

CITY OF NORTH SALT LAKE
PLANNING COMMISSION MEETING
FEBRUARY 11, 2020

FINAL

Commission Chair Ted Knowlton called the meeting to order at 6:31 p.m. and Kent Kirkham led those present in the Pledge of Allegiance.

PRESENT: Commission Chair Ted Knowlton
Commissioner Stephen Garn
Commissioner Kent Kirkham
Commissioner William Ward
Commissioner BreAnna Larson
Commissioner Alisa Van Langeveld

EXCUSED: Commissioner Brandon Tucker

STAFF PRESENT: Sherrie Llewelyn, Community Development Director; Kate Werrett, Planner; Andrea Bradford, Minutes Secretary.

OTHERS PRESENT: Dee Lalliss, resident.

1. PUBLIC COMMENTS

There were no public comments.

2. CONSIDERATION OF PROPOSED SUBDIVISION TITLE AMENDMENTS

Chair Knowlton asked for the major reasons behind why the City revised Title 13 Subdivision Regulations. Sherrie Llewelyn replied the major reasons included that the current regulations were not in compliance with State Code in some areas, the current regulations for subdivisions were not all in one area of the code, to make the processes easier and more understandable, and the directive from the moratorium to make better defined PUD standards related to setbacks, etc.

Sherrie Llewelyn then reviewed each chapter of Title 13 with a brief overview of each chapter. Chapter 1 included purpose, definitions, and method for appeals. Chapter 2 included administration and applications with information on certificate of occupancy and Chapter 3 included the conceptual plan process including vesting. She explained that in the current code the concept plan was to be reviewed by the parks, trails, arts and recreation advisory board and asked the Commission if they would like to keep this practice and implement it.

Commissioner Kirkham asked what would be the easiest process for the City. Sherrie Llewelyn replied that if there was a concept plan with parks space that it be referred to the Parks and Arts Board for review and comment before preliminary plan review. This way only the larger developments with park/open space and trails would be reviewed by the Board. She suggested the wording be changed to “The Planning Commission may refer the concept plan to the Parks and Arts Board if trails and parks are included in the concept plan.”

Commissioner Ward asked about instances where a park/open space or trail was not proposed but the Parks and Arts board had insight such as a future trail connection. Sherrie Llewelyn replied that staff should know of future plans including the Public Works Director, David Frandsen, who attended both the Parks and Arts Board and the Development Review Committee (DRC) meetings.

Commissioner Garn asked about the process and if it would take more time if the Planning Commission reviewed a concept plan, the Parks and Arts Board reviewed the plan and then the comments came back to the Commission. Sherrie Llewelyn clarified that the Commission would make recommendations to the City Council with a recommendation that the Parks and Arts Board review the concept plan. The City Council would then receive comments on the concept plan from both the Commission and the Board at the same time.

Commissioner Kirkham commented that the City was on the right path. Commissioner Van Langeveld said that based on her experience with the Parks and Arts Board that this type of review would help to ensure that the parks met the needs of residents such as a dog park, types of trails, etc.

Sherrie Llewelyn said that another change to Title 13 included clarifying when the concept and preliminary plans expired. Chapter 4 addressed minor subdivisions and a shortened review process and Chapter 5 focused on major subdivisions including changes to preliminary design plan, the process through to final plat approval, and assigning an address to corner lots based on which direction the home is most likely to front. Chapter 5 also included updates to detention basins, approval of the final plat, and warranty bonds. Chapter 6 included requirements for planned unit developments as well as recreational vehicle and mobile home developments. The main changes to the PUD section included density calculations and setbacks. She said the City Council recommended changing the perimeter setback to 25 feet if the home had more than two stories against the property line to help preserve privacy. Mrs. Llewelyn explained that staff visited many North Salt Lake townhome developments built in the last several years, took measurements of all the spaces, and determined setbacks based off those observations and measurements. She also said the form based code would apply in the town center area while these proposed amendments would apply to other PUDs.

The Commission then discussed minimum and maximum setbacks and Planned (P) Districts related to the proposed ordinance changes.

Commissioner Van Langeveld asked if the proposed distances would have met the needs of the recent developments that had resident pushback. Commissioner Kirkham felt that the proposed setbacks would have helped but some residents would have disapproved of the development regardless. Chair Knowlton clarified that if the proposed setbacks were applied to every development over the last few years that he would not have been comfortable with the distances such as in the town center area.

Sherrie Llewelyn said that these PUD ordinance changes would be applied to R1-10 to RM-7 zones, etc. Commissioner Ward said the developments that were controversial were P Districts with everything to be negotiated.

Sherrie Llewelyn then reported that another change to the code for a PUD included specifying the standards for establishing an HOA. This would establish a policy for developers to setup the care and funding of an HOA for the first several years of operation including a reserve fund established through a percentage of the closing costs. She said the condominium and mobile home sections were updated to comply with the fair housing act.

Chapter 7 included plat amendments and lot line adjustments. Under the current code plat amendments require a public hearing even though subdivisions do not require public hearings. The amendment would align with State Code and would only require a public hearing for a plat amendment if a public street or trail was vacated.

Sherrie Llewelyn gave the example of a development in which a developer platted 18 units as one lot under a plat amendment. The developer only paid \$500 for staff to review all those units. Changes were made to ensure that a plat amendment was clarified as the rearranging of lot lines and not the creation of a new lot. This would ensure developers were paying their costs and the City was not overburdened.

Chapter 8 included general requirements such as the layout, design, lots, streets, landscaping, etc. One addition to the subdivision ordinance now specifies that each lot would need a buildable area of 5,000 square feet with less than 30% slope.

Chair Knowlton asked how much vacant land was still available for subdivision. Sherrie Llewelyn replied The Cove, several parcels along Redwood Road, and any annexed land.

Chair Knowlton then commented on block length and said the requirements were too loose with a minimum of 400 feet and a maximum of 1,000 feet. He said this may not matter unless there was an annexation but suggested a change to section **13-8-030: Blocks A. Block Length** to read: "Generally blocks shall be a minimum of three hundred feet (300') with maximum length of seven hundred feet (700'). In blocks over six hundred feet (600') in length, a dedicated walkway through the block, at approximately the center of the block is required where feasible."

The Commission discussed street widths (public and private) and lot sizes including right of way, alleys and private streets. A comparison was done to existing street widths in areas such as Foxboro and the current code requirements. They determined not to make any changes to the street and right of way widths at this time.

Other changes in Chapter 8 included not permitting street names to contain a cardinal direction, limiting streets to a maximum grade of 10%, etc.

Commissioner Van Langeveld asked about the procedure of street naming and if there was a way to encourage developers to name the streets after important people or things from City history.

Sherrie Llewelyn said that Chapter 9 was related to essential improvements such as design standards, required improvements, curb, gutter, sidewalks, storm drainage, fencing, etc.

Commissioner Garn moved that the Planning Commission recommend for approval the proposed amendments to the Subdivision regulations and residential zones 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.**

Commissioner Van Langeveld seconded the motion. The motion was approved by Commissioners Knowlton, Kirkham, Garn, Ward, Tucker, Larson and Van Langeveld. Commissioner Tucker was excused.

3. DISCUSSION OF FORM BASED CODE AND SCHEDULE OF REVIEW

Sherrie Llewelyn asked if the Planning Commission would prefer to review the draft of the form based code once more or if a joint work session should be scheduled with the City Council. The Planning Commission determined to review the form based code again at their February 25th meeting and to tentatively schedule a joint work session on March 10th.

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

Sherrie Llewelyn reported that the City Council adopted the changes recommended by the Planning Commission to the residential zones ordinance. She said next week she would present the subdivision amendments to the Council, the Village Station site plan, the consideration of a vacation of Orchard Drive, a beer license for Maverik, and an amendment to Title 4 related to the noise ordinance and delivery unloading/loading times.

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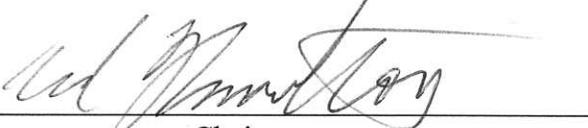
Sherrie Llewelyn also said that she had received confirmation from Maverik that they would be closing the Maverik gas station located adjacent to the new Maverik location at 24 North Redwood and potentially selling that property.

5. APPROVAL OF MINUTES

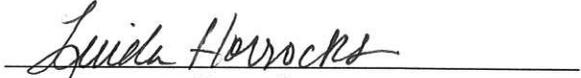
The Planning Commission meeting minutes of January 28, 2020 were reviewed and approved. **Commissioner Larson moved that the Planning Commission approve the meeting minutes from January 28, 2020 as amended. Commissioner Van Langeveld seconded the motion. The motion was approved by Commissioners Knowlton, Kirkham, Garn, Ward, Tucker, Larson and Van Langeveld. Commissioner Tucker was excused.**

6. ADJOURN

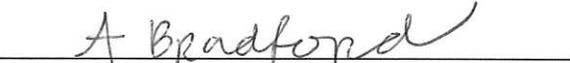
Chair Knowlton adjourned the meeting at 8:01 p.m.



Chair



Recorder



Secretary