



PLANNING COMMISSION
Tuesday, August 22, 2017
6:00 p.m.

Commissioners in Attendance: Chairman Frank Young, Genevieve Baker, Carl Clyde, Karen Ellingson, Michael Farrer and Brad Mertz

Commissioners Excused: Michael Clay

Staff in Attendance: Glen Goins, Community Development Director
Laura Thompson, City Planner
Lisa Bullock, Executive Assistant

Council Representative: Rick Child

The Planning Commission met at 6 p.m. at the City Civic Center and toured the following locations:

- 451 South Main, Springville
- 79 West 900 North, Springville
- 1300 North Freedom Blvd., Provo

The Planning Commissioners returned to the City Civic Center at 7:08 p.m.

CALL TO ORDER

Chairman Young called the meeting to order at 7:13 p.m.

APPROVAL OF AGENDA

Chairman Young asked if there were any corrections to the agenda. There were no corrections to the agenda.

Commissioner Baker moved to approve the agenda and Commissioner Clyde seconded the motion. The vote to approve the agenda was unanimous.

APPROVAL OF MINUTES

No minutes to approve

CONSENT AGENDA

No items.

LEGISLATIVE SESSION

Matt Davis seeking Site Plan/Conditional Use Permit approval for the Utah Valley Mortuary located at 851 West 400 South in the NC-Neighborhood Commercial zone.

Planner Thompson presented the project to the Planning Commissioners. The proposal is for a new mortuary which will be located west of Zions Bank on 400 South. A conditional permit will be required. Planner Thompson reviewed the site plan and stated that the plan meets all the minimum requirements for the zone.

Planner Thompson listed some of the conditions for the conditional permit with the Planning Commissioners.

Planner Thompson reviewed some of the businesses that are across the street from the property such as an Intermountain Healthcare facility, doctor offices, etc.

Staff recommends approval of this project as it meets all of the zoning requirements and the General Plan.

Commissioner Baker asked how many parking stalls there are. Planner Thompson said she didn't have the exact number of parking stalls with her at the meeting, but there is ample parking.

Commissioner Baker asked if parking is allowed along the street. Planner Thompson said that it is allowed.

Commissioner Young asked if there will be cremation in the mortuary. Planner Thompson said that cremation was not listed on the application.

Commissioner Ellingson asked if there is anything in the code that addresses cremation. Director Goins said there are requirements that must be met in regards to this.

Chairman Young invited the applicant to approach the Planning Commission.

Matt Davis **Utah Valley Mortuary**

Mr. Davis said the company was created about six years ago and they have a mortuary in Lindon. The floor plan and model is very similar to the Lindon mortuary, which was built about a year ago.

Mr. Davis confirmed that there will be no cremation on site. Embalming will be done at the site.

The floral shop will be a retail shop and will be open to the public.

Commissioner Young opened a Public Hearing.

There were no public comments.

Commissioner Mertz moved to close the Public Hearing and Commissioner Farrer seconded the motion. The vote to close the Public Hearing was unanimous.

The Planning Commissioners briefly discussed the project. Commissioner Baker asked about the parking requirements. Planner Thompson said that one stall is required for every 300 feet of retail space and the site plan has more than adequate parking.

Commissioner Farrer moved to approve Matt Davis seeking Site Plan/Conditional Use Permit approval for the Utah Valley Mortuary located at 851 West 400 South in the NC-Neighborhood Commercial zone. Commissioner Mertz seconded the motion. The vote to approve the request was unanimous.

Springville City seeking to amend Springville City Code, Titles 11 and 14, in regards to development review processes, specifically sections: 11-7-203, 14-2-103, 14-2-104, and 14-2-105

Planner Thompson reviewed the requested changes to the City Code in regards to deadlines for Development Review Committee and the process.

Commissioner Young suggested changing the wording from PDF file to Vector scalable file.

Commissioner Baker asked about the paper copies and the requirements for submitting documents, etc., for the Development Review Committee (DRC). Planner Thompson briefly explained the process.

Each applicant is given checklists and requirements that are to be met before meeting with the DRC and for the project to be approved.

**Karen Ifediba
450 South 100 East**

Ms. Ifediba stated she supports the changes staff is making to the City Code to ensure the process is clearly outlined for future applicants.

Councilman Rick Child

Councilman Child stated he has attended several ribbon cutting ceremonies this year and the contractors and developers have commended the staff and said that Springville City is the best

city they have ever worked with and they were very complimentary of the City's processes. Councilman stated they are getting very good reviews from developers and contractors/

Commissioner Mertz commended the staff as well.

Commissioner Mertz moved to close the Public Hearing and Commissioner Baker seconded the motion. The vote to close the Public Hearing was unanimous.

Commissioner Farrer moved to approve the Springville City seeking to amend Springville City Code, Titles 11 and 14, in regards to development review processes, specifically sections: 11-7-203, 14-2-103, 14-2-104, and 14-2-105 with the change of "original PDF format" to "Vector scalable format" in all instances. Commissioner Mertz seconded the motion. The vote to approve the request was unanimous.

ADMINISTRATIVE SESSION

No items.

Commissioner Mertz asked if commercial design standards could be discussed. It was decided to discuss this at the September 12 meeting.

With nothing further to discuss, Commissioner Ellingson moved to adjourn the meeting. Commissioner Baker seconded the motion.

Chairman Young adjourned the meeting at 7:35 p.m.