

CITY OF NORTH SALT LAKE
PLANNING COMMISSION MEETING
FEBRUARY 8, 2022

FINAL

Commission Chair BreAnna Larson called the meeting to order at 6:30 p.m. and William Ward led those present in the Pledge of Allegiance.

PRESENT: Commission Chair BreAnna Larson
Commissioner Ryan Holbrook
Commissioner Ron Jorgensen
Commissioner Katherine Maus
Commissioner Irene Stone
Commissioner Brandon Tucker
Commissioner William Ward

STAFF PRESENT: Sherrie Pace, Community Development Director; Mackenzie Bennett, Planner.

OTHERS PRESENT: Dee Lalliss, Gentry Holbrook, residents.

1. PUBLIC COMMENTS

There were no public comments.

2. NEW COMMISSIONER INTRODUCTIONS

Irene Stone reported that she had lived in the City for six years. She is currently employed at the Utah State Board of Education and previously taught at Foxboro Elementary School.

Ryan Holbrook said he also lived in the City for six years and grew up in Davis County. He founded an engineering firm that built wastewater filtration equipment for power plants and municipalities.

3. CONSIDERATION OF A CONDITIONAL USE PERMIT FOR A COMBINED
TOTAL DRIVEWAY WIDTH OF 39 FEET AT 823 WEST OXFORD DRIVE, MATT
SHURTLIFF, APPLICANT

Mackenzie Bennett reported that the applicant, Matt Shurtliff, was the owner of 823 West Oxford Drive. The existing conditions of the lot consisted of a two-story single-family dwelling unit, a small shed, and one 24-foot-wide driveway on Oxford Driveway. The lot is located in the Foxboro P District zone and adjacent to property zoned general commercial (CG).

The applicant would like to build a detached garage on the south side of their property. To access this garage the applicant has requested a conditional use permit that would allow them to create a second driveway that was 15 feet wide. The two driveways (existing and proposed) would equal 39 total feet.

Ms. Bennett explained that this conditional use permit was not for the proposed accessory structure. Plans for that structure would be reviewed during the building permit process. This application was specific to the total width of the driveways allowed on the property. The subject lot has a frontage of approximately 200 linear feet and is located on a corner and therefore is permitted up to two driveways. City code 10-6-2 allows a residential lot with greater than 100 linear feet of frontage to have up to two access driveways. When combined these driveways must not equal more than 30 feet wide unless a conditional use permit is granted by the Planning Commission. With a conditional use permit, the combined driveway size could be increased up to 40 feet. She said the existing driveway on Oxford Drive was 24 feet wide and the proposed secondary driveway on Cutler would measure 15 feet wide for a total width of 39 feet.

Mackenzie Bennett explained the details of a clear view area, which was measured from driveways and intersections to ensure there is enough room for a vehicle to have visible access to their surroundings when exiting a driveway or turning at an intersection. It is measured in a ten-foot triangle which started at the point when the driveway met the sidewalk and ten feet into the property and along the property. Ms. Bennett said there were some concerns with the clear view area on this property due to the existing six-foot vinyl fence. Staff has determined that the existing fence was a legal non-conforming use and was compliant with code when it was constructed. She reported that prior to this meeting, the applicant agreed to remove any fencing, trees, and other site obscuring objects from the clear view area as defined by City code 10-1-31.

The site plan submitted by the applicant did not show the sidewalk along Cutler Drive being replaced. Any sidewalk removed must be replaced in accordance with the City Engineering Standards. Before any work can begin in the public right of way the applicant must obtain an excavation permit from the City and before the accessory structure can be constructed the applicant must obtain a City issued building permit.

The Development Review Committee (DRC) recommended approval with three conditions including that any sidewalk that was removed must be replaced in accordance with the City Engineering Standards, an excavation permit must be issued by the City prior to any work occurring in the public right of way, and any trees, fences, and other site obscuring objects cannot be within the clear view area as defined by City code 10-1-31.

Commissioner Holbrook asked if the 40 feet that was permitted included the cutout in the curb so the applicant could concrete the 5 foot and 10.6 foot sections on either side of the driveway. Sherrie Pace replied that it was measured where the property line and sidewalk met. She said it could be widened out, but the approach could not be wider than 15 feet.

Chair Larson clarified that the conditional use permit was to grant the nine additional feet. Mackenzie answered affirmatively.

Commissioner Jorgensen moved that the Planning Commission approve the conditional use permit for a combined total driveway width of 39 feet at 823 West Oxford Drive with the following conditions:

- 1) Any sidewalk that is removed must be replaced in accordance with the City Engineering Standards;**
- 2) An Excavation Permit must be issued by the City prior to any work occurring in the public right of way;**
- 3) Trees, fences, and other site obscuring objects cannot be within the clear view area as defined by City code 10-1-31.**

Commissioner Tucker seconded the motion. The motion was approved by Commissioners Holbrook, Jorgensen Larson, Maus, Stone, Tucker and Ward.

4. REPORT ON CITY COUNCIL ACTIONS ON ITEMS RECOMMENDED BY PLANNING COMMISSION

Sherrie Pace reported that the City Council reappointed Planning Commissioners Tucker and Ward to a second term for an additional four years. The Council also appointed Ryan Holbrook and Irene Stone to fill the vacant seats left by Ted Knowlton and Alisa Van Langeveld. She said that with the two new Commissioners, a new building inspector, and a permit technician that staff could now focus on creating a to do list of priorities for the Commission for 2022.

Chair Larson asked about the next step for the form based code. Sherrie Pace recommended a review, particularly for the two new Commissioners, and then a work session with the City Council. This would be followed by a public open house and a public hearing once the document was ready for adoption.

Commissioner Jorgensen questioned what the second priority would be such as permitted and conditional uses. He asked if the Commission could review the list of items that needed to be completed. Sherrie Pace responded that the other top priorities included code updates to business licensing and code enforcement, driveways, special events, and the revision to the subdivision ordinance. She also mentioned issues with code enforcement and the need for simplification as well as clarifying definitions.

5. APPROVAL OF MINUTES

The Planning Commission meeting minutes of January 11, 2022 were reviewed and approved.

Commissioner Jorgensen moved to approve the January 11, 2022 meeting minutes as drafted. Commissioner Ward seconded the motion. The motion was approved by Commissioners Holbrook, Jorgensen Larson, Maus, Stone, Tucker and Ward.

6. ADJOURN

Chair Larson adjourned the meeting at 6:52 p.m.

The foregoing was approved by the Planning Commission of the City of North Salt Lake on Tuesday, March 8, 2022 by unanimous vote of all members present.



Wendy Page, City Recorder