

1 NORTH SALT LAKE CITY
2 PLANNING COMMISSION MEETING-WORK SESSION
3 MAY 24, 2016
4

5 **FINAL**
6

7 Chairman Pro Tem Ted Knowlton called the meeting to order at 6:09 p.m. and welcomed those
8 present.

9
10 PRESENT: Commissioner Lisa Watts Baskin
11 Commissioner Ted Knowlton
12 Commissioner Kent Kirkham
13 Commissioner Stephen Garn
14 Commissioner Leslie Mascaro
15 Council Member Ryan Mumford
16

17 EXCUSED: Commission Chairman Robert Drinkall
18

19 STAFF PRESENT: Ken Leetham, Assistant City Manager and Community and Economic
20 Development Director; Sherrie Llewelyn, Senior City Planner; Ali Avery, Long Range Planner;
21 Andrea Bradford, Minutes Secretary.
22

23 OTHERS PRESENT: none.
24

25 1. TOWN CENTER MASTER PLAN DISCUSSION
26

27 Ken Leetham reported that potential issues have been identified, and a more detailed and focused
28 land use plan has been created to address the concerns from the City Council, City staff and the
29 Planning Commission. He explained that this presentation will help to identify what the Master
30 Plan is proposing with seven specific recommendations some of which include the adoption of a
31 Town Center Master Plan, adoption of the Town Center design guidelines and implementing
32 policy, ordinance and zoning changes. If the plan is approved it would require the Town Center
33 to be designated as a special zone, a form based code would be created and adopted, a branding
34 study would be undertaken and the remnants of the Bamberger Rail Corridor would be
35 designated as a historic resource. The Town Center master plan is a vision for the future of North
36 Salt Lake's City Center and is express through a combination of conceptual ideas mixed with
37 physical characteristics and physical land uses.

38 The items that will be reviewed today include land use, transportation, parking strategies,
39 pedestrian mobility in regards to sidewalks, trails/paths and crossings, open space, streetscape
40 relating to public spaces, setbacks, landscaping and street lighting, and architecture.

41
42 Commissioner Baskin asked if staff could highlight any concerns from the City Council. Ken
43 Leetham replied that the City Council feels that land use and parking are important issues for the
44 Town Center and said that they were not as comfortable as the Planning Commission in regards
45 to shared parking. They would also like to have a downtown for pedestrians in regards to walk-
46 ability and also create destinations like Hatch Park, etc. Other issues include how the Town
47 Center looks, the cost and certain amenities.

48

49 **Council Member Mumford arrived at 6:20 p.m.**

50

51 Sherrie Llewelyn reported on land use including densities and presented a map to clarify these
52 areas. The Town Center Master Plan contains a proposed land use scheme that builds upon the
53 existing General Plan. The plan emphasizes three key areas surrounding US-89 including 350
54 North, Center Street and the southwest edge of the district (Hughes/Eaglewood Village) and
55 provides an introduction of Land Use categories such as mixed-use, multi-family courtyard,
56 multi-family, highway commercial, service commercial, civic/cultural and professional office.
57 Mrs. Llewelyn then reviewed the map with those present and explained what was currently in
58 each zone and provided an idea of the current numbers, what properties may be redeveloped in
59 the future and the vacant/available areas. She also showed where the Bus Rapid Transit (BRT)
60 stations would be, the type of development, and how many commercial and multi-family units
61 could be placed in each area.

62

63 Commissioner Knowlton commented that this map is not as dense as it could be and said it
64 seems like a conservative scenario. Sherrie Llewelyn replied that based on the current
65 developments, the market is requesting townhomes.

66

67 Sherrie Llewelyn then reported on the Land Use implications and said that there are 789 existing
68 dwelling units that are not anticipated for redevelopment, 109 existing units available for
69 redevelopment and 619 potential dwelling units with 258 already in process of approval. The
70 total retail estimate is 303,000 square feet and 489,000 square feet of office.

71

72 Commissioner Knowlton asked if this is to give an idea of a build-out scenario and if it was to
73 allay a fear of too much multi-family housing. Ken Leetham said that this clarifies and quantifies
74 the concept of multi-family in the Town Center and how much the City is willing to approve
75 there.

76 Commissioner Garn asked if district parking had been determined for all areas. Sherrie Llewelyn
77 replied that a full parking analysis has not been finished but would be completed and reviewed
78 with the Planning Commission at a later date.

79
80 Ali Avery then reported on transportation and said that there are three main improvements to be
81 made including rerouting of the bus route through the transit hub at Center Street and Highway
82 89, realignment of Main Street and Highway 89 intersections, and the realignment of the 130
83 East and Orchard Drive intersection.

84
85 Mrs. Avery then reported on the existing and proposed miles for the plan and said that the miles
86 of bus routes will not be increased but the BRT miles will be increased to 1.04 miles as there is
87 currently no BRT in the City. Existing and proposed parallel parking will increase 28% and
88 existing and proposed angled parking stalls will increase by 248%. She then presented a map that
89 shows where the parking currently is, proposed parking and the realignment of the intersections.

90
91 Commissioner Baskin asked why there is no street parking on Highway 89. Ali Avery replied
92 that per the right of way only so much can fit on that street and that there can be a shoulder or a
93 bike lane.

94
95 Commissioner Knowlton expressed that even though UDOT feels that the main purpose of
96 Highway 89 is to relieve the traffic on Interstate 15 (I-15) that every day it is home to businesses
97 as well. Its main purpose is the center of commerce in North Salt Lake.

98
99 Commissioner Baskin commented that if there is no parking adjacent to the building on the street
100 that this will not work well for retail businesses.

101
102 Ken Leetham said that that if the Planning Commission has a different idea for Highway 89 and
103 how the 110' right of way could be used to share those ideas with staff.

104
105 Ali Avery then reported on pedestrian mobility in relation to sidewalks, trails, pathways and
106 crossings and said there would be a 40% increase in sidewalks, 54% increase in trails, 386%
107 increase in pathways, 230% increase in bike lanes and a 72% increase in pedestrian crossings
108 and roads. She then presented a map showing the proposed and existing trails, crosswalks, bike
109 lanes, multi-use paths and sidewalks. The plan proposes bike lanes on Main Street and Highway
110 89 and sidewalks in many areas that currently do not have them.

111 The consensus from the Planning Commission was that they would like the trails plan and some
112 parts of the transportation plan including angled parking on Center Street and around Hatch Park
113 in the Master Plan. They also discussed obtaining a right of way at North Town Station.

114 Ali Avery then reported on open space which includes four major projects: the expansion of
115 Hatch Park, the Bamberger Trail/linear park, bus rapid transit station plazas and a connection to
116 the City Hall Amphitheater with special paving. There will be an increase of 40% open space at
117 Hatch Park, 100% at the Bamberger Trail and BRT plazas and the City Hall Amphitheater will
118 remain the same. There are 21 acres of open space proposed for the Town Center.

119
120 Commissioner Knowlton asked for clarification on the BRT station plazas. Ali Avery replied that
121 this would be on the corners and areas past the UDOT right of way.

122
123 Commissioner Baskin asked what the timeline for extending Hatch Park would be. Ali Avery
124 replied that the City Council will determine this based on available funding for purchasing the
125 surrounding properties and when those properties become available.

126
127 Council Member Mumford commented that the Council has authorized the purchase of a half
128 acre now and clarified that as each of those parcels becomes available the City will investigate
129 and determine if it is the right price. Ken Leetham said that the City Council has discussed using
130 RAP Tax and CDA funds and grants.

131
132 Ken Leetham said that the remainder of this discussion will be held at the next Planning
133 Commission meeting.

134
135 Commissioner Garn stated that he was impressed with the plan so far and thanked the City staff
136 for all the work they had done. Commissioner Knowlton was in agreement.

137

138 2. ADJOURN

139

140 Chairman Pro Tem Knowlton adjourned the meeting at 7:31 p.m. to begin the regular session.

141 NORTH SALT LAKE CITY
142 PLANNING COMMISSION MEETING-REGULAR SESSION
143 MAY 24, 2016
144

145 **FINAL**
146

147 Chairman Pro Tem Ted Knowlton called the meeting to order at 7:37 p.m. led those present in
148 the Pledge of Allegiance.
149

150 PRESENT: Commissioner Lisa Watts Baskin
151 Commissioner Ted Knowlton
152 Commissioner Kent Kirkham
153 Commissioner Stephen Garn
154 Commissioner Leslie Mascaro
155 Council Member Ryan Mumford
156

157 EXCUSED: Commission Chairman Robert Drinkall
158

159 STAFF PRESENT: Sherrie Llewelyn, Senior City Planner; Andrea Bradford, Minutes Secretary.
160

161 OTHERS PRESENT: Kody Morillo, Canyon Pipeline; Spencer Wood, Ty Cragun, Tom Stuart
162 Construction; Sandy Harris, Craig Harris, residents; Taylor Spendlove, Brighton Homes.
163

164 1. PUBLIC COMMENTS
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166 There were no public comments.
167

168 2. CONSIDERATION OF A PROPOSED CONDITIONAL USE PERMIT FOR A
169 TEMPORARY LAYDOWN YARD AT APPROXIMATELY 260 EAST 350 NORTH.
170 CANYON PIPELINE, APPLICANT
171

172 Sherrie Llewelyn reported that this is related to the Questar Gas project that will be constructed
173 on Highway 89 to run from Bountiful to the transfer station on Eaglegate Drive. It will also
174 include improvements such as landscaping and a wrought iron fence around the existing transfer
175 station at Eaglegate Dr. As part of this project Questar will need a place to store their pipe and
176 equipment and have obtained a lease on the property at 260 East 350 North for that purpose. The
177 site is zoned Commercial Highway (CH) and has an enclosed yard with gravel to minimize dust
178 impact. Access to the site will be during normal hours of 7 a.m. to 5 p.m. At the conclusion of

179 the project the site will be re-vegetated and restored. The Development Review Committee
180 (DRC) recommends the following conditions: that the security fence be set back from the road a
181 minimum of 10' from the property line along 350 North. The temporary yard can only be used in
182 conjunction with the construction of the Questar Gas line as approved by UDOT, that access to
183 the site for loading and unloading be governed by the adopted noise control ordinance which are
184 specifically 6 a.m. to 11 p.m. June to August and 6 a.m. to 10 p.m. September through May
185 except in the event of an emergency, the site shall be secured at all times when not occupied by
186 construction crews, the site shall be prepared, operated and maintained in compliance with
187 SWPPP and best management practices to minimize dust and debris, the site shall be restored
188 and reseeded within 30 days of cessation of operations, the applicant shall provide proof of bond
189 and the duration of the temporary use permit shall be no longer than 180 days. The applicant
190 expects to have the project completed by the first of October.

191
192 Commissioner Baskin asked if all of the conditions are in the lease agreement with the property
193 owner. Sherrie Llewelyn replied that she has not reviewed the lease agreement as it was between
194 Questar and the property owner. During the pre-construction meeting with City staff, Questar
195 and Canyon Pipeline stated they were agreeable to all of these conditions.

196
197 **Council Member Mumford moved that the Planning Commission recommend to the City**
198 **Council approval of the conditional use permit for temporary laydown yard located at 260**
199 **East 350 North, with the following conditions:**

- 200
201 **Conditions:**
202
- 203 1) **The security fence shall be set back from the road a minimum distance of ten (10)**
204 **feet;**
 - 205 2) **The temporary yard shall be utilized only in conjunction with the construction of a**
206 **Questar Gas line as approved by UDOT on Highway 89;**
 - 207 3) **Access to the site for loading and unloading pipe and materials shall be governed by**
208 **the adopted noise control ordinance (Section 4-4-2) specifically between the hours of**
209 **6 a.m. and 11 p.m. (June-August) and 6 a.m. and 10 p.m. (September-May), except**
210 **in the event of a bona fide emergency;**
 - 211 4) **The site shall be secured at all times, when not occupied by construction crews;**
 - 212 5) **The site shall be prepared, operated, and maintained in compliance with SWPPP**
213 **and bet management practices to minimize the generation of dust and debris onto**
214 **City streets and abutting properties;**
 - 215 6) **The site shall be restored and reseeded within 30 days of cessation of operations and**
216 **completion of the project;**

- 217 7) **The applicant shall provide proof of bond, surety, or escrow for the restoration of**
218 **the site; and**
219 8) **The duration of the temporary use permit shall be no longer than 180 days.**
220

221 **Commissioner Kirkham seconded the motion. The motion was approved by Commissioners**
222 **Baskin, Knowlton, Garn, Kirkham, Mascaro and Council Member Mumford.**
223 **Commissioner Drinkall was excused.**
224

225 3. CONSIDERATION OF A PROPOSED SITE PLAN AMENDMENT FOR JT THORPE
226 LOCATED AT 1455 WEST CENTER STREET. TOM STUART CONSTRUCTION,
227 APPLICANT
228

229 Sherrie Llewelyn reported that the site plan approval and conditional use permit for the JT
230 Thorpe building was approved in June 2015 and that the construction is now complete. At the
231 final inspection, City staff found that there were several things which did not coincide with the
232 original plan. The proposed plan along the south and southwest property line adjacent to the
233 Jordan River and Jordan River Parkway Trail showed landscaping on the outside of the fence
234 and the fence was to be 8' inside the property line for an 8' buffer. At the final inspection the
235 landscaping was inside the fence and the fence was on the property line. The landscaping also
236 varied from what was shown on plan and included bark instead of the proposed grass. These
237 items were discussed because of the future trail and the need for a buffer there. The other issue
238 was that the applicant previously did not request outdoor storage but at the final site visit there
239 appeared to be a good amount of outdoor storage within the 6' chain-link fence. This outdoor
240 storage needs to be obstructed from view with a 6' masonry sight-obscuring fence per City code.
241 The applicant is now asking for a site plan and landscaping plan amendment to keep it the way
242 they have constructed it. The DRC has reviewed and is recommending denial of the
243 amendments.
244

245 Commissioner Baskin asked if the Planning Commission denies the site plan amendment what
246 the applicant would need to do at that point. Sherrie Llewelyn replied that they either need to
247 move the fence and fix the landscaping or appeal to the City Council.
248

249 Ty Cragun, Tom Stuart Construction, commented that JT Thorpe did not communicate to Tom
250 Stuart Construction that there would be outdoor storage to the extent that there is now and that
251 they would contact them in regards to what needs to be done to accommodate that. He said in his
252 opinion the fence compliments the property and that they were not told specifically that there
253 would need to be a masonry wall. He said the reason why the applicant put the fence on the
254 property line is to utilize the entire space that they are leasing.

Sherrie Llewelyn clarified that City code states that it must be a 6' high wall and not a fence and that there is a difference between a wall and a fence in that fences with slats are not allowed for outdoor storage.

Council Member Mumford commented that if the City allowed the applicant to leave the fence on the property line but that it must be replaced with a 6' masonry wall if the applicant would be agreeable to this compromise. Ty Cragun replied that there is a cost impact for making this change and that while they want to comply they are looking at the future and whether or not to bring additional tenants to the City if the requirements are too difficult.

Sherrie Llewelyn then clarified that the requirement for a 6' masonry wall has been in the City Code since 2007.

Commissioner Knowlton asked for clarification on outdoor storage. Sherrie Llewelyn said that the City Code states that the definition for outdoor storage is "any equipment, materials, goods, wares, merchandise, commodities, junk, debris, or any other item located outside of a completely enclosed building which is not displayed for sale or lease for a continuous period in excess of one business day."

Commissioner Knowlton commented that the nature of all City Codes in regards to buffers is relative to non-property owners or adjacent property owners to create a buffer for them and not within the property.

Commissioner Baskin said the issue is that the fence needs to be moved back and the landscape buffer needs to be along the Jordan River Parkway and that the applicant did the opposite. She asked how the applicant could have misunderstood this. Spencer Wood replied that reading through the City code that while a landscape screen may be required we took it as things inside the property are not intruding onto other properties.

Sherrie Llewelyn said that the plan submitted by the applicant for a building permit showed the fence was 8' from the property line.

Council Member Mumford said that the trees are installed so there should not be an issue with the required percentage of open space. Sherrie Llewelyn replied that there was no issue with open space and that the landscaping out front was nicely done.

Commissioner Baskin moved that the Planning Commission recommend denial of the requested site plan amendment approval for JT Thorpe at 1455 West Center Street with the following findings as provided:

- 1) The site was not constructed as was represented in the original application;**
- 2) The actual construction and proposed amendment do not meet the requirements of section 10-6-7 (E) of the North Salt Lake Zoning Ordinance, specifically the provision of a minimum eight foot buffer;**
- 3) The constructed chain-link fence with slats does not meet the requirements of section 10-1-33 of the North Salt Lake Ordinance, which specifically requires a minimum six foot wall of materials similar to the site construction.**

Commissioner Garn seconded the motion. The motion was approved by Commissioners Baskin, Knowlton, Garn, Kirkham, Mascaro and Council Member Mumford. Commissioner Drinkall was excused.

Sherrie Llewelyn clarified that as the building is over 33,000 square feet the application will go before the City Council.

4. CONSIDERATION OF A PROPOSED AMENDMENT TO A GENERAL DEVELOPMENT PLAN FOR ODELL CROSSING AT 210 EAST ODELL LANE. TAYLOR SPENDLOVE, BRIGHTON DEVELOPMENT UTAH, APPLICANT

Sherrie Llewelyn reported that the General Development Plan and P-District Zoning were given final approval for Odell Crossing on April 16, 2016 by the City Council. After that approval the developer entered into a purchase agreement with the property owner to the north, Mrs. Harris. The developer is now requesting an amendment to the approved General Development Plan to include this additional half acre. That property is zoned C-H and will be added to the P-District. The new concept plan will increase the number of townhomes from 32 to 44 units and the layout provides for the elimination of the emergency egress access onto Highway 89. The new layout will also provide for additional dedication of right of way for the entire frontage of the property to the intersection, widening of Odell Lane at approximately 10-14', and two accesses onto Odell Lane. The other addition to this development will be driveways for 32 units, 144 parking stalls, one acre of landscaping and a tot lot. The DRC recommends approval of this amendment. If approved it will go to the City Council and will then come back to the Planning Commission for a P-Zone and new development agreement.

Commissioner Kirkham commented that while the proposal to widen Odell Lane is great that this may impact the traffic study with the addition of twelve more units. Sherrie Llewelyn replied that

the impact would only be noticeable if 800 cars per hour were added as this would decrease the level of service. As the road will be widened this will maintain the service level A that Odell Lane is currently meeting.

Commissioner Knowlton asked what the City gains or may lose by going from 32 to 44 units. Sherrie Llewelyn replied that the gains are the economics, layout and open space with the courtyard. The City will get a widened right-of-way on Hwy 89 and Odell Lane will also be widened. There will be a better parking ratio, widened parks strip and sidewalk. The developer will also get more units.

Commissioner Garn asked if the Harris' home would be moved or demolished. Mr. Spendlove stated the home would be removed.

Commissioner Baskin said that the increased width of the road would be a plus and asked if that was anticipated to be safer for the school children as well. Sherrie Llewelyn replied that City staff does not believe there is a safety issue or a conflict per the traffic study. The increase in the road width should be anticipated to be safer.

Council Member Mumford commended the applicant and said this is a better option than the first two options that were presented. He asked in regards to ADA parking requirements in the project. Sherrie Llewelyn said that there should be one per every 25 stalls and that one guest stall would need to be a designated ADA stall.

Council Member Mumford also commented on the request for the addition of a sidewalk on the west side and to possibly have driveways on all the units. Taylor Spendlove, Brighton Homes, replied that they will extend the sidewalk on the south side to the back lot. He also said that while the City Council suggested driveways on all the units that they would like to maintain the amount of proposed open space.

Commissioner Baskin commented that this project has been greatly improved due to the Harris family. Taylor Spendlove replied that they Harris family has been very good to work with and that a lot of the improvements have been due to their willingness. He said they will not be moving their home and that it will be demolished.

Commissioner Kirkham asked the applicant if they anticipate cars passing each other and if there would be enough room. Taylor Spendlove replied that the right-of-way would be 27' and that this would be ample room. Street parking will not be allowed as it will mainly be driveways and there will be no parking signs.

Commissioner Mascaro moved that the Planning Commission recommend approval of the General Development Plan for Odell Crossing located at approximately 210 East Odell Lane with the following findings and subject to the following conditions:

Findings:

- 1) The General Development Plan conforms to the City's comprehensive General Plan;**
- 2) The plan meets all requirements of the development code.**

Conditions:

- 1) Site Plan will be amended to include:**
 - a. ADA parking required at 1/25 stall ratio**
 - b. Pedestrian connection to trail at southeast corner**

Commissioner Garn seconded the motion. The motion was approved by Commissioners Baskin, Knowlton, Garn, Kirkham, Mascaro and Council Member Mumford. Commissioner Drinkall was excused.

5. APPROVAL OF MINUTES

The Planning Commission meeting minutes of April 26, 2016 were reviewed and approved. **Commissioner Baskin moved that the minutes for the meeting of April 26, 2016 as perfect. Commissioner Knowlton seconded the motion. The motion was approved by Commissioners Baskin, Knowlton, Garn, Kirkham, Mascaro and Council Member Mumford. Commissioner Drinkall was excused.**

Council Member Mumford reported that the City Council is in the process of finalizing the budget and that the City Council approved a 2% merit increase and a 1.2% cost of living increase which was .8% lower than what was requested. The police department received a substantial market adjustment between 7-8%.

Commissioner Baskin asked if there were any additions to the budget for police body cameras. Council Member Mumford replied that the City already has a body camera policy and enough equipment so there were no additional requests at this time.

Commissioner Garn asked if the police motorcycles were in the budget. Council Member Mumford responded that all of the vehicles are paid through a pool that is collected from other departments and a vehicle replacement schedule is in place.

Commissioner Baskin asked how much was spent on litigation for the landslide. Council Member Mumford replied that per his understanding all of the cost of litigation has been paid through insurance. The City has spent \$750,000.00 of funds to remediate the safety concerns with the landslide and that some of those funds were matched by other business owners such as Questar Gas and Kern River.

Commissioner Baskin asked if the toe has been stabilized. Council Member Mumford replied that no additional action has been done except for a change order to do re-grading in some areas.

Commissioner Kirkham asked how confident the City was with the right and left shoulders in regards to movement and the geotechnical reports. Council Member Mumford replied that this would be a question for a geotechnical engineer.

Council Member Mumford then said that in regards to the budget, that there was a three to two vote to have a truth in taxation hearing for a 10% property tax increase.

6. ADJOURN

Chairman Pro Tem Knowlton adjourned the meeting at 8:29 p.m.



Chairman Pro Tem



Secretary