

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

FINAL

Commission Chair Pro Tem William Ward called the meeting to order at 6:29 p.m.

PRESENT: Chair Pro Tem William Ward
Commissioner Ryan Holbrook
Commissioner Ron Jorgensen
Commissioner Irene Stone
Commissioner Brandon Tucker

EXCUSED: Commission Chair BreAnna Larson
Commissioner Katherine Maus

STAFF PRESENT: Sherrie Pace, Community Development Director.

OTHERS PRESENT: Dee Lalliss, resident.

1. PUBLIC COMMENTS

There were no public comments.

2. WORK SESSION: DRAFT CODE AMENDMENTS

a. TITLE 13, CHAPTER 6: PUDS, CONDOS, MOBILE HOME/RV PARKS

Sherrie Pace reviewed the draft Subdivision Ordinance, Title 13, Chapter 6 for PUDs, Condos, Mobile Homes and RV Parks and the proposed changes. The first section 13-6-010: PUDs (Planned Unit Developments) creates a process for PUD subdivision requiring they meet standards of regular subdivisions with specific provisions that can be modified for a PUD. Section A-C is the purpose statements and applicability sections, which are to consolidate open spaces by clustering, Section D provides the process for review which is the same as Chapter 5 Subdivisions, and Section E lists the process for modification of other standards which are not specifically listed in the PUD section. She explained that the existing language for a modification used the term “variance” which is incorrect, as a variance would go before a hearing officer and its purpose is to guarantee a property right that would be lost without a variance. She explained that a modification to the design standards is considered a legislative change and can only be approved by the City Council. Thus a process is required to for that approval has been added to this section with a recommendation from the Planning Commission. The process for

modification of standards includes an application for modification, staff review, a Planning Commission review with public hearing, the Commission would then make a recommendation to the City Council who would approve the modification. The Commission would have the option to conditionally approve a preliminary plat upon approval of the modification by Council or table the preliminary plat until the Council acted on the application. Examples of modifications could be length of a dead end road, maximum slope of street, modification to install sidewalk on only one side of a street, change in the maximum density, etc. Section F specifies that PUDs in Planned (P) Districts must have a development agreement with all design standard modifications listed. Section G states that PUDs must comply with the underlying zoning in relation to use and density of that zone.

Section H addresses PUD Standards with the minimum development size established by the Planning Commission. She explained that the recommended standards come from experience with previous townhome developments. The draft recommends a perimeter setback of 15 feet, increased perimeter setback to 25 feet for buildings over two stories in height when adjacent to single family zones/uses, the front street setback of 20 feet, and the front setback from a perimeter or physical barrier, like a retaining wall, is 25 feet.

Commissioner Jorgensen mentioned building separation and asked about the maximum height and limitations for a P District. He suggested that the taller the building the bigger the setback to avoid a tunnel type feeling between buildings. Sherrie Pace replied that these were standards for PUDs and the standards for the P District zone would need to be updated as well. She would include language in this revision to address having more distance between buildings related to the height of the buildings.

Chair Pro Tem Ward questioned if the Form-Based Code would have replaced the P District if it had been adopted. Sherrie Pace replied that P Districts, particularly outside of the Town Center, would not have been affected by the Form-Based Code.

Sherrie Pace reported on additional PUD standards in 13-6-010 Section H including building separation (facades/courtyards) of 30 feet with encroachments of porches, patios, awnings, decks up to 5 feet, fenced front courtyards would be limited to 10 feet, and minimum of 5 foot walkways in separation areas. Building separation of rear facades with no garage access would be 30 feet and a fenced limited common area of 15 feet. Building separation side facades would be 25 feet with 5 foot walkways. Rear setbacks on alley loaded garages would be 5 feet from the garage door to the alley/private road. Private street width would be 26 feet from the right of way with 24 feet of pavement. Other standards included driveways that were 22 feet long where required or provided. The draft for the parking recommendation was based on Title 10, Chapter 6 and has a provision to decrease the parking based on bedroom count with the recommendation for a studio/one bedroom at 1.25 stalls, a two bedroom at 1.75 stalls, and three or more bedrooms at 2.25 stalls per unit as well as requiring one covered space per unit for exclusive and permanent use. She explained that these numbers are not set in stone, rather as a starting point for the

Commission and Council to consider and modify. Further reduction of parking via modification approval by the City Council based on parking study, development type, proximity to transit, proximity to shared parking facilities, and other unique circumstances.

Chair Pro Tem Ward questioned if it would be preferable to set the base amount higher to allow for negotiation when developers asked for a parking reduction.

Commissioner Stone asked about obtaining data related to parking for a studio vs one bedroom, etc. Sherrie Pace responded that this may be a future project for staff to survey multifamily dwellings to determine the number of vehicles per unit as well as the number of bedrooms. She explained how she is proposing to get more accurate data for how parking is correlated to actual residents within North Salt Lake. The Commission had a brief discussion on how helpful current parking information would be for determining parking ratios.

Sherrie Pace explained the next section H is drafted to regulate how buildings are built on sloped streets by stepping the building across the slope. Additional requirements include that the front door be no lower than the curb height at the street level and that the front door be no higher than three feet above the curb height. The lot area, width, yard, height, and lot coverage would be determined by the Planning Commission. She showed examples of multifamily developments with front doors at, below, and above street level and how the doors at street level had a nicer streetscape and better accessibility.

Commissioner Stone asked about ADA accessibility for the examples that had front doors below or above street level and that required stairs to access the homes. Sherrie Pace responded that there was only a certain percentage of units that had to be ADA accessible and that there were different requirements for townhomes/condos that were a for sale product versus apartments.

Commissioner Jorgensen mentioned a scenario with one utility, such as a gas meter, that was shared for a condo development. He shared the example of apartments that were converted to condominiums. Sherrie Pace replied that a master meter could be utilized for apartments but for sale units, such as a townhouse, would each need separate utilities. She said requirements could be added to the code to address conversion projects and establishing separate meters and connections.

The Commission had a brief discussion about the three examples of multifamily development at, above, and below street level and the pros and cons of each.

Sherrie Pace continued with the additional requirements including providing free flow of air and direct sunlight (no overcrowding), maintained solar access, water efficient landscaping, dedicated public spaces, easements for permanent open spaces, and common area rules under condominium legislation. Ms. Pace also reviewed 13-6-020: Condominium Subdivisions and said this section could include the requirement for individual utility meters per unit. This

included Sections A-B purpose and intent statements, Section C additional documentation above the requirements in Chapter 5, Sections D-E review process the same as a regular subdivision and identified additional review criteria, Sections F-I included Planning Commission review and specific findings, Sections J-K special notice requirements, and Sections L-M protest provisions and process. She reported on Title 13-6-030: Mobile Homes & RV Parks with Sections A-B applicability and intent statements, Section C standards for where mobile homes may be located and standards for RV storage, and Section D which addressed standards for required facilities, removal of the section requiring annual inspection of each mobile home, updated language for guarantees for permanent retention of open spaces, and standards for design of parks. Commissioner Jorgensen mentioned some revisions including “shall provide and maintain underground utility services”, he stated that in RV parks, they do not include natural gas. He suggested that this language be modified. He also suggested “telecommunications” be used in place of telephone and television services as a more generic and inclusive term.

Commissioner Stone asked if there were requirements for green space in a mobile home park. Sherrie Pace responded that the code specified no less than 10% of the gross land area would be set aside for passive recreational accommodations.

b. TITLE 13, CHAPTER 7: PLAT AMENDMENTS & LOT LINE ADJUSTMENTS

Sherrie Pace reported on the draft Title 13-7-010: Plat Amendments with existing language from 10-7-7(H). Section A included application requirements and envelopes for amendments requiring public hearings. Section B included applicability, staff review, Planning Commission review and approval, and Planning Commission recommendation to the City Council for amendments that vacated a right of way or PUE. Section C included lot line adjustments, which are approval by staff, application requirements, and appeals to the Planning Commission if denied by staff.

Ms. Pace reviewed the schedule for the review including Chapter 8 General Requirements for all Subdivisions on October 24th, Chapter 9 Essential Improvements on November 14th, Final Review and Table of Contents on November 28th, Chapter 3 Amendments and Rezones and Chapter 7 Conditional Uses on December 12th, with a public hearing and recommendation to the City Council on January 9th, and review/adoption by the Council on January 16th, 2024.

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

Sherrie Pace had nothing to report.

4. APPROVAL OF MINUTES

The Planning Commission meeting minutes of September 26, 2023 were reviewed and approved.

Commissioner Jorgensen moved to approve the meeting minutes for the September 26th 2023 Planning Commission meeting with one edit. Commissioner Tucker seconded the motion. The motion was approved by Commissioners Holbrook, Jorgensen, Stone, Tucker and Ward. Commissioners Larson and Maus were excused.

5. ADJOURN

Commission Chair Pro Tem Ward adjourned the meeting at 7:39 p.m.

The foregoing was approved by the Planning Commission of the City of North Salt Lake on Tuesday, October 24, 2023 by unanimous vote of all members present.



Wendy Page, City Recorder

