Lehi Planning Commission Meeting
Agenda
February 12, 2026

7:00 PM - Lehi City Council Chambers, (153 N. 100 E., Lehi, UT 84043)

1. Call to Order

2. Consent Agenda

   2.1. Approval of the minutes from the January 22, 2026 meeting.
   pz 01.22.26.docx

3. Regular Agenda

   3.1. Public hearing and recommendation of Flagship Homes' request for review of TH-5 (transitional holding) zoning for the Kirkham Estates Annexation on 7.24 acres located at approximately 500 East 700 South (7611 W 8170 N). WITHDRAWN

   3.2. Public hearing and recommendation of Adam Albrecht's request for review of the Parker Zone Change on 2.4 acres located at 300 North Palomino Way changing the zoning from A-1 (agriculture) to R-1-22 (residential/agriculture).
   Parker Zone Change 1.pdf
   Parker Zone Change 2.pdf

   3.3. Public hearing and recommendation of Grow Development's request for review of the 1450 West 1220 North Zone Change on 5.25 acres located at 1450 West 1220 North changing the zoning from A-1 (agriculture) to R-1-22 (residential/agriculture).
   1450 W Zone Change 1.pdf
   1450 W Zone Change 2.pdf

   3.4. Public hearing and consideration of Grow Development's request for approval of the 1450 West 1220 North Concept, an 8-lot residential development located at 1450 West 1220 North.
   1450 W Concept 1.pdf
   1450 W Concept 2.pdf

   3.5. Public hearing and recommendation of Lawrence Snow's request for review of a zone change on 0.66 acres located at 151 East 1450 North changing the zoning from TH-5 (transitional

holding) to R-1-Flex (residential).
Snow Zone Change 1.pdf
Snow Zone Change 2.pdf

3.6. Public hearings and consideration of Kairos Land Development's request for approval of the Belmont Flex Suites Concept Plan, a non-residential development located at 1552 North Boston Street with an exception for building setbacks.
Belmont 1.pdf
Belmont 2.pdf

3.7. Public hearing and consideration of Daryl Hodgson's request for approval of a flag lot located at 645 West 2100 North in the RA-1 (residential/agriculture) zone.
Hodgson 1.pdf
Hodgson 2.pdf

3.8. Public hearing and consideration of Symphony Homes' request for preliminary subdivision approval of Heritage Meadows, a 13-lot residential development located at 1250 West 800 North.
Heritage 1.pdf
Heritage 2.pdf

3.9. Public hearing and recommendation of Lehi City's request for review of a zone change on 0.91-acres located at 498 North 900 East changing the zoning from R-1-Flex (residential) to R-1-8 (residential).
498 N Zone Change 1.pdf
498 N Zone Change 2.pdf

3.10. Public hearing and recommendation of Lehi City's request for a Development Code amendment to Chapter 5, Table of Uses (nonresidential) and Chapter 39 to add Automobile Accessories and Installation.
Chapt 5 & 39.pdf

4. City Business

4.1. Review and Acceptance of the Planning Commission Bylaws for 2026
BY-LAWS2026 Draft.docx

5. Adjournment

- Public is invited to attend all Planning Commission Meetings
- In compliance with the Americans with Disabilities Act, persons in need of special accommodations should contact the City Recorder at 385-201-2269
- This agenda has been properly posted and a copy provided to the local news media.

Agenda Item No: 2.1

Planning Commission Agenda Item Report

Meeting Date: February 12, 2026
Submitted By: Noreen Edwards
Submitting Department: Planning Division
Item Type: Action Item
Agenda Section: Consent Agenda

Subject:
Approval of the minutes from the January 22, 2026 meeting.

Suggested Action:

Attachments:

pz 01.22.26.docx

153 North 100 East
Lehi, UT 84043
(801) 768-7100

Minutes of the **Regular Session** of the **Planning Commission Meeting** held Thursday, **January 22, 2026**, in the **Lehi City Hall** located at **153 North 100 East**.

Members Present: Tyson Eyre, Commission Chair
Nicole Kunze, Commission Vice Chair
Gregory Jackson, Commissioner
Lindsay Gheman, Commission Alternate
Stephen Su'a-Filo, Commission Alternate

Members Absent: Beau Jones, Commissioner
Ken Roberts, Commissioner

Others Present: Kim Struthers, Community Development Director; Katie Bussell, Planner; Gary Ellis, City Engineer; Craig Chambers, Assistant City Attorney; Kate Morgan, Deputy City Recorder.

Regular Session, 7:00 p.m.

1. Call to Order

Commission Chair Eyre welcomed everyone to the meeting.

2. Consent Agenda

2.1) Approval of minutes from the December 4, 2025 meeting.

2.2) Approval of minutes from the January 8, 2026 meeting.

Commissioner Kunze noted a needed correction in the minutes from December 4th, correcting the name of William Harris who spoke during the public comment period on several items.

Motion: Commissioner Kunze moved to approve both sets of minutes with the noted correction. Commissioner Gehman seconded.

Vote: Commissioner Eyre, yes. Commissioner Kunze, yes. Commissioner Jackson, yes. Commissioner Gehman, yes. Commissioner Su'a-Filo, yes.

Motion passed unanimously.

3. Regular Agenda

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3.1) Public hearing and consideration of James Whitmore's request for conditional use approval of the SAJ Lehi RV Storage located at approximately 4300 North Digital Drive

Katie Bussell presented the item. The property is zoned for light industrial and does not have utilities. Setbacks meet code. There are 12 redline comments, which mainly focus on technical updates to the site.

James Whitmore, the applicant, was present. He asked if he would need a special permit for the eight-foot concrete fence he plans to install. Bussell explained that eight-foot fences are typically required for the zone the property is in, and it is part of the submitted site plan, so no additional steps are needed. Whitmore explained that he hopes the construction will improve the land and clean up the appearance of the property.

Commissioner Eyre opened and closed public comment.

Commissioner Jackson shared that he feels this has been through the Commission enough times that no further discussion is needed.

> **Motion:** Commissioner Jackson moved to approve the item with the findings that the proposed plans meet the code requirements of a 20-foot setback and a masonry fence, and that the plans are in order after several rounds through the Commission. He included all DRC comments. Commissioner Su'a-Filo seconded.
>
> **Vote:** Commissioner Eyre, yes. Commissioner Kunze, yes. Commissioner Jackson, yes. Commissioner Gehman, yes. Commissioner Su'a-Filo, yes.
>
> Motion passed unanimously.

3.2) Public hearing and recommendation of JDH Development's request for an exception for a required trail connection to a master planned trail and to meet the block length; the exception is requested due to grade on Vivian Estates Phase 2B located at approximately 2600 North and 600 East.

Katie Bussell presented the item. The plan has been previously approved by City Council with an included trail connection. The applicant has requested that it be removed, due to the steep grading on the site.

Austin Cooper was present, representing JDH Development. He shared some pictures that highlighted the steepness of the grade. He explained that the installation of 600 East impacted the build site and made the trail connection significantly more difficult to include. He explained that the grade in places may go over the maximum allowed 8%. He also shared concerns about the trail connecting perpendicularly with a busy street.

Commissioner Su'a-Filo asked if Lehi City installed 600 E. City staff explained that Lehi City installed the road, and that the developer was asked to put a hold on construction until it was completed. Rather than the planned straight route, the road cut into the planned lots, and caused the changes in slope where the trail was planned. Kim Struthers explained that the city worked

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with the developers, and that it was a long process that went through many iterations. He suggested stairs as an option that may work with the steep slope.

Commissioner Su'a-Filo asked how the trail system would be accessed without the included connection. Cooper explained that people would have to exit the development and go around it to access the trail.

Commissioner Eyre asked if the primary concern was the engineering challenge. Cooper affirmed that it was. He explained that in the initial concept, the trail was asphalt. Stairs would have to be made of concrete and would be more expensive to build and maintain.

Commissioner Kunze asked if there was any other connections provided in lieu of the trail, as it is a connectivity requirement. Cooper explained that there is not anything provided in lieu. He also explained that he feels the city has taken quite a bit from the developer with how the installation of 600 E worked out. Creating the trail will cut into each adjacent lot and render about 100 square feet of each lot unusable. JDH is already unsure about the ability to build homes on certain lots and may have to combine lots to make them functional.

Commissioner Jackson asked if the concern was the financial impact, or the impact on the lots. Cooper explained that from an engineering standpoint, JDH can't make the trail make sense. Installing it in a better space will render different lots unusable and would result in needing to shift utilities. Commissioner Jackson admitted that Lehi is responsible for the issues with installation, but that he was also uncomfortable with ignoring connectivity standards. JDH has met with the city and has discussed possibilities of reimbursement from the city.

Commissioners Jackson and Su'a-Filo asked city staff their opinions on the images depicting the slope. Staff confirmed that the pictures are accurate to the slope on site.

Commissioner Eyre shared his positive experiences living next to the trail system. He is very defensive of connectivity standards, as his neighborhood has bad connectivity and it severely limits how much use the trails get. He thinks that removing the access will hurt the neighborhood and the community. He likes the idea of a staircase.

Commissioner Jackson reemphasized that this is a result of the city's actions in installing 600 E.

Commissioner Gehman agreed that stairs are the best solution. She argued that stairs would make the trail less accessible than if it were sloped. Commissioner Eyre argued that stairs would be more accessible than not having any access at all. City code does not require trails to be ADA compatible.

The Commission consulted Gary Ellis. Ellis explained that initially a 40-foot wall was planned along 600 E but has since been lowered and/or eliminated. He explained that HadCo was compensated for the loss of land that resulted from the 600 E installation. He mentioned that other trails in the area will be up to 6%, so 8% is not an absurd ask. The city recommends installing the trail at a diagonal, in order to keep it mostly flat. Cooper explained that putting the trail in that location would cause lots and utilities to shift. Ellis also recommended some improvements be made to separate the trail from the street. Commissioner Jackson asked what

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would be more expensive for the city, footing the bill for shifting utilities or for stair installation and maintenance. Ellis didn't have an exact answer but assumed the costs would be similar.

Commissioner Jackson asked what the developer would prefer if Lehi City is footing the bill. JDH would prefer installing stairs, as it would not delay construction on lots that would otherwise need utilities moved. Cooper isn't sure what the cost would be, as he hasn't run the numbers.

Commissioner Eyre opened public comment.

There was one online comment from Montaigne Hamilton. She thinks the connectivity standards are not needed in this situation, as there is nothing to connect to, but she worries that allowing an exception will set a precedent.

Commissioner Eyre closed public comment.

Commissioner Jackson is in favor of installing stairs and retaining walls to maintain the buildability of adjacent lots. Commissioner Su'a-Filo argued that stairs would create undue maintenance responsibilities for the city, and money down the drain. He doesn't like the idea of adding an ongoing cost to the city.

Commissioner Gehman shared that she would like trails to be accessible, even if its not required by code. She also understood that it would create issues for the city and/or the developer if this standard is upheld. She shared that she would almost prefer not to have a connection in that case.

Gary Ellis explained that, given the grade, normal outdoor stairs would be about what is required for the site anyway. Wide landings would be needed, which would make the stairs marginally more accessible.

Commissioner Eyre mentioned that the property has been devalued, but that the city has already remediated the cost. He sees this as a connectivity standards issue.

Commissioner Jackson felt the city should be the entity to put connectivity in, as it is the fault of the city that the issues have been created. He views it as part of the social contract between the city and its residents.

Commissioner Eyre mentioned other properties where the Commission required pedestrian access, even in cases where road connections were excepted.

> **Motion:** Commissioner Jackson moved to give a negative recommendation to the Lehi City Council with the findings that the proposed trail is a part of the connectivity standards that the city does not want to compromise on, and that it can be achieved in a safe manner by installing stairs on the 8% grade. He recognizes that Lehi City created the situation and has a responsibility to the citizens to meet the promised standards. He included all DRC comments. Commissioner Su'a-Filo seconded.

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Vote: Commissioner Eyre, yes. Commissioner Kunze, yes. Commissioner Jackson, yes. Commissioner Gehman, yes. Commissioner Su'a-Filo, yes.

Motion passed unanimously.

4. City Business

There will be no Planning Commission meeting on January 29th, as it is a fifth Thursday. The work session of February 5th is cancelled due to scheduling conflicts. The next Planning Commission meeting will be February 12, 2026.

5. Adjournment

With no further business to come before the Planning Commission at this time, Commissioner Kunze moved to adjourn the meeting. Commissioner Jackson seconded the motion. The motion passed unanimously. The meeting adjourned at approximately 7:50 p.m.

Approved: February 12, 2026 Attest:

_____ _____

Tyson Eyre, Commission Chair Kate Morgan, Deputy City Recorder

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Agenda Item No: 3.1

Planning Commission Agenda Item Report

Meeting Date: February 12, 2026
Submitted By: Noreen Edwards
Submitting Department: Planning Division
Item Type: Public Hearing
Agenda Section: Regular Agenda

Subject:
Public hearing and recommendation of Flagship Homes' request for review of TH-5 (transitional holding) zoning for the Kirkham Estates Annexation on 7.24 acres located at approximately 500 East 700 South (7611 W 8170 N). WITHDRAWN

Suggested Action:

Attachments:

Agenda Item No: 3.2

Planning Commission Agenda Item Report

Meeting Date: February 12, 2026
Submitted By: Noreen Edwards
Submitting Department: Planning Division
Item Type: Public Hearing
Agenda Section: Regular Agenda

Subject:
Public hearing and recommendation of Adam Albrecht's request for review of the Parker Zone Change on 2.4 acres located at 300 North Palomino Way changing the zoning from A-1 (agriculture) to R-1-22 (residential/agriculture).

Suggested Action:

Attachments:

Parker Zone Change 1.pdf

Parker Zone Change 2.pdf

PARKER ZONE CHANGE
PLANNING COMMISSION REPORT

Applicant	Adam Albrecht		
Meeting Date	February 12, 2026		
Requested Action/Purpose	Public hearing, review, and recommendation of a proposed zone change		
Decision Type	Legislative		
Location	300 North Palomino Way		
Acreage	2.4 acres		
Existing Zoning	A-1		
Existing General Plan Land Use Designation	VLDRA		
Proposed Zoning Designation	R-1-22		
Existing Land Use	Undeveloped		
Adjacent Zoning and Land Use	*North*	R-1-22	Single family residential
	South	A-1	Undeveloped
	East	A-1	Church
	West	R-1-22	Single family residential
Date of DRC Review	January 21, 2026		
Assigned Planner	Jacob Curtis		

REQUIRED ACTION

Planning Commission	Public hearing, review, and recommendation
City Council	Final approval

APPLICABLE DEVELOPMENT CODE REGULATIONS

From Section 04.060 Criteria for Approval, of the Lehi City Development Code, the Planning Commission should consider the following factors, among others, when reviewing a zone amendment:

1. The effect of the proposed amendment on the character of the surrounding area;
2. Consistency with the goals and policies of the General Plan;
3. Consistency and compatibility of the proposed zone with the General Plan land uses of nearby and adjoining properties;
4. The suitability of the properties for the uses requested and their suitability for the existing uses identified by the General Plan;
5. Whether a change in the uses allowed for the affected properties will unduly affect the uses, or proposed uses for nearby and adjoining properties;
6. The gain to the public health, safety, and welfare from the existing classification to the proposed amendment; and
7. The overall community benefit of the proposed amendment.

APPLICABLE GENERAL PLAN GOALS AND POLICIES

VERY LOW DENSITY RESIDENTIAL AGRICULTURAL (VLDRA)

The purpose of the Very Low Density Residential/Agricultural (VLDRA) classification is to provide for single-family

residential areas within a rural setting, with an overall neighborhood density not to exceed 1.75 units per acre. Much of the area designated as VLDRA is located where small-scale farming, hobby farming, or other agricultural uses are present. Where new development is allowed adjacent to existing agricultural areas, the new development must be sensitive to the existing uses. Larger lot sizes and lower density zones that allow for animal rights will be encouraged where adjacent to such agricultural areas. In particular, provision should be made for hobby farms, ranchettes, or equestrian-related developments where the development is to be located adjacent to similar existing uses.

Although new development in VLDRA areas is allowed, the existing agricultural uses will be encouraged to remain. Growth should be directed in an orderly manner, growing outward from existing developed areas where public facilities are available.

PROPERTY HISTORY

September 28, 2004 The Lehi 10th Ward Addition incorporated this property into Lehi City.

REPORT ANALYSIS

The applicant requests review and recommendation for a zone change from A-1 to R-1-22 for property located at approximately 300 North Palomino Way. This zone change is on 2.4 acres of property and will eventually develop with single family home lots. The proposed R-1-22 zoning aligns with the Very Low-Density Residential Agriculture designation in the General Plan.

The Development Review Committee (DRC) reviewed the proposed zone change and had one comment regarding water dedication: Water dedication will be required as a condition prior to recording the zone change ordinance.

SCOPE OF APPROVAL

Zone changes are legislative items. However, the City sets an expectation of the zoning by the General Plan Designations. This proposed zone change is consistent with the General Plan Land Use Designation, so the Planning Commission and City Council would need specific reasons to not approve the zone change.

The public can speak to this item, understanding that it will be approved unless there are significant legitimate concerns.

POSSIBLE MOTIONS AND FINDINGS

The Planning Commission may move to recommend approval or denial of the proposed zone change. Any motion should include findings. Possible findings include:

1. The effect of the proposed amendment on the character of the surrounding area;
2. Consistency with the goals and policies of the General Plan;
3. Consistency and compatibility of the proposed zone with the General Plan land uses of nearby and adjoining properties;
4. The suitability of the properties for the uses requested and their suitability for the existing uses identified by the General Plan;
5. Whether a change in the uses allowed for the affected properties will unduly affect the uses, or proposed uses for nearby and adjoining properties;
6. The overall community benefit of the proposed amendment.

Parker Residential Zone Change
DRC Redline Comments

Adam Albrecht – requests review of the Parker Zone Change on 2.4 acres located at 300 North Palomino Way changing the zoning from A-1 to R-1-22.

DRC Members Present: Glade Kirkham, Garion Rowett, Ryan Allred, Shelbey Brewer, Kim Struthers, Gary Smith, Gary Ellis, James Farnsworth, Luke Seegmiller, Brad Wilbur
Assigned Planner: Jacob Curtis
Representatives of the Applicant Present: Adam Albrecht
Date of Plans Reviewed: 01/12/26
Time Start: 2:05 pm
Time End: 2:06 pm

DRC REDLINE COMMENTS:
Glade – Power: No comments.
Brad – Fiber: No comments.
Garion – Fire: No comments.
Ryan – Water/Sewer: No comments.
James – Parks: No comments.
Gary S.– Building/Inspections: No comments.
Shelbey– Public Works: No comments.
Gary E. – Engineering: No comments.
Luke – Traffic: No comments.
Kim – Planning:
1. Water dedication will be required as a condition prior to recording the zone change ordinance. The required dedication for the R-1-22 Zone is .79 acre feet per acre of culinary water and 2.9 acre feet per acre of irrigation water.

General Comment:

1. (Parks) At the time of subdivision- property adjacent to Agricultural zones will need a no climb fence per Section 18.030.A - For all sides of the development adjacent to agricultural property, there is a minimum fencing requirement of a six-foot high non-climb agricultural fence.

THIS ITEM WILL BE SCHEDULED FOR PLANNING COMMISSION ON FEBRUARY 12, 2026.

Note: This list of corrections and deficiencies should not be considered as an all-inclusive or final list. The items listed need to be corrected and resolved and a new set of information submitted for review by the DRC. Further corrections and deficiencies may still be noted as the DRC further reviews the resubmitted information.

Parker Zoning Map Amendment Narrative

300 North and Palomino Way, Lehi City, Utah
Utah County Parcels 13:026:0039 and 13:026:0044
Size: 2.4 Acres
Current Zone: A-1 Proposed Zone: R-1-22

(a) Reason and Justification

The applicant is requesting a rezone from A-1 (Agriculture) to R-1-22 (Residential) to allow for the development of four single-family lots. The current A-1 zoning is no longer the most appropriate use for this parcel given the surrounding residential development. The proposed R-1-22 zone provides a logical transition for this property, moving it from underutilized agricultural land to a low-density residential use that aligns with the established neighborhood pattern.

(b) Consistency with the General Plan

The proposal is consistent with the Very Low Density Residential Agricultural designation.

- Density: At 1.67 units per acre, the project is below the General Plan's 1.75 units per acre maximum.
- Land Use: The R-1-22 zone fulfills the General Plan's goal of providing "larger lot sizes" to maintain a rural, hobby-farm setting.
- Growth Policy: It follows the city's policy of orderly growth by developing outward from areas where public facilities are already available.

(c) Compatibility with Nearby Land Uses

The R-1-22 zone is perfectly compatible with the surrounding area, as it matches the zoning and half-acre lot configurations of the subdivisions located immediately to the north and west of the property.

(d) Effect on Surrounding Character

The amendment will have a positive effect on the surrounding area by completing the residential fabric of the street in a manner that is predictable and consistent with existing uses. Because the proposed density is lower than the General Plan's maximum threshold and matches the existing subdivisions across the street, the change will not "unduly affect" or burden adjoining properties. Instead, it replaces an isolated agricultural pocket with a low-impact residential use that shares the same setbacks and scale as its neighbors.

(e) Public Health, Safety, Welfare, and Community Benefit

The community benefits from this rezone through the orderly transition of land to its planned use as defined by the General Plan. The transition from A-1 to R-1-22 ensures that:

- The property is developed at a density that the city's infrastructure and public facilities are already designed to handle.
- The "rural setting" and "hobby farm" character of the VLDRA area is preserved through large half-acre lots.
- The public welfare is served by eliminating an inconsistent zoning "island" and replacing it with a development that adheres to the city's long-term vision for very low-density growth.


PUBLIC
HEARING


PUBLIC
HEARING



Parker Zone Change

Aerial

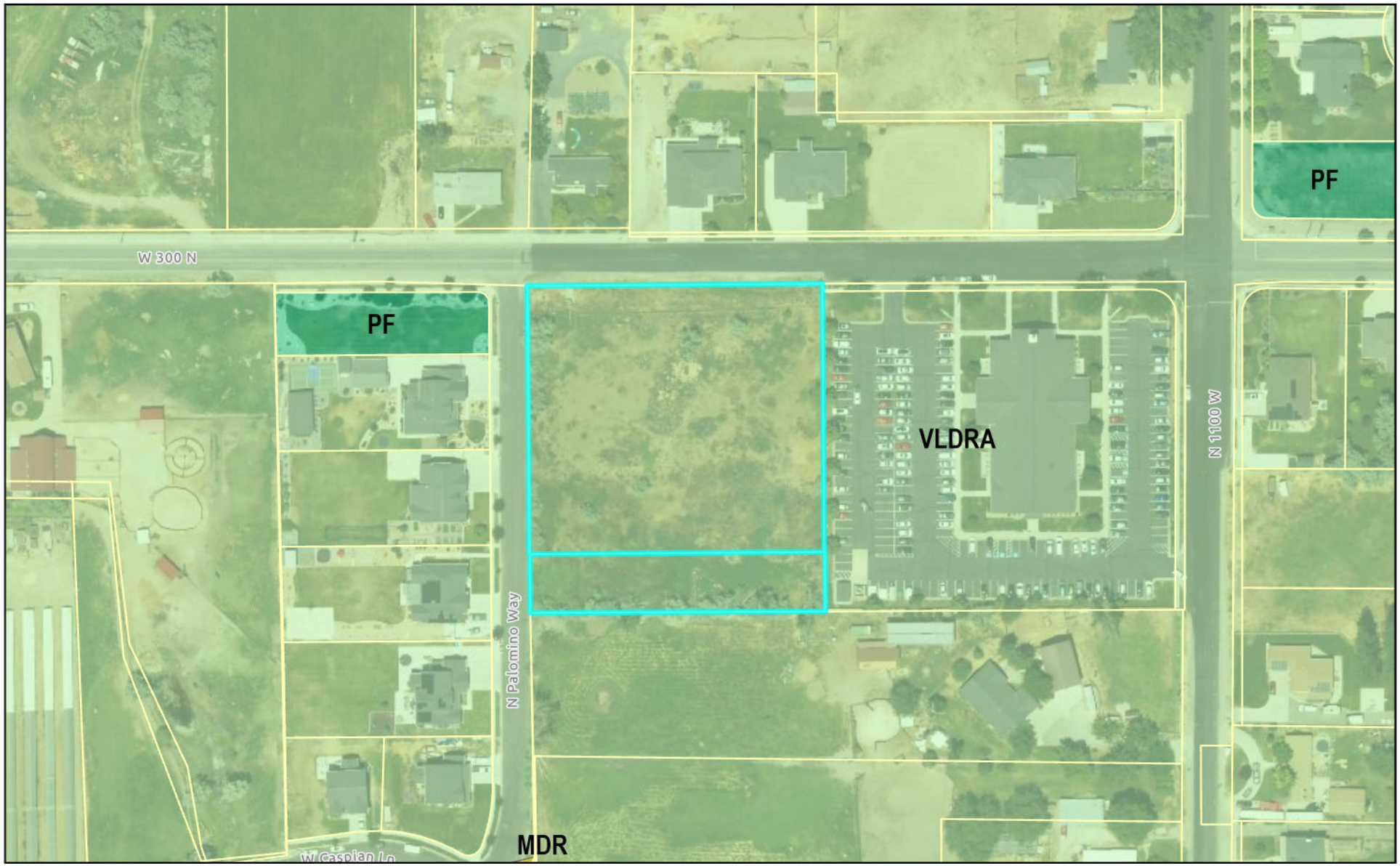


0 185 370 740 Feet

LEHI CITY

Parker Zone Change

General Plan

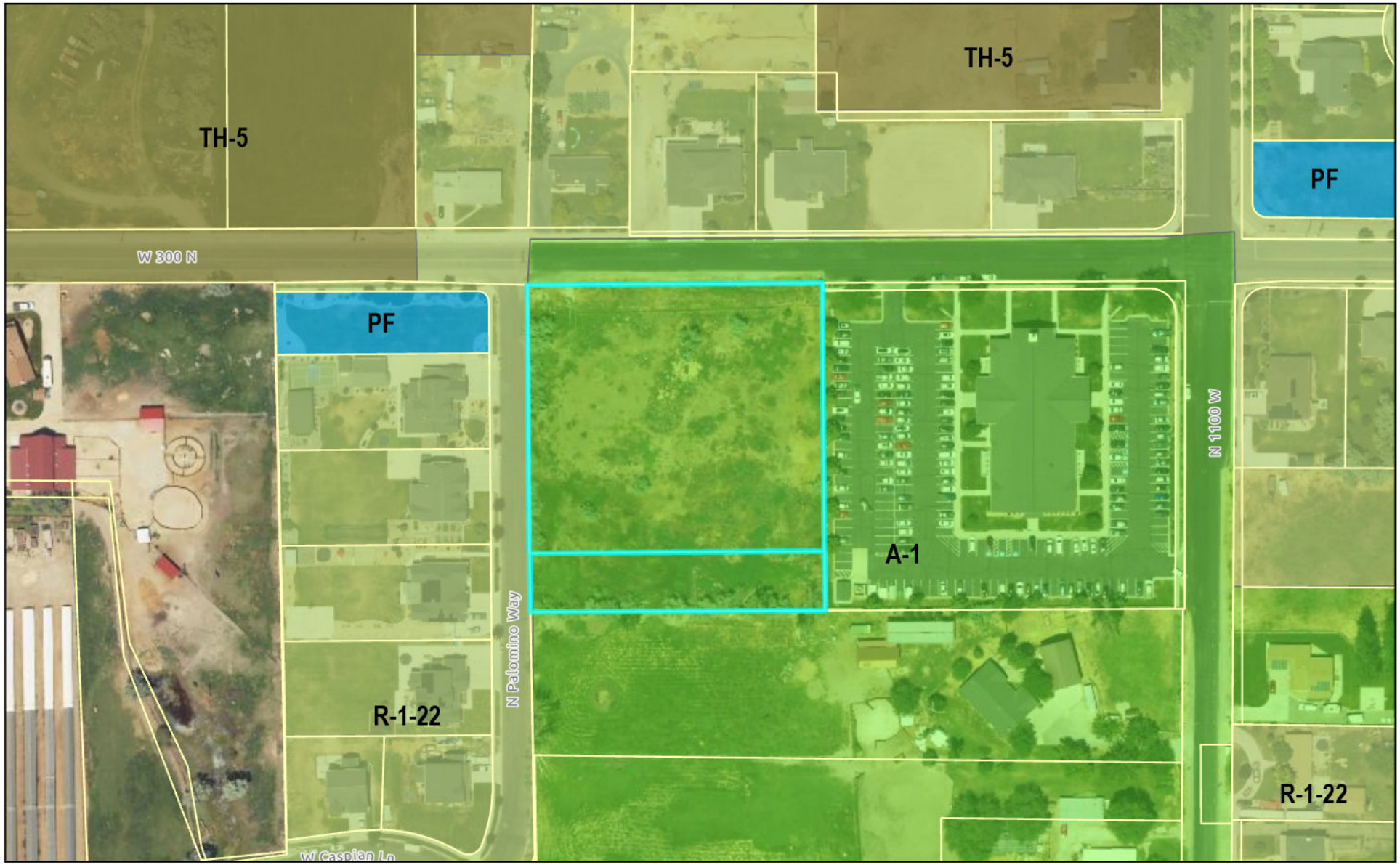


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LEHI CITY

Parker Zone Change

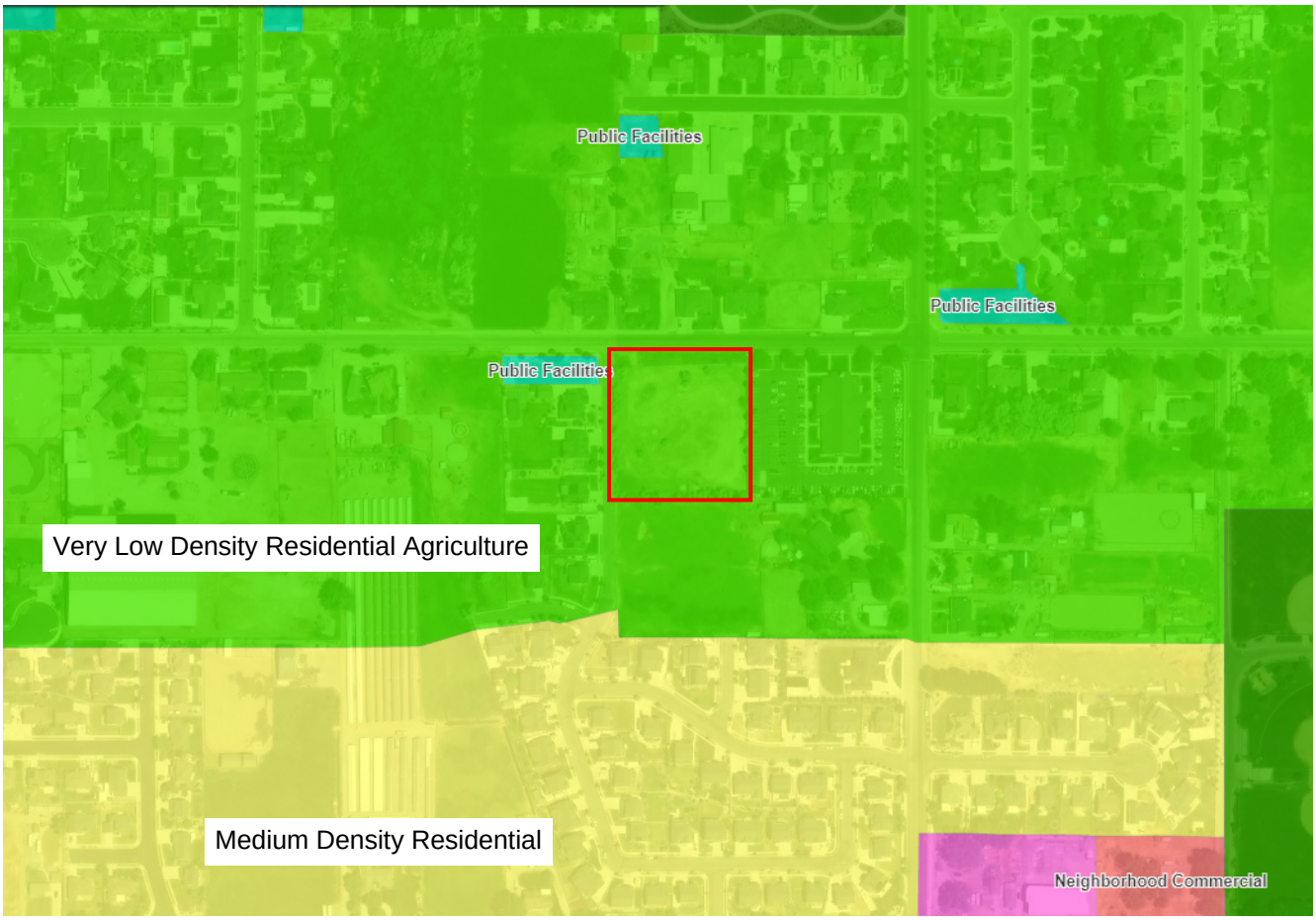
Zoning



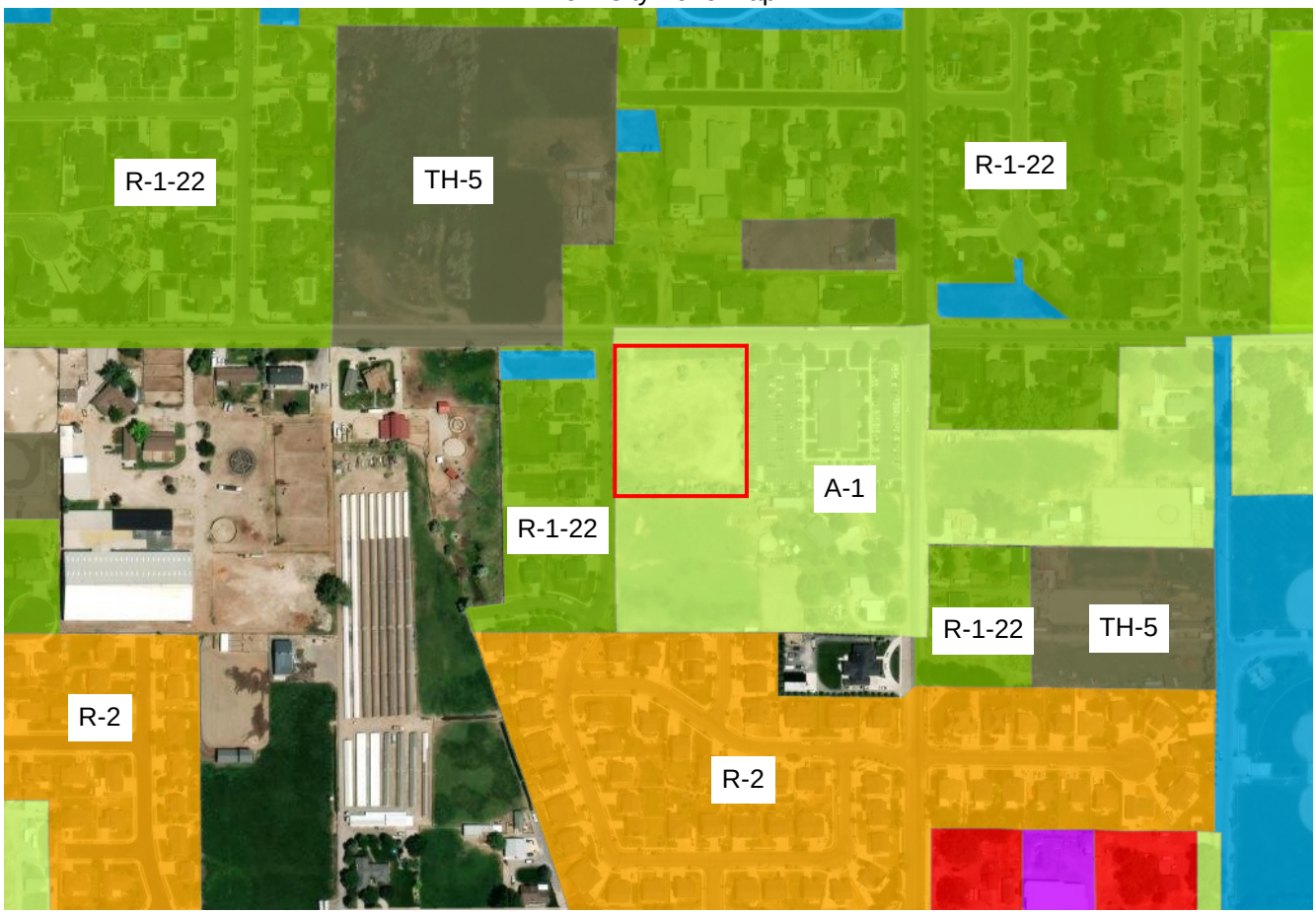
0 185 370 740 Feet

LEHI CITY

Lehi City General Plan



Lehi City Zone Map





BOUNDARY DESCRIPTION

A PARCEL OF LAND, SITUATE IN THE NE¼ OF SECTION 18, T.5S., R.1E., SLB&M. THE BOUNDARIES OF SAID PARCEL OF LAND ARE DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT 215.71 FEET S. 0°11'53" E. ALONG THE SECTION LINE FROM THE NORTHEAST CORNER OF SAID SECTION 18; AND RUNNING THENCE S. 0°11'53: E. 335.15 FEET; THENCE S. 89°57'37" W. 310.20 FEET TO AN EXISTING FENCE LINE; THENCE N. 0°45'54" W. 334.86 FEET ALONG SAID FENCE LINE; THENCE N. 89°54'07" E. 313.51 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL OF LAND CONTAINS 104470 SQUARE FEET, OR 2.398 ACRES IN AREA.

QUIT CLAIM TO LEHI CITY

A PARCEL OF LAND, SITUATE IN THE NE¼ OF SECTION 18, T.5S., R.1E., SLB&M. THE BOUNDARIES OF SAID PARCEL OF LAND ARE DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT 207.70 FEET S. 0°11'53" E. ALONG THE SECTION LINE FROM THE NORTHEAST CORNER OF SAID SECTION 18; AND RUNNING THENCE S. 0°11'53" E. 8.00 FEET; THENCE S. 89°54'07" W. 313.51 FEET; THENCE N. 0°45'54" W. 7.46 FEET; THENCE 89°48'07" E. 313.59 FEET TO THE POINT OF BEGINNING. THE ABOVE DESCRIBED PARCEL OF LAND CONTAINS 2425 SQUARE FEET, OR 0.055 ACRES IN AREA.

DESCRIPTION FOR BOUNDARY LINE AGREEMENT

BEGINNING AT A POINT IN AN EXISTING FENCE LINE, WHICH POINT IS 215.71 FEET S. 0°15'53" E. ALONG THE SECTION LINE AND 313.51 FEET S. 89°54'07" W. FROM THE NORTHEAST CORNER OF SECTION 18, T. 5S., R. 1E., SLB&M. AND RUNNING THENCE ALONG SAID FENCE LINE S. 0°45'54" E. 334.86 FEET.

NARRATIVE

THE PURPOSE OF THIS SURVEY IS TO REESTABLISH THE BOUNDARY LINES AND SHOW EXISTING TOPOGRAPHIC FEATURES ON A TRACT OF LAND FOR THE PURPOSE OF CONSTRUCTING THEREON A RECREATION FACILITY.

BASIS OF BEARING

THE BEARING OF S. 0°11'53" E. BETWEEN THE NORTHEAST CORNER AND THE EAST QUARTER CORNER OF SECTION 18, T. 5S., R. 1E., SLB&M. IS USED AS THE BASIS OF BEARING FOR ALL LINES SHOWN ON THIS PLAT.

CERTIFICATION

I, DALEN J. HARRIS A PROFESSIONAL LAND SURVEYOR AS PRESCRIBED BY THE LAWS OF THE STATE OF UTAH AND HOLDING LICENSE NO. 166350, DO HEREBY CERTIFY THAT I HAVE MADE A SURVEY OF THE ABOVE DESCRIBED PROPERTY AND THAT THE PLAT HEREON IS A TRUE AND CORRECT REPRESENTATION OF SAID SURVEY.

Aug 17, 2004
DATE

Dalen J. Harris
DALEN J. HARRIS

GRAPHIC SCALE

30 0 15 30 60 120
(IN FEET)
1 inch = 30 ft.

REGISTERED AND LICENSED LAND SURVEYOR
No. 166350
DALEN J. HARRIS
8/17/04
STATE OF UTAH

04-218

CORPORATION OF THE PRESIDING BISHOP
CHURCH OF JESUS CHRIST of LATTER-DAY SAINTS
300 NORTH 1100 WEST, LEHI, UTAH

J&H LAND SURVEYING
P.O. BOX 906
AMERICAN FORK, UTAH 84003

DESIGNED	CHECKED	DRAWN	DATE
DJH	RAJ	DJH	5/04
APPROVED	DATE	PROJECT. NO.	SCALE
			1" = 30'
REVISIONS	DWG. NO.	SHEET NO.	
		1 OF 1	

Agenda Item No: 3.3

Planning Commission Agenda Item Report

Meeting Date: February 12, 2026
Submitted By: Noreen Edwards
Submitting Department: Planning Division
Item Type: Public Hearing
Agenda Section: Regular Agenda

Subject:
Public hearing and recommendation of Grow Development's request for review of the 1450 West 1220 North Zone Change on 5.25 acres located at 1450 West 1220 North changing the zoning from A-1 (agriculture) to R-1-22 (residential/agriculture).

Suggested Action:

Attachments:

1450 W Zone Change 1.pdf

1450 W Zone Change 2.pdf

1450 W 1220 N (GROW DEVELOPMENT) ZONE CHANGE

PLANNING COMMISSION REPORT

Applicant	Grow Development		
Meeting Date	February 12, 2026		
Requested Action/Purpose	Public hearing, review, and recommendation of a proposed zone change		
Decision Type	Legislative		
Location	1450 W 1220 N		
Acreage	5.25 acres		
Existing Zoning	A-1		
Existing General Plan Land Use Designation	VLDRA		
Proposed Zoning Designation	R-1-22		
Existing Land Use	Single family residential		
Adjacent Zoning and Land Use	*North*	A-1	Undeveloped
	South	R-1-15	Single family residential
	East	A-1	Single family residential
	West	A-1	Single family residential
Date of DRC Review	January 21, 2026		
Assigned Planner	Jacob Curtis		

REQUIRED ACTION

Planning Commission	Public hearing, review, and recommendation
City Council	Final approval

APPLICABLE DEVELOPMENT CODE REGULATIONS

From Section 04.060 Criteria for Approval, of the Lehi City Development Code, the Planning Commission should consider the following factors, among others, when reviewing a zone amendment:

1. The effect of the proposed amendment on the character of the surrounding area;
2. Consistency with the goals and policies of the General Plan;
3. Consistency and compatibility of the proposed zone with the General Plan land uses of nearby and adjoining properties;
4. The suitability of the properties for the uses requested and their suitability for the existing uses identified by the General Plan;
5. Whether a change in the uses allowed for the affected properties will unduly affect the uses, or proposed uses for nearby and adjoining properties;
6. The gain to the public health, safety, and welfare from the existing classification to the proposed amendment; and
7. The overall community benefit of the proposed amendment.

APPLICABLE GENERAL PLAN GOALS AND POLICIES

VERY LOW DENSITY RESIDENTIAL AGRICULTURAL (VLDRA)

The purpose of the Very Low Density Residential/Agricultural (VLDRA) classification is to provide for single-family

residential areas within a rural setting, with an overall neighborhood density not to exceed 1.75 units per acre. Much of the area designated as VLDRA is located where small-scale farming, hobby farming, or other agricultural uses are present. Where new development is allowed adjacent to existing agricultural areas, the new development must be sensitive to the existing uses. Larger lot sizes and lower density zones that allow for animal rights will be encouraged where adjacent to such agricultural areas. In particular, provision should be made for hobby farms, ranchettes, or equestrian-related developments where the development is to be located adjacent to similar existing uses.

Although new development in VLDRA areas is allowed, the existing agricultural uses will be encouraged to remain. Growth should be directed in an orderly manner, growing outward from existing developed areas where public facilities are available.

PROPERTY HISTORY

December 11, 1978 The Lehi Meadows Addition incorporated this property into Lehi City.

REPORT ANALYSIS

The applicant requests review and recommendation for a zone change from A-1 to R-1-22 for property located at 1450 W 1220 N. This zone change is on 5.25 acres of property and will eventually develop with single family home lots. A concept plan was submitted concurrently with the proposed zone change. The proposed R-1-22 zoning aligns with the Very Low-Density Residential Agriculture designation in the General Plan.

The Development Review Committee (DRC) reviewed the proposed zone change and had one comment regarding water dedication: Water dedication will be required as a condition prior to recording the zone change ordinance.

SCOPE OF APPROVAL

Zone changes are legislative items. However, the City sets an expectation of the zoning by the General Plan Designations. This proposed zone change is consistent with the General Plan Land Use Designation, so the Planning Commission and City Council would need specific reasons to not approve the zone change.

The public can speak to this item, understanding that it will be approved unless there are significant legitimate concerns.

POSSIBLE MOTIONS AND FINDINGS

The Planning Commission may move to recommend approval or denial of the proposed zone change. Any motion should include findings. Possible findings include:

1. The effect of the proposed amendment on the character of the surrounding area;
2. Consistency with the goals and policies of the General Plan;
3. Consistency and compatibility of the proposed zone with the General Plan land uses of nearby and adjoining properties;
4. The suitability of the properties for the uses requested and their suitability for the existing uses identified by the General Plan;
5. Whether a change in the uses allowed for the affected properties will unduly affect the uses, or proposed uses for nearby and adjoining properties;
6. The overall community benefit of the proposed amendment.

1450 W 1220 N Residential Zone Change
DRC Redline Comments

Grow Development- requests review of the 1450 West 1220 North Zone Change on 5.25 acres located at 1450 West 1220 North changing the zoning from A-1 to R-1-22. Need envelopes

DRC Members Present: Glade Kirkham, Garion Rowett, Ryan Allred, Shelbey Brewer, Kim Struthers, Gary Smith, Gary Ellis, James Farnsworth, Luke Seegmiller, Brad Wilbur
Assigned Planner: Jacob Curtis
Representatives of the Applicant Present: Jake, Fred
Date of Plans Reviewed: 01/12/26
Time Start: 2:23 pm
Time End: 2:24 pm

DRC REDLINE COMMENTS:
Glade – Power: No comments.
Brad – Fiber: No comments.
Garion – Fire: No comments.
Ryan – Water/Sewer: No comments.
James – Parks: No comments.
Gary S.– Building/Inspections: No comments.
Shelbey– Public Works: No comments.
Gary E. – Engineering: No comments.
Luke – Traffic: No comments.
Kim – Planning:
1. Water dedication will be required as a condition prior to recording the zone change ordinance. The required dedication for the R-1-22 Zone is .79 acre feet per acre of culinary water and 2.9 acre feet per acre of irrigation water.

General Comments
1. The North, West and East sides of this development are zoned as permitting agricultural uses. As per Section 18.030.A- For all sides of the development adjacent to agricultural property, there is a minimum fencing requirement of a six-foot high non-climb agricultural fence.

THIS ITEM WILL BE SCHEDULED FOR PLANNING COMMISSION ON FEBRUARY 12, 2026.
(NEED ENVELOPES BEFORE SCHEDULING)

Note: This list of corrections and deficiencies should not be considered as an all-inclusive or final list. The items listed need to be corrected and resolved and a new set of information submitted for review by the DRC. Further corrections and deficiencies may still be noted as the DRC further reviews the resubmitted information.

Concept Plan & Rezone Request
1450 West 1220 North, Lehi, UT

Lehi City Staff,

Grow Development currently controls via purchase agreement approximately 5.25 acres located at 1450 West and 1220 North in Lehi. Our intent is to bring to the city another beautiful Grow Development residential community. We are excited to be working with the property owners to help them in their transition in their current situation as they exercise their property rights to sell and develop the property. The following is our intent and vision for the community:

- 8 New large Estate Lots for move up custom homes. This will help to contribute to the housing needs in our market by adding to the inventory for which someone can expand and move up.
- Our hope is to get staff support and City Council Approval for a rezone request to the R-1-22 zoning allowing for 8 - 1/2 acre lots.
- We would then proceed to full subdivision approvals with the hope to deliver finished lots to the market in the summer of 2026.

We thank you for the opportunity to review this community and we look forward to your feedback and support of the development.

Sincerely,

Jake Hone
Vice President
Grow Development


PUBLIC
HEARING


PUBLIC
HEARING



1450 W 1220 N Zone Change & Concept (Grow Development)

Aerial

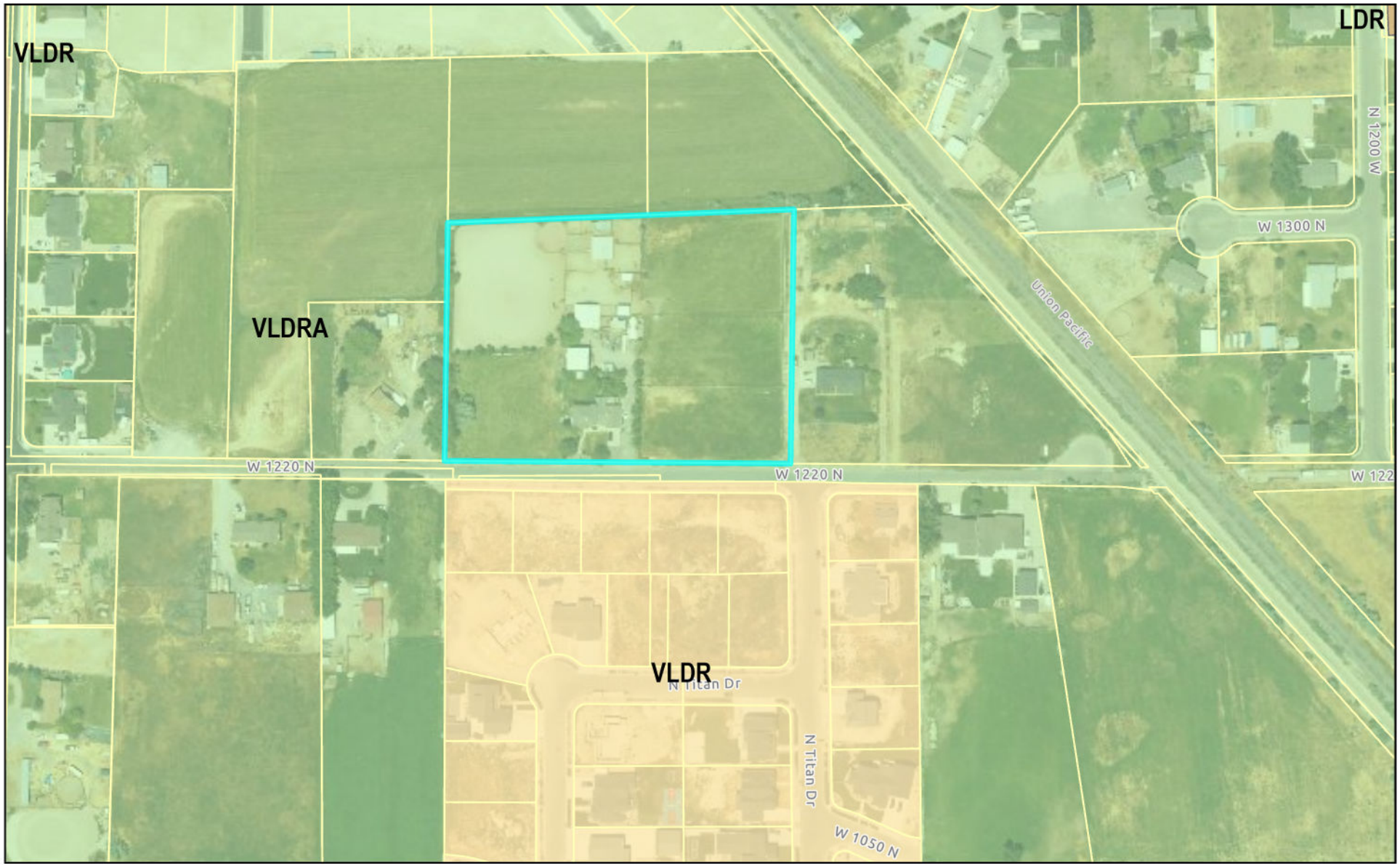


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LEHI CITY

1450 W 1220 N Zone Change & Concept (Grow Development)

General Plan

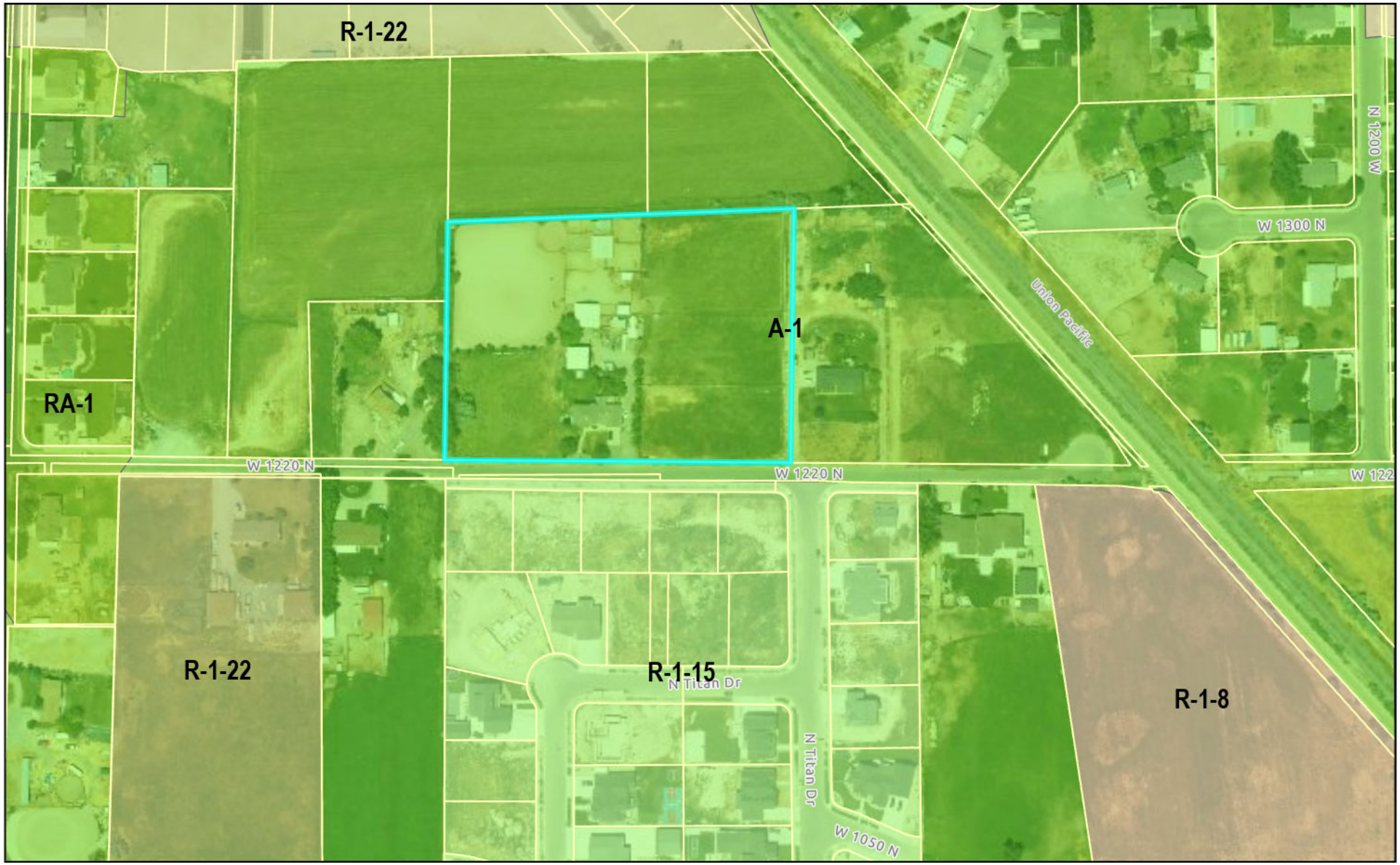


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LEHI CITY

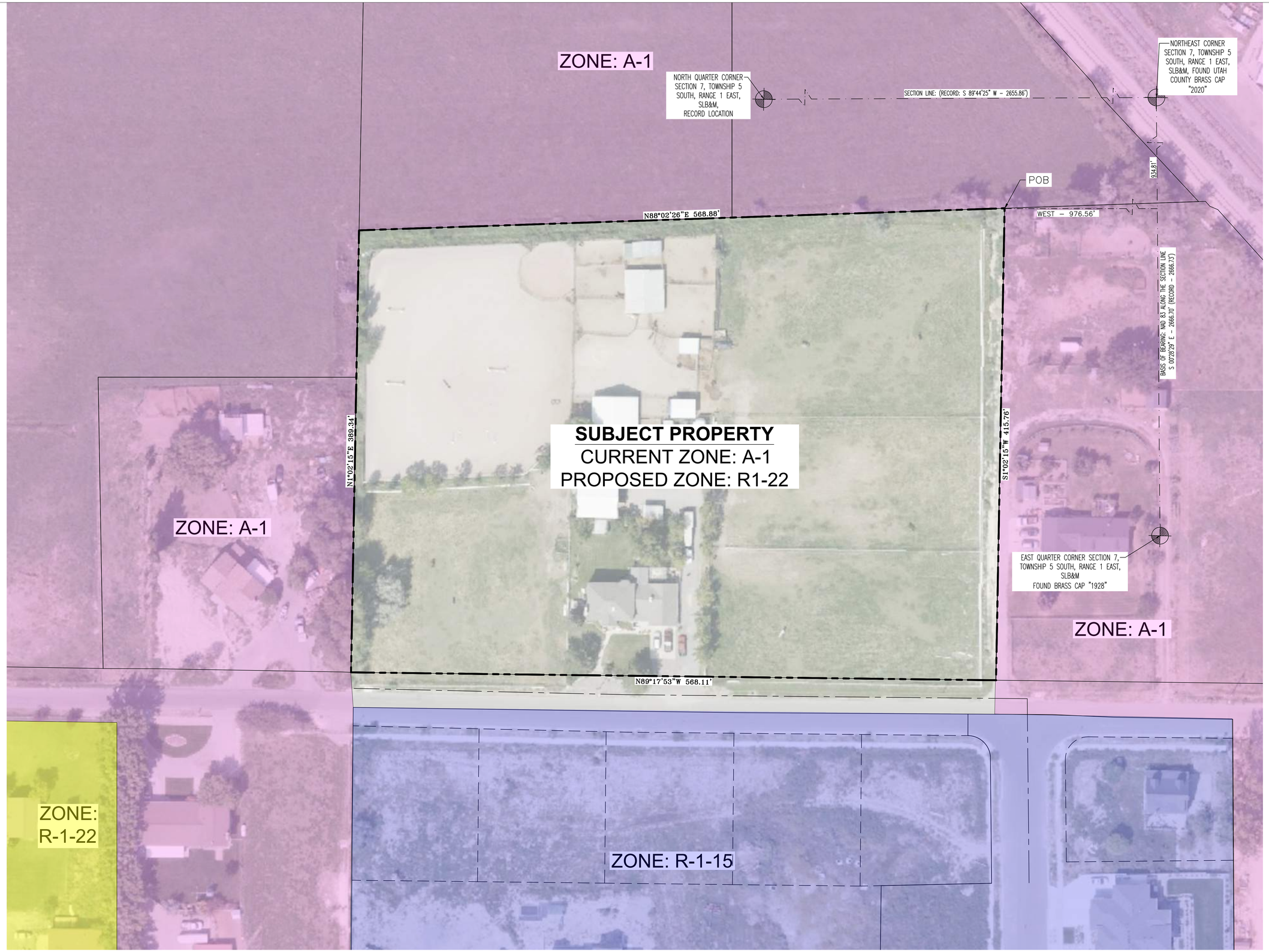
1450 W 1220 N Zone Change & Concept (Grow Development)

Zoning



0 290 580 1,160 Feet

LEHI CITY



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MW BROWN ENGINEERING, INC
Office (801) 377-1790
578 East 770 North, Orem UT 84058

PROFESSIONAL ENGINEER
JAN. 9, 2026
NO. 13972668
MITCHELL M. BROWN
P.E.
STATE OF UTAH

No.	Date	By	REVISIONS Notes

Designed
Drawn
Checked
Date

Title: CORTESE PROPERTY SUBDIVISION
Location: LEHI CITY, UTAH
Drawing Name: ZONING MAP

PROJECT NO.
2025.069

SHEET NO.
EXHIBIT A

PRELIMINARY
NOT FOR
CONSTRUCTION

PRINT DATE: 1/9/2026

Agenda Item No: 3.4

Planning Commission Agenda Item Report

Meeting Date: February 12, 2026
Submitted By: Noreen Edwards
Submitting Department: Planning Division
Item Type: Public Hearing
Agenda Section: Regular Agenda

Subject:
Public hearing and consideration of Grow Development's request for approval of the 1450 West 1220 North Concept, an 8-lot residential development located at 1450 West 1220 North.

Suggested Action:

Attachments:

1450 W Concept 1.pdf

1450 W Concept 2.pdf

1450 N 1220 W CONCEPT
PLANNING COMMISSION REPORT

Applicant	Grow Development		
Meeting Date	February 12, 2026		
Requested Action/Purpose	Review and consideration of a concept plan		
Decision Type	Administrative		
Location	1450 W 1220 N		
Project Area	5.25 acres		
Existing Zoning	A-1 (Concurrent Zone Change request to R-1-22)		
General Plan Land Use Designation	VLDRA		
Adjacent Zoning and Land Use	*North*	A-1	Undeveloped
	South	R-1-15	Single family residential
	East	A-1	Single family residential
	West	A-1	Single family residential
Date of DRC Review	January 21, 2026		
Assigned Planner	Jacob Curtis		

REQUIRED ACTION

Planning Commission	Public hearing, review, and final approval

APPLICABLE DEVELOPMENT CODE REGULATIONS

Section 11.010. Concept Plan – Applicability:
The Concept Plan gives the applicant, staff, Planning Commission and City Council an opportunity to discuss the project in the conceptual stage. The applicant can use the Concept Plan meeting to receive direction on project layout as well as discuss the procedure for approval, the specifications and requirements that may be required for layout of streets, drainage, water, sewerage, fire protection, and similar matters prior to the preparation of a more detailed preliminary subdivision plat.

REPORT ANALYSIS

The applicant requests review and recommendation of the 1450 W 1220 N Concept Plan located at 1450 W 1220 N. The development plan includes eight lots, including the existing home to remain, that meet the minimum lot size of 22,000 square feet. The applicant is not requesting any exceptions. They came to Planning Commission to show their proposed layout and see if there was any feedback.

As this is a concept plan the applicant will return with a preliminary subdivision submission at a later date. Staff and the DRC will continue to work with the applicant as they move forward.

DRC Comments
There were ten redline comments from the DRC, many of which were informational requirements for the preliminary subdivision application. Some of note include:

1. Any dead end street greater than 150' requires a turnaround.
2. The North, West and East sides of this development are zoned as permitting agricultural uses. As per Section 18.030.A- For all sides of the development adjacent to agricultural property, there is a minimum fencing requirement of a six-foot high non-climb agricultural fence…
3. Clarify that existing outbuildings will be removed.

Please consider all DRC comments in your motion.

SCOPE OF APPROVAL

As a concept plan this is an administrative item. If it meets the Code, it must be approved.

This is a public hearing item. Comments focused on specific concerns and ways to mitigate them are the most beneficial. The public should also be aware that the Planning Commission can only require those items listed in the Development Code.

POSSIBLE MOTIONS AND FINDINGS

The Planning Commission may approve, approve with modifications, or deny the proposed concept plan. Any motion should include findings. Possible findings include:

1. The proposed concept is/is not consistent with the Lehi City Development Code.
2. The proposed concept does/ does not conform to the goals and policies of the General Plan.
3. Other findings based upon information presented at the public hearing.

1450 W 1220 N Concept
DRC Redline Comments

Grow Development- requests review of the 1450 West 1220 North Concept, an 8-lot residential development located at 1450 West 1220 North.

DRC Members Present: Glade Kirkham, Garion Rowett, Ryan Allred, Shelbey Brewer, Kim Struthers, Gary Smith, Gary Ellis, James Farnsworth, Luke Seegmiller, Brad Wilbur
Assigned Planner: Jacob Curtis
Representatives of the Applicant Present: Jake H, Fred C
Date of Plans Reviewed: 01/12/26
Time Start: 2:25 pm
Time End: 2:35 pm

DRC REDLINE COMMENTS:
Glade – Power: No comments
Brad – Fiber: No comments.
Garion – Fire:
1. Any dead end street greater than 150' requires a turnaround.

Ryan – Water/Sewer:
2. Sewer depth in 1220 North must be verified to be extended north and meet Lehi City minimum depth requirements

James – Parks:
3. The North, West and East sides of this development are zoned as permitting agricultural uses. As per Section 18.030.A- For all sides of the development adjacent to agricultural property, there is a minimum fencing requirement of a six-foot high non-climb agricultural fence…
4. Homeowner to maintain park strips.

Gary S. – Building/Inspections:
5. A soil report will be required if this moves past concept.

Shelbey – Public Works: No comments.
Gary E. – Engineering:
6. Do not disturb the Utah County west quarter monument for section 7.
7. 10' PU&RCE is required along roads.
8. Storm drain outfall, if used, can only be released at a rate of 0.13 cfs/ac and will need to be connected to 1700 west. Otherwise, the site will need to retain on site.

Luke – Traffic:
9. 1220 N is a Minor Collector and has a minimum street spacing of 300 ft, measured centerline to centerline. The proposed street connection to 1220 N is too close to Titan Dr, only 232 ft spacing. An exception can be granted by the City Engineer and City Traffic Engineer.

Kim – Planning:
10. Clarify that existing outbuildings will be removed.

DRC GENERAL COMMENTS:
1. The concept plan shall not constitute a development permit. (Does not vest).

THIS ITEM IS NOT REQUESTING AN EXCEPTION.
(An exception requires stamped addressed envelopes for public noticing if the project proceeds to Planning Commission)

THIS ITEM WILL BE SCHEDULED FOR PLANNING COMMISSION ON FEBRUARY 12, 2026 WITH THE ZONE CHANGE.

Note: This list of corrections and deficiencies should not be considered as an all-inclusive or final list. The items listed need to be corrected and resolved and a new set of information submitted for review by the DRC. Further corrections and deficiencies may still be noted as the DRC further reviews the resubmitted information.

Concept Plan & Rezone Request
1450 West 1220 North, Lehi, UT

Lehi City Staff,

Grow Development currently controls via purchase agreement approximately 5.25 acres located at 1450 West and 1220 North in Lehi. Our intent is to bring to the city another beautiful Grow Development residential community. We are excited to be working with the property owners to help them in their transition in their current situation as they exercise their property rights to sell and develop the property. The following is our intent and vision for the community:

- 8 New large Estate Lots for move up custom homes. This will help to contribute to the housing needs in our market by adding to the inventory for which someone can expand and move up.
- Our hope is to get staff support and City Council Approval for a rezone request to the R-1-22 zoning allowing for 8 - 1/2 acre lots.
- We would then proceed to full subdivision approvals with the hope to deliver finished lots to the market in the summer of 2026.

We thank you for the opportunity to review this community and we look forward to your feedback and support of the development.

Sincerely,

Jake Hone
Vice President
Grow Development


PUBLIC
HEARING




PUBLIC
HEARING

1450 W 1220 N Zone Change & Concept (Grow Development)

Aerial

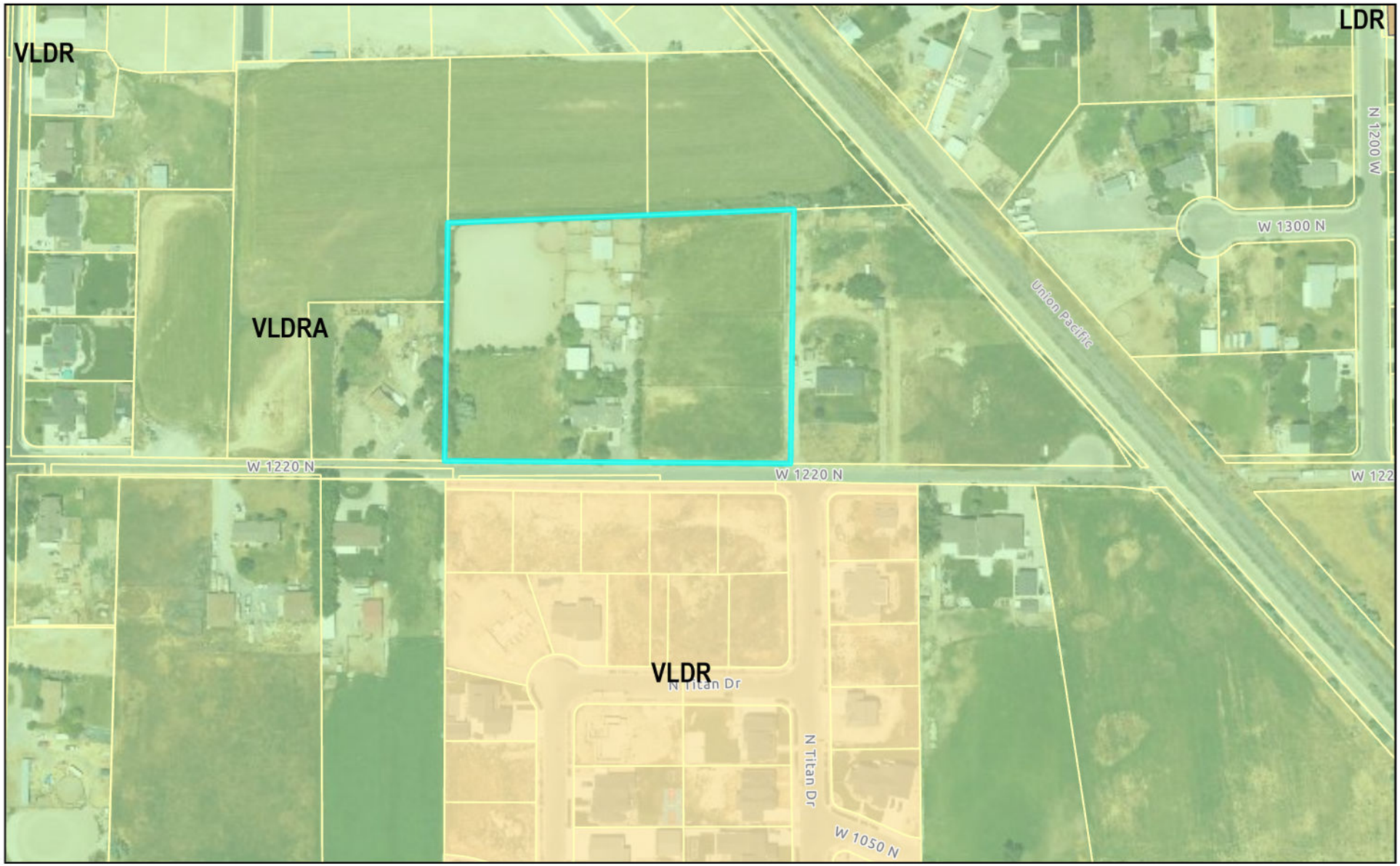


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LEHI CITY

1450 W 1220 N Zone Change & Concept (Grow Development)

General Plan

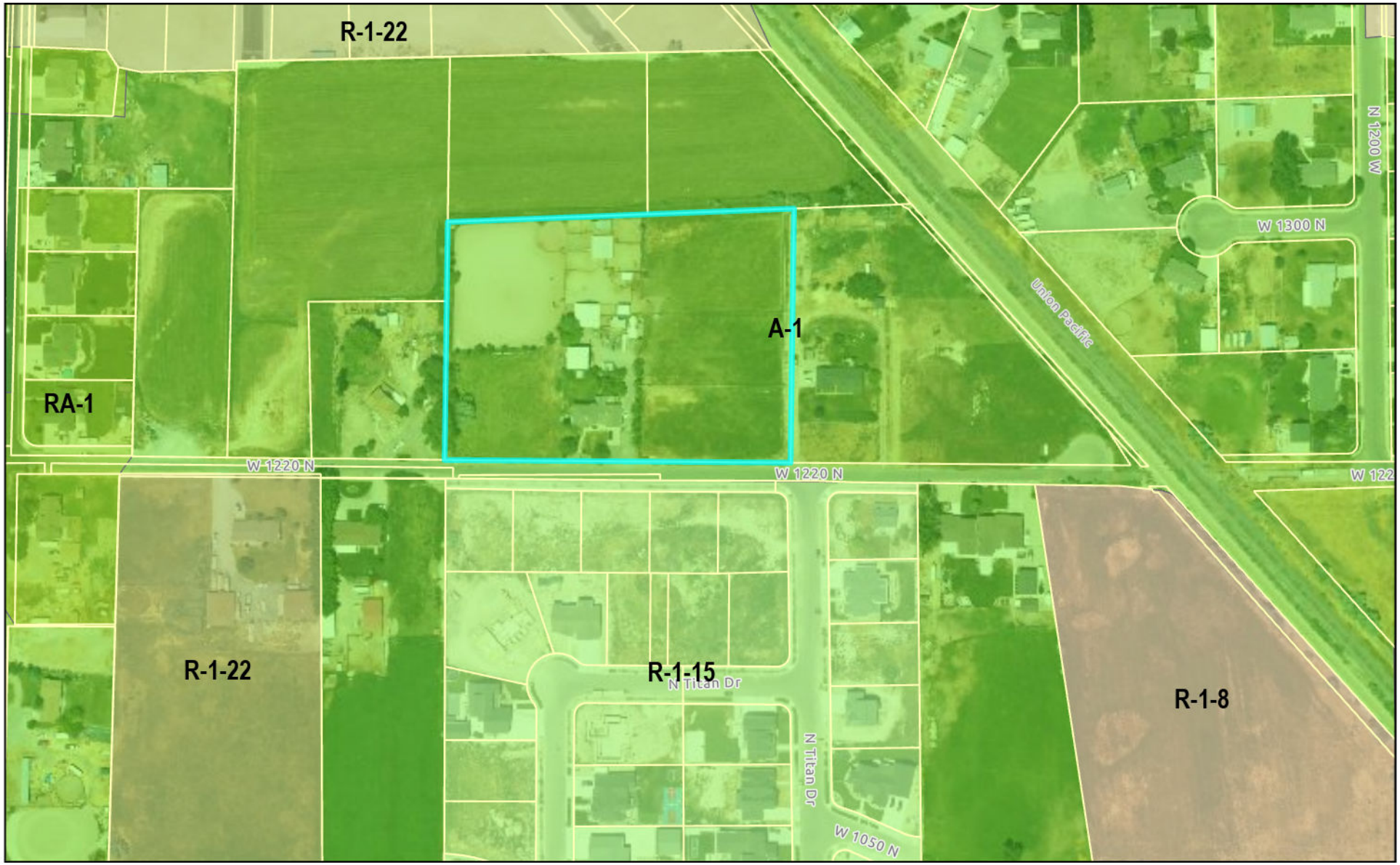


0 290 580 1,160 Feet

LEHI CITY

1450 W 1220 N Zone Change & Concept (Grow Development)

Zoning



0 290 580 1,160 Feet

LEHI CITY



CURVE TABLE					
CURVE	LENGTH	RADIUS	CHORD DIST.	CHORD BRG.	DELTA
C1	18.85'	12.00'	16.97'	S45°34'42"W	90°00'00"
C2	19.39'	12.00'	17.35'	S45°42'01"E	92°33'27"
C3	18.85'	12.00'	16.97'	S44°25'18"E	90°00'00"

N
W E
S

0 30 60 Feet

MW BROWN ENGINEERING, INC
Office (801) 377-1790
578 East 770 North, Orem UT 84058

PROFESSIONAL ENGINEER
NO.
DRAFT
FOR REVIEW ONLY
STATE OF UTAH

REVISIONS

No.	Date	By	Notes

Designed
Drawn
Checked
Date

Title: CORTESE PROPERTY SUBDIVISION
Location: LEHI CITY, UTAH
Drawing Name: R-1-22 CONCEPT

PROJECT NO.
2025.043

SHEET NO.
EXHIBIT 2

PRINT DATE: 12/29/2025

Agenda Item No: 3.5

Planning Commission Agenda Item Report

Meeting Date: February 12, 2026
Submitted By: Noreen Edwards
Submitting Department: Planning Division
Item Type: Public Hearing
Agenda Section: Regular Agenda

Subject:
Public hearing and recommendation of Lawrence Snow's request for review of a zone change on 0.66 acres located at 151 East 1450 North changing the zoning from TH-5 (transitional holding) to R-1-Flex (residential).

Suggested Action:

Attachments:

Snow Zone Change 1.pdf

Snow Zone Change 2.pdf

SNOW ZONE CHANGE
PLANNING COMMISSION REPORT

Applicant	Lawrence Snow		
Meeting Date	February 12, 2026		
Requested Action/Purpose	Public hearing, review, and recommendation of a proposed zone change		
Decision Type	Legislative		
Location	151 East 1450 North		
Acreage	0.60 acres		
Existing Zoning	TH-5		
Existing General Plan Land Use Designation	Low Density Residential (LDR)		
Proposed Zoning Designation	R-1-Flex		
Existing Land Use	Single Family Home		
Adjacent Zoning and Land Use	*North*	R-1-12	Single Family Homes
	South	TH-5	Single Family Homes
	East	R-1-12	Single Family Homes
	West	R-1-10	Single Family Homes
Date of DRC Review	January 21, 2026		
Assigned Planner	Brittney Harris		

REQUIRED ACTION

Planning Commission	Public hearing, review, and recommendation
City Council	Final approval

APPLICABLE DEVELOPMENT CODE REGULATIONS

From Section 04.060 Criteria for Approval, of the Lehi City Development Code, the Planning Commission should consider the following factors, among others, when reviewing a zone amendment:

1. The effect of the proposed amendment on the character of the surrounding area;
2. Consistency with the goals and policies of the General Plan;
3. Consistency and compatibility of the proposed zone with the General Plan land uses of nearby and adjoining properties;
4. The suitability of the properties for the uses requested and their suitability for the existing uses identified by the General Plan;
5. Whether a change in the uses allowed for the affected properties will unduly affect the uses, or proposed uses for nearby and adjoining properties;
6. The gain to the public health, safety, and welfare from the existing classification to the proposed amendment; and
7. The overall community benefit of the proposed amendment.

Section 10.120 Scope of Development Approvals

A. All development approvals, permits, or licenses shall be considered void after two years of final approval if substantial progress, construction, or development has not taken place or has not continued in good faith without interruption, or if the applicant has failed to satisfy the water rights conveyance requirements in connection with an approval for Annexation or Zoning Map Amendment. A longer period of time may be provided for a phased subdivision application or phased site plan application as set forth in the conditions attached to the preliminary plat or site plan. A shorter period of time may be approved for temporary uses, grading permits, and other short-

term projects.

Section 27.070. Water Rights Conveyance Requirements.

All property annexed to Lehi City, or property already within the boundaries of Lehi City, for which the owner/developer initiates an application for a zoning district map amendment, or other development application which would increase the need for water service from Lehi City, shall provide water rights in an amount sufficient to satisfy the needs of the existing and future uses and occupants to be supplied by the Lehi City water system as provided by these guidelines. The owner/developer shall convey to the City, in accordance with these guidelines, water rights that entitle the City to an annual quantity, quality, and rate of flow sufficient to meet the water use requirements of proposed future development of such property. These water rights conveyance requirements shall be considered as a condition precedent to the approval of annexation, zone change, or other development application.

APPLICABLE GENERAL PLAN GOALS AND POLICIES

STRONG COMMUNITIES

1. Establish strong communities where residents have opportunities for meaningful social connections and support systems.

Strategy 1 Create a life-cycle housing policy that encourages a diversity of housing types in Lehi's neighborhoods to provide housing options for prospective residents of differing ages, incomes, abilities, and lifestyles

PROPERTY HISTORY

January 21, 2000 Property came into Lehi as part of the Ronald Nuttal Addition

REPORT ANALYSIS

The applicant requests approval of a zone change from TH-5 to R-1-Flex at 151 East 1450 North. The applicant recently purchased the lot and wants to demolish the existing home and build a new one. City Staff told him he would need to do a zone change to get a building permit. The applicant would prefer to not dedicate water as part of the Zone Change.

The Development Code clearly states in Chapter 10 and Chapter 27 that water dedication must take place before a rezone or development. The Nuttal Annexation agreement from 2002 also states that for this parcel and the parcel to the south that water dedication would take place when the owner requests city water service or development requires city water service. At the time of annexation, no utilities went to the parcel. At some point the home was connected to water and sewer services. Staff's best guess is this took place when 1450 North was extended through this area. The stubs from the roadway to the lot were likely made so that the road would not have to be cut for connections later. Staff could not find any records of connection or water dedication taking place. The City requires water dedication to ensure we have adequate water to serve all of the existing and new homes and businesses. If we allow this to go through without water dedication it could open up other circumstances where we do not get the water rights dedicated.

DRC had three redline comments:

1. Please indicate that it is a change from TH-5 to R-1-Flex in the narrative.
2. Per the Nuttal annexation agreement in 2002:
   "The water right dedication to Lehi City will be deferred until such time as the owners request city water service or development requires city water service." The water needs to be dedicated unless some evidence that water was previously dedicated.

3. Water dedication would be 0.45 acre feet for the existing home and 2.11 acre feet per acre of irrigation water. The zone change ordinance should state that if the property is ever subdivided in the future, additional culinary water would be required.

Please include all DRC comments in your motion.

SCOPE OF APPROVAL

Zone changes are legislative items allowing the Planning Commission and City Council discretion on if they approve it or not. However, this zone change follows the General Plan so there should be some good justification for not approving the zone change.

The public can speak on this item.

POSSIBLE MOTIONS AND FINDINGS

The Planning Commission may move to recommend approval or denial of the proposed zone change. Any motion should include findings. Possible findings include:

1. The proposed zone is consistent with the LDR General Plan Designation.
2. The proposed zone change will allow for the demolishing and construction of a new single family home.
3. The suitability of the properties for the uses requested and their suitability for the existing uses identified by the General Plan;
4. Whether a change in the uses allowed for the affected properties will unduly affect the uses, or proposed uses for nearby and adjoining properties;
5. The overall community benefit of the proposed amendment.

Snow Zone Change
DRC Redline Comments

Lawrence Snow - requests review of the Snow Zone Change on .66 acres located at 151 East 1450 North changing the zoning from TH-5 to R-1-Flex.

DRC Members Present: Glade Kirkham, Garion Rowett, Ryan Allred, Shelbey Brewer, Kim Struthers, Gary Smith, Gary Ellis, James Farnsworth, Luke Seegmiller, Brad Wilbur
Assigned Planner: Brittney Harris
Representatives of the Applicant Present: Lawrence Snow
Date of Plans Reviewed: 01/12/26
Time Start: 3:45pm
Time End: 3:48pm

DRC REDLINE COMMENTS:
Glade – Power: No comments.
Brad – Fiber: No comments.
Garion – Fire: No comments.
Ryan – Water/Sewer: No comments.
James – Parks:
1. Please indicate that it is a change from TH-5 to R-1-Flex in the narrative.

Gary S.– Building/Inspections: No comments.
Shelbey– Public Works: No comments.
Gary E. – Engineering: No comments.
Luke – Traffic: No comments.
Kim – Planning:
2. Per the Nuttal annexation agreement in 2002:
   "The water right dedication to Lehi City will be deferred until such time as the owners request city water service or development requires city water service." The water needs to be dedicated unless some evidence that water was previously dedicated.
3. Water dedication would be 0.45 acre feet for the existing home and 2.11 acre feet per acre of irrigation water. The zone change ordinance should state that if the property is ever subdivided in the future, additional culinary water would be required.

From the Lehi City General Plan Land Use Element the following goals and policies related to development should be considered:

1. Maximize opportunities to create an overall pattern of planned and orderly development with a system of land uses, adequately and efficiently served by a balanced and energy-efficient system of transportation, and community services that are sensitive to the natural physical qualities of the area.

THIS ITEM WILL BE SCHEDULED FOR PLANNING COMMISSION ON FEBRUARY 12th AND NEEDS ENVELOPES FOR NOTICES BY JANUARY 30th

Note: This list of corrections and deficiencies should not be considered as an all-inclusive or final list. The items listed need to be corrected and resolved and a new set of information submitted for review by the DRC. Further corrections and deficiencies may still be noted as the DRC further reviews the resubmitted information.

Lawrence Snow

1510 E 300 E

Lehi, UT 84043

RE: 151 E 1450 N Lehi, UT 84043

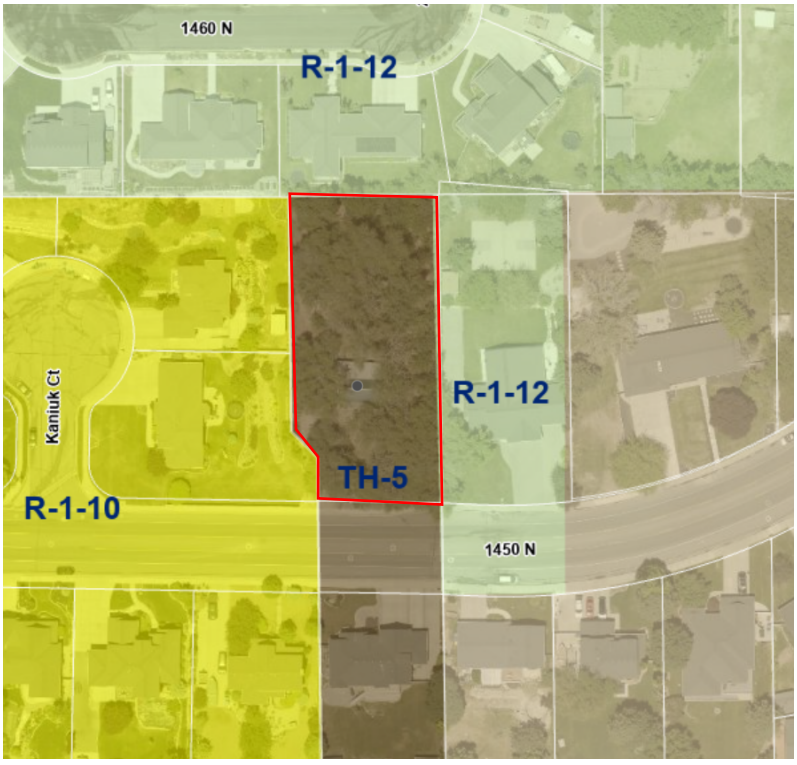
Lehi Zoning Dept.

The subject property listed above currently has a home on it which was built in 1917. The home has Water, PI water, Sewer, and power on the property. The current home is zoned TH-5. The home across the street at 158 E 1450 N which was built in 2005 has the same TH-5 Zoning. I think something is not correct with the zoning on these 2 pieces of property and should be corrected. I have filled out the zoning change for 151 E 1450 N.

Should you have any questions please contact me at lsnow@valleyplumbing.com or 801-318-5593.

Thanks,

Lawrence Snow






PUBLIC
HEARING



Snow Zone Change

Aerial



0 155 310 620 Feet

LEHI CITY

Snow Zone Change

General Plan



0 155 310 620 Feet

LEHI CITY

Snow Zone Change

Zoning



0 155 310 620 Feet

LEHI CITY

Agenda Item No: 3.6

Planning Commission Agenda Item Report

Meeting Date: February 12, 2026
Submitted By: Noreen Edwards
Submitting Department: Planning Division
Item Type: Public Hearing
Agenda Section: Regular Agenda

Subject:
Public hearings and consideration of Kairos Land Development's request for approval of the Belmont Flex Suites Concept Plan, a non-residential development located at 1552 North Boston Street with an exception for building setbacks.

Suggested Action:

Attachments:

Belmont 1.pdf

Belmont 2.pdf

BELMONT FLEX SUITES CONCEPT PLAN
PLANNING COMMISSION REPORT

Applicant	Kairos Development		
Meeting Date	February 12, 2026		
Requested Action/Purpose	Consideration of a concept plan with exceptions requested		
Decision Type	Administrative		
Location	1552 North Boston Street		
Project Area	1 acre		
Existing Zoning	Light Industrial (LI)		
General Plan Land Use Designation	Light Industrial		
Adjacent Zoning and Land Use	*North*	Light Industrial	Caliber Collision
	South	R-2	Single-family homes
	East	Light Industrial	Samara Landscaping
	West	R-3	Condos
Date of DRC Review	January 21, 2026		
Assigned Planner	Katie Bussell		

REQUIRED ACTION

Planning Commission	Public hearing, review, and final approval

APPLICABLE DEVELOPMENT CODE REGULATIONS

Section 11.010. Concept Plan – Applicability:
The Concept Plan gives the applicant, staff, Planning Commission and City Council an opportunity to discuss the project in the conceptual stage. The applicant can use the Concept Plan meeting to receive direction on project layout as well as discuss the procedure for approval, the specifications and requirements that may be required for layout of streets, drainage, water, sewerage, fire protection, and similar matters prior to the preparation of a more detailed preliminary subdivision plat.

Section 37.020.7. General Nonresidential Design Standards:

i. Setbacks:

1. Buildings shall provide a sufficient setback to allow for a public utility easement to be placed along the frontage of the property. Public utility easements may be placed along the back side of a proposed building as approved by the Reviewing Departments. No permanent structures shall be allowed within the public utility easement. Additional setbacks from public utility easements may be required by the Reviewing Departments to ensure proper clearances are met from building footings to utility lines.

2. A maximum setback of 50 feet shall be allowed from a building to a city street for all uses unless otherwise allowed in Section 37.010.B.5.c.2 and Section 37.010.B.5.c.3.

3. The maximum setback may be increased to accommodate existing mainline utilities, grade changes over 20 percent, existing buildings, or other hardship that is not self-imposed to the property.

ii. Uses that are industrial in nature shall be oriented toward the public street with an allowed maximum of one parking module which includes a single drive aisle with a row of parking on each side. This standard applies only for the following uses:

a. cabinet and woodworking shop;

b. manufacturing uses;

c. office/warehouse;

d. recycling/collection center;

e. storage units;

f. warehousing and wholesale distribution; and welding shop.

2. Exceptions:

Exceptions to Section 37.010 may be approved by the Planning Commission provided the following:

a. The applicant shall provide evidence that the exception to the design standards improves the design quality, walkability/bike-ability, or ability conduct the proposed use on the subject property, as determined by the Planning Commission.

b. The applicant shall provide justification on how the proposed project fits in with the purpose and vision of the design standards district in which it is located.

REPORT ANALYSIS

The applicant requests review and approval of the Belmont Flex Suites Concept Plan located at 1552 North Boston Street. The applicant is requesting an exception to the Chapter 37 Design Standards maximum setback requirement, and is seeking clarification on parking requirements. This report will discuss the maximum setback exception, the overall layout of the site, and the parking requirements.

Site Layout
The property is located at 1552 North Boston Street on an acre of land. The applicant is proposing a 19,000 square foot building of office/warehouse use. This is a permitted use in the Light Industrial zone, and the site meetings all other design requirements in the Lehi Development Code.

The applicant is requesting an exception to the maximum setback requirement of 50 feet as required by the Chapter 37 General Nonresidential Design Standards. This exception is being requested because there is a module of parking between the building and Boston Street. This module of parking is allowed by Chapter 37 because the use is office/warehouse. The applicant has stated they exceed the setback by eight feet. Planning has no concerns with this exception.

Parking Requirements
The site currently shows 27 parking stalls. The applicant would like to request the Planning Commission weigh in on the number of parking stalls required for this project. Table 37.080 states that for Manufacturing, Industrial, and Wholesale establishments, the parking rate is 1 stall for each person employed during regular working hours and adequate spaces for all company owned vehicles and visitors. The applicant currently does not know what types of uses will be going into their building, so they do not have a way to use this tabulation appropriately. We then tried to apply the “other non-residential uses not otherwise listed”, which requires a rate of 1 stall per each 500 feet of gross floor area or as approved by the Planning Commission. The 1 stall per each 500 feet of gross floor area required too much parking for the site, so the applicant would like to discuss and determine what the appropriate amount of parking would be for the use.
DRC Comments
There were 22 redline comments from the DRC, however, many of these comments were pertaining to the site plan submission. Some of note include:

1. A trip generation study including two office-warehouse locations within Lehi City will be needed. Contact Luke Seegmiller with further questions. A traffic impact study may be required depending on the results of the trip generation study
2. Include architectural elevations. Facades will have to meet the requirements of the Chapter 37 General Nonresidential Design Standards.
3. Sidewalk connection to Boston St (could be shifted north or south as needed - but seems to work well when connecting into the ADA parking loading area.
4. Sidewalk connections shall be added to connect from the building to the street sidewalks. See Bluebeam session for suggested locations.

Please consider all DRC comments in your motion.

SCOPE OF APPROVAL

As a concept plan this is an administrative item. If it meets the Code it must be approved. The applicant asks for an exception to

The Planning Commission has some level of discretion to grant these exceptions.

This is a public hearing item. Comments focused on specific concerns and ways to mitigate them are the most beneficial. The public should also be aware that the Planning Commission can only require those items listed in the Development Code.

POSSIBLE MOTIONS AND FINDINGS

The Planning Commission may approve, approve with modifications, or deny the proposed concept plan. Any motion should include findings. Possible findings include:

1. The proposed concept is/is not consistent with the Lehi City Development Code.
2. The proposed concept does/ does not conform to the goals and policies of the General Plan.
3. Other findings based upon information presented at the public hearing.

Belmont Flex Suites Concept Plan
DRC Redline Comments

Kairos Land Development- requests review of the Belmont Flex Suites Concept Plan, a non-residential development located at 1552 North Boston Street.

DRC Members Present: Glade Kirkham, Garion Rowett, Ryan Allred, Shelbey Brewer, Kim Struthers, Gary Smith, Gary Ellis, James Farnsworth, Luke Seegmiller, Brad Wilbur
Assigned Planner: Katie Bussell
Representatives of the Applicant Present: Dustin Carr, Guy Williams, Jonas Hunter
Date of Plans Reviewed: 1/13/26
Time Start: 1:05 PM
Time End: 1:45 PM

DRC REDLINE COMMENTS:

Glade – Power:

1. Indicate power service location and label with main breaker size. Attach a completed power load estimating worksheet. https://www.lehi-ut.gov/departments/power/specifications/
2. Provide a space for your transformer that meets the NFPA and Lehi Power Standards. 3-phase transformers are not placed in the PUE space.
3. No obstructions allowed in the PUE space. i.e. footings, retaining structures, wet utilities including meters.

Brad – Fiber: No comments.

Garion – Fire:

4. Provide a pull through access.
5. Plan to fire sprinkler the building.

Ryan – Water/Sewer:

6. Water cans will be located center of existing park stripe.
7. Existing sewer stub is a 6" for private lateral for 1 unit. Each unit will have its own connection in Boston street. Extension of sewer main in Boston street would be needed. for more units.
8. Each unit will need a separate culinary water service with a USC approved RPZ with heated enclosure and power from each unit to prevent freezing.

James – Parks:

9. If this moves on to the next review process, and a landscape site plan is provided it should include:
    1. Total acreage
    2. Square footage and percentage of open space areas including:
        a. Total landscaped area (open space);
        b. Total irrigated area; and
        c. Total parking lot landscaping;
        d. Total urbanized open space (in applicable zones)
10. Who is responsible for these park strips?
11. Per Section 37.060. Parking Standards Minimum parking lot landscaping. An area equal to ten percent of the total size of the parking lot shall be landscaped and pervious, exclusive of all required open space, perimeter plantings and required setback areas (see Figure 183). For uses requiring less than 20 parking stalls, the ten percent requirement shall not be required to be located within the parking area but shall be added to and provided within the other required landscape, buffer and screening areas.
12. Currently there are 27 stalls, per section 37.060. Parking Standards Landscaped islands and peninsulas shall be included in the design of parking areas. Landscaped islands shall be a minimum of ten feet in width and are required at the ends of parking rows at a maximum spacing of one per every 24 parking stalls.

Gary S. – Building/Inspections:

13. A soil report will be required if this moves past concept.

Shelbey – Public Works: No comments.

Gary E. – Engineering:

14. Verify the parking stall widths are 9' min wide.
15. This site will be required to retain its own storm water since there is no SD system in the area.

Note: This list of corrections and deficiencies should not be considered as an all-inclusive or final list. The items listed need to be corrected and resolved and a new set of information submitted for review by the DRC. Further corrections and deficiencies may still be noted as the DRC further reviews the resubmitted information.

Luke – Traffic:

16. A trip generation study including two office-warehouse locations within Lehi City will be needed. Contact Luke Seegmiller with further questions. A traffic impact study may be required depending on the results of the trip generation study.

Kim – Planning:

17. 12-foot buffer needs to include a 6-foot sight-obscuring fence at site plan, and there must be landscaping. Also, an additional 1' of buffer is required for each foot of building height over 20'.
18. Include parking tabulation with number of stalls, ADA stalls, and bike parking stalls at site plan.
    Parking required at a rate of 1 per 500 square feet.
    Bike parking required at a rate of 4 spaces (2 inverted U's), and 1 long-term space.
19. An exception would be required to have the building be setback further than 50 feet from the public street.
20. Include architectural elevations. Facades will have to meet the requirements of the Chapter 37 General Nonresidential Design Standards.
21. Sidewalk connection to Boston St (could be shifted north or south as needed - but seems to work well when connecting into the ADA parking loading area.
22. Sidewalk connections shall be added to connect from the building to the street sidewalks. See Bluebeam session for suggested locations.

DRC GENERAL COMMENTS:

1. The concept plan shall not constitute a development permit. (Does not vest).

THIS ITEM IS/IS NOT REQUESTING AN EXCEPTION.
(An exception requires stamped addressed envelopes for public noticing if the project proceeds to Planning Commission)

THIS ITEM WILL BE SCHEDULED FOR PLANNING COMMISSION ON FEBRUARY 12TH (PENDING ENVELOPES).

Note: This list of corrections and deficiencies should not be considered as an all-inclusive or final list. The items listed need to be corrected and resolved and a new set of information submitted for review by the DRC. Further corrections and deficiencies may still be noted as the DRC further reviews the resubmitted information.




PUBLIC
HEARING
CONCEPT


PUBLIC
HEARING

Belmont Flex Suites

Aerial

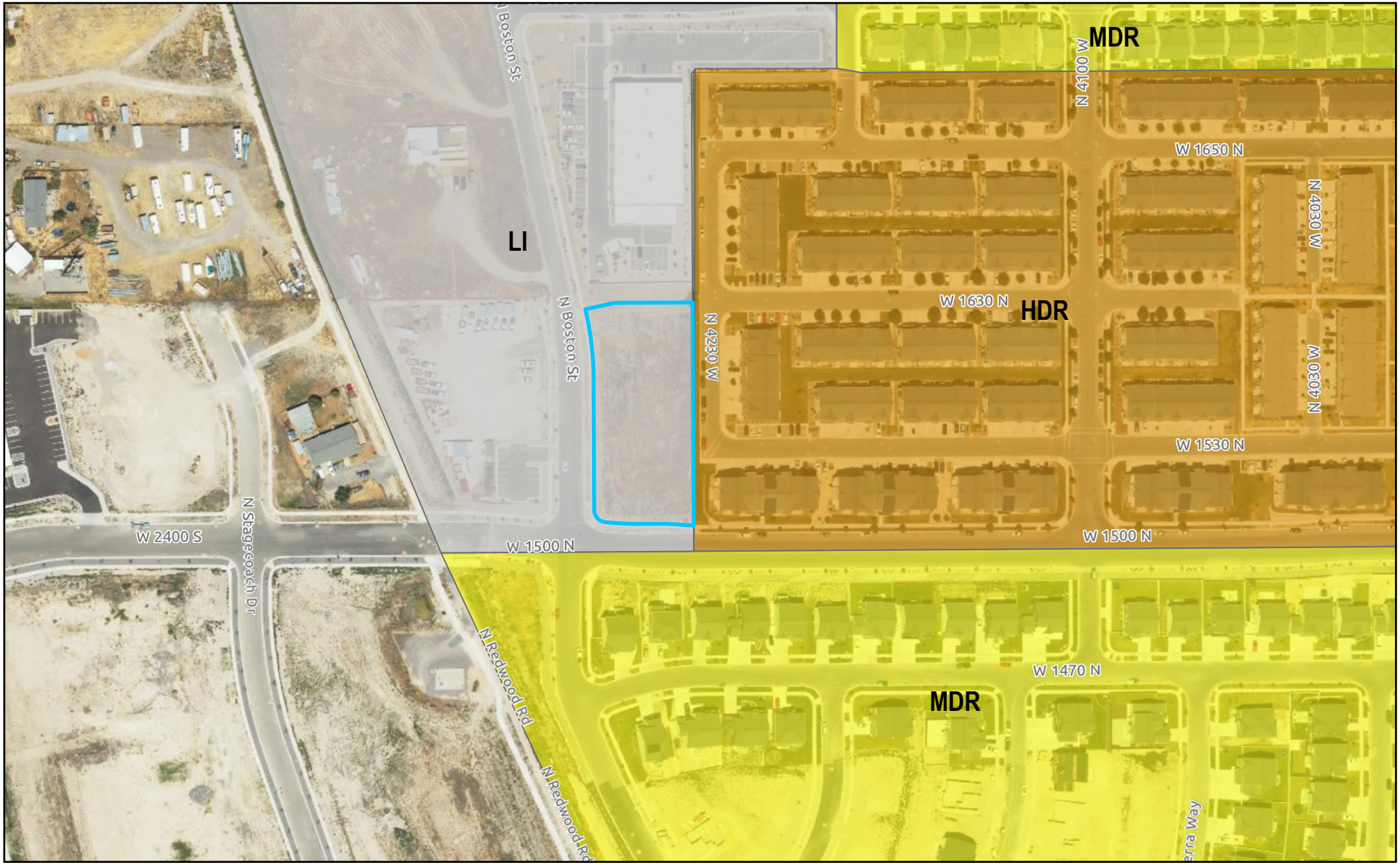


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LEHI CITY

Belmont Flex Suites

General Plan

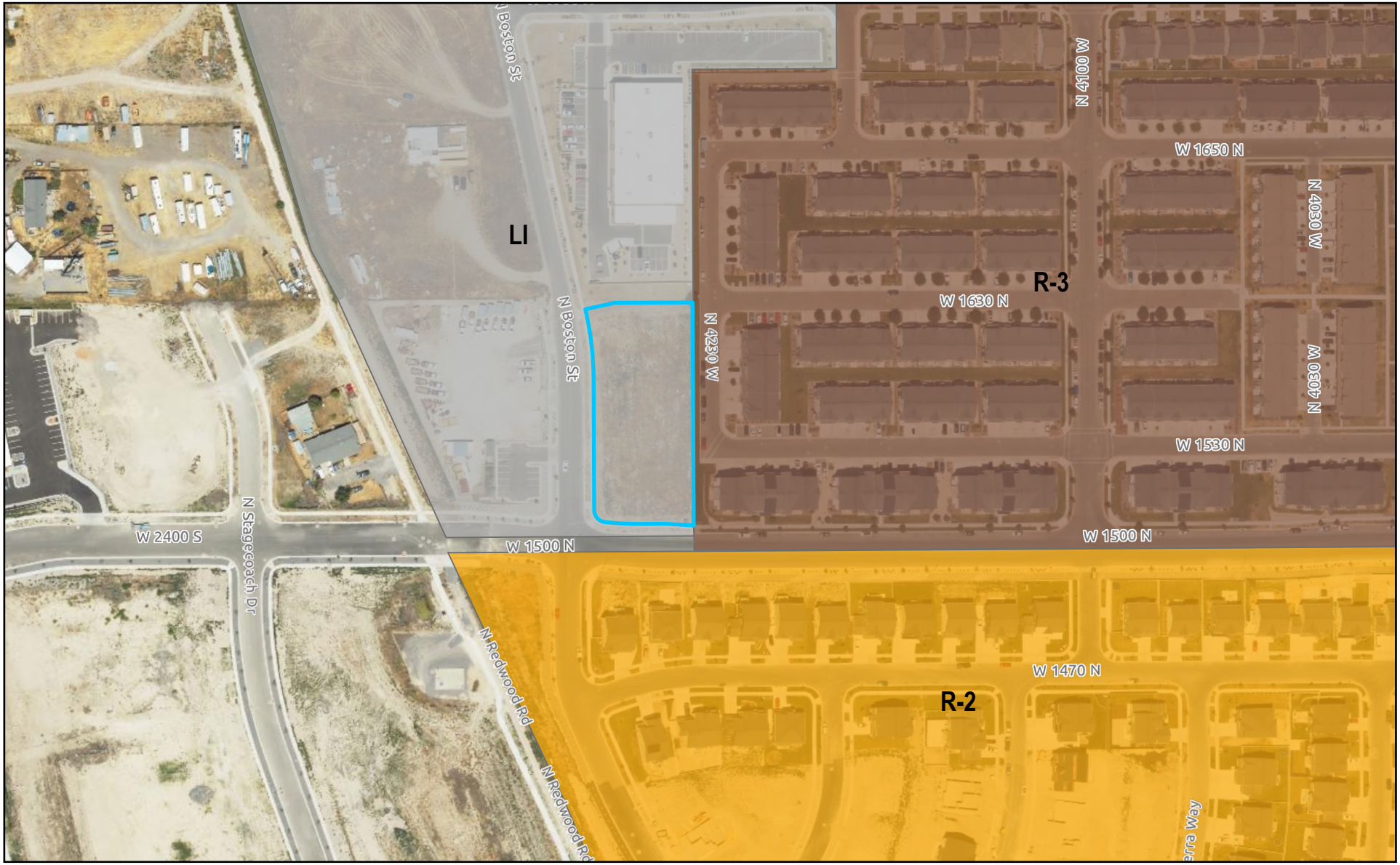


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LEHI CITY

Belmont Flex Suites

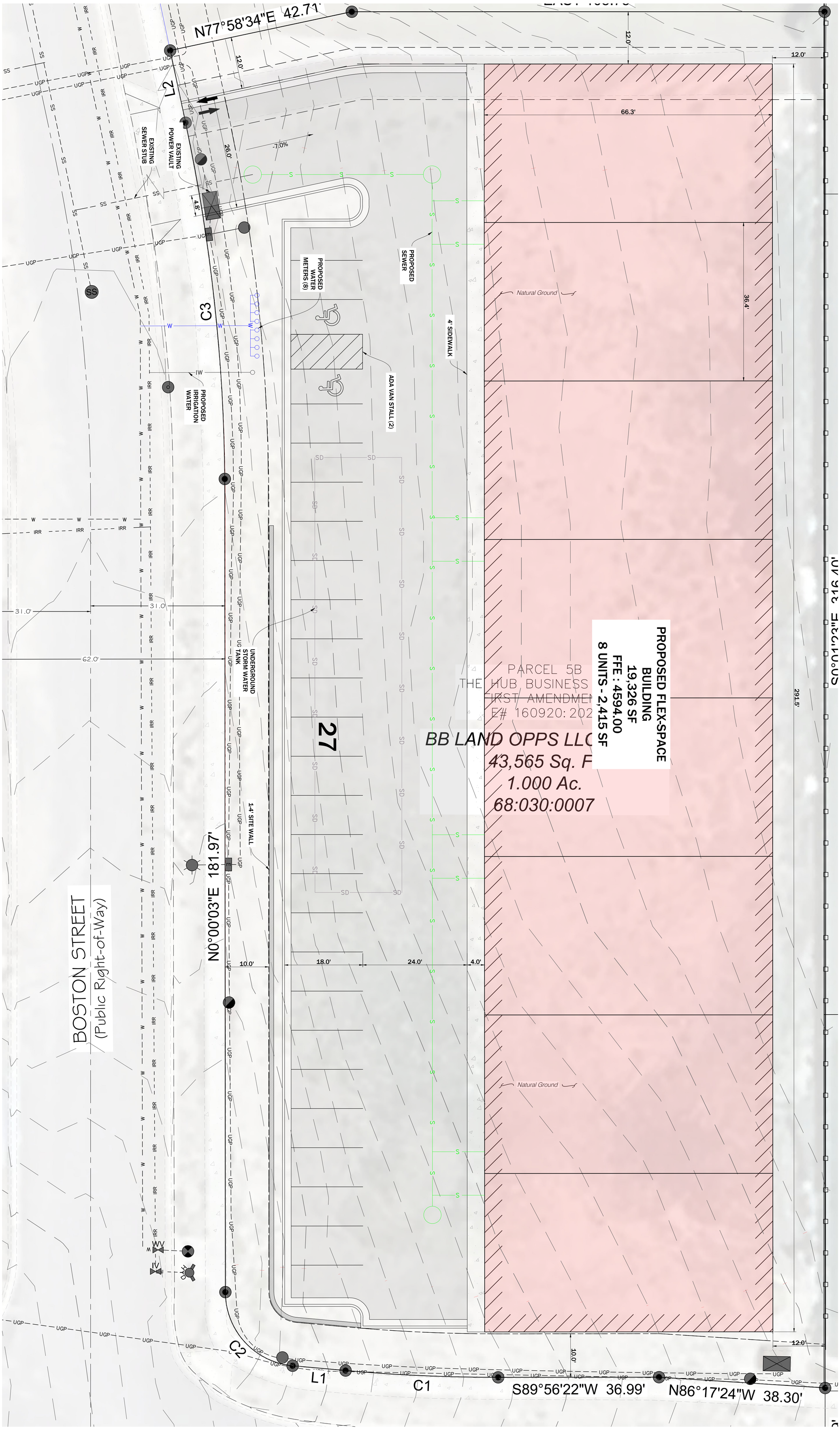
Zoning



0 245 490 980 Feet

LEHI CITY

PRELIMINARY-NOT FOR CONSTRUCTION OR RECORDING



CONCEPT SITE

LEHI HUB

1550 N BOSTON STREET
LEHI, UTAH 84048

NOT FOR CONSTRUCTION

SCALE: 1"=10'

DRAWN BY: JJW

C100

1/1

72

REVISION	DATE
1	
2	
3	
4	
5	
6	

DATE: 01/12/2026
PROJECT NO. 26.001

CONCEPT DESIGN

165 W CANYON CREST RD STE 260
ALPINE, UTAH 84004
Gwilliams@fawkesconsultants.com

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FAWKES
CONSULTANTS INC.

Agenda Item No: 3.7

Planning Commission Agenda Item Report

Meeting Date: February 12, 2026
Submitted By: Noreen Edwards
Submitting Department: Planning Division
Item Type: Public Hearing
Agenda Section: Regular Agenda

Subject:
Public hearing and consideration of Daryl Hodgson's request for approval of a flag lot located at 645 West 2100 North in the RA-1 (residential/agriculture) zone.

Suggested Action:

Attachments:

Hodgson 1.pdf

Hodgson 2.pdf

HODGSON'S FLAG LOT CONDITIONAL USE

PLANNING COMMISSION REPORT

Applicant	Daryl Hodgson		
Meeting Date	February 12, 2026		
Requested Action/Purpose	Public hearing and approval of a proposed conditional use and site plan		
Decision Type	Administrative		
Location	645 West 2100 North		
Project Area	0.84 acres		
Existing Zoning	RA-1		
General Plan Designation	Very Low Density Residential (VLDR)		
Existing Land Use	Single Family Home		
Adjacent Zoning and Land Use	*North*	R-1-8	Single family home
	South	RA-1	Single family home
	East	RA-1	Single family home
	West	RA-1	Single family home
Date of DRC Review	January 28, 2026		
Assigned Planner	Brittney Harris		

REQUIRED ACTION

Planning Commission	Public hearing and final approval

APPLICABLE DEVELOPMENT CODE REGULATIONS

Section 09.060. Conditions

A. Conditions. In granting a Conditional Use permit, the Commission may impose such requirements and conditions which the Commission, in its sole discretion, deems necessary for the protection of persons and properties in the vicinity of the proposed Conditional Use, as well as the preservation of the integrity of the General Plan. Said requirements and conditions may include (but are not limited to) location, construction, size, maintenance, operation, site planning, traffic control and parking, relocations, dedications, installation and upgrading of public services and roads, and time limits for the proposed Conditional Use, in addition to the following non-exclusive list of potential requirements and conditions:

1. That the site will be suitably landscaped and maintained and that the design, setbacks, fences, walls and buffers of all buildings and other structures are adequate to protect property and preserve and/or enhance the appearance and character of the area.
2. That all buildings or other structures are architecturally attractive and add to the quality of the area.
3. Provision of parking facilities, including vehicular ingress and egress and the surfacing of parking areas and driveways to specified standards.
4. Street and highway dedication and improvements, including sidewalks, curbs and gutters.
5. Water supply and fire protection.
6. The mitigation of nuisance factors such as noise, vibrations, smoke, dust, dirt, odors, gases, noxious matter, heat, glare, electro-magnetic disturbances and radiation.
7. The regulation of operating hours for activities affecting normal neighborhood schedules and functions.
8. Regulation of signs.
9. Provisions for a guarantee, bond or other surety that the proposed conditional use will be maintained and operated in compliance with all approval conditions and requirements.
10. Such other conditions determined necessary by the Commission to allow the establishment and operation of the proposed conditional use in an orderly and efficient manner and in compliance with all elements of the General Plan, and the intent and purpose of this Code.

The Commission may require guarantees, bonds, or other assurances that such requirements and conditions are being, or will be, satisfied, including (but not limited to) requiring an applicant to prepare and record covenants running with the land and to be binding upon the applicant and its successors in interest

Section 12.210. Flag Lot Standards.

A. Definition. A flag lot is defined as a lot in a residential zoning district that does not meet the required frontage on a public street. A flag lot has two distinct parts: the flag, which contains the buildable area and is located behind another lot; and the pole, which connects the flag to the street, provides the only street frontage for the lot, and contains less than the minimum lot frontage for the zone.

B. Purpose. Flag lots are intended to apply only to exceptionally deep or odd shaped parcels that are isolated from public streets and would be difficult to develop or utilize in any other way. The applicant shall demonstrate that a flag lot is the most appropriate development option and that it will not detract from the surrounding neighborhood.

C. Minimum Requirements. A flag lot shall meet the following minimum requirements:

1. The pole portion of the lot shall have at least 20 feet of frontage on a dedicated public street, which frontage serves as access only to the subject lot.

2. The flag lot shall have a hard surfaced driveway from the public street to the required parking area for the flag lot with a minimum 20-foot wide drivable surface from lip of gutter to lip of gutter, per the cross section in this subsection (See Figure 5). Adequate provisions as determined by the City Engineer shall be made for drainage of the driveway such as curb and gutter, berming, swales, or underground piping. Curb and gutter shall be constructed in conformance with the Road-5 standard drawing in the Lehi City Design Standards and Public Improvements Specifications manual.

3. Not more than one flag lot shall be created from an existing lot or parcel.

4. The remainder of the lot or parcel from which the flag lot is being divided shall maintain all of the required zoning standards, including frontage.

5. A flag lot cannot be created as part of a subdivision where there are more than two lots in the subdivision or from an illegally divided lot.

6. Only one single family dwelling shall be allowed on a flag lot.

7. The width of the pole of the flag lot shall be not less than 20 feet of drivable surface unless otherwise recommended by the City Engineer and Fire Marshal and approved by the Planning Commission.

8. The pole portion shall maintain the required width for its entire length and a vertical clearance of thirteen and one half feet high.

9. The single family dwelling unit shall be located within 250 feet of a fire hydrant measured along the curb line, in accordance with the City's latest Design Standards and Public Improvement Specifications.

10. The flag portion of the lot shall meet the minimum square footage and width requirements of the applicable zone.

11. Front, rear, and side yard setback requirements of the flag portion of the lot shall be the same as required in the applicable zone.

12. The shape of a flag lot shall be approved by the Planning Commission as part of the subdivision approval. Doglegs and jagged, irregular shapes may not be acceptable.

13. The pole portion of the lot shall be part of the lot, not an access easement, and shall be designated as a public utility easement.

14. "No parking" signs may be required on the pole portion of the lot as deemed necessary by the Planning Commission.

15. The street address for the flag lot shall be clearly identified so that it is visible from the public street with either an address label on the mailbox or a separate address marker.

16. All applicable street improvements including curb, gutter, and sidewalk shall be installed along the frontage of both the flag lot and the lot or parcel from which it is being subdivided.

17. No accessory building shall be allowed on the flagpole portion of the lot. This subsection shall not be interpreted to prohibit aesthetic entry features, such as archways, decorative mailboxes, raised landscape beds, or similar structures.

18. The Planning Commission may impose additional conditions on flag lots including:
    (a) location and height of the dwelling;
    (b) compatibility of the proposed project with existing conditions; and
    (c) screening and landscaping.

19. When the flag lot area is less than 10,000 square feet, five feet of landscaping including evergreens or other tall shrubs that provide a visual barrier and a six-foot sight-obscuring fence shall be required along the perimeter of the flag lot to screen the flag lot from neighboring properties.

D. Approval Process. The Planning Commission shall have authority to approve a flag lot as a conditional use in accordance with the requirements of this Section and Chapter 9, Conditional Uses, of this Code. Requests for a flag lot are also subject to the subdivision requirements and approval process as per Chapter 11, Development Application Requirements, of this Code.

PROPERTY HISTORY

June 15, 1872	The property was included in the original Lehi City incorporation
February 28, 2019	Planning Commission approved a flag lot conditional use for this property

REPORT ANALYSIS

The applicant requests approval of a conditional use flag lot located at 645 West 2100 North in the RA-1 zone. A flag lot was previously approved for this lot on February 28, 2019. Land use approvals are valid for two years, because they did not subdivide the property into the flag lot, the approval expired.

The proposed flag lot meets the requirements of the RA-1 zone. The front lot with the existing home meets the 15,000 square foot minimum and exceeds the 128-foot frontage. The proposed flag lot exceeds the 20-foot flag stem and the lot is half an acre in size. The utilities, including a fire hydrant within 250 feet, will be reviewed with the two-lot subdivision.

The Reviewing Departments had seven comments, all of them information for the future two-lot subdivision.

SCOPE OF APPROVAL

Flag lot conditional uses are allowed uses. They must be approved unless there is scientific evidence of a negative impact. Reasonable conditions can be put on a flag lot. This could include the direction the house faces or increased landscaping to buffer from surrounding homes.

The public can make comments on this item. Comments focused on potential impacts of the flag lot and conditions that could mitigate against these impacts are the most helpful.

POSSIBLE MOTIONS AND FINDINGS

The Planning Commission may move to approve or approve with conditions the flag lot conditional use. Any motion should include findings. Possible findings include:

1. The proposed flag lot meets the requirements for a flag lot.
2. The proposed flag lot building area is not close to any existing homes.
3. The parcel to the west includes a flag lot.
4. The proposed use, at the proposed location, will/will not be detrimental or injurious to property or improvements in the vicinity.
5. The proposed use will/will not be located and conducted in a manner in compliance with the goals and policies of the Lehi City General Plan and the purposes of this Code.
6. That the property on which the use, building, or other structure is proposed to be established is of adequate size and dimensions to permit construction of the facilities and the conduct of the use in such a manner that it will not be detrimental to adjoining properties and the area.
7. Additional findings based upon information presented during the public hearing.

Hodgson Flag Lot Conditional Use
DRC Redline Comments

Daryl Hodgson- requests conditional use review of the Hodgson Flag Lot located at 645 West 2100 North in the RA-1 zone.

DRC Members Present: Glade Kirkham, Garion Rowett, Ryan Allred, Shelbey Brewer, Kim Struthers, Gary Smith, Gary Ellis, James Farnsworth, Luke Seegmiller, Brad Wilbur
Assigned Planner: Brittney Harris
Representatives of the Applicant Present: Daryl Hodgson
Date of Plans Reviewed: 01/20/26
Time Start: 1:30pm
Time End: 1:34pm

DRC REDLINE COMMENTS:
Glade – Power:
1. Provide show and label Power Easement – required relocations.
2. The Power plan must be included with the final plan set and overlaid on the utility sheet. The Power plan will be provided by Lehi City Power Dept.

Brad – Fiber: No comments.
Garion – Fire:
3. Specify the material used for the access road.

Ryan – Water/Sewer:
4. 6" culinary main 8" PI main 12" storm drain, 8" sewer main in 2100 north.

James – Parks:
5. The west, south, and east sides of this development are zoned as permitting agricultural uses. As per Section 18.030.A - For all sides of the development adjacent to agricultural property, there is a minimum fencing requirement of a six-foot high non-climb agricultural fence.

Gary S. – Building/Inspections: No comments.
Shelbey – Public Works: No comments.
Gary E. – Engineering: No comments.
Luke – Traffic: No comments.
Kim – Planning:
6. The required side yard setback is 10-feet on both sides
7. Indicate on the future plat if the existing chicken coop and barn are to remain

THIS ITEM WILL BE SCHEDULED FOR PLANNING COMMISSION ON FEBRUARY 12th

Note: This list of corrections and deficiencies should not be considered as an all-inclusive or final list. The items listed need to be corrected and resolved and a new set of information submitted for review by the DRC. Further corrections and deficiencies may still be noted as the DRC further reviews the resubmitted information.

Applicant Narrative – Conditional Use Permit (Flag Lot)

We are seeking approval of a Conditional Use Permit to allow a flag lot on our property located at 645 West 2100 North in the RA-1 zoning district. The property is of sufficient size and dimensions to allow the creation of a flag lot in compliance with the Lehi City Development Code.

This request is a reapplication of a Conditional Use Permit that was previously approved by the Planning Commission on February 28, 2019, but later expired due to the passage of time. The proposed lot configuration and development intent remain substantially the same as previously approved.

The proposed flag lot meets all applicable flag lot standards, including minimum lot area, frontage, and access requirements. The surrounding neighborhood consists of single-family residences, including other existing flag lots, and the proposal will not negatively impact adjacent properties or the character of the area.

A single-family residence is proposed on the new lot, and all development will comply with applicable zoning and building standards. We respectfully request approval of the Conditional Use Permit.

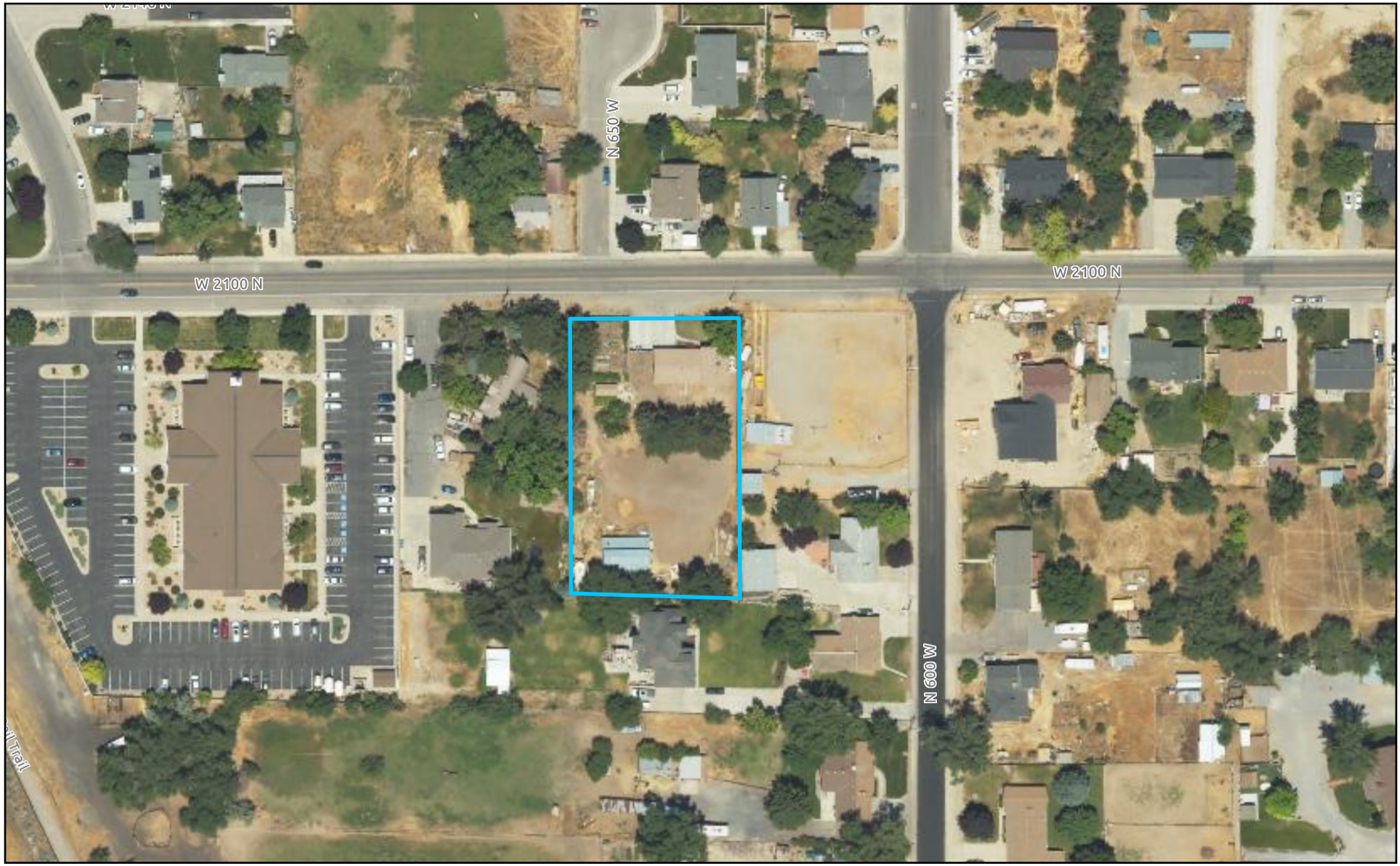

PUBLIC
HEARING
CONDITIONAL USE




PUBLIC
HEARING

Hodgson Flag Lot

Aerial

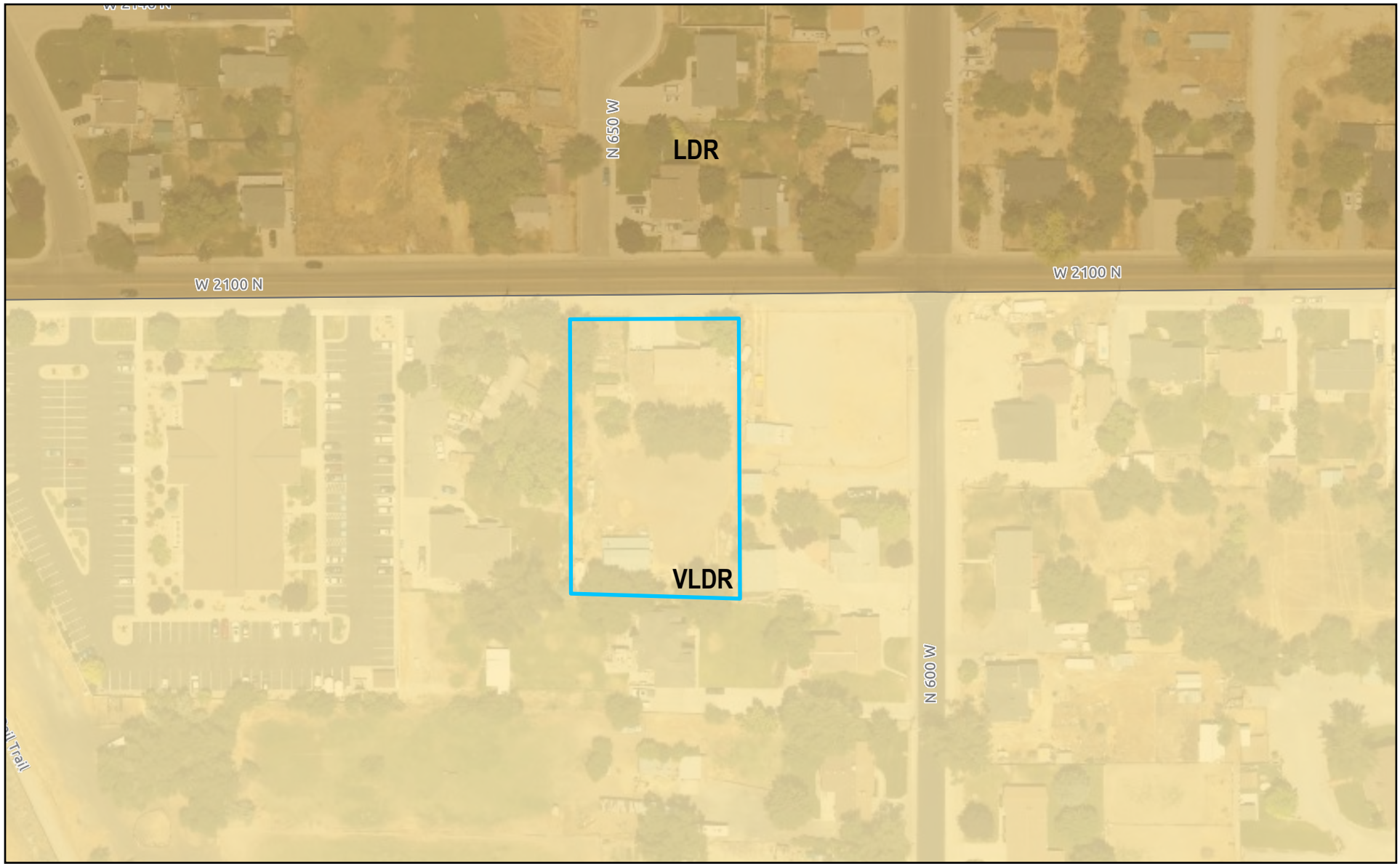


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LEHI CITY

Hodgson Flag Lot

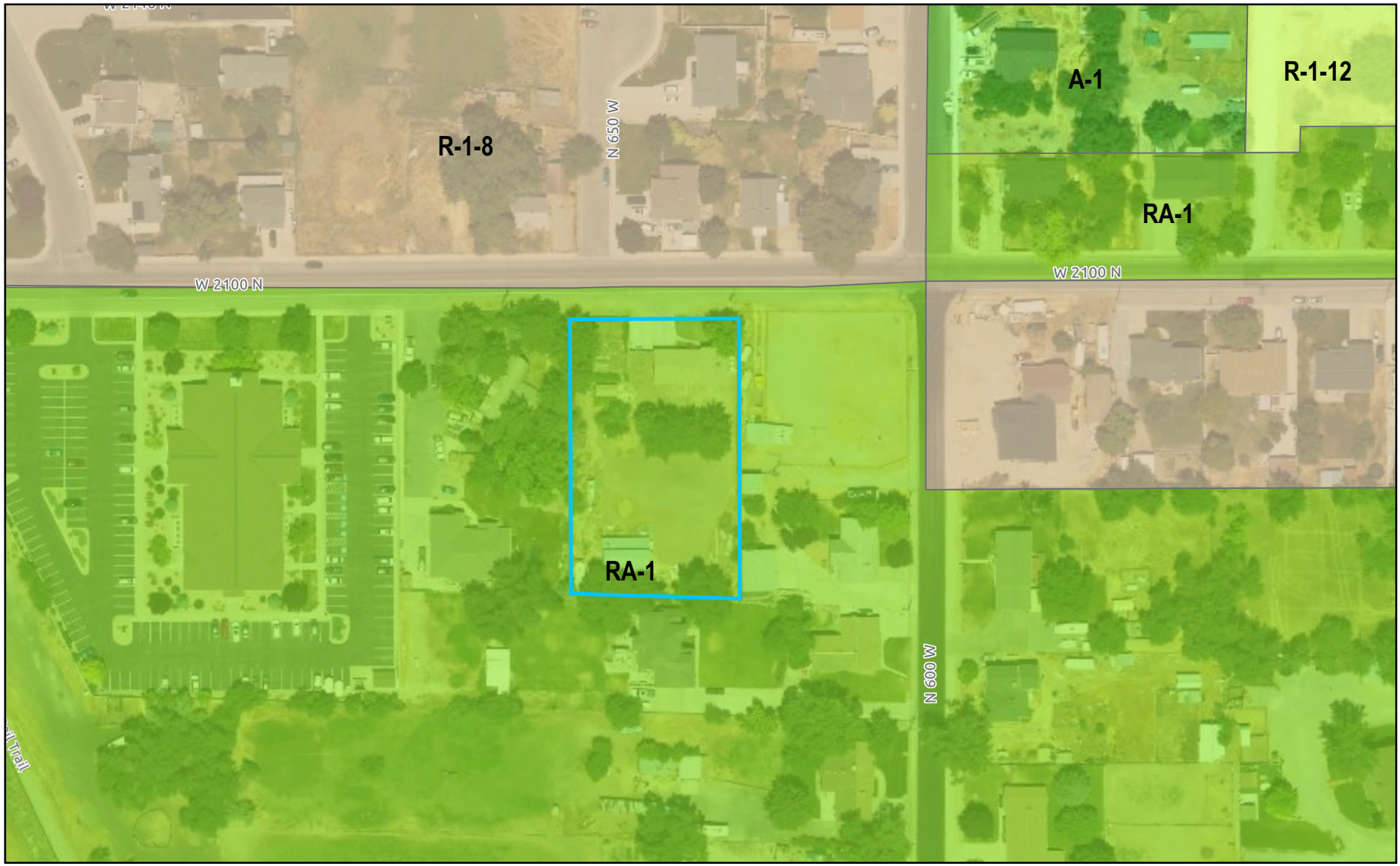
General Plan



LEHI CITY

Hodgson Flag Lot

Zoning



LEHI CITY



EXISTING AREA CALCULATIONS

36,791 SQ FT (.844599 ACRES)

PROPOSED AREA CALCULATIONS

ORIGINAL PARCEL W/ HOUSE:
15,008 SQ FT (.344361 ACRES)

FLAG LOT
21,828 SQ FT (.501286 ACRES)

www.autodesk.com/revit

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No.	Description	Date

HODGSON

SITE PLAN

Project Number	Hodgson
Date	02/04/19
Drawn By	DGH
Checked By	DGH

C-101

Scale 1 : 200

2/6/2019 8:59:45 PM

Agenda Item No: 3.8

Planning Commission Agenda Item Report

Meeting Date: February 12, 2026
Submitted By: Noreen Edwards
Submitting Department: Planning Division
Item Type: Public Hearing
Agenda Section: Regular Agenda

Subject:
Public hearing and consideration of Symphony Homes' request for preliminary subdivision approval of Heritage Meadows, a 13-lot residential development located at 1250 West 800 North.

Suggested Action:

Attachments:

Heritage 1.pdf

Heritage 2.pdf

HERITAGE MEADOWS PRELIMINARY SUBDIVISION
PLANNING COMMISSION REPORT

Applicant	Symphony Homes		
Meeting Date	February 12, 2026		
Requested Action/Purpose	Public hearing, review, and recommendation for a proposed preliminary subdivision		
Decision Type	Administrative		
Location	1250 West 800 North		
Existing General Plan Designation	VLDRA		
Existing Zoning	R-1-22 (Recently updated)		
Existing Land Use	Undeveloped		
Number of Lots/Units	13 lots		
Adjacent Zoning and Land Use	*North*	R-1-22	Church
	South	R-1-22	Single family residential
	East	R-1-22	Single family residential
	West	R-1-22	Single family residential
Date of DRC Review	January 28, 2026		
Assigned Planner	Jacob Curtis		

REQUIRED ACTION

Planning Commission	Public hearing, review, and final approval

APPLICABLE DEVELOPMENT CODE REGULATIONS

Section 11.080. Preliminary Plat Approval Process.
The review and approval process for a Preliminary Subdivision Plat is identified in the appendix of this code, including review by the Reviewing Departments, and review and approval by the Planning Commission following a public hearing.

Section 11.100. Effect of Preliminary Subdivision Plat Approval.
A preliminary subdivision plat shall not authorize the development of land. After a preliminary subdivision plat has been approved by the Planning Commission, the applicant may file an application for final subdivision plat approval.

PROPERTY HISTORY

March 17, 2000 This property was part of the Gary G. Gurney Addition.
December 16, 2025 A zone change was approved by the City Council on this property to R-1-22.

REPORT ANALYSIS

The applicant is requesting approval of the Heritage Meadows preliminary subdivision, a 13-lot single family residential subdivision located at 1250 West 800 North. This report will discuss the layout of the subdivision and the DRC comments.

Layout

The proposed subdivision is on 8.62 acres of property. All of the lots meet the requirements of the R-1-22 zone. The R-1-22 zone has a minimum lot size requirement of 22,000 square feet, which each of the lots exceed, ranging in size from 22,000 to 26,467 square feet. Each lot has 100 feet of frontage as well. The proposed subdivision connects into adjacent stub roads as required by the connectivity standards.

DRC Comments

There were 10 redline comments from the DRC, including:

1. Provide a circulation plan showing links and nodes and that the block lengths and connectivity index are met.
2. Consider a trail connection and bridge to the Waste Ditch Trail. This could be done similarly to the subdivision to the west where a small density bonus compensated for the costs. There are also residents in this area that are advocating to make this happen.

The applicant requested that this version of the plans proceed to receive approval from the Planning Commission. They are also going to consider the feasibility of the DRC comments regarding the trail connection and bridge. Those improvements would result in a density bonus which would also require updated plans.

Please consider all DRC comments in your motion.

SCOPE OF APPROVAL

Subdivisions are administrative items. If they meet the Code requirements they must be approved.

The public may speak to this item but they should recognize that this item will not be denied. The public may want to bring up concerns or items the Planning Commission may not be aware of.

POSSIBLE MOTIONS AND FINDINGS

The Planning Commission may move to approve or deny the proposed preliminary subdivision. Any motion should include findings. Possible findings include:

1. The proposed subdivision does/does not meet the requirements of the Lehi City Development Code in regards to subdivision approvals.
2. Other findings based upon information presented at the public hearing.

Heritage Meadows Subdivision Review
DRC Redline Comments

Symphony Development – requests preliminary subdivision review of Heritage Meadows, a 13-lot residential development located at 1250 West 800 North.

DRC Members Present: Glade Kirkham, Garion Rowett, Ryan Allred, Shelbey Brewer, Kim Struthers, Gary Smith, Gary Ellis, James Farnsworth, Luke Seegmiller, Brad Wilbur
Assigned Planner: Jacob Curtis
Representatives of the Applicant Present: Russell Wilson
Date of Plans Reviewed: 01/14/26
Time Start: 2:38 pm
Time End: 3:09 PM

DRC REDLINE COMMENTS:

Glade – Power:

1. Obtain easement from neighboring north property.

Brad – Fiber:

a. The communication plan must be included with the final plan set and overlaid on the utility sheet. The communication plan will be provided by Lehi City Fiber.

Garion – Fire: No comments

Ryan – Water/Sewer:

2. LD will not be allowed in MH's or inlet boxes per lehi city standards.
3. 8" white SDR 35
4. Will need Lehi Irrigation Company approval- contact Tony Trane.

James – Parks: No comments

Gary S./Arnie – Building/Inspections:

b. Building: "Property lines for this subdivision are at 12 feet from top back of curb".
c. Building: Add note that says, "Foundation drains will be required if below native grade."

Shelbey – Public Works: No comments.

Gary E. – Engineering:

5. For piping sizes, a 10 year storm can be used per Lehi standards.
6. A payment-in-lieu of detention will need to be figured if not detaining or retaining on site.
7. The downstream storm drain pipes should be verified using a 10 year storm
8. Relabel as PU&RCE (typ)

Luke – Traffic: No comments

Kim – Planning:

9. Provide a circulation plan showing links and nodes and that the block lengths and connectivity index are met.
10. Consider a trail connection and bridge to the Waste Ditch Trail. This could be done similarly to the subdivision to the west where a small density bonus compensated for the costs. There are also residents in this area that are advocating to make this happen.

PRECON MEETING REQUIRED? (FULL)

ITEMS TO COMPLETE PRIOR TO SCHEDULING A PRECONSTRUCTION MEETING:

APPLICANT

1. For checkoff plans, a full plan submission is required including, where applicable: erosion control plan with BMPS, landscape plans, civil plans, building elevations, power plans, etc.
2. Provide an engineer's cost estimate for the cost of all improvements to Lehi City Engineering. (Stefanie Daggs- Sdaggs@lehi-ut.gov or 385-201-2523)
3. 10% Warranty Escrow Bond or Letter of Credit and Public/Private Improvement Agreement for all public and private improvements must be in place (from a financial institution with a branch in Utah).

Note: This list of corrections and deficiencies should not be considered as an all-inclusive or final list. The items listed need to be corrected and resolved and a new set of information submitted for review by the DRC. Further corrections and deficiencies may still be noted as the DRC further reviews the resubmitted information.

4. Pay all necessary inspection fees and any up-front supply costs required by the City for power supplies, water system supplies, public signs (stop signs, address signs, etc.) and any other associated costs so that the City can order all necessary supplies for the development.
5. Include surveyor's and engineer's stamps and signatures on the construction drawings.
6. Show lot addresses on the final plat (must coordinate with Planning Division).
7. Submit Storm Water Pollution Prevention Plan (SWPPP) through ComplianceGo.com for review by Lehi Public Works (Submit to lehicitystormwater@gmail.com). More information available at https://www.lehi-ut.gov/departments/water/storm-water/
8. Schedule a SWPPP inspection through Daniel Hadlock at (801) 836-3523 or Greg Soper at (385) 415-4073). This should be the last item completed prior to scheduling a preconstruction meeting.
9. Obtain PLSS (Public Land Survey System) clearance letter from the Utah County Surveyor Office. If there are PLSS monuments located on or adjacent to property a monument excavation permit may be required.
   Per Utah Code 17-23-14 and 17-23-15. Contact info. Email surveyor@utahcounty.gov Address 2855 South State Street, Provo, UT 84606 (801) 851-8671 or (801) 851-8669.

STAFF

10. Address any comments or conditions from Planning Commission approval of the preliminary
11. Plans need to be signed by Community Development Director and Public Works Director before precon can be scheduled

PRIOR TO RECORDING OF PLAT:

1. Provide a Mylar of the final plat for recording with the owners notarized signature(s).
2. Include surveyor's and engineer's stamps and signatures on the plat.
3. Submit a title report to the planner over the project for review.
4. Developer shall provide a letter with an exhibit of the property covered from their title company guaranteeing that the property taxes including rollback/greenbelt taxes have been paid of open space or right of way is being dedicated.
5. Provide a signed easement verification sheet (for proposed public utility easements on the plat).
6. All City utilities/infrastructure has been accepted and signed off by all Lehi City Inspectors.

STAFF

7. Send a digital copy of the plat to the County for review prior to accepting printed mylar.

DRC GENERAL COMMENTS:

1. On the power, developer will install conduit; Lehi City Power will install all other required power infrastructure shown on the plans and charge the developer for the costs. These costs are separate from power impact fees that are paid with the building permit.
2. Developer is responsible to purchase, move or remove any existing RMP facilities.
3. Developer is responsible to furnish adequate rights of way or easements for construction of off-site power line extensions.
4. Once approved by the Planning Commission or City Council (whichever is applicable) plans may be submitted for check-off. Check-off plans consist of one 24x36 set of plans submitted to the Planning Department. When changes need to be made to a check-off set, revise the affected sheets only. Each new submittal will require a revision date on each new sheet.
5. Prior to the pre-construction meeting, Lehi City Staff will make copies of plans for the meeting from the check-off set and the developer will pay fees for the copies.
6. All signage will require a separate review and approval process
7. All required private improvements (except private landscaping) shall be completed prior to the certificate of occupancy being granted.
8. The approval of a development shall be effective for a period of two (2) years from the date the development is approved by the Planning Commission or City Council, whichever is applicable.
9. Approved vehicle access for firefighting shall be provided to all construction or demolition sites. Vehicle access shall be provided to within 100 feet of temporary or permanent fire department connections. Vehicle access shall be provided by either a twenty (20) foot minimum width temporary or permanent road, capable of supporting vehicle loading under all weather conditions. Vehicle access shall be kept clear of all fencing, barricades, dumpsters, vehicles, construction materials and debris and maintained until permanent fire apparatus access roads are available.

Note: This list of corrections and deficiencies should not be considered as an all-inclusive or final list. The items listed need to be corrected and resolved and a new set of information submitted for review by the DRC. Further corrections and deficiencies may still be noted as the DRC further reviews the resubmitted information.

THIS ITEM WILL BE SCHEDULED FOR PLANNING COMMISSION ON FEBRUARY 12, 2025
(NEED ENVELOPES BEFORE SCHEDULING IF PRELIMINARY)

Note: This list of corrections and deficiencies should not be considered as an all-inclusive or final list. The items listed need to be corrected and resolved and a new set of information submitted for review by the DRC. Further corrections and deficiencies may still be noted as the DRC further reviews the resubmitted information.


PUBLIC
HEARING
SUBDIVISION




PUBLIC
HEARING

Heritage Meadows Preliminary Subdivision

Aerial

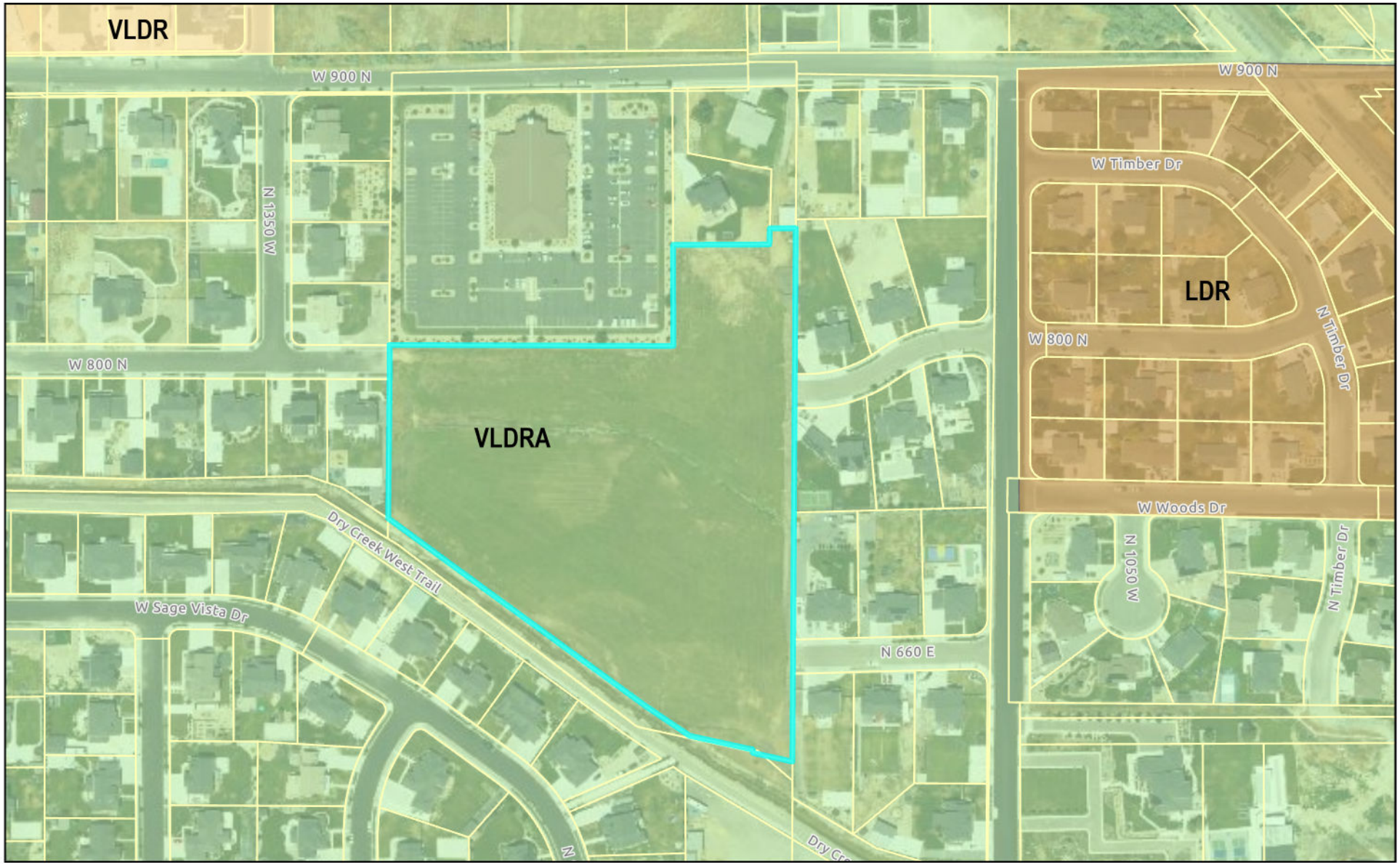


0 290 580 1,160 Feet

LEHI CITY

Heritage Meadows Preliminary Subdivision

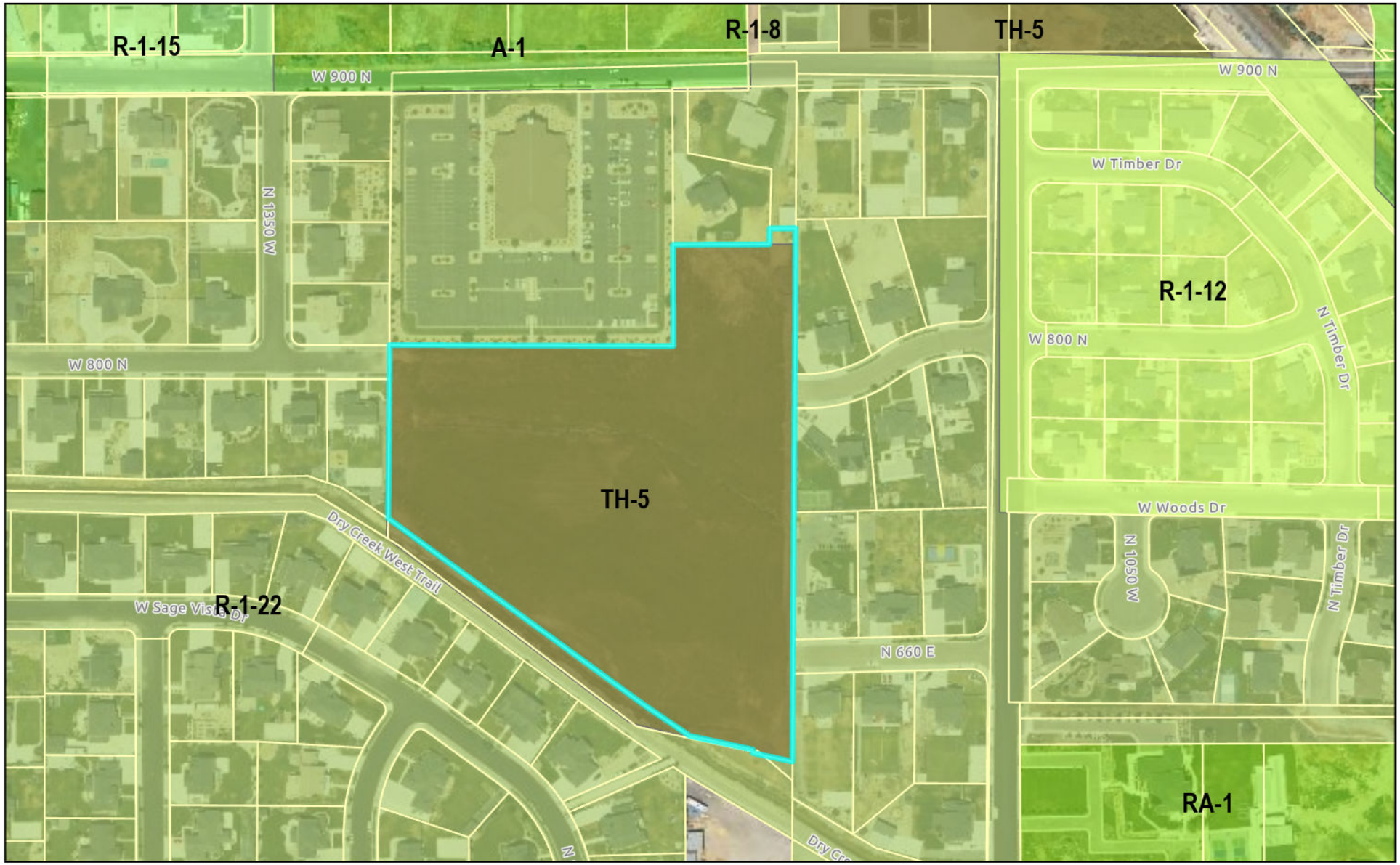
General Plan



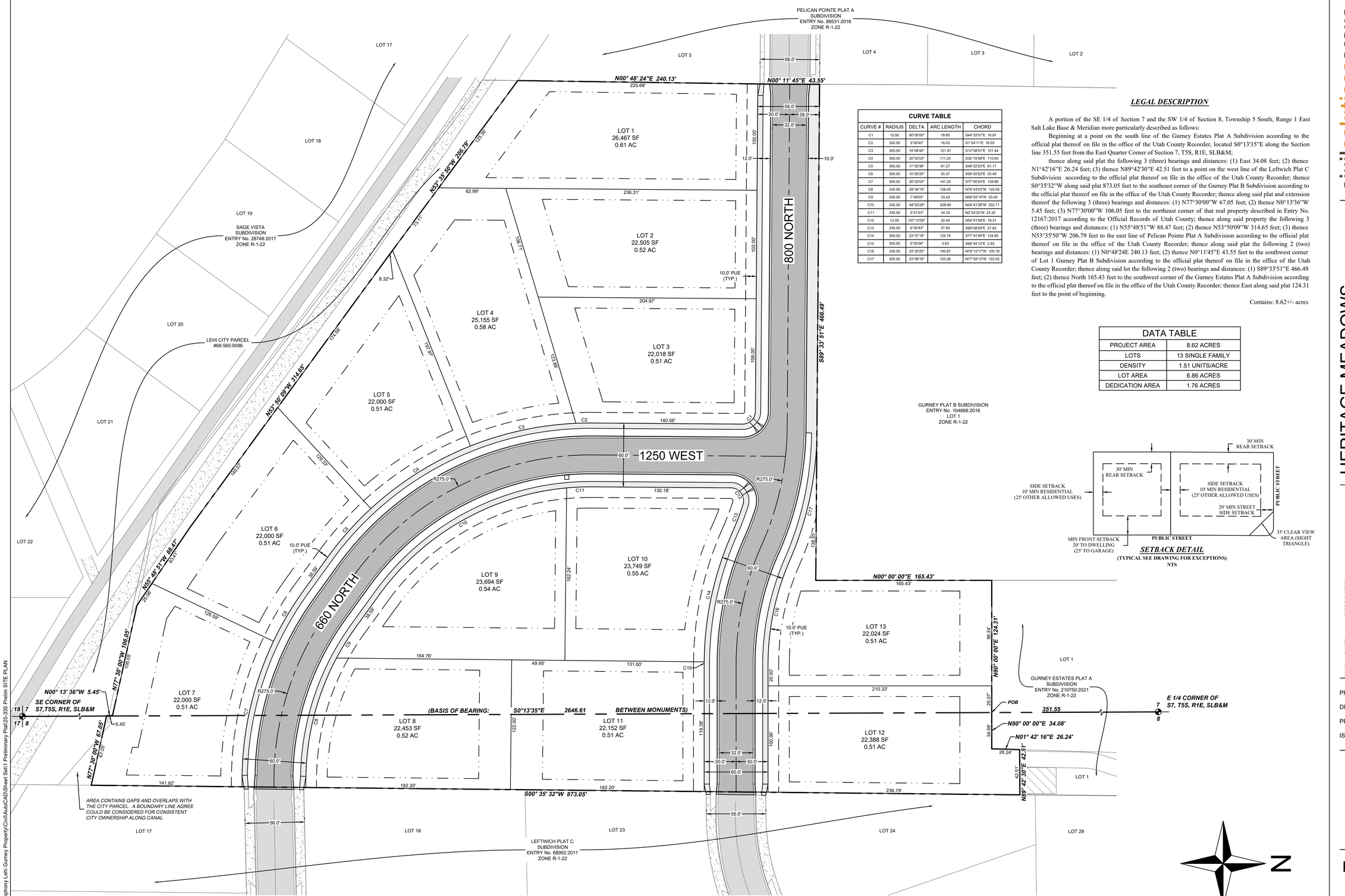
LEHI CITY

Heritage Meadows Preliminary Subdivision

Zoning



LEHI CITY



CURVE TABLE

CURVE #	RADIUS	DELTA	ARC LENGTH	CHORD
C1	12.00	90°00'00"	18.85	S44°33'51"E 16.97
C2	305.00	3°00'40"	16.03	S1°04'11"E 16.03
C3	305.00	19°08'40"	101.91	S12°08'51"E 101.44
C4	305.00	20°53'53"	111.25	S32°10'08"E 110.63
C5	305.00	11°30'38"	61.27	S48°22'23"E 61.17
C6	305.00	10°26'20"	55.57	S59°20'52"E 55.49
C7	305.00	26°32'05"	141.25	S77°50'04"E 139.99
C8	245.00	29°34'15"	126.45	N76°43'53"W 125.05
C9	245.00	7°49'03"	33.43	N68°02'14"W 33.40
C10	245.00	48°52'29"	208.99	N29°41'28"W 202.71
C11	245.00	5°41'23"	24.33	N2°24'32"W 24.32
C12	12.00	107°10'00"	22.44	N54°01'05"E 19.31
C13	245.00	6°30'43"	27.85	S69°08'25"E 27.83
C14	305.00	23°37'16"	125.74	S77°41'46"E 124.85
C15	305.00	0°29'36"	2.63	S89°45'12"E 2.63
C16	245.00	23°35'25"	100.87	N78°12'17"W 100.16
C17	305.00	23°09'16"	123.26	N77°59'13"W 122.42

LEGAL DESCRIPTION

A portion of the SE 1/4 of Section 7 and the SW 1/4 of Section 8, Township 5 South, Range 1 East Salt Lake Base & Meridian more particularly described as follows:

Beginning at a point on the south line of the Gurney Estates Plat A Subdivision according to the official plat thereof on file in the office of the Utah County Recorder, located S0°13'35"E along the Section line 351.55 feet from the East Quarter Corner of Section 7, T5S, R1E, SLB&M;

thence along said plat the following 3 (three) bearings and distances: (1) East 34.08 feet; (2) thence N1°42'16"E 26.24 feet; (3) thence N89°42'30"E 42.51 feet to a point on the west line of the Leftwich Plat C Subdivision according to the official plat thereof on file in the office of the Utah County Recorder; thence S0°35'32"W along said plat 873.05 feet to the southeast corner of the Gurney Plat B Subdivision according to the official plat thereof on file in the office of the Utah County Recorder; thence along said plat and extension thereof the following 3 (three) bearings and distances: (1) N77°30'00"W 67.05 feet; (2) thence N0°13'36"W 5.45 feet; (3) N77°30'00"W 106.05 feet to the northeast corner of that real property described in Entry No. 12167:2017 according to the Official Records of Utah County; thence along said property the following 3 (three) bearings and distances: (1) N55°48'51"W 88.47 feet; (2) thence N53°50'09"W 314.65 feet; (3) thence N53°35'50"W 206.79 feet to the east line of Pelican Pointe Plat A Subdivision according to the official plat thereof on file in the office of the Utah County Recorder; thence along said plat the following 2 (two) bearings and distances: (1) N0°48'24E 240.13 feet; (2) thence N0°11'45"E 43.55 feet to the southwest corner of Lot 1 Gurney Plat B Subdivision according to the official plat thereof on file in the office of the Utah County Recorder; thence along said lot the following 2 (two) bearings and distances: (1) S89°33'51"E 466.49 feet; (2) thence North 165.43 feet to the southwest corner of the Gurney Estates Plat A Subdivision according to the official plat thereof on file in the office of the Utah County Recorder; thence East along said plat 124.31 feet to the point of beginning.

Contains: 8.62+/- acres

DATA TABLE	
PROJECT AREA	8.62 ACRES
LOTS	13 SINGLE FAMILY
DENSITY	1.51 UNITS/ACRE
LOT AREA	6.86 ACRES
DEDICATION AREA	1.76 ACRES

SETBACK DETAIL
(TYPICAL SEE DRAWING FOR EXCEPTIONS)
NTS

civilsolutionsgroup inc.
CACHE VALLEY | P: 435.213.3762
SALT LAKE | P: 801.216.3192
UTAH VALLEY | P: 801.874.1432
info@civilsolutionsgroup.net
www.civilsolutionsgroup.net

HERITAGE MEADOWS SUBDIVISION

1199 WEST 900 NORTH
LEHI, UT

MARK:	DATE:	DESCRIPTION:

PROJECT #: 25-335
DRAWN BY: R. WEBER
PROJECT MANAGER: J. BLACK
ISSUED: 12/29/2025

PROFESSIONAL ENGINEER
No. 10293782-2202
WESTON MARTIN SOUTHWICK
STATE OF UTAH

PRELIMINARY PLAT

C101

P:\2025\25-335 Symphony Lehi Gurney Property\Civil\AutoCAD\Sheet Set\1 Preliminary Plat\25-335 Prelim SITE PLAN

Agenda Item No: 3.9

Planning Commission Agenda Item Report

Meeting Date: February 12, 2026
Submitted By: Noreen Edwards
Submitting Department: Planning Division
Item Type: Public Hearing
Agenda Section: Regular Agenda

Subject:
Public hearing and recommendation of Lehi City's request for review of a zone change on 0.91-acres located at 498 North 900 East changing the zoning from R-1-Flex (residential) to R-1-8 (residential).

Suggested Action:

Attachments:

498 N Zone Change 1.pdf

498 N Zone Change 2.pdf

498 NORTH 900 EAST ZONE CHANGE
PLANNING COMMISSION REPORT

Applicant	Lehi City		
Meeting Date	February 12, 2026		
Requested Action/Purpose	Public hearing, review, and recommendation of a proposed zone change		
Decision Type	Legislative		
Location	498 North 900 East		
Acreage	0.91 acres		
Existing Zoning	R-1-Flex		
Existing General Plan Land Use Designation	Low Density Residential (LDR)		
Proposed Zoning Designation	R-1-8		
Existing Land Use	Single Family Home		
Adjacent Zoning and Land Use	*North*	R-1-8	Single Family Homes
	South	RA-1	Single Family Homes
	East	RA-1	Single Family Homes
	West	RA-1	Single Family Homes
Date of DRC Review	January 28, 2026		
Assigned Planner	Brittney Harris		

REQUIRED ACTION

Planning Commission	Public hearing, review, and recommendation
City Council	Final approval

APPLICABLE DEVELOPMENT CODE REGULATIONS

From Section 04.060 Criteria for Approval, of the Lehi City Development Code, the Planning Commission should consider the following factors, among others, when reviewing a zone amendment:

1. The effect of the proposed amendment on the character of the surrounding area;
2. Consistency with the goals and policies of the General Plan;
3. Consistency and compatibility of the proposed zone with the General Plan land uses of nearby and adjoining properties;
4. The suitability of the properties for the uses requested and their suitability for the existing uses identified by the General Plan;
5. Whether a change in the uses allowed for the affected properties will unduly affect the uses, or proposed uses for nearby and adjoining properties;
6. The gain to the public health, safety, and welfare from the existing classification to the proposed amendment; and
7. The overall community benefit of the proposed amendment.

Table 05-040-A Table of Bulk and Intensity Requirements Agriculture and Residential Districts

	R-1-8	R-1-Flex
Minimum Lot Size	Single-Family Dwelling 8,000 Sq.Ft.[a] Other Allowed Uses 8,000 Sq.Ft. [a]	Single-Family Dwelling 8,000 Sq.Ft.[a] Other Allowed Uses 8,000 Sq.Ft. [a]
Maximum Dwelling Units Per Acre	4[a]	3.5[a] for projects > 10acres; 3.25[a] for projects < 10
Minimum Lot Width/Frontage	Residential Uses 80 Ft. [a,b] Other Allowed Uses 160 Ft. [a,b]	Residential Uses 80 Ft. [a,b] Other Allowed Uses 160 Ft. [a,b]
Minimum Front Yard	15 Ft to dwelling; 25 Ft to garage.	15 Ft to dwelling; 25 Ft to garage.
Minimum Rear Yard (Interior Lots)	25 Ft. [c]	25 Ft. [c]
Minimum Rear Yard (Corner Lots)	15 Ft.	15 Ft.

APPLICABLE GENERAL PLAN GOALS AND POLICIES

STRONG COMMUNITIES

1. Establish strong communities where residents have opportunities for meaningful social connections and support systems

Strategy 1 Create a life-cycle housing policy that encourages a diversity of housing types in Lehi's neighborhoods to provide housing options for prospective residents of differing ages, incomes, abilities, and lifestyles

PROPERTY HISTORY

1872	Property was incorporated into Lehi City
April 9, 2024	The City Council approved a zone change from RA-1 to R-1-Flex on this property
August 14, 2025	The Planning Commission approved the Shelley Atkinson 3-lot subdivision

REPORT ANALYSIS

The applicant requests review and recommendation of a proposed zone change from R-1-Flex to R-1-8. Steve and Shelley Atkinson previously came through for a zone change from RA-1 to R-1-Flex, and with a preliminary subdivision showing three lots. These were both approved. Their latest submission for review on their final subdivision showed that the density exceeds what is allowed in the R-1-Flex zone. The density of their subdivision is 3.3 units per acre and the maximum allowed in the R-1-Flex is 3.25. The lots all meet the requirements of both the R-1-Flex and R-1-8 zones. In fact, the smallest lot is over 9,500 square feet and the largest is over 18,800 square feet.

In 2024, when the applicant came through for their zone change, we still had the requirement for R-1-8 and R-1-10 that the property had to be adjacent to that zoning on three sides. We have since removed that requirement which allows for the property to be zoned R-1-8. The applicant dedicated water for the R-1-8 zoning. The motive for this zone change is to ensure compliance with zoning requirements.

The DRC had no comments on the proposed zone change.

SCOPE OF APPROVAL

Zone changes are legislative items allowing the Planning Commission and City Council discretion on if they approve it or not. However, this zone change follows the General Plan so there should be some good justification for not approving the zone change.

The public can speak on this item. This is only about the zone change not about the three-lot subdivision.

POSSIBLE MOTIONS AND FINDINGS

The Planning Commission may move to recommend approval or denial of the proposed zone change. Any motion should include findings. Possible findings include:

1. The proposed zone is consistent with the LDR General Plan Designation.
2. The intent of the previous zone change and subdivision were for three lots, this zone change will allow for the same number of lots.
3. The overall community benefit of the proposed amendment.

498 North 900 East Zone Change
DRC Redline Comments

Lehi City- requests review of a zone change at 498 North 900 East from R-1-Flex to R-1-8.

DRC Members Present: Glade Kirkham, Garion Rowett, Ryan Allred, Shelbey Brewer, Kim Struthers, Gary Smith, Gary Ellis, James Farnsworth, Luke Seegmiller, Brad Wilbur
Assigned Planner: Brittney Harris
Representatives of the Applicant Present:
Date of Plans Reviewed: 1/28/26
Time Start: 1:42pm
Time End: 1:52pm

DRC REDLINE COMMENTS:
Glade – Power: No comments
Brad – Fiber: No comments
Garion – Fire: No comments
Ryan – Water/Sewer: No comments
James – Parks: No comments
Gary S.– Building/Inspections: No comments
Shelbey– Public Works: No comments
Gary E. – Engineering: No comments
Luke – Traffic: No comments
Kim – Planning: No comments

THIS ITEM WILL BE SCHEDULED FOR PLANNING COMMISION ON FEBRUARY 12th

Note: This list of corrections and deficiencies should not be considered as an all-inclusive or final list. The items listed need to be corrected and resolved and a new set of information submitted for review by the DRC. Further corrections and deficiencies may still be noted as the DRC further reviews the resubmitted information.

EST 1852
LEHI CITY
PIONEERING UTAH'S FUTURE

Community Development Department –
Planning Division

153 North 100 East
Lehi, UT 84043
Office 385.201.1030
lehi-ut.gov

Narrative

Lehi City requests a zone change from R-1-Flex to R-1-8 on 0.908 acres of property located at 498 North 900 East. The City is requesting this change because the property owners, Shelley and Steve Atkinson, have already received a zone change approval to R-1-Flex and preliminary subdivision approval with 3 lots. During review of the final subdivision, staff recognized that the density exceeds the 3.25 allowed in the R-1-Flex zone. However, all the lots exceed the minimum 8,000 square foot size. The allowed density in R-1-8 is four, making their 3 lot subdivision in compliance with density requirements.




PUBLIC
HEARING
ZONE DISTRICT
MAP AMENDMENT


107



498 North 900 East

Aerial

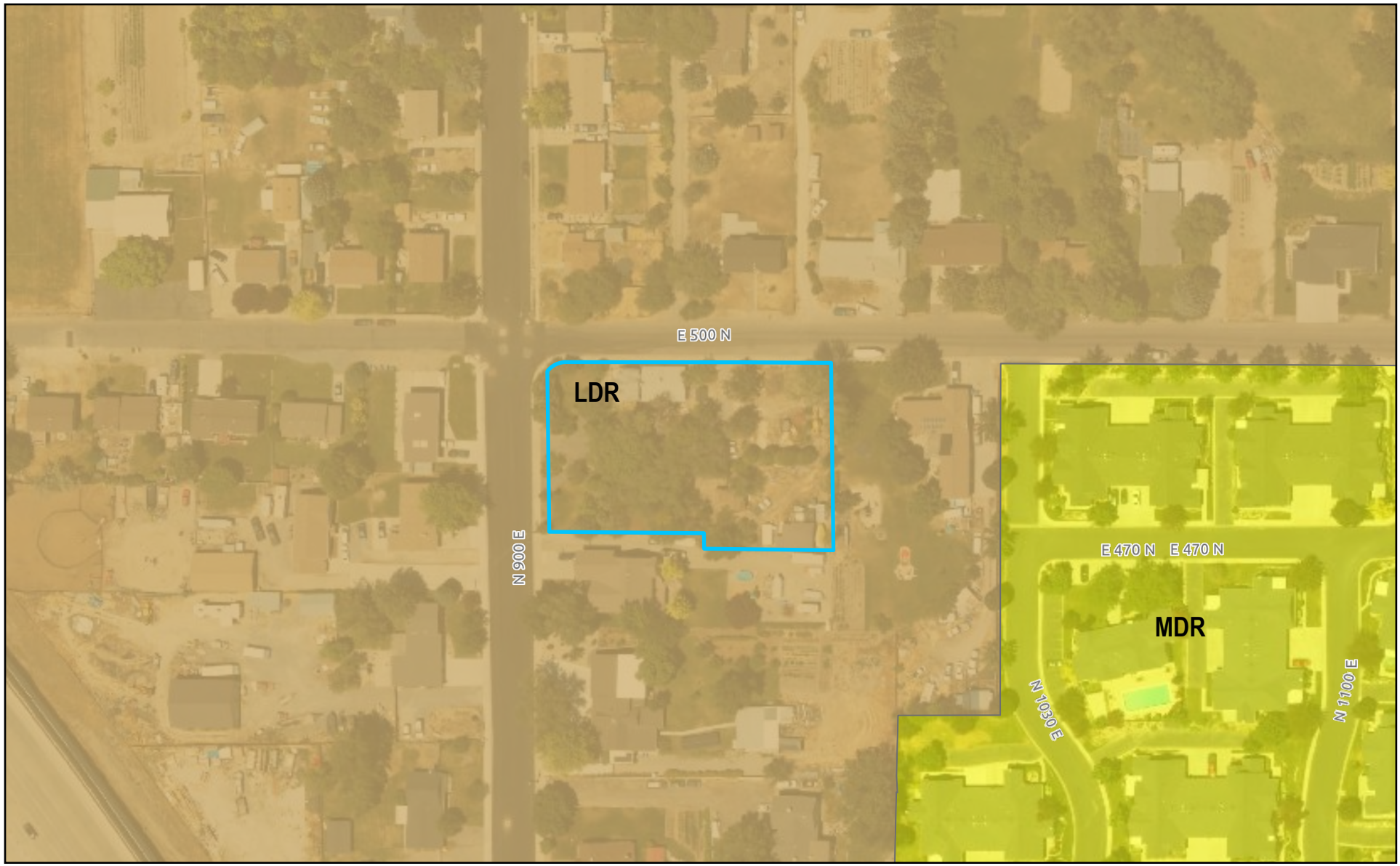


0 155 310 620 Feet

LEHI CITY

498 North 900 East

General Plan

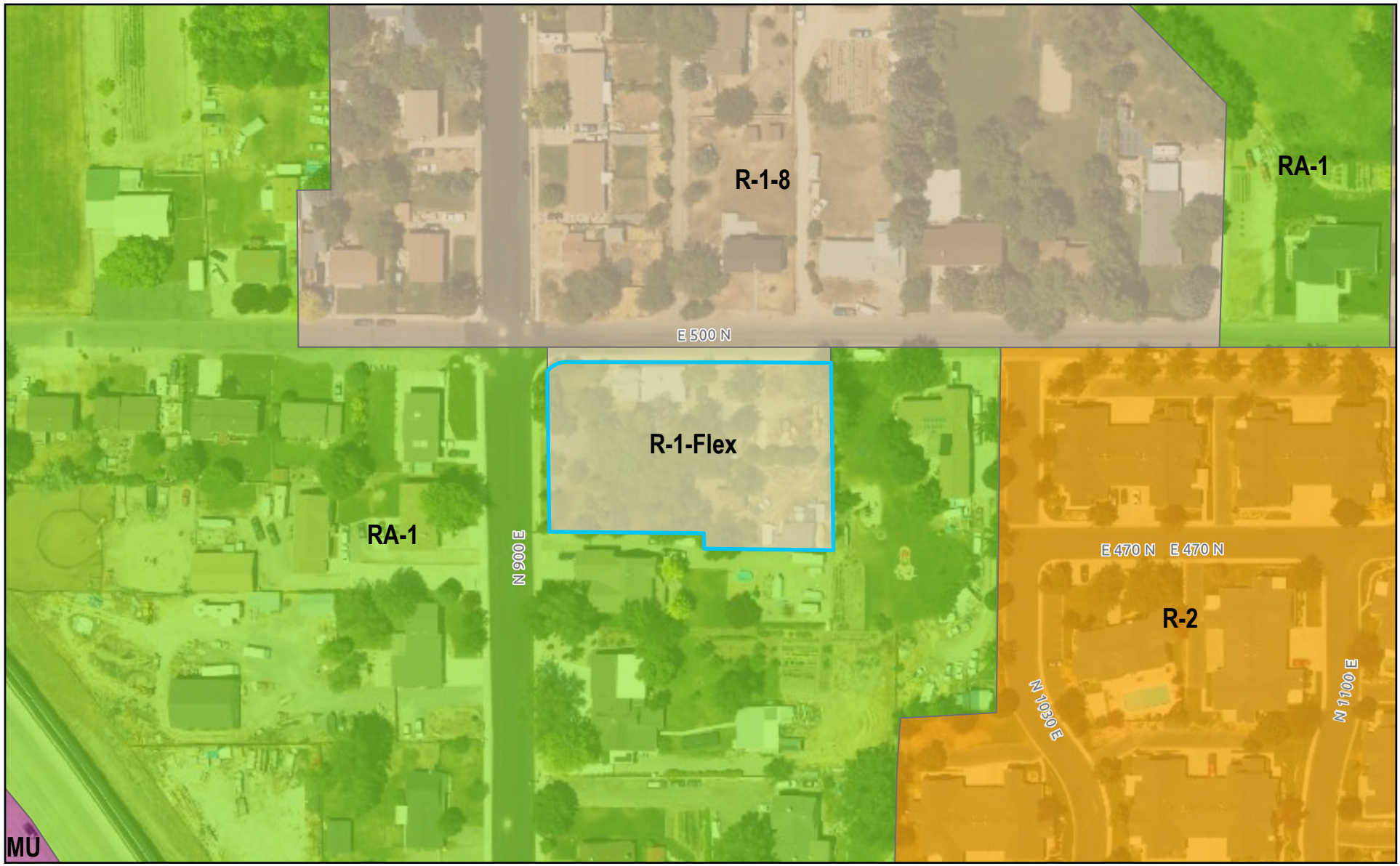


0 155 310 620 Feet

LEHI CITY

498 North 900 East

Zoning



0 155 310 620 Feet

LEHI CITY

Agenda Item No: 3.10

Planning Commission Agenda Item Report

Meeting Date: February 12, 2026
Submitted By: Noreen Edwards
Submitting Department: Planning Division
Item Type: Public Hearing
Agenda Section: Regular Agenda

Subject:
Public hearing and recommendation of Lehi City's request for a Development Code amendment to Chapter 5, Table of Uses (nonresidential) and Chapter 39 to add Automobile Accessories and Installation.

Suggested Action:

Attachments:

Chapt 5 & 39.pdf

AUTOMOBILE ACCESSORIES INSTALLATION & SERVICE
CHAPTER 5 & 39 DEVELOPMENT CODE AMENDMENT
PLANNING COMMISSION REPORT

Applicant	Lehi City
Meeting Date	February 12, 2026
Requested Action/Purpose	Review and recommendation on proposed amendments to the Lehi City Development Code
Decision Type	Legislative
Date of DRC Review	January 28, 2026

REQUIRED ACTION

Planning Commission	Review and recommendation
City Council	Final approval

APPLICABLE DEVELOPMENT CODE REGULATIONS

Section 04.060. Criteria for Approval.
No amendment to this Code, or the Zoning District Map(s), may be recommended for approval by the Commission nor approved by the City Council unless such amendment or conditions thereto are consistent with the General Plan. In considering a Code amendment, or Zoning District Map(s) amendment, the applicant shall identify, and the City Staff, DRC, Commission, and the City Council may consider the following factors, among others:

1. The effect of the proposed amendment on the character of the surrounding area;
2. Consistency with the goals and policies of the General Plan.
3. Consistency and Compatibility of the proposed zone with the General Plan land uses of nearby and adjoining properties.
4. The suitability of the properties for the uses requested and their suitability for the existing uses identified by the General Plan;
5. Whether a change in the uses allowed for the affected properties will unduly affect the uses, or proposed uses for nearby and adjoining properties;
6. The gain to the public health, safety and welfare from the existing classification to the proposed amendment; and
7. The overall community benefit of the proposed amendment.

REPORT ANALYSIS

Lehi City requests review and recommendation for a proposed amendment to Chapter 5 and 39 of the Development Code, which aims to add Automobile Accessories Installation and Service as an allowed use in the Code, separate from other Automobile related uses.

The purpose of this update is to provide opportunities for smaller, less impactful automobile-related businesses in more nonresidential zones. There have been recent requests that have fallen under this use that instead were required to seek Development Agreements with the City Council.

The DRC reviewed the proposed amendment and made no comments.

SCOPE OF APPROVAL

Development Codes are a legislative item which allows some discretion from the Planning Commission. They may recommend any changes to the City Council.

The public can provide comments on the proposed amendment. In order for their changes to be incorporated, the Planning Commission would need to include it in their motion. Comments on specific concerns and how the Code can be improved are the most beneficial.

POSSIBLE MOTIONS AND FINDINGS

The Planning Commission may move to recommend approval or denial of the proposed amendments to the Lehi City Development Code. Any motion should include findings. Possible findings include:

1. The proposed Development Code amendment is/is not in conformance with the purposes, intent, and provisions of the General Plan and its various elements.
2. Additional findings based upon information presented during the public hearing.

Auto Accessories Service & Installation Development Code Amendment
DRC Redline Comments

Lehi City- requests review of a Development Code amendment to Chapter 5, Table of Uses (nonresidential) and Chapter 39 to add Automobile Accessories and Installation.

DRC Members Present: Glade Kirkham, Garion Rowett, Ryan Allred, Shelbey Brewer, Kim Struthers, Gary Smith, Gary Ellis, James Farnsworth, Luke Seegmiller, Brad Wilbur
Assigned Planner: Jacob Curtis
Representatives of the Applicant Present: None
Date of Plans Reviewed: 01/15/26
Time Start: 3:27 pm
Time End: 3:27 pm

DRC REDLINE COMMENTS:
Glade – Power: No comments.
Brad – Fiber: No comments.
Garion – Fire: No comments.
Ryan – Water/Sewer: No comments.
James – Parks: No comments.
Gary S. – Building/Inspections: No comments.
Shelbey – Public Works: No comments.
Gary E. – Engineering: No comments.
Luke – Traffic: No comments.
Kim – Planning: No comments.

THIS ITEM WILL BE SCHEDULED FOR PLANNING COMMISSION ON FEBRUARY 12, 2026.

Note: This list of corrections and deficiencies should not be considered as an all-inclusive or final list. The items listed need to be corrected and resolved and a new set of information submitted for review by the DRC. Further corrections and deficiencies may still be noted as the DRC further reviews the resubmitted information.

EST 1852
LEHI CITY
PIONEERING UTAH'S FUTURE

Community Development Department –
Planning Division

153 North 100 East
Lehi, UT 84043
Office 385.201.1030
lehi-ut.gov

January 15, 2026

Narrative –Chapter 5 & 39 Development Code Amendment

The Planning Division is proposing an update to add Automobile Accessories Installation and Service as an allowed use in the Code. The purpose of this update is to provide opportunities for smaller, less impactful automobile related businesses in more zones. There have been recent requests that would have fallen under this use that instead were required to seek Development Agreements with the City Council.

Please contact the Planning Division if you have any questions.

Thank you,

Jacob Curtis, AICP
Planner 3

custom prepared goods and the incidental direct sale to customers. Typical production includes, but is not limited to: custom furniture, ceramic studios, glass blowing, candle making, custom jewelry, stained and leaded glass, woodworking, shoe repair, arts studio, photography studio, custom textile manufacturing, and crafts production.

Assisted Living Facility – A residential facility with a home-like setting that provides an array of coordinated supportive personal and healthcare services, available 24 hours per day, to residents who have been assessed under Utah State Department of Health rules to need any of these services. Each resident shall have a service plan based on the assessment which may include:

1. specified services of intermittent nursing care;
2. administration of medication; and
3. support services promoting residents' independence and self-sufficiency.

For the purpose of defining assisted living facilities and associated words and terms, the following words shall have the following meanings:

1. Assisted Living Facility, Large Capacity – An assisted living facility accommodating more than eight residents, excluding staff. A large capacity assisted living facility is regulated under the assisted living facility use.
2. Assisted Living Facility, Limited Capacity – An assisted living facility accommodating not more than eight residents, excluding staff. All residents must be ambulatory which means a person who is capable of achieving mobility sufficient to exit a structure without the assistance of another person. If such a facility is located in an existing home and/or in a residential zone, this use is regulated as a Group Home as per Section 12.150. A limited capacity assisted living facility that does not meet the requirements of a Group Home use must be regulated under the assisted living facility use.

Athletic Instruction - The instruction of one or more types of athletic activities including dance, gymnastics, martial arts, sports, and other related activities.

Authorized Agent - Any person with valid authority provided by the Owner, as evidenced by a document, filed with the City, authorizing the Agent to represent the Owner, and acting on behalf of the Owner of land seeking a development order or development permit approval.

Automobile Accessories Installation and Service - An establishment engaged in the on-site installation of accessories designed for automobiles, including but not limited to audio and video systems, lighting and electrical accessories, window tinting, vinyl wraps, interior and exterior trim, vehicle security systems, roof racks, bed liners, or similar add-ons.

This use does not include automobile service and repair or automobile sales related uses.

Automobile Rental - The business of renting or leasing vehicles for a term not exceeding four months and for a fixed rate or price.

Automobile Service and Repair - An establishment primarily engaged in the repair of automobiles, trucks less than 10,000 pounds of gross vehicle weight, motorcycles, motor homes, recreational vehicles, or boats, including the sale, installation, and servicing of equipment and parts. Typical uses include muffler shops, auto repair garages, tire sales and installation, wheel and brake shops, body and fender shops, and similar repair and service activities, but excluding dismantling or salvage.

Automobile Service and Repair, Large - An establishment primarily engaged in the repair of large vehicles greater than 10,000 pounds of gross vehicle weight, including the sale, installation, and servicing of equipment and parts. Typical uses include large equipment repair, semi-truck repair, and similar repair and service activities, but excluding dismantling or salvage.

Automobile Sales - An establishment primarily engaged in the sale or rental of automobiles, noncommercial trucks, motorcycles, motor homes, recreational vehicles, or boats, including incidental storage, maintenance, and servicing. Typical uses include new and used car dealerships, motorcycle dealerships, and boat, trailer, or recreational vehicle dealerships.

Auxiliary - Functioning in a subsidiary capacity.

Bakery, Retail – An establishment that produces and sells flour-based foods baked for consumption including bread, cookies, cakes, pastries, and pies.

Bar - An establishment that primarily serves alcoholic beverages for consumption on the premises and revenue from alcohol sales exceeds 50 percent of the total business revenue.

USE	DISTRICT										
	NC	C	C-H	CR	C-1	BP	LI	MU	T/M	PF	HI
Schools	P	P	P	P	P	P	P	P	P	P	P
Sporting Facilities, Arenas		P	P	P		P	P	P	P	P	
Sports Fields and Courts		P	P	P		P	P	P	P	P	
Transit Station	P	P	P	P	P	P	P	P	P	P	P
COMMUNICATION & UTILITIES											
Communication Facilities and Towers [See Sec.12.140]		C	C	C		C	C	C	C	P	
Electrical Substations and Power Transmission Lines, Municipal	P	P	P	P	P	P	P	P	P	P	P
Electrical Substations and Power Transmission Lines, Non-Municipal		C	C	C		C	C	C	C	C	
Oil & Gas Transmission Lines	C	C	C	C	C	C	C	C	C	C	C
Public and Private (with franchise agreement) Utility Underground Lines, and Rights of Way	P	P	P	P	P	P	P	P	P	P	P
Public and Private (with franchise agreement) Utility Buildings and Other Above Ground, Structures	C	C	C	C	C	C	C	C	C	C	C
Renewable Energy System (Solar and Small Wind Energy Systems – see Chapter 19)	P	P	P	P	P	P	P	P	P	P	P
Wind Energy Facility – see Chapter 19										C	
COMMERCIAL/NONRESIDENTIAL USES											
Accessory uses incidental to an authorized use	P	P	P	P	P	P	P	P	P	P	P
Adult Daycare	P	P	P	P		P		P			
Artisan Shop	P	P	P	P		P	P	P			
Athletic Instruction	P	P	P	P		P	P	P			
Automobile Accessories Installation and Service		P	P	P		P	P	P			
Automobile Sales/Rental sites 1 acre or larger			P	P			P				
Automobile Service and Repair		P	P	P			P				

Notes:
P = Uses allowed as a Permitted Use.
P[1]= Single family homes that existed at the time this code was adopted (9/11/12) shall continue; however new single-family dwellings shall only be permitted in areas with remaining density per Map 05.010 Maximum TOD and Mixed Use Density Map.
P[2]= Allowed provided there is remaining density as allocated per Map 05.010 Maximum TOD and Mixed Use Density Map.
P[3]= Only permitted for Financial Services and Pharmacy uses that: 1) are on a parcel adjacent to a UDOT Principal Arterial or along the 2100 North Corridor, 2) incorporate pedestrian-oriented design elements into the site plan (such as pedestrian walkway or trail), and 3) are designed to shield headlights from adjacent properties.
C = Uses allowed as a Conditional Use. Uses not identified as either a Permitted or Conditional Use are deemed to be prohibited.
[*] All uses in the Planned Community and Resort Community Zones must be authorized through an Area Plan pursuant to Chapter 15or through a Land Use Plan pursuant to Chapters 38 and 39. All uses in the Transit Oriented Development Zone must be authorized by a Land Use Plan pursuant to Chapter 38 and 39.

Agenda Item No: 4.1

Planning Commission Agenda Item Report

Meeting Date: February 12, 2026
Submitted By: Noreen Edwards
Submitting Department: Planning Division
Item Type: Action Item
Agenda Section: City Business

Subject:
Review and Acceptance of the Planning Commission Bylaws for 2026

Suggested Action:

Attachments:

BY-LAWS2026 Draft.docx

LEHI CITY PLANNING COMMISSION

BY-LAWS FOR CONDUCTING THE BUSINESS OF THE PLANNING COMMISSION RE-ADOPTED BY THE LEHI CITY COUNCIL ON ??, 2026

PURPOSE

These policies and procedures, as amended are designed and adopted for the purpose of providing guidance and direction to the members of the Lehi City Planning Commission in the performance of their duties as outlined in Section 3-2-2 Of the Municipal Code.

ARTICLE 1 – GENERAL PROVISIONS

The Lehi City Planning Commission, hereinafter referred to as "the Commission", shall be governed by the following statutes, ordinances and rules:

1.1 Applicable State Statutes and Local Ordinances and Rules.
To the extent that they remain in force and in effect, as they are amended, or as they are added to, the Lehi City Planning Commission and its members shall be governed by state statutes and local ordinances and policies including the following:

a. State statutes applying to public boards, members and officials.
b. State statutes governing the activities of City Planning Commissions.
c. The Development Code of Lehi City as approved by the City Council.
d. The rules and policies of the Lehi City Planning Commission as set forth herein.

1.2 Requirements of Familiarity with State Statutes and Local Ordinances and Rules Affecting the Commission.
Upon taking office, all members of the Commission shall familiarize themselves with the foregoing and, while in office, shall maintain such knowledge, including knowledge of amendments and additions, and shall be strictly governed thereby in the conduct of Commission affairs.

1.3 Basic Principles.
a. Equality of Members. As the Commission conducts its affairs in accordance with these rules, each member has the same rights, privileges and duties as any other member.
b. Freedom of Discussion. Members have the right to be heard and to hear what others have to say about a motion before voting.
c. One Main Motion. Only one main motion may be considered at any given time.
d. Members Right to Know. Members have a right at all times to know the immediate pending motion, and have it restated prior to any vote.
e. Meeting Properly Called. The Commission may take official action only in meetings properly called and with a quorum of members present.
f. Actions must be Lawful. Actions taken by the Commission must be in accord with Lehi City, State and Federal Law.

1.4 Rules of the Commission to be Available at Lehi City.

A current copy of the rules of the Commission shall be available as a public record in the Lehi City Planning Division Office. A copy of the rules of the Commission shall be provided to new Commission members upon appointment. Additional copies shall be provided to the Commissioners and made available to the public upon request.

1.5 Location of the Office of the Commission.
The office of the Commission shall be located in the Lehi City Planning Division Office.

ARTICLE II – MEMBERS

2.1 Appointment and Resignations.
The membership and appointment of the Commission shall be governed by the provisions of the Utah Code Section 10-9a-301and applicable ordinances of Lehi City.

Members proposing to resign shall give reasonable written notice of such intent to the City Council, Planning Commission and the Mayor of Lehi City, and make the date of resignation effective in such a manner as to allow time for appointment of replacements.

2.2 Meeting Attendance.
Each member of the Commission shall attend the sessions of the Commission unless unable to attend because of extenuating circumstances. Any member desiring to be excused shall notify the secretary. The secretary shall inform the Chair of the excused absences. Failure of any regular member of the Commission to attend three consecutive regular meetings, or three of any seven consecutive meetings, without the recorded consent of the Chair, shall be construed by the Chair as grounds for resignation from the Commission by absence. The Chair would then recommend removal of the Commissioner to the City Council.

2.3 Vacation of Office
If a member dies, resigns or fills their maximum number of terms as per Section 03.030 in the Lehi City Development Code, the Lehi Mayor will immediately notify the City Council that a vacancy exists. The Mayor, with the advice and consent of the City Council, shall then select a replacement.

ARTICLE III – CONDUCT OF COMMISSION MEMBERS

3.1 Representation of Applicants or petitioners.
No member of the Commission shall represent applicants or petitioners on matters on which the Commission is to make determinations or recommendations.

3.2 Conflict of Interest.
No member of the Commission shall participate in or discuss any case in which they have financial or personal interest (other than being a Lehi resident) in the property or action concerned or will be directly affected by the decision of the Commission, or has or believes they have any other conflict of interest. A member who has a question as to whether a conflict of interest exists should raise the matter with the Commission members and the City Attorney in order that a determination may be made. Additionally, members of the Commission must comply with the provisions of the Municipal Officers and Employees Ethics Act – Utah Code 10-3-1301 et. seq.

3.3 Expression of Bias, Prejudice or Individual Opinion Prior to Hearing.

Commission members may seek information from other members or Lehi City Staff, but no member shall discuss any case with any other parties thereto prior to the public hearing unless a member has been assigned by the Chair to obtain specific information about the case. No member shall express any bias, prejudice or personal opinion on judgment of the case prior to its public hearing.

ARTICLE IV – OFFICERS, COMMITTEES, STAFF, DUTIES

4.1 Regular Election of Chair, Vice Chair.

Annually, as the first item of business at the first meeting of the Commission in the month of January, the Commission shall elect a Chair and Vice Chair. If a quorum is lacking, the Commission will hold an election at the next regularly scheduled meeting at which a quorum is available. The Chair shall serve a term of one (1) year. No member shall serve as Chair for more than two (2) consecutive terms.

4.2 Succession of Vice Chair to Office of Chair.

If the Chair becomes no longer a member of the Commission, the Vice Chair shall succeed to the office for the remainder of the term. If the Vice Chair becomes no longer a member of the Commission or succeeds to the office of Chair, a special election shall be held to fill the vacancy of the Vice Chair. Said election shall occur at the next regularly scheduled meeting of the Commission at which a quorum is available.

4.3 Duties of the Chair and Vice Chair; Appointment of Temporary Chair to Preside at Meetings.

If present and able, the Chair shall preside at all meetings and hearings. If the Chair is absent or unable to preside, the Vice Chair shall preside. If both are absent or unable to preside, the members present shall elect a Temporary Chair to preside. The Temporary Chair shall abide by all rules and policies set forth herein.

The Chair shall conduct all meetings of the Commission, interface with Mayor in the conduct and affairs of the Commission, and exercise management of the affairs of the Commission consistent with these rules, Lehi City and State law. In the course of discharge of duty, the Chair shall have the right to call upon legal counsel for advice. General duties of the Chair include the following:

a. To call the Commission to order on the day and the hour scheduled and proceed with the order of business.
b. To announce the business before the Commission in the order in which it is to be acted upon.
c. To receive and submit all motions and propositions presented by the members of the Commission.
d. To put to vote all questions which are properly moved in the course of proceedings and to announce the results of motions.
e. To inform the Commission, when necessary, on any point of order or practice. Whenever the Chair rules a motion out of order, the Chair shall explain why it is so and advise the mover of corrections needed to make the motion in order.
f. To maintain order at the meetings of the Commission.
g. Recognize speakers and Commissioners prior to receiving comments and presentations.
h. To move the agenda along, hold down redundancy by limiting time allowed for comments if necessary, and set guidelines for public input. The Chair should, to

the extent practical, remain impartial in permitting each party involved in an issue full opportunity to present their position. The Chair is however, a voting member.

4.4 Other Responsibilities of Chair; Delegation to Vice Chair.
The Chair may delegate duties generally to the Vice Chair or may authorize the Vice Chair to perform specific duties during his absence or in the case of his disability to perform necessary Commission functions in a timely manner.

4.5 Assignment of Commission Members to Inspect Duties: Appointment of Committees.
The Chair may designate members of the Commission to make personal inspections when necessary for proper consideration of agenda items. The Chair may appoint standing or ad hoc committees as may be found necessary to successfully and efficiently carry out the functions of the Commission.

4.6 Appointment of Secretary: Duties.
The secretary of the Commission shall be appointed by the Mayor of Lehi City. The Secretary under the direction of the Chair shall attend to all correspondence of the Commission, send out and cause to be published all notices required, attend all meetings of the Commission and all public hearings (except when excused by the Chair with a temporary replacement arranged), compile and maintain all required records, schedules, minutes, files and indexes; and generally perform all clerical work of the Commission.

ARTICLE V – APPLICATION REQUIRED

5.1 Completed Application Required.
Where required by City Ordinance, an item may not be heard by the Commission unless a complete application is filed with the City. Determination of a complete application will be made by the Lehi City Planning Division in conformance with the Development Code of Lehi City.

ARTICLE VI – MEETINGS, HEARINGS

6.1 Regular Meetings.
Regular meetings of the Commission will be held at 7:00 p.m. on the second and fourth Thursday of each month unless otherwise determined by a majority vote of the Planning Commission and appropriate public notice is provided.

6.2 Work Sessions and Special Meetings.
Work Session meetings of the Commission will be held at 5:30 p.m. on the first Thursday of each month unless otherwise determined by a majority vote of the Planning Commission and appropriate public notice is provided. Notice of the Work Session shall be in accordance with City and State law.

Special Meetings for any purpose may be held at the call of the Chair. Notice of such meetings shall be in accordance with City and State law.

6.3 Open to Public.
All meetings of the Commission are open to the public.

6.4 Conduct During Hearings.

During all meetings and hearings, persons providing testimony shall proceed without interruption. All comments, arguments and pleadings shall be addressed to the Chair. There shall be no debate or argument between individuals. The Chair shall maintain order and decorum, and to that end, may order removal of disorderly or disruptive persons. The Chair may determine a time limit of speakers at the beginning of any public hearing.

6.5 Rules of Order.

In accordance with these rules, the Chair shall decide all points of procedure and order, unless otherwise directed by the majority vote of the members in attendance. Where necessary in deciding points of order, the Chair may use as a reference the Robert's Rules of Order, newly revised.

6.6 Field Trips.

Field trips to view application sites shall be scheduled by the Chair during Regular Meetings or through the secretary. Commission members should establish an optimal time for site inspection through group consensus. Field trips shall be noticed in accordance with City and State law.

6.7 Recess or Adjournment.

Each regularly scheduled meeting or special meeting of the Commission shall be scheduled to end not later than 10:30 p.m. unless extended for a specific amount of time by a majority vote of the Commission pursuant to a motion for such extension. All unfinished agenda items shall be continued to the next regularly scheduled meeting of the Commission and shall be placed first on the agenda prior to adding new items. The continuation of agenda items and/or public hearings to the next regularly scheduled meeting shall not require additional public notice.

Any Regular or Special Meeting may be recessed or adjourned from day to day, or to the time of any previously announced Regular or Special Meeting, and such recess or adjournment to a certain time and place does not require additional public notice.

6.8 Cancellation.

If no business is scheduled before the Commission, or if it is apparent that a quorum of the Commission will not be available, any meeting may be canceled by the Chair by giving notice to all available members.

6.9 Quorum

A quorum of the Commission shall consist of three voting members. An affirmative vote of at least three members of the Commission shall decide all matters. The Chair shall be considered a voting member.

6.10 Tie Votes.

If a motion before the Commission receives an equal number of votes, and a subsequent motion on the matter is either not made or cannot achieve a majority vote, the matter before the Commission shall be recommended for denial on an item that receives its final decision at the City Council, and on an item that receives its final decision at the Planning Commission, the applicant may request the item be continued until a future meeting, otherwise it will also be deemed denied.

6.11 Agenda, Order of Business.

The Secretary, under the direction of the Chair, shall prepare an agenda for each Commission meeting. Order of business shall be as specified by the Commission Chair.

No business will be considered that is not shown on the official agenda of the meeting as legally noticed.

ARTICLE VII – HEARING PROCEDURES

7.1 Representation at Hearing.

At the hearing, the applicant should appear or be represented by authorized agents. If there is no representation, the Commission may choose to either take action or not take action on the agenda item.

7.2 Hearing Procedures.

a. The Chair shall introduce the item.
b. Staff shall give a brief presentation and explanation of relevant details related to the item.
c. The applicant or petitioner outlines the nature of the request and presents supporting evidence.
d. The Chair, or acting Chair, shall open the public hearing. The Chair, without objection by members of the Commission, may impose time limits for comment to facilitate the business of the Commission.
e. The Chair, or acting Chair, shall close the public hearing.
f. The Chair, or acting Chair, may allow the applicant or petitioner to address issues raised by the public comment.
g. The public hearing may be reopened at the discretion of the Chair.
h. The Chair, or acting Chair, shall allow members of the Commission to discuss the matter and ask questions of the applicant or petitioner.
i. The Chair may call for a motion and vote by the Commission on the application or petition. If a substantial amount of public comment was received, the Chair may consider a motion to table the item to allow Commissioners to review the public comment.

ARTICLE VIII – FINDINGS AND DECISIONS

8.1 Timing of Decisions.

With due consideration to the length of the agenda, the nature of the case, the complexity of the evidence, and the findings required, the Commission may elect, subject to approval by the Commissioners, one of the following alternatives:

a. To proceed immediately to determination and decision upon conclusion of the hearing of the case; or
b. To defer determination and decision until a Regular or Special Meeting of the Commission as specified by the Chair.

8.2 Form and Procedure of Decisions.

All such decisions shall be made at a public meeting by motion, made and seconded, and by a voice vote.

Decisions of the Commission shall be final on the date final action was taken by the Commission.

8.3 Notification.
Notice of action taken by the Commission shall be given by the Commission and/or Planning Staff to the applicant, petitioner or any party making a written request for such within ten days following the decision.

ARTICLE IX – REQUEST TO WITHDRAW, CONTINUE, OR RE-HEAR APPLICATIONS

9.1 Withdrawal.
Upon request from the applicant or authorized agent, an application or petition may be withdrawn at any time before the Commission makes a decision in the case. A request to withdraw must be made by the applicant/authorized agent before a motion for final action is presented to the Chair.

9.2 Continuance.
The Commission may defer the hearing of cases or provide for later continuance of cases on which hearings have begun. Continuances will show cause for such stated in the motion, and, unless time and place is stated in said motion, will require public re-notice.

9.3 Re-hearing.
The Commission may re-hear an application that was previously denied within three months of the decision upon written request by the applicant and a showing in the application that there is substantial new evidence that was unavailable at the time of the original hearing. The Commission shall, by vote, make a determination of whether or not to re-hear the matter. In the event a re-hearing is approved, the matter shall only be re-heard after proper notice has been given. The applicant shall pay all costs incurred in re-advertising.

ARTICLE X – AMENDING OR WAIVING BY-LAWS

10.1 Amending By-Laws.
These by-laws may be amended by a majority vote of the Commission except where such amendment would be contrary to the requirements or limitations set forth by State Law or City Ordinance. An amendment may be proposed at any meeting of the Commission. Members shall receive a copy of the proposed or amended by-laws not less than one week prior to the meeting at which said proposed changes shall be heard. Any amendments to these by-laws shall also be approved by the City Council before taking effect.

10.2 Waiving or Suspending Rules.
A rule of procedure may be suspended or waived at any meeting by a majority vote of Commission members present, unless such rule is set by State Law or City Ordinance.

10.3 Temporary Rule.
A temporary rule of procedure, in conformity with State Law and City Ordinance, may be adopted by the Commission for a meeting or agenda item following a unanimous vote of the Commission members present.