

**COUNTY OF SEVIER
CITY OF RICHFIELD**

At the Planning Commission
In and For Said City

January 5, 2022

Minutes of the Richfield City Planning Commission meeting held on Wednesday,
January 5, 2022, at 6:00 p.m., Chairman Kendrick Thomas, presiding.

1. **Roll Call**

2. **General Plan Discussion** (RM-24 zone)

3. **Public Hearings (6:30 p.m.)**

- A. Receive comments concerning an application filed by Brad Garfield requesting a change in zoning for property located between 2100 to 2300 south and 1600 West to Cove View Road. The request is to change the property from R1-10 to RM-24.
- B. Receive comments concerning an application filed by Michael Hayes requesting a change to the Zoning Code allowing **tattoo shops** to be allowed in the Downtown (D) zone.
- C. Receive comments concerning proposed changes in the Zoning Code concerning **short-term rentals**.
- D. Receive comments concerning proposed changes to the Zoning Code concerning **metal buildings** in commercial zones.

4. **Conditional Use Permits (Airbnb's)**

- A. Consider approving Jen and Brad Christensen's request allowing them to operate an Airbnb at 350 West 400 North. (R1-10 zone, C-1 use)
- B. Consider approving Seth and Sienna Ellington's request allowing them to operate an Airbnb at 247 West Center Street. (R1-10 zone, C-1 use)
- C. Consider approving Russell and Deborha Cowley's request allowing them to operate an Airbnb at 556 South 100 West. (CS zone, C-1 use).

5. **Commercial Business**

- A. Review plan for Donovan Allen to conduct a health and wellness spa at 165 North Main (P-2 use, D zone).

6. **Action on Public Hearings**

- A. Consider recommending whether or not to approve an application filed by Brad Garfield requesting a high-density residential zone (RM-24). The property is located between 2100 to 2300 South and 1600 West-Cove View road.
- B. Consider recommending a change to the Zoning Code as proposed by Michael Hayes requesting that tattoo shops be allowed in the wntown (D) zone.
- C. Discuss and consider recommending changes to the Zoning Code concerning

1 short-term rentals.
2 D. Discuss and consider recommending changes to the Zoning Code concerning
3 metal buildings in commercial zones.
4 7. Minutes Approval
5 A. Consider approving minutes of December 1, 2021.
6 8. Other Business
7 A. Assign Commissioner to report at City Council meeting on January 11, 2021.
8 B. Appoint Chairman and Vice-Chairman for 2022.
9 9. Adjournment.
10
11
12 1. Roll Call. Roll call was answered by Kendrick Thomas, Greg Bean, Susan
13 Jensen, Blaine Breinholt, and Josh Peterson. Wes Kirschner was excused.
14
15 City Staff Present: Deputy City Recorder Michelle Curtis.
16
17 Others present: Sam Ellington, Brad Christensen, Russ Cowley, Deb Cowley, Taylor
18 Anderson, and Dakota Anderson.
19
20 2. General Plan Discussion (RM-24 zone)
21 In recent months, the Planning Commission has discussed limiting RM-24 locations by
22 area and limiting the total amount of units that would be allowed in comparison to
23 single-family residential units.
24
25 Chairman Thomas has run some rough numbers. If the cap of RM-24 were held at
26 25% of total residents, then about 600 units would be allowed in the RM-24 zones.
27 Greg Bean believes that the property currently zoned RM-24 would allow for 400 units.
28 He asks how long the City holds a space before giving it to someone else.
29
30 Susan Jensen points out that a zone change is not a building permit. It can be zoned
31 that and the City reach the potential maximum and a building permit not ever be
32 issued.
33
34 Greg Bean suggests that an RM-24 zone may be approved but a developer won't be
35 able build that many units if other RM-24 units develop first. If the quota of 25% has
36 been met, then it wouldn't matter if the property is zoned RM-24, their project couldn't
37 be approved. The number of building permits in the RM-24 could not exceed 25% of
38 the housing units in the City.
39
40 Chairman Thomas wondered about a phased development: what if they don't build
41 the entire project but then someone else is prevented from building on another
42 property. With an RM-24 zone there are three phases that the property goes through:

1 the zone change, development approval, and then the actual building permit. At which
2 stage are they guaranteed to build their project.

3
4 Michelle Curtis pointed out that the Mainord/Gagon property started out at a proposal
5 of 220 units. They are scaling that back to 70 or 80 units. How does that figure into
6 the equation. Are other developers told "no" until the time when the Mainord/Gagon
7 project is completely built out to see what their actual number turns out to be.
8 Commissioners think the answer is "yes". We presume that they can build 220 units
9 until the project is complete so that we know the actual number.

10
11 Greg Bean would like to see an ordinance drafted. Rather than limiting RM-24 to
12 certain areas of town, the number of units allowed in the RM-24 would be limited to
13 25% of the single-family units and the number of building permits issued shall not
14 exceed 25% of the number of housing units in the City. He feels like there should be
15 no restriction on zone change requests. Michelle Curtis stated that once a property is
16 RM-24, it would be difficult to turn down a development. The property owner would
17 have the right to presume that their development would be allowed if they can provide
18 all services.

19
20 Chairman Thomas said Mainord/Gagon want to do the project in phases. It might take
21 four or five years for it to build out. What if the allotment is used up when they are half
22 way through? What do they do with the rest of the property. By then it could be
23 landlocked for use as a different type of development.

24
25 Josh Peterson suggested there be no more RM-24 zones allowed until the existing
26 ones are actually constructed and then when they hit 25% of the total residences,
27 there would be no more zone changes. As the number of single-family homes go up,
28 the number of allowed RM-24 units will increase as well.

29
30 Susan Jensen pointed out that a developer is not going to develop if the numbers
31 don't indicate it is a feasible project. Once we are flooded in the market, developers
32 are not going to come in and continue to build.

33
34 Michelle Curtis pointed out that the General Plan map should play a part in this by
35 showing the anticipated areas where these high density uses could go. Greg Bean
36 does not feel like he has the expertise to pick out those places on the map. Josh
37 Peterson said when we get to a point to adopt that portion of the General Plan, we
38 need to rely on a professional who shows where those areas should be. Michelle
39 Curtis pointed out that we have gone through the General Plan process where the
40 consultant provided a proposed General Plan Map.

41
42 Greg Bean doesn't think the map should be the authority. Susan Jensen said it
43 should be a guide. Chairman Thomas said that is what would be the intention of the
44 General Plan Map. Greg Bean doesn't think that should be the final authority.

1 Michelle Curtis said if someone asks for a zone change that matches what is shown
2 on the General Plan Map, then the Commission is mostly bound to allow that change.
3 However, if it isn't shown on the General Plan Map, then they have more flexibility in
4 not changing a zone if they don't believe it to be in the best interest of the City. Josh
5 Peterson said the 25% limit will hold back being over-built, but the map will give a
6 developer an idea of areas where these would be allowed.

7
8 Lisa White arrived.

9
10 Greg Bean asked about the Master Transportation Plan, Josh Peterson had previously
11 said that UDOT had funds available that could be applied for. Michelle Curtis said the
12 City has applied for those funds.

13
14 Chairman Thomas asked if the Future Land Use Map needs to be scrutinized and
15 reviewed before it is adopted into the General Plan. Lisa White feels like it needs to
16 be scrutinized more before it is adopted into the General Plan. Josh Peterson feels
17 like it would be good to adopt the ordinance first and then work on the map.

18
19 Chairman Thomas pointed out that Bruce Parker and his students proposed a General
20 Plan Map. The question is whether it needs to be modified. Mr. Parker had said he
21 feels like he could have the updated version of the General Plan towards the end of
22 January and possibly have public hearings in March.

23
24 Lisa White doesn't believe we need to hire an entirely different entity to redo the map.
25 Depending on how the map comes back from Mr. Parker, the Commission could alter
26 it for what makes the most sense. Josh Peterson said he thinks we need to adopt the
27 General Plan, a Master Transportation Map and then adjust the General Plan Map
28 accordingly. Chairman Thomas said waiting for the Master Transportation Map would
29 make the timing longer. Perhaps the General Plan Map should be adopted as it is,
30 with some tweaking, and then make adjustments when the Master Transportation Plan
31 Map has been updated.

32
33 The Master Transportation Plan does not have to be included in the General Plan. It
34 can be a stand-alone Plan. Chairman Thomas believes we know generally where we
35 do and do not want RM-24, and so if a developer came in and wanted an RM-24 in an
36 area where it isn't desired, and that is reflected on the General Plan Map, then it is
37 easier to say that it is not in the long-term plan of the City.

38
39 Chairman Thomas recommends scrutinizing and reviewing the General Plan Map,
40 include it in the updated General Plan, and then when the Master Transportation Plan
41 is done, look at the General Plan Map again and revise it.

42
43
44 **3. Public Hearings (6:30 p.m.)**

1 A. Comments were received concerning an application filed by Brad Garfield requesting a
2 change in zoning for property located between 2100 to 2300 south and 1600 West to Cove
3 View Road. The request is to change the property from R1-10 to RM-24.
4

5 6:31 p.m. Brad Garfield was present. Seth Ellington asked what is the difference
6 between RM-24 and R1-10. He was advised that it has to do with density: RM-24
7 would allow 24 units per acre with the R1-10 allowing only single-family residences
8 requiring a minimum of 10,000 square feet per lot.
9

10 There being no other public comments, the public hearing closed at 6:33
11

12 B. 6:33 p.m. Comments were received concerning an application filed by Michael Hayes
13 requesting a change to the Zoning Code allowing tattoo shops to be allowed in the Downtown
14 (D) zone.
15

16 There were no public comments. The public hearing closed at 6:33 p.m.
17

18 C. 6:33 p.m. Comments were received concerning proposed changes in the Zoning Code
19 concerning short-term rentals.
20

21 There were no public comments. The public hearing closed at 6:34 p.m.
22

23 D. 6:34 p.m. Comments were received regarding proposed changes to the Zoning Code
24 concerning metal buildings in commercial zone.
25

26 Chairman Thomas explained that this has to do primarily with establishing corridors
27 where these rules will apply in regulating the appearance of commercial buildings
28 within those corridors. The corridors are the busier, collector-type streets. There were
29 no public comments. The public hearing closed at 6:35 p.m.
30

31 **4. Conditional use Permits (Airbnb's)**

32 A. Brad Christensen was present to request approval to operate an Airbnb at 350 West
33 400 North. (R1-10 zone, C-1 use). The Christensens recently finished their basement and
34 decided to supplement their income by using the basement as a separate apartment.
35 It is two-bedrooms, one bathroom, roughly 1600 square feet.
36

37 It was explained that short-term rentals are allowed as a C-1 use. If they were to use
38 it as a long-term rental, it would become an internal accessory dwelling unit which is
39 allowed as long as the owner occupies the home.
40

41 Parking: Three spaces off of the road in front, two further in the back, a two-car
42 garage, four spaces in the back yard. They are required to provide one off-street

1 parking for each guest room. The fire chief has to inspect the premises. There needs
2 to be a clearly visible house number

3
4 **Greg Bean motioned to approve Brad Christensen's request for approval to**
5 **operate a short-term rental at 350 West 400 North. Lisa White seconded the**
6 **motion. Those voting aye: Kendrick Thomas, Lisa White, Susan Jensen, Greg**
7 **Bean, Blaine Breinholt, and Josh Peterson. Those voting nay: None. The**
8 **motion carried unanimously.**

9
10 B. Seth Ellington was present to request approval to operate an Airbnb at 247 West
11 Center Street. (R1-10 zone, C-1 use). Mr. Ellington would like to operate an Airbnb
12 business at their home. There is a separate entrance to the basement where there
13 are three bedrooms and 1-1/2 baths. They have space for four cars to park behind
14 the home, two of which are under a covered support. The fire chief needs to inspect
15 the premises. The address needs to be clearly visible.

16
17 **Blaine Breinholt motioned to approve Seth Ellington's request for approval to**
18 **operate a short-term rental at 247 West Center Street. Greg Bean seconded the**
19 **motion. Those voting aye: Kendrick Thomas, Lisa White, Susan Jensen, Greg**
20 **Bean, Blaine Breinholt, and Josh Peterson. Those voting nay: None. The**
21 **motion carried unanimously**

22
23 C. Russell and Deborha Cowley were present to request approval to operate an Airbnb at
24 546 South 100 West. (CS zone, C-1 use.)

25
26 Lisa White declared a conflict of interest in that she is related to the Cowley's. Russell
27 and Deb Cowley were present. There is a house next to their home which has been
28 used as a rental house. They purchased the home and have been fixing it up to use
29 as an Airbnb.

30
31 This home has five bedrooms which they think is appropriate for larger families to rent.
32 They do have enough off-street parking space to accommodate the parking for five
33 bedrooms.

34
35 It was pointed out that the ordinance states Airbnb's shall have no more than three
36 bedrooms. Commissioners discussed this and think it should be changed

37
38 It is felt the Cowley's request could be approved contingent upon the ordinance being
39 changed to allow more bedrooms. The number of bedrooms would be controlled by
40 whether or not the required number of parking spaces can be met. The Cowleys are
41 still in the process of fixing up the home, so it will be a while before they are ready to
42 rent it out.

1 Lisa White motioned to approve Russell and Deborha Cowley's request for
2 approval to operate a short-term rental at 546 South 100 West, being allowed to
3 use the five bedrooms contingent upon the Code being changed to allow more
4 than three bedrooms, or if the Code is not changed, then approved for use as a
5 3-bedroom short-term rental. Susan Jensen seconded the motion. Those
6 voting aye: Kendrick Thomas, Lisa White, Susan Jensen, Greg Bean, Blaine
7 Breinholt, and Josh Peterson. Those voting nay: None. The motion carried
8 unanimously
9

10 **5. Commercial Business**

11 A. Donovan Allen was present to review plans for a health and wellness spa to be
12 located at 165 North Main (P2 use, D zone). Mr. Allen was present last month to get
13 approval for an office for his car rental business at this address. It sits at the back of
14 the building. The front portion of the building is approximately 560 square feet plus a
15 bathroom and storage. He would also like to operate a self-care business which will
16 include massage chairs, infrared saunas, cryotherapy. There will be one employee.
17 They could possibly schedule eight clients at a time. There will be an entrance from
18 the back. Parking should not be an issue.
19

20 They will offer membership packages and single-use pricing. Hours of operation will
21 be 10:00 a.m. to 9:00 p.m. He will sell some product. He will need a building permit
22 for the remodeling he will be doing.
23

24 This is a permitted use.
25

26 **6. Action on Public Hearings:**

27 A. Consider recommending whether or not to approve an application filed by Brad
28 Garfield requesting a high-density residential zone (RM-24). The property is located between
29 2100 to 2300 South and 1600 West-Cove View road.
30

31 Mr. Garfield was present. He said that this property was approved several years ago
32 for a subdivision that had a lot of cul-de-sacs. He showed a concept which has a
33 layout not having cul-de-sacs. He is asking for the zone change so that he can put in
34 twin homes. His original request was for RM-24, but now that he has drafted a
35 concept plan, the project would fit in the RM-11 zone. He needs the multi-family
36 designation because they will be twin homes.
37

38 Mr. Garfield realizes that this meeting for only a zone change. He will need to provide
39 project details after the zone is changed.
40

41 Commissioners do like the layout of this plan as opposed to the plan that showed cul-
42 de-sacs.
43

1 Mr. Garfield said he has been told that the drainage is piped into retention pond #11
2 on the golf course. He will verify that. He realizes that he will have to do curb and
3 gutter around the whole project.

4
5 **Lisa White motioned to recommend that the City Council approve a zone**
6 **change from R1-10 to RM-11, as discussed. Greg Bean seconded the motion.**
7 **Those voting aye: Kendrick Thomas, Lisa White, Susan Jensen, Greg Bean,**
8 **Blaine Breinholt, and Josh Peterson. Those voting nay: None. The motion**
9 **carried unanimously**

10
11 B. Consider recommending a change to the Zoning Code as proposed by Michael Hayes
12 requesting that tattoo shops be allowed in the Downtown (D) zone.

13
14 **Lisa White motioned to recommend that the City Council approve a change to**
15 **the Zoning Code allowing tattoo shops as a C-1 use in the D (Downtown) zone.**
16 **Josh Peterson seconded the motion. Those voting aye: Kendrick Thomas, Lisa**
17 **White, Susan Jensen, Greg Bean, Blaine Breinholt, and Josh Peterson. Those**
18 **voting nay: None. The motion carried unanimously**

19
20 C. Discuss and consider recommending changes to the Zoning Code concerning short-
21 term rentals.

22
23 The proposed draft of changes to the short-term rental ordinance was discussed.
24 Kendrick Thomas provided a map showing three zones: the West Zone, the East
25 Zone, and the South Zone. The South Zone and the East Zone are fairly equal as far
26 as number of residences. The West Zone is about 200 units more, but it is also an
27 area that is mostly landlocked and not likely to grow. The proposal will limit the
28 number of short-term rentals to no more than 5% of the homes in each zone.

29
30 See attachment 1 for the proposed ordinance and changes that were proposed in this
31 meeting.

32
33 **Lisa White motioned to recommend that the City Council amend Section 1707 of**
34 **the Zoning Code as modified. Josh Peterson seconded the motion. Those**
35 **voting aye: Kendrick Thomas, Lisa White, Susan Jensen, Greg Bean, Blaine**
36 **Breinholt, and Josh Peterson. Those voting nay: None. The motion carried**
37 **unanimously**

38
39 D. Discuss and consider recommending changes to the Zoning Code concerning metal
40 buildings in commercial zones.

41 Changes to Section 1722 of the Zoning Code were discussed. The intent of this
42 change is to specify the use of materials on commercial buildings in along specified

1 corridors. See attachment 2 for the proposed ordinance and changes that were
2 proposed in this meeting.

3
4 7. Minutes Approval:

5 A. Consider approving minutes of December 1, 2021. On page 11, line 31, the last
6 sentence "This puts the City in a liability situation" will be removed and replaced with
7 "(Official approval by Richfield City was never given.)" Josh Peterson motioned to
8 approve the minutes of December 1, 2021, as amended. Lisa White seconded the
9 motion. **Those voting aye: Kendrick Thomas, Lisa White, Susan Jensen, Greg**
10 **Bean, Blaine Breinholt, and Josh Peterson. Those voting nay: None. The**
11 **motion carried unanimously**

12
13 8. Other Business

14 A. Assign Commissioner to report at City Council meeting on January 11, 2021. **Greg**
15 **Bean will report to the City Council.**

16
17 B. Appoint Chairman and Vice-Chairman for 2022. **Kendrick Thomas was appointed**
18 **to act as Chairman and Greg Bean was appointed to act as Vice-Chairman for 2022.**

19
20
21 9. Adjournment. The meeting adjourned at 8:00 p.m.

22
23 **PASSED AND APPROVED on the 2nd day of February, 2022.**

24
25 
26 _____
27 Deputy City Recorder

ATTACHMENT 1
Minutes of January 5, 2022

Proposed Amendment to STR ordinance – December 2021

Section 1707—Bed and Breakfast Inn, Short Term Rentals, Hotel/Motel including Extended Stay Rooms

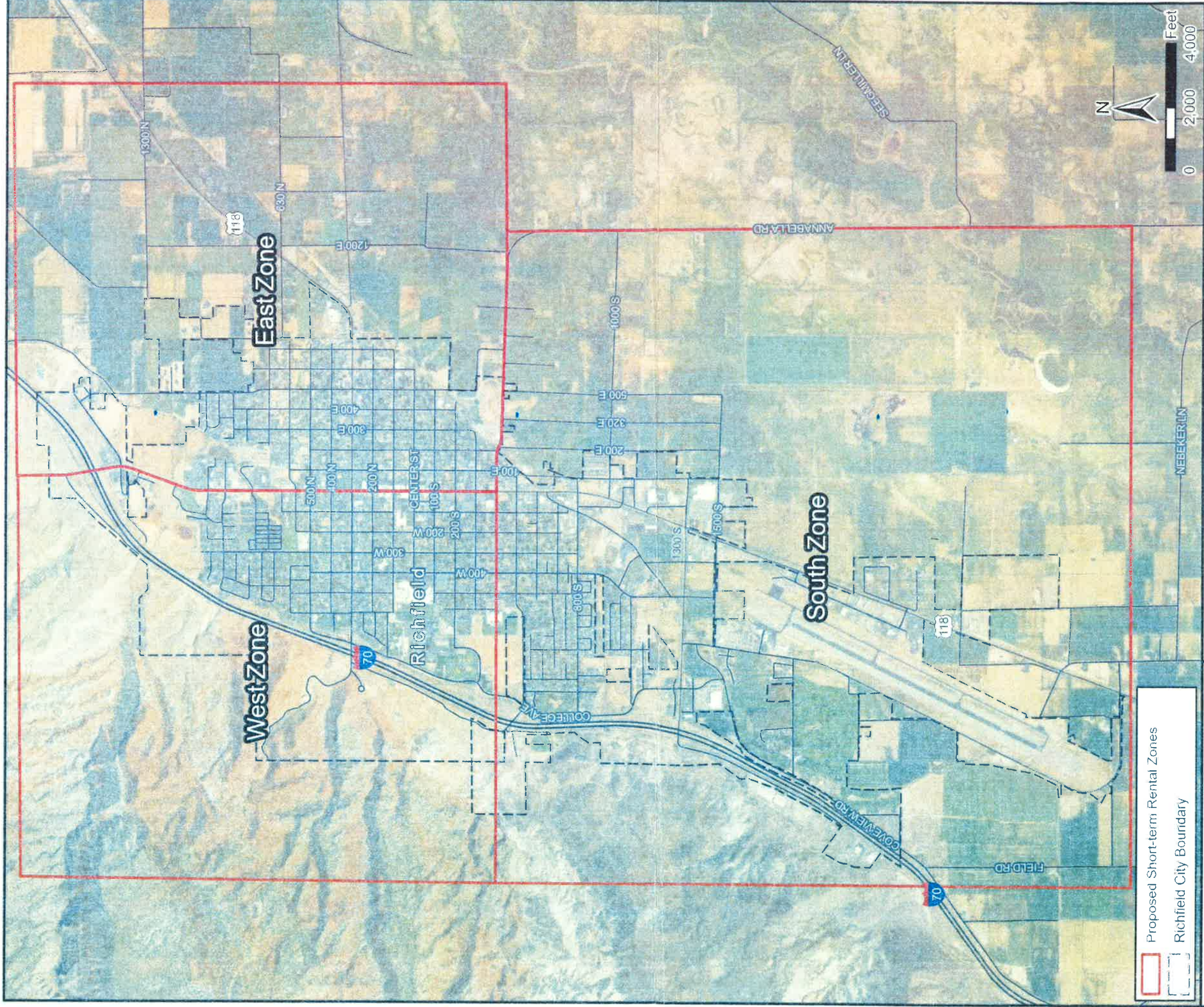
(Amended by Ordinance 2018-3 adopted May 2018.) (Amended by Ordinance 2020-16 adopted December 2, 2020.) (Amended by Ordinance 2021-16 adopted October 2021)

A Bed and Breakfast Inn, Short Term Rental, Hotel/Motel, and Extended Stay shall be conducted traditionally to promote accommodations for travelers, which are in short supply at times, and shall comply with the following:

1. A Bed and Breakfast or Short-term rental shall be conducted only in a single-family dwelling and only by the owner of the dwelling and shall meet all applicable requirements of this Ordinance, and all other Land Use Ordinances, Building Codes, and Health Codes, as applicable. **A single-family dwelling shall be a dwelling on its own parcel that can be sold as its own separate entity. Short-term rentals shall not be allowed in apartments.**
2. ~~The maximum number of guest rooms provided in a Bed and Breakfast or Short-term rental shall not exceed three (3).~~
3. The City Fire Chief shall inspect the premises of a Bed and Breakfast, Short-term rental, Hotel/Motel or Extended Stay and provide a Fire Clearance that the dwelling and premises comply with all applicable Fire Codes, as adopted.
4. One (1) off street parking area for each guest room, in addition to any parking requirements for the single-family dwelling shall be provided. Parking of recreation vehicles, during the rental period, shall be allowed in the frontage of the short-term rental unit so long as it does not block drive-ways, sidewalks or the clear view area of a street or drive-way of an adjoining property or impede traffic on the street.
5. The address of any dwelling unit used for a Bed and Breakfast or Short-term Rental shall be clearly visible.
6. No accessory structure, motor home, travel trailer, boat, or similar vehicle or facility shall be used as guest rooms.
7. **If the property is sold, the short-term rental business shall not be transferrable to the new owner.**

8. The City shall be divided equally into three areas based on the number of homes located in each area. No more than 5% of the number of homes in each area shall be allowed to be used as a short-term rental property.
9. The property must be used as a short-term rental at least one time per year.
10. Short-term rentals are only allowed on properties having a single-family home on its own parcel.
11. A Hotel/Motel shall provide transient rooms regularly rented for less than 30 days for a fee as herein defined and shall meet all applicable requirements of this Ordinance, and all other Land Use Ordinances, Building Codes, and Health Codes, as applicable.
12. A Hotel/Motel rooms regularly rented on a weekly or monthly basis exceeding a transient term of less than 30 days shall be considered extended stay rooms. Rooms used for Extended Stay shall provide a working kitchen, including a sink, a cooktop or range, and bathroom; assigned and rented for more than one week, but not to exceed 90 days within a 180-day period. All rooms used for Extended Stay shall be cleaned regularly to comply with public health codes and prevent sanitation problems. The number of Extended Stay rooms shall not exceed 25% of the number of hotel/motel rooms available at the business location and shall meet all applicable requirements of this Ordinance, and all other Land Use Ordinances, Building Codes, and Health Codes, as applicable.
13. The Chief of Police may require that the manager or person in charge of any motel or hotel shall furnish a list of the persons who have registered at such motel, hotel including all guests in an Extended Stay room. The date and time of arrival of an occupant of each unit shall be noted upon the record to be kept pursuant thereto. In no event shall there be a letting to, or occupancy by, any other person of such unit within the day noted. No person residing within the municipality for a period of 60 days, or over, in any 180-day period, is to be deemed a transient under the provisions of the City Code, nor is such person to be permitted to occupy any unit licensed hereunder unless such unit is so constructed to be in full compliance with the Building Code.
14. No person shall register for accommodations at any hotel or motel under a false, fictitious, or assumed name, without first making his or her true name known to the person in charge thereof.
15. Whoever violates or fails to comply with any of the provisions of this section is guilty of a class B misdemeanor for each such offense. A separate offense shall be deemed committed for each unit and for each day during or on which a violation or noncompliance occurs or continues.

16. A business license, sales tax number, and collection of transient room tax shall be required for a Bed and Breakfast, Short-term Rental, Hotel/Motel, and Extended Stay. The business license shall be renewed annually.





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Richfield City		Sevier County
Proposed Short-term Rental Zones		
Scale: 1" = 4,000'		
1		
Map Name: H:\D\Proj\2109-046\Design\GIS\Projects\2109-046_Planning_Zoning.aprx - Excl Richfield City Proposed Short-term Rental Zones		
Project Number: 2109-045	Drawn by: TAS 12-21	Last Edit: 01/04/2022

ATTACHMENT 2
Minutes of January 5, 2022

Section 1722 – Metal Buildings Located in Nonresidential Zoning Districts shall be replaced with the following:

Section 1722 -- Commercial Building Appearance Design Standards

The City of Richfield desires commercial building architectural design that residents and visitors will find appealing but also not be an undue burden on businesses within the City. In order to maintain a respectable character on main thoroughfares within the City, the following is required:

These standards shall apply to the following City Streets:

Main Street, including extending state highways within City limits,

300 North going east from 100 West, including extending state highways within City limits,

1300 South, from State Highway 118 to I-70,

100 East from 500 South to 600 North.

All new or remodeled facade construction within a city block (or 500') of the right of way limits of the above City streets shall meet the following appearance design guidelines:

1. All sides of a commercial building that are visible from any public street or adjacent residential zone shall include ~~at least one (1)~~ one or more of the following preferred exterior finishing materials: ~~on at least thirty percent of their surfaces: masonry, decorative wood, stone, cinder block, decorative metal panels, or other exterior finishing that is approved as part of the project plan.~~
2. Unfinished concrete, plywood, corrugated metal siding and vinyl siding are discouraged finishes for commercial buildings. Any material that is

not listed as discouraged in item #1 above shall be considered as though it is discouraged.

3. Discouraged finishes will not be allowed unless reviewed by the City Development Review Committee and recommended by the City Planning Commission for approval of the City Council. Discouraged finishes may be permitted based on the aesthetic characteristics, curb appeal, and congruence with surrounding architectural properties of the proposed building design. A 3-Dimensional, colored rendering of the proposed building and site shall be submitted to the Development Review Committee and Planning Commission in order to be considered for approval. The requirement for a 3-D rendering could also be met by providing colored elevations or the equivalent as approved by the Planning Commission. A 3-D rendering or equivalent will be required only when using materials on the discouraged list.
4. Within the historic downtown commercial area, new or remodeled buildings shall be designed so as to contribute to and not detract from the historic characteristics of the area.
5. Exterior building designs shall be reviewed as part of the project plan by the City Development Review Committee and the City Planning Commission and approved by the City Council.