

**CITY OF NORTH SALT LAKE  
PLANNING COMMISSION MEETING  
ANCHOR LOCATION: CITY HALL  
10 EAST CENTER STREET, NORTH SALT LAKE  
MARCH 12, 2024**

**FINAL**

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

**PRESENT:** Commission Chair BreAnna Larson  
Commissioner Ryan Holbrook  
Commissioner Ron Jorgensen  
Commissioner Katherine Maus  
Commissioner Irene Stone  
Commissioner Brandon Tucker  
Commissioner William Ward

**STAFF PRESENT:** Sherrie Pace, Community Development Director; Mackenzie Johnson, Planner.

**OTHERS PRESENT:** Dee Lalliss, resident; Kemari Manzanares, Mike Naphoz, Kris Vance, Topy Wheel Inc.

**1. PUBLIC COMMENTS**

There were no public comments.

**2. CONSIDERATION OF A CONDITIONAL USE PERMIT FOR THREE DRIVE APPROACHES, ONE OF WHICH BEING OVER 50 FEET WIDE AT 25 EAST PACIFIC AVENUE, KEMARI MANZANARES, TOPY WHEEL INC., APPLICANT**

Mackenzie Johnson reported that this was a conditional use permit for three drive approaches at 25 East Pacific Avenue. She explained this was an existing building with an asphalt parking lot and no official drive approach for passenger vehicles. The asphalt was removed, and a portion was replaced with concrete. During this construction, the City Engineer discovered that no permits had been issued and over 5,000 square feet of impervious surface had been disturbed which required compliance with low impact development (LID) standards regarding storm water drainage, retention/detention, landscaping elements, and driveway accesses. Ms. Johnson said that the landscaping elements and driveway access were tools to achieve storm water requirements. City staff stopped construction and the applicant was working with the City Engineering Department on the grading and drainage plans for compliance with the LID standards.

The applicant requested conditional use permits for the quantity and size of official drive approaches on the property. She showed the conditions of the property prior to the removal of the asphalt. This corner property had 390 feet of frontage on Main Street and 260 feet on Pacific Avenue. The Planning Commission could grant more than two nonresidential drive approaches as a conditional use when a property had more than 400 feet of frontage. The existing drive approach of 36 feet entered into the outdoor storage yard. The applicant proposed a new 50 foot drive approach for larger truck traffic and a 15 foot drive approach for access out of the parking lot by passenger vehicles. A landscape island would separate the 50 foot and 15 foot drive approaches and help divert storm water from the parking lot. The 15 foot drive approach would be a more than eight feet from the property line which was compliant with code.

The Development Review Committee (DRC) recommended approval of the conditional use permit for three drive approaches, one of which being 50 feet wide at 25 East Pacific Avenue with no conditions. Mackenzie Johnson clarified that even with the conditional use permit approval the applicant could not replace or pour the concrete until they had approved plans from the City Engineer.

Commissioner Stone asked for clarification on the location of each driveway. Mackenzie Johnson showed the locations of each driveway on a map and proposed plan. She said the 36 foot wide driveway was existing and would remain as is. The new driveways would be required to meet City standards.

**Commissioner Jorgensen moved that the Planning Commission approve the conditional use permit for three drive approaches, one of which being 50 feet wide at 25 East Pacific Avenue with no conditions. Commissioner Ward seconded the motion. The motion was approved by Commissioners Holbrook, Jorgensen, Larson, Maus, Stone, and Ward. Commissioner Tucker was excused.**

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

Commissioner Tucker arrived at 6:42 p.m.

Sherrie Pace reported that the City Council approved the Triplets on Main PUD concept plan with a condition in the CCRs that the residents should use their garages for parking and not solely for storage. She said the General Plan update would begin with review by Landmark Design in March-May, a joint work session with the City Council and Commission, and formation of a steering committee. The steering committee would meet three times during the year and include two City Council Members, two Planning Commissioners, representatives from the Parks and Arts Board, City staff, representatives from the business community, and representatives from the development community.

Ms. Pace said that there would be a project website for community engagement that would be promoted on social media, on the City's website, and at City events. She provided a timeline for the process with the first public meeting in April 2024 with data collection and visuals followed by focus groups held in Foxboro, midtown, the business communities, and in the hillside area. In April-June the consultant would review the existing General Plan, feedback from the workshops, and surveys. The consultant would then develop an analysis between June and September, the second steering committee meeting would be in June or July, the second public meeting would be in August with the consultant to present alternatives to the existing plan. The consultant would then draft the General Plan update through August-December and the third steering committee meeting would be in November or December. The Third public meeting to present the draft plan would be held in January 2025 followed by Planning Commission review and adoption of the General Plan update by the City Council in March 2025.

Commissioner Jorgensen questioned if there would be a joint City Council/Planning Commission meeting and the steering committee meetings. Sherrie Pace replied that there would be a joint meeting and then three steering committee meetings.

Commissioner Jorgensen asked about the impacts of UDOT reconstruction of I-15 from Salt Lake to Farmington. Sherrie Pace replied that the record of decision should be completed by June 2024 which would show the alignment and the impacts to the City.

Commissioners Holbrook and Tucker volunteered to serve on the steering committee for the General Plan update.

#### 4. APPROVAL OF MINUTES

The Planning Commission meeting minutes of February 27, 2024 were reviewed and approved.

**Commissioner Jorgensen moved to approve the meeting minutes for the February 27, 2024 Planning Commission be approved as drafted. Commissioner Holbrook seconded the motion. The motion was approved by Commissioners Holbrook, Jorgensen, Larson, Maus, Stone, Tucker, and Ward.**

#### 5. ADJOURN

Commission Chair Larson adjourned the meeting at 6:46 p.m.

*The foregoing was approved by the Planning Commission of the City of North Salt Lake on Tuesday, March 26, 2024 by unanimous vote of all members present.*

  
Wendy Page, City Recorder

