

CITY OF NORTH SALT LAKE
PLANNING COMMISSION MEETING
ANCHOR LOCATION: CITY HALL
10 EAST CENTER STREET, NORTH SALT LAKE
SEPTEMBER 13, 2022

FINAL

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

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

STAFF PRESENT: Sherrie Pace, Community Development Director; Mackenzie Johnson, Planner; Ali Avery, Long Range Planner (via Zoom).

OTHERS PRESENT: Carson Cronk, Legend Partners; Taylor Spendlove, Brighton Homes Utah LLC; Dee Lalliss, resident; Brad Nelson, Spectrum Academy.

1. PUBLIC COMMENTS

There were no public comments.

2. PUBLIC HEARING: CONSIDERATION OF AN UPDATE TO THE MODERATE INCOME HOUSING ELEMENT OF THE CITY'S GENERAL PLAN

Ali Avery reported that the State required each city to prepare a General Plan to address the present and future needs of the City and to guide development. One element of the General Plan was Moderate Income Housing. That element has three requirements including providing a realistic opportunity to meet the need for additional moderate income housing within the next five years, selecting three or more moderate income housing strategies, and an implementation plan with benchmarks for meeting those goals and strategies. The City was required to report to the State annually on progress made pertaining to the Moderate Income Housing Element. She explained that the State required the strategies be worded exactly as listed in State code. An amendment to the City's plan would be necessary to include the benchmarks, the implementation plan, and rewording the strategy to match the language of the State code.

Ms. Avery said the State would require additional reporting next year and staff proposed to apply for grant funding to update the entire General Plan including the Moderate Income Housing Element. Staff updated the implementation strategies and did not update any of the data this year in anticipation of updating the entire General Plan next year. She reviewed the changes made to the moderate income housing plan. The first goal was to increase opportunities for low to moderate income households to purchase affordable housing including working with the Davis Community Housing Authority. This included programs such as the Family Self Sufficiency Program and the Down Payment Assistance for First Time Home Buyers Program. The implementation strategy was to refer prospective residents to the Davis Community Housing Authority. The second strategy was to inventory sites for consideration of rezoning especially those within close proximity to public transit. The implementation strategy was to create an inventory of sites that would be appropriate for rezoning to allow for more diverse owner occupied housing options.

The second goal was to increase affordable rental opportunities for low to moderate income households. The first strategy was to work with Davis Community Housing Authority to address affordable housing needs in the City including support for the Section 8 Housing Choice Voucher Program. The implementation strategy for this would be to refer prospective residents to the Davis Community Housing Authority to participate in affordable housing programs and advertise their programs on the City's website and social media. The second strategy was to create or allow for, and reduce regulations on internal or detached accessory dwelling units in residential zones. This would be implemented by continuing to promote the establishment of "accessory dwelling units" such as basement apartments and could be accomplished by continuing to provide free permits for existing ADUs. The third strategy was to promote the construction of housing units across all income categories to facilitate the natural attrition of existing housing stock to become available for low to moderate income households. The implementation strategy would be to create an inventory of the housing stock in the City and consider rezoning to allow for diverse housing options. The fourth strategy was to demonstrate utilization of a moderate income housing set aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency to create or subsidize moderate income housing. The implementation strategy would be to use moderate income housing set aside funds from the US 89 CDA to incentivize moderate income housing developments in the Town Center. The fifth strategy was to amend land use regulations to allow for single room occupancy developments. This would be accomplished through the adoption of the Town Center Form-Based Code to explicitly allow for single room occupancy developments in the Town Center.

The third goal was to rehabilitate existing housing to increase rental opportunities, homeownership, retention, and reinvestment in North Salt Lake. The first strategy would be to promote the use of the Emergency Repair Program (supported by CDBG funds and administered by Davis Community Housing Authority) to low and moderate income households. This program would offer grants for maintaining and rehabilitating housing. Implementation would

include referring prospective residents to the Davis Community Housing Authority as well as creating a City sponsored Home Repair Grant Program to provide low to moderate income homeowners the ability to make needed repairs to their homes. The second strategy would be to identify low to moderate income families that needed weatherization assistance. This would be implemented by referring prospective residents to the appropriate utility companies to participate in weatherization programs and advertise their programs on the City's website and social media.

Ali Avery stated that the City previously offered a Home Repair Grant Program that assisted lower income homeowners with home repairs such as electrical or plumbing issues. The County funded this program through CDBG funds and has paused CDBG funding this year. Staff has proposed renewing the Home Repair Grant Program as a City sponsored program.

The fourth goal was to reduce household transportation expenses for low to moderate income households. The first strategy included zoning or rezoning for higher density or moderate income residential development in commercial or mixed use zones near major transit investment corridors, commercial centers, or employment centers. This would be implemented by promoting the establishment of low to moderate income housing within and near the Town Center. The second strategy included amending land use regulations to allow for higher density or new moderate income residential development in commercial or mixed use zones near major transit investment corridors. This would be implemented by promoting the establishment of low to moderate income housing near public transportation routes. The third strategy included amending land use regulations to eliminate or reduce parking requirements for residential development where a resident was less likely to rely on their own vehicles such as residential development near major transit corridors or senior living facilities. This would be implemented by reducing parking requirements for housing development in the Town Center and near public transportation routes to reduce the cost of parking infrastructure that is passed on to tenants. This should be accomplished through the adoption of the Town Center Form-Based Code and in the interim should be included in the Planned District development agreements within the Town Center.

Ali Avery explained that State code required including at least three of the implementation strategies in the City's Moderate Income Housing plan. She said if the plan included more than five strategies this would place the City at priority level for grant funding opportunities.

Commissioner Jorgensen mentioned the second goal to increase affordable rental opportunities for low to moderate income households and strategy 5 (2.5) related to amending the land use regulations to allow for single room occupancy developments. He asked if the current draft of the Form-Based Code included an allowance for single room occupancy developments. Ali Avery replied that she did not think the current draft restricted the number of bedrooms.

Commissioner Maus asked how the Home Repair Grant Program was funded. Ali Avery explained that the City previously participated in this program for several years and was funded

through Community Development Block Grant Funds (CDBG). She said Davis County administered this program but funding was paused. Going forward the City could potentially use US 89 CDA funding or the General Fund to provide grants to low to moderate income homeowners for home repairs.

Sherrie Pace commented that there may be additional funding sources for a housing program such as grants or charitable organizations.

Commissioner Jorgensen said that there should be some distinguishment between a full plan update and just a revision. Ali Avery replied that staff could include a revision date.

Chair Larson asked about the full revision as well as the General Plan revision target date. Ali Avery replied that the revision was due by October 1st, 2022 and the General Plan revision date would be October 1, 2023.

Ali Avery noted that the City had already implemented a majority of the goals and strategies mentioned in the revision.

Commissioner Ward moved that the Planning Commission recommend to the City Council the proposed Moderate Income Housing Element as an amendment to the City's General Plan with an amendment under Implementation 3.1.2 and subject to the following findings:

- 1) The State legislature has determined that cities must facilitate a reasonable opportunity for a variety of housing, including moderate income housing; and**
- 2) The proposed draft meets the requirements of the State code to address moderate income housing.**

Commissioner Holbrook seconded the motion.

Commissioner Jorgensen commented notating that the sections of the plan that were being revised, as opposed to a full plan amendment.

Commissioner Ward amended his motion to add that it be made clear that a revision date be added to those revised sections. Commissioner Jorgensen seconded the amended motion.

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

3. CONSIDERATION OF PRELIMINARY PLAN APPROVAL FOR CLIFTON PLACE LOCATED AT APPROXIMATELY 2596 SOUTH AND 1095 NORTH REDWOOD ROAD, PROPOSING 185 FOR SALE TOWNHOMES AND TWO COMMERCIAL LOTS, TAYLOR SPENDLOVE, BRIGHTON HOMES UTAH LLC, APPLICANT

Mackenzie Johnson reported that the general development plan or concept plan for this application was reviewed by the Planning Commission in July under the name Clifton Towns. The Planning Commission recommended approval to the City Council with a revision that more commercial be added to the project. The City Council was in agreement to extend the commercial along the entire frontage of Redwood Road on the northern property and to retain the commercial on just the corner of the southern property to be compatible with surrounding uses. This project is located at the intersection of 1100 North and Redwood Road. The two parcels were zoned General Commercial (CG) but would be rezoned to a Planned (P) District by the City Council per a development agreement. The parcel on the north side of the intersection was 6.12 acres and the southern parcel was 7.185 acres. The City Council approved the concept plan on July 19, 2022. Clifton Place would consist of 2.93 acres of commercial and 185 townhome units. There would be 75 two bedroom units and 110 three bedroom units. The development's amenities would consist of a swimming pool, tot lot, and pickleball courts. Staff recommended a crosswalk be added on 1100 North to ensure connectivity between the northern and southern properties and their amenities. There would be open space throughout the development with some xeriscape overall and sod in the courtyard areas for 26% total landscaping in the residential portion. The commercial portion would need to comply with existing landscaping standards at the time of review.

The City code required residential developments with four or more units to provide a minimum of 2.25 parking spaces per unit. This development provided a ratio of 2.9 parking spaces per unit on the northern property and 2.5 parking spaces per unit on the southern property. Those ratios included counting only one space for tandem parking garages.

Mackenzie Johnson showed a rendering with samples of the proposed architectural design. This included materials such as stucco, shingles, masonry, and fiber cement board. Due to the commercial uses being unknown the development agreement outlined specific architectural standards for those buildings. This included architectural massing, materials, colors, grading, pedestrian access and orientation, etc. The project would be developed in phases with commercial developing separately from residential. The residential development would occur in four phases with Phases 1 and 2 on the northern property and 3 and 4 on the southern property. The phases may not develop in numerical order due to purchase agreements and financing.

Mackenzie Johnson spoke to the planning and engineering redlines which included an issue with Unit 18 on the northern property which was adjacent to South Davis Metro Fire Agency and an area they used for fire training. The developer was asked to relocate Unit 18 to allow more of a buffer between the residential and South Davis Fire. Other redlines included renumbering the

units and small issues on the civil drawings. This development would comply with the goals of the City's General Plan.

The Development Review Committee (DRC) recommended approval of the preliminary design plan for Clifton Place, along with the proposed development agreement, with the following conditions including correction of planning and engineering redlines prior to final plat review and finalization of the development agreement.

Commissioner Holbrook asked if there was an approved entrance onto Redwood Road for the northern property. Taylor Spendlove, Brighton Homes, replied that they met with UDOT to discuss access and were told that access onto Redwood Road would not be allowed unless a median was constructed. He said there would be an access point on the east side of the north parcel that would split a shared access for the commercial and residential.

Mackenzie Johnson commented that this was taken into account for the commercial building regulations for gas stations. If a gas station were to be built at this location it would only be able to accommodate passenger vehicles due to the access problem.

Commissioner Tucker said he was in agreement with UDOT on the access. He commended the traffic layout, the pedestrian amenities, and the landscaping.

Commissioner Jorgensen asked who would be responsible for maintaining the landscaped strip on 1100 North. Taylor Spendlove responded that it was currently nicely landscaped and maintained by the Foxboro HOA. He stated that per the development agreement, the existing landscaping should remain intact. He explained that Brighton would potentially take over the maintenance of that area but that was still being negotiated. He shared that Brighton uses the same management company as the Foxboro HOA. .

Commissioner Stone questioned if the commercial space would face Redwood Road. Mackenzie Johnson replied that per the development agreement the commercial would need a pedestrian presence and would need to front either the Redwood Road or 1100 North sidewalk. The intent was for the parking to be in the back of the building as a buffer for the residential and commercial uses.

Commissioner Stone moved that the Planning Commission recommend approval to the City Council of the preliminary design plan and Planned (P) District Rezone for Clifton Place located at 2596 South and 1095 North Redwood Road with the following conditions:

- 1) Correction of planning and engineering redlines prior to final plat review; and**
- 2) Finalization of the development agreement.**

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

4. CONSIDERATION OF PRELIMINARY PLAN AND FINAL PLAT APPROVAL FOR PHOENICIA PLACE SUBDIVISION, A TWO LOT COMMERCIAL SUBDIVISION AT 480 NORTH CUTLER DRIVE, BRAD NELSON, SPECTRUM ACADEMY, APPLICANT

Sherrie Pace reported that the Planning Commission reviewed this project and made a recommendation to the City Council on the concept plan in July 2022. The four acre property, located at 480 North Cutler Drive, fronted both Redwood Road and Cutler Drive. The proposed subdivision, located in the General Commercial (CG) zone, would divide the property into two parcels of equal size with one fronting onto Cutler Drive and one onto Redwood Road. The minimum lot size in the CG zone was one acre with 100 feet of frontage and each lot would meet the minimum standards for lot size and frontage. All redlines have been corrected as requested and no outstanding issues remain.

The applicant dedicated additional right of way on Cutler Drive to accommodate possible future widening of the street and would only be utilized if needed. The DRC also requested that either additional right of way be dedicated on Redwood Road for the required Redwood Road Trail improvements, or alternatively a public use and trail easement. Installation of the trail would be required when lot 2 was developed by the property owner and funded either by grants or by the commercial user. Both dedications were provided on the plat. At the time of Planning Commission review, no specific use for lot 2 was identified.

Chair Larson asked if both fields would be used by Spectrum Academy. Sherrie Pace replied that one of the lots would be used by Spectrum Academy for a play field and the property where their play field presently was would be converted to a new school. The front parcel would be marketed for future commercial/retail development.

Commissioner Holbrook moved that the Planning Commission recommend to the City Council the approval of the proposed 2 Lot Phoenicia Place Subdivision preliminary plan and final plat at 480 North Cutler Drive with no conditions.

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

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

Sherrie Pace reported that the County Commission had asked the City to annex the unincorporated area between the City and Bountiful. The previous Thursday the County sent out

notices to all residents in the area for a public hearing on September 27th for recommendation to the City to annex that area. Under State code there was a provision that islands of unincorporated area could be annexed without a petition by the area residents if the County made a formal finding with recommendations to the City Council for adoption. If the County Commission made a recommendation to the City then the City Council could adopt a resolution with the intent to annex the area. A public hearing with the City Council would then be scheduled for November 15th. She said some citizens in that area were not interested in annexing and had signed a petition. Ms. Pace said that this item may become quite controversial and could go before the County Boundary Commission due to the petition. She explained the reasons why the area would most likely annex into the area regardless of the petition. She shared the advantages for those in the unincorporated area to annex into the City. She also shared the city website page dedicated to the annexation.

Commissioner Holbrook asked why this was occurring now. Sherrie Pace replied that the County Commission wanted this resolved by the end of the year. She said that the Planning Commission would be involved in determining the zoning for the unincorporated area.

Sherrie Pace commented that the Commission would continue to review the Form-Based Code in October.

6. APPROVAL OF MINUTES

The Planning Commission meeting minutes of August 9, 2022 were reviewed and approved.

Commissioner Jorgensen moved to approve the meeting minutes as drafted for August 9, 2022. Commissioner Maus seconded the motion. The motion was approved by Commissioners Holbrook, Jorgensen, Larson, Maus, Stone, Tucker and Ward.

7. ADJOURN

Commission Chair Larson adjourned the meeting at 7:27 p.m.

The foregoing was approved by the Planning Commission of the City of North Salt Lake on Tuesday, September 27, 2022 by unanimous vote of all members present.



Wendy Page, City Recorder