



**FARMINGTON CITY
PLANNING COMMISSION**

November 20, 2025



FARMINGTON

MORE TIME FOR LIVING

PLANNING COMMISSION MEETING NOTICE AND AGENDA Thursday November 20, 2025

Notice is given that Farmington City Planning Commission will hold a regular meeting at City Hall 160 South Main, Farmington, Utah. A work session will be held at **6:30 PM** prior to the **regular session which will begin at 7:00 PM** in the Council Chambers. The Planning Commission is expected to discuss items on the agenda as well as updates to The Charlotte Subdivision. The link to listen to the regular meeting live and to comment electronically can be found on the Farmington City website at [farmington.utah.gov](https://www.farmington.utah.gov). Any emailed comments for the listed public hearings, should be sent to crowe@farmington.utah.gov by 5 p.m. on the day listed above.

ZONE TEXT AMENDMENT – public hearings x2

1. Farmington City – Applicant is requesting changes to Title 11, Chapter 32: Off Street Parking, Loading and Access, to modify the number and/or size of parking stalls required with residential development and to update driveway width and access standards.
2. Farmington City – Applicant is requesting changes to Section 11-3-045: Special Exceptions, to change the requirement for a public hearing in order to allow consideration of a Special Exception by review of the Planning Commission in a public meeting.

OTHER BUSINESS

3. City Council Reports, Approval of Minutes, Upcoming Items & Trainings.
 - a. Planning Commission Policies and Procedures
 - b. Planning Commission Minutes 11.06.2025
 - c. City Council 11.18.2025
 - d. Other

Please Note: Planning Commission applications may be tabled by the Commission if: 1. Additional information is needed in order to act on the item; OR 2. If the Planning Commission feels, there are unresolved issues that may need additional attention before the Commission is ready to make a motion. No agenda item will begin after 10:00 p.m. without a unanimous vote of the Commissioners. The Commission may carry over Agenda items, scheduled late in the evening and not heard to the next regularly scheduled meeting.

Any person wishing to address the Commission for items listed as Public Hearings will be recognized when the Public Hearing for such agenda item is opened. At such time, any person, as recognized by the Chair, may address the Commission regarding an item on this meeting agenda. Each person will have up to three (3) minutes. The Chair, in its sole discretion, may reduce the speaker time limit uniformly to accommodate the number of speakers or improve meeting efficiency.

***CERTIFICATE OF POSTING** I hereby certify that I posted a copy of the foregoing Notice and Agenda at Farmington City Hall, Farmington City website www.farmington.utah.gov and the Utah Public Notice website at www.utah.gov/pmn. Posted on November 14, 2025. Carly Rowe, Planning Secretary*



Farmington City Planning Commission Staff Report November 20, 2025

Item 2: Changes to Title 11, Chapter 32: Off Street Parking, Loading and Access, to modify the number and/or size of parking stalls required with residential development and to update driveway width and access standards.

Public Hearing: Yes
Application No.: ZT-26
Applicant: Farmington City

Request: *The Planning Commission has requested a review and consideration of an update to the city's parking requirements particularly in relation to guest parking.*

Background

Farmington City's current code has minimum parking requirements for development, including residential developments. The included enabling ordinance addresses a handful of items throughout the city's code. The purpose of the code as stated directly in the ordinance is to 'provide regulations for off-street parking and loading, and access to such facilities, sufficient for each type of land use so as to reduce street congestion and traffic hazards and the need to park on public streets.'

The issue seemed to come about after reviewing some projects recently where there was concern about sufficient parking. These projects happened to be single-family attached (townhome) development. The parking ratios included are below:

Recent reviews:

theANA – 70 units, all 2 car garage with usable driveways + 12 guest parking = 4.1 stalls/unit

theVIOLET – 39 units, 2 car garages no driveway parking + 2 guest stalls + 3 street parking = 2.1 stalls/unit

Comparison project:

The Avenues – 128 units, 31 usable driveways + 6 guest stalls + 20 street parking = 2.6 stalls/unit

City code currently requires that single-family to four-family structure have 2 parking spaces per dwelling unit. Multi-family buildings such as apartments are required to have 1.6 spaces per unit, plus 0.25 spaces per unit for visitors. (1.85 spaces per unit). The ordinance states in the mixed use zoning districts that this requirement can be met using on street parking adjacent to the project. Further reductions are also possible based on proximity to transit.

The availability of parking or lack thereof is a common concern in daily life and when considering development. In the United States where mobility is so highly dependent on the use of automobiles, the average person has high expectations of ample cheap convenient parking to all destinations.

Despite a need to accommodate cars, Best Planning Practices and trends throughout the nation are moving away from requiring more parking with development of all types. Rather, trends are to reduce or eliminate parking requirements in city codes.

Strong Towns:

Parking mandates stifle the creation of homes and businesses.

It's about land and money. More land used for city-mandated parking means less land for much needed homes or wealth-generating businesses. And parking can be expensive to build, costing between \$5,000 and \$50,000 per space. When you force developers to include a minimum amount parking, you're adding tens or even hundreds of thousands of dollars to the cost of a project.

Parking mandates cost cities money.

Parking mandates don't just affect the private development side. They also cost cities a lot of money by making destinations farther and farther apart. You end up with more streets and roads per capita, more stormwater runoff to manage, and more liabilities on the city's books.

The 2022 Parking Standards Planning Advisory Service Report from the **American Planning Association** states: "As regards residential parking requirements overall, communities should be mindful of the impact standards may have on housing affordability." This same report finds that requirements for residential development "typically range from one to two required spaces per unit" based on the type of single family or multi-family development.

The **Wasatch Front Regional Council**, the regional planning organization, released the Utah Parking Modernization Guidebook in 2022 with the following findings and recommendations for Wasatch Front communities.

- Parking has a direct impact on feasibility for housing, office, and retail developments.
- Large surface parking lots reduce the attractiveness and walkability of an area and contribute to heat island effects and stormwater runoff issues. This runs counter to WFRC's goal of maintaining a sustainable environment including water, agricultural, and other natural resources.
- High parking minimums prevent cities in the WFRC region from meeting regional goals for compact, walkable, fiscally responsible communities with safe, user-friendly streets.
- The high cost of providing structured parking can lead to higher rents for tenants, including those without cars. o If, for example, two spaces per multifamily unit are required in a structured parking lot, a developer's revenue target must increase by \$4,782.48 per unit (\$398.54 per month) in order to maintain the desired return. Most of this cost will be distributed to all tenants via higher rents, regardless of whether every household utilizes the parking.
- Surface parking, while significantly less expensive than structured parking, reduces the footprint and FAR of what can be built on site, which can impact feasibility as well as future property tax revenues.
- An increase in hybrid and full-time remote work reduces the demand for on-site off-street parking at office buildings and parks, and opens up opportunities to develop some parking lots into housing or mixed-use projects
- Cities in the WFRC region should reduce parking minimums and/or allow flexibility in meeting requirements through shared parking models.

- Cities should also consider counting on-street parking spaces toward required parking, especially for developments that build or improve local roads

Recently the **Farmington City** Council adopted an ordinance updating the city's parking policy now allowing cars to park overnight in the street in the mixed-use area year round. This had previously been prohibited from November to February for snow plowing considerations.

Finally, the City's **Moderate Income Housing Plan** which was last updated in 2023 includes the following strategy as one of the options made available from the State of Utah.

Strategy 6: Amend land use regulations to eliminate or reduce parking requirements for residential development where a resident is less likely to rely on the resident's own vehicle, such as residential development near major transit investment corridors or senior living facilities.

In summary, staff has concerns about any changes to the city's parking ordinance which would require more parking based on the items previously mentioned.

Still, the Planning Commission may determine that it is necessary to revise the city's ordinance to promote more parking availability.

It is not uncommon to find communities with ordinances that require guest parking in residential subdivisions. Similar to the multi-family requirement currently on the books in Farmington, where required a ratio of 0.2 – 0.25 stalls per unit it typical.

An ordinance has been prepared with

Suggested Motion

Move that the Planning Commission recommend denial of the enclosed enabling ordinance to the City Council as proposed.

Alternate Motions

Move that the Planning Commission table the issue for further research and discussion.

OR

Move that the Planning Commission approve the enclosed enabling ordinance.

Supplemental Information

- Enabling Ordinance

FARMINGTON CITY, UTAH

ORDINANCE NO. 2025 -

AN ORDINANCE AMENDING SECTION 11-32-040: MINIMUM PARKING SPACES REQUIRED, TO SPECIFY THE NUMBER OF GUEST PARKING STALLS REQUIRED WITH RESIDENTIAL DEVELOPMENT. (ZT-11-25)

WHEREAS, the Planning Commission held a public hearing in which the text changes proposed to the Zoning Ordinance were thoroughly reviewed and recommended that this ordinance be approved by the City Council; and

WHEREAS, the Farmington City Council has also held a public meeting pursuant to notice and deems it to be in the best interest of the health, safety, and general welfare of the citizens of Farmington to make the changes proposed;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF FARMINGTON CITY, STATE OF UTAH:

Section 1. Amendment. The specific sections identified in Exhibit A attached hereto are amended as identified

Section 4. Severability. If any provision of this ordinance is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby.

Section 5. Effective Date. This ordinance shall take effect immediately upon publication or posting or 30 days after passage by the City Council, whichever comes first.

PASSED AND ADOPTED by the City Council of Farmington City, State of Utah, on this 1st day of July, 2025.

FARMINGTON CITY

Brett Anderson, Mayor

ATTEST:

DeAnn Carlile, City Recorder

Exhibit A:

Required off street parking shall be provided for each land use as listed below. For any use not listed, the requirements for the most nearly similar use which is listed shall apply. The Planning Commission shall determine which listed use is most nearly similar. In special cases where it is determined that there is not a similar use, the Planning Commission, in consultation with the developer, shall establish the minimum parking space requirement:

Use	Parking Spaces Required
Use	Parking Spaces Required
Auditoriums, assembly halls, theaters, churches, funeral homes	1 parking space for every 4 seats. Where there are no fixed seats, 1 space shall be provided for every 50 square feet of gross floor area.
Auto repair/body shop	3 spaces for each service bay (service bay itself shall not be counted as a parking space) plus 1 space for each vehicle customarily used in operation of the business.
Commercial recreation, such as golf course, bowling alley, etc.	Determined by the Planning Commission.
Dental and medical clinics	3 parking spaces per 1,000 square feet of floor area.
Drive-in facilities, required stacking space	There shall be sufficient distance in advance of a service window to store 4 cars, not including the vehicle at the window. In the case of a fast food restaurant, the distance between a menu board and the pick up window shall be sufficient to store 4 cars, not including the vehicles at the pick up window and menu board, and storage for at least 4 vehicles shall also be provided in advance of the menu board. A minimum of 20 feet per vehicle shall be provided. Such spaces shall be designed so as not to impede pedestrian or vehicular circulation on the site or on abutting streets.
Dwelling, multi-family (5+ units/building)	1.6 parking spaces per unit, plus 0.25 space per unit for visitors.

Dwelling, single-family to four-family	2 parking spaces per dwelling unit. <u>Single-family to four-family dwelling projects whether attached or detached shall provide 0.2 parking spaces per dwelling as guest parking. Such parking must be in addition to and located separate from garage and driveway spaces directly connected to a dwelling unit.</u>
Elementary and junior high school	2 parking spaces per classroom.
Fast food or drive-in restaurant	20 parking spaces per 1,000 square feet of sales and eating area plus a minimum of 4 employee parking spaces.
Hospitals	1 parking space per each bed.
Hotel and motel	1 parking space per unit, plus specified requirements for restaurants, auditoriums, meeting rooms and other related facilities.
Intensive commercial business, retail stores and shops	4 parking spaces per 1,000 square feet of floor area.
Less intensive commercial businesses, including auto, lumber, appliance sales, etc.	1.5 parking spaces per 1,000 square feet of indoor and outdoor sales and display area.
Manufacturing uses, research and testing, wholesale	2 parking spaces per 1,000 square feet of gross floor area, plus 1 space for each company vehicle operating from the premises. 1 parking space per 1,000 square feet of gross floor area shall be provided for warehousing and/or space used exclusively for storage.
Nursing home	1 parking space per each bed.
Offices and personal services	3 parking spaces per 1,000 square feet of floor area.
Senior high schools	7 parking spaces per classroom.
Sit down restaurants and bars	12 parking spaces per 1,000 square feet of floor area.



Farmington City Planning Commission Staff Report November 20, 2025

Item 3: Zone Text Amendment – Public Hearing requirements for certain Special Exceptions

Public Hearing: Yes
Application No.: 25-26
Applicant: Farmington City

Request: *The applicant is seeking recommendation for approval of a zone text amendment to 11-3-045, which specifies that public hearings are not required for special exceptions related to driveway width and building height.*

Background Information

Frequent items the Planning Commission sees are related to driveway width per 11-32-060 A1, and building height as specified in various zoning districts. The special exception chapter requires that all special exceptions shall have public hearings (11-3-045 D2 and D4). In the past nearly 5 years, the Planning Commission has considered 21 applications for special exceptions specifically related to building height and driveway width. Of those applications, nearly every public hearing had 0 public comments and every special exception was approved by the Commission.

Public hearings require at least a 10-day notice period where every property owner within 300 feet of the subject property are notified in writing. This notice period often causes delays to projects that are otherwise ready for approval, such as in-progress building permits. Staff is proposing leaving the decision of approval to the Planning Commission, but removing the public hearing. The public hearing aspect is rarely utilized, and when the public comments are not related to the following standards, they cannot be considered:

11-3-045 E. Approval Standards: The following standards shall apply to the approval of a special exception:

- 1. Conditions may be imposed as necessary to prevent or minimize adverse effects upon other property or improvements in the vicinity of the special exception, upon the City as a whole, or upon public facilities and services. These conditions may include, but are not limited to, conditions concerning use, construction, character, location, landscaping, screening, parking and other matters relating to the purposes and objectives of this title. Such conditions shall be expressly set forth in the motion authorizing the special exception.*
- 2. The Planning Commission shall not authorize a special exception unless the evidence presented establishes the proposed special exception:*
 - a. Will not be detrimental to the health, safety or general welfare of persons residing or working in the vicinity, or injurious to property or improvements in the vicinity;*
 - b. Will not create unreasonable traffic hazards;*
 - c. Is located on a lot or parcel of sufficient size to accommodate the special exception.*

Suggested Motion

Move that the Planning Commission recommend the zone text amendment to 11-3-045, subject to all applicable Farmington City development standards and ordinances.

Findings:

1. Public hearings for driveway width and building height special exceptions have not been utilized frequently as far back as 2021.
2. Utah's Land Use, Development and Management Act (LUDMA) does not address or include special exceptions, and thus does not require public hearings for such applications.
3. Special exceptions are an administrative decision, meaning that if they follow the ordinance and criteria set forth in 11-3-045 E, approval is necessary.
4. Appeals to Planning Commission decisions may be made according to 11-3-050

Supplemental Information

1. Table demonstrating recent building height and driveway width special exceptions
2. Zone text language

Application	Subject	#ofComments	Approved?	Notes
M-3-25	height	0	Y	
M-2-25	height	1	Y	general question about project
M-1-25	driveway width	7	Y	Baggett Driveway
M-5-24	driveway width	0	Y	
M-4-24	driveway width	0	Y	
M-3-24	driveway width	0	Y	
M-12-23	height	0	Y	
M-8-23	driveway width	0	Y	
M-6-23	height	1	Y	commenter had "no concerns"
M-5-23	driveway width	0	Y	
M-4-23	height	3	Y	2 positive/1 negative
M-2-23	driveway width	0	Y	
M-14-22	driveway width	0	Y	
M-12-22	height	1	Y	positive
M-5-22	driveway width	0	Y	
M-6-22	height	0	Y	
M-4-22	height	0	Y	
M-3-22	height	0	Y	
M-12-21	height	0	Y	
M-7-21	height	0	Y	
M-6-21	driveway width	0	Y	

11-3-045: SPECIAL EXCEPTIONS:

A. A special exception is:

1. An activity or use incidental to or in addition to a principal use permitted in a zoning district;
2. An adjustment to a fixed dimension standard permitted as an exception to the requirements of this title;
3. A transfer of development right (TDR), or rights, established because of blight which results in an additional lot, or lots, or a dwelling unit, or units;
4. An adaptive reuse of a building or structure eligible, or that may be eligible, for the National Register of Historic Places so long as the adaptive reuse does not compromise such eligibility; or

A special exception requires careful review of such factors as location, design, configuration and/or impacts to determine the desirability of authorizing its establishment on any given site. This section sets forth procedures for considering and approving special exceptions to the provisions of this title.

B. Authority: When expressly provided for under the provisions of this title, the Planning Commission is authorized to approve special exceptions to the provisions of this title in accordance with the terms and provisions set forth in this section. When pertaining to an adjustment to the height of a building, the Planning Commission may authorize an adjustment of up to twenty percent (20%) of the prescribed requirement.

C. Initiation: A property owner, or the owner's agent, may request a special exception to the provisions of this title in accordance with the procedures set forth herein.

D. Procedure: An application for a special exception shall be considered and processed as follows:

1. A complete application shall be submitted to the Zoning Administrator in a form established by the City along with any fee established by the City's fee schedule. The application shall include at least the following information:

- a. The name, address and telephone number of the applicant and the applicant's agent, if any.
- b. The address and parcel identification of the subject property.
- c. The zone, zone boundaries and present use of the subject property.
- d. A complete description of the proposed special exception.
- e. A plot plan showing the following:
 - (1) Applicant's name;

- (2) Site address;
- (3) Property boundaries and dimensions;
- (4) Layout of existing and proposed buildings, parking, landscaping and utilities; and
- (5) Adjoining property lines and uses within one hundred feet (100') of the subject property.

f. Such other and further information or documentation as the Zoning Administrator may deem necessary for a full and proper consideration and disposition of a particular application.

2. After the application is determined to be complete, the Zoning Administrator shall schedule a public hearing before the Planning Commission, except in cases of driveway width and building height, where no public hearing shall be required. Notice of public hearings shall be given as required by law and according to policies established by the commission. The Planning Commission shall take action on the application within a reasonable time after the filing of a complete application.

3. A staff report evaluating the application shall be prepared by the Zoning Administrator.

4. The Planning Commission shall hold a public hearing, except as provided in D2 above, and thereafter shall approve, approve with conditions or deny the application pursuant to the standards set forth in subsection E of this section. Any conditions of approval shall be limited to conditions needed to conform to the special exception to approval standards.

5. After the Planning Commission makes a decision, the Zoning Administrator shall give the applicant written notice of the decision.

6. A record of all special exceptions shall be maintained in the Office of the Zoning Administrator.

E. Approval Standards: The following standards shall apply to the approval of a special exception:

1. Conditions may be imposed as necessary to prevent or minimize adverse effects upon other property or improvements in the vicinity of the special exception, upon the City as a whole, or upon public facilities and services. These conditions may include, but are not limited to, conditions concerning use, construction, character, location, landscaping, screening, parking and other matters relating to the purposes and objectives of this title. Such conditions shall be expressly set forth in the motion authorizing the special exception.

2. The Planning Commission shall not authorize a special exception unless the evidence presented establishes the proposed special exception:

a. Will not be detrimental to the health, safety or general welfare of persons residing or working in the vicinity, or injurious to property or improvements in the vicinity;

b. Will not create unreasonable traffic hazards;

c. Is located on a lot or parcel of sufficient size to accommodate the special exception.

F. Effect Of Approval: A special exception shall not authorize the establishment of any use nor the development, construction, reconstruction, alteration or moving of any building or structure, but shall merely authorize the preparation, filing and processing of applications for any approvals or permits that may be required by this title or other applicable provisions of this Code.

G. Amendments: The procedure for amending a special exception shall be the same as the original procedure set forth in this section.

H. Expiration: Subject to an extension of time, a special exception which is not exercised within one hundred eighty (180) days shall expire and have no further force or effect. (Ord. 2002-48, 12-11-2002; amd. Ord. 2018-11, 3-6-2018; Ord. 11-12-2019; Ord. 2021-13, 5-18-2021; Ord. 2022-8, 1-18-2022; Ord. 2025-37, 7-15-2025)

~~Draft Date: 10/30/90, 10/22/90, 10/26/90, 11/15/90~~

Approved and Adopted: 11/15/90

Amended: 12/10/92, 02/09/94, 12/15/97 (Res. 97-61), 3/15/22, 5/20/25, 12/9/25

FARMINGTON PLANNING COMMISSION POLICIES AND PROCEDURES

I. PURPOSE

These policies and procedures are designed and adopted for the purpose of providing guidance and direction to the members of the Farmington Planning Commission in the performance of their duties. The Planning Commission shall be governed by the provisions of all applicable State Statutes, City Ordinances, and these policies. Nothing in these policies shall be interpreted to provide an independent basis for the invalidation or alteration of a final decision of the Commission unless otherwise provided by City Ordinance or State Law.

II. OFFICERS AND DUTIES

Election of Officers – The Planning Commission shall annually elect a Chair, Vice-Chair, and representative to the Board of Adjustment at its last meeting of the calendar year. The officers and Board Member shall be elected from the duly appointed members of the Commission by a majority of the total membership and may be elected for subsequent terms. Terms of office shall be from January 1st to December 31st of the year following the election.

The Chair shall preside over all meetings and hearings. The Chair shall have the same rights, privileges, and duties as any other member, including the right to vote on any matter before the Commission. The term “Chair,” as used throughout this document, shall mean the Chair of the Planning Commission, or in the absence or incapacity of the Chair, the Vice-Chair unless otherwise designated. In the event that the Chair is only able to participate remotely, the Vice-Chair shall preside over meetings unless all meeting participation is conducted remotely. In the event the Planning Commission is scheduled to meet and the Chair or Vice-Chair is unable to conduct the meeting, the meeting may continue with the presence of a quorum who shall elect a Chair Pro-Temp to preside over that meeting. Selection of a Chair Pro-Temp requires a nomination and a simple majority vote.

The Chair shall execute official documents and letters on behalf of the Commission. In the absence of the Chair, the Vice-Chair may fill this role. The Community Development Director or designee may execute time sensitive documents on behalf of the Planning Commission to formalize an action taken in a public meeting.

III. NOTICE

In order to make residents of the City more aware of the various hearings conducted by the Planning Commission, and particularly those residents or businesses which may be affected

by changes in land use, procedures are established below for notification of affected property owners. These notice provisions are provided as a courtesy to these property owners and are not intended to subject the City to a greater notice requirement than required by Federal or State Law. Failure of any person to receive notice shall not invalidate, or serve as basis for appeal, of any Planning Commission decision.

1. **Meetings** – The Planning Commission shall give public notice at least once each year of its schedule for all regular meetings scheduled for that year specifying the date, time, and place of such meetings. In addition to public notice of the Planning Commission’s annual meeting schedule, the Planning Commission shall give not less than 24 hours’ public notice of the agenda, date, time, and place of each of its public meetings. Public notice shall be provided by:

- a. Posting written notice:

- i. at the Farmington City Offices, 160 South Main Street; and
 - ii. on the City’s website; and
 - iii. on the Utah Public Notice Website (www.pmn.utah.gov); and

- ~~b. Providing notice to:~~

- ~~- i. at least one newspaper of general circulation within the City; or
 - ii. a local media correspondent.~~

~~e.b.~~ In addition to the required notice above, reasonable effort shall be made to provide notice via relevant social media platforms such as (e.g. Facebook, Instagram).

2. **Special Emergency Meetings** – When, because of unforeseen circumstances, it is necessary for the Planning Commission to hold an emergency meeting to consider matters of an urgent nature, the notice requirements as listed above may be disregarded and the best notice practicable given. No such emergency meeting of the Planning Commission shall be held unless an attempt has been made to notify all of its members and a majority votes in the affirmative to hold the meeting. (Utah Code Ann. 52-4)

3. ~~Subdivision Approvals~~ Legislative Consideration (Recommendations to the City Council) –

Example Items: Planned Unit Developments and Zoning Map Amendments

~~3.a.~~ Applications for items which are legislative in nature and require a recommendation from the Planning Commission to the City Council ~~subdivision approval~~ shall be noticed prior to the meeting in the following manner:

~~a.i.~~ Applications shall be identified by name on the Planning Commission agenda;

- ii. **Zoning Map Amendments/Planned Unit Developments**

The City Planner shall notify all property owners within 300 feet from the boundaries of the affected property, by mail, of ~~the meeting at which the preliminary plat will be considered~~ any meeting where a public hearing is

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required by state law or local ordinance. At the discretion of the City Planner, and with the concurrence of the Chair, the mailing area may be extended beyond 300 feet from the subject property in order to notify additional parties. The mailing area may also be extended by a majority vote of the Commission;

iii. Ordinance Amendments

The City Planner shall cause that notice be posted in accordance with applicable state law and local ordinances.

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b.iv. General Plan Amendments

The Planning Commission shall prepare and/or review all proposed amendments to the City General Plan and shall hold a public hearing on such proposed amendments. After the public hearing, the Planning Commission shall make any changes to the proposed amended Plan and forward its recommendations regarding the same to the City Council for its consideration. Notice of the public hearing before the Planning Commission on the proposed amended General Plan amendments shall be provided in accordance with City Ordinances and State Law regarding the same.

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b. ~~The Other~~ meetings at which ~~the final a legislative matter~~ plat will be considered need not be noticed by individual mailing, but shall be identified by name on the agenda;

- i. ~~More than one public hearing for the same item may be required when determined to be appropriate by majority vote of the Commission.~~**
- e.ii. ~~Significant alteration of an application may also merit an additional hearing(s) as determined by the City Planner, and with the concurrence of the Chair or by majority vote of the Commission;~~**

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d.c. The City Planner shall send a letter or email to the applicant within a reasonable time after the final ~~decision recommendation~~ of the Planning Commission indicating the action taken on the application.

4. ~~Conditional Administrative Consideration~~ Use Applications—

4.a. Applications ~~which are considered administrative in nature including for~~ Conditional Use approval, Subdivisions, and Special Exceptions, shall be noticed prior to the meeting in the following manner when city code requires that a public hearing is applicable:

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a.i. Applications shall be identified by name on the Planning Commission agenda;

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b-ii. The City Planner shall notify all property owners within 300 feet from the boundaries of the affected property, by mail, of the meeting at which the application will be considered. At the discretion of the City Planner, and with the concurrence of the Chair, the mailing area may be extended beyond 300 feet from the subject property in order to notify additional parties. The mailing area may also be extended by a majority vote of the Commission;

e-b. The City Planner shall send a letter or email to the applicant within a reasonable time after the final decision of the Planning Commission indicating the action taken on the application.

d-c. The notice procedure for a new Conditional Use application shall also be followed if it becomes necessary to commence proceedings to revoke a Conditional Use Permit.

~~5. **Zoning Map and Ordinance Amendments**—The Planning Commission shall review all proposed amendments to the City Zoning Map and/or Zoning Ordinance and shall prepare written recommendations regarding the proposed amendments and forward the same to the City Council for its consideration. Notice of proposed Zoning Map or Zoning Ordinance amendments shall be provided as follows:~~

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~~a. Proposed amendments to the Zoning Map and/or Zoning Ordinance shall be identified by name on the Planning Commission agenda.~~

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~~b. The City Planner shall notify all property owners within 300 feet from the boundaries of any affected property, proposed to be rezoned, by mail, of the meeting at which the proposed rezone will be considered. At the discretion of the City Planner, and with the concurrence of the Chair, the mailing area may be extended beyond 300 feet from the subject property in order to notify additional parties of the proposed rezone. The mailing area may also be extended by a majority vote of the Commission.~~

e-d. The City Planner shall send a letter or email to the applicant of any proposed Zoning Map or Zoning Ordinance amendment within a reasonable time after the final decision of the Planning Commission indicating the action taken on the application.

~~6.5 **General Plan Amendments**—The Planning Commission shall prepare and/or review all proposed amendments to the City General Plan and shall hold a public hearing on such proposed amendments. After the public hearing, the Planning Commission shall make any changes to the proposed amended Plan and forward its recommendations regarding~~

~~the same to the City Council for its consideration. Notice of the public hearing before the Planning Commission on the proposed amended General Plan amendments shall be provided in accordance with City Ordinances and State Law regarding the same.~~

~~7.6. **Planned Unit Development / Condominium**—A Planned Unit Development or Condominium application shall be noticed in the same way as a Conditional Use.~~

~~8.7. **Annexation Applications**—Annexation hearings shall be identified by name on the Planning Commission agenda. In addition to the notice given on the agenda, notice of the date, time, place, and subject of the hearing shall be published at least one week prior to the hearing on the City’s website and the Utah Public Meeting Notice website.~~

8. ~~Street Name Change, Other~~

9.a. Street Dedication, or Major Street Plan Amendment – Notice shall be provided in the following manner:

a.i. An application for a street name change, Major Street Plan change, or street dedication shall be identified by name on the Planning Commission agenda.

b.ii. The City Planner shall notify all affected utilities of the date of the hearing and the proposed change;

c.iii. The City Planner shall mail notice to all owners-of-record of land abutting the street on which the change or dedication is proposed and may also publish such notice on the City’s webpage and the Utah Public Meeting Notice website within a reasonable time prior to the meeting date.

10.b. Vacation of Alleys or Streets – No requirement exists in State Law for sending street and alley vacations to the Planning Commission for a recommendation. If the City Council determines that a recommendation from the Commission is desirable, then notice shall be given in the following manner:

a.i. An application for a street or alley vacation shall be identified by name on the Planning Commission agenda;

b.ii. The City Planner shall notify all affected utilities of the date of the hearing and the proposed change;

c.iii. The City Planner shall mail notice to all owners-of-record of land abutting the street on which the change is proposed and may also publish such notice on the City’s webpage and the Utah Public Meeting Notice website

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within a reasonable time prior to the meeting date.

~~d.iv.~~ At the discretion of the City Planner, and with the concurrence of the Chair, the mailing area may be extended in order to notify additional parties. The mailing area may also be extended by a majority vote of the Commission.

IV. APPLICATION REQUIRED

An application may not be heard by the Planning Commission unless an application form is adequately filled out and accompanied by the appropriate fee and required plans drawn to scale with dimensions clearly indicated and with sufficient detail and clarity to show what is being requested. Applications must be received at least two weeks prior to the meeting at which they will be considered.

V. MEETINGS

1. **Time and Place of Meetings** – Regular public meetings of the Planning Commission will generally be held on the first and third Thursday of each month at 7:00 p.m. in accordance with Farmington City Code Section 11-3-030 (C). In person meetings will be held in the City Offices located at 160 South Main Street when there is business to conduct unless otherwise noted on the agenda. A preparation meeting may be held prior to regular meetings, typically starting at 6:30 p.m. This preparation meeting is still a public meeting and the start time of the preparation meeting must also be published on the agenda. As determined by the Chair or City Staff, meetings may be held to facilitate participation either entirely or partially via remote electronic means.
2. **Special meetings** may be called by the Chair, or upon an affirmative authorization of at least four members of the Commission.
3. **Open to the Public** – All meetings of the Planning Commission are open to the public unless closed pursuant to law.
4. **Public Comment.** - Any person wishing to address the Commission for items listed as Public Hearings will be recognized when the Public Hearing for such agenda item is opened. At such time, any person, as recognized by the Chair, may address the Commission regarding the agenda item. Each person will have up to three (3) minutes. The Chair, in its sole discretion, may reduce the speaker time limit uniformly to accommodate a large number of speakers. The Chair, in its sole and absolute discretion, may allow additional time to any speaker should it be deemed reasonable to do so. The allotted time for each individual for public comment is

personal to each such individual and may not be ceded, aggregated or shared with any other individual.

5. **Order of Business** – Applications submitted to the Planning Commission shall appear on the agenda in such order as City staff may deem appropriate giving due consideration for the amount of time each item is anticipated to require. The following are examples of items that may appear on the Commission's agenda. This list is not exclusive:
 - a. Approval of Minutes;
 - b. City Council Report
 - c. Subdivision and Planned Unit Development applications – hearings and decisions;
 - d. Master Plan and Zoning Amendment applications – hearings and decisions;
 - e. Conditional Use / Site Plan review applications – hearings and decisions.
 - f. Annexation applications;
 - g. Zoning Text Changes – hearings and decisions;
 - h. Other Business;
 - i. Adjournment.

The Chair may change the order of business or consider matters out of order if there is no objection from any member of the Commission, or by majority vote of the Commission.

6. **Presentation of Application** – Staff shall present the application. The applicant is then invited to offer written or oral comments and clarification if needed. An applicant may represent themselves in person or remotely, and is not subject to three-minute time limits imposed on members of the public. The applicant may also choose to be represented by an attorney or other authorized agent at any meeting of the Commission, and the representing party may participate in person or remotely. Written authorization shall be required for an agent.
7. **Order of Procedure** – Except as otherwise provided in these rules, the order of procedure in the hearing of each application shall be as follows:
 - a. Staff makes presentation;
 - b. Applicant offers written or oral comments and clarification if needed;
 - c. Public provides comments;
 - d. Applicant given opportunity to answer comments and provide additional information;
 - e. Public hearing is closed by the Chair.

The Chair may change the order of procedure if there is no objection from any member of the Commission or by majority vote of the Commission.

VI. **VOTING**

An affirmative vote of a majority of the members of a quorum shall decide any matter under consideration in accordance with Section 11-3-030(d) of the Farmington City Zoning Ordinance.

VII. DECISIONS

Decisions of the Commission shall be considered final, for the purposes of any appeal, at the end of the meeting at which the matter is heard and a decision rendered. The Zoning Administrator shall send a written notification or email of the decision to the applicant within a reasonable time after the date such decision was made. Such notification shall include the reasons for the Commission's decision.

VIII. RE-HEARING

The Commission may re-hear an application upon written request by the applicant and a showing that there is substantial new evidence that was unavailable at the time of the original hearing through no fault on the part of the applicant. The Commission shall, by vote, make a determination as to whether or not to reconsider its prior decision. In the event a re-hearing is approved, the matter shall be considered only after notice has been given in the same manner as was given for the original application. The applicant shall pay any costs incurred in re-advertising the hearing.

IX. RECORDS

1. **Written Minutes** – Written minutes shall be kept of all Planning Commission meetings. Such minutes shall include:

- a. The date, time, and place of the meeting;
- b. The names of members present and absent;
- c. The substance of all matters proposed, discussed, or decided, and a record, by individual member, of the votes taken.

The minutes are public records and shall be available within a reasonable time after the meeting. An official copy of the minutes shall not be made available until after formal approval by the Commission.

2. **Recording** – All proceedings of the Planning Commission shall be electronically recorded and the audio recording retained in the office of the City Planner for a minimum of six months following the meeting at which the recording was made. Such recordings may be used in the event a Commission Member misses a meeting and wishes to qualify to vote on a particular item, or if it is necessary to produce a verbatim transcript of all, or part, of a meeting.
3. A recording of all or any part of a Planning Commission Meeting may be made by any person in attendance provided that the recording does not interfere with the conduct of the meeting.

X. RULES OF ETHICAL CONDUCT

1. Definitions – The following definitions shall apply to this section:

- a. **Assist** means to act, offer, or agree to act, in such a way as to help, represent, aid, advise, furnish information to, or otherwise provide assistance to a person or business entity.
- b. **Business Entity** means a sole proprietorship, firm, partnership, association, joint venture, trust, corporation, foundation, or other organization or entity used in carrying on a business.
- c. **Compensation** means anything of economic value which is paid, loaned, granted, given, donated, or transferred to any person or business entity for, or in consideration of, personal services, materials, property, or any other thing whatsoever.
- d. **Substantial interest** means ownership, either legal or equitable, by an individual, a spouse, or minor children, of at least 10% of the outstanding shares of a corporation or a 10% interest in any other business entity.

2. A Commission member shall not:

- a. Disclose confidential information acquired by reason of his/her official position or use such information to secure special privileges or exemptions for him/herself or others;
- b. Use, or attempt to use, his/her official position to secure special privileges for him/herself or others;
- c. Knowingly receive, accept, take, seek, or solicit, directly or indirectly, any gift or loan for him/herself, or another, if the gift or loan tends to influence him/her in the discharge of his/her official duties, except for:
 - i. An occasional nonpecuniary gift having a value of less than \$50.00;
 - ii. An award presented publicly;
 - iii. Any bona-fide loan made in the ordinary course of business;
 - iv. Political campaign contributions actually used in a political campaign.
- d. Participate in any Commission action which may result in a private benefit;

- i. The private benefit may be direct or indirect, create a material, personal gain, or provide an advantage to relations, friends, groups, or associations which hold some share of a person's loyalty. However, mere membership in a group or organization shall not be considered a conflict of interest unless a reasonable person would conclude that such membership in itself would prevent an objective consideration of an issue.
 - ii. A Commission member experiencing, in his/her opinion, a conflict of interest, shall declare this interest publicly, abstain from voting on the action, and shall be excused from his/her seat on the Commission during consideration of the action. He/she should not discuss the matter privately or publicly with any other Commission member. The vote of a Commission member experiencing a conflict of interest who fails to disqualify oneself shall be disallowed.
 - iii. A conflict of interest may exist under these rules even though a Commission member may not believe he/she has an actual conflict. A Commission member who has a question as to whether a conflict exists should raise the matter with the other members and the City Attorney in order that a determination may be made.
- 3. **Compensation** – a. A Commission member shall not receive or agree to receive compensation for assisting any person or business entity in any transaction connected with an action being considered by the Commission or which may come before the Commission.

b. Any Commission member who is an officer, director, agent, employee, or owner of a substantial interest in any business entity which does, or anticipates doing business with the City shall disclose the nature of his/her interests in that business entity prior to any discussion by the Commission of any matter concerning such business entity.

c. Any personal investment by a Commission member which creates a substantial conflict between the Member's personal interests and his/her public duties shall be fully disclosed.

XI. RULES OF ORDER

All regular meetings of the Planning Commission will be conducted according to such rules of order as are passed and approved by a majority vote of the Commission. These Rules may be amended from time to time in the same manner.

XII. TIE VOTE

In the event of a tie vote on any decision before the Commission, the motion shall fail and the Chair may ask for another motion. If no other motion is made, or in the event the second motion also ends in a tie vote, the matter shall be continued until the next regular meeting of the Commission. In the event that a final decision is not made at the next meeting, the application shall be deemed denied and the applicant shall have a right to appeal as provided in the Farmington City Code.

XIII. AMENDMENTS

These Policies and Procedures may be amended at any regular meeting of the Commission by an affirmative vote of the majority of all members, provided that such amendments have been presented in writing to each Commission member at least 48 hours preceding the meeting at which the vote is taken. Such amendment must be ratified by the City Council per Farmington City Code 11-3-030 (B) before taking effect.

**FARMINGTON CITY
PLANNING COMMISSION**

November 06, 2025

WORK SESSION Present: Vice Chair Tyler Turner; Commissioners Kristen Sherlock, Spencer Klein, Scott Behunin, Joey Hansen, and George “Tony” Kalakis. Staff: Community Development Director Lyle Gibson, City Planner Shannon Hansell, and Planning Secretary Carly Rowe. **Excused:** Chair Frank Adams and Alternate Commissioners Brian Shepard and Eve Smith.

Regarding agenda item #1, the water element of the General Plan, Community Development Director **Lyle Gibson** said the City is under a time constraint with the State to get something adopted. **Suzie Petheram**, representing FFKR, said the peak day demand would include all the water including fire suppression uses, maintenance, repairs, system flushes, etc. People typically use more water in the summer.

Since Commissioner **Kristen Sherlock** recently was elected as a new City Councilmember, there will be a vacancy on the Planning Commission starting in January. Mayor **Brett Anderson** will select the new Commissioner after holding interviews.

A representative of Central Davis Sewer was in attendance to introduce Agenda Item #2, South Park sewer lift station. She said it was her understanding that the City would redo the parking lot. Things are affecting the ball diamond as well. The generator will be on the south side of the building, and will only be used when the power to the building is out.

Regarding Agenda Item #3, **Sherlock** said after driving the area, she is in support of this. **Gibson** said he had a neighbor call to ask how he can show his opinion in support of this application. The Commission needs to handle all of these sorts of applications. **Gibson** said he may come before the Commission in the future with a proposal that the Commission still sees applications for exceptions, but they may pull the public hearing requirement to eliminate costs for applicants.

There will be three subdivision applications. Agenda Item #4 the Farmstead is 30 single-family, 1/3 lots on 15.5 acres in the southwest part of town. **Gibson** said both the Commission and City Council have already seen this item. After working on engineering, this project is ready for preliminary plat approval. The Development Review Committee (DRC) has approved this item. **Sherlock** asked if their reports show the height of the water table, which would indicate water intrusion issues for new construction that home owner’s insurance likely won’t cover. She has personal experience with this, and has had to install French drains on the interior of two of her own homes. Applicants CW Urban representatives said lots are graded to drain to the lot line to the street. They are bringing in fill material, and reviewing plans with the Army Corps of Engineers.

Agenda Item #5 has already had the public hearing, although the Commission will hear any who attend for this item tonight. City Planner **Shannon Hansell** said the public hearing was already held in October of 2024. The application is for an RV Resort using the Agriculture Planned (AP) District, which is like its own Development Agreement. It proposes 70 spaces and has been through many reviews with the DRC. This will be the final site plan review tonight. Commissioner **George “Tony” Kalakis** said he supports this application, and he predicts every lot will be filled every weekend. It will be easy to get in and out of. That section of Lagoon Drive is already paved in.

Regarding Agenda Item #6, Packer Subdivision, **Gibson** said the applicant is requesting flexibility in exchange for preserving a historic building. They have the lot size to do it, which means it complies with the ordinance. The applicant would like alternate standards including not installing sidewalks. There are options within code including the applicant paying cash that will be kept in escrow, which the City can draw on in the future. The down side to that is if construction costs increase in the future, this amount may not cover the entire cost of construction. Another option is an agreement with the property owner to negotiate the amount closer to the actual time of construction, which would be more accurate. Although it would be recorded against the title, it may be difficult to track down any new landowners’ decades in the future. Staff recommends either putting in the sidewalk or collecting the cash immediately. If sidewalks are installed in the future, landscaping would have to be redone. **Gibson** said less than half the City lacks sidewalks. Developers typically build sidewalks, not the City.

REGULAR SESSION Present: Vice Chair Tyler Turner; Commissioners Kristen Sherlock, Spencer Klein, Scott Behunin, Joey Hansen, and George “Tony” Kalakis. Staff: Community Development Director Lyle Gibson, City Planner Shannon Hansell, and Planning Secretary Carly Rowe. **Excused:** Chair Frank Adams and Alternate Commissioners Brian Shepard and Eve Smith.

Vice Chair **Tyler Turner** opened the meeting at 7:02 pm. He started off the meeting with congratulating Commissioner **Kristen Sherlock**, who was voted into City Council on Election Day (November 4, 2025). She will be leaving the Commission at the end of the year.

GENERAL PLAN – public hearing

Item #1: Farmington City's intent to adopt a Water Element as part of the City's General Plan. Affected entities are invited to provide information for the municipality to consider in the process of preparing, adopting, and implementing the General Plan amendment concerning:

- a. **Impacts that use the land proposed in the proposed General Plan or amendment may have; and**
- b. **Uses of land within the municipality that the affected entity is considering that may conflict with the proposed general plan or amendment; and**

City Planner **Shannon Hansell** presented this item. The State Legislature passed Senate Bill 110 in 2022, which requires most municipalities and all counties to develop a water use and preservation element to be integrated with their land use planning and development. The element should include the effect of permitted development on water demand and infrastructure, methods for reducing water demand and per capita consumption, and identification of opportunities to modify operations to reduce or eliminate wasteful practices. This element must be adopted by Farmington by December 31, 2025. Public Works and Engineering worked on a specific Water Conservation Plan years ago that covers more technical aspects.

Farmington began the process of updating the Comprehensive General Plan in 2024 with FFKR as consultants, and decided to incorporate the required water preservation element in the same process. The City applied for and received funding from the Division of Water Resources in the amount of \$15,000, which has enabled FFKR to continue their work and create the draft plan considered today.

Suzie Petheram, representing FFKR, addressed the Commission. Four components required by Utah State Code include:

1. The effect of permitted development or patterns of development on water demand and water infrastructure.
2. Methods of reducing water demand and per capita water use for existing development.
3. Methods of reducing water demand and per capita water use on future development.
4. Modifications that can be made to a local government's operations to reduce and eliminate wasteful water practices.

Also considered are culinary water sources including City wells and 10% from Weber Basin Water Conservancy District (WBWCD); per capital culinary water use; culinary water connections; and secondary water providers including WBWCD and Benchland Water District. The Water Conservation Plan sets a goal of 75 gallons per capita per day for Farmington City. All development in the City is required to have a secondary water connection. All connections must be metered by 2030. Benchland began installing meters in 2021 and WBWCD began in 2019; both have installed them on more than 60% of their connections. The State set nine watershed areas, and Farmington is in the Weber River Watershed. The baseline for this area was 250 gallons per capita per day (including both culinary and secondary water) in the year 2015. Regional Water Conservation goals for this area are set at 200 for 2030; 184 for 2040; and 175 for 2065. The overall goal is to reduce water use by 15% to 20% incrementally within 50 years.

In Farmington, the average daily goal was set at 75 gallons per capita per day. Since 2016, the average has spanned from 53 to 63. Metrics for peak daily water use were presented, ranging from 97 to 148, but the goal is 120. Population projects are driving estimations on future water demand. Farmington has 13,920-acre feet (AF) of water rights, compared to the projected average yearly demand of 5,802 AF by the year 2050. The City's new well currently under construction will help provide for that future demand.

Successful efforts already being pursued by Farmington include open space conservation, Flip Your Strip, fixture replacement, smart irrigation controllers, waterwise landscaping, setting a maximum percentage of turf, establishing park strip standards, creating tiered water rates, and requiring secondary water.

Petheram said that while the City's consultant considered this water element at the same time it revamped the General Plan, which was accepted just months ago, it needed to be approved as a separate document, much like the Station Park Area Plan and the Moderate Income Housing Plan. Currently, the State is not requiring reporting on water like they do for moderate income housing; however, it could be in the future. This document would make reporting easier in the future. Because the City used a Department of Natural Resources (DNR) grant to draft this water element, the DNR will be looking at it before it goes to the City Council in case detail need to be added.

Vice Chair **Tyler Turner** opened the public hearing at 7:17 PM. No comments were received; closed at 7:17 PM.

MOTION:

Kristen Sherlock moved that the Planning Commission recommend the City Council approve the Integrated Water and Land Use Element (Water Conservation Element, Water Preservation Plan, etc.) to the City Council.

Findings 1-4:

1. The plan includes water conservation policies proposals.

2. The plan supports existing and potential landscaping options within a public street for current and future development that do not require the use of lawn or turf in a park strip.
3. The plan supports and consolidates efforts made by the City including the Waterwise Ordinance (11-7-070 D7 *Water Efficient Landscaping*), and other City policies aimed at eliminating the inefficient use of water.
4. The plan highlights low water use landscaping standards for new multifamily housing projects, commercial, industrial and institutional development, and common interest communities.

Supplemental Information 1-3:

1. General Plan Water Element Overview
2. City Water Element Checklist
3. Draft Plan

Tony Kalakis seconded the motion, which was unanimous.

Vice Chair Tyler Turner	X Aye ____ Nay
Commissioner Spencer Klein	X Aye ____ Nay
Commissioner Kristen Sherlock	X Aye ____ Nay
Commissioner Tony Kalakis	X Aye ____ Nay
Commissioner Scott Behunin	X Aye ____ Nay
Commissioner Joey Hansen	X Aye ____ Nay

CONDITIONAL USE PERMIT APPLICATIONS – *public hearing*

Item #2: Central Davis Sewer District – Applicant is requesting consideration of a Conditional Use Permit to relocate the sewer lift station from its current location in South Park further north within the park due to the future Interstate 15 (I-15) expansion project. The location is approximately 1384 South Frontage Road.

Community Development Director **Lyle Gibson** presented this item. There is currently a sewer lift station operated by Central Davis Sewer District at the South Park just north of the baseball field near the frontage road. There are a handful of these lift stations throughout the community that are an important part of the sanitary sewer system.

With the upcoming expansion of I-15 in coming years, the existing lift station must be removed and a replacement is necessary. To **Gibson's** knowledge, the expansion doesn't impact private property, but it will impact one of Farmington's parks. This lift station infrastructure must be replaced in a similar location for functionality. To this end, the sewer district has worked with Staff including the Parks Department to find an appropriate location that works for the sewer district while reducing its impact on the park, which is also being impacted by the freeway expansion.

The lift station does not generate much traffic, noise, or smell. The district is proposing building a structure similar to the one on Station Parkway. **Gibson** said Staff will have to redesign and reprogram the park in the future. Therefore, the new lift station will be pushed to the north. The baseball diamond will have to be configured, and the skate park will be impacted. Parking will also have to be redesigned. The freeway expansion is funded and far along in design; so it may be three to five years away. UDOT is prioritizing expansion of Legacy first in order to handle the detours necessitated by the I-15 expansion. He said there will be minimal to no vegetation added. Executive management of Central Davis Sewer District was in attendance. The Commission is the final approving body on this item. **Gibson** handed around an image that showed an example of a lift station to acknowledge that the lift station would have a barbed wire element on the fence for security.

Vice Chair **Tyler Turner** opened the public hearing at 7:26 PM. No comments were received; closed at 7:26 PM.

MOTION:

Scott Behunin made a motion to recommend approval of the conditional use permit for the sewer lift station relocation as indicated in the provided plans.

Finding 1:

1. The building as designed mitigates any reasonably anticipated detrimental impacts.

Supplemental Information 1-3:

1. Vicinity Map and Context Map
2. Site Plan and elevations
3. Images of similar lift station

Spencer Klein seconded the motion, which was unanimous.

Vice Chair Tyler Turner	X Aye ____ Nay
Commissioner Spencer Klein	X Aye ____ Nay
Commissioner Kristen Sherlock	X Aye ____ Nay

Commissioner Tony Kalakis
 Commissioner Scott Behunin
 Commissioner Joey Hansen

X Aye ____ Nay
 X Aye ____ Nay
 X Aye ____ Nay

SPECIAL EXCEPTION APPLICATIONS – public hearing

Item #3: Dave Ellis – Applicant is requesting consideration of a Special Exception application, for an approval regarding a driveway width extension to exceed the standard 30 feet, for the property located at 353 S. 75 West, in the LR (Large Residential) zone.

Gibson presented this item. This special exception is for a requested increase of driveway width as measured at the front property line for an additional 14 feet to create two curb cuts totaling 44 feet wide. The existing cut is 28 feet measured at back of sidewalk. The applicant is requesting a new 16-foot curb cut south of the existing driveway to lead to a newly constructed garage. The property has about 230 feet of frontage along 75 West street. The landowner secured approvals to build a detached garage on the south side of the creek, and construction has been completed. Notice was sent out, and **Gibson** got feedback from one neighbor in support.

In considering the Special Exception, FCC 11-3-045 E identifies the standards of review:

11-3-045 E. Approval Standards: The following standards shall apply to the approval of a special exception:

1. Conditions may be imposed as necessary to prevent or minimize adverse effects upon other property or improvements in the vicinity of the special exception, upon the City as a whole, or upon public facilities and services. These conditions may include, but are not limited to, conditions concerning use, construction, character, location, landscaping, screening, parking and other matters relating to the purposes and objectives of this title. Such conditions shall be expressly set forth in the motion authorizing the special exception.
2. The Planning Commission shall not authorize a special exception unless the evidence presented establishes the proposed special exception:
 - a. Will not be detrimental to the health, safety or general welfare of persons residing or working in the vicinity, or injurious to property or improvements in the vicinity;
 - b. Will not create unreasonable traffic hazards;
 - c. Is located on a lot or parcel of sufficient size to accommodate the special exception.

Property owner **Clyde Jackson** said this will be the safest and easiest way to pull into their garage without curving much. It is both a safety and convenience issue.

Vice Chair **Tyler Turner** opened the public hearing at 7:30 PM.

Applicant **David Ellis** addressed the Commission and said the owner would like to back straight out, which is safer.

Turner closed the public hearing at 7:32 PM.

MOTION:

Tony Kalakis made a motion that the Planning Commission approve the special exception for an increased driveway width at the front property line of up to 44 feet for the Jackson driveway, subject to all applicable Farmington City development standards and ordinances.

Findings 1-2:

1. The project is located on a parcel of sufficient size to accommodate the special exception.
2. The front portion of the yard which would be accessed is already covered by concrete.

Supplemental Information 1-3:

1. Vicinity Map
2. Site plan
3. Alternate design considerations.

Joey Hansen seconded the motion, which was unanimous.

Vice Chair Tyler Turner
 Commissioner Spencer Klein
 Commissioner Kristen Sherlock
 Commissioner Tony Kalakis
 Commissioner Scott Behunin
 Commissioner Joey Hansen

X Aye ____ Nay
 X Aye ____ Nay
 X Aye ____ Nay
 X Aye ____ Nay
 X Aye ____ Nay
 X Aye ____ Nay

SUBDIVISION AND SITE PLAN APPLICATIONS – public hearing for item 6 only

Item #4: CW Urban – Applicant is requesting Preliminary Plat Approval for the Farmstead project on approximately 15.5 acres of property at 675 South 1525 West, consisting of 30 lots.

Hansell presented this item, a conservation subdivision. The subject property consists of 15.5 acres accessed from 1525 West just north of the West Davis Corridor (WDC). It is adjacent to Flatrock Ranch and would be connected to that subdivision by Bareback Way on the west and a new road connection on the east. The property is a remnant from the Utah Department of Transportation (UDOT) construction of the WDC, and was rezoned from Agricultural Very Low Density (AA) and Agriculture (A) to Agricultural Estates (AE) on February 4, 2025. The City Council approved the schematic subdivision plan of 30 lots ranging in size from 0.27 to 0.7 acres on February 4, 2025. At that meeting, the Council approved a Development Agreement which included 17 Transfer of Development Rights (TDRs) to make up the additional density.

This is the last time this Commission will see this item. Staff will approve the Final Plat and Final PUD Master Plan.

Applicant **Taylor Alvarez** with CW Urban said the technical review is now complete and the preliminary plat is ready for approval. Testing found groundwater in only one test kit on the site. Each home will have the ability to have a half basement, and each lot will have a foundation drain to drain by gravity to the rear yard or bay. They are still working on submitting application with the Army Corps of Engineers, which can take 30-90 days without the government shut down.

Turner said water mitigation is the biggest concern. **Sherlock** is concerned about the end buyer dealing with water in their basements.

MOTION:

Scott Behunin made a motion that the Planning Commission approve the preliminary plat for the Farmstead Conservation subdivision, subject to all applicable Farmington City development standards and ordinances.

Findings 1-3:

1. The preliminary plat meets the schematic subdivision plan approved by the City Council.
2. The subdivision aligns with the General Plan designation of Neighborhood Residential.
3. The preliminary plat has been reviewed by the Development Review Committee.

Supplemental Information 1-2:

1. Vicinity map
2. Preliminary plat

Kristen Sherlock seconded the motion, which was unanimous.

Vice Chair Tyler Turner	X Aye ____Nay
Commissioner Spencer Klein	X Aye ____Nay
Commissioner Kristen Sherlock	X Aye ____Nay
Commissioner Tony Kalakis	X Aye ____Nay
Commissioner Scott Behunin	X Aye ____Nay
Commissioner Joey Hansen	X Aye ____Nay

Item #5: Harv Jeppson – Applicant is requesting Final Site Plan Approval for the Spring Creek RV Resort at approximately 650 West Lagoon Drive (950 North) on approximately 6.5 acres of property.

Hansell presented this item. The subject property is on the south side of Lagoon Drive (currently under construction) on the extension by The Rose Planned Unit Development (PUD) just east of Highway 89. It sits north of Spring Creek and is currently occupied by a blue barn building. Areas south and west of Lagoon Drive are slated for non-commercial use as defined by the East Park Lane Small Area Master Plan and other agreements.

The property owner approached the City last year with a proposal for a high-end RV resort. The most similar use in Farmington is the Lagoon Campground, which is within the Commercial Highway (C-H) zoning district. The description of the C-H zone in FMC 11-24-010 limits the use of that district to the Lagoon Campground site. Rather than considering a different commercial district which may require modification for a campground-type use, the Agriculture Planned (AP) District overlay was considered.

The purpose of the AP District is to provide non-residential and non-agriculture development where deemed appropriate by the Council. The District is subject to a General Development Plan (GDP) and accompanying Development Agreement (DA). The GDP includes conceptual site plans, utility plans, elevations, landscaping, building

plans, and landscape plans. The DA must include any alternative development standards. The GDP and DA for this project were reviewed and approved by the Council on October 15, 2024. The final site plan includes 70 RV parking spaces, with landscaping consistent with the GDP. Applicant **Harv Jeppson** was in attendance.

MOTION:

Joey Hansen made a motion that the Planning Commission approve the final site plan for the Spring Creek RV Resort, subject to all applicable Farmington City development standards and ordinances.

Findings 1-3:

1. The final site plan is compliant with the approved GDP and DA.
2. The final site plan otherwise meets the requirements of 11-36 *Trailer and Campground Areas*.
3. The use has been determined by the City Council to align with the General Plan and East Park Lane Small Area Master Plan by way of GDP and DA approval from October 15, 2024.

Supplemental Information 1-3:

1. Vicinity Map
2. Final Site Plan
3. DA Exhibits "B" and "C" showing GDP and Resort Policies as approved by City Council

Scott Behunin seconded the motion, which was unanimous.

Vice Chair Tyler Turner	X Aye ____Nay
Commissioner Spencer Klein	X Aye ____Nay
Commissioner Kristen Sherlock	X Aye ____Nay
Commissioner Tony Kalakis	X Aye ____Nay
Commissioner Scott Behunin	X Aye ____Nay
Commissioner Joey Hansen	X Aye ____Nay

Item #6: Michael Packer – Applicant is requesting consideration of a Development Agreement and the schematic plan for the Packer Subdivision at 219 E. 100 North. This project consists of two lots on approximately 0.72 acres.

Gibson presented this item. The existing property contains a main home near the corner, an Accessory Dwelling Unit (ADU), and two detached garages. The applicant would like to remove the furthest east garage, which is not historic, in order to build one new home in that area. Just one more lot would be created on the far east side. They are both eligible, contributing properties for the State's historic registry. The requirement is that they would stay that way for the foreseeable future. Lot 2 is 8,600 square feet in size.

Typically, in the Original Townsite Residential (OTR) district, the property could be divided into two standard 10,000 square foot lots. While there is enough acreage and frontage to do this, in order to preserve the historic rock clad structures on site, the applicant is requesting the use of alternate lot standards identified in 11-17-045. To qualify for use of these standards, the developer is committing to preservation of an existing on-site historic resource. An agreement is included with the Staff Report to that effect.

The developer is also asking that they be excused from the requirement to install sidewalk. Their petition for this is included. Typically, all developers are required to install public improvements such as streets, curb, gutter, and sidewalk that serve their project (Option 1). Farmington's ordinances provide for an option where the City can elect to waive this requirement by agreement. Staff prefers that it be installed; but if it is to be delayed, they recommend collecting funds that could be used when the City is ready to install the sidewalk as part of a larger project (Option 2). A third option would be to simply defer participation, and the City would collect money from the owners of the property in this subdivision for sidewalk adjacent to their property at time of construction (Option 3). All elements of this proposal require a recommendation from the Planning Commission where the City Council would be the final say.

Applicant **Michael Packer** addressed the Commission, saying that the hesitation on the sidewalk on the west side of the property is a rock retaining wall built into the entrance of the home. Substantial, costly landscaping and moving of an engineered retaining wall would be required in order to make room for sidewalks in that area. It also wouldn't be aesthetically pleasing either. His preference would be the third option, agreeing to put it in if and when the neighborhood is willing to network the sidewalk in. He understands it may cost more in the future. The new home would stay in the family, he lives in the other existing home, and his mother-in-law lives in the historic home.

Sherlock said it makes sense to connect new sidewalks with existing sidewalks, but there are none existing on 100 North, and there are slopes to consider on the west side. This would take time and expense. She said sidewalks increase property value by quite a bit. **Gibson** said developers typically put in sidewalks; otherwise installation is driven by public

projects such as schools and school routes, or possibly resident requests. He doesn't see Farmington electing to put sidewalks throughout the area any time soon due to cost constraints. It may take decades.

Kalakis asked why the most recently built home wasn't required to install sidewalks there. **Gibson** answered probably because it was a pre-existing lot of record. **Kalakis** said that reason could still apply at this point. Across the street to the south there is no sidewalk either.

Cheyney Packer, Michael's wife, said if someone needs a sidewalk, they could use one across the street. The sidewalks in the area are old and cracked. The slopes and ornamental trees create a problem as well. She would only install sidewalks if required, or if and when anyone else does. She doesn't want to be part of a problem.

Commissioners expressed split opinions on requiring sidewalks, as they would end at the property line and wouldn't immediately connect to any others. **Turner** would like a deed restriction recorded as an agreement on the property to install sidewalks in the future. **Sherlock** said while she is a big fan of sidewalks, she understands these issues. She suggested offering a fee in lieu placed in escrow to control costs for the applicant (Option 2). **Kalakis** and **Behunin** said they prefer Option 3. **Kalakis** said he doesn't think Farmington will ever require sidewalk installation in this area. He asked why the City would need the money now if it will be done in the future at the property owner's expense.

Gibson said Staff would determine typical sidewalk installation costs, but the applicant could challenge that with their own estimates based on the entire frontage of the property.

Vice Chair **Tyler Turner** opened the public hearing at 8:08 PM. No comments were received; closed at 8:08 PM.

MOTION:

Joey Hansen motioned that the Planning Commission recommend the City Council approve the Packer Subdivision Alternate Lot Size Agreement and not require the construction of a sidewalk at this time, with the following condition:

1. All remaining DRC requirements must be addressed at subsequent steps prior to recording.

Findings 1:

1. The existing historic building on site qualifies per the provision of the city's ordinance to use alternate lot standards and the proposed agreement is sufficient to ensure this preservation occurs.

Supplemental Information 1-5:

1. Vicinity Map
2. Deferral Request
3. Schematic Subdivision Plan
4. Development Agreement
5. Deferral Agreement

Scott Behunin seconded the motion.

Vice Chair Tyler Turner	_Aye ___ X _Nay
Commissioner Spencer Klein	_Aye ___ X _Nay
Commissioner Kristen Sherlock	_Aye ___ X _Nay
Commissioner Tony Kalakis	X Aye ___Nay
Commissioner Scott Behunin	X Aye ___Nay
Commissioner Joey Hansen	X Aye ___Nay

This was a split 3-3 vote due to differing opinions related to the sidewalk improvements; however, the commission was unanimous in their support of a recommendation that the City Council otherwise approve the Use of Alternate Lot Size and the Schematic Plan.

All those Commissioners voting "nay" said they prefer taking payment for the sidewalk or requiring installation at this time.

OTHER BUSINESS

Item #7: City Council Reports, Approval of Minutes, Upcoming Items & Trainings

- a. Planning Commission Minutes. Chairman **Frank Adams** already provided some written corrections to the minutes.
 - 10.09.2025 Approval: **Tony Kalakis** motioned to approve, seconded by **Kristen Sherlock**, all in favor.
 - 10.23.2025 Approval: **Joey Hansen** motioned to approve, seconded by **Spencer Klein**, all in favor.
- b. No Council this week because of Election Day. Congratulations once more to Commissioner **Sherlock**. The next City Council meeting will be November 18, 2025. **Gibson** said the highlight of the October 21 City Council meeting was the denial of the annexation request. The Council supported the Commission's recommendation on the STACK agenda item.
- c. Planning's last meetings of the year will be November 20, 2025 and December 4, 2025.

- d. Due to **Sherlock's** new position, she will be stepping down from the Planning Commission. As such, there will now be a vacancy on the Commission. **Turner** asked that anyone with a desire to serve apply.

ADJOURNMENT

Kristen Sherlock motioned to adjourn at 8:22 PM.

Vice Chair Tyler Turner	X Aye ____Nay
Commissioner Spencer Klein	X Aye ____Nay
Commissioner Kristen Sherlock	X Aye ____Nay
Commissioner Tony Kalakis	X Aye ____Nay
Commissioner Scott Behunin	X Aye ____Nay
Commissioner Joey Hansen	X Aye ____Nay

Tyler Turner, Vice Chair

CITY COUNCIL MEETING NOTICE AND AGENDA

Notice is given that the Farmington City Council will hold a regular meeting on **Tuesday, November 18th, 2025** at City Hall 160 South Main, Farmington, Utah. A work session will be held at 6:00 pm in Conference Room 3 followed by the regular session at 7:00 pm in the Council Chambers. The link to listen to the regular meeting live and to comment electronically can be found on the Farmington City website www.farmington.utah.gov. If you wish to email a comment for any of the listed public hearings, you may do so to dcarlile@farmington.utah.gov

WORK SESSION – 6:00 p.m.

- Discuss Fire Department move to 8 handed staffing
- Discuss Park Reservation Policy
- Discussion of regular session items upon request

REGULAR SESSION – 7:00 p.m.

CALL TO ORDER:

- Invocation – Amy Shumway, Councilmember
- Pledge of Allegiance – Brigham Mellor, City Manager

PRESENTATION:

- Recognition of Hailey Robinson, Student of the Month
- Resolution renaming Kings Cross Trail to Ben's Berms

PUBLIC HEARINGS:

- Consideration of a rezone Development Agreement and Schematic Subdivision plan for the Heritage Residential Subdivision
- Issuance of Series 2025 Sales & Franchise Tax Revenue Bond

BUSINESS:

- Consider approval of SIRQ Construction to be the Construction Manager / General Contractor for Fire Station 72.
- Consideration of a sub PMP/Development Agreement for the Concept Site Plans and Schematic Plat for C3 Quik Trip, including sign details.
- Consideration of a Project Master Plan PMP and schematic subdivision plat for The Violet
- White Horse Preliminary Planned Unit Development (PUD)
- Amendment to Development Agreement for the Hess Farms Subdivision
- Packer Subdivision Alternate Lot Size and Sidewalk Installation Considerations.

Minute motion adjourning to the Board of Municipal Canvassers

Minute motion to reconvene the City Council Meeting

SUMMARY ACTION:

1. Approval of Minutes for 10.21.25
2. Monthly Financial Report
3. Surplus Property List

GOVERNING BODY REPORTS:

- City Manager Report
- Mayor Anderson & City Council Reports

ADJOURN

CLOSED SESSION – Minute motion adjourning to closed session, for reasons permitted by law.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations due to a disability, please contact DeAnn Carlile, City recorder at 801-939-9206 at least 24 hours in advance of the meeting

I hereby certify that I posted a copy of the foregoing Notice and Agenda at Farmington City Hall, Farmington City website www.farmington.utah.gov and the Utah Public Notice website at www.utah.gov/pmn. Posted on November 13, 2025