



**CITY OF NORTH SALT LAKE
PLANNING COMMISSION MEETING
NOTICE & AGENDA
September 23, 2025
6:30 PM**

Notice is given that the City of North Salt Lake Planning Commission will hold a regular meeting on the above noted date and time at City Hall, 10 East Center Street, North Salt Lake, Utah. Some Commissioners may participate electronically.

The following items of business will be discussed; the order of business may be changed as time permits:

AGENDA ITEMS

1. Welcome and Introduction
2. Public Comment
3. Work Session: Town Center Urban Design Standards project by VODA Landscape+Planning
4. Report on City Council actions on items recommended by the Planning Commission
5. Approval of Minutes from August 26, 2025
6. Adjourn

Planning Commission meetings are open to the public. If you need special accommodation to participate in the meeting, please call (801) 335-8709 with at least 24 hours' notice. This meeting will be broadcasted live through the City's YouTube channel:

<https://www.youtube.com/@nslutah4909/streams>

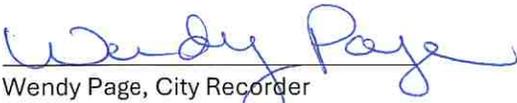
Notice of Posting:

I, the duly appointed City Recorder for the City of North Salt Lake, certify that copies of the foregoing agenda 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 Street, North Salt Lake.

Date Posted: September 18, 2025


Wendy Page, City Recorder





MEMORANDUM

TO: Planning Commission

FROM: Ali Avery, Long Range Planner

DATE: September 23, 2025

SUBJECT: Town Center Urban Design Standards

BACKGROUND

In 2024, the City was awarded funding from Wasatch Front Regional Council for the development of Town Center Urban Design Standards. In August 2025, the City entered into a contract with VODA Landscape + Planning for the project with Mark Morris as the lead.

The intent of this project is to have design standards adopted into Code as a new Town Center Zoning District that will establish consistent standards for the design and appearance of any development within the Town Center. This will, essentially, standardize the P District process that is currently being used as a stop-gap measure. After the adoption of the code, City Staff will initiate a rezoning process for all the properties in the Town Center. The process will be informed by some of the work that was previously done on the Town Center Form-Based Code review, which some of you may have been a part of, in addition to the work that has been done on the Town Center Master Plan, Town Center Market Study, and Town Center Branding & Wayfinding Study.

Mark Morris, from VODA, will be presenting at this meeting to introduce the project, to ensure that the Planning Commission is familiar with the challenges and benefits of adopting urban design standards, and to get any concerns on the table at the beginning of the process.

1 CITY OF NORTH SALT LAKE
2 PLANNING COMMISSION MEETING
3 CITY HALL-10 EAST CENTER STREET, NORTH SALT LAKE
4 AUGUST 26, 2025

5
6 **DRAFT**
7

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

10 PRESENT: Commission Chair BreAnna Larson
11 Commissioner Ryan Holbrook
12 Commissioner Ron Jorgensen via Zoom
13 Commissioner Jonathan Marsh
14 Commissioner Irene Stone
15 Commissioner Brandon Tucker
16 Commission Vice Chair William Ward
17

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

21 OTHERS PRESENT: Dee Lalliss, Barry Bryson, residents; Kenneth Jensen, Jensen's
22 Architectural Woodwork; Mark Suessman, Chris Matthews, Black Lab Construction.
23

24 1. PUBLIC COMMENTS
25

26 There were no public comments.
27

28 2. PUBLIC HEARING: CONSIDERATION OF AN AMENDMENT TO THE SELF
29 STORAGE AND STORAGE SHED OVERLAY ZONE MAP TO INCLUDE THE
30 PROPERTY OF 100 WEST CENTER STREET (PARCEL ID: 01-092-0106),
31 KENNETH JENSEN, KCMP HOLDINGS, LLC, APPLICANT
32

33 Mackenzie Johnson reported that this was a consideration to amend the Self Storage and Storage
34 Shed Overlay Zoning Map which was established in 2011. She noted the location of the current
35 self storage and storage shed overlay zone which was entirely within the Manufacturing
36 Distribution (MD) zone and on the west side of I-15. She said there were two properties that
37 were not part of the overlay including the proposed property at 100 West Center Street. She
38 explained that the imminent I-15 expansion project would require UDOT to acquire a portion of
39 the subject property for the expansion of UDOT's right of way. Ms. Johnson said that this, along
40 with the odd shape of the property, has prompted Mr. Jensen to apply for a map amendment that

41 would offer a land use compatible with the property configuration. She noted that the constraints
42 for redevelopment included the odd shape of the property, the planned transportation impacts,
43 limited frontage on Center Street, and proximity to the active rail lines and Union Pacific
44 regulations.

45
46 Mackenzie Johnson clarified that this rezone did not entitle the property owner with anything
47 more than the ability to make an application for a site plan review. She said the property owner
48 could then request storage units during the site plan application process including review of
49 setbacks and regulations. She continued that the 2.91 acre property in the MD Zone contained
50 the existing business, Jensen's Architectural Woodwork. She noted that the Development Review
51 Committee (DRC) recommended approval with the two conditions 1) Action on the amendment
52 to the Self Storage and Storage Shed Overlay map did not guarantee nor entitle approval of site
53 plan or permissible drive access locations from the public street and 2) The overlay boundary
54 shall be the parcel, less the area acquired by UDOT.

55
56 Ms. Johnson clarified that as this was a rezone as the overlay would be modified and that
57 required a public hearing at the Planning Commission and review by the City Council.

58
59 **Chair Larson opened the public hearing at 6:35 p.m.**

60
61 Dee Lalliss, resident, commented that this property was potentially missed during the zoning and
62 should be included. He mentioned that there were storage units on a property north of the
63 proposed location and felt this was a reasonable request.

64
65 **Chair Larson closed the public hearing at 6:36 p.m.**

66
67 Chair Larson asked the applicant how long they had been at their current location. Kenneth
68 Jensen, Jensen's Architectural Woodwork, replied that they had been operating at the
69 aforementioned property for over five years.

70
71 **Commissioner Marsh moved that the Planning Commission recommend approval to the**
72 **City Council of the proposed amendment to the Self Storage and Storage Shed Overlay**
73 **zone map to include the property of 100 West Center Street (Parcel ID: 01-082-0106) with**
74 **the following conditions:**

75
76 **1) Action on the amendment to the Self Storage and Storage Shed Overlay zone map**
77 **does not guarantee nor entitle approval of site plan review or permissible drive**
78 **access locations from the public street (Center Street); and**

79 **2) The overlay boundary shall be the parcel, less the area acquired by UDOT for the**
80 **expansion of I-15.**

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

83

84 3. CONSIDERATION OF SITE PLAN APPROVAL FOR OAKS MEDICAL GROUP AT
85 FOXBORO MARKETPLACE AT 691 NORTH REDWOOD ROAD, LEE COX, AWA,
86 APPLICANT

87

88 Mackenzie Johnson reported that this was a site plan application for the final building pad in the
89 Foxboro Marketplace Planned (P) District. She said this 0.425 acre property at 691 North
90 Redwood Road would be developed into a multi-tenant building with two units. She noted that
91 Oaks Medical Group was currently operating in the Lee's Marketplace strip mall and would
92 relocate to the newly constructed building. Oaks Medical will occupy 3,000 square feet of the
93 proposed building and the remaining 2,000 square foot unit will be leased as general office
94 space.

95

96 Mackenzie Johnson mentioned that there would be no modification to the City right of way as
97 the lot was surrounded by Foxboro Marketplace. She said the plans indicated asphalt paving
98 would be installed and striped for parking. She continued that City Code required parking for a
99 medical office be installed at a rate of one (1) stall for every 200 square feet of gross floor area.
100 She detailed that the required parking for general office was one (1) stall per 250 square feet for
101 the first 20,000 square feet. She noted that the medical office would be required to have 15
102 parking spaces and the general office would be required to have 8 spaces for a total of 23 parking
103 stalls. Ms. Johnson shared that the applicant proposed 24 stalls including 2 stalls that would meet
104 ADA requirements.

105

106 Mackenzie Johnson reviewed the Foxboro Marketplace Development Agreement which allowed
107 landscaping islands within the parking areas to be reduced to a width of six feet. She noted that
108 the parking islands on single rows were required to have a minimum of one tree and that the
109 submitted plans met this requirement. She said the applicant would be providing 1,027 square
110 feet of landscaping for the 18,513 square foot site (approximately 5%).

111

112 Ms. Johnson stated that there were no required setbacks and lot coverage regulations in the
113 Foxboro Marketplace Development Agreement. She said City code 10-1-33 required adequate
114 screening of dumpsters by a masonry or concrete wall not less than six (6) feet in height that
115 matched the architecture of the structure and that the submitted plans met this requirement. She
116 shared that the primary façade and street sides must be consistent in architectural style, detail,

117 façade, roof treatments, and trim similar to Lee’s Marketplace. She added that the Foxboro
118 Marketplace Owners Association must approved the submitted elevations.

119
120 Ms. Johnson shared the submitted elevations and said the proposed building would be 22 feet tall
121 from finished grade to roof peak. She said the facades would be primarily fiber cement panels
122 and stone veneer and met all the requirements for massing and materials. She concluded that the
123 DRC recommended approval with no conditions, as all engineering redlines had been completed.

124
125 Commissioner Holbrook questioned if the Foxboro Marketplace Owners Association had already
126 reviewed the elevations. Mackenzie Johnson replied that the Foxboro Owners Association had
127 already approved the elevations.

128
129 Chair Larson asked when construction on the property would begin. Mark Suessman, Black Lab
130 Construction, responded that construction would begin as soon as approval was granted.

131
132 **Commissioner Ward moved that the Planning Commission approve the site plan for Oaks**
133 **Medical Group located at 691 North Redwood Road. Commissioner Tucker seconded the**
134 **motion. The motion was approved by Commissioners Holbrook, Jorgensen, Larson, Marsh,**
135 **Stone, Tucker, and Ward.**

136
137 4. REPORT ON CITY COUNCIL ACTIONS ON ITEMS RECOMMENDED BY
138 PLANNING COMMISSION

139
140 Sherrie Pace reported that the developers of Clifton Place had requested to move the commercial
141 from the north to the south phase for an indoor pickleball facility. She said that the City Council
142 was generally not in favor of mixing that use with the residential use. She continued that
143 Brighton Homes was working on a new site plan to maintain the commercial use on the north
144 side of 1100 North. She concluded that the last two City Council meetings were strategic
145 planning sessions.

146
147 Sherrie Pace shared that the City Council approved the first contract for the public mural
148 program. She said that the first mural would be located on a building adjacent to Hatch Park. She
149 noted that the mural artwork would be based on the work of local artist David Montanaro and
150 painted by his daughter Jean. She indicated that the City had applied for the Discover Davis
151 Mural Grant program which would potentially cover 50% of the total cost of the mural
152 installation. Ms. Pace added that Jean Montanaro’s business partner had also discussed the idea
153 of using felled trees from Hatch Park as additional art pieces in Hatch Park, if feasible. She
154 explained how these art pieces would be interactive for park users as well as with the mural. She
155 spoke on potentially wrapping utility boxes with art as well.

156

157 Sherrie Pace concluded that the idea to utilize the chair art pieces could potentially be continued
158 in other City parks for a unifying theme such as “Come sit with us” or something similar.

159

160 5. APPROVAL OF MINUTES

161

162 The Planning Commission meeting minutes of July 8, 2025 were reviewed and approved.

163

164 **Commissioner Jorgensen moved to approve the meeting minutes as drafted for the July 8,**
165 **2025 Planning Commission meeting. Commissioner Ward seconded the motion. The motion**
166 **was approved by Commissioners Holbrook, Jorgensen, Larson, Marsh, Stone, Tucker, and**
167 **Ward.**

168

169 6. ADJOURN

170

171 Commission Chair Larson adjourned the meeting at 6:55 p.m.

172

173 *The foregoing was approved by the Planning Commission of the City of North Salt Lake on*
174 *Tuesday, September 23, 2025 by unanimous vote of all members present.*

175

176

177

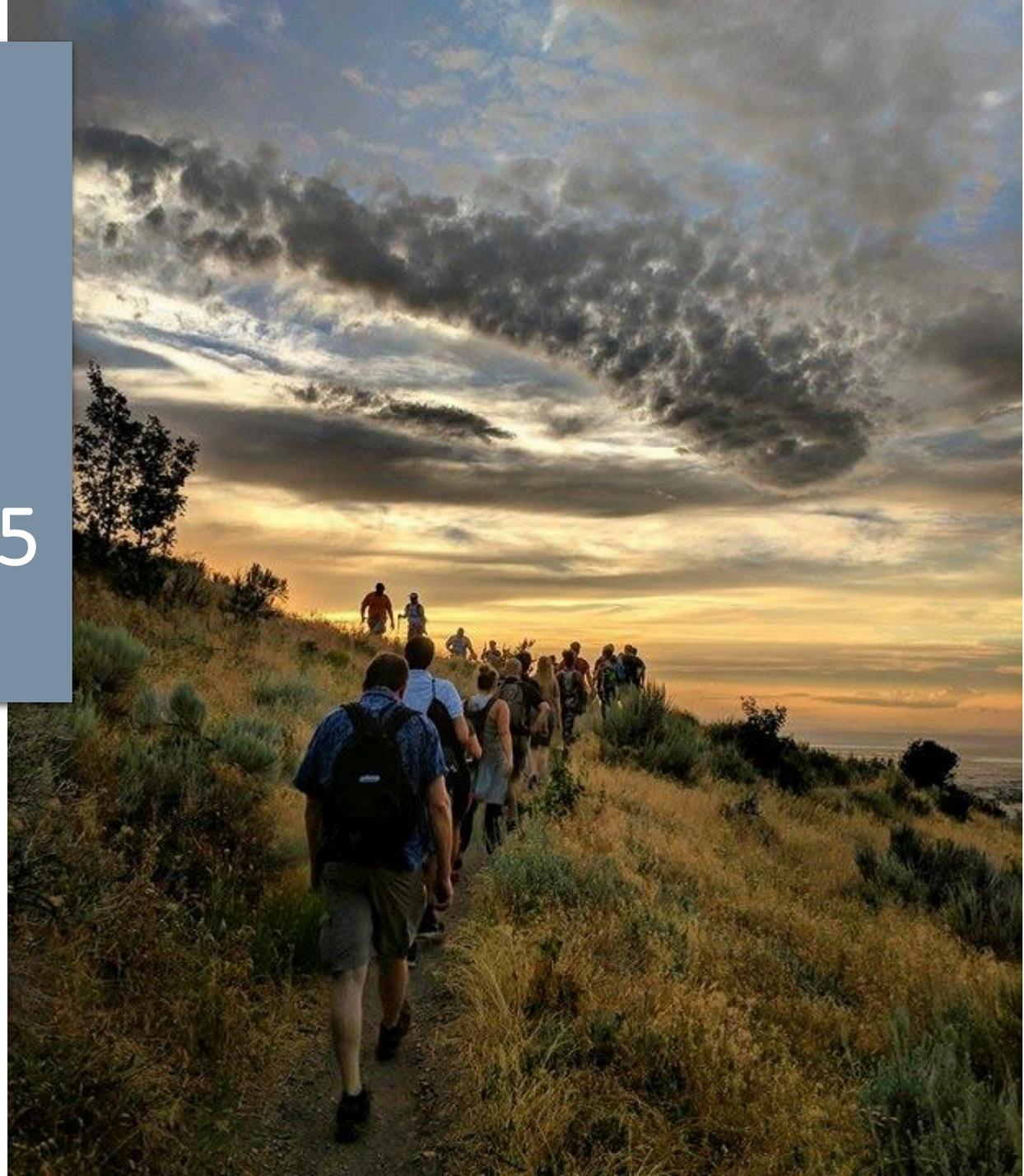
178 _____
BreAnna Larson, Commission Chair

178 _____
Wendy Page, City Recorder

179

PLANNING COMMISSION MEETING

September 23, 2025
6:30 p.m.



CITIZEN COMMENT

Work Session:
Town Center
Urban Design Standards
VODA Landscape + Planning

North Salt Lake Town Center Urban Design Guidelines

Planning Commission Introduction, September 2025





MARK MORRIS, PLA, LEED AP

Mark Morris, founding partner of VODA, is an urban designer and licensed landscape architect. He has extensive land planning experience throughout the Western U.S. Mark's recent project experience includes master plan for Millcreek's new City Center, a strategic plan to develop an innovation district in downtown Mesa, Arizona, and urban design for the re-birth of Regent Street in downtown Salt Lake City.



BRYCE BUSHMAN

Bryce Bushman is a multi-talented urban planner, researcher, and landscape designer. His work ranges from small-scale site design performed as an urban designer in Chicago to large-scale community planning while working for the Guangxi Hualan Design and Consulting Group in Nanning, China. Most recently, Bryce was a Fulbright Scholar at the University of Strathclyde in Glasgow, Scotland



JEFF ALLS

Jeff Alls is an urban design and planner with over ten years' experience in diverse projects ranging from public spaces, new Cities, commercial developments and residential properties, to green roofs, water management and ecological assessments. Jeff's education and cultural experiences bring a unique perspective to his projects, having a background in both landscape architecture and biology.



PROJECT TEAM

Relevant Project Experience:

Midvale Main Street Revitalization Plan, Urban design guidelines, Midvale, UT

Sunset City Town Center Urban design guidelines, Sunset, UT

Farmington TOD & Urban design guidelines, Farmington, UT

Fashion Place West TOD, Small Area Plan, Murray UT

Cottonwood Heights Urban design guidelines, UT

Millcreek City Center Master Plan, Millcreek, UT

Pleasant View Form-Based, Pleasant View, UT

North Salt Lake City Center Branding & Wayfinding

Wonderblock Wayfinding & Signage Master Planning

South Jordan City Streetscape Master Plan

Ogden Creative District Master Plan, Ogden UT

Mesa AZ Downtown Strategic Plan

Regent Street Placemaking & Urban Design Guidelines, Salt Lake City, UT

South Salt Lake City Downtown Guidelines

State Street Community Reinvestment Area Master Plan, Salt Lake City, UT

9 Line Community Reinvestment Area Master Plan, Salt Lake City, UT

Growing SLC Housing Plan, Salt Lake City, UT

Utah Museum of Contemporary Art Master Plan

Bluffdale City General Plan

North Salt Lakes's existing planning documents contain many goals and initiatives that the North Salt Lake Town Center UDG can help to achieve.

A. TOWN CENTER MARKET STUDY (2024)

The Town Center Market Study makes recommendations for the Town Center area:

Focus efforts on central and southern portions of the Town Center study area, aiming to first improve commercial viability around the Center Street and US 89 “hard corner” and the Village Station at Eaglewood commercial frontage area. Other portions of Town Center should still be addressed via infrastructure upgrades, sidewalk network completion, BRT planning, etc., but should not be the main focus of redevelopment planning and incentives.

Plan for more destination/specialty focus for commercial activity around Center Street and US 89 – with preference for specialty shops, fast casual dining, full-service dining, arts, and entertainment. The planned removal of the Center St. offramps to I-15 will reduce what remains of convenience/commodity role for that node, strongly advantaging the southern end of US89, while Hatch Park improvements will improve the destination appeal around the Center/89 intersection.

The southern Town Center node near US 89 and Village Station at Eaglewood should have a more convenience oriented appeal, taking advantage of the planned new access to I-215 west as well as the addition of easy new options for I-15 re-entry, both north and southbound. Coffee shops, a smaller supermarket (such as Natural Grocers), lodging, fast food and limited-service dining along with somewhat larger possible tenants than the Center St. node. Addition of BRT/enhanced bus (likely but not guaranteed) should help solidify that node and further support convenience-oriented tenants, allowing for a more cohesive design of buildings and public spaces to enhance the sense of place.

Auto-orientation should be discouraged north of the planned interchange improvements around Village Station, giving way to much more pedestrian, bike, transit and alternative mode service as one moves north towards Center St.

Improve some linkages between Village Station and Center St. but assume essentially separate nodes. Pedestrian connectivity and consistency of branding/design between these two nodes is impractical to establish due to length.

While gradual additions to plantings, lighting, and trail buffering will help maintain an

available physical connection, avoid over-investment in what is an unlikely connection.

Continue to encourage residential development across the Town Center.

Residential rooftops will be the lifeblood of much of the retail in the Town Center and provide needed round-the-clock activity and vibrancy that will spur placemaking.

Avoid mandating additional ground floor retail below residential in Town Center. While some new storefront retail may be made to work (and may well be the best option for part of the 130 East infill site, especially next to the Center Street hard corner), insisting on more ground floor inventory risks adding yet more oversupply of space for a relatively uncommon category of suburban tenant.

Consider a bold vertical monumentation element to aesthetically center the still-lacking branding/placemaking element for Town Center, while providing a natural visual landmark to assist in wayfinding (while reminding interstate passers-by of the City's existence and potential interest. This should be in addition to, but thematically consistent with new freeway signage as well as in-district signage and monumentation.



B. NORTH SALT LAKE TOWN CENTER MASTER PLAN (2016)

Fortunately, the opportunities found in this area appear to outweigh the challenges, including a number of inherent features and conditions that can be utilized to help form a cohesive town center.

Opportunities include:

- A unique sense of place and history;
- Key civic and public destinations already in place, including Hatch Park, City Hall and adjacent City Hall Park;
- Historical elements such as the Bamberger Railroad corridor and various preserved buildings;
- Significant areas of vacant, underutilized or non-conforming land, ripe for transformation and redevelopment;
- Good access to regional roadways including Interstate 15 and Interstate 215; and
- Good potential for high-capacity Bus Rapid Transit (BRT) along the Highway 89 corridor, linking the Town Center with Salt Lake City and various Davis County destinations.

The North Salt Lake General Plan was updated in 2013, and incorporated an extensive public outreach campaign that was established to help determine the issues that matter most to City residents. The results of this effort indicate overwhelming support for the creation of a town center around City Hall, including specific support for improved pedestrian amenities, public gathering spaces, and shopping, among others. Residents were also in favor of taller buildings and pedestrian-oriented building placement in this locale, as well as alternative parking solutions.

In fact, nearly every chapter of the updated North Salt Lake General Plan 2013 provides some form of guidance on how the Town Center should be formed, including specific planning and design principles to help transform the area into the heart and economic engine of the community. Specifically, Chapter 7 of the updated General Plan addresses the Town Center and the Highway 89 Corridor; and Chapter 4

contains policies that encourage reduced parking requirements within the Town Center, designs to encourage parking to the rear and side of buildings, a right-of-way analysis to determine the dimensional conditions of Highway 89, and a detailed vision statement supporting high-capacity transit along Highway 89.

This Town Center Master Plan builds upon the findings and suggestions contained in the North Salt Lake General Plan (2013). The plan specifically acknowledges that the formation of a vital town center in this location needs to stitch together three distinct neighborhoods – Orchard District to the east, the historic Bamberger District to the west, and the Highway 89 Corridor to the north. In order to be most successful, these seemingly incongruous places should be merged into a single destination, where the unique qualities of each sub-district are nonetheless expressed as part of a unified place. When fully realized, the North Salt Lake Town Center will be a special destination that is attractive and unique in appearance, but also a place with both a heart and a soul.

CASE STUDY: MIDVALE UTAH

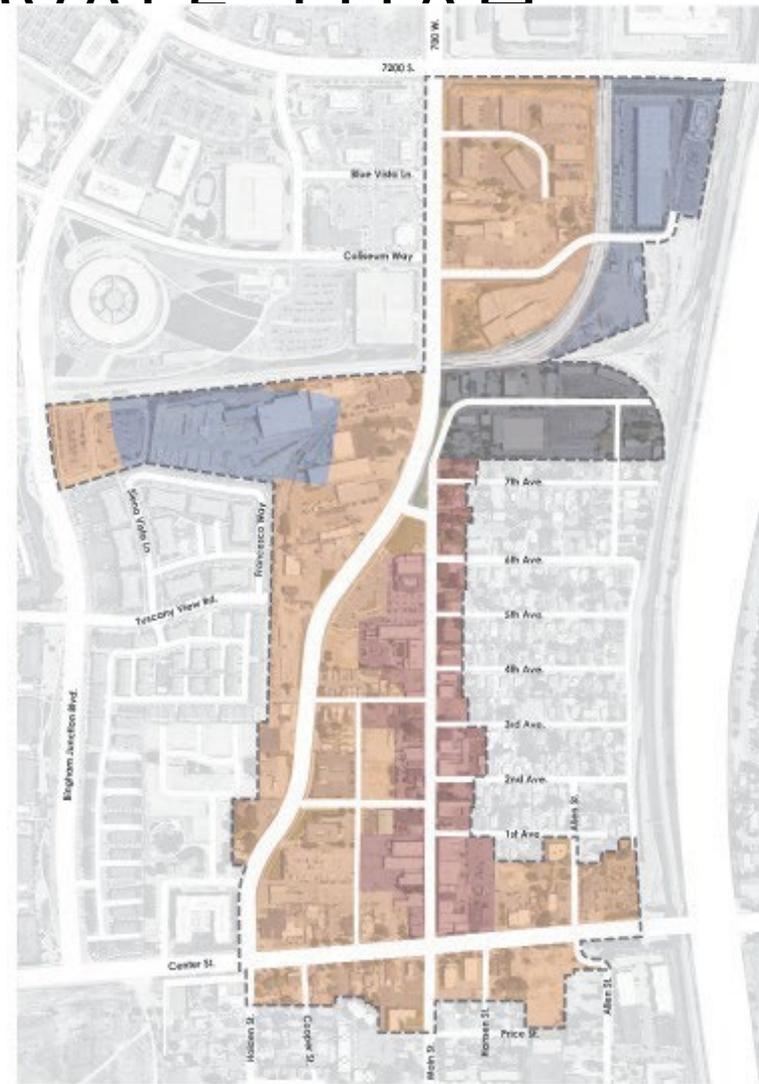
MIDVALE MAIN STREET GUIDELINES

In 2018 Midvale adopted the Main Street Small Area Plan. Building on previous success in the Bingham Junction area adjacent to their historic Main Street, Midvale aimed to update their city ordinance to a urban design guidelines to ensure an effective implementation of this vision for Main Street. The objective for the Main Street neighborhood is create a vibrant walkable town center.

Working with city staff, officials, and property owners, urban design guidelines were-- developed for Implementation. There was a large focus on expanding urban design requirements for the neighborhood over the new several years.



Example of incremental infill development along Midvale's Main Street guided by urban design guidelines.



Legend:
Main Street (MS) Town Center Core (TCC) Secondary Core (SC) Residential Neighborhood (RN)



NSL TOWN CENTER URBAN DESIGN GUIDELINES

STRUCTURE DRAFT:

1. SUBDISTRICTS
2. SETBACKS
3. BUILDING HEIGHTS
4. FACADE ARTICULATION
5. GROUND FLOOR ACTIVATION
6. OTHER REQUIREMENTS

SUBDISTRICTS

1. INTRODUCTION

A subdistrict is a defined area to which the same set of requirements are applied in the urban design guidelines. Multiple subdistricts provide a hierarchy of form and use that work together to make a diverse and cohesive Town Center. This guide describes five subdistricts. The subdistrict configuration for the North Salt Lake Center is customized to its unique characteristics and goals of the community.

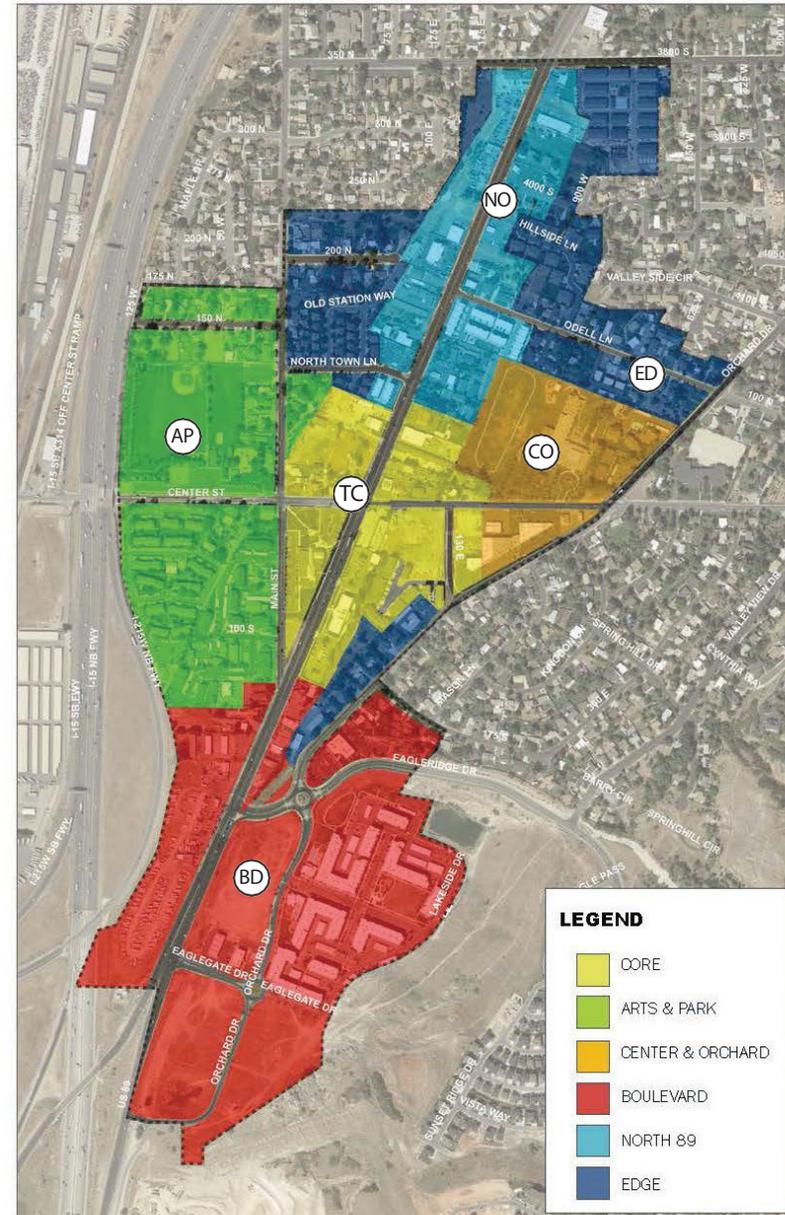
A. NORTH SALT LAKE TOWN CENTER SUBDISTRICTS

The adjacent map shows the boundaries and configuration of six potential subdistricts.

CONTEXT

SCALE

TRANSPORTATION NETWORKS



SETBACKS

1. INTRODUCTION

Regulation of setbacks provide a more consistent urban form, and define a more pedestrian oriented urban environment. By bringing buildings and entrances to the sidewalk, a traditional development pattern of cities for thousands of years, viability of a town center is fostered and the experience of the place is solidified.

A. SETBACKS

STREET WALL

ACCESS POINTS

MIXED USES

PARKING LOCATION



BUILDING HEIGHTS

1. INTRODUCTION

Building height is also regulated by subdistrict to ensure context sensitivity. Heights are established by understanding economic viability and construction constraints as well as neighborhood context.

A. BUILDING HEIGHTS

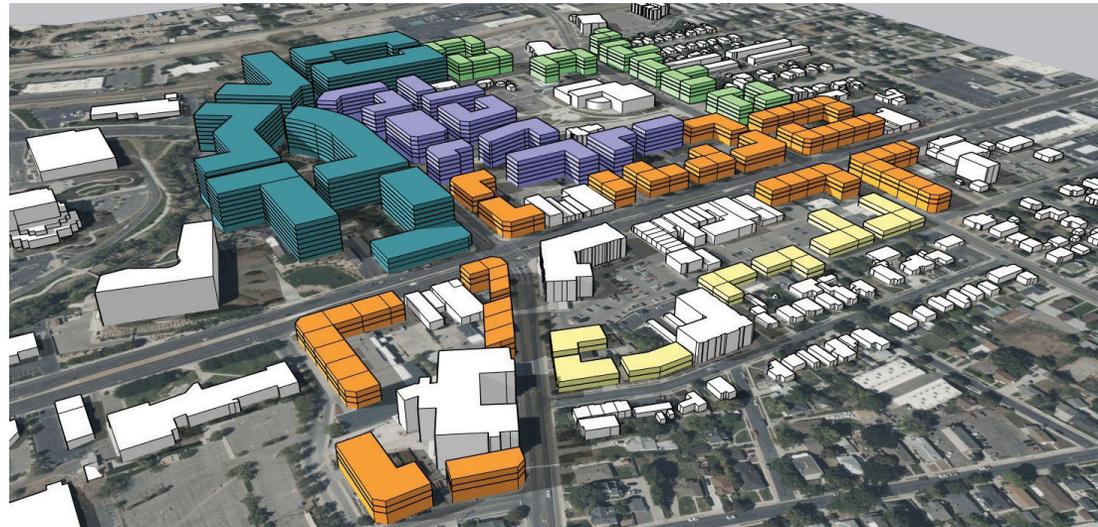
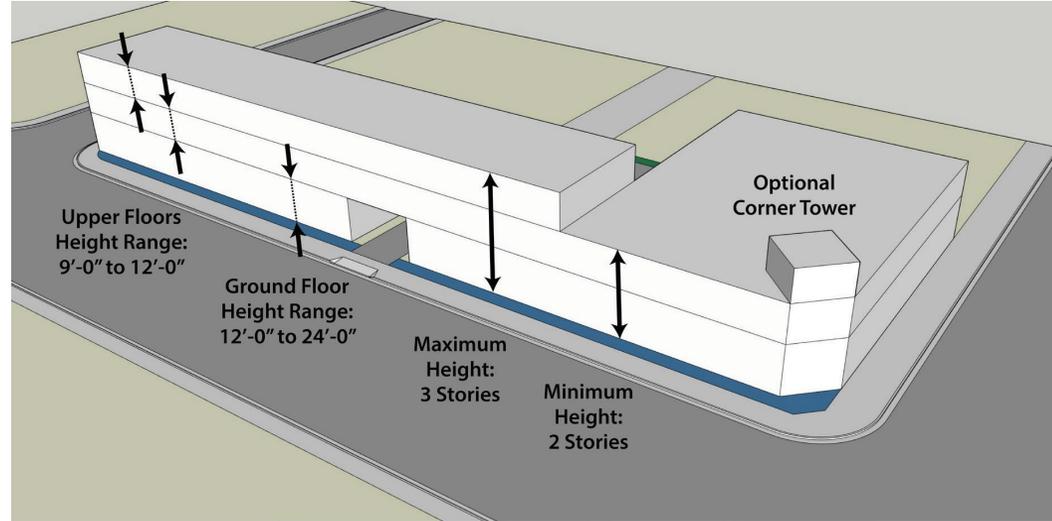
GROUND FLOOR HEIGHT

UPPER FLOOR HEIGHT

OVERALL BUILDING MAXIMUM HEIGHT

CORNERS

UPPER FLOOR SETBACKS



FACADE ARTICULATION

1. INTRODUCTION

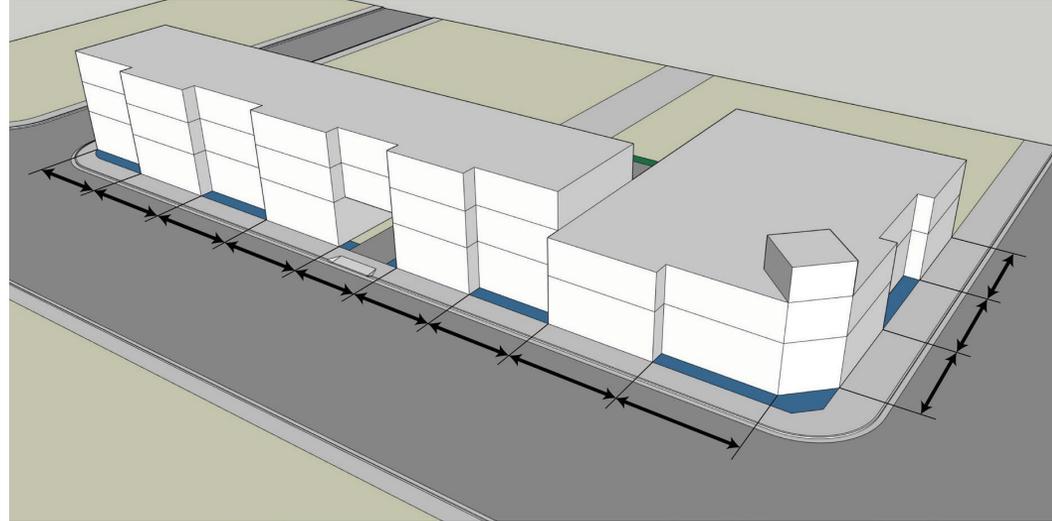
Variation in architectural facades give character and interest to a town center. Regulation of facades should encourage vertical and horizontal articulation.

A. FACADE ARTICULATION

VERTICAL ARTICULATION

HORIZONTAL ARTICULATION

WINDOWS AND DOORS



GROUND FLOOR ACTIVATION

1. INTRODUCTION

Active ground floor uses are vital to a town center. Ideally, these ground floor uses should be public-facing or publicly accessible. Services, restaurants, and retail are examples of ground floor activation types. These active types can also spill out into the public realm, achieving an even more active sense-of-place in a town center.

A. GROUND FLOOR ACTIVATION

ACCESS POINTS

GROUND FLOOR USE

UPPER FLOOR USE



OTHER REQUIREMENTS

1. INTRODUCTION

Additional requirements to consider

A. OTHER REQUIREMENTS

LANDSCAPE

PEDESTRIAN ZONE IMPROVEMENTS

LIGHTING



Thank you

ACTION UPDATE

- September 2, 2025** Amendment to City's Self Storage and Storage Shed Overlay Zone Map to include 100 West Center Street.
- September 16, 2025** Discussion on City owned park strip improvements.

MINUTES

ADJOURN