



CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

10 East Center Street, North Salt Lake, Utah 84054
(801) 335-8700
(801) 335-8719 Fax

NORTH SALT LAKE PLANNING COMMISSION NOTICE & AGENDA January 23, 2024 6:30 p.m.

Notice is given of a public meeting of the North Salt Lake Planning Commission to be held on the above noted date and time in the North Salt Lake City Council Chambers located at 10 East Center Street. The agenda will be as follows:

- 1) Welcome and Introduction
- 2) Public comments
- 3) Consideration of a conditional use permit for 232 North Main Street to build a single-family dwelling and accessory structure and to increase the maximum front yard setback to 94 feet, James Sjogren, applicant (Administrative)
- 4) Report on City Council actions on items recommended by Planning Commission
- 5) Approval of minutes:
 - a. 01/09/2024

Adjourn

*This meeting has an option to attend electronically via Zoom, with joining information below:
Time: January 23, 2024, 06:30 PM Mountain Time (US and Canada)*

Join Zoom Meeting: <https://us02web.zoom.us/j/89670904616?pwd=bUZaODY5eW1vTENuK1JCWCt3VzlyQT09>

Meeting ID: 896 7090 4616

The public is invited to attend all Planning Commission meetings. If you need special accommodations to participate in the Planning Commission meeting, please call the City offices at (801) 335-8700. Please provide at least 24 hours' notice for adequate arrangements to be made. The agenda items may be heard in a different order as warranted by the Commission.

Notice of Posting:

I, the duly appointed City Recorder for the City of North Salt Lake, hereby certify that copies the agenda for the Planning Commission meeting to be held January 23, 2024 were posted on the Utah Public Notice website: <https://www.utah.gov/pmn/>, City's website: <https://www.nslcity.org>, and at City Hall: 10 East Center St., North Salt Lake.

Dated this 18th day of January, 2024


Wendy Page, City Recorder





CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

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MEMORANDUM

TO: Planning Commission
FROM: Mackenzie Johnson, Planner
DATE: January 23, 2024
SUBJECT: Conditional Use Permit for an SFD & Accessory Structure at 232 North Main Street

RECOMMENDATION

The Development Review Committee (DRC) recommends approval of the conditional use permit to build a single-family dwelling and accessory structure on a restricted residential parcel and increase the maximum front yard setback to 94 feet at 232 North Main Street with no conditions.

BACKGROUND

The parcel addressed 232 North Main Street is zoned R1-7, vacant, and considered “restricted” due to its irregular shape having an approximate width of 66 feet and length of 660 feet. Per city code 10-1-17, “No building permits shall be issued for construction of any building or structure to be located on a restricted lot, unless a valid conditional use permit for the same has previously been issued pursuant to this title”. The property owner is proposing to construct a single-family dwelling and accessory structure on the property which is the reason for this conditional use permit application.

City code defines a restricted lot as, “a lot having an average slope of fifteen percent (15%) or more; a lot dimension is less than seventy feet by one hundred feet (70' x 100'); or the minimum size of a lot permitted in the zoning district where located; with an average slope of less than fifteen percent (15%); or a lot which has vehicular ingress to the main building or structure which, upon completion of construction on the site, has a slope of fifteen percent (15%) or greater, or a lot subject to geologic hazards”.

The current plan meets code except for the front yard setback. The R1-7 zone has a maximum front yard setback of 40 feet. The applicant is requesting that the Planning Commission increase the maximum front yard setback on this parcel to 94 feet. Code allows the Planning Commission to grant an exception to the maximum setback through the conditional use permit process if it facilitates better development and consistency with the existing neighborhood.

The DRC was supportive of increasing the front yard setback due to the neighboring home having a front setback of approximately 52 feet, to allow for adequate access and parking for the irregularly shaped parcel, and the R1-10 and R1-12 zones having a maximum front yard setback of 100 feet. The DRC had one concern related to fire access and hydrant location. South Davis Metro Fire reviewed the plan and determined that it is compliant with fire code and the setbacks.

This conditional use permit is subject to the requirements of the City's Land Use Ordinance (10-7-1-D), requiring that every Conditional Use Permit shall expire by limitation and become null and void if the work authorized by such permit has not commenced within one (1) year, or is not completed within two (2) years from date of issue.

POSSIBLE MOTION

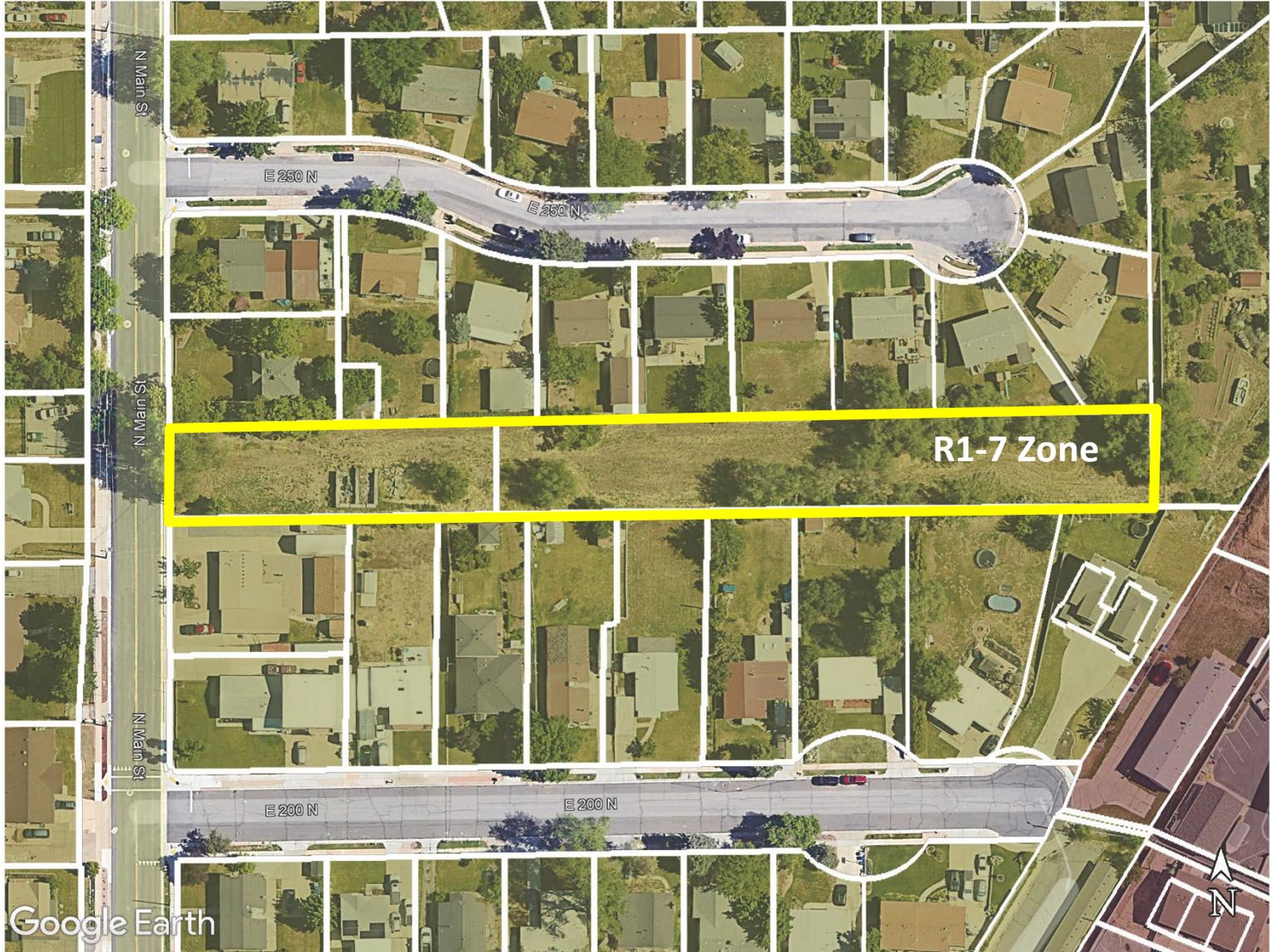
I move that the Planning Commission approve the conditional use permit to build a single-family dwelling and accessory structure on a restricted residential parcel and increase the maximum front yard setback to 94 feet at 232 North Main Street with no conditions.

Attachments

- 1) Zoning/Aerial Map
- 2) Existing Conditions Map
- 3) Site Plan (Approved by SDMF)



SFD & Accessory Structure 232 North Main Street Zoning/Aerial Map





SFD & Accessory Structure 232 North Main Street Existing Conditions



CONCRETE WASHOUT & PAVEMENT DISPOSAL:

- CONCRETE, CEMENT, AND MORTARS ARE TO NEVER BE WASHED OUT INTO THE STREET, STORM DRAINS, DRAINAGE DITCHES, OR WATERCOURSES.
- CONCRETE, ASPHALT, AND SEALANTS TO BE APPLIED DURING DRY WEATHER TO PREVENT CONTAMINATING STORM WATER RUNOFF.
- STORM DRAIN INLETS AND MANHOLES SHOULD BE COVERED AND PROTECTED WHEN WORKING WITH CONCRETE, ASPHALT, AND SIMILAR MATERIALS. INLETS SHOULD BE INSPECTED AND CLEANED WEEKLY WITH COLLECTED SEDIMENTS REMOVED TO SOIL STOCKPILE.
- PAVING MACHINES SHOULD BE PARKED OVER DRIP PANS OR ABSORBENT MATERIALS.
- DRAINAGEWAYS SHOULD BE PROTECTED USING EARTH DIKES, STRAW BALES, SAND BAGS, OR OTHER CONTROLS TO DIVERT OR TRAP AND FILTER RUNOFF.

STORM WATER:

- MACHINERY AND VEHICLES SHOULD BE INSPECTED DAILY TO ENSURE THEY ARE NOT LEAKING FLUIDS
- PROPERLY RECYCLE AND DISPOSE OF WASTE FLUIDS.
- TRASH AND RECYCLE RECEPTACLES SHOULD BE KEPT ONSITE FOR THE DURATION OF THE PROJECT.
- DO NOT DUMP ANYTHING ONTO SIDEWALKS, STREETS, OR PARKING STRIPS. STORM DRAINS AND INLETS ARE TO BE INSPECTED REGULARLY AND CLEANED TO ENSURE SEDIMENT DOES NOT BLOCK THE DRAINS.
- MINIMIZE SAND OR SALT USAGE DURING WINTER MONTHS. INSTEAD USE ALTERNATIVES SUCH AS CALCIUM CHLORIDE. IF THESE MATERIALS ARE STORED OUTDOORS, COVER THEM TO PREVENT RUNOFF CONTAMINATION.

STABILIZED CONSTRUCTION ENTRANCE:

- QUARRY SPALLS TO BE ADDED IF PAD IS NO LONGER IN ACCORDANCE WITH SPECIFICATIONS. IF NOT PROPERLY WORKING TO KEEP STREETS CLEAN, INSTALL WHEEL WASH, SWEEP STREETS, OR WASH STREETS IF THE WASH WATER CAN BE COLLECTED.
- PLACE STABILIZED CONSTRUCTION ENTRANCE AND STAGING YARD AS SHOWN ON DRAWING.

SILT FENCE & SEDIMENTATION:

- IF FENCE IS DAMAGED, REPAIR OR REPLACE IMMEDIATELY. INTERCEPT CONCENTRATED FLOWS AND REROUTE.
- INSPECT FENCE WEEKLY OR AFTER A STORM
- REMOVE ACCUMULATING SEDIMENT
- REGULARLY INSPECT PROJECT SITE FOR EXCESSIVE EROSION OR SEDIMENTATION
- PRIOR TO STARTING WORK, STABILIZE SLOPES, AREAS ADJACENT TO BODIES OF WATER, AND ALONG THE SITE PERIMETER TO PREVENT EROSION AND SEDIMENT TRANSPORT INTO RECEIVING WATER AND ONTO ADJACENT PROPERTIES AND ROADWAYS.
- MINIMIZE SITE DISTURBANCE AND VEGETATION CLEARING. BEFORE COMMENCING GRADING OR CLEARING, DELINEATE CLEARING LIMITS, EASEMENTS, SETBACKS, AND VEGETATION TO BE PRESERVED.
- PRIOR TO THE COMPLETION OF THE PROJECT, THOROUGHLY SWEEP SEDIMENT AND DEBRIS FROM PAVED AREAS.
- DUST CONTROL MEASURES SHOULD BE REAPPLIED AS NEEDED TO KEEP DUST TO A MINIMUM.
- INSTALL EROSION CONTROL BLANKETS ON ALL CUT AND FILL SLOPES 2(H):1(V) OR GREATER.

GRADING PLAN

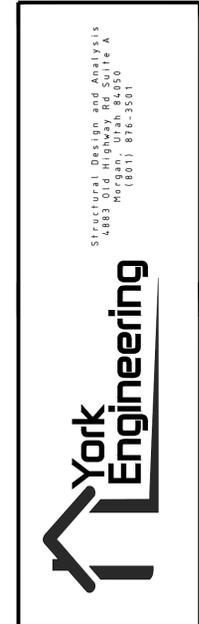
SITUATE IN THE SOUTH QUARTER CORNER OF SECTION 1, TOWNSHIP 1 NORTH, RANGE 1 WEST, SALT LAKE BASE & MERIDIAN.
232 NORTH MAIN STREET, NORTH SALT LAKE CITY, DAVIS COUNTY, UTAH

NOTES:

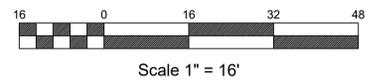
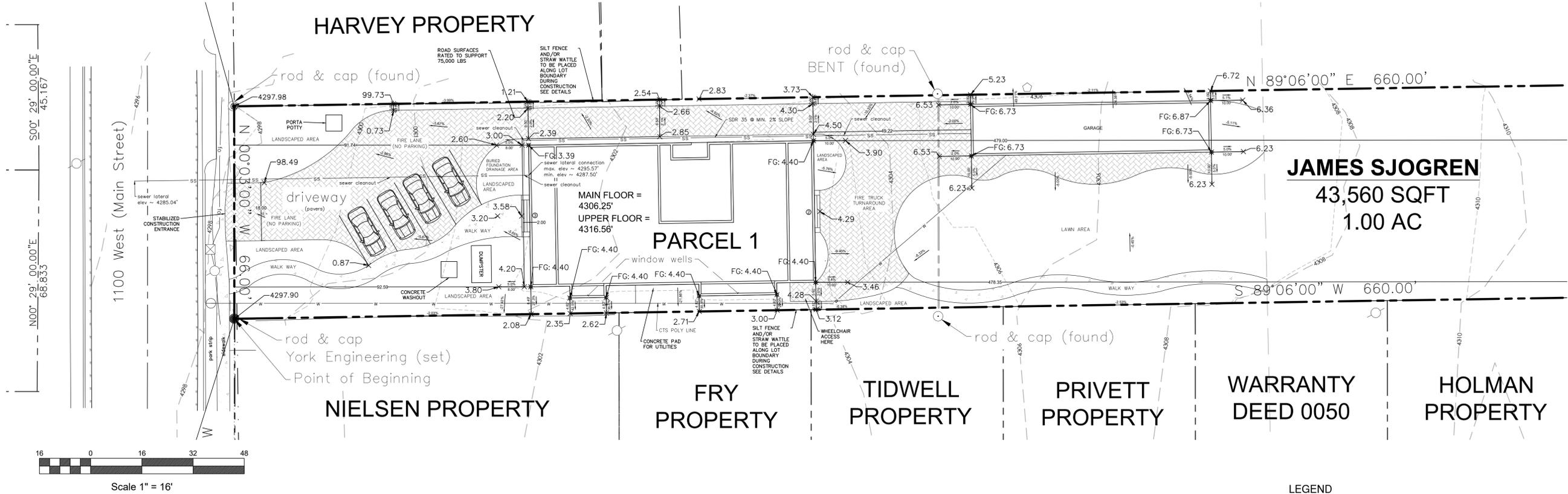
- 1.) THIS GRADING PLAN WAS PREPARED WITHOUT THE BENEFIT OF A TITLE COMMITMENT OR TITLE REPORT AND ALL EASEMENTS AND ENCUMBRANCES THAT MIGHT BE DISCLOSED IN A TITLE SEARCH MAY NOT BE SHOWN.
- 2.) PROPERTY LINES SHOWN HEREON ARE COMPILED FROM RECORD INFORMATION FOR REFERENCE ONLY. NO BOUNDARY SURVEY WAS PERFORMED BY YORK ENGINEERING.
- 3.) THIS GRADING PLAN IS NOT PROOF OF OWNERSHIP.
- 4.) THIS GRADING PLAN MAKES NO ASSUMPTIONS AS TO ANY UNWRITTEN RIGHTS THAT MAY EXIST BY AND BETWEEN THE ADJOINING LAND OWNERS.
- 5.) THIS GRADING PLAN WAS PREPARED FOR JAMES SJOGREN. YORK ENGINEERING ASSUMES NO LIABILITY FOR REUSE OR MODIFICATION OF THIS DOCUMENT.
- 6.) CONTOUR INTERVAL: 1'
- 7.) ALL CONSTRUCTION TO BE DONE ACCORDING TO CITY STANDARDS AND SPECIFICATIONS
- 8.) CONTRACTOR TO VERIFY ALL EXISTING CONDITIONS AND LOCATION OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION.
- 9.) UTILITY LOCATIONS SHOWN HEREON ARE BASED UPON ABOVE GROUND FACILITIES AND EXISTING BLUE STAKE MARKINGS FOUND ON SITE AT THE TIME OF SURVEY. UTILITIES SHOWN HEREON ARE BASED ON FIELD OBSERVATION ONLY.
- 10.) NOTIFY BLUE STAKE (801) 208-2100 OR BLUESTAKES.ORG.

SITE PLAN GENERAL NOTES:

- 1.) DUST, MUD AND EROSION SHALL BE CONTROLLED BY WHATEVER MEANS NECESSARY AND THE ROADWAY SHALL BE KEPT FREE OF MUD AND DEBRIS, AT ALL TIMES.
- 2.) BUILDER/OWNER SHALL SECURE AN EXCAVATION PERMIT PRIOR TO DOING ANY WORK IN THE PUBLIC RIGHT OF WAY. TRAFFIC PLAN, BONDING AND INSURANCE WILL BE REQUIRED.
- 3.) IF RETAINING WALLS REQUIRED, A PROFESSIONAL ENGINEER, CURRENTLY LICENSED IN UTAH, SHALL INSPECT AND APPROVE ANY RETAINING WALL THAT IS HIGHER THAN 4 FEET FROM BOTTOM FINISH GRADE TO TOP OF WALL, ONCE CONSTRUCTED.
- 4.) RETAINING WALLS ENCRANCHING INTO EASEMENTS REQUIRE AN EXCEPTION FROM THE CITY AND COUNTY AND NEED APPROVAL PRIOR TO CONSTRUCTION.
- 5.) PROVIDE ON SITE RETENTION OF ALL STORM RUN OFF, BY WHATEVER MEANS NECESSARY DURING CONSTRUCTION.
- 6.) SHOULD GROUND WATER BE INCURRED DURING EXCAVATION, A QUALIFIED GEOTECHNICAL ENGINEER SHALL BE RETAINED TO DESIGN AND APPROVE A CONTINUOUS FRENCH DRAIN AT FOUNDATION, ON SITE.
- 7.) MAINTAIN NATURAL EXISTING GRADE AT ALL SIDES OF LOT TO RETAIN STORM WATER ON SITE FOR NATURAL PERCOLATION. CONTRACTOR TO ENSURE NO PONDING OF WATER OCCURS.
- 8.) WINDOW WELL ELEVATIONS MUST BE A MINIMUM 3 INCHES ABOVE FINISHED GRADE.
- 9.) ALL STORM WATER AND DIRT WILL BE KEPT ON SITE DURING CONSTRUCTION UNTIL FINAL LANDSCAPING IS DONE.
- 10.) STREET CURB AND GUTTER WILL BE INSPECTED AND CLEANED OF ALL MUD AND DIRT AT THE END OF EVERY DAY
- 11.) GRAVEL BAGS (OR EQUIVALENT BMP) TO BE PLACED AND MAINTAINED AROUND ANY STORM DRAIN INLET ADJACENT TO OR IMMEDIATELY DOWNSTREAM FROM SITE DURING CONSTRUCTION.
- 12.) BERMS OR SWALES MAY BE REQUIRED ALONG PROPERTY LINES TO PREVENT STORM WATER FLOW ONTO ADJACENT LOTS. FINAL GRADING SHALL BLEND WITH ADJACENT LOTS.
- 13.) A LINED CONCRETE WASHOUT AREA MUST BE PROVIDED AT THE SITE FOR ALL CONCRETE, PAINT STUCCO OR MASONRY WORK. WASHOUT ON THE GROUND IS PROHIBITED.
- 14.) TEMPORARY AND PERMANENT SLOPES MUST BE ADEQUATELY VEGETATED.
- 15.) WATER AND SEWER STUBS MUST BE RE-ROUTED AND SHALL NOT BE UNDER THE DRIVEWAY OR OTHER SITE CONCRETE PRIOR TO CONNECTING TO HOME.
- 16.) CONTRACTOR TO RECEIVE APPROVAL TO DO REQUIRED WORK WITHIN PUBLIC UTILITY EASEMENT (P.U.E.)

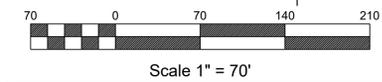
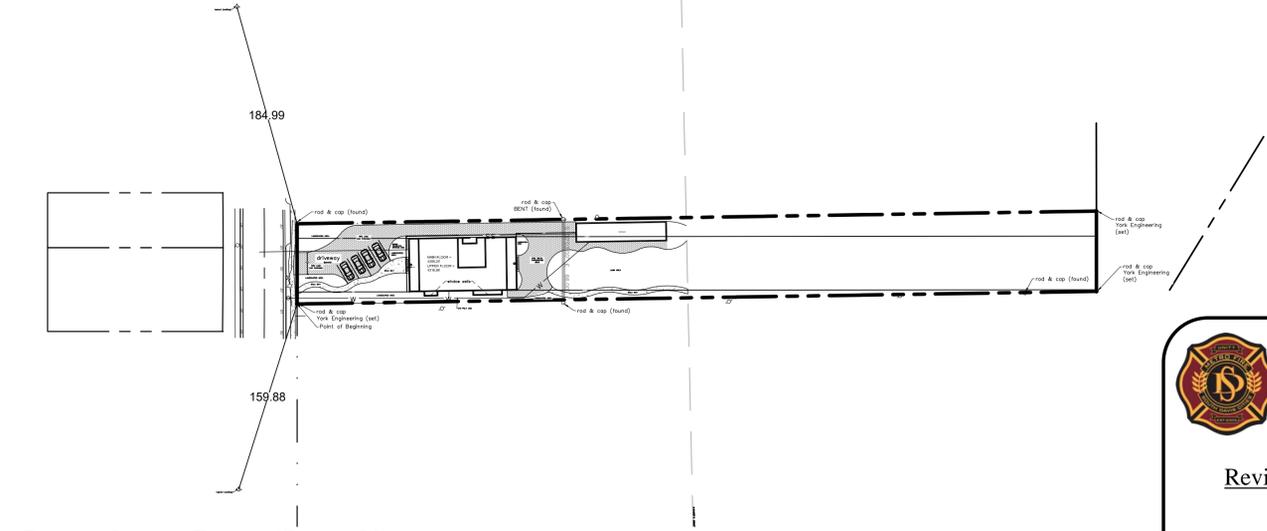


GRADING PLAN
 232 NORTH MAIN STREET
 NORTH SALT LAKE CITY, DAVIS COUNTY, UTAH

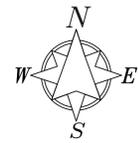


LEGEND

-----	Survey Limits	○	Rod Found
-----	Adjacent Lot Line	○	Telephone Pedestal
-----	Property Line	⊕	Telephone Manhole
-----	Subdivision Boundary	⊕	Communications Box
-----	Right of Way	⊕	Fire Hydrant
-----	Centerline Road	⊕	Water Valve
-----	Easement Line	⊕	Water Meter
-----	4302 Existing Contour	○	Electric Pedestal
-----	4302 Proposed Contour	⊕	Monument
SS	Sanitary Sewer and Manhole	⊕	Fiber Optic Marker
SS	Storm Line and Manhole	⊕	Electric Transformer
W	Waterline	⊕	Light Pole
UGE	Underground Electric Line	⊕	Irrigation Control Valve
FO	Underground Fiber Optic Line	⊕	Rivet in Curb Found
GOS	Underground Gas Line	⊕	Power Pole
-----	Asphalt	⊕	Sign
-X-X-	Fence Wire		



APPROVED
 SOUTH DAVIS METRO FIRE
 Reviewed by: _____
 Date: 01/08/24



REVISIONS

NO.	DESCRIPTION

DESIGNED BY: NA
DRAWN BY: RMB/KTC
CHECKED BY: KMY
SCALE:
DATE: 1/3/2024
PROJECT NUMBER: NA

SHEET
1 OF 2

1 CITY OF NORTH SALT LAKE
2 PLANNING COMMISSION MEETING
3 ANCHOR LOCATION: CITY HALL
4 10 EAST CENTER STREET, NORTH SALT LAKE
5 JANUARY 9, 2024
6

7 **DRAFT**
8

9 Commission Chair BreAnna Larson called the meeting to order at 6:30 p.m.
10

11 PRESENT: Commission Chair BreAnna Larson
12 Commissioner Ryan Holbrook
13 Commissioner Ron Jorgensen
14 Commissioner Katherine Maus via Zoom
15 Commissioner Irene Stone
16 Commissioner Brandon Tucker
17 Commissioner William Ward
18

19 STAFF PRESENT: Sherrie Pace, Community Development Director; Mackenzie Johnson,
20 Planner.
21

22 OTHERS PRESENT: Dee Lalliss, resident.
23

24 1. PUBLIC COMMENTS
25

26 There were no public comments.
27

28 2. APPOINTMENT OF CHAIR AND VICE CHAIR
29

30 **Commissioner Tucker moved to nominate BreAnna Larson as Chair. Commissioner**
31 **Holbrook seconded the motion. The motion was approved by Commissioners Holbrook,**
32 **Jorgensen, Larson, Maus, Stone, Tucker, and Ward.**
33

34 **Commissioner Holbrook moved to nominate William Ward as Vice Chair. Commissioner**
35 **Tucker seconded the motion. The motion was approved by Commissioners Holbrook,**
36 **Jorgensen, Larson, Maus, Stone, Tucker, and Ward.**
37

38 3. PUBLIC HEARING: CONSIDERATION OF CITY CODE AMENDMENTS IN
39 COMPLIANCE WITH STATE LAW REGARDING THE REGULATION OF
40 SUBDIVISIONS. THE PROPOSED AMENDMENTS WILL AFFECT TITLE 10,
41 LAND USE ORDINANCE AND CREATE TITLE 13, SUBDIVISION REGULATIONS
42

43 Sherrie Pace reported on the proposed Title 13 Subdivision Regulations and reviewed the
44 chapters including:

45
46 Chapter 1 General Provisions, Chapter 2 Administration and Application, Chapter 3 Concept
47 Plan (optional), Chapter 4 Minor Subdivisions (10 or fewer lots with existing infrastructure),
48 Chapter 5 Standard Subdivisions (Preliminary Plan and Final Plat process), Chapter 6 Planned
49 Unit, Condominium, Recreation Vehicle, and Mobile Home Developments, Chapter 7 Plat
50 Amendments and Lot Line Adjustments, Chapter 8 Subdivision Design, and Chapter 9 Essential
51 Improvements.

52
53 Chapter 1, General Provisions, defines the general responsibilities of various city staff, Planning
54 Commissioners, and City Council. It establishes an Administrative Land Use Authority as staff
55 for minor subdivisions and the Planning Commission for all other subdivisions. The chapter also
56 provides for an appeal process for subdivision decisions to the designated Appeal Authority
57 (Hearing Officer) and District Court and provides a time limit for appeal. She explained that the
58 City Attorney had suggested the addition of a General Interpretation Section to clarify instances
59 when the code specified city staff or “designee”.

60
61 Chapter 2, Administration and Application, provides authority to regulate subdivisions and
62 defines when a subdivision requires plat approval. This section contains existing language from
63 Title 10, Chapter 7 that is being updated to conform to the State Statute. The chapter also
64 contains new language to address other aspects of State Code related to the transfer of land
65 without subdivision approval being voidable. Additionally, the chapter clarifies that building
66 permits may not be issued until all infrastructure, including paving, is completed. She explained
67 that State Code requires that an exception be provided for the issuance of building permits prior
68 to paving, provided all life-safety infrastructure has been installed. This would allow building to
69 begin prior to the asphalt plants opening or when ground temperatures were not suitable for
70 paving with the approval of specific criteria by the City Engineer. Occupancy would not be
71 permitted until the paving was completed.

72
73 Chapter 3, Concept Plan, provides a process for a developer to request a concept plan review for
74 single family, two family and townhouse developments. Concept Plan would not be optional for
75 multi-family, commercial, or industrial subdivisions. Concept review was nonbinding and no
76 approval would be granted, its purpose is to inform the developer of the standards and process
77 for subdivision approval. This chapter contains sections from Title 10, Chapter 3 related to the
78 review process which has been updated. The process identifies who would be involved in the
79 review process.

80
81 Chapter 4, Minor Subdivisions, creates a streamlined review process for subdivisions which are
82 10 lots or less, have no required dedication of street (existing street frontage), are adjacent to
83 existing utilities that do not need to be extended to the site, conform to all provisions of the code
84 with respect to lot size, width, etc., and are not defined as Sensitive Lands (geologic hazards,

85 steep slopes, etc.) The chapter designates the Community Development (CD) Director as the
86 Administrative Land Use Authority (ALUA) who would coordinate review by the appropriate
87 staff, departments, or special service areas (South Davis Sewer, South Davis Metro Fire, Private
88 Water Providers). The appeal authority for minor subdivisions would be the Planning
89 Commission. The process specified that the final plat must meet all the requirements contained in
90 the remainder of Title 13 and provides a process for recording the plat.

91
92 Chapter 5, Standard Subdivisions, regulates subdivisions which are not classified as minor
93 subdivisions. The chapter combines existing language from Title 10, Chapter 3 with regard to
94 preliminary and final plat processes. It has been updated to conform to State Code in relation to
95 the maximum review cycles (two at preliminary and two at final) and the specific review cycle
96 deadlines. The process requires that all corrections be cited with the applicable code section,
97 regulation, or ordinance with a separate index and not solely provided on the draft drawings. The
98 section also provides for expiration deadlines for approvals. The Planning Commission would be
99 the designated ALUA for preliminary plan review and the CD Director would be designated for
100 final plat review. This chapter defines what elements must be included on the final plat and
101 improvement plans. It also provides the mechanisms for bonding related to infrastructure
102 installation and has been updated to conform to State Code in relation to what may be required to
103 be bonded (essential infrastructure only unless subject to development agreement) and provides
104 the minimum of two forms of bonding that would be acceptable to the City.

105
106 Sherrie Pace clarified that under State Code only preliminary plan review could be reviewed by
107 the Planning Commission. Preliminary and Final review could not be performed by the City
108 Council.

109
110 Chapter 6, PUDs, Condos, RV, and Mobile Home Subdivisions, contains existing language from
111 Title 10, Chapter 7. These types of subdivisions are reviewed the same as standard subdivisions,
112 but allow for specifically identified standards to be modified, such as lot width, size, shape, etc.
113 It also provides a legislative process for additional modifications that may be requested in
114 addition to those specifically permitted in the chapter. The chapter provides new additional
115 minimum standards related to PUDs, such as perimeter setbacks in relation to building height,
116 setbacks, building separation, driveway dimensions, parking based upon bedroom count,
117 building on cross slopes, open spaces, landscaping, garbage and mail provision. The provisions
118 for Condo Subdivisions are essentially the same as currently contained in Title 10 with an update
119 to the documentation required for conversion to condos and eliminates redundant language. The
120 provisions for Mobile Home Parks and RV Subdivisions have been updated to remove yearly
121 inspections of mobile homes, provides a guarantees for permanent maintenance of open spaces,
122 and outlines the design standards required.

123
124 Sherrie Pace spoke on some additions per the City Attorney related to Planned Unit Development
125 (PUD) “The City may apply the flexibility of the planned unit development regulations, when
126 the development, through its design and establishment, will provide benefits that may include,

127 but are not necessarily limited to the following...” with the listed seven criteria. As well as the
128 wording “The City and the Developer may enter into a formal Development Agreement when
129 specific PUD performance standards are imposed or deviation in design standards have been
130 approved.” The final addition from the City Attorney includes the verbiage of “The City and the
131 Developer may enter into a formal Development Agreement when specific PUD performance
132 standards are imposed or deviation in design standards have been approved” and is related to
133 mobile home subdivisions.

134
135 Chapter 7, Plat Amendments & Lot Line Adjustments, contained existing language from Title 10,
136 Chapter 7, which has been updated to correct the requirement of a public hearing only when a
137 street or public utility easement is proposed to be vacated. The current code requires a public
138 hearing on all plat amendments except those with vacations, which was the opposite of what is
139 required by State Code. Plat amendments with vacations must be approved by the City Council.
140 All other plat amendments would be reviewed by the Planning Commission as the designated
141 ALUA. Lot line adjustments would be approved by staff as currently provided in Title 10.

142
143 Chapter 8, Subdivision Design, is a combination of existing language from Title 10, Chapter 7
144 and new language to conform to State Code. The following was a summary of each section of
145 this chapter:

- 146
147 • Subdivision layout: conformance with the General Plan, must preserve natural features where
148 reasonable, and make connections to existing streets.
149 • Lots: shape, size, width, perpendicular to street, frontage, slopes, buildable areas, and
150 addressing.
151 • Flag Lots: The Planning Commission has expressed the desire to eliminate flag lots entirely.

152
153 Sherrie Pace commented that the Development Review Committee (DRC) was not in favor of
154 eliminating flag lots and believed that provisions for existing flag lots must be provided. The
155 DRC also believed that flag lots are a valuable tool to allow property owners to better utilize
156 their property when they have large lot sizes or have deep dimensions. The DRC proposed
157 language that would allow non commercial flag lots, allow flag lots of existing subdivision lots,
158 allowance for smaller staff dimensions for adjacent flag lots with shared driveway, and limits
159 driveway slope to 10% maximum.

160
161 Ms. Pace then continued the Chapter 8 summary including:

- 162 • Blocks: minimum and maximum block length and midblock walkways and standards.
163 • Streets: minimum pavement widths, private streets built to same width as public streets for
164 single family lots, dead end street standards, two means of street egress for developments with
165 30 or more dwellings, street names, max. 10% street grade, provision for some developments
166 with sidewalk on only one side of street, traffic study requirements, and where private streets
167 are allowed.

168

- 169 • Landscaping: required for cuts/fills, preservation of vegetation/trees where possible, geologic
170 hazards study landscaping recommendations must be followed, water efficiency, and Hwy 89
171 and Redwood Road landscape requirements.
- 172 • Utilities and easements: defines and corrects the required width of easement, allows City
173 Engineer to require wider easements for a public purpose, requires underground utilities unless
174 approved for exception.
- 175 • Watercourses: requires dedication of right of way for storm drainage, natural water channels,
176 drainage, or floodplains.
- 177 • Dedication of streets and trails: existing code requiring public dedication.
- 178 • Restrictions on Solar: existing code requiring protection of solar access.

179
180 The Commission discussed flag lots and the need for some requirements, especially for those
181 that had previously been approved. Sherrie Pace commented that if the City Council and
182 Planning Commission are in agreement that no new flag lots would be created then staff could
183 revise the language to reflect this and provide regulations for existing flag lots.

184
185 Sherrie Pace reported on Chapter 9, Essential Improvements, defines the specific standards for
186 infrastructure and the creation of the standards and specifications manual as approved by the City
187 Council. Requires the developer to install all infrastructure necessary including, curb, gutter,
188 sidewalk, paving, storm drainage, utilities, sewer, water, fencing of hazards, and monuments. It
189 also requires submittal of CAD as-built drawings after installation and provides a mechanism for
190 payback to the developer if the City requested an upsize in infrastructure to service future
191 development outside the boundaries of the proposed subdivision.

192
193 Commissioner Jorgensen mentioned some changes including provisions for storm detention.
194 Sherrie Pace replied that storm water practices had changed and the majority of water was now
195 retained on site. She said the City Engineer made changes to the code to ensure sufficient
196 retention on the site.

197
198 Sherrie Pace then reviewed Title 10 Land Use including Chapter 1, Section 42, Maintenance,
199 Condition, and Appearance of Properties which includes recreational vehicle parking. Other
200 changes included Chapter 1, Section 47, Definitions and the following amendments for
201 conformance: buildable area-defines the buildable area of a lot, as well as non-buildable area,
202 Conditional Use Development is eliminated, flood control words and phrases will be referenced
203 to Title 11, Flood Control definitions, Lot, Restricted-defines the circumstances that exist for lots
204 to be declared restricted due to geologic hazards or slope, Lot, Unrestricted is eliminated,
205 Permanent Monument eliminates the regulation in a definition, and Subdivider is changed to
206 Developer.

207
208 Sherrie Pace mentioned other revisions and changes including replacement of Zoning
209 Administrator with the correct staff such as Community Development Director or Building
210 Official, and change from “subdivider” to “developer”.

211
212 Commissioner Jorgensen asked about recreational vehicle parking. Sherrie Pace said that this is
213 existing language in the code that is relocated to the supplemental provision section of Title 10.
214 She clarified that recreational vehicles must be parked on a hard surface such as the driveway.
215

216 Sherrie Pace then reported on Chapter 7: Conditional Uses and said the proposed amendment
217 reflected the text that remained after removing subdivisions from the conditional use permit
218 process and the associated subdivision regulations contained in Sections 10-7-3 to 10-7-8. It
219 removes the references to subdivisions as conditional uses and outlines the process for applying
220 for a conditional use. It also removes the City Council as the approval body for conditional uses
221 which was the case for conditional use subdivisions but not for other conditional uses. The
222 chapter provides a process for revocation and for appeals to the hearing officer. The language
223 related to public hearings has been removed as conditional use permits are administrative not
224 legislative in nature and should not have a public hearing.
225

226 Sherrie Pace commented that staff was working on obtaining a grant to help establish design
227 standards for the Town Center.
228

229 The Commission discussed conditional use permits with standards and certain specifications
230 including car dealerships.
231

232 **Chair Larson opened the public hearing 7:26 p.m. There were no public comments and she**
233 **closed the public hearing at 7:27 p.m.**
234

235 **Commissioner Jorgensen moved that the Planning Commission recommend to the City**
236 **Council the approval the proposed code amendments with the following findings:**
237

238 **Findings:**

- 239 **1) The proposed amendment is in accord with the comprehensive general plan, goals**
240 **and policies of the City**
241 **2) Changed or changing conditions make the proposed amendment reasonably**
242 **necessary to carry out the “purposes” stated in this title.**
243 **3) The proposed amendments are necessary to address the recent changes in State**
244 **Code in relation to Subdivision Regulations.**
245

246 **Commissioner Holbrook seconded the motion. The motion was approved by**
247 **Commissioners Holbrook, Jorgensen, Larson, Maus, Stone, Tucker, and Ward.**
248

249 **4. REPORT ON CITY COUNCIL ACTIONS ON ITEMS RECOMMENDED BY**
250 **PLANNING COMMISSION**
251

252 Sherrie Pace reported that the City Council adopted the City Council and Planning Commission
253 2024 meeting schedules.

254 5. APPROVAL OF MINUTES

255
256 The Planning Commission meeting minutes of December 12, 2023 were reviewed and approved.

257
258 **Commissioner Jorgensen moved to approve the meeting minutes for the December 12, 2023**
259 **Planning Commission meeting as drafted. Commissioner Ward seconded the motion. The**
260 **motion was approved by Commissioners Holbrook, Jorgensen, Larson, Maus, Stone,**
261 **Tucker, and Ward.**

262
263 6. ADJOURN

264
265 Commission Chair Larson adjourned the meeting at 7:30 p.m.

266
267 The foregoing was approved by the Planning Commission of the City of North Salt Lake on
268 Tuesday, January 23, 2024 by unanimous vote of all members present.

269

270

271

272 _____
Wendy Page, City Recorder