

# River Heights City

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## River Heights City PLANNING COMMISSION AGENDA

**Tuesday, December 10, 2024**

Notice is hereby given that the River Heights Planning Commission will hold its regular meeting beginning at **6:30 p.m.**, anchored from the River Heights City Office Building at 520 S 500 E. Attendance can be in person or through Zoom.

Pledge of Allegiance

Adoption of Previous Minutes and Agenda

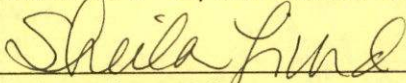
Public Comment on Land Use

Public Hearing to Discuss a Conditional Use Permit Request from Brody Craney, of 768 E 400 S, for a Home Business

Review Subdivision Checklist

Adjourn

Posted this 5<sup>th</sup> day of December 2024

  
Sheila Lind, Recorder

To join by Zoom: <https://us02web.zoom.us/j/88456401606>

Attachments for this meeting and previous meeting minutes can be found on the State's Public Notice Website ([pmn.utah.gov](http://pmn.utah.gov)) and at [riverheights.org](http://riverheights.org).

In compliance with the American Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Sheila Lind, (435) 770-2061 at least 24 hours before the meeting.

# River Heights City

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River Heights City Planning Commission  
Minutes of the Meeting  
December 10, 2024

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6 Present: Commission members: Noel Cooley, Chairman  
7 Heather Lehnig  
8 Keenan Ryan  
9 Cindy Schaub  
10 Troy Wakefield  
11 Recorder Sheila Lind  
12 Tech Staff Councilmember Chris Milbank  
13  
14 Excused Councilmember Blake Wright  
15  
16 Others Present: Brody Craney, Ian Morrisy  
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19 Motions Made During the Meeting  
20

21 Motion #1

22 Commissioner Schaub moved to “approve the minutes of the November 12, 2024,  
23 Commission Meeting, as well as the evening’s agenda.” Commissioner Wakefield seconded the  
24 motion, which carried with Cooley, Lehnig, Ryan, Schaub, and Wakefield in favor. No one opposed.  
25

26 Motion #2

27 Commissioner Ryan moved to “approve a Conditional Use Permit for Brody Craney, of 768 E  
28 400 S with the following conditions: allowed hours of operation – 8am-6pm, all vehicles park off-  
29 street and on premise, and when Mr. Craney moves the CUP terminates.” Commissioner Schaub  
30 seconded the motion, which passed with Cooley, Lehnig, Ryan, Schaub and Wakefield in favor. No  
31 one opposed.  
32

33 Proceedings of the Meeting  
34

35 The River Heights City Planning Commission met at 6:30 p.m. in the Ervin R. Crosbie Council  
36 Chambers on December 10, 2024.

37 Pledge of Allegiance

38 Adoption of Prior Minutes and Agenda: Minutes for the November 12, 2024, Planning  
39 Commission Meeting were reviewed.

40 **Commissioner Schaub moved to “approve the minutes of the November 12, 2024,  
41 Commission Meeting, as well as the evening’s agenda.” Commissioner Wakefield seconded the  
42 motion, which carried with Cooley, Lehnig, Ryan, Schaub, and Wakefield in favor. No one opposed.**

Public Comment on Land Use: There was none.

44 Public Hearing to Discuss a Conditional Use Permit Request from Brody Craney, of 768 E 400 S,  
45 for a Home Business: Mr. Craney explained his desire to expand his insurance business by converting  
46 his garage into office space for a temporary call center. Parking for his employees would be available  
47 on his driveway.

48 Recorder Lind informed that Bob and Francine Davis (neighbors within 300 feet) had  
49 contacted her to inform the city that they had no objections to Mr. Craney's request.

50 Commissioner Ryan clarified that the intended hours were 9-5. He asked if Mr. Craney's  
51 employees would arrive at his home before or after school. Mr. Craney wasn't sure yet.

52 Commissioner Wakefield asked how many employees he planned to have. Mr. Craney  
53 planned to start with four, six at the most. His driveway could hold up to 9 cars.

54 Commissioner Lehnig asked about his timeframe. Mr. Craney explained his plan was to  
55 expand his downtown location, but it would be very costly. He hoped to build up business through  
56 the call center and then between 12 and 16 months he would have the funds to do his downtown  
57 expansion, at which time he would move the business out of his garage.

58 The commissioners determined "office space" was an allowed use in a residential area. They  
59 reviewed the conditions, which were off-street parking and hours of operation between 8:00am and  
60 6:00pm.

61 Commissioner Lehnig was concerned about the number of cars at his home. Mr. Craney said 3  
62 of his cars would be gone during the day. It was pointed out that there was plenty of off-street  
63 parking.

64 **Commissioner Ryan moved to "approve a Conditional Use Permit for Brody Craney, of 768 E**  
65 **400 S with the following conditions: allowed hours of operation – 8am-6pm, all vehicles park off-**  
66 **street and on premise, and when Mr. Craney moves the CUP terminates." Commissioner Schaub**  
67 **seconded the motion, which passed with Cooley, Lehnig, Ryan, Schaub and Wakefield in favor. No**  
68 **one opposed.**

69 Commissioner Cooley stated that the permit would become official at their next meeting on  
70 January 14, 2024.

71 Review Subdivision Checklist: Commissioner Cooley reviewed and explained that he went  
72 through the new subdivision code and came up with a checklist for developers and the Administrative  
73 Land Use Authority (ALUA) to follow. He noted that the commissioners (acting as the ALUA for  
74 preliminary plats) would need to pass on a letter to the Development Review Committee (DRC) with  
75 any concerns the commissioners may have come up with. He stressed that during their preliminary  
76 review, they would need to comb through the code and make sure everything had been covered. He  
77 understood that they couldn't hold a second meeting so it may be a long meeting.

78 Commissioner Ryan reminded them of the power point presented by Sam Taylor of Landmark,  
79 which included a very specific checklist. He wanted to review this list to see if they were missing  
80 anything. Recorder Lind would inquire with Landmark concerning their list.

81 Commissioner Schaub liked the format, especially the checkboxes. She was concerned that  
82 they still might miss something. Commissioner Cooley suggested they have the code in front of them  
83 during a subdivision review and follow through all of it.

84 Commissioner Cooley wasn't sure if the PUD Heritage had applied for in the past year would  
85 follow the old code process or the new. He reminded that their application came in under the old  
86 code. Before getting too far into the process the city attorney suggested a development agreement  
87 and the rezone of the property before entertainment of the actual development.

88 Commissioner Ryan felt the developer would want the maximum allowed units in their  
89 development. If the city council didn't want that type of density, could they reject the rezone.  
90 Commissioner Cooley felt the council would have to approve it or have a very good reason not to.

91 Commissioners Ryan and Schaub wondered if they could revise the RPUD zone or get rid of it.  
92 Commissioner Cooley said the city's general plan already specified this property as RPUD. He noted  
93 that the design standards were very specific, and developers would need to follow it exactly.

94 Commissioner Ryan felt most citizens didn't want small homes on tiny lots in the city. They  
95 discussed hypothetical situations. He didn't have anything against town homes but was concerned  
96 with a strange subdivision design that didn't fit in with the other parts of the city. Commissioner  
97 Cooley reminded that they hadn't seen the development agreement yet. Perhaps it would include  
98 items that would appease the public. Once it was signed by the city and developer, the rezone would  
99 come before the council.

100 Commissioner Schaub asked about the Visionary Subdivision (in Providence) not accessing 600  
101 South. Commissioner Cooley said Visionary had decided they didn't need access.

102 The commission would meet next on January 14, 2025. At this meeting a new chair and vice  
103 chair would be elected.

104 The meeting adjourned at 7:35p.m.

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Noel Cooley, Commission Chair

  
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Sheila Lind, Recorder

# River Heights City Conditional Use Application

For office use	
Date Received:	<u>11/18/24</u>
Hearing Date:	<u>12/10/24</u>
Amount Paid:	<u>\$ 100</u>
Approved _____	Denied _____

## APPLICANT

Name: BRODY CRANEY  
Mailing Address: 880 S. MAIN, STE 130  
Phone: \_\_\_\_\_ email: \_\_\_\_\_  
Please check one of the following:  owner \_\_\_\_\_ buyer \_\_\_\_\_ renter \_\_\_\_\_ agent \_\_\_\_\_ other

## PROJECT INFORMATION

Name: BRODY CRANEY ALLSTATE CALL CENTER EXTENSION  
Address/Location: 768 E 400 S  
Property Tax ID: \_\_\_\_\_ Existing Zone: R-1-8  
What is the current use of the property? RESIDENTIAL  
How many employees will be working at this location including applicant, immediate family, and non-family members? 5  
How many vehicles will be coming and going daily, ~~weekly~~, or monthly? 4  
I agree to abide by the River Heights City Parking Ordinance (10-14). Initial EBC  
I agree to abide by the River Heights City Sign Ordinance (10-16). Initial EBC  
Description of Request: CONVERT GARAGE INTO OFFICE SPACE FOR AN AGENCY SATELITE CALL CENTER. THERE WILL BE UP TO 4 EMPLOYEES USING THE SPACE. THEY WILL USE OFF-STREET PARKING AVAILABLE IN MY DRIVEWAY PARKING LOT.

## SUBMITTAL REQUIREMENTS

- Completed and signed application form
- \$100 application fee paid 11/26/24
- \_\_\_\_\_ 8 1/2 x 11 copy of plans
- \_\_\_\_\_ Provide a Fire Protection evaluation from the fire department.

Yes	No	Subdivision Review Check List
<input type="checkbox"/>	<input type="checkbox"/>	1. Has application been received and fees paid?
<input type="checkbox"/>	<input type="checkbox"/>	2. Is the property of the requested subdivision located in the appropriate zone? Is land zoned for the type of subdivision?
<input type="checkbox"/>	<input type="checkbox"/>	3. Has Seven (7) 11"x17" hard copies and one (1) digital copy in pdf format of the preliminary plat shall be submitted to the city for review by the ALUA.?
<input type="checkbox"/>	<input type="checkbox"/>	4. Does the Preliminary Plat show the Basic Information of 11-4-2-F.1
<input type="checkbox"/>	<input type="checkbox"/>	5. Does information on the preliminary plat provided show the existing Conditions as stated in 11-4-2-F.2?
<input type="checkbox"/>	<input type="checkbox"/>	6. Is a site analysis included in the preliminary plat? See 11-4-2-F.3
<input type="checkbox"/>	<input type="checkbox"/>	7. Is a site visit completed and AULA is satisfied? See 11-4-2-F.4
<input type="checkbox"/>	<input type="checkbox"/>	8. Proposed Plan: The preliminary plat shall also show all appropriate and pertinent information required to facilitate a thorough review process. See 11-4-2-F.5.
<input type="checkbox"/>	<input type="checkbox"/>	9. Standards: Does the layout of streets, sewers, water mains, lots sizes meet the River Heights design standards?
<input type="checkbox"/>	<input type="checkbox"/>	10. Has applicant provided all the necessary agreements with utility, county fire marshal, and any service provider for River Heights City?
<input type="checkbox"/>	<input type="checkbox"/>	11. Does the AULA (P&Z) have any concerns that need to be addressed and written to past to the DRC? <i>S</i>

Yes	No	RPUD Subdivision Review Check List
<input type="checkbox"/>	<input type="checkbox"/>	1. Has application been received and fees paid?
<input type="checkbox"/>	<input type="checkbox"/>	2. Is the property of the requested subdivision located in the RPUD zone?
<input type="checkbox"/>	<input type="checkbox"/>	3. Regulation: Does the preliminary plat meet and show all the requirements as stated in RPUD 10-10-2?
<input type="checkbox"/>	<input type="checkbox"/>	4. Does the preliminary plat meet all the requirements of the subdivision ordinance 11-11-4? <i>4-11</i>
<input type="checkbox"/>	<input type="checkbox"/>	5. Have the additional requirements of 10-10-4.A thru 10-10-4-D been submitted and reviewed by the Planning commission?
<input type="checkbox"/>	<input type="checkbox"/>	6. Open Space:: Does the preliminary plat show and meet the requirements of 10-10-5.A thru 10-10-5-E?
<input type="checkbox"/>	<input type="checkbox"/>	7. Does the AULA (P&Z) have any concerns that need to be addressed and written to past to the DRC?