

CITY OF NORTH SALT LAKE  
CITY COUNCIL MEETING-WORK SESSION  
MARCH 6, 2018

**FINAL**

Mayor Arave called the meeting to order at 6:03 p.m.

PRESENT: Mayor Len Arave  
Council Member Brian Horrocks  
Council Member Stan Porter  
Council Member Ryan Mumford  
Council Member James Hood  
Council Member Lisa Watts Baskin

STAFF PRESENT: Ken Leetham, City Manager; Paul Ottoson, City Engineer; David Frandsen, Public Works Director; Janice Larsen, Finance Director; Craig Black, Police Chief; David Church, City Attorney; Brent Moyes, Golf Course Director; Sherrie Llewelyn, Community Development Director; Linda Horrocks, City Recorder; Marty Peterson, Emergency Preparedness Manager; Holly Christensen, Administrative Assistant; Andrea Bradford, Minutes Secretary.

OTHERS PRESENT: Nathan Polatis, resident.

1. OVERVIEW OF FY18-19 FLEET FUND AND PROPOSED VEHICLE  
REPLACEMENT PROGRAM

Ken Leetham reported that the Fleet Service Fund was created in 2015 as an effective way to track the cost of maintaining City vehicles, as well as the costs to operate the mechanic shop. This fund consisted of vehicles from the General Fund and allowed for any overhead costs such as parts, repairs, and maintenance to be allocated back to the originating department. The Fleet Service Fund also showed the debt payments for leased vehicles over \$100,000.

For Fiscal Year 2019 the Police Department has requested three new police vehicles, and the Public Works Department would like to replace four vehicles. All of the vehicles would have some trade-in value and the replacement cost less the trade-in would result in a net cost in the Fleet Fund of \$200,000.

Mayor Arave asked what the four requested vehicles would be. Janice Larsen commented that the four vehicles to be replaced included a mechanics pickup truck, two Dodge CNG trucks for

the Public Works Department, and a Streets Department vehicle. She explained that the two CNG trucks were no longer needed since the City had contracted out for landscaping services.

David Frandsen said that because the two Dodge trucks were low mileage the City would make approximately \$17,000 by trading them for F-150 trucks.

Ken Leetham then reported on snow removal services, including the purchase of two new F550 vehicles at a cost of \$210,000. He said these smaller trucks would be more effective than the larger plow trucks for plowing the cul-de-sacs and flat areas of the City, and could also be used throughout the year.

Council Member Mumford asked what the total number of fleet used for snow removal would be with the addition of the two proposed trucks. David Frandsen replied that there would be 11 vehicles available for snow plowing and explained that in the future the City would replace the larger plow trucks with smaller trucks as the smaller F550s would work better in cul-de-sac and flat areas of the City.

Ken Leetham commented that because snow removal was costly the smaller trucks would be the most cost effective approach while still maintaining the same level of service. He also said the City should review the level of service and determine whether it needed to be reduced or improved.

Mayor Arave said that the current level of service was adequate and did not need to be improved or reduced at this time.

David Frandsen reported on several of the issues that the snow plow drivers had experienced recently, including upset residents, cars parked on the road during storms, residents blocking snow plow services, and residents pushing snow into the streets.

Mayor Arave commented that the City could send out a newsletter to educate residents on snow plowing and street parking during storms.

Ken Leetham reported that staff was working on a new building at the Public Works campus to store vehicles. Council Member Horrocks suggested that staff look into renting warehouse space in the industrial area for storage.

## 2. APPROVE CITY COUNCIL MINUTES

The City Council minutes of February 20, 2018 were reviewed and approved. **Council Member Baskin moved to approve the City Council meeting minutes from February 20, 2018 as amended. Council Member Mumford seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

## 3. ACTION ITEMS

The action items list was reviewed. Completed items were removed from the list.

Mayor Arave commented on the action item regarding a potential agreement for residents to dump at the Bountiful Landfill and said if an agreement was made the City may be liable for cleanup in the future. Ken Leetham responded that Bountiful had denied the request.

## 4. ATTORNEY'S REPORT

David Church reported that the administrative hearing for the Granite conditional use permit and property zoning would be held next week. He explained Granite's argument was that as the owner of the property they never consented to the final change of the zone from an S-R to P-District, which is required by City ordinance.

Ken Leetham said that Brighton Homes had written permission from Granite to act on their behalf and file the application for the rezone.

David Church also commented on two of the regular session agenda items for Utopia and Verizon Wireless. He stated he had reviewed both agreements, which appeared to be standard commercial documents.

## 5. CITY COUNCIL REPORTS

Council Member Baskin reported that she had enrolled in the Citizen's Police Academy and learned about the life of a police officer in the first class.

Council Member Hood reported that the Youth City Council (YCC) would be attending the Leadership Conference in Logan from Thursday to Saturday. He said this year's conference would consist of service projects and interacting with other youth city councils from around the state.

Council Member Mumford reported that two NSL Live appointments were needed by the end of March to replace outgoing members.

Council Member Horrocks asked for a legislative update. Ken Leetham replied that there would be more information available after Friday. He reported on a bill that would require cities to participate in the operating and maintenance costs of the five homeless shelters.

David Church commented that there were two proposed bills related to homeless shelters with one bill to help cover increased public safety costs for the host cities, and the other bill to help fund the construction of the shelters.

Council Member Porter reported that the Jordan River Commission met last week. He said a proposed bill would allocate money toward fixing up areas of the Jordan River and providing security along the river corridor.

## 6. ADJOURN

Mayor Arave adjourned the meeting at 7:00 p.m. to begin the regular session.

CITY OF NORTH SALT LAKE  
CITY COUNCIL & PLANNING COMMISSION-JOINT SESSION  
MARCH 6, 2018

**FINAL**

Mayor Arave called the meeting to order at 7:11 pm. Council Member Lisa Baskin offered the invocation and Sam Tyson, BSA Troop 355, led those present in the Pledge of Allegiance.

PRESENT: Mayor Len Arave  
Council Member Brian Horrocks  
Council Member Stan Porter  
Council Member Ryan Mumford  
Council Member James Hood  
Council Member Lisa Watts Baskin

Commission Chairman Robert Drinkall  
Commissioner Ted Knowlton  
Commissioner Kent Kirkham  
Commissioner Stephen Garn  
Commissioner William Ward  
Commissioner Brandon Tucker

EXCUSED: Commissioner Leslie Mascaro

STAFF PRESENT: Ken Leetham, City Manager; Paul Ottoson, City Engineer; David Frandsen, Public Works Director; Janice Larsen, Finance Director; Craig Black, Police Chief; Brent Moyes, Golf Course Director; Sherrie Llewelyn, Community Development Director; Linda Horrocks, City Recorder; Marty Peterson, Emergency Preparedness Manager; Andrea Bradford, Minutes Secretary.

OTHERS PRESENT: Breanna Larson, Rafael Chavez Jr., Kris Garcia, Stanly Garcia, Natalie Rondo, Paul Rondo, Bryan Bayler, residents; Roger Timmerman, UTOPIA Fiber.

1. CITIZEN COMMENT

There were no citizen comments.

## 2. CONSIDERATION OF MAYORAL APPOINTMENT TO THE PLANNING COMMISSION

Mayor Arave thanked Robert Drinkall for his service on the Planning Commission, particularly as the Commission Chair.

Mayor Arave introduced Breanna Larson as an appointment to the Planning Commission. He said she had lived in the City for four years and was active in the community.

Breanna Larson said she previously lived in downtown Salt Lake and also Manhattan. She has been active in the community with the women's caucus and is on several school boards.

**Council Member Mumford moved to ratify the Mayor's appointment of Breanna Larson to the Planning Commission. Council Member Hood seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

## 3. DISCUSSION AND OVERVIEW OF THE CITY'S ADOPTED GENERAL PLAN

Ken Leetham reported on the history of the City's General Plan Amendment, which occurred from 2011 to 2013 with several workshops and open houses, as well as a Planning Commission and City Council review. Focus areas included the Town Center area, transportation, parks, and open space. The 2013 adopted General Plan has helped to provide direction on development applications, long range planning, budgeting, and City beautification.

Mayor Arave explained that the General Plan was an important document used to show other entities such as the Wasatch Front Regional Council, UDOT, developers, and other cities the City's plan for transportation, development, etc.

Ken Leetham said there were several themes and issues which emerged upon review, including the Town Center and the Highway 89 corridor as areas of intense development and pedestrian activity, retail areas on Redwood Road, development of the gun club property, 13 key issues including housing, and 14 guiding principles. He then spoke on the Town Center Master Plan and the many public workshops, open houses, as well as Planning Commission and City Council meetings which were held before the Town Center Plan was adopted in 2016. Several key items from the Town Center analysis included maps outlining trails, walkways, plans to incorporate mixed uses, a bus rapid transit system (BRT), and urban design guidelines such as architecture, streetscapes, and signage.

Commissioner Knowlton, who is the Deputy Director of the Wasatch Front Regional Council (WFRC), reported on housing dynamics, with a focus on the need for multi-unit housing and where it should be located within the City, as well as how housing relates to the Town Center concept. He said that WFRC focused on long range transportation plans and included the communities from Brigham City to Bluffdale.

Commissioner Knowlton reported that there was currently a housing crisis as home prices had increased at an unsustainable increase of 10% in one year. He explained that as Utah was the fastest growing state with a continual decrease in vacant land along the Wasatch Front, housing prices would continue to increase and affordability would decrease. Demographically 56% of the new housing demand from growth would be for seniors and new homeowners.

Commissioner Knowlton presented a graph comparing townhouse/multi-unit housing units in Davis County cities with those within the City, which showed that the City had less than the County average and half of the metro average, including Salt Lake County. He then spoke on the need for multi-family housing and where it should be placed. The ideal areas for multi-family housing would be where residents could take advantage of transit, jobs, and where it could vitalize the heart of a community.

Council Member Horrocks commented that there were a lot of factors to consider regarding multi-family housing such as resident feedback, the housing demand, proximity to Salt Lake, location of jobs, the Highway 89 corridor, and what amount of multi-family housing was too much.

Commissioner Knowlton said that multi-family housing in the Town Center area would allow for mixed uses and vitality. This type of housing would also contribute to walk-ability, lessen the parking demand, and support transit.

Sherrie Llewelyn reported on the population projections for the City with a focus on 2013, which had a population of 18,470 at a 6% growth rate increase. There was a 5.15% increase in 2015 with a population of 20,020, and a 7.26% increase in 2016 with an increase to 21,476 residents. There is a projected 2% increase in 2018 to 22,134 residents. She explained that form based code included a focus on the appearance, rather than the use, of a building. The form based code for the Town Center included chapters on the Town Center plan, streets, sub-districts, land uses, building types, open space types, landscape design, parking, signs, and administration. Examples of street types, sub-districts, building types, and open spaces were shown to those present.

Mrs. Llewelyn said that the Planning Commission and City Council would review the form based code for adoption in June or July of this year. She explained that the area had been rezoned

in 2015 to prohibit undesirable uses, a Planned (P) District for multi-family housing, implementing Town Center Master Plan Principles, and a Main Street Neighborhood plan.

Sherrie Llewelyn then provided an overview of the available parcels in the Town Center with a series of maps which showed existing units and available acreage, and indicated which areas were appropriate for mixed use, housing, and retail. She then reviewed the current number of built and approved housing units by type (apartment, duplex, single family, townhome, etc.). There are currently 7,127 built units and 304 approved units, as well as 35.38 acres of potential development sites available for retail or office space.

Sherrie Llewelyn then reported on a proposed development, Eaglewood Junction, which would include 35,840 square feet of retail and 72 high end luxury apartments located on 3.8 acres near a potential BRT stop. She also discussed a redevelopment project on the former Winegar's Grocery store site. This project would be mixed use with 8,800 square feet of retail, a parking garage, 1.49 acres of landscaping, 36 townhomes, and 126 apartment units on 3.46 acres. She asked for feedback on the proposed project from the Council and Commission.

Council Member Mumford commented that many residents felt that there were already too many multi-family units and that was the only type of housing currently being built in the City. He then said that after hearing Commissioner Knowlton's presentation and the need for certain types of housing, such as assisted living and new premium family homes, was not being addressed in the review of future planning. Sherrie Llewelyn replied that housing was built per developers and based on demand.

Mayor Arave commented that certain areas such as Redwood Road and Highway 89 were not ideal but multi-family housing made sense along those corridors. He explained that the City could have vacant parcels or build what the market demanded, which was multi-family units.

Commissioner Drinkall said that while there were concerns regarding multi-family housing the City was almost at build out and there was a land crisis along the Wasatch Front. These issues necessitated the need for the City to look at vertical housing and determine the appropriate height that would be allowed, particularly in the Eaglewood Junction project.

Brandon Tucker commented that unfortunately roadway planning and the transportation need would always be behind. He said the housing demand was there and cities must do their best to provide affordable housing, even if that meant multi-family housing was built.

Commissioner Knowlton commented that further analysis could be done to determine the realistic mix of retail and restaurants that the City should strive to obtain in relation to housing.

Council Member Baskin said that the new normal was here in the regard that the City was a prime location for young professionals to live and commute to Salt Lake, and that multi-family was necessary. She explained that the City must collectively prepare a vision to address the general welfare of the residents.

Mayor Arave commented that larger lots were no longer sustainable in regards to water or transportation and the new normal may be multi-family housing. Commissioner Drinkall said that he shared the Mayor's sentiments and asked how the City could educate the residents that the new normal was multi-family housing.

Council Member Porter remarked that he had participated in the preparation of the last General Plan and said that when the City received public input it was surprising to learn that many residents were not opposed to the thought of multi-family.

Commissioner Garn expressed concern with the proposed Town Center plan in regards to the success of the retail space without the accompanying multi-family housing. He said that the multi-family housing in the proposed Eaglewood Junction project would support retail in that location. He also praised City staff, particularly the police department, and their focus on making the City a better place to live.

Council Member Hood commented that more consideration should be given to providing affordable housing for residents such as young couples and college students in the City. He said he had voted in denial of many of the proposals for luxury apartments that come before the Council.

Mayor Arave said in regards to affordability that because the City was adjacent to Salt Lake City the housing prices would reflect that.

The Council and Commission also discussed supply and demand, the decrease in brick and mortar stores, the need for more office and professional spaces, and the potential for a new normal such as mixed use, similar to that found in Europe.

#### 4. ADJOURN

Mayor Arave adjourned the meeting at 9:18 p.m. to begin the regular session.

CITY OF NORTH SALT LAKE  
CITY COUNCIL MEETING-REGULAR SESSION  
JANUARY 17, 2017

**DRAFT**

PRESENT: Mayor Len Arave  
Council Member Brian Horrocks  
Council Member Stan Porter  
Council Member Ryan Mumford  
Council Member James Hood  
Council Member Lisa Watts Baskin

STAFF PRESENT: Ken Leetham, City Manager; Paul Ottoson, City Engineer; David Frandsen, Public Works Director; Janice Larsen, Finance Director; Craig Black, Police Chief; Brent Moyes, Golf Course Director; Sherrie Llewelyn, Community Development Director; Linda Horrocks, City Recorder; Marty Peterson, Emergency Preparedness Manager; Andrea Bradford, Minutes Secretary.

OTHERS PRESENT: Breanna Larson, Rafael Chavez Jr., Kris Garcia, Stanly Garcia, Natalie Rondo, Paul Rondo, Bryan Bayler, residents; Roger Timmerman, UTOPIA Fiber.

1. CONSIDERATION OF COUNCIL MEMBER JAMES HOOD'S APPOINTMENT TO THE PARKS, TRAILS, ARTS AND RECREATION ADVISORY BOARD

Council Member Hood reported on his appointment to the Parks, Trails, Arts and Recreation Advisory Board (NSL Live), Sara Sergeant. He said she was interested in participating in all aspects of the committee and would be willing to take assignments in a variety of events.

**Council Member Hood moved to appoint Sara Sergeant to the Parks, Trails, Arts and Recreation Committee (NSL Live). Council Member Mumford seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

2. DISCUSSION OF PROPOSED VERIZON WIRELESS COMMUNICATIONS TOWER TO BE LOCATED ON THE ALGER TANK PROPERTY NORTH OF THE EAGLEWOOD DRIVE FIRE STATION

Sherrie Llewelyn reported that Verizon Wireless had proposed a cell tower on the Alger Tank property located north of the Eaglewood Drive Fire Station. The applicant is proposing a 60'

non-stealth monopole. She said that at this time staff was only requesting recommendations from the Council on the lease amount, appearance, and height before further pursuit of a lease agreement with Verizon. The applicant proposed a lease amount of \$16,800 per year.

Ken Leetham commented that this would be a two-step process including Council approval and then review through the development process.

Council Member Baskin asked why this cell tower was necessary as the area already received good quality service. Sherrie Llewelyn replied that the tower would provide the needed bandwidth as well as reception.

The Council discussed the need to negotiate for the best lease terms, requiring the stealth option, obstruction of views for residents, and the potential for the tower to be built in Bountiful, which would further impact residents.

Staff was instructed to proceed with the lease agreement.

### 3. CONSIDERATION OF DECLARATION OF SURPLUS OF TWO PUBLIC WORKS VEHICLES

David Frandsen reported on the request for the surplus of two Public Works Department vehicles. The first vehicle for surplus was a 2015 Ford F250 with an estimated value of \$38,000. The second vehicle was a 2015 Ford F250 with an estimated value of \$37,000. The proceeds from the sale of the vehicles would be placed in the Fleet Fund.

Mayor Arave explained that these vehicles were no longer needed due to the outsourcing of park maintenance.

Council Member Porter asked if the vehicles would be traded or sold at auction. David Frandsen replied that they would be auctioned because they were currently valued at more than the City purchased them for.

**Council Member Horrocks moved that the City Council approve the surplus of the two vehicles described and dispose of them. Council Member Hood seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

4. CONSIDERATION OF PROPOSED ORDINANCE 2018-02 AMENDING PROVISION TO THE ZONING CODE RELATED TO THE GENERAL COMMERCIAL ZONE, CONTRACTORS, FENCING, AND OUTDOOR STORAGE

Sherrie Llewelyn reported on the proposed code amendments regarding fencing, outdoor storage, and construction services in the C-G zone. The Planning Commission reviewed and recommended approval of the proposed code amendments with no conditions.

Council Member Mumford commented that he would prefer that chain-link fencing was prohibited throughout the City but felt the proposed prohibitions and step program would be acceptable.

Mayor Arave expressed concern with the fact that fences could be built without a building permit as fences might be constructed that were not in compliance with City ordinances. Sherrie Llewelyn replied that a no-fee land use permit and site plan could be required from property owners.

**Council Member Baskin moved that the City Council approve Ordinance 2018-02 adopting the proposed amendments regarding contractor services, outdoor storage and display, and fencing with the following findings:**

- 1) **The proposed amendment is in accord with the comprehensive general plan, goals, and policies of the City;**
- 2) **Changed or changing conditions make the proposed amendment reasonably necessary to carry out the “purposes” stated in this title;**
- 3) **The proposed change would increase flexibility use of properties in the CG, MD, & MG zones while improving the visual aesthetic of these areas to improve the property value, quality, longevity, and economic viability;**
- 4) **Require a permitting process or building permit for type of fence and where it can be placed.**

**Council Member Porter seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

5. CONSIDERATION OF RESOLUTION 2018-05R AUTHORIZING THE SUBMISSION OF CDBG APPLICATION TO DAVIS COUNTY FOR THE HOME REPAIR GRANT PROGRAM

Sherrie Llewelyn reported that City staff needed approval from the Council for the submission of the 2018 Davis County Community Development Block Grant (CDBG) program. The City would be requesting \$50,000 with no match to be used for assisting qualified low-moderate income residents to make needed code and safety repairs to their homes.

Council Member Mumford asked if staff had compiled a list of what the 2017 CDBG funds were used for. Sherrie Llewelyn replied that because HUD was in the process of an audit the City was waiting to receive the \$40,000 funding that was awarded.

**Council Member Mumford moved to approve Resolution 2018-05R authorizing the submission of the CDBG application to Davis County. Council Member Hood seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

6. CONSIDERATION OF RESOLUTION 2018-06R APPROVING AMENDMENT NO. 2 TO INTERLOCAL COOPERATION AGREEMENT 2018-14A FOR 2018 ANIMAL SERVICES WITH DAVIS COUNTY

Ken Leetham reported that the City contracted with Davis County for animal services and that there was a 6% increase from last year due to inflation of operational costs and the re-allocation by the County Auditor of overhead costs. Staff recommends approval of the agreement as it would be more cost effective than City staff performing these services.

**Council Member Mumford moved to approve Resolution 2018-06R. Council Member Hood seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

7. CONSIDERATION OF RESOLUTION 2018-07R APPROVING INTERLOCAL COOPERATION AGREEMENT 2018-07A FOR UTOPIA

Ken Leetham reported that the agreement was an Interlocal Cooperation Agreement rather than a franchise agreement as UTOPIA was a quasi-governmental agency. He said they would not be collecting a telecommunication tax as they did not have end users. The City Manager, City Engineer, and City Attorney had reviewed the Interlocal Cooperation Agreement between the City and UTOPIA, and had made the necessary changes. He explained that there was one

omission in the presented agreement and suggested that wording be added to the contract to restrict the construction of new poles.

Roger Timmerman, UTOPIA, commented that they were amiable to that addition as they did not plan to construct any new poles.

Council Member Mumford commented that UTOPIA did not collect a franchise fee, which was normally paid to the City, and would be taking up space in the public right-of-way. Roger Timmerman replied that they were similar to a utility company in that a telecommunication tax would apply, but not a franchise agreement.

Council Member Mumford asked if UTOPIA had considered expanding their services beyond schools. Roger Timmerman replied that Farmington City currently used their services as did several businesses in Farmington. He said they may do self-funded projects in the future and explained that they build fiber networks which would potentially benefit residents through their wireless providers.

**Council Member Porter moved to adopt Resolution 2018-07R with UTOPIA. Council Member Mumford seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

#### 8. MAYOR'S REPORT

Mayor Arave reported on legislation regarding internet access and small cell sites, and asked Ken Leetham to expound on this item.

#### 9. CITY MANAGER'S REPORT

Ken Leetham thanked the Mayor for providing the opportunity to hold the General Plan discussion with the City Council and Planning Commission. He then reported on national legislation that would allow the installation of small cell sites. Small cell sites are antennas that fit onto light poles and would work with broadband companies. Cities would have to allow the antennas, but could collect a use fee.

Mr. Leetham then reported that staff met with the residents of Northpointe Circle due to the fact that they would be impacted by the median that was to be installed on Redwood Road. Due to neighborhood concerns staff then met with UDOT and requested that a break for left turns into Northpointe Circle be incorporated into the median.

Ken Leetham said that the Orchard Drive open house was held last week and the majority of those who participated preferred options two and three. Staff will further review the project for potential realignment, park strip, cost, and further narrowing of the road.

Ken Leetham reported that the payroll system had changed to an automated check stub service and would allow staff to view pay stubs and W-4s online.

#### 10. ADJOURN

Mayor Arave adjourned the meeting at 10:15 p.m.

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Mayor

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City Recorder