

CITY OF NORTH SALT LAKE
PLANNING COMMISSION MEETING
ANCHOR LOCATION: CITY HALL
10 EAST CENTER STREET, NORTH SALT LAKE
JULY 11, 2023

FINAL

Commission Chair BreAnna Larson called the meeting to order at 6:30 p.m.

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 Johnson, Planner; Meredith Covey, Planning Intern.

OTHERS PRESENT: Dee Lalliss, resident.

1. PUBLIC COMMENTS

There were no public comments.

2. CONSIDERATION OF CONDITIONAL USE PERMIT FOR JPL BALLISTICS AT 847 NORTH POINTE CIRCLE

Meredith Covey reported that JPL Ballistics had applied for a business license at 847 Northpointe Circle which was located in the Manufacturing Distribution (MD) zone where miscellaneous manufacturing was conditional. This location would serve as the manufacturing location for lead projectiles that would be coated in polymer, baked in an oven, and then sized. There would be no retail sales at this location. Small amounts of acetone would be used and stored in approved containers per fire code. The business owner was in the process of obtaining a federal firearms license for the manufacture of firearm products. There would be a maximum of one employee on shift at a time and six parking spaces were dedicated to the business. The Development Review Committee was recommending approval with no conditions.

Commissioner Jorgensen moved that the Planning Commission approve the conditional use permit for JPL Ballistics at 847 North Pointe Circle with no conditions. Commissioner

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

3. DISCUSSION OF DRAFT CODE AMENDMENTS

- a) SUBDIVISIONS
- b) CONDITIONAL USE PERMIT
- c) NOTICING

Sherrie Pace reported on changes made by the Legislature related to land use. This included noticing for public hearings, public meetings and the changes required statutorily and Class A notices related to agendas and Class B notices which were direct notices to affected property owners such as a zone change. She said another big change was how subdivisions were processed. Currently the process was concept plan (with review by commission then council) then preliminary plan (with review by commission then council), and then final plat (with review by commission then council). This has been changed per State code to remove concept plan review by the Commission and Council. A developer could request concept plan review by staff for a single family, duplex, or townhome developments. The City could require concept plan review for other developments and subdivisions for industrial or commercial. Preliminary plan would be reviewed by the administrative land use authority to be designated by each city. This could be the Planning Commission or city staff. Final plat could only be reviewed by staff and not the City Council. The only time a subdivision plat would be reviewed by the City Council would be for a plat amendment vacating a public utility or street.

Sherrie Pace spoke on the multiple changes that needed to be made including the addition of Title 13 for a subdivision ordinance. Chapter 3 would include zone changes and code amendments. Title 3 would be the general provisions, specific roles, and concept plans. She provided a highlight of the draft including optional concept plan, preliminary plan reviewed by the designated land use authority, major and minor subdivision clarification and what would be reviewed by staff or the Planning Commission. A schedule for review was provided to complete these draft code amendments.

Commissioner Holbrook clarified that the Commission had received Chapters 1- 3 of Title 13 for review. Sherrie Pace said the next sections to review would be preliminary and final plat.

Commissioner Jorgensen asked if conditional use permits would be reviewed and minimize what was permitted or not. Sherrie Pace replied affirmatively and said this would require review of what would remain a conditional use with standards. She said the subdivision ordinance would be completed first and then conditional uses.

Commissioner Jorgensen asked about the practical implications of this change in process would be related to the Planning Commission. Sherrie Pace said it would not be a big change for the Planning Commission but it would be a significant change for the City Council, as an elected

body, they would not longer have input on a subdivision other than when the subdivision ordinance was adopted.

Commissioner Holbrook asked if there was any merit to discussing what the designated administrative land use authority should be before the remainder of the draft revision was completed. Sherrie Pace replied that if the Planning Commission felt that minor subdivision should be reviewed by the Commission then the draft could be changed. She said the Commission could not be the administrative land use authority for concept plan or final plat but only preliminary plan and plat amendments.

Commissioner Jorgensen said the geologic hazard map which triggered the reviews was dated and suggested that the consultant who was completing the General Plan update could provide an up to date map. Sherrie Pace responded that the City Engineer would like to update the maps and had additional changes to the geologic hazards ordinance already in the works.

Commissioner Maus asked if Title 13 defined what was able to be subdivided in terms of size and setbacks, etc. Sherrie Pace said this was in the land use ordinance in Title 10 and specified setbacks, etc. for each zone. This was just the application of how to apply for a subdivision and what should be shown on the plat. The applicant would still need to meet all the requirements of the zone and standards and specifications manual.

Commissioner Maus asked if the Standards and Specifications manual was an adopted policy. Sherrie Pace replied affirmatively and said it was available on the City's website.

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

Sherrie Pace reported that the City Council did not have a meeting on July 4th.

5. APPROVAL OF MINUTES

The Planning Commission meeting minutes of June 27, 2023 were reviewed and approved.

Commissioner Maus moved to approve the minutes from the June 27th meeting with no changes. Commissioner Holbrook seconded the motion. The motion was approved by Commissioners Holbrook, Larson, Maus, Stone, Tucker, and Ward. Commissioner Jorgensen was excused.

6. ADJOURN

Commission Chair Larson adjourned the meeting at 6:56 p.m.

The foregoing was approved by the Planning Commission of the City of North Salt Lake on Tuesday, July 25, 2023 by unanimous vote of all members present.



Wendy Page, City Recorder