

PLANNING COMMISSION MEETING

September 26, 2023
6:30 p.m.

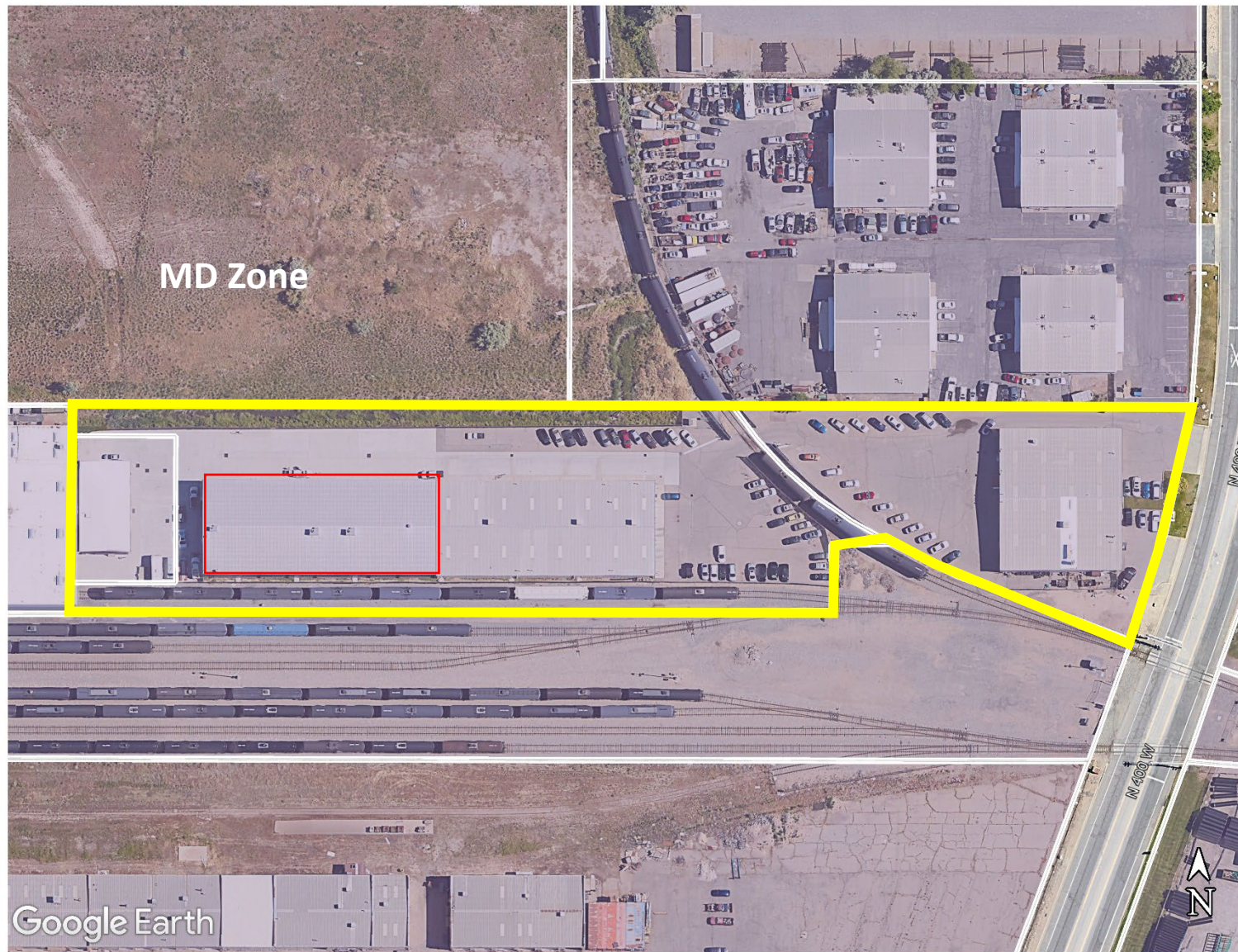


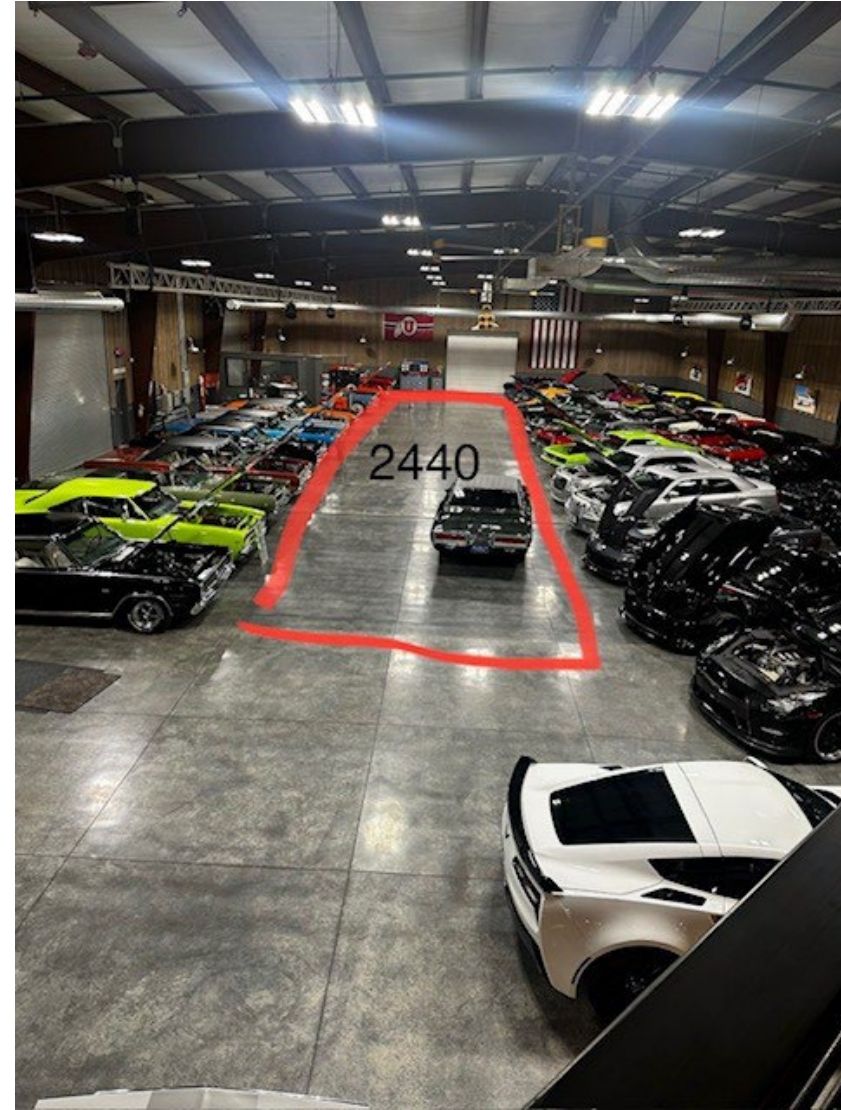
CITIZEN COMMENT

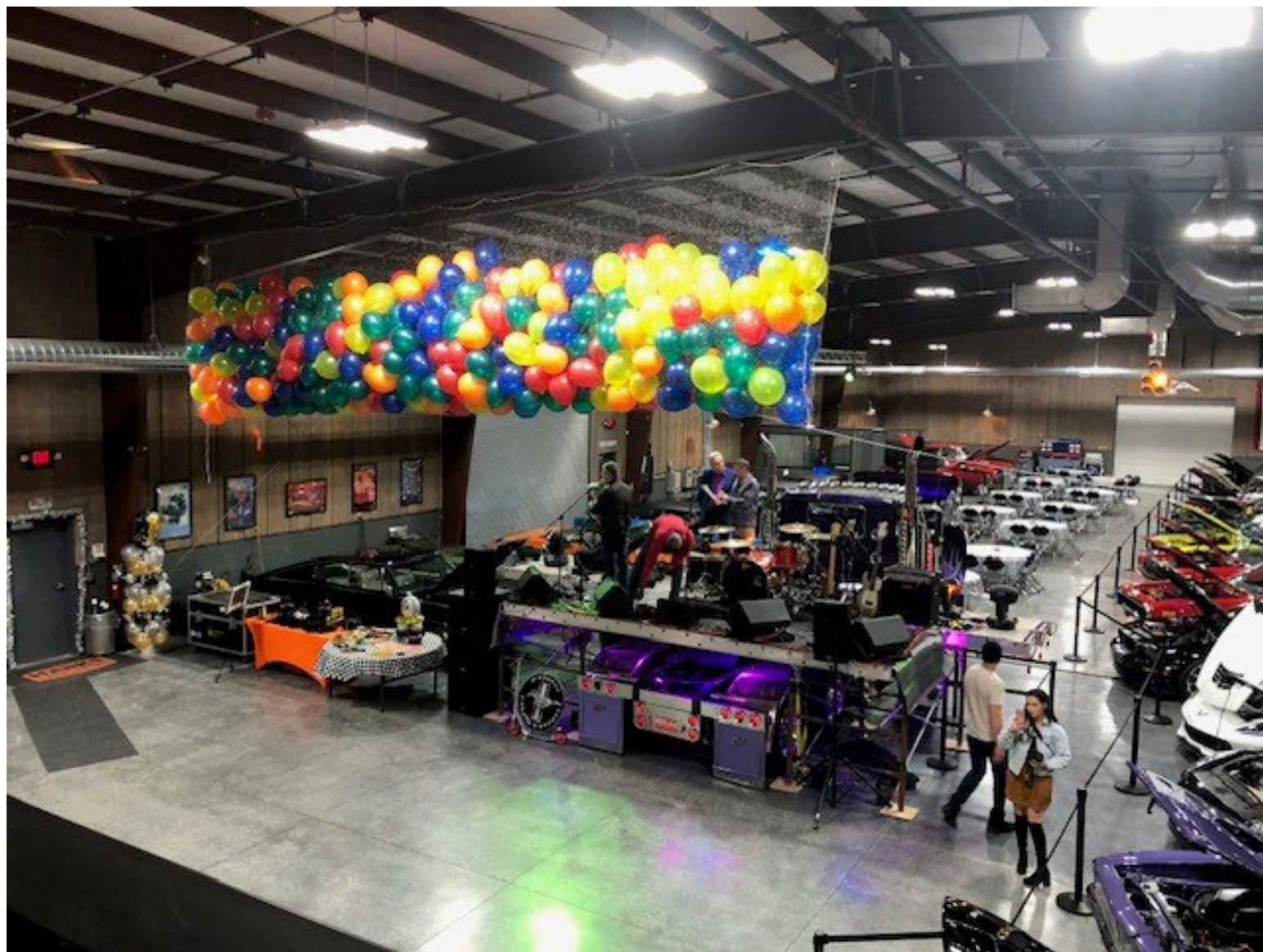
Conditional Use Permit
Hank's Garage
405 North 400 West
Wesley Johnson



Hank's Garage 405 North 400 West Zoning/Aerial Map



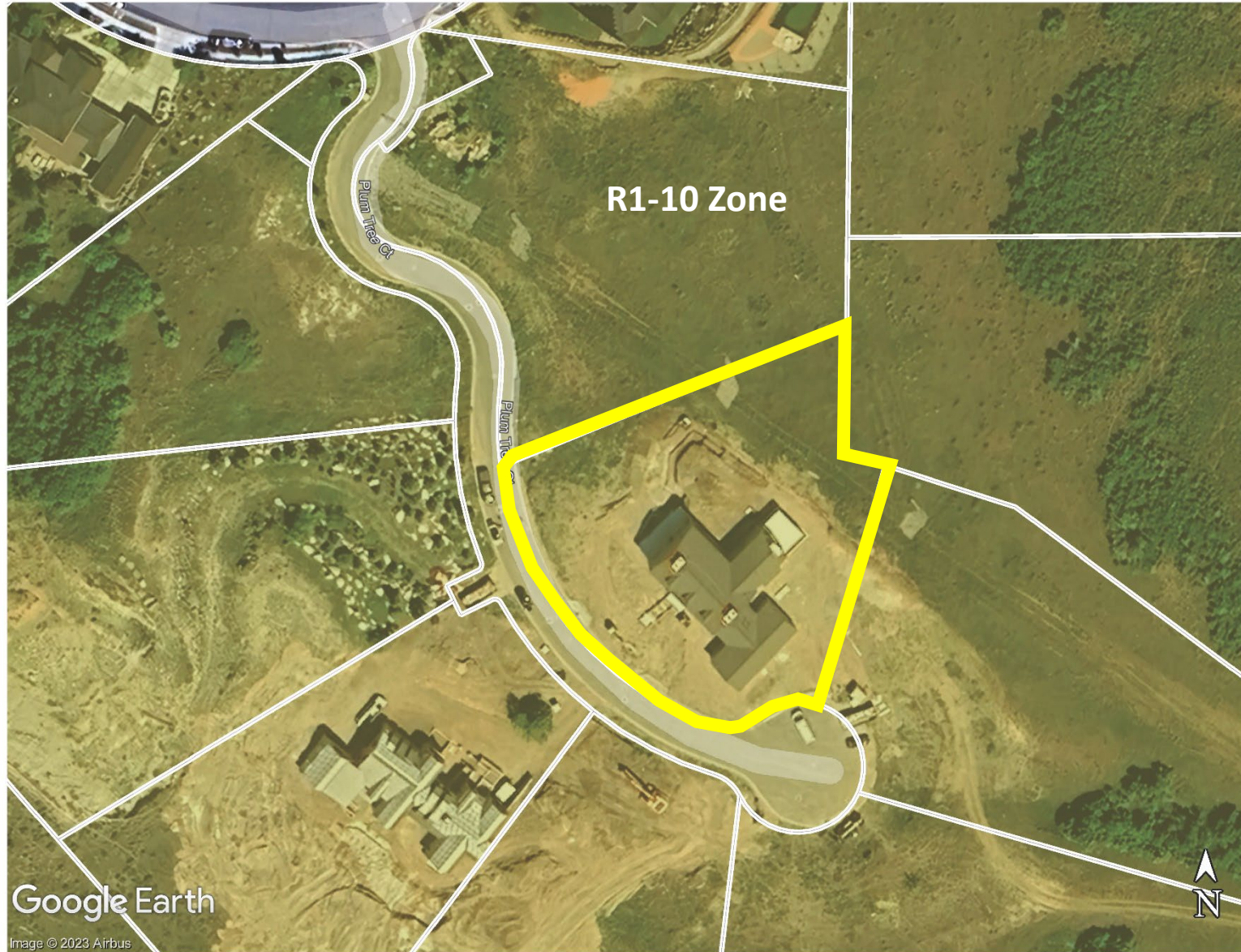


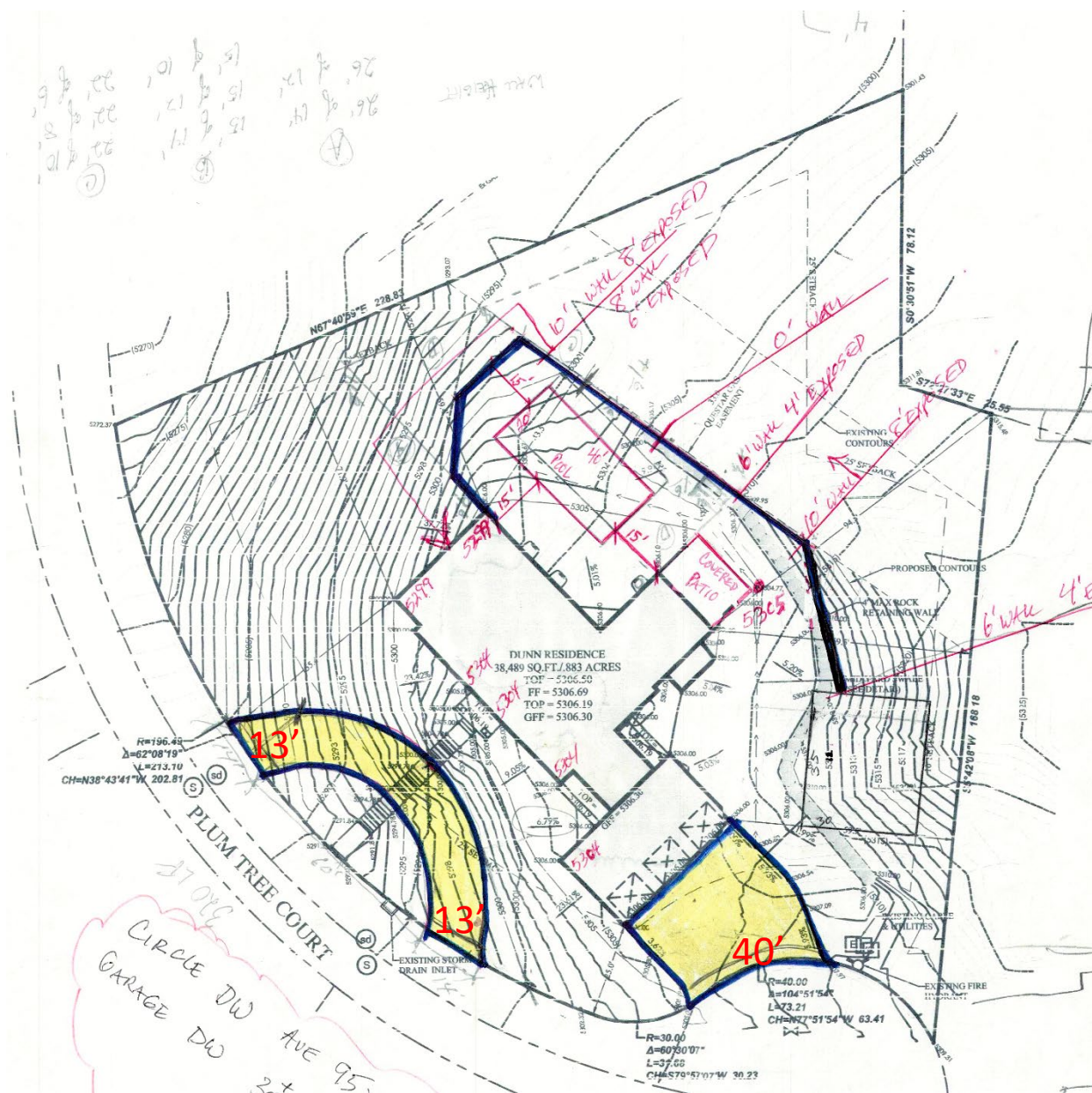


Conditional Use Permit
Over 30 Feet of Driveway
1025 South Plum Tree Court
Jeff Cook, Cook Builders



Over 30 Feet of Driveway
1025 South Plum Tree Court
Zoning/Aerial Map



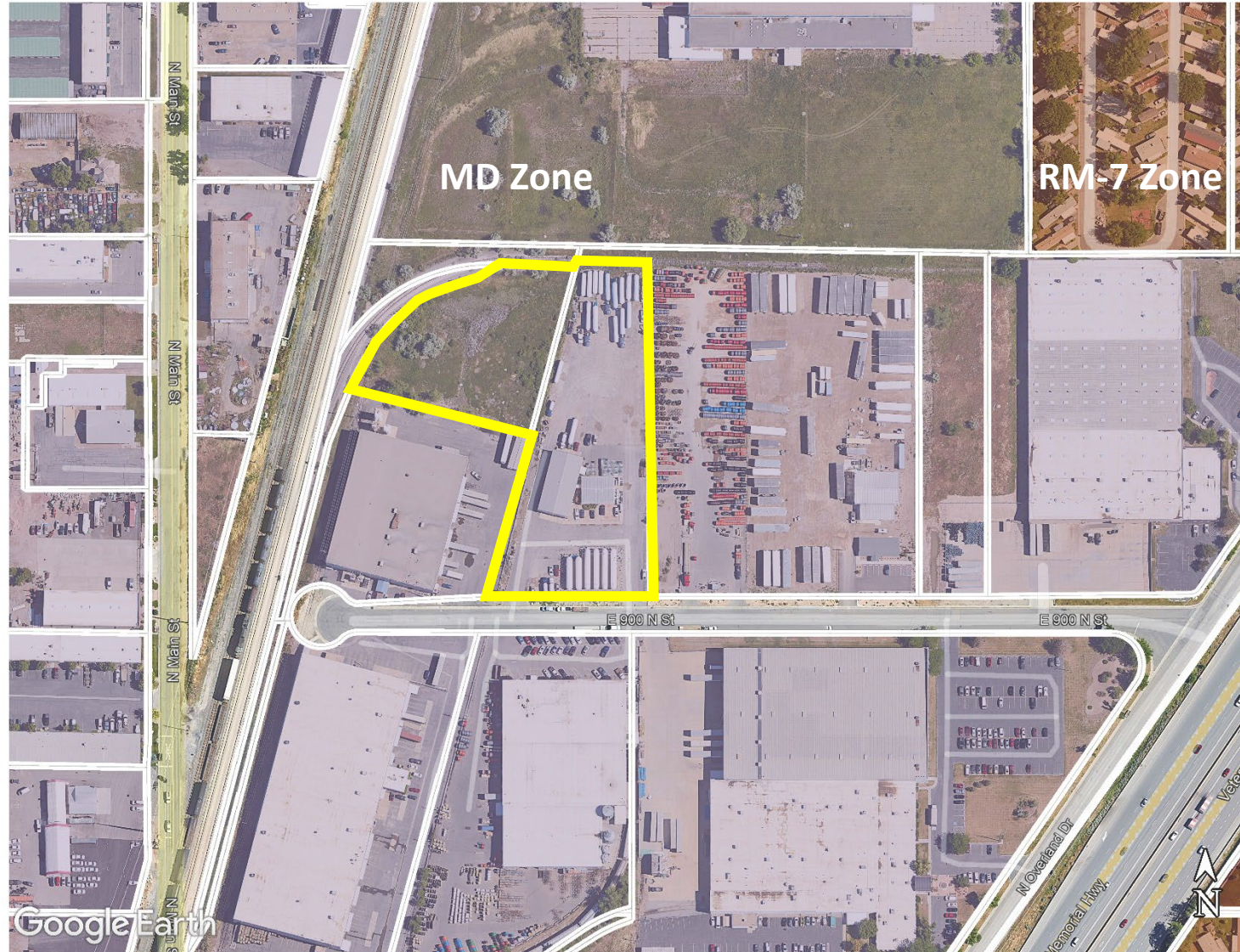




Site Plan
Ferrell Gas
95 East Union Avenue
Cal Johnson, Legend Engineering



Site Plan Ferrell Gas Aerial/Zoning



[illegible]

LEGEND ENGINEERING
562 WEST 100 NORTH
HERBER CITY, UT 84032
PHONE: 435-854-4828
WWW.LEGENDENGINEERING.COM

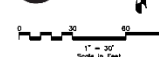


UNION COURT
SITE PLAN - 95 UNION
25 UNION AVENUE, NORTH SALT LAKE, UTAH 84054



SHEET:
C-11

DATE: 9/20/2023



FINAL PLAN

DRAFT SUBDIVISION ORD.
Ch. 4 Minor Subdivisions
Ch. 5 Subdivisions

13-4-010: Purpose:

Create a process for minor subdivision of 10 lots or less that does not require Planning Commission review/approval.

13-4-020: Requirements For Minor Subdivisions:

- *Less than 10 lots*
- *No new dedication of land for streets*
- *Adjacent to existing public streets and utilities, no extension of streets utilities*
- *Area not traversed by a future street as defined by the General Plan*
- *Conforms to the general character of the neighborhood*
- *Not adversely affect the remainder of the parcel or adjoining property, conforms to all provisions of the ordinance*
- *Dedicates utility easements*
- *Not located in the sensitive lands area*

13-4-030: Applicability:

Provisions only apply to minor subdivisions

13-4-040: Conceptual Plan Required:

Conceptual Plan review is now only allowed under state code at the request of the developer, thus this is encouraged.



Example:

1.66 Acre Parcel/362' frontage

R1-10 Zone Min. Req.

- 10,000 sq. ft. lots
- 80 ft. width/45 ft. frontage



Other examples of eligible properties



13-4-050: Minor Subdivision Application:

Describes the application requirements

13-4-060: Development Review:

Review must take place within 15 business days of submittal of a complete application.

13-4-070: Administrative Land Use Authority Action:

The CD Director is the Land Use Authority for minor subdivisions and responsible to coordinate review and approval from development review staff, city engineer, and city attorney. If disapproved the developer may appeal the decision to the Planning Commission.

13-4-080: Expiration Of Final Approval:

Plat approval valid for 6 months with 1 extension if warranted.

13-4-090: Bond Agreement:

Required to meet the bonding requirements for any infrastructure (water/sewer stubs, repair of road for installation of stubs, etc.)

13-4-100: Plat Requirements:

Plat required to meet the plat standards established for Final Plat in the Chapter 5.

13-4-110: Recording Of Plat:

Title report required prior to the attorney approval and plat recording

Chapter 5: Subdivisions (combination of existing language and new language)

13-5-010: Preliminary Plat Purpose:

Purpose statement for all other subdivisions that are not deemed minor subdivision.

13-5-020: Pre-Application Meeting:

State code requires that the city provide for an optional pre-application meeting and the documentation that must be provided to the developer.

13-5-030: Application And Fees:

- *Form of application and size of plan documents*
- *Determination of complete application and deadline; notification of complete app.*
- *First review required within 15 business days of complete application*
- *Conceptual plan required for commercial, industrial, multi-family or sensitive lands area*
- *Geologic hazards review required for sensitive lands area*

13-5-040: Preliminary Plat & Subdivision Improvement Plans:

- *Scale*
- *Documents Required*
 - *Title report*
 - *Financial control/ownership over the property*
 - *Letters from public agencies that will provide water or sewer service*
 - *Phasing timeline*
 - *Draft protective covenants*
 - *Tabulations*
 - *Agreements with abutting property owners, where applicable*
 - *Traffic report*
 - *Soils report*
 - *Geologic hazards, as applicable*
- *Preliminary Plat & Construction Plan Elements*

13-5-050: Staff Review Of Preliminary Plat Application:

- *2 review cycles (state code allows only 4 total review cycles)*
- *Initial review 15 days*
- *Review must have citations of code or design standards and have a separate index of the corrections*
- *Applicant has 20 days to respond to corrections*
- *Failure to respond to each correction item the cycle is not complete and may not move to review cycle 2*
- *Review cycle 2 (similar rules to cycle 1)*
- *Upon completion of review cycle forwarded to LUA (PC)*

13-5-060: Administrative Land Use Authority Action; Preliminary Plat:

- *Planning Commission is the LUA*
- *Findings*
 - *In accord with ordinance/regulations*
 - *Conforms to concept plan, where applicable*
 - *No substantial financial hardship to the city*
 - *No substantial environmental impacts*
- *Conditions of approval to mitigate issues*

13-5-070: Notification Of Action:

Notification to the applicant of approval

13-5-080: Effect Of Approval Of The Preliminary Plat:

Void after 12 months if they haven't applied for final plat, 1 extension

13-5-090: Final Plat; Purpose:

Purpose statement

13-5-100: Filing Deadline, Application And Fees:

Application deadline 12 months after prelim approval

13-5-110: Final Plat; Preparation And Required Information:

- *Requires electronic file submission*
- *Title report*
- *Final Plat Drawings Requirement*
 - *Plat size and quality*
 - *Scale*
 - *Title block*
 - *Survey map*
 - *Survey data*
 - *Lot boundaries and data*
 - *Street right of way dedications*
 - *Street names/numbers*
 - *Lot numbers*
 - *Easements*
 - *Waterways*
 - *Flood plain, as applicable*
 - *All property to be accounted for*
 - *Lot dimensions*
- *Surveyor certificate*
- *Signature blocks*
- *Owner dedication*
- *Stakes and monuments*
- *City Attorney approval/review of title report*
- *Common area ownership, articles of incorporation*
- *Final Improvement Plans (construction drawings)*
 - *In conformance with adopted standards*
 - *Size, scale, north arrow*
 - *USGS datum*
 - *Stationing and elevations for profiles*
 - *Title block*
 - *Plan and profiles for curb, gutter, and streets*
 - *Water, sewer, storm drain locations & connections*
 - *Retention/detention basins*
 - *Calculation and traverse sheets*
 - *Design data and computations*

13-5-120: Evaluation Of Final Plat:

- *The CD director is the LUA for final plat. State code prohibits PC or CC from being the final plat approval body*
- *Two review cycles (state code allows 4 total)*
- *First review in 15 business days*
- *20 day response time*
- *Review must cite specific code or standards regulations and have separate listed index.*
- *Failure to respond to all corrections the cycle is not complete*
- *Second review cycle similar to first*

13-5-130: Administrative Land Use Authority Action; Final Plat:

- *CD Director review for conformance and verify approvals of city engineer, city attorney and development review staff, and affected entities, send notice to applicant*
- *Authorized to print Final Mylar and submit final documents*
 - *Title report*
 - *Docs for recording with the plat, easements, covenants, etc.*
 - *Stormwater Management Agreement*
 - *Subdivision Improvement Agreement*
 - *Bond*
 - *Payment of applicable fees*
 - *Payment of applicable impact fees for common area*
 - *Any other agreements required by code, agreement, law, etc.*
- *Sign Mylar & delivery to the County Recorder*
- *Final Plat void in 12 months if not recorded*

13-5-140: Disapproval Of The Final Plat:

Reasons for denial of final plat and correction of deficiencies

13-5-150: Security Bond; Developer:

Subdivision improvement agreement with bond elements:

- *Final Plat/Improvement plans*
- *Completion time of 2 years*
- *Bond amount of 100% of engineer estimate*
- *Control of bond release*
- *Reduction of bond for completed work process*
- *Process if bond deficiency*
- *Developer Performance failure*
- *Type of bond agreement (State code requires a minimum of two options)*
- *Right to reject a bond and benefit of the city, not any individual*
- *Extension of time for completion*

13-5-160: Delay Agreement:

The city can enter into an agreement to delay some installation of infrastructure in a form acceptable to the city attorney

13-5-170: Recording Of Plat:

City Recorder may record upon completion of all the above.

TITLE 13 SUBDIVISIONS

Review Schedule:

- 7/27: Ch. 1-3*
- 9/26: Ch. 4 Minor Subs
Ch. 5 Subdivisions*
- 10/10: Ch. 6 PUDs, Condos, etc.
Ch. 7 Plat Amendments*
- 10/24: Ch. 8 General Requirements for all Subdivisions*
- 11/14: Ch. 9 Essential Improvements*
- 11/28: Final Review & Table of Contents*
- 12/12: Ch. 3 Amendments and Rezones
Ch. 7 Conditional Uses*
- 1/9/2024: Planning Commission Public Hearing & Recommendation*
- 1/16/2024: City Council Agenda (required adoption by 2/1/2024)*

2024: Other Code Updates Needed

- Commercial & Industrial Zones
Conditional Uses Lists
- Sign Code
- Geohazards Updates (City Engineer)
- Accessory Building Setbacks
- Water Wise Landscaping
- Short Term Rentals
- Legislature 2024 ???

ACTION UPDATE

City Council

- Plat Amendment-Eaglepointe Estates, lots 1603, 1604, 1605
- Hatch Park Design Services Bid Award-G.Brown Design
- Primary Election Results
 - Tammy Clayton 1768
 - Ted Knowlton 1695
 - Suzette Jackson 1282
 - Leslie Clark 1001
 - Peter Wirthlin 947
 - Collin Larson 731

MINUTES

ADJOURN