



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 28, 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) Consideration of a conditional use permit for Polendo Auto Sales Corp. at 873 West Robinson Drive, Rafael Polendo, applicant (Administrative)
- 4) Consideration of a conditional use permit for Gleam Garage at 230 North Cutler Drive, Ste E, Josue Chinchay, applicant (Administrative)
- 5) Public Hearing: Consideration of an Amendment to the Towne Plaza General Development Plan for the proposed Lofts at North Salt Lake located at 120 and 140 East Center St. The proposed amendment is for the approval of mixed use project consisting of 2 buildings with 8,000 sq. ft. of commercial space and 79 residential apartments with a maximum height of 3 stories, Brian Carlisle, Applicant (Legislative)
- 6) Work Session: Draft Code Amendments
 - a. Table of Contents
 - b. Review of Schedule
- 7) Report on City Council actions on items recommended by Planning Commission
- 8) Approval of minutes:
 - a. 11/14/2023

Adjourn

*This meeting has an option to attend electronically via Zoom, with joining information below:
Time: November 28, 2023, 06:30 PM Mountain Time (US and Canada)*

Join Zoom Meeting: <https://us02web.zoom.us/j/83899782764?pwd=bFljakl4bnZRZmNjVINYN0ZYQW9Qdz09>

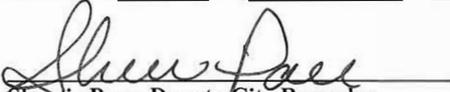
Meeting ID: 838 9978 2764

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 Deputy City Recorder for the City of North Salt Lake, hereby certify that copies the agenda for the Planning Commission meeting to be held November 28, 2023 were posted on the Utah Public Notice website: <https://www.utah.gov/pmnl/>, City's website: <https://www.nslcity.org>, and at City Hall: 10 East Center St., North Salt Lake.

Dated this 22nd day of November, 2023.


Sherrie Pace, Deputy City Recorder



CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

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(801) 335-8700
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MEMORANDUM

TO: Planning Commission
FROM: Meredith Covey, Planning Intern
DATE: November 28, 2023
SUBJECT: Conditional Use Permit for Polendo Auto Sales Corp. at 873 West Robinson Drive

RECOMMENDATION

The Development Review Committee (DRC) recommends approval of the conditional use permit for Polendo Auto Sales Corp. located 873 West Robinson Drive with the following condition:

1. All vehicles awaiting repair must be stored inside, there will be no outdoor storage of vehicles awaiting repair at this location.

BACKGROUND

A company called "Polendo Auto" has applied for a business license at 873 West Robinson Drive. That address is zoned General Commercial (CG) where the use "general automotive repair" is conditional. This location will serve as general automotive repair and a used car dealership. The applicant has indicated that oil will be disposed of offsite to minimize environmental impacts.

The business will occupy 3,000 square feet of the building which is 10,000 square feet in entirety. There will be one service bay, three display vehicles for sale, and 300 square feet of sales office. There will be a maximum of two employees on shift at one time and there are ten parking spaces dedicated to this business. The applicant has confirmed that all vehicles awaiting repair will be stored inside the building. The hours of operation are Monday through Friday 9am to 6pm.

The City has record of two active businesses on the property. At 871 West Robinson, Ninyo and Moore Geotechnical and Environmental Science Consultation with 25 stalls and ten employees. At 875 W Robinson Lincare Inc with ten dedicated stalls and seven employees. The proposed parking plan is compliant with code.

This conditional use permit is subject to the requirements of the City's Land Use Ordinance (10-7-1-D), requiring that every Conditional Use Permit shall expire by limitation and become null and void if the work authorized by such permit has not commenced within one (1) year, or is not completed within two (2) years from date of issue.

POSSIBLE MOTION

I move that the Planning Commission approve the conditional use permit for Polendo Auto Sales Corp. at 873 West Robinson Drive with the following condition:

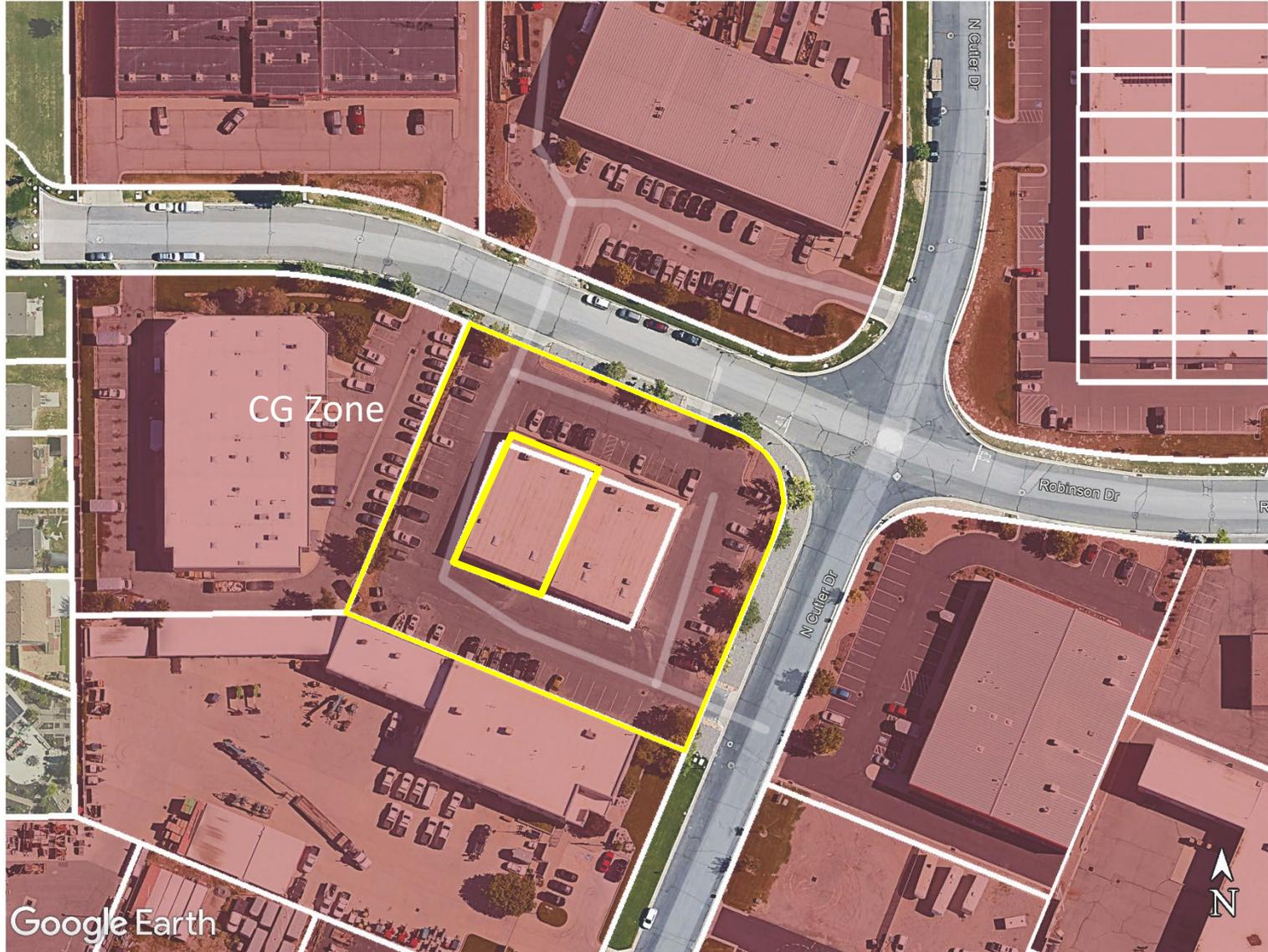
1. All vehicles awaiting repair must be stored inside, there will be no outdoor storage of vehicles awaiting repair at this location.

Attachments

- 1) Zoning/Aerial Map
- 2) Parking Plan



Polendo Auto Sales Corp. 873 West Robinson Drive Zoning & Aerial Map





Polendo Auto Sales Corp.
873 West Robinson Drive
Parking Plan

Guest		6	Spaces
Employees		2	Spaces
Vehicles For Sale		3	Spaces





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MEMORANDUM

TO: Planning Commission
FROM: Meredith Covey, Planning Intern
DATE: November 28, 2023
SUBJECT: Conditional Use Permit for Gleam Garage at 230 North Cutler Drive, Suite E

RECOMMENDATION

The Development Review Committee (DRC) recommends approval of the conditional use permit for Gleam Garage located at 230 North Cutler Drive, Suite E with the following condition:

1. All vehicles awaiting repair must be stored inside, there will be no outdoor storage of vehicles awaiting repair at this location.

BACKGROUND

A company called "Gleam Garage" has applied for a business license at 230 North Cutler Drive, Suite E. That address is zoned General Commercial (CG) where the use "general automotive repair" is conditional. This location will serve as general automotive repair for an existing car dealership called "Car Mart" in Bountiful and to the general public. The applicant has indicated that the mechanical work will include things like oil changes and brake repair. The applicant has indicated that oil will be disposed of correctly and a rinse less wash method will be used to minimize environmental impacts.

The business will occupy the entirety of the unit, which is 2,000 square feet. There will be one service bay and no retail floor. There will be a maximum of three employees on shift at one time and there are five parking spaces dedicated to this business. City code requires three stalls per service bay plus one additional stall per every 300 feet of retail area. The proposed parking ratio is compliant with code but the DRC is recommending that the Planning Commission place the condition that all vehicles under repair will be stored within the garage. The hours of operation are Monday through Friday 8am to 5pm.

This conditional use permit is subject to the requirements of the City's Land Use Ordinance (10-7-1-D), requiring that every Conditional Use Permit shall expire by limitation and become null and void if the work authorized by such permit has not commenced within one (1) year, or is not completed within two (2) years from date of issue.

POSSIBLE MOTION

I move that the Planning Commission approve the conditional use permit for Gleam Garage located at 230 North Cutler Drive, Suite E with the following condition:

1. All vehicles awaiting repair must be stored inside, there will be no outdoor storage of vehicles awaiting repair at this location.

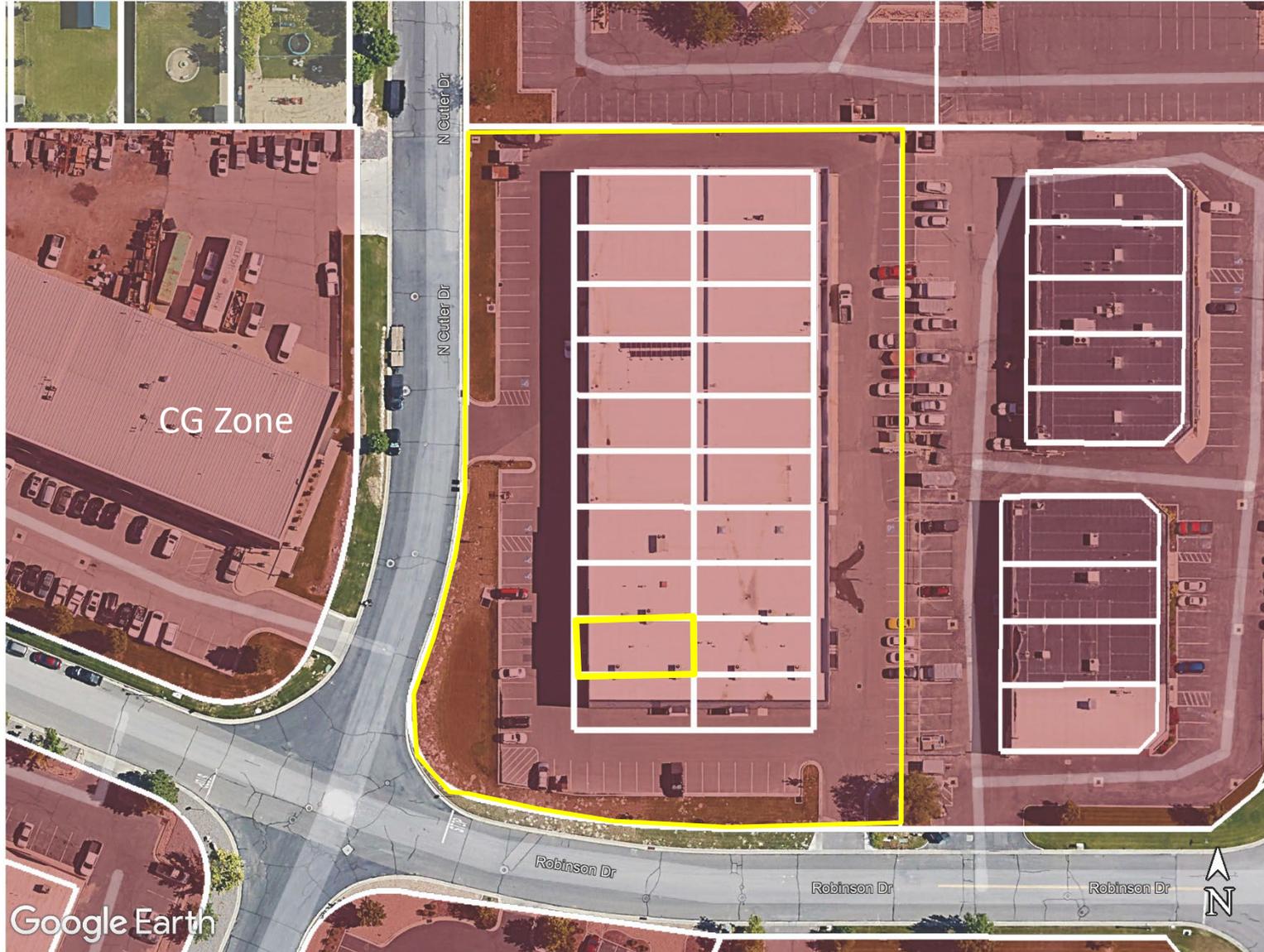
Attachments

- 1) Zoning/Aerial Map



Gleam Garage

230 North Cutler Drive, Suite E
Zoning & Aerial Map





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MEMORANDUM

TO: Planning Commission
FROM: Sherrie Pace, Community Development Director
DATE: November 28, 2023
SUBJECT: Proposed Amendment to the Towne Plaza General Development Plan for Lofts at North Salt Lake

RECOMMENDATION

The Development Review Committee (DRC) has reviewed the proposed amendment to the General Development Plan and finds it to be consistent with the City's General Plan and Town Center Master Plan which recommends the addition of multi-family housing in the Town Center.

The Planning Commission's role is to provide policy recommendations to the City Council on the implementation of that plan. Therefore, the DRC is requesting a review of the proposal and recommendation from the Planning Commission to the City Council for the proposed General Development Plan (GDP) Amendment to the Towne Plaza P-District. Suggested possible motions are provided at the end of this report. The proposed action is legislative in nature.

The DRC recommends approval of the amendment to the General Development Plan with the following conditions:

1. Occupancy of the Jr. one-bedroom units shall be limited in the leasing terms to a single individual and shall be marketed to provide rental rates that meet the 80% AMI level as provided in the City's Moderate Income Housing Plan
2. Each unit will have at minimum 1 covered stall assigned to the unit and be included in monthly lease without additional charge
3. Parking for the commercial area shall be provided at a rate of 1 space/250 sq. ft. and shall be open for tenant and guest use during non-business hours
4. Up to 6 stalls in the west parking lot may be leased to residents of the adjacent town homes, at the owner's discretion
5. A recommendation that the City restrict on street parking in front of the west building to a maximum 2 hour limit and 15-30 minute limit in front of the east building
6. The cross section for Center Street be modified so as to provide the bike lane behind the curb as shown on the proposed site plan
7. Off street loading areas for deliveries and tenant moving be provided for both buildings
8. The amenities shown on the plan shall be provided including the roof top gathering area, on site fitness center, fenced dog park, outdoor patio for commercial restaurant use (if applicable) or for other tenant use
9. All landscaping shall be installed in accordance with Chapter 22, Water Efficient Landscaping Standards

10. The ground floor story of the west building shall be stepped across the slope so that individual units maintain pedestrian access at the same elevation of the sidewalk as shown on the architectural renderings
11. The architecture of the buildings shall be provided in the style, materials and colors as shown on the architectural renderings, with a maximum height of 50 feet measured from final grade

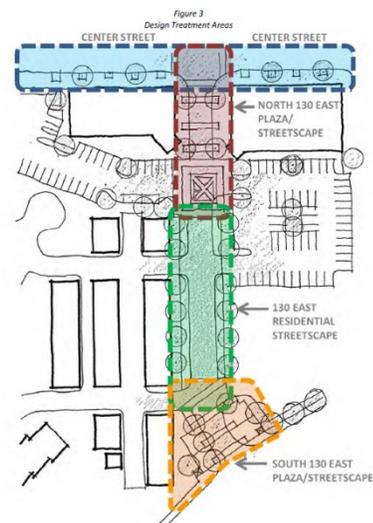
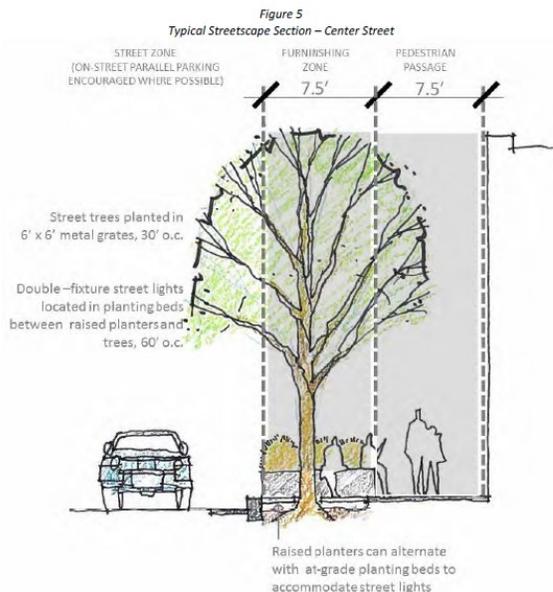
BACKGROUND

The City Council entered into a development agreement with David Curtis and National Commercial Properties on June 16, 2015 for the Towne Plaza project located at 130 East Center Street. The General Development Plan for the project included 52 townhomes and 2 commercial office/retail buildings (2 stories). The construction of the townhomes has been completed.

Existing Development Agreement:

The 2015 development agreement had the purpose of implementing the urban design elements contained in the Town Center Master Plan to create a walkable town center with urban type residential development near the center. A partnership between the City, the RDA, and the developer established the street cross section for 130 East and Center St. to install redesigned street and pedestrian improvements. The reduced street width was specifically designed to discourage the use of 130 East as a through street and instead create a street that was to be utilized for the residential access to the townhomes and the commercial buildings. Exhibit F of the development agreement details the following principles:

- A mix of residential and commercial uses that support walking and creation of “destination” within the Town Center
- A more traditional feel with sense of history and timelessness
- On street parallel parking
- 15’ sidewalk with 10’ adjacent to the buildings for pedestrian activities and 5’ adjacent to the curb with stamped concrete, street lights, street trees with grates, seating, planter boxes, etc.
- The figures below are included in the development agreement and were excerpted from the Town Center Master Plan



Recent Property Status:

The remaining commercial property has been transferred to Lofts North Lake, LLC which is a partnership of the developers Jesse Curtis, JCI Inc. and Brian Carlisle, HMS Development. The development agreement runs with the land and the new LLC assumes the responsibility of fulfilling the terms of the agreement. The new developer has requested an amendment to the development agreement, including the General Development Plan, and changing the project name for the remainder of the project to The Lofts at North Salt Lake.

The Planning Commission reviewed a requested amendment to the plan on March 14, 2023, which was denied. The concept plan that was denied contained additional property to the east in the Orchard Plaza commercial development with 280 residential units and 6 story buildings.

The applicant then submitted a new concept plan for consideration which reduced the height to 3 stories, contained 98 residential units and 7,900 sq. ft. of commercial space and did not include the additional property. The Planning Commission held a public hearing on June 13, 2023 and tabled action on their decision to give the developer the opportunity to rework the design. The Commission provided feedback to the developer regarding the following issues:

1. Parking distribution: The proposed plan had the majority of the proposed parking adjacent to the west building and the majority of the residential units in the east building which would create issues of convenience for the residents and the necessity to cross the street.
2. Shared parking: There are concerns regarding potential conflicts between the retail uses for customers and employees and the residents and the developer was asked to address solutions/analysis.
3. Deliveries/Moving Vans: There is no designated parking for loading/unloading or delivery drivers, potentially creating a double parking issue on city streets.
4. Open space/landscaping/gathering areas: The percentage of landscaping or open space for gathering space or amenities is low for the number of residential units compared to other projects in the Town Center.

On September 12, 2023 the Planning Commission and City Council held a joint work session with the applicant to discuss the project in the hopes of moving forward with a project that the City and the residents could support. The proposed project discussed at that meeting had been reduced to a total of 86 apartments with 70-one bedroom units and 16-two bedroom units. At the meeting the following items concerns were discussed:

- Affordable housing and missing middle housing
 - The Jr. (studio) one bedroom units rental rate would qualify to meet the standard for those individuals who income was 80% of the Area Median Income (AMI)
 - Potential for deed restrictions related to affordable housing
- Parking
 - Minimum of 1 covered space for each unit on the same property as the unit
 - Shared uncovered parking with commercial
 - Potential overflow parking for townhomes
 - Management of parking via lease terms & development agreement
 - Management of unit occupancy via lease terms & development agreement

- Retail
 - Construction of retail concurrent with residential units
 - Type of retail, including restaurant space
 - Retail must remain retail
- Greenspace
 - More open space, outdoor areas, landscaping desired
- Architecture, scale and slope adaptation
 - Meet the intent of the Town Center Master Plan
 - Walkable design
- Street Parking
 - Time limited parking management
 - Elementary School pickup issues
 - Jaywalking
 - 130 East street designed as a local street not a through street

Current Proposal:

The proposed General Development Plan has been revised as follows:

- 79 units (Previous proposals: 280 units; 98 units; and 86 units)
 - West Bldg. (22 units)
 - 16 Jr. one-bedroom
 - 6 two-bedroom
 - East Bldg. (54 units)
 - 44 Jr. one-bedroom
 - 10 two-bedroom
 - Total-60 Jr. one-bedroom units, 3 one-bedroom units, and 16 two-bedroom units
- The proposed retail in the west building has been reduced from 8,900 sq. ft. to 8,000 sq. ft. This reduction reflects the reduced foot print of the building and the addition of an outdoor patio area for a restaurant
- The ground floor story of the west building is stepped in story height to allow street level pedestrian entrances to the businesses. It is estimated that 4-5 commercial tenants could be accommodated.
- Landscaped/open areas (patio) increased from 10,000 to 13,000 sq. ft. (approximately)
- Center Street Cross Section
 - Bike lane moved behind curb (5')
 - Mixed use pedestrian area (13')
 - Proposed 2 hour parking (west)-2 spaces
 - Proposed 15-30 minute loading/delivery parking (east)-5 spaces
 - Designated off street loading areas for each building
- Parking-Total 142 stalls (87 covered/55 surface)
 - West (66 stalls)
 - 28 Covered (9 carport)
 - 38 Open
 - East (76 stalls)
 - 59 Covered (38 Carport)
 - 17 Open

- Density
 - The developer has asked for a comparison of the density of the project, including parking, to other Town Center development approvals that considers the bedroom count as opposed to the total unit count density. Attached is a spreadsheet that includes that full analysis and table below is a summary:

	Unit Density (du/ac)	Bedroom Density (bedroom/ac)	Parking Ratio (per du)	Parking Ratio (per bedroom)
Williamsburg	41.6	66.5	1.89	1.19
Village Station	33.1	59.1	1.66	0.93
Eaglewood Lofts Ph. 1	23.8	40.3	2.07	1.23
Eaglewood Lofts Ph. 2	13.6	24.4	2.23	1.24
Mirella	23.4	46.8	2.25	1.13
Proposed Lofts at NSL	49.1	57.1	1.80	1.54

- Proposed Parking Conditions:
 - Each unit will have at minimum 1 covered stall assigned to the unit included in monthly lease without additional charge
 - Occupancy of Jr. one-bedroom units shall be limited in the leasing terms to a single individual
 - A total of 142 parking stalls shall be provided and allocated as outlined in the table below
 - Off street loading areas have been designated in both the west and east parking areas.

West Bldg.		(28 Covered/38 Open=66 Stalls)
Unit Type	Number of units/sq. ft.	Parking Stalls Provided
Jr. 1-bedroom	16	16 covered
2-bedroom	6	6 covered
Residential Guest/Add Tenant Overflow		6
Commercial/Retail Parking	8,000 sq. ft. (rate 1/250 sq. ft.)	32 business hours/shared tenant & guest after hours
Town Homes		6 may be offered for lease to town home residents at the owner's discretion
East Bldg.		(59 Covered/17 Open=76 Stalls)
Jr. 1-bedroom	44	44 covered
2-bedroom	10	10 covered
Residential Guest/Overflow		22
Total Parking Provided		142 stalls

- Amenities:
 - An outdoor/rooftop gathering area has been designated on the third floor of the east building overlooking the intersection of 130 East and Center St.
 - The area between the parking area of the west building and the townhomes to the south has been designated as a dog run and is approximately 10 feet wide and 138 feet long.

- A fitness center is proposed on the second floor of the east building for the use of the tenants.
- Landscaping has been provided at a minimum with approximately 13,000 sq. ft. (including the dog run). This total does not include the on-street landscaping of street trees and planter boxes which are designated in the original development agreement and street cross section. The developer and the City's Redevelopment Agency have existing agreements in place for the installation of the streetscape amenities. The minimal landscaping will need to meet the standards for the water efficient landscape ordinance limit of 5,000 sq. ft. of sod, but does not provide much open space for the project which will have a more urban feel.
- Architecture:
 - The proposed buildings are 3 stories in height and are a mix of modern and traditional styles
 - The roof line of the structure is intended to mimic the roof lines of the existing townhomes to the south with peaked roof structures at key locations of the building. These peaked roofs will allow vaulted ceilings for several units on the third floor.
- Height
 - The visual impact of the height of the proposed buildings is mitigated by the site's natural slope. From the location of the closest townhome on 130 East the fall from south to north is approximately 8 feet. There is an additional fall in slope from east to west as well.
 - The height of the closest townhome is approximately 36 feet from street level to roof peak. The height of the west building at the corner of 130 East is approximately 41 feet to the peak of the roof structures. Thus, with the fall in elevation of approximately 8 feet the finished roof height of the proposed building would be approximately the same with no added visual impact related to height over the current townhomes. See the following diagram.



RECOMMENDATION

The Planning Commission recommends to the City Council that the Towne Plaza General Development Plan amendment be amended for the Lofts at North Salt Lake with the following findings and conditions:

Findings:

1. The proposed amendment is in accordance with the North Salt Lake Town Center Master Plan;
2. The proposed amendment is necessary due to changed or changing market conditions for office space;

Conditions:

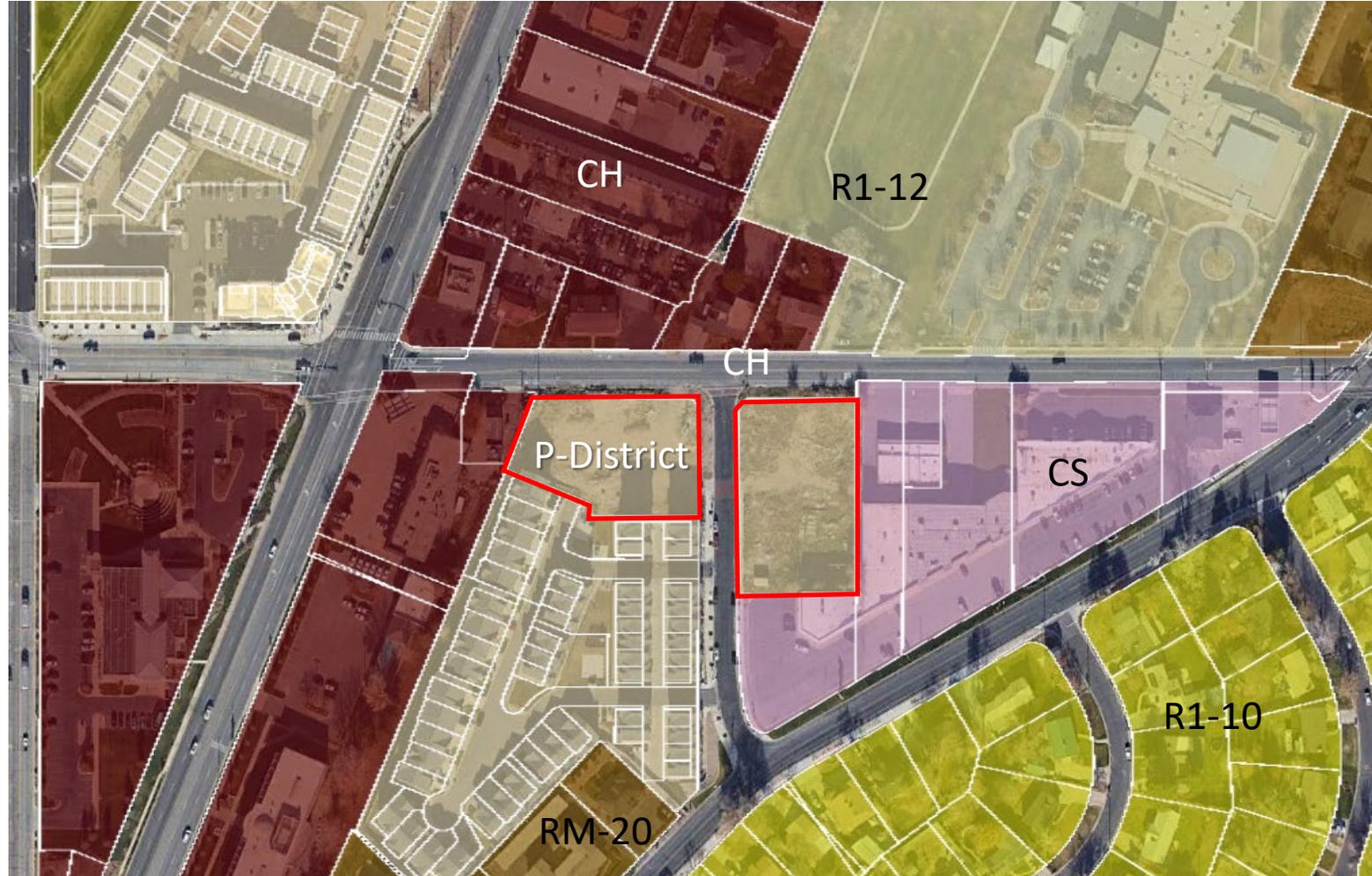
1. Occupancy of the Jr. one-bedroom units shall be limited in the leasing terms to a single individual and shall be marketed to provide rental rates that meet the 80% AMI level as provided in the City's Moderate Income Housing Plan
2. Each unit will have at minimum 1 covered stall assigned to the unit and be included in monthly lease without additional charge
3. Parking for the commercial area shall be provided at a rate of 1 space/250 sq. ft. and shall be open for tenant and guest use during non-business hours
4. Up to 6 stalls in the west parking lot may be leased to residents of the adjacent town homes, at the owner's discretion
5. A recommendation that the City restrict on street parking in front of the west building to a maximum 2 hour limit and 15-30 minute limit in front of the east building
6. The cross section for Center Street be modified so as to provide the bike lane behind the curb as shown on the proposed site plan
7. Off street loading areas for deliveries and tenant moving be provided for both buildings
8. The amenities shown on the plan shall be provided including the roof top gathering area, on site fitness center, fenced dog park, outdoor patio for commercial restaurant use (if applicable) or for other tenant use
9. All landscaping shall be installed in accordance with Chapter 22, Water Efficient Landscaping Standards
10. The ground floor story of the west building shall be stepped across the slope so that individual units maintain pedestrian access at the same elevation of the sidewalk as shown on the architectural renderings
11. The architecture of the buildings shall be provided in the style, materials and colors as shown on the architectural renderings, with a maximum height of 50 feet measured from final grade

Attachments

- 1) Aerial/Zoning Map
- 2) Town Center Master Plan-Land Use Map
- 3) Original General Development Plan/Site Plan
- 4) Proposed Site Plan
- 5) Floor Plan
- 6) Elevations

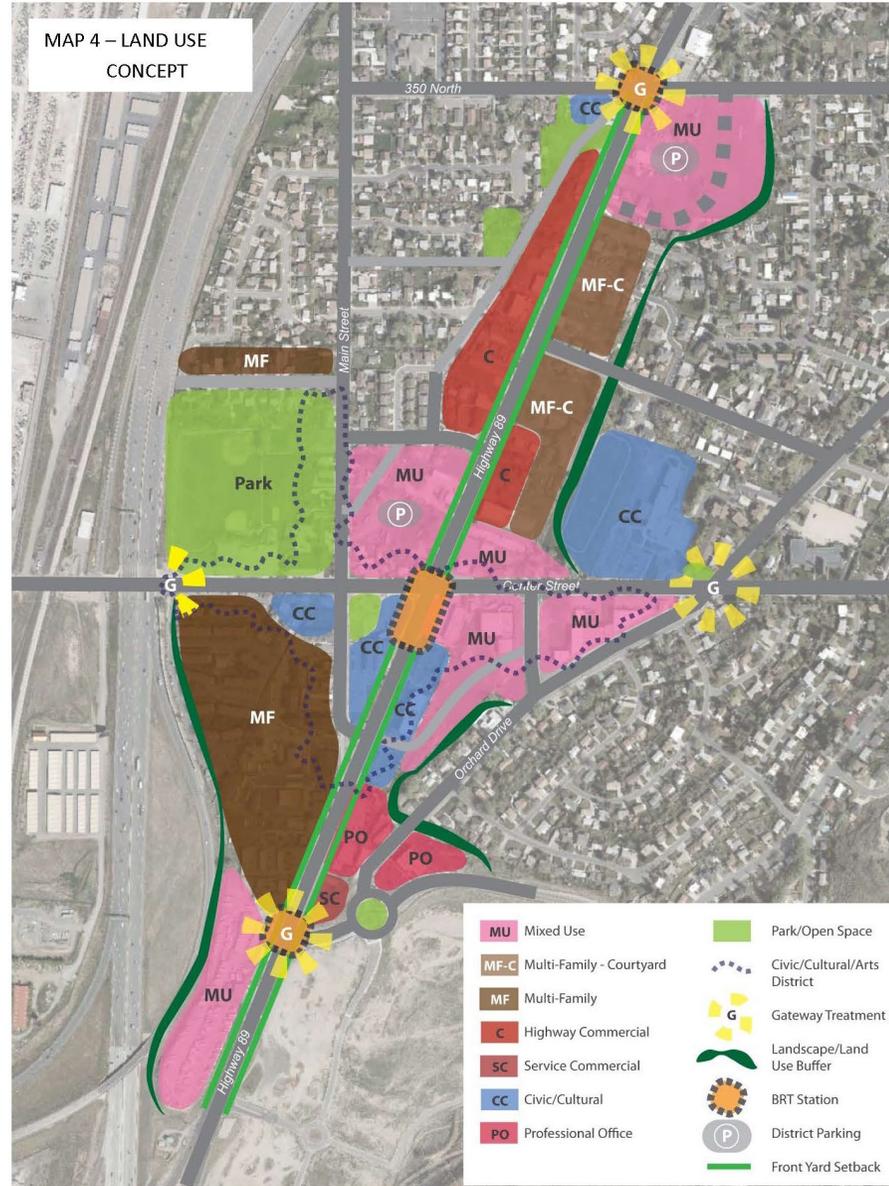


General Development Plan Amendment
Towne Plaza (Ph.2)-Lofts at North Lake
130 East Center
Aerial/Zoning





Town Center Master Plan





Towne Plaza General Development Plan





Towne Plaza General Development Plan East Building





Towne Plaza General Development Plan West Building





Proposed Lofts at North Salt Lake

General Development Plan

Retail Level Site Plan



Building A									
	Jr 1 Bed Small	Jr 1 Bed	1 Bedroom C	2 Bedroom End	Total Units	Covered Stalls	Carport Stalls	Open Stalls	Total Stalls
1					Retail - 8,000 SF	19		28	47
2	2	6	0	3	11		9	10	19
3	2	6	0	3	11				
4	12		0	6	22	19	9	38	66
Building B									
	Jr 1 Bed Small	Jr 1 Bed	1 Bedroom	2 Bedroom End	Total Units	Covered Stalls	Carport Stalls	Open Stalls	Total Stalls
1	4	8	1	2	15	21	8	17	46
2	8	8	1	4	21		30		30
3	8	8	1	4	21				
20	24		3	10	57	21	38	17	76
Combined									
Totals	24	36	3	16	79	40	47	55	142
	30%	46%	4%	20%					

RETAIL LEVEL SITE PLAN
 1/16" = 1'-0"



LOFTS NORTH SALT LAKE

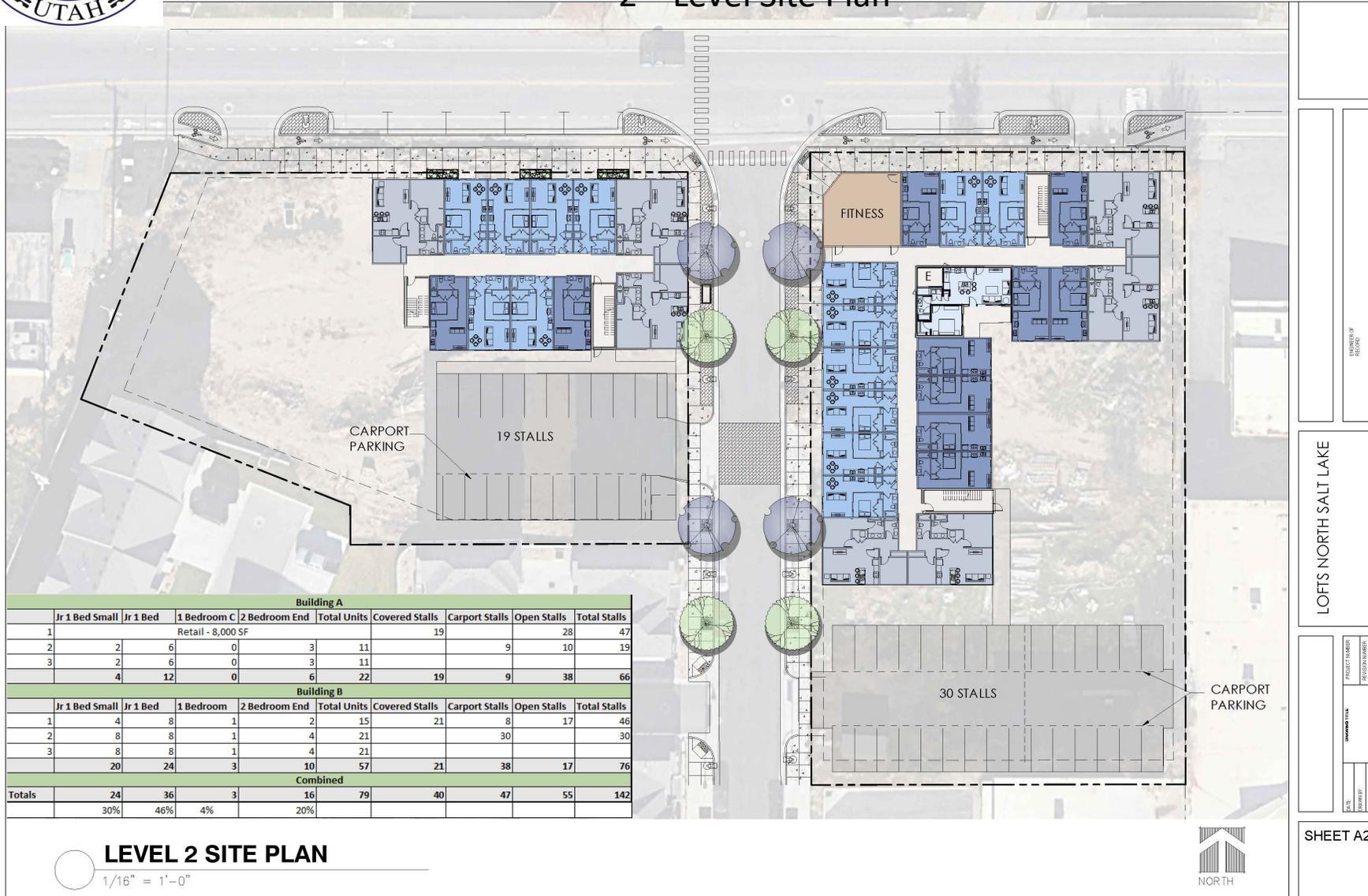
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SHEET A1



Proposed Lofts at North Salt Lake General Development Plan 2nd Level Site Plan



Building A									
Jr 1 Bed Small	Jr 1 Bed	1 Bedroom	2 Bedroom	End	Total Units	Covered Stalls	Carport Stalls	Open Stalls	Total Stalls
Retail - 8,000 SF						19		28	47
1		6	0	3	11		9	10	19
2	2	6	0	3	11				
3	2	6	0	3	11				
4	4	12	0	6	22	19	9	38	66
Building B									
Jr 1 Bed Small	Jr 1 Bed	1 Bedroom	2 Bedroom	End	Total Units	Covered Stalls	Carport Stalls	Open Stalls	Total Stalls
1	4	8	1	2	15	21	8	17	46
2	8	8	1	4	21		30		30
3	8	8	1	4	21				
20	24	3	10	57	21	38	17	76	
Combined									
Totals	24	36	3	16	79	40	47	55	142
	30%	46%	4%	20%					

LEVEL 2 SITE PLAN
1/16" = 1'-0"



LOFTS NORTH SALT LAKE

PROJECT NUMBER: _____
RESUBMIT NUMBER: _____

DATE: _____
DRAWN BY: _____
CHECKED BY: _____

SHEET A2



Proposed Lofts at North Salt Lake General Development Plan 3rd Level Site Plan



Building A									
	Jr 1 Bed Small	Jr 1 Bed	1 Bedroom C	2 Bedroom End	Total Units	Covered Stalls	Carport Stalls	Open Stalls	Total Stalls
Retail - 8,000 SF									
1			0	3	11	19		9	28
2	2	6		3	11			10	19
3	2	6	0	3	11				
4	4	12	0	6	22	19	9	38	66
Building B									
	Jr 1 Bed Small	Jr 1 Bed	1 Bedroom	2 Bedroom End	Total Units	Covered Stalls	Carport Stalls	Open Stalls	Total Stalls
1	4	8	1	2	15	21	8	17	46
2	8	8	1	4	21		30		30
3	8	8	1	4	21				
	20	24	3	10	57	21	38	17	76
Combined									
Totals	24	36	3	16	79	40	47	55	142
	30%	46%	4%	20%					

LEVEL 3 SITE PLAN
1/16" = 1'-0"



PROJECT NUMBER		REVISION NUMBER	
DATE		DRAWN BY	
DRAWN DATE		CHECKED BY	
LOFTS NORTH SALT LAKE			
SHEET A3			



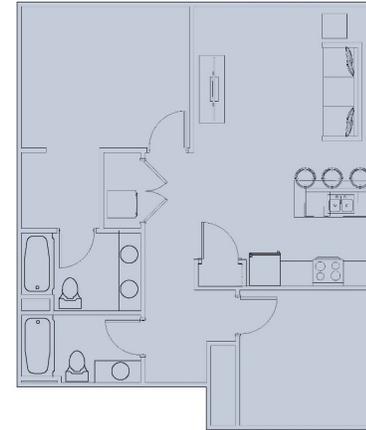
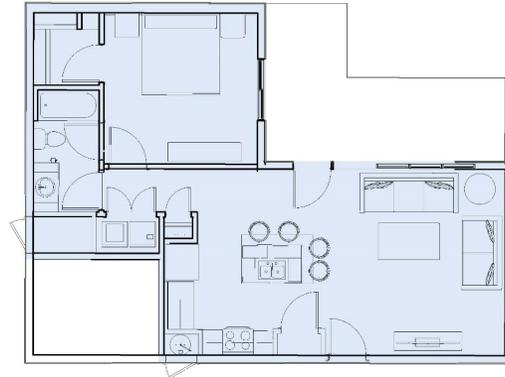
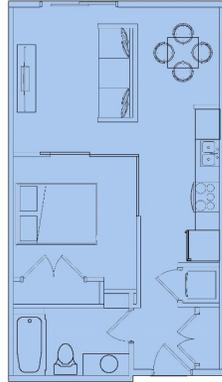
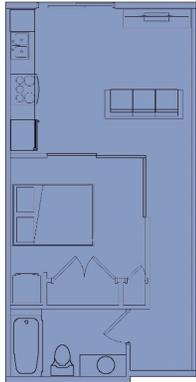
Proposed Lofts at North Salt Lake
General Development Plan
Unit Type Floor Plans

477 SF

539 SF

814 SF

971 SF



JR 1B

JR 1B LG

1B CORNER

2B END



UNIT TYPES

NTS



PROPERTY RECORDS

LOFTS NORTH SALT LAKE

DATE	DRAWING TITLE	PROJECT NUMBER	REVISION NUMBER
DRAWN BY			
CHECKED BY			

SHEET A5





Books / 咖啡

PHARMACY

BAKERY















1 CITY OF NORTH SALT LAKE
2 PLANNING COMMISSION MEETING
3 ANCHOR LOCATION: CITY HALL
4 10 EAST CENTER STREET, NORTH SALT LAKE
5 NOVEMBER 14, 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 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: Dee Lalliss, resident.
23

24 1. PUBLIC COMMENTS
25

26 There were no public comments.
27

28 2. WORK SESSION: DRAFT CODE AMENDMENTS

29 a. TITLE 13, CHAPTER 9: ESSENTIAL IMPROVEMENTS
30

31 Sherrie Pace reported on the review schedule with a final review and table of contents on
32 November 28th, Chapter 3 Amendments and Rezones and Chapter 7 Conditional Uses on
33 December 12th, a public hearing and recommendation on January 9, 2024, and review and
34 adoption by the City Council on January 16, 2024.
35

36 Ms. Pace reviewed Chapter 9: Essential Improvements. Section 13-9-010: This is new language
37 and provides for the preparation and adoption of the design standards and specification manual
38 as approved by the City Council. Section 13-9-020: Required Improvements is also new
39 language and focuses on the requirement for the developer to install all infrastructure. Section
40 13-9-030: Curb, Gutter, Sidewalk, and Asphalt Paving is new language and states that the
41 developer shall install all the street improvements. Section 13-9-040: Storm Drainage was
42 existing language and had been updated to add regulations for 100 year storm events and added
43 language about the predevelopment hydrology for storm retention.

44 Section 13-9-050: Underground Utilities and Sanitary Sewer this section is being updated to
45 outline requirements for all utilities to be underground, clarified language regarding extension of
46 sewer lines to the boundary of the development, and specifically stated that the plans have to be
47 approved by the Sewer District. Section 13-9-060: Culinary Water is also updated to clarify
48 language regarding extension of water lines to the boundary of the development and clarified
49 how water mains, hydrants, and services were required to meet capacity requirements. Section
50 13-9-070: Fencing and Piping of Hazards is new language and requires fencing of canals,
51 waterways, railroads, or other hazards. Section 13-9-080: Monuments is new and adds language
52 regarding permanent monuments. Section 13-9-090: Completion is also new and required as
53 built drawings in CAD version. Section 13-9-100: Payback Agreements is new and provides a
54 mechanism for payback of off-site improvements requested by the City that are in excess size of
55 the minimum needed for the development.

56

57 3. REPORT ON CITY COUNCIL ACTIONS ON ITEMS RECOMMENDED BY
58 PLANNING COMMISSION

59

60 Sherrie Pace reported that at the last City Council meeting they reviewed active transportation,
61 sidewalk standards, bike lanes, and scooters. She spoke on sidewalk standards and said the ADA
62 requirement was five foot sidewalks or six foot when adjacent to a curb. Current City standards
63 are four foot sidewalks with five foot park strips which meant new streets would have five foot
64 sidewalk and four foot park strip within a 50 foot right of way unless the requirements where
65 changed. Ms. Pace explained that three foot sidewalks were permitted with a passing zone every
66 200 feet. Staff recommended that the policy should be that when replacing sidewalk segments, it
67 should match the existing sidewalk width for safety reasons and new sidewalks would meet the
68 five foot minimum standard. Staff would develop a new cross sections for sidewalk, park strips,
69 and mixed use paths/sidewalks for approval by the City Council in the future. She shared a map
70 of the City showing sidewalk inventory with existing sidewalks and streets/areas without
71 sidewalks.

72

73 Sherrie Pace commented on sidewalk width by zone such as in the town center and various cross
74 sections along Highway 89. She shared the example of the town center cross section which could
75 include a frontage/setback, pedestrian, bicycle lane, furnishing (lamp post, street trees, etc.),
76 landscape/buffer zones and wider sidewalks.

77

78 Commissioner Holbrook asked if there was a method to implementing this on Redwood Road.
79 Sherrie Pace replied that there was already a cross section on the west side for an eight foot trail
80 to accommodate pedestrians and bicycles.

81

82 Commissioner Jorgensen mentioned Wasatch Choice and a UDOT owned network of family
83 friendly bicycle routes. Sherrie Pace responded that Davis County was performing an Active
84 Transportation Plan in which staff is participating in and said regional trail routes and active

85 transportation facilities had been identified. Staff specified priority locations for active
86 transportation including those in the City for potential State funding.

87
88 Sherrie Pace reported that staff is working with UDOT on a corridor agreement for Highway 89
89 and establishing a cross section map from the freeway to 1100 North. This includes identifying
90 right of way width, all transportation elements, Bus Rapid Transit (BRT), bike routes and/or
91 lanes, and pedestrian access with the cross section to vary by location. Active transportation in
92 that corridor for the north end would have a multiuse path from 350 North to 1000 North. For the
93 town center area there would be mixed use and wider sidewalks with passing areas. In the south
94 area (south of Eagleridge Drive) there would be a separate path on the east side to Salt Lake City.

95
96 Ms. Pace reported on proposed standards that city staff is drafting for trail crossings of
97 streets/driveways. This included raised trails across the vehicle realm, paint, or surface material
98 to signify to drivers that it was a pedestrian or bicycle lane. Other regulations being considered
99 are bicycle parking and storage, multi-family provisions, and signage. She spoke on the proposed
100 bike lane pilot program on Orchard Drive and the previous plan had been for a separated bike
101 lane with orange candlesticks, a kickoff event with social media, tracking usage, and connection
102 to an existing trail or destination. The estimated cost for the temporary bike lane pilot with
103 candlestick barrier and signage was \$25,000. Staff was now suggesting a buffered bike lane with
104 a clear designated lane with minimal green paint and proper signage, social media outreach, and
105 then monitoring parking activity, public input, and bike lane usage. The proposed pilot will be
106 considered by the City Council in the upcoming budget year.

107
108 Chair Larson asked about the avoidance of red paint. Sherrie Pace replied that the green paint
109 had the affect of notifying drivers where they could not park their cars without being seen as a
110 punishment or removal of parking spaces.

111
112 Sherrie Pace reported on the contract with Lime Scooters which was approved in February 2023
113 and began in April/May through October 31st with 3,000 total trips. She said the average trip was
114 one mile, the average rental was ten minutes, and 22 scooters were deployed each day in the
115 City. The scooters were geofenced and could travel from the City to Salt Lake City. Lime
116 Scooters did not yet have an agreement with Bountiful or Woods Cross. Ms. Pace said that South
117 Davis Metro Fire did not identify any scooter related incidents. The City's Police Chief reported
118 one user accident with a scooter in Hatch Park, but that individual did not require transport to a
119 hospital.

120
121 Sherrie Pace reported that the General Plan RFP was published on the State procurement website
122 on November 7th. There was a pre-submittal meeting on November 14th with interested
123 contractors. Proposals would be due December 15th with staff review on December 18th. Staff
124 would then narrow it down to one consultants for City Council selection on January 16th, 2024.

125

126 Ms. Pace spoke on the Town Center urban design and the Form-Based Code. She said that staff
127 had concluded the Form-Based Code template was not the right fit for the City due to the scale
128 and scope of the Town Center area. Staff would work with a consultant to draft urban design
129 guidelines on siting, blocks, massing recommendations, height, articulation, pedestrian spaces,
130 materials, etc. Staff has submitted a letter of interest for the Transportation Land Connection
131 (TLC) Grant through Wasatch Front Regional Council (WFRC) and would apply for funds for
132 architectural guidelines and site specific demonstrations for redevelopment along Highway 89
133 and Town Center zone district regulations. These guidelines and regulations from the consultant
134 would then be integrated into the General Plan update.

135
136 Sherrie Pace mentioned additional items that had been reported to the City Council including the
137 Subdivision Ordinance update with street right of way widths, sidewalks and trails, as well as the
138 development of a Capital Facilities Plan for active transportation, and the integration of profiles
139 and standards into specification manuals and City ordinances.

140
141 Chair Larson asked for an update on The Lofts at North Salt Lake. Sherrie Pace replied that this
142 development would be on the Commission agenda in two weeks. She said the number of units
143 had been reduced to 79 and an outdoor patio area had been added for potential restaurant space.

144
145 Commissioner Jorgensen asked about the market study related to the demand for the small
146 commercial units. Sherrie Pace responded that staff was making revisions to the draft with the
147 consultant and said that the study indicates that there is a need for the smaller units that are
148 activity or service related in nature.

149
150 Commissioner Stone mentioned how some of the units in The Lofts at North Salt Lake would be
151 moderate income units and how this was determined. Sherrie Pace explained rent cost was based
152 on building materials, land cost, operating costs, etc. and those numbers had to correlate with
153 median income and household size to be classified as moderate or lower income housing.
154 Generally, these units are smaller in square footage, lower quality finishes, or lower quality
155 construction, etc. but still had to meet the threshold established by HUD for moderate income
156 housing.

157
158 Commissioner Jorgensen asked if the approval of this development with moderate income
159 housing units would count towards the requirement to provide these types of unit per the State.
160 Sherrie Pace replied affirmatively.

161
162 Commissioner Stone asked for clarification on the Commission's role in the public hearing for
163 the development. Sherrie Pace clarified that the Commission's role is to listen to public concerns
164 and determine which were valid and could be addressed to mitigate development impacts such as
165 requiring a fence for safety reasons.

166

167 The Commission had a general discussion regarding their role in the proposed amendment for
168 The Lofts at North Salt Lake including parking requirements specifically for the micro units,
169 changes from the original development agreement, zoning, and the difference between legislative
170 and administrative action on this development. Ms. Pace explained that amendments to a P-
171 District are legislative in nature, as the development agreement establishes the rule by which the
172 development will be approved. Therefore legislative decisions have more discretion related to
173 either approving or denying the amendment. She further explained that a regular subdivision
174 which meets the ordinances adopted is an administrative decision with no discretion, because the
175 legislative decision in adopting the ordinances had already taken place. An administrative
176 decision is determining does the application meet the standards and regulations established in the
177 ordinance. The Commission requested to have the designation of legislative or administrative for
178 each item on the agenda.

179
180 Sherrie Pace reported that the Mayor intends to reappoint Commissioners Jorgensen and
181 Holbrook to a second term at the December 6th City Council meeting.

182

183 4. APPROVAL OF MINUTES

184

185 The Planning Commission meeting minutes of October 24, 2023 were reviewed and approved.

186

187 **Commissioner Jorgensen moved to approve the minutes as drafted for October 24, 2023**
188 **Planning Commission meeting. Commissioner Maus seconded the motion. The motion was**
189 **approved by Commissioners Holbrook, Jorgensen, Larson, Maus, Stone, Tucker and Ward.**

190

191 5. ADJOURN

192

193 Commission Chair Larson adjourned the meeting at 7:39 p.m.

194

195 *The foregoing was approved by the Planning Commission of the City of North Salt Lake on*
196 *Tuesday, November 28, 2023 by unanimous vote of all members present.*

197

198

199

200

Wendy Page, City Recorder