

NORTH SALT LAKE CITY  
PLANNING COMMISSION MEETING  
OCTOBER 28, 2014

**FINAL**

Chairman Robert Drinkall called the meeting to order at 6:31 p.m. and welcomed those present.

PRESENT: Commission Chairman Robert Drinkall  
Commissioner Stephen Garn  
Commissioner Lisa Watts Baskin  
Commissioner Ted Knowlton  
Commissioner Kent Kirkham  
Council Member Ryan Mumford

EXCUSED: Commissioner Kim Jensen

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

OTHERS PRESENT: Ron Dean, Shane Dean, David Johnson; Structural Steel & Plate Fabrication; Corey Christensen, Blue Star Gas; Skyler Jenks, Target Labels.

1. PUBLIC COMMENTS

There were no public comments.

2. CONSIDERATION OF A SITE PLAN FOR BLUE STAR GAS LOCATED AT 95 UNION AVENUE. CHRIS MASTRUP-BLUE STAR GAS, APPLICANT

Ali Avery reported that Blue Star Gas and Warren Energy Group are sharing the building space at 95 Union Avenue. Warren Energy Group has been operating in the City since 2010 and Blue Star began operating in 2013. They would now like to expand the building space to accommodate business growth. They are proposing to construct the new building, which will be approximately 1,280 square feet in size, behind the existing office space. The building will be constructed of metal, but as the application was submitted prior to the new code amendments pertaining to metal buildings, they will not be obligated to follow those regulations. They will be required to have a wainscot finish on the building on any side visible to the street and the Development Review Committee (DRC) recommends this as a condition for approval.

In 2010, a site plan was approved for the installation of the tanks. This site plan included plants in the decorative gravel area and the retention area. Since that time, the retention area was re-graded and the landscaping was removed and vehicles have been parking in the landscaped area to accommodate the turning radius for semi-trucks. Going forward, no parking would be allowed in the landscaped area and the applicant will be changing the truck movements on site so that no further parking on the landscaping will occur. The applicant will be adding more landscaping in the front with 31 trees and a drip irrigation system. They will also be adding a 6' high sight obscuring chain-link fence in front of the tanks, 20' behind the curb and gutter. They will also restore the retention area to what was originally approved in 2010. The applicant is proposing 21 parking stalls which exceed the City code requirements. The City's Engineer has reviewed and approved the drainage plans.

The DRC recommends approval with the condition that any portion of the building that is visible from the street must have a 4' high wainscot finish.

Council Member Mumford asked if this was part of the Orbit EDA area. Ali Avery replied that she believes that all the properties on Union Avenue are included in that EDA.

Commissioner Baskin asked if Blue Star Gas was petroleum or natural gas. Corey Christensen replied that it is liquefied petroleum gas or propane.

**Commissioner Garn moved that the Planning Commission approve the site plan for Blue Star Gas located at approximately 95 Union Avenue subject to the following condition:**

- 1) Any portion of the proposed building that is visible from the street must have a 4 foot high wainscot.**

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

- 3. CONSIDERATION OF A SITE PLAN FOR A BUILDING ADDITION FOR TARGET LABELS LOCATED AT 95 SOUTH RIVERBEND WAY #4. JAY JENKS, APPLICANT**

Ali Avery reported that Target Labels is located in the north end of the building at 95 South Riverbend Way and that they would like to expand their storage area. The existing building is 31,114 square feet in size with the proposed addition to be 1,061 square feet. The surfacing of the addition will be brick to match the existing building and will be 14' in height. Due to the

location of the addition, 4 existing parking stalls will be removed leaving 55 parking stalls which is the exact number required per the City's parking requirements. There will be no changes to the landscaping or drainage on site. The applicant has approval from the owner's association for the construction and the DRC recommends approval of the site plan with no conditions.

Commissioner Knowlton asked if the addition complies with the setbacks and drive aisles per City code. Ali Avery replied that it does not affect the drive aisle and that there is a 0' side yard setback.

**Council Member Mumford moved that the Planning Commission approve the site plan for Target Labels located at approximately 95 South Riverbend Way with no conditions. Commissioner Garn seconded the motion. The motion was approved by Commissioners Baskin, Drinkall, Knowlton, Garn, Kirkham and Council Member Mumford. Commissioner Jensen was excused.**

4. CONSIDERATION OF A SITE PLAN FOR STRUCTURAL STEEL & PLATE FABRICATION LOCATED AT 125 WEST 500 NORTH. TAYLOR DEAN-STRUCTURAL STEEL AND PLATE FABRICATION, APPLICANT

Ali Avery reported that Structural Steel has been operating in the City for many years and that they would like to construct an additional storage building on the site. This addition will be 9,230 square feet in size and will be constructed of painted steel. As this application was also submitted prior to the code amendment related to metal buildings they will not be restricted by those requirements. The addition is also not visible from the street so they will not be required to install a wainscot finish. The DRC found that no additional landscaping or parking on site will be required. However the drainage on site is affected and the City's Engineering Department is waiting on the results from the percolation test for the site. The DRC recommends approval with the condition that the result of that test be received prior to the issuance of a building permit.

Commissioner Garn asked if the surfaces on the site would remain gravel or if new asphalt would be laid. Ron Dean, Structural Steel & Plate Fabrication, responded that it would remain gravel.

Council Member Mumford asked what would be stored in the proposed storage building. Ron Dean replied that it would be used to store forklifts and equipment as they were currently being left out in the elements.

**Commissioner Baskin moved that the Planning Commission approve the site plan for Structural Steel & Plate Fabrication located at approximately 125 West 500 North subject to the following Condition:**

- 1) A percolation test must be completed and submitted to the City's Engineering Department prior to the issuance of a Building Permit.**

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

Ken Leetham commented, after the motion was complete, that Structural Steel has been very supportive of the City's K-9 program in the police department. He said they had made a significant financial contribution to the program and that they were a good friend to the City.

- 5. CONSIDERATION OF A CONDITIONAL USE PERMIT FOR PELE'S AUTOMOTIVE LOCATED AT 625 NORTH MAIN STREET. PELE & PELENATETE PUEFUA-PELE'S AUTOMOTIVE, APPLICANT**

Ali Avery reported that Pele's Automotive is seeking approval for an automotive repair shop at 625 North Main Street. They will be doing automotive paint, interior repair and maintenance which is a conditional use in the Manufacturing Distribution (MD) zoning district. This business was previously located at 220 South Highway 89, but the applicant is requesting to move their operations. They will be leasing the east half of the building which is approximately 1,500 square feet in size. They will also be leasing the storage area to the south of the building and are aware that they will be required to install dustless gravel and a 6' high chain-link fence with slats in that storage area. The fence may not be located within 20 feet of the public street.

The parking requirements are 12 parking stalls with 1 ADA stall but as there is currently no striped parking on site, the DRC recommends that 3 parking stalls be striped on the concrete pad in the front of the building and that the west end of the site be surfaced with dustless gravel to accommodate any other parking that is needed.

As the applicant is also proposing to have a paint booth on site, a building permit for the installation of the paint booth will be required for any new construction. The DRC is recommending approval with 3 conditions: dustless gravel be installed in the storage areas, a 6' high chain-link fence with slats be installed east of the storage yard, and 3 additional parking stalls be striped at the east end of the site. All these requirements must be met prior to issuance of a business license.

Commissioner Baskin commented that there were only 3 striped parking stalls and a dustless gravel area for the additional 6 parking spots. She asked if this was the best way to handle the parking issue. Ali Avery replied that the DRC had determined this was the best solution as the applicant was only applying for a conditional use permit at this time. If a building or site expansion were being proposed through site plan review, then the noncomplying aspects of the site would have to come into compliance with the current City Code regulations at that time.

Commissioner Garn asked if a building permit would be required for the installation of the proposed paint booth in the building. Ali Avery replied that this was a code requirement already and could be enforced without a condition of approval. She said that the Fire Department and the City's Building Department would inspect the paint booth for proper ventilation, etc.

**Commissioner Knowlton moved that the Planning Commission approve the conditional use permit for Pele's Automotive located at 625 North Main Street subject to the following conditions:**

- 1) Dustless gravel must be installed in the storage area and any un-paved parking areas prior to issuance of a business license.**
- 2) A 6 foot high chain-link fence with slats must be installed directly east of the storage yard (but at least 20 feet away from the street) prior to issuance of a building license.**
- 3) Three (3) additional parking stalls must be striped at the east end of the site in accordance with City standards prior to issuance of a business license.**

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

#### **6. DISCUSSION OF PROPOSED ZONING PROVISIONS RELATED TO DESIGN STANDARDS AND GUIDELINES FOR NON-RESIDENTIAL DEVELOPMENT**

Ken Leetham commented that there would be no presentation as Jim Spung was out. City staff is working on additional code changes and will bring this item back in a few weeks. He then reported that the City had received a grant from the Wasatch Front Regional Council for improvements to the Towne Center and US 89 Corridor through a local resource planning grant program. The consultant group has been chosen and has already reviewed the scope of work to be performed. The work from the area's general plan will be used to create more specific land

use plans to help attract developers and can also be used in partnership with the CDA project which is also in that area.

Commissioner Knowlton commented that he was on the selection committee and that while he was recused from the selection, the City's application was the top rated application which attests to the attractiveness of this project and the quality of the application.

Ken Leetham reported that there is another exciting project coming up for the bowling alley property and that there would be great changes for the City center and downtown area.

Commissioner Baskin asked how much the grant amount would be. Ken Leetham replied that the City's contribution is \$25,000 and Wasatch Front Regional Council's portion would be \$35,000. City staff and members of the Wasatch Front Regional Council selected the consultant group for this project from three companies through a bidding process.

Commissioner Drinkall asked how this map for this CG project area was determined. Ken Leetham responded that the map is compiled based on the history of business licensing and properties that had unique problems or characteristics. He also said that this area is distinct and newer than the industrial park area between Redwood Road and 1-15.

Commissioner Drinkall also asked about the rectangular properties and if they could be used in a different way. Ali Avery replied that the owners of the properties on Center Street that extend to the Foxboro area, specifically the Paperbox property, are interested in subdividing that property to make the land more useable.

Ken Leetham said that City staff has talked to all the property owners along Center Street about new development and land use proposals including retail opportunities.

Commissioner Garn asked about the progress of the UDOT study for an off-ramp. Ken Leetham responded that the City and UDOT have entered into an agreement to provide the funding for the transportation study and that there would be a kick-off meeting in November.

Commissioner Baskin asked for the status of the Deer Hollow Park specifically in regards to the ADA equipment and what would happen if the City does not receive the grant money. Ken Leetham replied that Deer Hollow Park is complete except for the recreational equipment. The City has been required, in order to get funding through the Community Development Block Grant Program, to prove that this would serve a low to moderate income population in the area. The initial study area for the survey that was submitted to the County was denied as it was too narrow and now the City needs to expand the study area and receive approval for the new area.

Mr. Leetham said that park equipment would most likely be installed whether or not the grant money is received. He then outlined the necessary steps to obtaining the grant money for the ADA park equipment. These include receiving approval from the County for the subject area, expanding the survey into that approved area, and then the County's determination if the City qualifies for the funding or not once the survey results are received.

Council Member Mumford asked about the denial process in regards to the standards and guidelines for the City's design standards and if City staff would deny applicants before the design was brought before the Planning Commission and City Council. Ken Leetham replied that it would need to be a detailed process with specific code that would make it easier for City staff to bring the applications and projects before the Planning Commission and City Council.

Council Member Mumford then said that the landscaping section sets a design standard of 25% and that this might not be feasible on some existing lots. Ken Leetham responded that a straight percentage may not achieve the right look and feel and that the City wants to reward quality rather than quantity. He also said that the City may need to devise a landscaping guidebook with illustrations to help convey to property owners what could be done.

Council Member Mumford commented on the loading bay area section of the proposed design standards and how to screen them from the public corridor. He said that many of the buildings are built with the loading bays in the front and asked if builders were being asked to build them in the back going forward. Ken Leetham replied that these regulations would apply to new development going forward and would be problematic for existing buildings. The code is written to be voluntary for existing buildings and mandatory for new properties. The City would need to be proactive and initiate zoning changes in new and existing areas.

Commissioner Drinkall then welcomed the new Planning Commission member, Kent Kirkham, and asked him to introduce himself. Kent Kirkham said he has lived in North Salt Lake since 2000. He has 5 daughters and has been a builder/general contractor for most of his career. He is also involved with Uniting Neighbors and lives in the Eaglewood area of the City.

## 7. APPROVAL OF MINUTES

The Planning Commission meeting minutes of October 14, 2014 were amended and approved.

**Council Member Mumford moved that the minutes from the Planning Commission meeting on October 14, 2014 be approved as amended. Commissioner Baskin seconded the motion. The motion was approved by Commissioners Baskin, Drinkall, Knowlton, Garn, Kirkham and Council Member Mumford. Commissioner Jensen was excused.**

Commissioner Drinkall commented that the by-laws were last updated in 1996 and that possible updates and amendments be made at a future Planning Commission meeting.

8. ADJOURN

Chairman Drinkall adjourned the meeting at 7:36 p.m.

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Chairman

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Secretary