

CITY OF NORTH SALT LAKE  
PLANNING COMMISSION MEETING  
DECEMBER 14, 2021

**FINAL**

Commission Chair Ted Knowlton called the meeting to order at 6:30 p.m. and BreAnna Larson led those present in the Pledge of Allegiance.

PRESENT:   Commission Chair Ted Knowlton  
              Commissioner Ron Jorgensen  
              Commissioner BreAnna Larson  
              Commissioner Katherine Maus  
              Commissioner Alisa Van Langeveld  
              Commissioner William Ward

EXCUSED:   Commissioner Brandon Tucker

STAFF PRESENT: Sherrie Pace, Community Development Director; Mackenzie Bennett, Planner.

OTHERS PRESENT: Dee Lalliss, resident; Brady Boardman, Salty; Andy Strine, TJ Jones, Phillips 66/Energy Transfer; Sam Brady, SBA Architecture; Scott Janke; Patricia Estada, Luz Astrada, Arcoiris Reception Center; John Crockett, resident/applicant; Jaden Malan.

1. PUBLIC COMMENTS

Dee Lalliss thanked the outgoing members of the Planning Commission and staff for their efforts. He spoke on the potential difficulties and issues in working with the public and developers and thanked staff and the Commission for serving the City.

Chair Knowlton thanked Dee Lalliss for his involvement and comments pertaining to City matters over the years.

2. PUBLIC HEARING: CONSIDERATION OF A PLAT AMENDMENT TO LOT 1016R, EAGLEPOINTE ESTATES PHASE 10 SUBDIVISION AT 674 EAST COUNTRY COURT, VACATING A PUBLIC UTILITY EASEMENT ON THE REAR PROPERTY LINE, JOHN CROCKETT, APPLICANT

Mackenzie Bennett reported on lot 1016R in Phase 10 of the Eaglepointe Estates Subdivision, which was located at 674 East Country Court. Several years ago the property owners on the southern side of this street installed landscaping encroaching into the City's property. She explained that to fix the problem the City has been working with those property owners and

allowing them to purchase the encroached upon land. The former property owners of lot 1016R 674 East Country Court, who installed the landscaping, sold the lot and home to the new owner prior to completion of the land transaction with the City.

Mackenzie Bennett said a purchase agreement with the current owners of lot 1016R was finalized on December 1, 2021 for a total of 4,672 square feet of land. She showed a map of the property with a public utility easement along the back of the original lot line. This plat amendment would combine the purchased and existing property, vacate the existing public utility easement (PUE) along the back property line, and extend the City's PUE on the side property line to the new back property line. Ms. Bennett explained that the existing deed on the City property, which restricted use of the land for park/open space purposes, has been released through the use of an agreement and new recording.

The Development Review Committee (DRC) recommended approval of the plat amendment with no conditions.

Commissioner Van Langeveld asked for clarification on the existing public utility easement on the property. Mackenzie Bennett replied that the neighboring property to the west had been through the same process. She said the side PUE for that property was extended and the rear PUE was vacated. This same rule would be applied to the subject property at 674 East Country Court.

Sherrie Pace noted that the City Engineer indicated that the likelihood of the City accessing the PUE at the rear of the property was highly unlikely.

**At 6:38 p.m. Chair Knowlton opened the public hearing. There were no comments and he closed the public hearing at 6:39 p.m.**

**Commissioner Jorgensen moved that the Planning Commission recommend approval to the City Council of the plat amendment to lot 1016R, Eaglepointe Estates Phase 10 Subdivision at 674 East Country Court with no conditions. Commissioner Maus seconded the motion. The motion was approved by Commissioners Jorgensen, Knowlton, Larson, Maus, Van Langeveld and Ward. Commissioner Tucker was excused.**

**3. CONSIDERATION OF A CONDITIONAL USE PERMIT FOR ARCOIRIS  
RECEPTION CENTER AT 710 NORTH REDWOOD ROAD, LUZ ESTRADA,  
APPLICANT**

Sherrie Pace reported that this item was a continued item from December 2020 and had been tabled due to redline corrections as well as issues with alcohol licensing and parking. The Arcoiris Reception Center would be relocated from 240 North Redwood Road to 710 North Redwood Road. They previously operated under a conditional use permit at the location of 240

North Redwood Road. Conditional use permits are not transferable and are location specific so the business was required to obtain a new conditional use permit for the new location. This application was previously reviewed by the Planning Commission on December 8, 2020 and was tabled to address the following: submission of redline corrected site plan improving and installing additional parking spaces, confirmation of required alcohol licenses from DABC and the City Council, removal of the fence and any other storage located in the rear fire lane for the building and adjoining building upon which the cross-access easement existed, and confirmation of non-conflict of operating hours regarding shared or overflow parking onto the business to the south.

Staff has worked with the applicant's architect and engineer on all the redline corrections which have been made to the site plan and construction drawings. The building has had an interior remodel with the following uses: open reception with no fixed seating on the main floor and office/open storage on the second floor. The minimum parking requirement for these uses would be 62 parking spaces. The current site had a total of 28 parking spaces and the proposed site plan and completion of the parking lot improvements would provide an additional 35 spaces for a total of 63 parking spaces, which would meet the minimum standard set by City code.

In addition, the property has a cross access and parking easement with the building to the south. This easement would allow the reasonable use of the parking. As the proposed business was a reception and event center whose primary operations would be in the evening hours and on weekends, the applicant felt that during the operation of events that they would be able to utilize all 31 spaces to the south for overflow parking. The proposed hours for events would be 5 p.m. to 1 a.m. on weekends and would not conflict with the adjacent neighbor Revolution Auto. The proposed business would host banquets, weddings, anniversaries, quinceaneras, etc. City staff found that there were varying licensing requirements through DABC so it was determined that Arcoiris is required to operate in conformance with DABC requirements as well as City code requirements related to serving alcohol depending upon type of event. The City's police department would be responsible for investigating and enforcing compliance in the event of an issue. Violations by the business operator, or those hosting an event, may result in a revocation of the conditional use permit and business license.

An additional concern regarding the request for a conditional use permit would relate to public health and the current COVID pandemic. The proposed use would be subject to county and state public health regulations and orders as applicable.

Currently a chain link fence enclosing material and supply storage blocked the rear access around this building and the adjoining building to the south. The Fire Marshal indicated that the building to the south was in violation, which required a separate enforcement action and was not related to the approval of the conditional use permit for Arcoiris.

Ms. Pace also explained that conditional use permits were subject to the requirements of the City's Land Use Ordinance in which conditional use permits expired after one year if the work authorized by this permit had not commenced within one year or was not completed within two years from date of issue.

The DRC recommended approval of the conditional use permit with one condition that the business operate in accordance with DABC and City regulations in relation to the consumption of alcoholic beverages.

Sherrie Pace showed the revised site plan and said that staff required reducing the parking islands to less than the required nine (9) feet wide (per adopted City code) for an additional turning radius to align with the neighboring property. This reduction allows for better ease of movement within the parking area and is permissible to be varied by the Planning Commission.

Samuel Brady, SBA Architecture, commented that they had worked closely with City staff on the updated site plan to comply with engineering requirements. He asked for approval and temporary occupancy and use of the site until the work could be completed.

Sherrie Pace commented that in order for a temporary occupancy permit a bond would need to be in place for the proposed infrastructure and the operation hours could not conflict with Revolution Auto for the use of the overflow parking. She explained that the bond would be based on the City Engineer's estimate or the contractor's bid for the work. This bond could be cash, an escrow account at the bank, or an insurance policy surety bond.

Samuel Brady clarified for the applicant/tenant that a bond for the proposed infrastructure and the cross access easement to coordinate with Revolution Auto for parking would allow them a temporary occupancy permit while finalizing site improvements. He asked that this be specified in the meeting minutes. Sherrie Pace responded that eligibility for a temporary occupancy permit would be based upon building code and the Building Official. She said then a bond could be accepted for the improvements to be completed within a certain timeframe and a limited temporary occupancy permit could then be issued.

Commissioner Maus asked if insight could be provided on any negative impacts to neighboring properties. Sherrie Pace responded that at the previous location there were parking conflicts with other building tenants which resulted in overflow parking as well as complaints related to alcohol use by patrons attending events.

Commissioner Van Langeveld clarified that if the additional improvements to the parking lot were not completed within one year that the conditional use permit would be revoked. Sherrie Pace confirmed that the approval would be void and the item would return for Planning Commission review. She expected that the applicant will be able to have the improvements completed in the spring when the asphalt plants re-open.

Commissioner Jorgensen spoke on the DABC and City requirements related to alcohol and asked about best practices related to public safety in this respect. Samuel Brady replied that he expected elements of compliance for serving alcohol per the law and stipulated by the alcohol license.

Sherrie Pace clarified that some of the DABC requirements, dependent on the type of event, were a licensed bartender to serve alcohol, onsite security, verification of identification, provision of a guest list, etc.

Commissioner Jorgensen commented that it is important from a public safety standpoint that this was done responsibly. He asked that best practices be put into place at the facility to discourage drinking and driving.

Commissioner Maus asked if the site met the landscaping requirements of the City. Sherrie Pace replied affirmatively.

**Commissioner Maus moved that the Planning Commission approve the Conditional Use Permit for Arcoiris Reception Center at 710 North Redwood Road with the following condition:**

- 1) Business will operate in accordance with DABC and City regulations in relation to the consumption of alcoholic beverages.**

**Commissioner Ward seconded the motion. The motion was approved by Commissioners Jorgensen, Knowlton, Larson, Maus, Van Langeveld and Ward. Commissioner Tucker was excused.**

**4. CONSIDERATION OF A SITE PLAN APPROVAL FOR SALTY OVERFLOW PARKING AT 211 WEST CENTER STREET, BRADY BOARDMAN, APPLICANT**

Mackenzie Bennett reported that the property at 211 West Center Street had frontage on Center Street and was vacant of any structures. Storage City owns this property located in the Manufacturing Distribution (MD) zone as well as the property and storage business south of the subject property. The applicant, Salty, provides rental vehicles to the construction, oil, and gas industries with a primary location at 875 North Main Street. Salty has temporarily leased a portion of the subject property for additional vehicle storage. Due to COVID, Salty has chosen to keep its existing fleet instead of transitioning to a newer fleet, which has triggered the need for overflow parking at this secondary location.

The applicant has applied for a site plan to construct a 31,500 square foot outdoor parking area that would be surfaced with crushed asphalt. The proposed area would be fenced by a six foot

chain link fence with a solid black Aleko Fence Screen that would allow wind to blow through the material. The proposed parking area would hold a maximum of 110 vehicles at a time. The applicant anticipated no more than three to five vehicles being moved in or out of storage on a daily and weekly basis.

The proposed parking area would be approximately 520 feet away from Center Street, which was measured from the back of the sidewalk. The property also had 20 feet of landscaping adjacent to Center Street.

Mackenzie Bennett explained that it would be at the Planning Commission's discretion to determine if the storage area was to be considered "outdoor storage" and governed by City code 10-1-33 which would require the installation of a concrete tilt up or masonry wall or to be considered a "vehicle, automobile sales/rental and service" as defined in section 10-1-46. She said that the Police Chief had cautioned about catalytic converter theft and potentially avoiding site obscuring walls.

The DRC recommended approval of the site plan and recommended that if the Planning Commission determined that the parking area met City code 10-3-33 that the walls be compliant with City code and be constructed on a minimum of the north and east sides of the affected lease area.

Chair Knowlton questioned if I-15 was higher than the site. Mackenzie Bennett replied that this parcel was nearly level with and visible from the interstate.

Commissioner Jorgensen commented that he had driven by the property and said it was currently being used for vehicle storage and was highly visible. He was unsure if the asphalt had already been applied. Mackenzie Bennett replied that the applicant had the crushed asphalt ready for installation as soon as the site plan was approved.

Chair Knowlton asked if this was a temporary or permanent condition for Salty. Brady Boardman, Salty, responded that the reason they were retaining their inventory was due to supply issues per COVID. He said once these supply issues were rectified that they would no longer need vehicle storage and would sell their inventory. Mr. Boardman mentioned that there was still uncertainty as to when the supply issues would be fixed and what the future had in store for the company.

Sherrie Pace commented that staff did not have any objections to temporary storage for a period of two years with the option for a one year renewal based on inventory per COVID. She said that if the need for storage persisted after three years the applicant could return to the Planning Commission.

Chair Knowlton asked if the applicant had any issue with a temporary timeframe. Brady Boardman replied that he had no issue with a temporary timeframe and would address any needs after three years with the City. He clarified that it would not be a storage area for anything other than parking the vehicles when they were not in use.

Commissioner Larsen asked about the plan for security. Brady Boardman responded that there would be lighting and cameras attached to the facility. He said they would like to have some fencing as a deterrent to theft.

Commissioner Maus questioned if this would be seasonal or year round storage. Brady Boardman said it would be more seasonal storage as the oil and gas industries tended to slow down in the fall/winter months. He said they would lease/rotate the vehicles from this location especially in the warmer months.

Commissioner Jorgensen commented that a case could be made that this use fit under section 10-1-46 as a vehicle, automobile sales/rental and service. He did not see a compelling case for the walls as the fencing would provide better visuals of the site. Commissioner Maus was in agreement particularly as the vehicles would be leased and the temporary nature of the site.

Commissioner Larson said she felt the same and that the fencing should be for the security of the site and less for a long term impact on the property.

Sherrie Pace reported on what was written in City code for temporary uses and stated “a conditional use permit for uses which are of a temporary nature only and may be issued for the intended duration of the temporary use or two years whichever period of time is shorter”. She suggested a condition that stated a maximum of two years for temporary use.

Chair Knowlton commented that this would be his preference. If the applicant needed an extension or permanent storage that the need for fencing could be determined at that time.

Commissioner Van Langeveld asked if the site was approved as a conditional use permit for automobile sales/rental if that would apply to the entire site. She asked if the applicant would be beholden to only the designated section that was specified or if they could potentially fill up the entire site with vehicles. Sherrie Pace replied that this would need to be addressed through the conditions placed by the Planning Commission.

Brady Boardman commented that they had trucks parked behind the fence near the substation but would move them to the proposed section. He said that the 31,500 square feet should be sufficient but would like to have some flexibility.

Commissioner Van Langeveld commented that she felt the applicant should have flexibility to access and maneuver around the property but would have concerns if the applicant had requested

to park vehicles all the way to the property line. She said if this was a permanent site she would be more interested in the installation of fencing.

Brady Boardman said they could obtain an automobile sales license if that was required by the Commission. Commissioner Van Langeveld commented that this seemed like an onerous requirement for a temporary need.

Commissioner Ward was in agreement and felt that the temporary permit with the two year term was appropriate at this time. He suggested further review of the use if the applicant requested more time in the future.

**Commissioner Ward moved that the Planning Commission approve the site plan for Salty Overflow Parking located at 211 West Center Street with the following conditions:**

- 1) Approval is granted for an initial two (2) year term. At the expiration of the term the applicant is required to reapply for approval to continue to operate.**

**Commissioner Larson seconded the motion.**

Commissioner Jorgensen asked if this tied the use to the 31,500 square feet footprint as shown on the site plan. Commissioner Van Langeveld clarified that for the two years the applicant would have the opportunity to park the entire property and asked if there should be any restrictions.

Commissioner Ward commented that this was the intent as he wanted to allow the applicant the flexibility to do what was needed. He said that this meant the City could review the request in two years and potentially provide restrictions at that time.

Commissioner Maus spoke on the crushed asphalt and if it would only be applied to the 31,500 square foot area as proposed in the site plan. Sherrie Pace replied that if any portion of the property was greater than the 31,500 square feet it would need to be surfaced with the crushed asphalt or some other hard surface.

**Commissioner Ward amended his motion to include an additional condition:**

- 2) That vehicles could only be parked on a hard surface.**

Brady Broadman commented that they did not want to park the vehicles on the dirt. He thanked the Commission for the flexibility to use the site.

**Commissioner Larson seconded the amended motion.**

**The motion was approved by Commissioners Jorgensen, Knowlton, Larson, Maus, Van Langeveld and Ward. Commissioner Tucker was excused.**

5. CONSIDERATION OF SITE PLAN APPROVAL FOR PHILLIPS 66 BUTANE BLENDING SYSTEM AT 245 EAST 1100 NORTH, ANDY STRINE, APPLICANT

Mackenzie Bennett reported that this property, located at 245 East 1100 North, was in the Manufacturing Distribution (MD) zone. Sunoco Partners has applied for a site plan amendment to add a butane blending system to the property. This would be an existing use, which has been at this location since the 1950s. The new butane blending system would consist of a 90,000 gallon liquid propane/gas storage vessel that was approximately 11 feet in diameter and 133 feet long, a truck offloading station, a pump, an enclosure to house the analyzer and electrical equipment, and connected piping with several small equipment skids. She showed an aerial view of the property and the proposed location of the above ground tank and structure that would be a minimum of 185 feet from the front fence line. The new butane blending system would increase the imperviousness of the property by 2,788 square feet and increase the gravel areas by 8,102 square feet for a total of 10,890 square feet of area to be affected.

The applicant noted that the requested site improvements would increase truck traffic by an estimated one to three additional trucks during blend season, which was September 16<sup>th</sup> to April 30<sup>th</sup>, and up to six trucks during peak blend season, September 16<sup>th</sup> to September 30<sup>th</sup> and April 1<sup>st</sup> to April 30<sup>th</sup>. The proposed operation has been reviewed by the Fire Marshal and City engineering staff and no adverse impacts were anticipated from the site improvements and additions.

Mackenzie Bennett explained that the subject property was within a Drink Water Source Protection (DWSP) area. The Assistant City Engineer, Karyn Baxter, reviewed the proposed project and was satisfied with the plans.

The existing fencing surrounding the property and adjacent to 1100 North was constructed of chain link. City code 10-1-33 regulates that fencing along Center Street, Redwood Road, Cutler Drive, or 1100 North shall not be chain link. In these situations, chain link fencing would only be permitted on the side and rear property lines if the property was not adjacent to a residential zone. The existing fence on the property line, along 1100 North, was chain link with barbed wire on top. This fence is considered legal nonconforming. The DRC had discussion as to if this site plan amendment application should spur the fence being brought into compliance with the current code. The fence along 1100 North could be constructed of decorative metal or be a site obscuring wall. The fencing determination would be up to the discretion of the Planning Commission. The applicant did not budget to update the fence with this project but proposed a screening material to be added to the existing chain link fence.

Due to this property being greater than five acres in size, City code requires that the application be forwarded by the Planning Commission to City Council for final approval.

Chair Knowlton asked for clarification on the change to what would be seen from 1100 North and 800 West. Mackenzie Bennett replied that the only visible change would be the butane tank, which was approximately 185 feet from the fence line on 1100 North. She said the new enclosure/structure would be next to existing structures on the property.

Commissioner Jorgensen questioned what the Fire Marshal and City Engineer reviewed related to fire codes. He asked what standards would apply related to flammable products from the EPA, OSHA, Homeland Security, etc. related to security, fencing, and containment. Mackenzie Bennett reported that staff had reviewed the project and had no concerns related to engineering or the potential for water contamination, as this was a small addition to an existing use that had been in operation for a decade.

Andy Strine, Energy Transfer, commented that they were constructing this project for Phillips 66. He addressed Commissioner Jorgensen's questions including those related to National Fire Protection Association (NFPA) 58 standards. He said they were governed by this and their entire system met all of the parts of that code. Mr. Strine explained they were also governed by PSM, which was part of OSHA, which included a fire safety analysis through an outside consultant. He said the fire chief also visited the site and had no further requirements. Mr. Strine spoke on secondary containment and said that butane generally vaporized when it hit air so secondary containment was not recommended. He provided an overview of the system and said gasoline was loaded at the truck rack from the storage tanks. Samples were taken of the gasoline and sent to two separate analyzers per the EPA and the amount of butane to be added was then determined.

Commissioner Jorgensen asked about additional fencing needs. Andy Strine mentioned that they had installed over 100 of these systems and had chain link fence installed around most of those systems.

Commissioner Van Langeveld questioned if air quality would be affected as the result of butane mixing with air. Andy Strine replied that if there was a leak that it would generally be minor and result in a frost ball forming on the container. He said a butane vapor would not spread throughout the community.

Commissioner Van Langeveld also asked if the addition of this processing would alter air quality. She asked if the EPA had suggestions on how close residents should live to a system like this. Andy Strine said that Phillips 66 was permitted through the EPA and updated their existing permit based on emissions. He replied that he could obtain information on other systems in proximity to neighborhoods.

Commissioner Jorgensen asked about scenario modeling related to accidental releases, etc. Andy Strine responded that part of the PSM process was process hazard analysis. This included identifying potential hazards such as leaks, explosions and risk modeling and any additional measure that may need to be taken in regards to the proximity to residential areas. He said that no additional measures were found to be necessary.

Mackenzie Bennett replied that per the National Advisory Committee for Acute Exposure Guideline Levels for Hazardous Substances that butane may have a disagreeable odor but the toxicity of butane was quite low.

Commissioner Jorgensen asked if there were detectors or alarms. Andy Strine replied that the safeguards in the system included immediate shut down or notification of a potential issue. He said there was a hydrocarbon detector mounted on the process pump, which would detect any leaks and shut down the system.

Chair Knowlton asked about the fencing and requirements in the code. Mackenzie Bennett responded that staff determined this was a legal nonconforming fence, which meant that the assumption was made that when the fence was constructed, it was built in compliance with the applicable codes of that time. The legal nonconforming use would allow the fence to continue as it was but it could not be enlarged or extended.

Sherrie Pace clarified that the use on the property was conforming but the fence was legal nonconforming and any change to the fence would need to be an upgrade from chain link in the front setback.

Chair Knowlton said that while he was not looking to create an issue for the applicant that this was an expansion of the use and the Commission could request that the fence be brought into conformance at this time.

Commissioner Van Langeveld said that the new structure would be 185 feet from the sidewalk. She asked how close the existing structure was from the fence line. Mackenzie Bennett said it was 185 feet from the fence line and was approximately 15-20 feet closer.

Sherrie Pace clarified that the Planning Commission should determine if the change in the site justified that the fencing should be brought up to the current standards. She said that the purpose was to make the property owners aware of the updated requirements and if the fence was ever updated that it could no longer be chain link along the front property line. Ms. Pace said that this fence did not need to be a buffer or site obscuring.

Chair Knowlton commented that the reason he brought up the fence and its potential upgrade was that this was the way cities were improved. He said there was a standard for a reason and when changes were made to a site that this was how they were brought into conformance.

Commissioner Ward said that he was comfortable with requiring a condition that the fencing be brought up to code. He said that his basis for this was the point made by Commissioner Jorgensen related to increased security for this use.

Commissioner Maus asked in regards to the difference between this site plan and a previous project. Mackenzie Bennett clarified that the aforementioned project, the conditional use permit for Bridger Towing seen by Planning Commission a few months prior, had outdoor storage whereas this site did not. She said that if the property was used for outdoor storage, then an amendment to the property would require that screening be brought into compliance.

Sherrie Pace said that the change to the ordinance prohibited chain link fencing along Center Street, Redwood Road, etc. and if these fences were also for the purpose of screening outdoor storage then it must be opaque fences such as a concrete or masonry wall. She clarified that the Commission needed to determine if the change in the site plan warranted an upgrade to the fencing to conforming materials.

Chair Knowlton commented that he did not have a firm stance either way. Commissioner Larson said that the proposed screening of the existing fence was more obtrusive than what was already there. She said a decorative metal fence would be a nice improvement and this could be the chance to encourage that.

Andy Strine commented that they had not obtained quotes for the fencing upgrade but he estimated that it could cost over \$100,000.

Commissioner Jorgensen asked in regards to the overall budget for the project. Andy Strine replied that it was approximately \$5 million.

Commissioner Maus commented that the Planning Commission could not require an ornamental iron fence. Mackenzie Bennett replied that the City could only specify what was prohibited or not allowed.

Commissioner Larson suggested either retaining the existing fencing with no changes or requiring new fencing. She was not in favor of the proposed screening to the existing fence.

Commissioner Van Langeveld asked if this site plan was approved and the existing chain link remained if the property could continue to operate indefinitely with the existing fencing and would not be required to upgrade the fencing. Sherrie Pace replied that the current code did not require that a fence be upgraded as a result of a site plan amendment application but the code could be changed to require that a significant site plan amendment of a certain square footage warrant the fence upgrade.

Chair Knowlton commented that the proposed improvements to the site were miniscule at approximately a 2-5% overall improvement. He questioned what should trigger improvements on the site. Commissioner Van Langeveld said that the current use of the site would most likely be in operation for at least another 70 years and how the property should present in the City. She was also not in favor of adding the mesh paneling to the existing fence and felt that updating the fence would not cause a significant hardship for the applicant.

Commissioner Larson commented that there was a reason for the code to be updated to not allow chain link along 1100 North and that residents passed this property regularly.

**Commissioner Ward moved that the Planning Commission recommends to the City Council the approval of the site plan amendment for Phillips 66 Butane Blending System located at 245 East 1100 North with the following condition:**

- 1) The chain link fence along 1100 North will be brought into compliance with City code section 10-1-33.**

**Commissioner Larson seconded the motion.**

Chair Knowlton asked if the perimeter on the east, west, and south would need to be upgraded. Mackenzie Bennett replied only the front yard setback along 1100 North could no longer remain chain link.

Andy Strine commented that there were several gates and said the chain link fence ran perpendicular to those gates. He asked for clarification on that fencing/gates. Mackenzie Bennett responded that gates and entryways could be chain link. She said she would review and approve any land use permit to update the fence and ensure that the new fencing along 1100 North meet the current code requirements.

Commissioners Ward and Van Langeveld clarified that the City Council was the final approval and could determine that the upgraded fencing would not be required.

TJ Jones, Phillips 66, commented that they would be installing barbed wire across the top of the upgraded fencing on 1100 North per national security requirements.

**The motion was approved by Commissioners Jorgensen, Knowlton, Larson, Maus, Van Langeveld and Ward. Commissioner Tucker was excused.**

## **6. REVIEW 2022 ANNUAL MEETING SCHEDULE**

The Planning Commission reviewed the proposed annual meeting schedule.

## 7. REVIEW 2022 WORK SCHEDULE

Sherrie Pace reported that the work schedule/task list for the upcoming year had not yet been completed. Chair Knowlton suggested reviewing the General Plan and determining the areas that were out of alignment.

Chair Knowlton thanked Commissioner Van Langeveld for her service on the Commission.

Commissioner Van Langeveld spoke on the comradery and collaboration she had with the Commission.

Sherrie Pace presented Commissioner Van Langeveld with a plaque to thank her for her service.

## 8. REPORT ON CITY COUNCIL ACTIONS ON ITEMS RECOMMENDED BY PLANNING COMMISSION

Sherrie Pace reported that the City Council adopted the new Annexation Policy Plan with Area D included. She commented that the City had not received an annexation petition at this time.

## 9. APPROVAL OF MINUTES

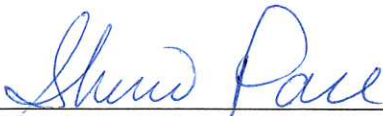
The Planning Commission meeting minutes of November 9, 2021 were reviewed and approved.

**Commissioner Jorgensen moved to approve the November 9, 2021 meeting minutes as drafted. Commissioner Maus seconded the motion. The motion was approved by Commissioners Jorgensen, Knowlton, Larson, Maus, Van Langeveld and Ward. Commissioner Tucker was excused.**

## 10. ADJOURN

Chair Knowlton adjourned the meeting at 8:40 p.m.

*The foregoing was approved by the Planning Commission of the City of North Salt Lake on Tuesday, January 11, 2021 by unanimous vote of all members present.*

  
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Sherrie Pace, Deputy City Recorder