that the applicant had been notified and was preparing a corrected parking study. A fourth condition of approval had been added to the staff report requiring that, if the corrected parking study demonstrated an inability to meet requirements with the existing 50 stalls, the applicant would need to construct additional permanent parking on one of the adjacent vacant lots within the Teton Commercial development.

The Commission engaged in a broad discussion about the parking situation. Commissioner Jacobson questioned whether the code's parking requirements were appropriately calibrated for mixed-use commercial areas, drawing a comparison to the Azalea event venue, which he noted functions with far fewer dedicated stalls than code would require, relying instead on surrounding street parking. He and Commissioner Oberg expressed concern that planning for the maximum occupancy scenario, which may occur less than five percent of the time, results in inefficient use of land. Commissioner Powell noted that ordinarily, applicants arrive with a compliant parking study, and that the significant discrepancy in this case warranted additional scrutiny before the Commission acted.

Planner Hoadley confirmed that staff's obligation is to enforce the code as written and that the corrected parking study, once submitted, could potentially reduce the required number but was unlikely to bring it below the 50 stalls currently available. She noted that there are three undeveloped lots in the surrounding area that could accommodate additional parking infrastructure, and that the city does allow cross-access agreements as a mechanism to reduce the number of dedicated stalls required directly on a site.

Commissioner Jacobson suggested that a broader review of the city's commercial parking schedule may be warranted, noting that in some instances the code produces parking lots that are too large, while in others they are too small. Planner Hoadley asked for clarification on whether the Commission wished staff to review commercial parking only or all parking categories. Commissioner Jacobson indicated that commercial parking was the primary concern, though residential parking standards were also mentioned as an area of potential friction. Director Maloy noted that state law constrains the city's flexibility on residential parking minimums, but that there may be room to revisit certain provisions such as the requirement for two covered and two uncovered stalls per dwelling unit.

Planner Hamilton provided a brief overview of the Lifetime Athletic Club monument sign application, noting that the sign was marginally oversized and that the applicant had been informed of the need to reduce its height and square footage to comply with C-2 commercial sign standards. She further noted that a second monument sign location had been identified and would need to be incorporated into the conditions of approval.

1.3. Review and discuss elements of the Herriman City General Plan, the Land Development Code, and adopted Herriman City Standards and Policies to ensure compliance with the Utah Land Use Development and Management Act – Michael Maloy, Planning Director

Planning Director Maloy introduced Riley Norton, a newly hired planner who had joined the department approximately two weeks prior. Planner Norton holds a degree in planning from the University of Utah and a background in architecture and expressed enthusiasm for the role. Commission members introduced themselves in turn with a brief professional background.

Director Maloy noted that the Commission was still awaiting the appointment of one additional alternate member.

Director Maloy then previewed the upcoming joint work session with the City Council, tentatively scheduled for the fifth Wednesday of September. The purpose of the session would be to review pending legislative amendments and align Commission priorities with the Council's strategic plan.

Planner Hoadley provided an update on the GIS-assisted effort to compile data on entitled lots and remaining MDA units. She noted that progress was being made but that the breakdown by housing type, town homes, single-family, etc., was still being finalized. She also directed the Commission to the Wasatch Front Regional Council (WFRC) website as a resource for existing land use data, including breakdowns of residential unit types across the city and neighboring jurisdictions.

2. **Adjournment**

Commissioner Jacobson moved to adjourn the meeting at 6:55 p.m. Seconded by Commissioner Sickles and all voted aye.

7:00 PM REGULAR PLANNING COMMISSION MEETING (Council Chambers)

Chair Andrea Bradford called the meeting to order at 7:05 p.m.

3. Call to Order

3.1. Invocation, Thought, Reading and/or Pledge of Allegiance

Amanda Hamilton led the audience in the Pledge of Allegiance

3.2. Roll Call

Full Quorum Present

3.3. Conflicts of Interest

No conflicts were reported.

3.4. Approval of Minutes for the June 03, 2026 Planning Commission Meeting

Commissioner Sickles motioned to approve the Minutes for the June 03, 2026 Planning Commission meeting; Commissioner Fenn seconded and all voted aye.

4. Administrative Items

Administrative items are reviewed based on standards outlined in the ordinance. Public comment may be taken on relevant and credible evidence regarding the application compliance with the ordinance.

4.1. Review and consider a Conditional Use Permit for the Haven Event Center located at approximately 6087 W 11800 South in the C-2 Commercial Zone.
Applicant: Swen Nielsen, Real Estate Essentials (authorized agent)
Acreage: ±1.46 acres
File No: C2026-079

Planner Hoadley presented the Haven Event Center conditional use permit application. She oriented the Commission to the subject property within the Teton Commercial development, situated near the northern boundary of Herriman City across from Herriman High School. The proposal involves the tenant improvement of Building 2, an existing shell structure set back from the street, to house an event center with a main assembly hall for weddings and corporate events, a smaller event space called The Cove, a bride and groom's suite, and a board game café with an adjacent kitchen. Planner Hoadley reiterated the parking deficiency outlined during the work session preview. The city's code requires 134 stalls for the conference and reception center use, based on 4,483 square feet of assembly area. The applicant's original parking study, which erroneously applied the recreational outdoor use standard, produced a requirement of only 19 stalls. Staff noted that only 18 to 20 stalls are realistically available for the event center after accounting for Building 1's tenants, which include a nail salon, a daycare, a general store, and a dental office. Planner Hoadley confirmed that the nail salon, open until 9:00 PM, was the only existing tenant whose hours would directly conflict with the event center's peak evening operating times. She noted that weekend daytime hours could present compounding demand, as the event center's stated hours begin at 7:00 AM. Planner Hoadley presented four conditions of approval, the fourth of which, added by the Community Development Director, required that if the corrected parking study demonstrated an inability to meet requirements within the existing 50-stall shared lot, the applicant must construct additional permanent parking on one of the adjacent undeveloped lots within Teton Commercial.

The applicant, Christopher Viehwegerr, addressed the Commission and clarified that the 553-occupant figure cited in building permit documentation did not reflect the event center's intended operational capacity. He stated that the realistic maximum for any single event would be approximately 350 guests, and that many events would function as a revolving door with staggered arrivals and departures. He noted that the board game café would serve as an all-day walk-in amenity, while larger events would predominantly occur in the evenings, with daytime use primarily limited to smaller corporate or training-style gatherings. The applicant's authorized agent, Swen Nielsen, confirmed that the property owner controls the adjacent lots to the east and west, and that gravel had already been laid on the eastern lot in anticipation of a temporary parking need. He described a phased development plan in which Lot 1 to the west would be built out in the coming months, incorporating additional permanent parking, after which the gravel on Lot 3 to the east could be removed. He also referenced a larger undeveloped parcel to the south, which he indicated could eventually provide additional shared parking under the broader Teton Commercial master plan.

The project designer, identified as Misty Couvrette, addressed the Commission to clarify that many areas shown on the floor plan submitted to the building department were storage and preparation spaces rather than assembly areas, and that 350 guests represented the true operational maximum. She also reiterated that Building 1 tenants, dental and daycare, would largely operate during standard business hours, reducing the likelihood of direct parking conflicts with evening events.

Commissioner Jacobson expressed support for the event center concept but stated his primary concern was the integrity of the conditional use approval without a permanent, code-compliant parking solution in place. He noted that approving a conditional use without adequate parking infrastructure exposes surrounding commercial tenants to overflow issues and sets a problematic precedent. He drew a comparison to ongoing conflicts between business patrons in other local commercial areas. Commissioner Jacobson emphasized that whatever the corrected parking study determined to be the required number of stalls, that number must be accommodated through permanent parking, whether on-site, via cross-access agreements, or through construction on an adjacent lot, before occupancy could be granted.

Commissioner Oberg echoed this concern, noting that in the event of a financial downturn or developer departure, the city could be left with a long-term venue operating with a temporary and non-compliant parking arrangement. Commissioner Sickles raised the possibility of a shared parking agreement with the adjacent arts academy or high school parking lot, particularly for evening events, though staff and Commissioner Jacobson acknowledged the practical and legal complexities of such an arrangement. Commissioner Rypien inquired whether gravel or semi-permanent parking solutions were permissible under code. Planner Hoadley confirmed that no code provision currently exists for temporary permanent parking; the city's temporary parking allowance is limited to 30-day periods for temporary uses, which is insufficient for ongoing commercial operations.

Commissioner Powell and Commissioner Jacobson together summarized the Commission's direction: the applicant should return with a corrected parking study using the proper conference and reception center use classification, accounting for all actual assembly areas and all uses within the building, accompanied by a concrete plan demonstrating how required parking will be permanently provided. The Commission agreed that if the corrected study reduced the requirement to a manageable number above the available 50 stalls, a cross-access agreement or phased construction plan on an adjacent lot could potentially satisfy the requirement, provided it was formalized and enforceable.

Commissioner Jacobson moved to continue without date item 4.1 ***Review and consider a Conditional Use Permit for the Haven Event Center located at approximately 6087 W 11800 South in the C-2 Commercial Zone with the condition to come prepared to address the parking issue.***

Commissioner Rypien seconded the motion.

The vote was recorded as follows:

Commissioner Darryl Fenn	*Aye*
Commissioner Jackson Ferguson	*Absent*
Commissioner Heather Garcia	*Absent*

Commissioner Brody Rypien	*Aye*
Commissioner Adam Jacobson	*Aye*
Commissioner Andy Powell	*Aye*
Alternate Commissioner Forest Sickles	*Aye*
Alternate Commissioner Preston Oberg	*Aye*

The motion passed unanimously.

4.2. **Review and consider a Conditional Use Permit for a commercial monument sign at the Life Time Athletic Club located at approximately 4684 W 12600 South in the C-2 Commercial Zone.**
Applicant: Skylar Walser, YESCO (authorized agent)
Acreage: ±12.6 acres
File No: C2026-101

Planner Hamilton presented the staff report for the Life Time Athletic Club monument sign conditional use permit application. She provided an overview of the subject property and noted that, while the Life Time MDA included provisions for larger pylon-style signs, it did not address monument signs, and the application therefore defaulted to the city's C-2 commercial sign standards. Planner Hamilton explained that the sign as originally proposed stood at 6 feet and 4 inches in total height, including the decorative cap, and encompassed approximately 68 square feet, marginally exceeding the code maximum of 6 feet in height and 65 square feet in area. She noted that the overage in height stemmed from an interpretive discrepancy: the applicant measured to the top of the sign body and did not include the cap in the overall height calculation. Staff had communicated this to the applicant, who indicated that the sign would be adjusted to comply. The sign features a stone-clad base with backlit lettering. Planner Hamilton also noted that a second monument sign location had been identified during review. The applicant had omitted it from the original permit application, though it appeared on the submitted site plan. Staff confirmed that the property has sufficient linear street frontage to support a second monument sign, over 950 linear feet along the southern road and over 400 linear feet along the eastern boundary, and that both sign locations cleared all site triangles and easement constraints. Engineering reviewed and raised no concerns with either location. Planner Hamilton stated that updated conditions of approval had been prepared to reflect both sign locations, and that the applicant had been made aware of the discrepancy. The applicant's representative, Eric Cheney of YESCO (Young Electric Sign Company), confirmed that the applicant had no objections to the conditions of approval and would promptly adjust the sign dimensions to comply with the height and square footage requirements. Commissioner Sickles confirmed that a reduction of approximately four inches in height would bring the sign within the allowable maximum. No substantive concerns were raised by the Commission.

Commissioner Jacobson moved to approve item 4.2 ***Review and consider a Conditional Use Permit for a commercial monument sign at the Life Time Athletic Club located at approximately 4684 W 12600 South in the C-2 Commercial Zone with staff's recommendations 1. Acknowledge and address all recommendations from other agencies. 2. Submit public utility easement waivers if monument signs are located within a public utility easement. 3. The signs shall not be placed within a sight triangle of any street or drive approach. 3. The size of the monument signs will be modified to meet maximum height and square footage allowances per §10-27-7 of the City Code.***

Commissioner Oberg seconded the motion.

The vote was recorded as follows:

Commissioner Darryl Fenn	*Aye*
Commissioner Jackson Ferguson	*Absent*
Commissioner Heather Garcia	*Absent*
Commissioner Brody Rypien	*Aye*
Commissioner Adam Jacobson	*Aye*
Commissioner Andy Powell	*Aye*
Alternate Commissioner Forest Sickles	*Aye*
Alternate Commissioner Preston Oberg	*Aye*

The motion passed unanimously.

5. **Chair and Commission Comments**

Commissioner Jacobson formally requested that staff undertake a comprehensive review of the city's commercial parking standards, with the goal of producing updated code recommendations that better reflect actual parking demand across different commercial use types.

6. Future Meetings

6.1. Next Planning Commission Meeting: August 05, 2026

6.2. Next City Council Meeting: August 12, 2026

7. Adjournment

Commissioner Sickles moved to adjourn the meeting at 7:33 p.m. Seconded by Commissioner Powell and all voted aye.

I, Angela Hansen, Deputy City Recorder for Herriman City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on July 15, 2026. This document constitutes the official minutes for the Herriman City Planning Commission Meeting.

Angela Hansen

Angela Hansen
Deputy City Recorder