

NORTH SALT LAKE CITY  
PLANNING COMMISSION MEETING  
JUNE 14, 2016

**FINAL**

Chairman Pro Tem Ted Knowlton called the meeting to order at 6:33 p.m. and welcomed those present.

PRESENT: Commissioner Ted Knowlton  
Commissioner Kent Kirkham  
Commissioner Stephen Garn  
Commissioner Leslie Mascaro  
Council Member Ryan Mumford

EXCUSED: Commission Chairman Robert Drinkall  
Commissioner Lisa Watts Baskin

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

OTHERS PRESENT: none.

1. PUBLIC COMMENTS—

There were no public comments.

2. TOWN CENTER MASTER PLAN

Ken Leetham reported that City staff has compiled a list of items that the Town Center Master Plan recommends and asked the Planning Commission to consider which items they would like to recommend for approval to the City Council. The entire plan has gone through a review by City staff, the Development Review Committee (DRC), and the public through a public hearing and open house.

Mr. Leetham said there have been some minor changes made to portions of the plan, including the section on streetscapes and cross sections. There are three cross sections for Center Street including Center Street at Hatch Park looking west, Center Street between Highway 89 and Main Street looking west, and Center Street between Highway 89 and Orchard Drive looking east.

The section of Center Street at Hatch Park will have angled parking, bike lanes, a median and a 15 foot sidewalk. Center Street between Highway 89 and Main Street, which is in front of City Hall, will be similar with the addition of 15 foot sidewalks, angled parking and a bike lane. The street section of Center Street between Highway 89 and Orchard Drive, which will be the Town Plaza cross section, will not have a median but will have bike lanes, parallel parking and 15 foot sidewalks. This will require the addition of at least 7 feet of asphalt and an 18 foot right-of-way.

Ken Leetham showed examples of the 15 foot sidewalk area which include ideas for seating, unique paving, planters and other landscaping. These types of techniques and specific standards for these amenities would need to be added to the zoning ordinance in the future.

Mr. Leetham then reviewed the long-term cross section for Highway 89 that will require the expansion of the right-of-way to 110 feet and includes 7 foot sidewalks, 5 foot bike lanes, 8 foot landscaping areas, 10 foot setbacks from the buildings and a 12 foot landscaped median to accommodate potential Bus Rapid Transit (BRT) stations.

Commissioner Knowlton commented on the value of on-street parking and that with UDOT standards, bike lanes, and ample sidewalks all these amenities cannot be added without expansion and asked if this represents the right balance of those elements as the tradeoff would be no on-street parking.

Ken Leetham said that UDOT is not supportive of bike lanes on the Highway 89 corridor as they do not feel it is very safe.

Sherrie Llewelyn commented that UDOT is requiring the shoulder so City staff added the bike lanes in that shoulder.

Council Member Mumford asked if the bike lane was eliminated if there could be parallel parking there instead. Ali Avery replied that there is parking already on some parts of Highway 89.

Council Member Mumford asked as Highway 89 merges into Bountiful City if they would be doing a similar cross section with bike lanes or parking as it would be more of a benefit if it continues. City staff will discuss potential ideas with Bountiful.

Ken Leetham clarified that the recommended cross section preserves the capability for the most flexibility for future development. The right-of-way is 110 feet and will be dedicated in pieces as redevelopment occurs, so the decision regarding a bike lane or parking would not have to be made until a later date.

Ali Avery reported on street lighting and said City staff had met with a street light distributor who locally manufactures the poles and would be able to provide an easy ordering process for the City and developers so that all the lighting is standardized. She then presented three different style options that would match the architecture of the Town Center design. Each light has the option for branding with logos and the ability to add arms for banners and flower baskets or conduits for holiday lighting.

Ken Leetham commented that the decision on lighting would need to be made now as the Town Plaza lighting would be installed soon. All of the features in this plan are an investment in the beautification and improvement of the Town Center. These improvements will take resources but Community Development Area (CDA) funds can be used for these projects.

Sherrie Llewelyn commented that the distributor would also provide a lighting design plan with standards so businesses and developers can buy the same fixtures and keep the street lighting uniform throughout the area.

Ken Leetham reported on architecture and said it falls under goal three of the plan which is to improve the appearance of the Town Center and Highway 89 corridor. Providing certain requirements in the plan will help to establish a cohesive overall vision for features such as materials, colors, types of architecture, pedestrian level street lights, traffic culling, large pedestrian areas, signage, landscaping and decorative features such as grates, garbage cans, etc.

He then reviewed the different building types discussed in the plan which include storefront, stoop buildings, civic buildings, multi-family courtyard design, warehouse buildings, row buildings (residential or live/work) and yard building types. The plan recommends establishing a form based code for future development which helps to determine what requirements should be placed in the City code. Mr. Leetham expanded on the features that the City would want including articulation, planes and materials, appropriate proportion and scale, well-articulated back and sides of buildings, awnings and signage, and building lighting, materials and colors. He then showed examples of approved Town Plaza architectural types for residential and commercial buildings including the Loft at 99, Odell Crossing and the Williamsburg development.

Ken Leetham said that the next item was not detailed in the plan but was a recommendation from City staff. He explained that the Town Center lacks landscaping and showed pictures of Eagleridge Drive and the right-of-way areas and said that staff recommends performing a study and preparing a proposal for capital improvements to landscape these areas as they are mostly barren. Examples for improvement could be planting native trees and plants which would require low maintenance overall.

Ken Leetham then explained what the City would be committing to by officially adopting the plan including adopting a land use plan including trails, open spaces, walkways and specific street cross-sections, expanding Hatch Park, establishing a BRT system, improving the Town Center, completing a streets network, trail building, walk-ability, shared parking, decorative street lighting, street-level amenities, utilizing form-based code, a branding study for the City, new zoning for the Town Center and a historic resource designation for Bamberger sites.

Commissioner Knowlton asked what the branding study would address. Ken Leetham replied that it would address signage, street and place names, how the City markets itself through logos, way-finding elements, etc.

Additional staff recommendations have arisen to help address questions from developers such as the definition of mixed-use, how much non-residential development the City would like to see and how feasible that amount would be. These suggestions include an economic analysis on the approved land-use plan while taking into account the demand for and the strategic locations of retail, office and non-residential uses.

The Planning Commission discussed flex space or a mix of work/live units and having hybrid buildings that could be used as residential now until the market demands other uses.

Commissioner Mascaro commented that flex space could be an issue for developers as it is more costly and that maybe incentives could be offered to encourage more work/live buildings.

Ken Leetham then said the second staff recommendation is a plan to create a landscaping and streetscape beautification plan for City owned property and also set requirements for private locations. The third recommendation is the implementation of tree planting/landscaping plans for Center Street between the Town Center and Redwood Road. Trees would improve the corridor and help the City maintain the Tree City USA commitment. The fourth recommendation is per the City Council's request for the creation of a pathway and trail building capital facilities plan so that the planned trails are implemented. The fifth requirement is for the completion of a parking analysis to determine how much and what type of parking should be included in future City ordinances. The parking analysis would be recommended at a later date than the proposed plan as it will take a little more time to complete but would be adopted with the proposed zoning changes.

Mr. Leetham then outlined the next steps going forward with the first step to include formulating a recommendation to the City Council regarding the plan. The second step would be formulating a list of priorities among all the various tasks and pieces of the plan with the codification of architectural design standards, form-based code principles, implementation of planned trail

corridors, a street lighting plan, public parking strategies and the expansion of Hatch Park. The third step would be City Council adoption of the plan, then implementation. He explained that the steps would not need to be done in a particular order but could be completed based on priority, time and available funds. Mr. Leetham said that one concept could be to let the CDA funds accumulate for a few years as it generates annual revenue and put a larger amount of funds towards the start or completion of certain projects.

Commissioner Knowlton suggested that the improvements should be focused on geographical priorities such as the Center Street area. Ken Leetham said that certain projects such as beautification of Highway 89 or expanding Hatch Park would be more conducive to improving the Town Center. Hatch Park needs to be better utilized as a community gathering space for events.

Commissioner Garn asked what would trigger or help redevelop the area on the other side of the City building. Ken Leetham replied that either the City or a developer would need to assemble the property. The barrier is that the area has been broken into small parcels and as the City continues to invest in the Town Center that more private investment will come in and create demand for the area. These parcels will then be in demand as the market is energized and will create redevelopment there. He said that once the Williamsburg development is done that the City should see some economic change.

Council Member Mumford commented on some of the issues in that area including the current buildings there and the bare hillside and said that the focus is on the gateway to the City. Ken Leetham said that the feedback he has received from developers, for a multi-story office in Eaglewood village, is the view of the refinery. He said there are some barriers but once new development comes in that will create synergy and encourage more redevelopment.

Commissioner Knowlton said that in regards to parking that it will be hard to determine the demand as there will be transit, walk-ability and biking. He said that it may be a good thing if parking is constrained in the area. Ken Leetham said that a case study could be done to compare similar downtown areas to see what has been done and that options could be presented to the Planning Commission and City Council.

### 3. APPROVAL OF MINUTES

The Planning Commission meeting minutes of May 24, 2016 were reviewed and approved. **Commissioner Garn moved to approve the minutes for Planning Commission work session and regular session of May 24, 2016 stand approved as corrected. Council Member Mumford seconded the motion. The motion was approved by Commissioners Knowlton,**

**Garn, Kirkham, Mascaro and Council Member Mumford. Commissioners Drinkall and Baskin were excused.**

4. ADJOURN

Chairman Pro Tem Knowlton adjourned the meeting at 8:15 p.m.

  
Chairman Pro Tem

  
Secretary