



CITY OF NORTH SALT LAKE  
COMMUNITY & ECONOMIC DEVELOPMENT

10 East Center Street, North Salt Lake, Utah 84054  
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**NORTH SALT LAKE PLANNING COMMISSION  
NOTICE & AGENDA  
October 25, 2022  
6:30 p.m.**

Notice is given of a public meeting of the North Salt Lake Planning Commission to be held on the above noted date and time in the North Salt Lake City Council Chambers located at 10 East Center Street. The agenda will be as follows:

- 1) Welcome and Introduction
- 2) Public comments
- 3) Work Session: Discussion on proposed Annexation Area B zoning
- 4) Report on City Council actions on items recommended by Planning Commission
- 5) Approval of minutes:
  - a. 10/11/2022

Adjourn

*This meeting has an option to attend electronically via Zoom, with joining information below:  
Time: October 25, 2022, 06:30 PM Mountain Time (US and Canada)*

*Join Zoom Meeting: <https://bit.ly/3T9whUE>*

*Meeting ID: 862 7658 5827*

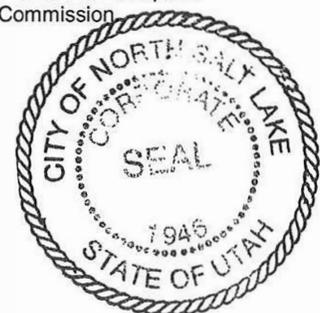
The public is invited to attend all Planning Commission meetings. If you need special accommodations to participate in the Planning Commission meeting, please call the City offices at (801) 335-8700. Please provide at least 24 hours' notice for adequate arrangements to be made. The agenda items may be heard in a different order as warranted by the Commission.

**Notice of Posting:**

I, the duly appointed recorder for the City of North Salt Lake, hereby certify that the foregoing agenda was posted on the Utah Public Notice website, at city hall, and sent to the required newspapers this 18<sup>th</sup> day of October, 2022

Dated this 18<sup>th</sup> day of October, 2022

Wendy Page  
Wendy Page, City Recorder



1 CITY OF NORTH SALT LAKE  
2 PLANNING COMMISSION MEETING  
3 ANCHOR LOCATION: CITY HALL  
4 10 EAST CENTER STREET, NORTH SALT LAKE  
5 OCTOBER 11, 2022

6  
7 **DRAFT**  
8

9 Commission Chair BreAnna Larson called the meeting to order at 6:30 p.m.  
10

11 PRESENT: Commission Chair BreAnna Larson  
12 Commissioner Ryan Holbrook  
13 Commissioner Ron Jorgensen via Zoom  
14 Commissioner Katherine Maus via Zoom  
15 Commissioner Irene Stone  
16 Commissioner Brandon Tucker  
17 Commissioner William Ward  
18

19 STAFF PRESENT: Sherrie Pace, Community Development Director; Mackenzie Johnson,  
20 Planner.  
21

22 OTHERS PRESENT: In person: Dallas Nelson, Spectrum Academy; Dee Lalliss, resident. Via  
23 Zoom: Tyler Allgaier, Pitted Logistics; Sean Thal, UTA.  
24

25 1. CONSIDERATION OF SITE PLAN AMENDMENT APPROVAL FOR SPECTRUM  
26 ACADEMY STARS BUILDING AT 552 NORTH CUTLER DRIVE, BRAD NELSON,  
27 SPECTRUM ACADEMY, APPLICANT  
28

29 Mackenzie Johnson reported that this was a site plan amendment to construct a new charter  
30 school for Spectrum Academy at 552 North Cutler Drive. The property, at 3.53 acres, and zoned  
31 General Commercial (CG) would be used for the “STARS” students that required extra support.  
32 The STARS school was located at 35 North Redwood Road. The goal of this project would be to  
33 locate all the Spectrum Academy schools on one campus.  
34

35 The existing conditions of the property at 552 North Cutler Drive included an existing 24,461  
36 square foot high school with an existing playfield that would be relocated to the neighboring lot  
37 at 480 North Cutler Drive to accommodate the proposed building. A separate site plan  
38 application would be required prior to constructing the new playfield on the other parcel of land.  
39

40 The proposed building would include 27 classrooms with each room having a maximum capacity  
41 of 12 students for a total of 324 students. The applicant expects the maximum number of  
42 students to be closer to 150. For every 15 students, there would be one teacher or support staff

43 member for approximately 22-27 teachers and support staff total. The proposed school would be  
44 two stories tall and would be 16,475 square feet.

45  
46 The property has one existing driveway on Cutler Drive and the proposed site plan amendment  
47 would add an additional 34 foot driveway, approximately 28 feet from the southernmost property  
48 line. The applicant may need to widen the shoulder of Cutler Drive at this location to meet the  
49 adopted street standards and specifications, which would provide a safer approach angle of  
50 entrance and exit from that driveway. If deemed unsafe then the City Engineer would make a  
51 redline on the plan that would need to be corrected per the recommended conditions of approval.

52  
53 According to the applicant, these students do not drive and would be brought to and from school  
54 by parents that utilized the school carpool registration system. The STARS students would  
55 primarily use the proposed southernmost driveway. The students would be escorted to and from  
56 vehicles by staff to ensure their safety. These students have a shorter school day with an earlier  
57 release time which should reduce any issues with the adjacent high school that shares the lot.

58  
59 City code required that schools for grades K-9 provide a minimum of two stalls per classroom  
60 plus one stall per five seats in the auditorium. The proposed building has 27 classrooms and no  
61 auditorium which required 54 total parking stalls. The applicant has proposed 59 stalls with two  
62 ADA compliant stalls. The ADA code required that 51-75 stalls required a minimum of three  
63 ADA compliant stalls. The Development Review Committee (DRC) found that the 59 stalls  
64 would be sufficient for the use and staff load of the proposed site plan.

65  
66 When the existing high school was approved, the applicant was required to widen the shoulder  
67 on Cutler Drive to allow stacking/queuing space for approximately 15 cars. The applicant has  
68 since informed staff that this shoulder was underutilized due to the amount of stacking space on  
69 the property. For this reason, the DRC has proposed that this site plan amendment not require  
70 that an additional shoulder on Cutler be created. The neighboring lot to the south, where the  
71 playfield is to be located, has a 14 foot wide dedicated right of way to the City so the road could  
72 be widened in the future if necessary.

73  
74 Per the landscape ordinance properties in the CG zone were required to provide a minimum of  
75 15% landscaping with no more than 5% to be lawn, turf, or sod. The proposed landscape plan  
76 provided 19.1% of landscaping. The lawn/sod on the property would be used primarily for  
77 recreational purposes. The code stated that the Planning Commission may approve sod  
78 exceeding 5,000 square feet for bon fide recreation areas. The DRC recognized that the existing  
79 park strip was sodded and may remain as such. The property owner may choose to replace the  
80 park strip sod at a future date in conformance with the code.

81  
82 Per the architectural review, the proposed building met the design guidelines for massing and  
83 materials. The building would complement the existing structure on the property. The DRC  
84 recommended approval of the site plan amendment with the finding that the sod in excess of

85 5,000 square feet was a bona fide recreation area designated and approved by the Planning  
86 Commission and the conditions that all engineering and planner redlines be completed, one  
87 additional ADA compliant stall be added for a total of three, and submittal of a site plan for the  
88 playfield at 480 North Cutler Drive.

89  
90 Chair Larson asked if the underutilized shoulder was located west of Lee’s Marketplace or by the  
91 Holiday Gas Station. Mackenzie Johnson replied that it was located south of the school. She  
92 showed the Commissioners the location on the site plan.

93  
94 Those present via Zoom including Commissioners Jorgensen and Maus were able to join the  
95 meeting at 6:41 p.m.

96  
97 **Commissioner Ward moved that the Planning Commission approve the site plan**  
98 **amendment, including the designated recreation area with sod in excess of the maximum**  
99 **5,000 sq. ft. as provided by city code, for the Spectrum Academy STARS Building located**  
100 **at 552 North Cutler Drive with the following findings and conditions:**

101  
102 **Findings:**  
103  
104 **1) The sod in excess of 5,000 square feet is a bona fide recreation area designated and**  
105 **approved by the Planning Commission.**

106  
107 **Conditions:**  
108  
109 **1) Completion of all engineering and planner redlines;**  
110 **2) Provide one additional ADA compliant stall, for a total of 3;**  
111 **3) Submit a site plan for the playfield at 480 North Cutler Drive.**

112  
113 **Commissioner Tucker seconded the motion. The motion was approved by Commissioners**  
114 **Holbrook, Jorgensen, Larson, Maus, Stone, Tucker and Ward.**

115  
116 2. CONSIDERATION OF A CONDITIONAL USE PERMIT FOR PITTED LOGISTICS  
117 LLC AT 910 WEST CENTER STREET, UNIT 300, TYLER ALLGAIER, PITTED  
118 LOGISTICS LLC, APPLICANT

119  
120 Mackenzie Johnson reported that this was a conditional use permit for Pitted Logistics LLC  
121 located at 910 West Center Street, Unit 300. Pitted Logistics provided third party fulfillment for  
122 e-commerce sales channels such as Amazon or Shopify. Daily operations included shipping,  
123 receiving, and light assembly of packages. The business would receive and send packages  
124 through carriers such as UPS, DHL, FedEx, etc. with occasional deliveries coming by semi-truck  
125 and trailer. The products stored and transported included mostly health and beauty products such  
126 as deodorant, serums, etc. that were non-hazardous and did not require refrigeration. The uses

127 “electronic shopping and mail order houses” and “general warehousing and storage facilities”  
128 were conditional uses in the General Commercial (CG) zone.  
129

130 The business employed ten people and hired 10-20 temporary workers seasonally. The maximum  
131 number of employees/workers on the highest shift would be 20. Hours of operation would be  
132 6:00 a.m. to 11:30 p.m. Monday through Friday. City code required that warehouses with freight  
133 movement provide one parking stall per 1,000 square feet of floor area or one stall per employee  
134 on the highest shift, whichever was greater. According to the applicant, the unit to be occupied  
135 was 17,800 square feet in size. The maximum number of employees on the highest shift would  
136 be 20 so the business must provide a minimum of 20 parking stalls, one of which must be ADA  
137 compliant. The parking lot has 76 stalls with four ADA compliant shared among the five units  
138 and the applicant verified that they would have access to at least 20 of those stalls. The DRC had  
139 no concerns with the parking and uses at this location.  
140

141 The DRC recommended approval of the conditional use permit with no conditions.  
142

143 Chair Larson questioned if there was a semi-truck loading bay. Mackenzie Johnson replied  
144 affirmatively, elaborating that there were bay doors on the north side of the building. She also  
145 said there was additional parking in the back corner.  
146

147 **Commissioner Tucker moved that the Planning Commission approve the conditional use**  
148 **permit for Pitted Logistics LLC located at 910 West Center Street, Unit 300 with no**  
149 **conditions.**

150  
151 **Commissioner Holbrook seconded the motion. The motion was approved by**  
152 **Commissioners Holbrook, Jorgensen, Larson, Maus, Stone, Tucker and Ward.**

153  
154 3. PUBLIC COMMENTS

155  
156 There were no public comments.  
157

158 4. CONSIDERATION OF A TEMPORARY USE PERMIT FOR UTA’S DISMANTLING  
159 AND DISPOSAL OF PASSENGER RAILCARS (COMET CARS) AT THE UTA  
160 OWNED PROPERTY SOUTH OF THE I-15/I-215 INTERCHANGE, SEAN THAL,  
161 UTAH TRANSIT AUTHORITY, APPLICANT  
162

163 Mackenzie Johnson reported that Utah Transit Authority (UTA) owned land in the City, west of  
164 I-15 and south of the I-15/I-215 interchange. The property did not have a formal address and was  
165 used for outdoor storage of rail support supplies. There were no full-time employees operating at  
166 this location, but the site was accessed three to five times per day from 1800 North in Salt Lake  
167 City. There was no access to the property from the City.  
168

169 UTA has a maximum of 25 passenger rail cars (Comet Cars) that were being retired due to age.  
170 The goal of UTA was to sell those cars at an auction being held from October 17<sup>th</sup> to November  
171 17<sup>th</sup>. If the cars did not sell then the second plan would be to dismantle the cars and dispose of  
172 them. Dismantling would begin as early as November 2, 2022 and should only last a few months  
173 but the applicant was requesting that the temporary use permit allow operations for six months.  
174 The DRC did not have concerns with that time request.

175  
176 The applicant provided a formal Dismantling/Disposal Plan for Passenger Rail Cars (Comet  
177 Cars). The plan provided contacts for the operation, gates and access, scrap and waste recycling,  
178 scrap and waste material stockpiles and storage, and spill response. The applicant has confirmed  
179 that all dismantling activities would occur on paved surfaces and that batteries and fluorescent  
180 light tubes would be removed and stored in containers until disposed of appropriately. Further, to  
181 prevent debris from leaving the yard, tarps and/or fences would be placed as appropriate. The  
182 City Engineer, Fire Marshall, and DRC reviewed the plan and had no concerns with the proposed  
183 temporary use. The DRC recommended approval of the temporary use permit with the condition  
184 that the permit be valid for a maximum of six months with an end date of April 11, 2023.

185  
186 Commissioner Holbrook commented that this would be a temporary use permit based on the  
187 timeframe associated but it would be treated as a conditional use permit. Mackenzie Johnson  
188 replied that there was not a Temporary Use Permit application so it was treated similarly to a  
189 conditional use permit by using that application and charging the associated application fee.

190  
191 **Commissioner Holbrook moved that the Planning Commission approve the temporary use**  
192 **permit for UTA’s Dismantling and Disposal of Passenger Railcars (Comet Cars) at the**  
193 **UTA owned property south of the I-15/I-215 Interchange with the following condition:**

194  
195 **1) The permit be valid for a maximum of 6 months with an end date of April 11, 20203.**  
196

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

199  
200 **5. REPORT ON CITY COUNCIL ACTIONS ON ITEMS RECOMMENDED BY**  
201 **PLANNING COMMISSION**

202  
203 Mackenzie Johnson reported that State statute required that Planning Commissioners have four  
204 hours of training per fiscal year. One hour must be on the general powers and duties. The other  
205 three hours had to be applicable to the Planning Commission and their role. She said  
206 Commissioners Larson, Tucker, Jorgensen, and Holbrook had completed the three hour  
207 requirement for attending the fall APA conference. Staff would provide information on training  
208 opportunities including the spring APA conference and legislative updates.

209

210 Sherrie Pace reported that the City Council approved the following projects: North Salt Lake  
211 Industrial Park plat amendment, the Eaglewood Cove Phase 15 Plat 1 final plat, Clifton Place  
212 Townhomes Development Agreement and preliminary plans, and a road right of way dedication  
213 located in Woods Cross. She then reviewed the potential annexation of Area B and said the  
214 Council adopted the resolution to continue with the process. The resolution stated that it was the  
215 intent of the City Council to consider an annexation of the area. This started the public comment  
216 process which included staff sending notices to residents and property owners in the area. The  
217 resolution also directed the Planning Commission to make a recommendation to the City Council  
218 for zoning of the area in the event it was annexed. She suggested a work session at the next  
219 Planning Commission meeting with a review of maps and staff recommendations. A public  
220 hearing could possibly be held Wednesday, November 9<sup>th</sup>.

221  
222 Sherrie Pace reported that an open house for the potential annexation was held on Wednesday,  
223 October 12<sup>th</sup> at Adelaide Elementary. She said it was attended by City staff, some Council  
224 Members, and a County Commissioner. Residents were able to ask questions and express their  
225 concerns about the annexation. Residents were also asked to provide public comment on the  
226 City's website related to specific issues such as zoning, allowance of duplexes, etc. Ms. Pace  
227 spoke to the notification of property owners of the public open house and public hearing  
228 regarding the potential annexation area. She then mentioned the odor event in the Foxboro area.

229  
230 Mackenzie Johnson reported that the Planning Commission did not receive free golf at  
231 Eaglewood Golf Course. Sherrie Pace commented that the City Council provided a golf pass to  
232 the Golf Committee in lieu of a stipend. She said the Council also voted to increase the Planning  
233 Commission stipend.

234

## 235 6. APPROVAL OF MINUTES

236

237 The Planning Commission meeting minutes of September 27, 2022 were reviewed and approved.

238

239 **Commissioner Tucker moved to approve the Planning Commission meeting minutes from**  
240 **September 27, 2022.**

241

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

244

## 245 7. ADJOURN

246

247 Commission Chair Larson adjourned the meeting at 7:08 p.m.

248

249 *The foregoing was approved by the Planning Commission of the City of North Salt Lake on*  
250 *Tuesday, October 25, 2022 by unanimous vote of all members present.*

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253 *Wendy Page, City Recorder*