

1 PLANNING COMMISSION MINUTES OF MEETING
2 Wednesday, January 27, 2021
3 7:00 p.m.
4

5 A quorum being present electronically via Zoom and live streamed on the Centerville
6 City YouTube channel due to Infectious Disease COVID-19, the meeting of the Centerville City
7 *Planning Commission was called to order at 7:00 p.m.*
8

9 **MEMBERS PRESENT**

10 Kevin Daly, Chair
11 Cheylynn Hayman
12 Mason Kjar
13 Heidi Shegrud
14 Christina Wilcox
15 Becki Wright
16

17 **MEMBER ABSENT**

18 Spencer Summerhays, Vice Chair
19

20 **STAFF PRESENT**

21 Cory Snyder, Community Development Director
22 Lisa Romney, City Attorney
23 Mackenzie Wood, Assistant Planner
24

25 **DETERMINATION**

Chair Daly read a determination regarding electronic meetings
26 *without an anchor location due to COVID-19*
27

28 **PLEDGE OF ALLEGIANCE**

29
30 **OPENING COMMENTS/LEGISLATIVE PRAYER** Commissioner Shegrud
31

32 **LAND USE TRAINING – MUNICIPAL LAND USE DEVELOPMENT AND**
33 **MANAGEMENT ACT – PART 1 – GENERAL PROVISIONS**
34

35 City Attorney Lisa Romney provided training on Part 1 (General Provisions) of the
36 Municipal Land Use Development and Management Act, and answered questions from the
37 Planning Commission.
38

39 **BYLAWS REVIEW**
40

41 Assistant Planner Mackenzie Wood showed a draft of the Planning Commission Bylaws,
42 with items addressed in City Ordinance struck-through in red. She commented that most of the
43 remaining language was a simplified version of Robert's Rules of Order. Ms. Wood asked the
44 Planning Commission how they wanted Staff to proceed.
45

46 Chair Daly said he thought it was helpful, especially for newer Commissioners, to have
47 the simplified Robert's Rules of Order to use as a reference. He said he would be in favor of
48 removing language covered by City Ordinance from the Bylaws. Commissioner Wilcox said she
49 agreed with Chair Daly. Commissioner Hayman said she believed the full version of the Bylaws
50 was valuable, and suggested a condensed "cheat-sheet" could be put together for
51 Commissioner reference during meetings. Commissioner Wright said she agreed with
52 Commissioner Hayman.
53

54 Commissioner Kjar expressed support for the proposed edits presented by Ms. Wood,
55 and said he believed it was generally good to reduce redundancy and potential conflict. He said

1 he viewed the Planning Commission Bylaws as having two purposes: to serve as a guide for
2 Planning Commissioners; and to provide consistency over time as turn-over occurs.
3 Commissioner Wilcox said it would have been helpful to have a copy of the Bylaws when she
4 began on the Planning Commission.

5
6 Ms. Wood was directed to streamline the Bylaws, and put together a separate
7 summarizing document for the Planning Commission to use as a reference.

8
9 **OFF-STREET PARKING REGULATIONS REVIEW**

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11 Community Development Director Cory Snyder presented off-street parking
12 requirements for Public/Civic uses, and described different parking modification requests for
13 Public/Civic projects received in the last several years. The Planning Commission reviewed
14 comparative information regarding Public/Civic off-street parking regulations in neighboring
15 cities. Mr. Snyder suggested a broader comparison might be beneficial for Church or Place of
16 Worship Use, and spoke of the conflict between maximizing land use and ensuring sufficient
17 parking.

18
19 Commissioner Wilcox asked why Centerville required more parking than neighboring
20 cities for Public/Civic uses. Acknowledging that his answer was speculative, Mr. Snyder
21 responded that when the 2003 Parking Table was put together, the City Council at the time may
22 have been influenced by situations of insufficient parking, particularly along Main Street, and
23 may have wanted to ensure sufficient parking for all Public/Civic uses.

24
25 Commissioner Hayman expressed interest in specific recommendations from Staff in
26 areas they deemed change was warranted. Mr. Snyder suggested Staff prepare
27 recommendations for areas the Planning Commission agreed change was warranted. Chair
28 Daly said he agreed with the higher off-street parking requirement for elementary and junior
29 high schools in Centerville compared to other cities. Mr. Snyder said he would bring back
30 specific examples and recommendations. Commissioner Wright suggested that reasons or
31 justifications for specific parking requirements would be helpful.

32
33 **COMMUNITY DEVELOPMENT DIRECTOR REPORT**

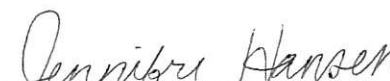
34
35 The Planning Commission was scheduled to meet next on February 10, 2021.

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37 **MINUTES REVIEW AND ACCEPTANCE**

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39 Ms. Wood stated minutes of the January 13, 2020 Planning Commission meeting would
40 be included on the agenda of the next Planning Commission meeting for review.

41
42 **ADJOURNMENT**

43
44 At 8:15 p.m., Commissioner Hayman **moved** to adjourn the meeting. Commissioner
45 Wright seconded the motion, which passed by unanimous vote (6-0).

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50 Janet DeHison, City Recorder
51 Jennifer Hansen, Deputy Recorder

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Katie Rust, Recording Secretary

02/10/2021

Date Approved

