

CITY OF NORTH SALT LAKE  
PLANNING COMMISSION MEETING  
CITY HALL – COUNCIL CHAMBERS  
10 EAST CENTER STREET, NORTH SALT LAKE  
MAY 24, 2022

**FINAL**

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

PRESENT: Commission Chair BreAnna Larson  
Commissioner Ryan Holbrook via Zoom  
Commissioner Ron Jorgensen  
Commissioner Katherine Maus  
Commissioner Irene Stone  
Commissioner Brandon Tucker  
Commissioner William Ward

STAFF PRESENT: Sherrie Pace, Community Development Director; Mackenzie Bennett, Planner; Ali Avery, Long Range Planner.

OTHERS PRESENT: Morgan Green, Green Collective; Richard Wright, Edifice Design and Architecture; Dee Lalliss, resident.

1. PUBLIC COMMENTS

There were no public comments.

2. CONSIDERATION OF SITE PLAN AMENDMENT APPROVAL FOR THE  
COLLECTIVE CAMPUS AT 1375 WEST CENTER STREET, RICHARD WRIGHT,  
EDIFICE DESIGN AND ARCHITECTURE, APPLICANT

Mackenzie Bennett reported that The Green Collective had purchased the property that was the former Legacy Preparatory Academy building at 1375 West Center Street, zoned Manufacturing-Distribution (MD). The Green Collective consists of multiple businesses under one umbrella company including two general contracting firms called GCI and Six Star, a pool contractor called Emerald, and a snowboard company called Cardiff. Ms. Bennett noted that Cardiff manufactures and distributes its products offsite and this location would be used as an office and a business headquarters. The property would be known as The Collective Campus. She showed an aerial view of the existing conditions on the property and the proposed site plan which modified the parking layout and driveway access, added an outdoor storage area, and added a minor building addition. The parking requirement for the site, based on the uses, would be 105

parking stalls. The applicant provided 101 parking stalls, which the DRC deemed sufficient for the proposed uses.

Ms. Bennett said that the property currently had one 30 foot driveway on Center Street and two 25 foot driveways on 1200 West. The proposed plan added one new 40 foot driveway on Jordan River Drive, one 40 foot driveway on Center Street, and expanded the southernmost existing 25 foot driveway on 1200 West to a total width of 40 feet. The new driveway on Jordan River Drive and the expanded 40 foot driveway on 1200 West would be used to access the gated outdoor storage area and 17 parking stalls for employees such as those who worked in the mechanic shop or equipment yard. The gate would be open during normal business hours. The City Engineer has reviewed the proposed driveway widths, placements, and distances from intersections and determined that they are compliant with City code. The applicant must provide South Davis Metro Fire Agency access to the fenced outdoor storage area in preparation for an emergency.

The new 40 foot driveway on Center Street would be used to access the mechanic shop. The applicant indicated that the traffic generated to this driveway would be no more than ten vehicles or pieces of equipment per day. The former school gymnasium would be remodeled into a mechanic shop with four bay doors that face Center Street.

The outdoor storage area would be screened from view along 1200 West with a masonry wall. A chain link fence with gate would run along 1200 West and Jordan River Drive. The fence and gates would have three strands of tightly strung barbed wire on top. The proposed wall, fence, and gates are compliant with City code.

The minimum required landscaping in the MD zone was 10% of the property based on current code. The proposed plan provided 19% landscaping (33,532 square feet) with 37% (12,264 square feet) of the landscaped area to be sod or 7% of the entire lot including buildings and hardscape. A large portion of the sod area would be a detention basin. The applicant has complied with the street tree ordinance and regulations regarding landscaped parking islands. The applicant would be adding a new sidewalk connection along Center Street as well as overall improvements to the site.

Mackenzie Bennett said the applicant proposed the addition of a 200 foot vestibule on the front of the structure and other exterior façade improvements facing Center Street. She showed the anticipated elevations and said the renovations met the architectural design guidelines and City code. The Development Review Committee (DRC) recommended approval of the site plan amendment with the conditions that the engineering redlines be completed and access for South Davis Metro Fire to the gated outdoor storage area be provided.

Commissioner Maus asked if the only item that was not in compliance would be the proposed number of parking stalls. Mackenzie Bennett replied affirmatively and said that the applicant had or would be bringing all of the other items into compliance.

Sherrie Pace commented that there was room for more parking onsite but that it was not necessary to provide more parking for the projected business model.

Commissioner Jorgensen asked if there were any further development with Salt Lake City on 2200 West that would place additional traffic onto Center Street. Sherrie Pace responded that the City would not be annexing the area on 2200 West. She said the property owner was working on an annexation with Salt Lake City.

Chair Larson questioned approximately what times the 75 employees would be in and out of the property during the day. Richard Wright, Edifice Design and Architecture, replied that it would be before 8 a.m. and then some during the day. He said there would not be a lot of traffic throughout the day.

**Commissioner Jorgensen moved that the Planning Commission approve the site plan amendment for the Collective Campus located at 1375 West Center Street with the following conditions:**

- 1) Completion of engineering redlines;**
- 2) Provide South Davis Metro Fire with access to the gated outdoor storage area and parking on the south side of the property.**

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

### 3. WORK SESSION: TOWN CENTER FORM-BASED CODE DRAFT CHAPTER 5

Ali Avery summarized the topics in Section 5 of the draft Form-Based Code including minimum and maximum front yard setbacks, maximum impervious coverage, vehicular access, building height and elevation change, single family home transitions, transparency requirements, façade divisions, entrance requirements, roof requirements, materials and color, and adaptive reuse building. She explained that the intent of the adaptive reuse building section was to reuse or remodel existing buildings. Ms. Avery gave the example of a reuse building and said the City received a grant to remodel the façade of the Neighbors Market building across from City Hall. This included adding interest to the roofline and new materials on the façade.

Ali Avery showed examples of the building types which would be addressed in this section of the code including storefront, stacked flats, row with a pitched roof, row with a flat roof, limited bay, civic, and yard buildings. She explained that limited bay buildings had existing bay doors and would be ideal for adaptive reuse building. Ms. Avery detailed which building type was allowed in each of the following subdistricts: Core, Arts & Park, Center & Orchard, Boulevard, North 89, and the Edge. The Core subdistrict allowed for storefront, stacked flats, limited bay, and row buildings. Exceptions to this included no row buildings fronting US-89, limited bay buildings were not permitted within 200 feet of Center/US-89 or 350N/US-89, and residential

was only allowed in upper stories when fronting US-89 and Center Street. The tallest building heights would be found in the Core as the maximum building height was five and a half stories. Setbacks would be minimal and ground story transparency would be high to encourage a better pedestrian experience.

The Arts & Park subdistrict was located in the area surrounding Hatch Park and west of City Hall. Permitted building types included storefront, stacked flats, limited bay, row, and civic buildings. The building heights were a maximum of three and a half stories with minimal setbacks and ground story transparency. Preferred architecture included modern with a touch of historical.

The Center & Orchard subdistrict was located east of the Core subdistrict and the Towne Plaza development. Allowed building types included storefront, stacked flats, limited bay, row, and civic. The maximum height would be three and a half stories with smaller setbacks and moderate ground story transparency. The cross section would require certain design elements for sidewalk, trees, tree grates, raised planters, etc. Examples of building types focused on the pedestrian realm with outdoor dining and boutique shops.

The Boulevard subdistrict on the east side was mainly planned and has development agreements for the Williamsburg property and Eaglewood Village. There are still some redevelopment opportunities north of Eagleridge Drive. Permitted building types included storefront, stacked flats, limited bay, row, and civic with a building height maximum of five and a half stories.

The North 89 subdistrict was north of the Core subdistrict and close to single family neighborhoods on both sides of US-89. All of the building types were permitted in this subdistrict with the exception that yard buildings were not permitted fronting US-89 and limited bay, row, and yard buildings were not permitted within 200 feet of Center/US-89 or 350N/US-89 intersections. The maximum height in this subdistrict was four stories with increased setbacks, and lower ground story transparencies.

Commissioner Stone asked about the definition for half a story related to building heights. Sherrie Pace replied that this meant half exposed basement levels.

Ali Avery clarified that the definition stated that “half stories were either located completely within the roof structure with street facing windows or in a visible basement exposed a maximum of one half story above grade.”

Ali Avery reported on the Edge subdistrict, which was meant to be a buffer between the Town Center and the existing single family neighborhoods. The permitted building types included row, yard, and civic. The uses allowed for some retail such as a corner store and would need to be located inside one of the allowed building types. The maximum height was three stories with setbacks ranging from 5 feet to 15 feet. The minimum ground story transparency was low at

15%. Examples of building types included small scale retail or single family and townhome products.

Commissioner Jorgensen asked for more information on the front property line coverage and how this was set in each subdistrict. He questioned if this was the minimum number and should be defined as such in the code. Ali Avery showed Figure 5.2 that detailed the width of the principal building and the width of the front property line. The front property line coverage was determined by dividing the width of the building by the width of the property line. This requirement was to avoid big open spaces between buildings in this area of the City. Areas that were not covered by buildings should be courtyards, plazas, or other landscaping features. There would be the ability for some side yard parking in certain situations. She replied that this was the minimum and would edit the code to clarify this.

Commissioner Jorgensen commented on the building examples and said there were prescriptive parameters. He asked where the examples had come from. Ali Avery responded that this project started when the City received a grant from Wasatch Front Regional Council (WFRC). Staff worked with WFRC who provided a template Form-Based Code based on best practices from other codes. She said staff had revised this code for several years to ensure the requirements complied.

Sherrie Pace commented that it was a model ordinance and staff and the prior Planning Commission had formatted the template and revised the numbers. She said there was room for discussion and changes.

Commissioner Jorgensen asked if any interested developers had reviewed the proposed Form-Based Code. Sherrie Pace responded that Brighton Development had received a copy but did not provide any response. She said she was happy to reach out to other developers for feedback.

Ali Avery commented that Brighton Development would be invited to the workshop for the Form-Based Code.

Chair Larson was in favor of the adaptive reuse building as it was collaborative with the existing business/property owners and would not require huge burdens for older buildings while still elevating the appearance of those areas.

Ali Avery spoke on Commissioner Jorgensen's question about having confidence in the proposed numbers and requirements. She said staff had done research and due diligence but explained there may be a need for adjustments once the code was implemented.

Chair Larson mentioned the amount of time that had already been spent reviewing the Form-Based Code and said this helped to address those areas that were problematic.

Sherrie Pace commented that staff could take some of the parcels in the Town Center and layout a site plan with the proposed setbacks to envision how a new development would look. She encouraged the Commission to walk the newer developments and review the setbacks.

Commissioner Jorgensen spoke on the existing single family residences and not creating an undue burden for any property owner that wanted to remain in the area. Ali Avery replied that she shared this concern and explained that the purpose of the Edge subdistrict was to try and protect those existing homes. She said the intent of the Town Center was to focus the intensity on US-89 and Center Street with the Edge subdistrict to protect those existing homeowners outside of the Town Center.

Sherrie Pace added that there were rumors that the City was adopting an ordinance to allow developers to easily purchase the existing homes on Main Street. She said the Edge subdistrict was to show that those areas were a transition area to protect those homes.

Chair Larson commented that existing single family homeowners in the Edge subdistrict would not be impacted by the Form-Based Code unless they redeveloped or increased the density on their properties.

Ali Avery said that duplexes were already allowed and existed in that zone. She explained that the improvements in the Town Center and the trails would raise property values.

Sherrie Pace mentioned that the improvements would increase residents' quality of life. She said other enhancements included additional streetlights.

Commissioner Maus asked what the trigger would be that required change for a single family unit to come into compliance with the Form-Based Code. Sherrie Pace suggested reviewing a building type in each subdistrict and determining what the trigger should be.

Commissioner Jorgensen suggested having an allowance for non-rental, single family residential for those wanting to make typical modifications.

Chair Larson commented that the Commission would like to see how different properties would be impacted in each subdistrict. She said the Form-Based Code seemed to solve the issues with the Planned (P) Districts including providing clear guidelines for applicants.

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

Sherrie Pace reported that the City Manager removed the water conservation and landscaping code amendments from the May 17<sup>th</sup> City Council agenda. This item would be on the June 7<sup>th</sup> City Council agenda for review. The City had scheduled a water conservation open house on

June 4<sup>th</sup> at 9 a.m. in conjunction with Weber Basin Water. She spoke on the requirements for the Flip Your Strip Program and other conservation efforts including providing water usage to residents.

Ms. Pace said there would be a primary election on June 28<sup>th</sup> so the Planning Commission meeting would be canceled.

Commissioner Jorgensen commented that when residents checked their backflow meter annually that they should also ensure their stop and waste valve was not leaking.

#### 5. APPROVAL OF MINUTES

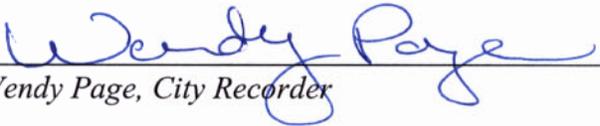
The Planning Commission meeting minutes of May 10, 2022 were reviewed and approved.

**Commissioner Jorgensen moved to approve the meeting minutes as drafted for the May 10, 2022 Planning Commission meeting with the one edit noted. Commissioner Maus seconded the motion. The motion was approved by Commissioners Holbrook, Jorgensen, Larson, Maus, Stone, Tucker and Ward.**

#### 6. ADJOURN

Commission Chair Larson adjourned the meeting at 7:43 p.m.

*The foregoing was approved by the Planning Commission of the City of North Salt Lake on Tuesday, June 14, 2022 by unanimous vote of all members present.*

  
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Wendy Page, City Recorder