PLANNING COMMISSION MINUTES

Wednesday, August 05, 2026

Approved September 02, 2026

The following are the minutes of the Herriman Planning Commission meeting held on **Wednesday, August 05, 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: Darryl Fenn, Andy Powell, Heather Garcia, Adam Jacobson, Alternate Forest Sickles, and Alternate Preston Oberg

Excused: Brody Rypien and Jackson Ferguson,

Staff Present: Deputy Recorder Angela Hansen, Planner I Laurin Hoadley, Planner 1 Riley Norton, Communications Specialist Mitch Davis, Staff Engineer III Josh Petersen, Assistant City Manager Wendy Thomas (Online), and Planning Director Michael Maloy

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

Chair Andrea Bradford called the meeting to order at 6:04 p.m.

1. Commission Business

1.1. Annual Election of Planning Commission Chair and Vice-Chair for One-Year Term

Commissioner Powell moved to maintain the existing leadership structure, nominating the incumbent Chair Andrea Bradford and Vice-Chair Darryl Fenn for another one-year term. Commissioner Garcia seconded, and all voted aye. The motion passed unanimously.

Commissioner Adam Jacobson arrived at 6:09 p.m.

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

Planning Director Maloy reported that there was no second City Council meeting in July. He noted that a special City Council meeting was scheduled for the following Tuesday, and that the regular Wednesday evening City Council meeting would be dedicated to the truth-in-taxation public hearing, which was the reason those two items were split onto separate meeting dates. Director Maloy also noted that several planning-related items were on the Council's upcoming consent agenda, including one rezone that the Planning Commission had previously forwarded with a favorable recommendation.

1.3. Review of Agenda Items – Planning Staff

Planning staff provided a review of the three administrative items on the agenda.

Regarding Item 4.1, the Haven Event Center conditional use permit, Planner Hoadley explained that the application had returned with a revised parking study using the correct reference point of reception centers rather than retail strip uses. The revised study identified a 63-stall deficit for Lot 2 at peak parking times. She noted that the applicant had met with planning staff and conveyed that construction on Lot 1 was anticipated within four months, which would yield approximately 33 additional parking stalls. There are also approximately 38 on-street parking spaces available as common area within the master development, though these are not reserved. Staff clarified the occupancy implications: on-site parking alone currently allows 25 occupants during daytime hours and 105 at night; with the on-street common area spaces included, those figures rise to approximately 120 during the day and 200 in the evening. Staff further noted that a cross-access parking agreement is recorded within the master development's CC&Rs, and that Lots 1, 2, and 3 are owned by the same party. Staff proposed that occupancy caps be tied directly to available parking, allowing the cap to rise proportionally as additional stalls become available through development of adjacent lots, without requiring a formal amendment to the conditional use permit each time.

Discussion among commissioners touched on the practical enforceability of such a mechanism. Director Maloy acknowledged that active monitoring would be complaint-driven rather than proactive. Commissioner Oberg expressed the view that the commission tends to over-regulate parking requirements relative to actual real-world demand, noting that full occupancy of all stalls simultaneously represents only a few hours per year at most. Commissioner Sickles raised two concerns: first, the lack of certainty about where exactly the 63 deficit would be made up, and second, whether approving the use could, over time, convert commercially zoned land that was planned for buildings into surface parking while undermining the walkable commercial character envisioned for the area. Commissioner Oberg suggested that the marketplace and future business owners would self-regulate conflicts between uses organically.

Planner Hoadley also briefly mentioned that the Advantage Arts Academy is located within the 500-foot radius required by city code for off-site parking agreements and could be a viable future option, while Herriman High School, though farther than 500 feet, could be contacted by the applicant regarding a potential parking arrangement. Any formal off-site parking agreement would need to be returned to the Planning Commission for approval.

During the discussion, it was clarified that Haven Event Center itself would not hold an alcohol license; instead, vendors who book events at the space would be responsible for obtaining their own licenses.

Planner Hoadley confirmed that the distances from nearby schools were within permissible limits and that preschools do not count toward that distance calculation.

Item 4.2, the Intermountain Health Bingham Canyon Clinic, Planner Hoadley noted the application was straightforward. The site currently exceeds the parking requirement by ten stalls, which was viewed as providing a buffer for an anticipated future expansion. The area along the Mountain View Corridor contained rocks and boulders rather than live plantings due to a UTA easement prohibiting irrigation or permanent plantings in that strip, which she noted so commissioners would not be surprised when reviewing the landscape plan.

Item 4.3, the Sneaker Club Preschool conditional use permit, Planner Hoadley noted that the application required ten parking stalls and involved primarily six employees with morning and afternoon drop-off windows. Staff observed that there was no anticipated conflict with the adjacent Haven Event Center, as the preschool would operate predominantly during daytime hours while the event center's activity would be concentrated in the evenings.

1.4. Review and discuss pending amendments to the Herriman Land Development Code (Title 10) to ensure compliance with Utah Code and implementation of the Herriman City General Plan – Michael Maloy, AICP, Planning Director

Planning Director Maloy provided an update on several pending and anticipated Land Development Code amendments. He confirmed that the small lot ordinance discussion would be returning to the Planning Commission with a new public hearing advertisement for the meeting in two weeks. He noted that the city administration was exploring potential surplus property, though the formal surplus declaration and council approval processes would need to run their course before any action could occur.

On the topic of accessory dwelling units, Director Maloy reported that the detached Accessory Dwelling Unit (ADU) ordinance was generating real-world applications, though the complexity and cost of detached ADUs relative to internal or basement ADUs meant uptake was slower. He noted that second kitchen permit applications continued to come in, in part because they remain simpler to obtain than ADU permits. He clarified that second kitchen permits do not allow a fully separated dwelling unit. He also noted a nuance that had arisen in practice: the code does not specify whether ADU square footage is measured from the exterior or interior wall plane, and he indicated the city intended to clarify that distinction in an upcoming amendment. He confirmed that ADUs are typically measured from the exterior.

Director Maloy also noted that a text amendment was being prepared to address outstanding state code references that needed to be reflected in Herriman City Code. He indicated that the amendment would likely be brought forward within the next few weeks.

He acknowledged that staff time had been substantially devoted to implementing a new digital application and permit processing platform, which required a comprehensive review of the city's procedures to allow the software vendor to configure the system appropriately.

Director Maloy then invited commissioners to revisit their legislative priorities in anticipation of a planned joint meeting with the City Council on an upcoming fifth Wednesday in September. Commissioners identified the following areas of focus: fencing regulations (specifically the requirement for semi-private fencing along trails and open space), commercial parking standards (with broad consensus that current standards over-require parking), residential parking requirements (including a suggestion to reduce the four-space-per-household requirement), park strip standards including tree planting and turf elimination, water conservation and xeriscape requirements, wildfire interface mapping, RV parking and storage enforcement, outdoor lighting regulations (particularly sports court lighting and high-intensity residential fixtures triggering motion sensors), protection of commercially-zoned land from non-revenue-generating uses, and landscaping maintenance standards in older neighborhoods. Commissioner Sickles noted that the commission previously worked on RV parking regulations, and Planner Hoadley confirmed that current enforcement issues center on residents installing unapproved parking surfaces rather than unmaintained vehicles. Director Maloy noted that a manufacturing technology zone table amendment addressing data centers would be brought forward separately, at which time commissioners could discuss that use.

2. Adjournment

Commissioner Powell moved to adjourn the meeting at 6:58 p.m. Seconded by Commissioner Jacobson and all voted aye.

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

Chair Andrea Bradford called the meeting to order at 7:03 p.m.

3. Call to Order

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

Justin Ruch 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 July 01, 2026 Planning Commission Meeting

Commissioner Powell motioned to approve the Minutes for the July 01, 2026 Planning Commission meeting with the following correction "Motion to approve item 4.2 - Commissioner ~~Powell~~ Jacobson seconded the motion"; 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 approval of a Conditional Use Permit for a "Conference and Reception Center" (i.e., Haven Event Center) at 6087 W 11800 South in the C-2**

Commercial Zone.
Applicant: Swen Nielsen, Real Estate Essentials (authorized agent)
Acreage: ±1.46 (5,824 sf lease)
File No: C2026-079

Staff Hoadley presented the application. She reiterated the parking situation as discussed in the agenda review, noting that the revised parking study used the appropriate Institute of Transportation Engineers (ITE) reference category for reception centers and demonstrated a 63-stall deficit on Lot 2 at peak times. Building 1 on Lot 2 would require approximately 40 stalls and Building 2 (the event center) approximately 73, broken down as follows: 19 stalls for the board game café, 42 for the large event space, and 12 for the small event space. Applying the city's parking schedule and a 2.5-occupants-per-stall ratio, the current on-site supply of 50 stalls yields 182 occupants. Once Lots 1 and 3 are built out and their combined 68 additional stalls are available through the cross-access agreement, and assuming the 38 on-street stalls are also available, the total accessible supply for Building 2 reaches 111 stalls, yielding approximately 277.5 occupants but still below the applicant's desired maximum of 306. Staff presented three recommended conditions: that daytime occupancy be limited to 25 (on-site only) or up to 120 (including on-street parking), that nighttime occupancy be limited to 105 (on-site only) or up to 200 (including on-street), and that the occupancy cap be permitted to increase proportionally as additional parking becomes available, without requiring a formal Conditional Use Permit (CUP) amendment.

Staff Hoadley also noted that a vendor alcohol license could be obtained by event vendors and confirmed that the preschool next door would not trigger any licensing distance conflict. The distances from nearby schools were confirmed compliant.

Authorized agent Swen Nielsen addressed the commission, presenting a hand-drawn diagram illustrating the on-street parking layout. He confirmed that Lot 1 had a previously approved site plan for two drive-through buildings and one office building with 33 parking stalls, and that the permit had expired but could be renewed. He also indicated that Lot 3 was planned for a smaller drive-through building with approximately 8 stalls. He explained that the developer had contractual obligations through the master development agreement to continue progressing on the lots, and that it was feasible to complete the parking infrastructure for Lot 1 ahead of building construction. Contractor Shane Peterson confirmed that the Lot 1 permits had been ready for purchase but had expired, and that the site plan approval remained valid.

Christopher Viehweger, owner of Haven Event Center, then addressed the commission. He stated that he had invested approximately $1.4 million in the tenant improvement on the 6,000-square-foot space and that the parking situation was his central concern from the outset. He noted that he had been told at the time of lease signing that ample parking from a future big-box store across the street would be available and expressed concern that the current limitations of 25 occupants during the day were not commercially viable given his monthly rent and loan obligations. He indicated that his primary revenue model depended on evening events including wedding receptions, craft markets, daddy-daughter dances, and catered school events. He further expressed concern about the safety of parking along 11800 South and stated that he needed a clear pathway to sufficient parking before opening. Commissioners engaged in extensive discussion regarding the feasibility and enforceability of the tiered occupancy cap approach. Commissioner Fenn expressed discomfort with the degree of conditionality and ifs involved and suggested that a clearer map of parking commitments would be preferable. Commissioner Powell noted that the applicant had submitted a parking study and that the staff conditions provided a workable framework. He confirmed with staff that as Lots 1 and 3 are developed, occupancy would increase administratively without the need to return to the commission, except for any formal off-site parking agreements, which would require commission review. Commissioner Oberg reiterated his view that the current parking code over-regulates and that the business would self-regulate based on market demand.

Commissioner Sickles raised concern about the reliability of accounting for shared parking from Lots 1 and 3. He noted that even if these lots were developed with their planned parking, the net surpluses would only be 2 and 1 stalls respectively. This would leave an approximate 60-stall deficit that remains after both lots are built out. He expressed doubts about the feasibility of relying on these lots to fully mitigate the parking shortage, given the limitations in their contributions. He emphasized the need for certainty in the parking solutions before moving forward.

Commissioner Jacobson moved to approve item 4.1 ***Review and consider approval of a Conditional Use Permit for a "Conference and Reception Center" (i.e., Haven Event Center) at 6087 W 11800 South in the C-2 Commercial Zone with staff's recommendations 1. Acknowledge and address all remaining recommendations from other agencies. 2. The applicant shall operate the Haven Event Center in compliance with the occupancy limits established by the parking study completed by Anderson Psomas, dated July 27, 2026. Maximum event-center occupancy shall not exceed the number calculated by the formula: Available Parking Spaces x 2.5 occupants per space, evaluated separately for daytime conditions (i.e., all businesses open) and night-time conditions (i.e. dental office, preschool, and medical office/medical spa are closed). The maximum allowable occupancy based on available parking is proved in the table below. 3. If addition parking capacity is created, the occupancy cap may be increased without requiring an amendment to the CUP by the Planning Commission, provided the applicant submits written documentation of the additional parking to the Community Development Department and it is deemed acceptable by the City.***

Condition	***On-Site Only***	***On-site + On-Street***
Daytime	***25***	***120***
Nighttime	***105***	***200***

Commissioner Powell seconded the motion.

The vote was recorded as follows:

Commissioner Darryl Fenn	*Aye*
Commissioner Jackson Ferguson	*Absent*
Commissioner Heather Garcia	*Aye*
Commissioner Brody Rypien	*Absent*
Commissioner Adam Jacobson	*Aye*
Commissioner Andy Powell	*Aye*

Alternate Commissioner Forest Sickles *No*
Alternate Commissioner Preston Oberg *Aye*

The motion passed with a vote of 5:1.

4.2. Review and consider approval of a Conditional Use Permit for a "Medical Service" (i.e., Intermountain Health Bingham Canyon Clinic) located at 5121 W Denali Park Drive in the C-2 Commercial Zone.
Applicant: Alex Booth (project architect, authorized agent)
Acreage: ±5.33 acres
File No: C2026-071

Staff Hoadley presented the application. The clinic is located within the Anthem Commercial area near the Mountain View Corridor. The site encompasses three parcels; only one is being developed at this time. The lower parcel is designated for the existing drainage creek and will not be built upon, and a second parcel to the west will be touched only for necessary frontage improvements related to drainage and right-of-way access, with full planning deferred to a future phase. The proposed building features primary materials of brick and stone, supplemented by metal panels, with extensive glazing. Staff noted that the applicant had provided a material coverage chart confirming compliance with the Master Development Agreement (MDA) standards following a concern raised during the Design Review Committee phase.

The site currently exceeds the parking requirement by ten stalls, which staff characterized as a buffer for a planned future expansion that would mirror the existing building. Staff confirmed that the detention pond on-site would potentially be relocated underground if a second building phase is pursued. The rocky strip along the Mountain View Corridor side of the site lacks live plantings due to a UTA easement prohibiting irrigation and permanent plantings in that area. Staff confirmed that the overall landscape plan otherwise meets the 50 percent live growth coverage requirement.

Staff's eight recommended conditions of approval focused primarily on ensuring compliance with floodplain development standards given the site's proximity to the creek, and on ensuring that lighting be contained within the property boundaries to avoid spillover into adjacent residential areas. The applicant's representatives were present and had no additional comments to add.

Commissioner Fenn moved to approve item 4.2 ***Review and consider approval of a Conditional Use Permit for a "Medical Service" (i.e., Intermountain Health Bingham Canyon Clinic) located at 5121 W Denali Park Drive in the C-2 Commercial Zone with staff's recommendations 1. Acknowledge and address all comments from applicable reviewing agencies. 2. Obtain a Floodplain Development Permit from Herriman City before commencement of sitework. 3. Complete and record with Salt Lake County a Long-term Stormwater Maintenance Agreement for the private stormwater system, in a form acceptable to the City Engineer, before issuance of a building permit. 4. Obtain a Flood Control Permit from Salt Lake County for the storm drain outfall to Midas Creek before issuance of a building permit. 5. All future signage shall require separate applications and permits per HCC Chapter 10-27. 6. All exterior lighting shall comply with Herriman City standards and shall be shielded to prevent light "spillover" onto neighboring properties or residential uses. 7. Any future expansion of the building will require a proportional increase in parking consistent with HCC § 10-24-8, Chart 10-24, and be subject to applicable site plan review requirements. 8. The conditional use permit shall expire if the building,***

activity, construction or occupancy authorized by the permit is not commenced within two years of the date of approval, per HCC § 10-5-10 (J).

Commissioner Jacobson seconded the motion.

The vote was recorded as follows:

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

The motion passed unanimously.

4.3. Review and consider approval of a Conditional Use Permit for a "Daycare/Preschool Center" (i.e., Sneaker Club Preschool) at 6089 W 11800 South, Suite 3, in the C-2 Commercial Zone.
Applicant: Jenny Ellermeier (authorized agent)
Acres: ±1.46
File No: C2026-103

Staff Hoadley presented the application. The Sneaker Club Preschool would occupy units 3, 4, and 5 of Building 1 on Lot 2 within Teton Commercial, across from Haven Event Center. The operation would include both a daycare component (Kids Club) and a preschool component housed in separate suites with separate entrances. The facility anticipated 50 students in the morning session and 34 in the afternoon, with approximately 6 employees and a staff-to-child ratio of 1:8.

The applicant proposed a staggered drop-off and pick-up schedule in ten-minute intervals approximately one hour before each class period to manage traffic flow. Drop-off would occur in a designated pedestrian zone to eliminate direct auto-pedestrian conflicts, and additional parking along the side of the building could accommodate parents during peak pick-up windows. The site meets the required ten parking stalls (four general use stalls plus six stalls based on square footage at one stall per 500 square feet).

Commissioner Fenn inquired about the circulation plan and whether the exit onto 11800 South was right-turn only. Staff Engineer Petersen confirmed that the exit at that location is right-turn only, and that left-turn movements are accommodated at the eastern entrance of the development. He noted that multiple internal routes exist within the private road network to provide circulation options for parents. Staff noted that the hours of peak use (morning and afternoon) do not conflict with the evening-oriented Haven Event Center operations.

The commission asked about required signage for pick-up and drop-off zones. Staff confirmed that directional signage for those areas is not currently required by code but could be implemented voluntarily during the tenant improvement phase.

The applicant did not add comment.

Commissioner Jacobson moved to approve item 4.3 ***Review and consider approval of a Conditional Use Permit for a "Daycare/Preschool Center" (i.e., Sneaker Club Preschool) at 6089 W 11800 South, Suite 3, in the C-2 Commercial Zone with staff's recommendations 1. Acknowledge and address all recommendations from other agencies. 2. Obtain and maintain a business license as required by the City of Herriman. 3. Obtain and maintain a business license as required by the Utah Department of Health and Human Services (DHHS) Office of Licensing (if applicable).***

Commissioner Garcia seconded the motion.

The vote was recorded as follows:

Commissioner Darryl Fenn	*Aye*
Commissioner Jackson Ferguson	*Absent*
Commissioner Heather Garcia	*Aye*
Commissioner Brody Rypien	*Absent*
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 Comment

Commissioner Sickles clarified his no vote on Item 2.1 for the record. He cited two concerns: first, the inability to definitively identify the location of sufficient parking to meet city code, which he characterized as irresponsible to approve without that certainty; and second, the presence of an alcohol vending opportunity within the same building as a board game café that caters to children. He acknowledged staff's clarification that Haven Event Center itself would not hold a liquor license but maintained that the simultaneous availability of alcohol vendors and a child-centric use within the same building warranted additional scrutiny by the city.

6. Future Meetings

6.1. Next City Council Meeting: August 12, 2026

6.2. Next Planning Commission Meeting: August 19, 2026

7. **Adjournment**

Commissioner Powell moved to adjourn the meeting at 7:53 p.m. Seconded by Commissioner Garcia 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 August 05, 2026. This document constitutes the official minutes for the Herriman City Planning Commission Meeting.

Angela Hansen

Angela Hansen
Deputy City Recorder