

MINUTES OF THE DRAPER CITY PLANNING COMMISSION MEETING HELD ON THURSDAY, JUNE 26, 2025, IN THE DRAPER CITY COUNCIL CHAMBERS

PARTICIPATING: Andrew Adams, Chair
Lisa Fowler, Vice-Chair
Commission Member Susan Nixon
Commission Member Kendra Shirey
Commission Member Mary Squire
Alternate Commission Member Shivam Shah
Alternate Commission Member Laura Fidler (Not Sitting)

EXCUSED: Commission Member Gary Ogden
Alternate Commission Member Christine Green

STAFF: Jennifer Jastremsky, Community Development Director
Todd Draper, Planning Manager
Nick Whittaker, Planner II
Maryann Pickering, Planner III
Lori Stout, Executive Assistant
Brien Maxfield, Senior Engineering Manager
Traci Gundersen, City Attorney
Spencer DuShane, Assistant City Attorney

6:32 PM Business Meeting

Chair Andrew Adams called the meeting to order at 6:32 p.m. and welcomed those present.

1. Items for Commission Consideration.

- A. Action Item: Approve Planning Commission Meeting Minutes for April 10, 2025.
(Administrative Action)**
- B. Action Item: Approve Planning Commission Meeting Minutes for April 24, 2025.
(Administrative Action)**

The Meeting Minutes from April 10 and April 24, 2025, were discussed by the Planning Commission. There were no proposed changes, and Commissioner Nixon felt they were well written.

Motion: Commissioner Nixon moved to **APPROVE** the April 10, 2025, and April 24, 2025, Planning Commission Meeting Minutes, as presented.

Second: Commissioner Squire seconded the motion.

Vote on Motion: 5-to-0 in favor.

Commissioner	Yes	No	Abstained	Not Sitting	Absent
Adams (Chair)			X		
Shirey	X				
Nixon	X				
Squire	X				
Fowler (Vice-Chair)	X				
Ogden					X
Green, Alternate					X
Shah, Alternate	X				
Fidler				X	

**C. Action Item: Mallory White I-ADU Deviation Request
(Administrative Action)**

On behalf of Mallory White, a Deviation Request from Strict Compliance with the Geographical Restrictions for Internal Accessory Dwelling Units (I-ADUs) for approximately 0.16 acres, located at 15262 South Steep Mountain Drive. Known as Application 2025-0087-VAR, Staff Contact: Nick Whittaker, (801) 576-6522, nick.whittaker@draperutah.gov.

Planner Nick Whittaker presented the Staff Report and explained that this is the Mallory White Internal Accessory Dwelling Unit (I-ADU) Deviation Request. He displayed the Vicinity, Aerial, Land Use, and Zoning maps. The land use is Residential Medium Density, and the zone is R3. The property is located in an area that prohibits I-ADUs, which is the reason for the deviation request. Mr. Whittaker shared the Site Plan provided by the applicant to illustrate the proposed I-ADU. There will be two parking stalls, and a basement walkout will be installed so the tenant can access the unit. The unit is proposed to be in the basement of the home. The staircase going into the basement from the main floor will be sealed off, so the I-ADU will be completely independent. Exterior photographs of the property were shared. He pointed out the side where there will be a stairwell installed.

The criteria for approval from Section 9-31-055 of the Draper City Municipal Code were reviewed:

- A. Deviation Authorized: The Planning Commission may approve a deviation from strict compliance with the geographical restrictions of the I-ADU map in Exhibit A of this chapter upon finding that:
1. The lot or parcel on which the primary dwelling is located is at least six thousand square feet (6,000 ft²);
 2. No D-ADU exists on the property;
 3. The proposed I-ADU meets all of the requirements of sections 9-31-030 and 9-31-045, including other applicable requirements of this chapter; and
 4. At least two (2) parking stalls meeting the requirements of 9-31-045(B)(2) are provided for use by occupants of the I-ADU.

Mr. Whittaker reported that the parking stalls meet the requirements and are at least 9'x18' each. The stalls are proposed to be concrete. A question was asked about how to ensure the applicant installs the required parking spaces. Mr. Whittaker explained that there is a separate application for the I-ADU. In order for that application to be fully processed, all of the requirements listed in the deviation will be inspected and reviewed by Staff to make sure there is full compliance before the I-ADU certificate is issued. As for why this area was excluded from allowing I-ADUs, it was clarified that prohibited areas were determined based on street widths. Neighborhoods with streets that were less than the standard were the ones chosen to be prohibited. The thought was it might be more difficult for those areas to accommodate additional on-street parking. Commissioner Shah felt comfortable that the application met the outlined requirements and expressed a desire to make a motion.

The applicant, Mallory White, explained that she lives at 15262 South Steep Mountain Drive and is interested in putting a basement apartment into the house. Chair Adams reported that the Planning Commission is supportive of these kinds of units because it is an effective way to add affordable housing. It looks like all of the requirements will be met once the proposed items on the deviation are installed. Generally, the parking is the main issue with an accessory dwelling unit (ADU). A question was asked about communication with the neighbors. Ms. White confirmed that she has spoken to the neighbors, and there is an awareness of the plans to have an I-ADU within the home.

Motion: Commissioner Shah moved to APPROVE the Deviation Request from Strict Compliance with the Geographical Restrictions for I-ADUs, as requested by Mallory White, Application 2025-0087-VAR, based on the following findings and criteria for approval, as listed in the Staff Report dated June 13, 2025:

1. The lot or parcel on which the primary dwelling is located is at least six thousand square feet (6,000 ft²).
2. No D-ADU exists on the property.
3. The proposed I-ADU can meet all of the requirements of sections 9-31-030 and 9-31- 045, including other applicable requirements of this chapter, before issuance of an ADU is permitted.
4. At least two (2) parking stalls meeting the requirements of 9-31-045(B)(2) shall be constructed and provided for use by occupants of the I-ADU.

Second: Commissioner Shirey seconded the motion.

Vote on Motion: 5-to-0 in favor.

Commissioner	Yes	No	Abstained	Not Sitting	Absent
Adams (Chair)			X		

Shirey	X				
Nixon	X				
Squire	X				
Fowler (Vice-Chair)	X				
Ogden					X
Green, Alternate					X
Shah, Alternate	X				
Fidler				X	

D. Public Hearing: Urbana 2nd Development Agreement Amendment Request (Legislative Action)

On the request of Draper City, a Development Agreement Amendment for the Urbana Development for approximately 3.9 acres, located at 285 West River Chapel Road. Known as application 2025-0130-DA. Staff Contact: Maryann Pickering, (801) 576-6391, maryann.pickering@draperutah.gov.

Planner, Maryann Pickering, presented the Staff Report and displayed the Vicinity, Aerial, Land Use, and Zoning maps. The land use category is Residential High Density, and the zoning is RM2. When the Preliminary Plat was reviewed at the last Planning Commission Meeting, she indicated that this item would be coming to the Commission at a future meeting. It was found that there is a conflict between the required public utility easements and Title 17. The zoning requires a 5-foot setback and the public utility easement is a minimum of 7-feet. There will be work done on a Code Amendment in the future for Title 17 of the Code, but in order to allow the developer to move forward, the Development Agreement will need to be amended. In the Development Agreement, the amendment will reduce the side yard public utility easement (PUE) up to 5-feet to match the approved setbacks. There was no public comment as a result of the notices.

The applicant representative, Damian Mora, explained that he is filling in for Jacob Ballstaedt and works for Garbett Homes. He noted that a 5-foot PUE is considered an acceptable standard. Commissioner Shah pointed out that the proposed amendment will shift it from seven feet to five feet. He asked about the extra two feet. It was clarified that the extra two feet would be for the homeowner.

Chair Adams opened the public hearing. There were no comments. The public hearing was closed.

Commissioner Nixon asked if this would be for all residential subdivisions in the future or only certain ones. It was noted that the future code change will eventually make it available for all developments. However, what is currently before the Planning Commission relates to this specific development.

Motion: Commissioner Fowler moved to forward a POSITIVE RECOMMENDATION to the City Council for the 2nd Development Agreement Amendment, as requested by Draper City for the Urbana Development, Application 2025-0130-DA, based on the findings for approval listed in the Staff Report dated June 17, 2025:

1. **The proposed Development Agreement complies with the Draper City Municipal Code Section 9-5-200(C) and (D).**

Second: Commissioner Shah seconded the motion.

Vote on Motion: 5-to-0 in favor.

Commissioner	Yes	No	Abstained	Not Sitting	Absent
Adams (Chair)			X		
Shirey	X				
Nixon	X				
Squire	X				
Fowler (Vice-Chair)	X				
Ogden					X
Green, Alternate					X
Shah, Alternate	X				
Fidler				X	

E. Public Hearing: Leone Smith Subdivision Plat Amendment (Administrative Action)

On the request of Justin Hansen, representing Leone Smith, a Subdivision Plat Amendment on approximately 0.92 acres, located at approximately 13530 South 300 East. Known as application 2025-0068-SUB. Staff Contact: Maryann Pickering, (801) 576-6391, maryann.pickering@draperutah.gov.

Ms. Pickering presented the Staff Report and displayed the Vicinity, Aerial, Land Use, and Zoning maps. The land use is Residential Medium Density, and the zone is R3. This was approved as a Minor Subdivision by the Zoning Administrator last year. Since it is a recorded subdivision, any changes to the plat must be approved by the Planning Commission. Ms. Pickering shared the original plat that was approved. The future buyer of the lot on the west side would like a slightly larger lot, so the middle lot line is proposed to be adjusted 10 feet to the east. The lots are more evenly sized. As for the lot on the right or east side, there were some structures that needed to be removed in order to comply with setbacks, which has been done. There is a buyer for the property, so there is a desire to move forward quickly with this application. Ms. Pickering reported that there were no public comments received on the application.

Commissioner Shah asked about the process and whether a public hearing is necessary. Community Development Director, Jennifer Jastremsky, explained that it is possible to do a lot line adjustment, which is an administrative process. However, that does not change public utility easements or any other encumbrance that may be recorded on the property with the plat. The only way to move those utility easements over with the property line is to pursue the Plat Amendment process. The Plat Amendment process involves a public hearing, which is why there is one scheduled for this item.

The applicant, Justin Hansen, explained that the lot line adjustment was not pursued because of the utility easement. As a result, the Plat Amendment process was pursued. This was already approved a year ago, but there is now a minor amendment proposed to accommodate the adjustment.

Chair Adams opened the public hearing. There were no comments. The public hearing was closed.

Motion: Commissioner Squire moved to APPROVE the Subdivision Plat Amendment, as requested by Justin Hansen, representing property owner Leone Smith, for the Leone Smith Subdivision Plat Amendment, application 2025-0068-SUB, based on the following findings for approval and subject to the requirements, as listed in the Staff Report dated June 17, 2025:

1. There is good cause for the amendment, and no public street or municipal utility easement will be vacated or amended.

Second: Commissioner Shirey seconded the motion.

Vote on Motion: 5-to-0 in favor.

Commissioner	Yes	No	Abstained	Not Sitting	Absent
Adams (Chair)			X		
Shirey	X				
Nixon	X				
Squire	X				
Fowler (Vice-Chair)	X				
Ogden					X
Green, Alternate					X
Shah, Alternate	X				
Fidler				X	

2. Other Business

Planning Commission Coordination and Updates (as Needed).

Ms. Jastremsky reminded the Planning Commission that there is a Joint Session with the City Council scheduled for July 15, 2025, at 5:30 p.m. She asked Commissioners to let her know whether they can attend and to accept the calendar invite. The meeting is for the Station Area Plan. The results of the survey and the open house will be reviewed. There will also be a draft preferred concept shared with the Commission and Council to gather feedback on before the consultants finalize a concept.

Ms. Jastremsky shared an update from the last City Council Meeting. It went until 11:05 p.m. and was a long meeting. The Alpine Hollow Development Agreement included the recommended changes from the Planning Commission. There were five conditions placed on the agreement:

- All buildings must be built of ignition-resistant materials;
- All properties are to comply with the vegetation management plan;
- Dedicate a public trail access easement;
- That the trail be kept open during construction when it is safe to do so; and
- The developer provides 25-day advanced notice for trail closures.

The Kimballs Junction Development Agreement was approved, but the City Council did not include the additional recommended changes from the Planning Commission. The density will be between 25 and 27 dwelling units per acre, with a minimum of 30 units of workforce housing included. There was language to state that the City and developer will continue to work together to develop a Concept Plan that complies with the Station Area Plan requirements. Discussions are ongoing. The intention is to have the Station Area Plan adopted in September, so shortly after that, there will likely be a Site Plan and Plat application submitted. Commissioners thanked Staff for sharing some updates.

3. Adjournment.

Motion: Commissioner Nixon moved to ADJOURN. Chair Adams adjourned the meeting.

The Planning Commission Meeting adjourned at 6:57 p.m.