



## CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

10 East Center Street, North Salt Lake, Utah 84054  
(801) 335-8700  
(801) 335-8719 Fax

### NORTH SALT LAKE PLANNING COMMISSION NOTICE & AGENDA November 14, 2023 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: Draft Code Amendments
  - a. Title 13, Chapter 9: Design Standards and Specifications
- 4) Report on City Council actions on items recommended by Planning Commission
- 5) Approval of minutes:
  - a. 10/24/2023

Adjourn

*This meeting has an option to attend electronically via Zoom, with joining information below:  
Time: November 14, 2023, 06:30 PM Mountain Time (US and Canada)*

*Join Zoom Meeting: <https://us02web.zoom.us/j/83118824344?pwd=SUFUcUNXWENXTDgwU1FxZGhxWnl4Zz099>*

*Meeting ID: 831 1882 4344*

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 City Recorder for the City of North Salt Lake, hereby certify that copies the agenda for the Planning Commission meeting to be held November 14, 2023 were posted on the Utah Public Notice website: <https://www.utah.gov/pmn/>, City's website: <https://www.nslcity.org>, and at City Hall: 10 East Center St., North Salt Lake.

Dated this 13<sup>th</sup> day of November 2023

  
Wendy Page, City Recorder





# CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

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10 East Center Street, North Salt Lake, Utah 84054  
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## MEMORANDUM

**TO:** Planning Commission  
**FROM:** Sherrie Pace, Community Development Director  
**DATE:** November 14, 2023  
**SUBJECT:** Work session items-Draft Code Amendments

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### **RECOMMENDATION**

There will be no formal action on the proposed draft amendments. Additional amendments are being drafted and will be discussed at future meetings. When the complete draft is ready, a public hearing will be scheduled for formal recommendation to the City Council.

### **BACKGROUND**

The Utah State Code was amended in 2023 to change the process for approval of subdivisions. City's are required to amend their codes to abide by this change prior to February 1, 2024. An outline of the state code provisions is attached for your review. The Planning Commission has reviewed Chapters 1-8 to date. Chapter 9 is attached for your review and covers Subdivision Essential Improvements (infrastructure).

### **Draft Amendments**

#### ***New Title 13 Subdivisions:***

#### **Chapter 9: Design Standards and Specifications**

**(This chapter contains existing sections as noted, the City Engineer has not reviewed this section at this time.)**

#### **13-9-010: General Standards (new)**

*Section provides for the preparation and adoption of the Design Standards and Specification Manual as approved by the City Council.*

#### **13-9-020: Required Improvements (new)**

*This section talks about the requirement for the developer to install all infrastructure.*

#### **13-9-030: Curb, Gutter, Sidewalk, and Asphalt Paving (new)**

*This section states that the developer shall install all the street improvements.*

#### **13-9-040: Storm Drainage (existing and updated)**

*This is existing language in the code for storm drainage, proposed additions are:*

- *Adds language for 100 year storm event*
- *Adds language about the pre-development hydrology for storm retention*

**13-9-050: Underground Utilities and Sanitary Sewer (existing and updated)**

- *Outlines requirements for all utilities to be underground*
- *Clarifies language regarding extension of sewer lines to the boundary of the development*
- *Specifically states that the plans have to be approved by the Sewer District*

**13-9-060: Culinary Water (existing and updated)**

- *Clarifies language regarding extension of water lines to the boundary of the development*
- *Clarifies how water mains and hydrants and services are required to meet capacity requirements*

**13-9-070: Fencing and Piping of Hazards (new)**

- *Requires fencing of canals, waterways, railroads, or other hazards*

**13-9-080: Monuments (new)**

- *Adds language regarding permanent monuments*

**13-9-090: Completion (new)**

*This is a new section and requires as built drawings in CAD version*

**13-9-100: Payback Agreements (new)**

*Provides a mechanism for payback of off site improvements requested by the City that are in excess size of the minimum needed for the development.*

**Attachments**

- 1) Draft Title 13, Chapter 9 Redline Version

TITLE 13 SUBDIVISION REGULATIONS  
REDLINE (11.07.2023)

Chapter 9 ESSENTIAL IMPROVEMENTS

13-9-010: DESIGN STANDARDS & SPECIFICATION:

13-9-020: REQUIRED IMPROVEMENTS:

13-9-030: CURB, GUTTER, SIDEWALK AND ASPHALT PAVING:

13-9-040: STORM DRAINAGE:

13-9-050: UNDERGROUND UTILITIES AND SANITARY SEWER:

13-9-060: CULINARY WATER:

13-9-070: FENCING OR PIPING OF HAZARDS:

13-9-080: MONUMENTS:

13-9-090: COMPLETION:

13-9-100: PAYBACK AGREEMENTS FOR IMPROVEMENTS:

13-9-010: DESIGN STANDARDS & SPECIFICATIONS MANUAL:

- A. Preparation: The City Engineer and public works department shall prepare and recommend to the City Council for adoption by resolution or ordinance the Design Standards & Specifications Manual for the design, construction, specifications, and inspection of essential infrastructure, whether publicly dedicated or privately owned. The manual shall include street and trail improvements, street trees, water distribution systems, storm drainage, flood control facilities, and other specifications as deemed necessary. The design standards shall be prepared in cooperation and coordination with the South Davis Sewer District, South Davis Metro Fire Agency, and any private special service district or water company providing service within the City.
- B. The developer shall provide evidence of design approval from any such outside agencies, prior to final plat approval. Additional design standards prepared by private utilities shall be the responsibility of the individual agency. All such standards for design and construction of essential infrastructure improvements and amendments thereto, which are under the control of the City, shall be approved and adopted by the City Council before becoming effective. All developers shall comply with the approved standards required herein.
- C. Streets, Blocks, Etc.: The design of the subdivision in relation to streets, blocks, lots, open spaces, and other design factors shall be in harmony with design standards recommended by the Planning Commission and other City staff and approved by the City Council.

13-9-020: REQUIRED IMPROVEMENTS:

- A. Scope Of Requirements: The developer shall improve, or agree to improve, all streets, pedestrian ways or easements in the subdivision and on streets which abut, or serve as access to, the subdivision. Permanent improvement work shall not commence until improvement plans and profiles have been approved by the City and, if applicable, an improvement agreement, including security bond, has been executed between the developer and the City as specified in this title.
- B. Roadway Surface Treatment: It shall be required, as part of the public street improvements, that the developer deposit with the City sufficient sums to provide an appropriate roadway surface treatment for the streets, such as a slurry seal, chip seal, or mineral bond, as required by the City Engineer based on road type. The City shall install the surface treatment at the end of the warranty period

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and in conjunction with other City street preservation projects. The developer shall be responsible for the placement of the appropriate roadways surface treatment for all private streets within the development, upon the prior to the expiration of the warranty period.

- C. Street Signs: The developer shall also provide additional sums to cover the cost of street signs and regulatory signs which the City determines are required for the subdivision. The City will utilize funds deposited for street signs to obtain the signs and install the same within the subdivision.
- D. Installation; Inspection: Improvements shall be installed to permanent line and grade to the satisfaction of the City and in accordance with the standard specifications adopted by the City Council. Cost of inspection shall be paid by the developer as outlined in the consolidated fee schedule.
- E. Non-responsibility Of City: Notwithstanding the fact that the land on which the improvements will be located is dedicated at the time of the recording of a plat, the City shall not be responsible for the improvements, their construction or maintenance, until the warranty period specified in the bond agreement has expired, the improvements have been inspected, and the City certifies that they meet City standards.

**13-9-030: CURB, GUTTER, SIDEWALK AND ASPHALT PAVING:**

High back curbs, gutters, sidewalks and asphalt paving shall be provided in front of all commercial and residential lots. High back curb, gutter and paving shall be required on all industrial property. At the discretion of the Planning Commission, sidewalks may also be required for industrial property.

**13-9-040: STORM DRAINAGE:**

**From 10-7-7 (L)**

~~A. L. Storm Drainage And Floodplains:~~

~~1.A.~~ Required Systems: Complete drainage systems for the entire development area shall be designed by a professional engineer, licensed in the state and qualified to perform such work, and shall be shown graphically. All existing drainage features which are to be incorporated in the design shall be so identified. If the final plat is to be presented in sections, a general drainage plan for the entire area shall be presented with the first section, and appropriate development stages for the drainage system for each section indicated. ~~All drainage plans shall meet adopted flood control standards and limit runoff to a maximum of 0.2 second-feet per acre.~~

~~2.B.~~ Design: The drainage ~~and floodplain~~-systems shall be designed ~~to~~with:

~~a. Unimpeded Flow: Permit the unimpeded flow of natural watercourses.~~

~~b.1.~~ Adequate Drainage: Ensure adequate drainage of all low points.

~~c.2.~~ Designated Floodplain Regulations: Ensure applications of the following regulations regarding development in designated floodplains:

~~(1)a.~~ Construction of buildings shall not be permitted in a designated floodway with a return frequency more often than a 100-year storm.

~~(2)b.~~ Building construction may occur in that portion of the designated floodplain, as designated by FEMA, where the return frequency is between a 100-year and a maximum probable storm provided all usable floor space is constructed above the designated maximum probable flood level.

~~(3)c.~~ Where flow velocities in a floodplain are generally determined to be under five feet (5') per second and maximum flood depth will not exceed three feet (3'), such uses as cultivated

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agriculture, nurseries, parks and recreation facilities and accessory parking may be permitted.

~~(4)~~d. Any use of land is prohibited where flooding would create a public health hazard or problem. This includes shallow wells, noncased deep wells, sanitary landfills, septic tanks and on lot sewage disposal systems, water treatment plants, and also sewage disposal systems not completely protected from inundation.

~~(5)~~e. Any contemplated floodplain encroachment or channeling shall be thoroughly analyzed and its effect on stream flow determined before such encroachment is undertaken. Any construction, dumping and filling operations in a designated floodway constitute an encroachment and must be approved by the ~~planning commission~~Army Corps of Engineers and the City Engineer before accomplishment.

~~(6)~~f. No lot one acre or less in area shall include any portion of a 100-year floodplain when computing the size of the lot. All lots containing more than one acre shall contain not less than forty thousand (40,000) square feet of land which is at an elevation at least two feet (2') above the elevation of the 100-year recurrence interval flood, or, where such data is not available, five feet (5') above the elevation of the maximum flood of record.

~~d~~.3. Drainage Basin: The drainage basin as a whole shall accommodate not only runoff from the development area but also, where applicable, the system shall be designed to accommodate the runoff from those areas adjacent to and "upstream" from the development itself, as well as its effects on lands downstream. Basins by which the developer proposes to handle stormwater drainage shall be designed for an event with a ten (10) year return period for all storm drain pipe, and for an event with a one hundred (100) year return period for all storm drain detention basins. The calculation must size the detention basin, size the orifice plate and determine the amount of flow which can be released (the release rate can be 0.2 cfs/acre).

~~e~~.4. Surface Drainage Structures: All proposed surface drainage structures shall be indicated on the plans.

~~f~~.5. Construction Materials And Elevations: All appropriate designs, details and dimensions needed to clearly explain proposed construction materials and elevations shall be included in the drainage plans.

~~g~~.6. Permits: All necessary permits shall be obtained from applicable local, state and federal agencies (i.e., state engineer, U.S. army corps of engineers, state division of health, etc.).

~~h~~.7. Low Impact Development (LID):

a. All development and redevelopment that warrants compliance with the Utah General Construction Permit (UGCP) regulation must include an LID analysis that meets the objective of mirroring the predevelopment hydrology and meets the objective of retaining on site. Detention basins shall retain the required 24-hour storm equivalent, as required under the Utah Pollutant Discharge Elimination System (UPDES) general discharge permit.

~~(1)~~b. Low impact development (LID) is an approach to land development that uses various land planning and design practices and technologies to simultaneously conserve and protect natural resource systems and reduce infrastructure costs. LID still allows land to be developed, but in a cost effective manner that helps mitigate potential environmental impacts.

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~~(2)~~c. As part of the eCity of North Salt Lake permit, the eCity requires use of an LID approach, which includes the implementation of structural BMPs, where practicable, that infiltrate, evapotranspire or harvest and use stormwater for the site to protect water quality.

~~(3)~~d. All development or redevelopment that warrants compliance with the Utah general construction permit (UGCP) regulation must include an LID analysis that meets the objective of mirroring the predevelopment hydrology and meets the objective of retaining on site, with no discharge, the 0.6-inch, 24-hour rainfall event. Groundwater recharge may be considered to meet this requirement, where applicable and feasible. If meeting this retention standard is technically infeasible, a rationale shall be provided on a case by case basis for the use of an alternative design criteria.

~~(4)~~e. No LID limits are defined except designs must not negatively impact surrounding properties. The LID analysis must identify LID options considered and list the reasons why it will be incorporated or why the considered LIDs are not practical for the site use or conditions. Submit a report with stormwater calculations that summarizes the analysis and results.

~~(5)~~f. Suggested and preferred LIDs are outlined in the eCity's "Stormwater Best Management Practices Handbook".

~~i.8.~~ Postconstruction Stormwater Maintenance Plan And Agreement:

~~(1)~~a. The purpose of the postconstruction stormwater maintenance plan and agreement is to control stormwater runoff and reduce pollutants in stormwater runoff after construction is complete and the developed site is in operation. This is achieved by accomplishing the following:

~~(A)~~(1) Controlling erosion.

~~(B)~~(2) Controlling discharge of sediment into stormwater drainage facilities or off site.

~~(C)~~(3) Preventing illicit discharges into on site soils, storm drainage facilities or off site.

~~(D)~~(4) Prevention of debris and garbage from entering the stormwater system.

~~(2)~~b. A postconstruction stormwater maintenance plan must be prepared and submitted with the plans for approval for all privately owned or maintained facilities that warrant compliance with the UGCP regulation. The plan shall be contained on a plan sheet of its own, rather than being a part of another plan sheet, and is to contain at least the following:

~~(A)~~(1) The site plan, including vicinity map, proposed contours, permanent stormwater features, and landscaping.

~~(B)~~(2) BMPs to accomplish the purpose of the plan. Examples of appropriate BMPs may include those addressing operation and maintenance of storm drainage quality control facilities, operation and maintenance of stormwater discharge control facilities, maintenance of landscaping, good housekeeping practices, etc.

~~(C)~~(3) Showing the following for each BMP specified:

~~(i)~~(A) Location and extent of specified BMPs, as appropriate.

~~(ii)~~(B) Detailed schedule of execution for each specified BMP, in terms of starting time, duration, frequency, etc., as appropriate.

~~(iii)~~(C) Any information in addition to or different from that shown on the BMP fact sheets as necessary to employ the BMPs on the site.

~~(3)~~c. The owner of development that warrants compliance with the UGCP regulation must submit a signed stormwater maintenance agreement using the eCity of North Salt Lake

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agreement template. The postconstruction maintenance agreement needs to be recorded at the Davis County recorder's office. (Ord. 93-5, 7-6-1993, eff. 7-15-1993; amd. 2012 Code; Ord. 2012-04, 2-7-2012; Ord. 2012-07, 4-30-2012; Ord. 2014-01, 1-7-2014; Ord. 2016-06, 5-17-2016; Ord. 2016-12, 8-16-2016; Ord. 2019-11, 9-17-2019; Ord. 2022-03, 6-7-2022)

From 10-7-7 (K) (17) TO (18)

**13-9-050: UNDERGROUND UTILITIES AND SANITARY SEWER:**

A. A. Utilities, Sewers, Drains: All underground utilities, sanitary sewers and storm drains installed in streets or alleys should be constructed prior to the surfacing of such streets or alleys. Connections for all underground utilities, water lines, pressure irrigation lines, and sanitary sewers for each lot should be laid to a point which will eliminate the necessity for disturbing the street or alley improvements, when service connections thereto are made.

B. Wires, Cables: All telephone, electric power, cable television or other wires or cables shall be placed underground. Equipment appurtenant to the underground facilities, such as surface mounted transformers, pedestal mounted terminal boxes and meter cabinets and concealed ducts may be above ground. The developer shall make all necessary arrangements with the utilities involved for the installation of the underground facilities.

~~B.C.~~ 17. Sanitary Sewage Disposal; General Requirements:

~~a.~~ 1. The developer shall provide, or have provided, a piped sanitary sewerage system to the boundary line of the development. ~~property line of e~~Every lot in the development shall be provided a lateral, which shall be extended from the main line to a minimum of five feet (5') behind the property line. The sewerage system shall meet the minimum standards and requirements of the ~~e~~City, the South Davis Sewer District and the regulating health department. The approval of South Davis Sewer District shall be required prior to the City Engineer signing the Final Plat.

~~b.~~ 2. In all, sanitary disposal facilities for sewage shall be provided for every lot or parcel by a complete community or public sanitary system. All sewer mains shall be a minimum of eight inches (8") in diameter.

~~C.D.~~ 18. Test Procedures: Test of sanitary sewer mains, laterals and house connections shall be conducted in accordance with local and state health requirements.

From 10-7-7 (K) (19) TO (21)

**13-9-060: CULINARY WATER:**

~~1.A.~~ 19. Water In Sufficient Quantity To Be Obligation Of Developer:

~~a.~~ 1. The procurement of water, whether by purchase of water rights, water shares, exchange or service agreement, shall be the responsibility of the developer; and the water shall be provided for the use of the development in an amount sufficient to meet minimum flows of two hundred fifty (250) gallons per person, per day, plus outside irrigation and minimum static pressures of fifty (50) pounds per square inch (psi), unless it can be proved to the ~~planning commission~~City Engineer that a lesser amount is adequate.

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~~b.2.~~ However, in no event shall the quantity of water provided by the developer be less than that required to meet fire flow standards as established by the fire department and the city council, and the ~~€City council~~ shall be given first right of refusal to purchase any excess water formerly used on the land.

~~B.~~ 20. Culinary Water System: The culinary water delivery system shall extend to the ~~property boundary~~ line of ~~the development.~~ ~~e~~Every lot ~~and~~ shall be provided a lateral, which shall be extended from the main line to a minimum of five feet (5') behind the property line. All laterals shall be capable of delivering the flows and pressures as required. All water mains shall be a minimum of six-eight inches (6"8") in diameter.

~~2.C.G.~~ Water mains and fire hydrants connecting to the water system owned by the City shall be installed as approved by the City. Mains and individual lot services shall be of sufficient size to furnish an adequate water supply for each lot or parcel in the subdivision and to provide adequate fire protection as determined by the Fire Marshal and as required under any applicable law, rule or regulation.

~~3.D.21.~~ Irrigation Systems (Including Drainage Facilities):

~~a.1.~~ Where an existing irrigation system consisting of open ditches is located on or adjacent to or within one hundred feet (100') of a proposed development, complete plans for relocation, piping, covering or other safety precautions shall be submitted with an application for preliminary approval of a plat.

~~b.2.~~ In all developments in which the smallest lot is less than one acre, all irrigation systems shall be underground.

~~3.~~ All pressure irrigation systems in or within one hundred feet (100') of a proposed development shall be identified and otherwise color coded as to pipe and valve color to meet state standards and regulations.

**13-9-070: FENCING OR PIPING OF HAZARDS:**

~~A.~~ Requirements: The developer shall install a six foot (6') non-climbable chain link fence along all canals, waterways, non-access streets, open reservoirs or bodies of water, railroad rights of way, property in agricultural use or zoned for agricultural use and other such features of potentially hazardous nature which are on, cross or are contiguous to, the property being subdivided, except on those features which the City Engineer shall determine would not be a hazard to life, or where the fence itself would create a hazard to the safety of the public. Fences required by this section shall comply with construction standards established by the City.

~~B.~~ Irrigation Ditches: All irrigation ditches shall be piped, unless this requirement is waived by the Planning Commission.

**13-9-080: MONUMENTS:**

Permanent monuments shall be furnished, accurately established, and set by the developer at such points as are necessary to definitely establish all lines of the plat except those defining rear property corners of individual lots which will be semi-permanent.

**13-9-090: COMPLETION:**

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A complete improvement plan "as built" shall be filed with the City upon completion of said improvements. The "as built" plans shall be drawn on reproducible copies of the original tracings and certified as to accuracy and completeness by the developer's licensed engineer. A electronic CAD submittal of "as built" shall also be submitted prior to final acceptance of the essential improvements.

**13-9-100: PAYBACK AGREEMENTS FOR IMPROVEMENTS:**

A. Scope Of Agreement: A payback agreement entered into between the City and the developer who installs the improvements or facilities for water, storm sewer or roads is authorized, where the improvements installed are intended to extend, expand or improve the City's water system, storm sewers or roads beyond the improvements required to service or benefit the subdivision or development proposed by the developer. Such payback agreements shall be for project improvements and not system improvements as defined in the Utah impact fees act. The payback agreement is not mandatory, but may be used at the option of the City Manager, upon approval of the payback agreement by the City Council. The amount of the payback to the developer shall be determined by the City Council after receiving a recommendation from the City Engineer after considering the improvements or facilities required or benefiting developer's development, and those facilities or improvements that are specifically oversized to provide for future development of adjacent projects.

€ B. Non-liability Of City: The City shall, in all cases, be immune and not liable for any payments to the developer if the payback agreement is determined to be unenforceable. The payback agreement shall not confer a benefit upon any third party and shall be in a form approved by the City Council. The responsibility for payment of the required improvements or facilities shall rest entirely with the developer. The City shall not be responsible for collection of amounts from third parties.

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 24, 2023  
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  
14 Commissioner Katherine Maus  
15 Commissioner Brandon Tucker  
16 Commissioner William Ward  
17

18 EXCUSED: Commissioner Irene Stone  
19

20 STAFF PRESENT: Sherrie Pace, Community Development Director; Mackenzie Johnson,  
21 Planner.  
22

23 OTHERS PRESENT: Dee Lalliss, resident.  
24

25 1. PUBLIC COMMENTS  
26

27 There were no public comments.  
28

29 2. WORK SESSION: DRAFT CODE AMENDMENTS  
30

31 a. TITLE 13, CHAPTER 8: GENERAL REQUIREMENTS (SUBDIVISION DESIGN)  
32

33 Sherrie Pace reported on Title 13, Chapter 8: General Requirements for Subdivision Design  
34 including General Standards with existing language from 10-7-3 and updated language to meet  
35 State code. Section 13-8-010: General Standards included ownership, landscaping, fencing, and  
36 screening, signs and lighting, planting plans for common areas, water/sewer, design to conform  
37 to the Capital Facilities Plan (CFP) and adopted maps, conformance to standards/ordinances,  
38 preservation of natural terrain, and addressed geologic hazards. Section 13-8-020: Subdivision  
39 Layout included new language, conformance to the General Plan for infrastructure and active  
40 transportation, preservation of natural environment, trees, and waterways, and adjoining existing  
41 streets.  
42

43 Ms. Pace reported on Section 13-8-030: Lots which includes some existing language from 10-7-  
44 7-K-3 and updated language. These standards ensure that new lots are buildable, not impractical  
45 due to slope, shape, etc., cannot be divided by City or County line, wedge lots must meet  
46 minimum frontage for zone, side lot lines perpendicular to the street, front on a public or private  
47 street and meet minimum footage, double frontage lots prohibited unless topographic constraints,  
48 and corner lots have an equivalent building area. She spoke on the slope of lots and said that  
49 current code defined an unrestricted lot as a lot with 5,000 square feet of buildable area less than  
50 30% slope and she reviewed a visual depiction of this with the Commission. She explained that  
51 due to the required setbacks lots under 12,000 sq. ft. could never have a building envelope that  
52 would meet that 5,000 sq. ft. requirement. Therefore the language is proposed to be modified to  
53 state that all lots less than 12,000 sq. ft. must have no area of slope of 30% or greater. Lots that  
54 are over 12,000 sq. ft. can have slopes greater than 30%, but only outside of the building  
55 envelope of a minimum 5,000 sq. ft. that is entirely without slopes over 30%.. The section also  
56 includes a provision to prohibit remnant parcels (all land should be in a lot, common area, or  
57 road) and directions for lot numbering by phasing (Phase 1: 101, 102, etc. and Phase 2: 201, 202,  
58 etc.)

59  
60 Sherrie Pace reported on Section 13-8-040: Flag Lots contains existing language from 10-7-8  
61 and said current code did not allow flag lots to be created in existing subdivisions. She asked for  
62 feedback from the Commission on whether to continue the provision that did not allow  
63 subdivision of a lot. Ms. Pace continued to review the current language including that the flag  
64 lot staff be 30 feet in width with a 20 foot drive, two flag lots next to each other can be 25 feet  
65 each for a total of 50 feet (same width as a public street) with shared 20 foot drive (30 feet of  
66 landscaping). She showed an example of a one acre property and alternatives options to develop  
67 the land. Some of the proposals included removing the restriction on subdivided lots and how  
68 this would help with housing alternatives, underutilized property, cutting down on  
69 maintenance/cost of larger properties, and potential for reduced lawn/lower outdoor water usage.

70  
71 Ms. Pace commented on the considerations for proposed amendments for discussion related to  
72 flag lots including removing restrictions on already subdivided lots, setbacks, and staff width.  
73 She explained that currently the code required the same front/rear setbacks for flag lots but  
74 revisions could be made to reduce those setbacks or allow the Commission to determine which  
75 property line was the front or side.

76  
77 Commissioner Jorgensen said he had some concerns about allowing development on the  
78 backside of an existing home and felt that a new home on a flag lot could cause issues with the  
79 existing homes. He said the City allows accessory dwelling units (ADUs) and that those helped  
80 to address housing affordability. Sherrie Pace clarified that these would not be low income units  
81 but could help with the housing gap for middle income families and stated that she believes there  
82 is a need for multiple solutions. She said there could be restrictions for flag lots such as height  
83 limitations, deck intrusions, etc.

84

85 Commissioner Jorgensen said that allowing flag lots to subdivided disrupted the character of the  
86 neighborhood and could be unexpected for adjacent property owners. Commissioner Holbrook  
87 was in agreement with that and asked how many opportunities for flag lots there would be in the  
88 City. Sherrie Pace responded that she could further analyze where there would be the opportunity  
89 for flag lots in the City as well as flag lot regulations in other cities if the Commission would like  
90 her to do that.

91  
92 Chair Larson asked if the Commission was interested in further reviewing flag lots and it was the  
93 consensus of the Commission that flag lots should be prohibited under the new Subdivision  
94 ordinance.

95  
96 Sherrie Pace reported on Section 13-8-050: Blocks which contains existing language from 10-7-  
97 7-5-11 with amendments similar to those previously discussed in the Form-Based Code draft,  
98 including reducing block length minimum from 400 to 300 feet, potential midblock pedestrian  
99 access (through lots), and width of blocks (two tiers of lots). She asked if the midblock  
100 pedestrian access was something the Commission would be in favor of and if so then who should  
101 maintain the access and suggested 16 foot easements with 8 feet of pavement/concrete. Ms. Pace  
102 showed examples of this type of pedestrian access in the City.

103  
104 Chair Larson commented on the midblock access adjacent to her home and how vehicles had  
105 mistaken it for a road on several occasions. She suggested narrowing the access or placing some  
106 type of barrier there to discourage vehicle use.

107  
108 Commissioner Jorgensen said that most blocks were short and asked about the purpose of a  
109 midblock access.

110  
111 Commissioner Tucker mentioned that in his neighborhood there was not a formalized walkway  
112 and people cut through yards.

113  
114 Sherrie Pace said that she would look at language to address midblock and culdesac access,  
115 bollards, and maintenance.

116  
117 Dee Lalliss commented that the access should be at least five feet wide and have sturdy fencing.

118  
119 Commissioner Holbrook asked how many instances this would occur in the City. Sherrie Pace  
120 responded that there were just a few occasions but it would be helpful to address in the ordinance  
121 for redevelopment. She said staff would bring back updated language and revisions for the  
122 Commission to review.

123  
124 Sherrie Pace reported on Section 13-8-060: Streets which contains existing language from 10-7-  
125 7-K-4. This included updated tables with pavement width rather than curb face width. She asked  
126 the Commission if they would like to have private streets meet the same width as public streets

127 for single family developments. She said then the only advantage of a private road at that point  
128 would be a gated exclusive community or because of topography/slope issue.

129  
130 Commissioners Holbrook and Jorgensen were in agreement that private roads should be the same  
131 width as public roads for single family dwellings as proposed.

132  
133 Sherrie Pace said that the road width standard had been reduced in PUD and Planned (P)  
134 Districts and said there would still be a legislative process in place for recommendation by the  
135 Commission and approval by the Council for modified standards. The Commission consensus  
136 was that private and public streets should have the same minimum width standard for single  
137 family developments.

138  
139 Sherrie Pace continued her report on Section 13-8-060: Streets and reviewed additional standards  
140 for dead end streets which are only allowed to address topography or in cluster subdivisions,  
141 streets serving 30 or more dwelling units or lots must have a second mean of egress, guidance for  
142 street names including no cardinal directions (ex: North County Drive), clarify that private  
143 streets meet the same construction standards as public streets, require sidewalks on one side for  
144 private streets, and a requirements for a traffic study if necessary. Other suggested revisions  
145 included requirements to revegetate/landscape cuts and fills, preserve existing landscape and  
146 trees, required landscaping in geohazard areas meet recommendations of approved geohazard  
147 study and the water efficient landscaped ordinance, . Additionally, the requirements landscaping  
148 on Redwood Road is proposed to be updated to allow for a privacy wall as an option and adding  
149 a decorative metal fencing option. It is also proposed to adopt a similar standard for Highway 89  
150 and Town Center, specifically that landscaping be in conformance to the master plan cross  
151 section or adopted design guidelines in the future. The proposed language would require  
152 pedestrian openings every 150 feet..

153  
154 Chair Larson said a fence could divert walkers to a safer crossing area instead of crossing  
155 anywhere on Redwood Road. Sherrie Pace replied that it depended on where the pedestrian was  
156 going and was unsure if this was a problem on Redwood. She did note that there was a similar  
157 problem on Hwy 89 with the bus stop south of Eagleridge Dr. and jaywalkers not going to the  
158 light to cross. She said the relocation of the bus stop for bus rapid transit (BRT), and  
159 development of Williamsburg will address this problem by moving the stop closer to the  
160 intersection.

161  
162 Sherrie Pace reported that the next section contained utilities and easements. This included an  
163 update from 7.5 feet public utility easement (PUE) to 8 feet, update front PUE to 10 feet, require  
164 underground utilities (even for existing) and provide a method for exemptions from the Council.

165  
166 Sherrie Pace said that the following sections may be in the wrong area and would speak with the  
167 City Engineer to determine the right location. This included Section 13-8-090: Watercourses  
168 included new language to require the dedication of stream channels or drainage easements,

169 Section 13-8-100: Dedication of Streets and Trails with existing code 10-7-7-F, and Section 13-  
170 8-110: Solar & Other Energy with existing code 10-8-8-J.

171  
172 Commissioner Jorgensen asked about the section related to streets and intersections without  
173 signage. He questioned if this was a function of the City or who was responsible for traffic  
174 control signage. Sherrie Pace replied that there were standards for traffic control signs and there  
175 should be a reference noting that the developer is responsible for the installation of traffic control  
176 signs and must they meet the standards in the Standards and Specifications manual.

177  
178 Commissioner Jorgensen also mentioned fencing and trees in sight lines. Sherrie Pace replied  
179 that there were other sections of code that regulated this. She said that in the Streets or  
180 Landscaping section should specify that trees could not be placed in the clear view or other areas  
181 to block traffic control signs.

182  
183 Mackenzie Johnson spoke on code enforcement as well as staff review of land use permits for  
184 fencing, landscaping, and retaining walls.

185  
186 Commissioner Jorgensen mentioned mailbox and street lamp placement as well. He also asked  
187 for clarification on current code language and the term “non-detrimental uses” in 13-8-10  
188 Subsection F. Sherrie Pace replied that the City Attorney would review certain language as it  
189 was subjective such as anything deemed “detrimental”.

190  
191 Commissioner Jorgensen spoke on the design standard for storm drains with a ten year design  
192 and if there would be further discussion on this. Sherrie Pace responded that she would review  
193 the entire draft with the City Engineer and would address this item specifically.

194  
195 Commissioner Jorgensen mentioned Section 13-8-10 asked for further discussion on planning  
196 around PUE easements particularly to notify property owners of encumbrances such as natural  
197 gas pipeline locations. The Commission discussed that gas pipeline easements should not be part  
198 of individual building lots and should be contained in open space areas. Sherrie Pace responded  
199 that she would add language to the code to include that.

200  
201 Sherrie Pace commented that the Commission would review Chapter 9: Essential Improvements  
202 on November 14<sup>th</sup>.

203  
204 3. REPORT ON CITY COUNCIL ACTIONS ON ITEMS RECOMMENDED BY  
205 PLANNING COMMISSION  
206

207 Sherrie Pace had nothing to report. She said there would likely be a public hearing during the  
208 November 14<sup>th</sup> Commission meeting related to the 130 East project.

209  
210 4. APPROVAL OF MINUTES

211  
212 The Planning Commission meeting minutes of October 10, 2023 were reviewed and approved.  
213

214 **Commissioner Jorgensen moved to approve the meeting minutes for October 10, 2023 as**  
215 **drafted. Commissioner Ward seconded the motion. The motion was approved by**  
216 **Commissioners Holbrook, Jorgensen, Larson, Maus, Tucker and Ward.** Commissioner  
217 Stone was excused.

218  
219 5. ADJOURN

220  
221 Commission Chair Larson adjourned the meeting at 7:43 p.m.

222  
223 *The foregoing was approved by the Planning Commission of the City of North Salt Lake on*  
224 *Tuesday, November 14, 2023 by unanimous vote of all members present.*

225  
226  
227 \_\_\_\_\_  
*Wendy Page, City Recorder*