



**Planning Commission Members in Attendance:** Commissioners Trevor Wood, Kylie Lance, BreAnna Nixon, Nicci McNeff, Andrea Howard, Michael Weight, Drew Hoffman, and Michael Romero.

**Others in Attendance:** Assistant City Manager Jason Bond, Senior Planner Loren Wiltse, Recorder Amalie Ottley, Assistant Kathy Swenson, Jimmy DeGraffreid representing the Cortland Park development, and City Councilor Jeff Siddoway.

Various members of the public attended the meeting.

Commission Chair Trevor Wood called the meeting to order at 7:00 p.m.

#### **INVOCATION/INSPIRATIONAL THOUGHT**

An inspirational thought was offered by Commissioner Kylie Lance.

#### **PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Assistant Manager Bond.

#### **ORDER OF AGENDA ITEMS**

#### **PUBLIC FORUM**

Commission Chair Wood opened the public forum at 7:03 p.m.

No members of the public wished to address the Planning Commission.

Commission Chair Wood closed the public forum at 7:03 p.m.

#### **DISCUSSION & POSSIBLE ACTION ITEMS:**

##### **1. Cortland Park Preliminary Review**

Assistant Manager Bond presented the 102-unit multifamily subdivision located at approximately 200 N and 400 E. Assistant Manager Bond showed the amenities that the development will include. He also stated that the project will go to an Architectural Review Committee (ARC) for approval of the architectural designs and visual aspects of the buildings and landscaping.

The commission discussed parking and ADA stalls in the development. Commissioner Nixon requested that ADA parking stalls be centered more in front of buildings 9,7,5, and 2 to allow for easier disability access to those buildings. The commission also discussed traffic flows and routes around the development. Commissioner Weight inquired about where the dumpsters are located at the site. Assistant Manager Bond pointed out on the plans the locations of dumpsters. Commission Chair Wood approved of the access between the development and the Macey's grocery store stating that it will allow for homeowners to walk back and forth to the store more easily. The commission discussed snow removal at the site. Jimmy DeGraffenreid spoke to potential snow removal ideas at different locations in the parking lot(s). Mr. DeGraffenreid has confidence that a solution for snow removal will be forthcoming, and they will do their best to make sure multiple parking spaces aren't taken. The commission discussed CC&Rs and HOA guidelines. Commissioner Nixon inquired about owner-occupied units versus rentals and discussed with Commissioner Lance the contingencies for homeowner

financing. Mr. DeGraffenreid discussed the difficulty regulating or enforcing percentages of rentals or owned units in a development. The commission discussed storage closets at each unit and the aesthetics. Commissioner Weight mentioned that CC&Rs and HOAs commonly enforce clutter on balconies at their condominiums/apartments. The commission discussed parking on 200 North for overflow. Assistant Manager Bond stated that the curb on 200 North will be painted red to address parking concerns. The commission also discussed ADA access along sidewalks and accessibility to the buildings and surrounding commercial areas. Commission Chair Wood inquired about the fencing at the site. The commission discussed the grading, retaining walls, and fencing between the site and the Macey's store. Commissioner McNeff inquired about plans for lighting to make sure residents are safe. Assistant Manager Bond stated that generally, photometric plans are required to be submitted with the development agreement to meet city code and are review during the final stages. Mr. DeGraffenreid addressed phasing and stages for the site, stating that it will be completed in two phases to make sure appropriate access for the phases are maintained throughout construction. The commission discussed amenities for the site and when they will be completed per the development agreement. Commissioner McNeff inquired about speed bumps or traffic control on the site. The commission discussed that speed bumps would likely impede snow removal and won't be placed in the private parking lot. Commissioner Lance reiterated that FHA financing for first-time homeowners and the requirement for 70% ownership of the units. The commission discussed possible soundproofing in the gym area to allow for the neighboring residents to have an enjoyable experience living in that building. Commissioner Nixon inquired about water retention and soil testing. Assistant Manager Bond confirmed that engineering has completed all the required testing at the site to meet city code. Commissioner McNeff approved of the community's ability to meet the needs of many types of residents.

Commissioner Hoffman made a motion to make a positive recommendation to the City Council to approve the Cortland Park Preliminary Plan with the conditions that all redlines are addressed, that photometric plans are approved by the city, and to move ADA parking stalls to more central locations in front of buildings 9,7,5, and 2. Commissioner Lance seconded the motion.

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|----------------------|-----|
| Commissioner Wood    | Yes |
| Commissioner Lance   | Yes |
| Commissioner Hoffman | Yes |
| Commissioner Howard  | Yes |
| Commissioner McNeff  | Yes |
| Commissioner Nixon   | Yes |
| Commissioner Weight  | Yes |
| Commissioner Romero  | Yes |

The motion was unanimously approved.

## **2. Approval of Meeting Minutes**

Commissioner Nixon made a motion to approve the Planning Commission Meeting Minutes from September 13, 2022. Commissioner Howard seconded the motion.

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|----------------------|-----|
| Commissioner Wood    | Yes |
| Commissioner Lance   | Yes |
| Commissioner Hoffman | Yes |
| Commissioner Howard  | Yes |

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| Commissioner McNeff | Yes |
| Commissioner Nixon  | Yes |
| Commissioner Weight | Yes |
| Commissioner Romero | Yes |

The motion was unanimously approved.

Commissioner Howard made a motion to approve the Planning Commission Meeting minutes from October 11, 2022. Commissioner McNeff seconded the motion.

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|----------------------|-----|
| Commissioner Wood    | Yes |
| Commissioner Lance   | Yes |
| Commissioner Hoffman | Yes |
| Commissioner Howard  | Yes |
| Commissioner McNeff  | Yes |
| Commissioner Nixon   | Yes |
| Commissioner Weight  | Yes |
| Commissioner Romero  | Yes |

The motion was unanimously approved.

#### **Other Business**

Assistant Manager Bond reminded commission members of an upcoming MAG Statewide Growth Workshop on November 7<sup>th</sup>, 2022 in Provo, Utah.

Assistant Manager Bond also advised of the Annexation Policy Update that has been and will continue to be noticed to the public per Utah State guidelines. He stated that a Public Hearing will need to be held at the end of November and asked if commissioners would be available for a short meeting to have a hearing and make a possible recommendation to the City Council. Commission members confirmed their availability and the city will move forward with public noticing and hearings.

Assistant Manager Bond spoke to a recent request from the City Council for the Planning Commission to re-evaluate the ordinance allowing Detached Accessory Dwelling Units in the R10 Zone at an upcoming meeting. He also addressed the Active Transportation Plan that will be considered at a Public Hearing at the next meeting.

Commissioner Lance inquired about the progress of the new city hall building. Assistant Manager Bond confirmed that the anticipated move in date is Spring 2023. Commissioner Lance also inquired about construction on the north side of 400 East at the Nebo School District property. Assistant Manager Bond confirmed that the Nebo School District is planning to move some FHA buildings and activities offsite from Payson High School while it's under construction. He also confirmed that their activities fall in line with city code.

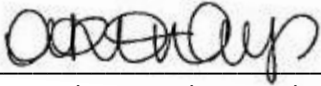
#### **Adjournment**

Commissioner Wood made a motion to adjourn the meeting. Motion seconded by Commissioner McNeff.

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|----------------------|-----|
| Commissioner Wood    | Yes |
| Commissioner Lance   | Yes |
| Commissioner Hoffman | Yes |
| Commissioner Howard  | Yes |
| Commissioner McNeff  | Yes |
| Commissioner Nixon   | Yes |
| Commissioner Weight  | Yes |
| Commissioner Romero  | Yes |

The motion was unanimously approved.

Meeting adjourned at 7:53 p.m.



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City Recorder – Amalie R. Ottley

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Commission Chair – Trevor Wood