



**NOTICE AND AGENDA**  
**SOUTH OGDEN PLANNING COMMISSION**  
**WORK SESSION**  
THURSDAY, SEPTEMBER 11, 2025- 5:30 PM

Notice is hereby given that the South Ogden City Planning Commission will hold their regularly scheduled work session at 5:30 pm Thursday, September 11, 2025. The meeting will be located at City Hall, 3950 Adams Ave., South Ogden, Utah, 84403, in the city council chambers. The meeting is open to the public; anyone interested is welcome to attend. No action will be taken on any items discussed during the work session. Discussion of agenda items is for clarification only.

## WORK SESSION AGENDA

- I. **CALL TO ORDER** – Chairman Robert Bruderer
- II. **REVIEW OF MEETING AGENDA**
- III. **DISCUSSION ITEMS**
  - A. Discussion on Current Code for Variances, Exceptions, and Appeals
- IV. **ADJOURN**



**NOTICE AND AGENDA**  
**SOUTH OGDEN CITY PLANNING COMMISSION MEETING**  
**THURSDAY, SEPTEMBER 11, 2025**

Notice is hereby given that the South Ogden City Planning Commission will hold a meeting on Thursday, September 11, 2025, beginning at 6:15 p.m. The meeting will be located at City Hall, 3950 Adams Ave., South Ogden, Utah, 84403, in the city council chambers. The meeting is open to the public; anyone interested is welcome to attend. Some members of the commission may be attending the meeting electronically. The meeting will also be streamed live over [www.youtube.com/@southogdencity](http://www.youtube.com/@southogdencity).

**I. CALL TO ORDER AND OVERVIEW OF MEETING PROCEDURES** – Chairman Robert Bruderer

**II. SPECIAL ITEMS**

- A. Discussion on Proposed Update to Section 10-17-2-A7 - Off Street Parking Space and Driveway Requirements for Dwellings
- B. Discussion on Proposed Update to Section 10-14-12A - Private Swimming Pools

**III. APPROVAL OF MINUTES OF PREVIOUS MEETING**

Approval of August 14, 2025, Planning Commission Minutes

**IV. STAFF REPORTS**

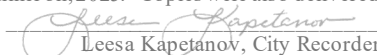
- A. Upcoming Items for Planning Commission
  - 1. Field Trip in September
  - 2. WFRC Meet Up in October

**V. OTHER BUSINESS**

**VI. PUBLIC COMMENTS**

**VII. ADJOURN**

The undersigned, duly appointed City Recorder, does hereby certify that a copy of the above notice and agendas was posted to the State of Utah Public Notice Website, on the City's website ([southogdencity.gov](http://southogdencity.gov)) and emailed to the Standard Examiner on, 2025. Copies were also delivered to each member of the Planning Commission.

  
Leesa Kapetanov, City Recorder

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during the meeting should notify the City Recorder at 801-622-2709 at least 24 hours in advance.

# STAFF REPORT



**SUBJECT:** Code Discussion - Off Street Parking Space and Driveway Requirements 10-17-2  
**AUTHOR:** Aliko Murphy  
**DEPARTMENT:** Planning Administration  
**DATE:** September 11, 2025

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## BACKGROUND

As staff reviews sections of code and interact with different residents regarding parking there has been some inclination to look at ways to update or consider changes to the additional parking requirements. Currently, if residents want to add additional parking spaces to their property, it must be maintained on the side of the property or in the rear with no portion of the vehicle going past the front façade of the main dwelling. While looking around in the city there have been concrete pads that have been constructed, or gravel has been used to act as additional parking surface to hold vehicles that stick out beyond the front plane of the house, but don't block the sidewalk or take over street parking. Per our current code, if a second driveway is desired then it must be at least 10' wide, the combined area of driveways may not cover more than 70% of the front yard, and the combined width of the driveways shall not exceed 50%. Staff checks these requirements via a land use permit and then public works create the curb cut. The driveway is a way to access the parking spot not to park the vehicle on it. This requirement of having the entire parking spot be located completely on the side or rear of the dwelling does limit various residents from parking their RVs or additional vehicles they may have which means that they would have to find other places to park their RVs or get rid of any additional vehicles which can be difficult if they have multiple people within the same household that drives a car. You may recall that the city hired a code compliance official a few months ago, and part of that compliance will be to direct people where to properly park their vehicles. Staff wants to get ahead of this by having this conversation with the commission. Staff has very briefly started looking at how other cities handle additional parking and if they allow vehicles to extend past the front plane of the dwelling or within the front yard. At the August 14 meeting, Planning Commission agreed to move forward with a draft of the proposed changes.

Links to existing code:

<https://southogden.municipalcodeonline.com/book?type=ordinances#name=10-17-2: Off Street Parking Space And Driveway Requirements For Dwellings>

## ANALYSIS

As mentioned above, planning staff has started looking at additional parking codes and found that a couple nearby cities do allow some parking beyond the front façade of the dwelling and wanted to bring examples to the commission before fully presenting a draft. Below are brief

summaries and links to two cities' parking code that allow parking past the front façade of the dwelling.

#### Layton City:

Under Section 19.12.190 of their city code, Layton allows recreational vehicles to be parked and have access off of an approved driveway and shall be located at least 10' from the public right of way. They are allowed to sit on a hard surface which can include compacted gravel or road base. The max allowance is one recreational vehicle and that RV must be owned by the property owner.

<https://hosting.civiclinq.com/layton/books/municipal-code/19.12.190?q=residential%20parking>

#### North Ogden:

Under Section 11-19-3-C7 of North Ogden's land use code, they specify that the minimum required parking may not be located within the required front yard and side yard area, but overflow parking is permitted in the front and side yard areas if the standards under A.4 of the same section is met. Section A4 talks about driveways not being less than 10' for one-way traffic and not less than 20' for two-way traffic.

<https://northogden.municipalcodeonline.com/book?type=plan#name=11-19: PARKING AND LOADING; AND TRAFFIC AND ACCESSS STANDARDS>

If the Planning Commission wishes to move forward with looking at a draft, there are a couple things to consider. First, if additional parking will be allowed beyond the front façade, then it is important to limit how far from the sidewalk or roadway the vehicle should be placed to not affect visibility. Second, what type of material will be permitted? Will gravel, road base, and/or pavers be allowed or will it have to be concrete? Currently we allow asphaltic concrete, pavement bricks, cement concrete, permeable pavers, or other material approved by the City Engineer.

## RECOMMENDATION

Staff encourages discussion on this matter. If the commission decides to move forward, public hearing will be scheduled for next time. Staff is open to all comments and discussion for this matter.

## **10-17-2: Off Street Parking Space And Driveway Requirements For Dwellings**

Applicability: Single-Family Residences, Mobile Homes And Multiple-Family Residences Of Four (4) Or Less Dwelling Units Per Building.

### **A. Off Street Parking:**

1. Requirements: For all zones referenced in section 10-17-1, (see subsection 10-17-5C of this chapter for exception):
  - a. For a single-family dwelling: two (2) parking spaces.
  - b. For a two-family dwelling: four (4) parking spaces.
  - c. For a three-family dwelling: six (6) parking spaces.
  - d. For a four-family dwelling: seven (7) parking spaces.
2. Increase: If any dwelling unit is increased by occupant use after the original building permit is issued, the parking requirements shall reflect that increase.
3. Paying Guests: In addition to the above parking space requirements, one parking space shall be provided for every two (2) paying guests residing in such dwelling units. Such paying guests refers to the rental of sleeping rooms within the dwelling unit.
4. Location and Surfacing: Required off street parking shall be located on the same lot or parcel as the use it is intended to serve. Off street parking stalls located in the side yard or rear yard setbacks of a structure shall be surfaced with asphaltic concrete, pavement bricks, cement concrete, permeable pavers, [gravel](#) or other material approved by the City Engineer which complies with air quality and SWPPP standards.
5. Access: Parking spaces shall have direct and unblockable access to a driveway
6. Maximum Yard Area Used For Parking: No portion of the required front yard shall be used for parking vehicles. The front yard shall be left open, except for driveways that provide access to garages or side or rear yard parking areas. ~~(see 10-23: Landscape Regulations).~~ [Residents may use driveways as an approved parking area for additional vehicles.](#)
7. Additional Vehicle Parking: If additional parking of vehicles including trailers and recreational vehicles is proposed, such parking places shall meet the following standards:
  - a. The proposed parking space may not occupy areas required to meet the minimum number of required off-street parking spaces stipulated in subsection 10- 17-2-B.
  - b. The parking area must be at least eight feet (8') wide. For corner lots, the parking area may not exceed a maximum of twelve feet (12') in width when located in the corner side yard.
  - c. ~~The parking area must be located behind or to the side of the residence. and be of sufficient length to accommodate the vehicle. No portion of the vehicle shall extend beyond the front facade of the dwelling.~~ [Parked vehicles may extend 10' beyond the front façade of the dwelling.](#)
  - d. For corner lots, no vehicle shall be parked within the required Clear View Area (see 10-14-14: Clear View of Intersecting Streets).

- e. If a roof or cover is desired over an accessory vehicle parking slab, it must comply with all applicable codes and regulations, and an appropriate building permit must be obtained. Otherwise, the parking slab must remain open and unobstructed from the sky.
- f. All storm water runoff from hard surfaces must be directed to prevent drainage onto adjacent properties.
- g. Screening: All additional off-street parking spaces and associated access lanes shall be screened from adjoining properties within a residential zone by a masonry wall or solid fence not less than four feet (4'), nor greater than six feet (6') in height. The use of shrubs or other live screening material may be used in place of a wall or fence if approved by staff. Such live plant materials must extend along the length of the adjoining property line and meet the same minimum and maximum height requirements of a wall or fence at maturity without impacting or extending into the adjacent property.
- ~~g.~~ h. Recreational vehicles parked or stored at a residence shall be accessed from and located next to an approved driveway leading to a garage or carport and may extend 10' beyond the front façade of the dwelling. Such vehicles shall be placed on a hard surface, which may include compacted gravel or road base. Only one such vehicle may be parked on the lot.

#### B. Driveways:

1. Width: Primary driveways and access ways shall be not less than ten feet (10') wide for one-way traffic, and not less than twenty feet (20') wide for two-way traffic.
2. The first thirty feet (30') from the public right-of-way of all primary driveways used to access the required parking stalls shall be surfaced with asphaltic concrete, pavement bricks, cement concrete, permeable pavers, or other material approved by the City Engineer which complies with air quality and SWPPP standards.
3. Number of Driveway Accesses: Single-family or duplex lots shall be allowed one driveway access onto the public street for each lot.
  - a. Exception: One additional driveway access may be permitted for single-family and duplex lots if used to service additional vehicle parking. All second driveway accesses must be approved by City staff before being constructed. Properties that have double frontage, i.e. both the front and rear yards have frontage on a street, must receive Planning Commission approval for second driveway accesses.
4. Coverage: In no case may the combined area of all driveways cover more than seventy percent (70%) of the front yard. If a second driveway is proposed, the combined width of both driveways shall not exceed 50% of the lot width.

# STAFF REPORT



**SUBJECT:** Pool Regulation Change  
**AUTHOR:** Alikea Murphy  
**DEPARTMENT:** Planning Administration  
**DATE:** September 11, 2025

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## BACKGROUND

Last year, one of our residents submitted a Zoning Ordinance Amendment Application to change the side setback for pools. At that time, the code stated that the rear setback for a pool is 10' and the side setback for a pool is 15 feet from the property line. This item was on the October 10<sup>th</sup> planning commission meeting where the commission recommended the reduction of the side setback to City Council. The item was at the following City Council meeting as a discussion item where City Council was more inclined to reduce the side setback to 6 feet. After some consideration, staff feels it would be best to update the rear setback to be 6 feet as well, which is why it is back to you as a discussion item.

## ADDITIONAL INFORMATION

### Examples of Swimming Pool Setback Requirements

Staff has conducted an online search of swimming pool setbacks that other communities in Northern Utah have in place. Below are eight examples:

1. Ogden  
Under 15-13-11, it states that pools shall not be less than 10' from any interior property line.
2. West Point  
Under 17.70.030, pools are allowed to be located not closer than 5' to any property line.
3. Syracuse City  
Under 10.30.010, swimming pools can be 6' from the edge of water to the property line.

4. North Ogden

Under 11-9M-14, a family swimming pool and the accessory machinery must be 35' from any adjoining lot dwelling and 10' from any interior property line.

5. Clearfield

Under 11-13-13, swimming pools must be set back at least 5' from all property lines.

6. Kaysville

Under 17-31-9, a swimming pool can't be less than 8' setback from any property line.

7. Riverdale

Under 10-14-11, a family swimming pool and accessory machinery must not have less than a 5' setback from any interior property line.

8. Washington Terrace

Under 17.48.010, a family swimming pool may not be closer than 5' from the property line for both the side and rear property line.

## ANALYSIS

While looking at the eight cities referred to above, staff noted that they have setbacks smaller than what South Ogden is currently requiring. Their pool requirements are the same for all zones and all lot sizes. Staff believes that the extra four feet for the rear setback is hardly adding any noticeable noise reduction and is limiting the use of the residents' rear yard. The reasoning behind the 6' is that would include the required 3' (per the international pool code) from the edge of the pool to the required fence and that would leave 3' of walkable space around the pool fencing which is the minimum for a hallway requirement.

## STAFF RECOMMENDATION

After looking at the different requirements that other cities have for setbacks and looking at what would give residents the most use of their rear yard, staff feels that it makes sense to reduce the side and rear setback to 6'.



## **10-14-12: Private Swimming Pools, Tennis/Pickleball Courts, Skateboard Ramps, Basketball Standards Or Courts**

A. Swimming Pool (private). No such pool shall be allowed in any zoning district except as an accessory use and unless it complies with the following conditions and requirements:

1. It is an accessory use to a main building and is located within the side or rear yard thereof and accessory structure setbacks do not apply to the swimming pool;
2. It is intended and is to be used solely for the enjoyment of the occupants and guests of the principal use of the property on which it is located;
3. It may not be located closer than six feet (6') to any side property line or ~~ten (10')~~ six feet (6') from a rear property line on the property on which it is located; the setback is measured from the water's edge to the property line;
4. On corner lots, the distance from the pool to the property line facing on a street shall not be less than the required side yard for an accessory building in that zone;
5. The swimming pool, or the entire property on which it is located, shall be walled or fenced to a minimum height of six feet. The fence shall be constructed to limit any individual from accessing the pool area. The fence shall comply with all current building codes. All gates on said fences shall be self-closing and fitted with a self-latching device located on the interior side of the gate;
6. Where a swimming pool is completely enclosed in a building, the location and setback requirements for an accessory structure shall apply. Any above ground pool lighting shall be installed and directed such that the light source or light bulb is not directly visible from any point five feet high along the neighboring property line.



## MINUTES OF THE SOUTH OGDEN CITY PLANNING COMMISSION MEETING

THURSDAY, AUGUST 14, 2025  
COUNCIL CHAMBERS, CITY HALL –6:15 pm

### PLANNING COMMISSION MEMBERS PRESENT

Vice Chair Pro Tem Norbert Didier, Commissioners Pete Caldwell, Brian Mitchell, Brittany Rocha, and Katy Wahlquist

### PLANNING COMMISSIONERS EXCUSED

Chair Robert Bruderer and Vice Chair Broc Gresham

### STAFF PRESENT

Assistant City Manager Summer Palmer, Planner Alikea Murphy, and Communications and Events Manager Danielle Bendinelli

### OTHERS PRESENT

No one else attended this meeting.

**Note:** The time stamps indicated in blue correspond to the audio recording of this meeting which can be found at:

[https://www.southogdencity.gov/document\\_center/Sound%20Files/2025/PC250814\\_1823.mp3](https://www.southogdencity.gov/document_center/Sound%20Files/2025/PC250814_1823.mp3)

or requested from the office of the South Ogden City Recorder.

A briefing session was held before the planning commission meeting and was open to the public. The audio recording for the briefing meeting can be found by clicking this link:

[https://www.southogdencity.gov/document\\_center/Sound%20Files/2025/PC250814\\_1740.mp3](https://www.southogdencity.gov/document_center/Sound%20Files/2025/PC250814_1740.mp3)

## I. CALL TO ORDER AND OVERVIEW OF MEETING PROCEDURES

- Since the Chair and Vice-Chair were unable to be in attendance, Planner Alikea Murphy informed the Commission the first order of business would be to elect a chair pro tem to conduct the meeting 00:00:00

**Commissioner Norm Didier volunteered to be the chair pro-tem. All the commissioners approved Mr. Didier as the chair pro-tem.**

- Chair Pro-Tem Didier called the meeting to order and entertained a motion to begin

00:00:42

Commissioner Caldwell so moved, followed by a second from Commissioner Rocha.  
No one spoke against the motion.

## II. SPECIAL ITEMS

### A. Introduction of New Planning Commissioner Katie Wahlquist

00:01:16

### B. Introduction of Code Compliance Officer Guillermo Garcia

00:02:40

- Comments by Assistant City Manager Summer Palmer

00:05:25

### C. Nomination and Election of Planning Commission Chair and Vice Chair

- Chair Pro-Tem Didier opened the floor for nominations for planning commission chair

00:16:10

- Commissioner Didier nominated Commissioner Bruderer for the planning commission chair

00:16:24

- Commissioner Caldwell nominated Commissioner Mitchell

00:17:43

- The chair pro-tem closed the floor for nominations

00:17:57

- Chair Pro-Tem Didier asked all those in favor of Commissioner Bruderer as the Chair to say aye. The ayes were unanimous, so no vote for Commissioner Mitchell was held.

**Commissioner Bruderer was elected as the Planning Commission Chair for the next year.**

- The chair pro-tem opened the floor for nominations for the Planning Commission Vice Chair

00:20:26

- Commissioner Mitchell nominated Commissioner Gresham for the Planning Commission Vice Chair

00:20:47

- Commissioner Caldwell nominated himself for Vice Chair

00:21:06

- Chair Pro-Tem Didier closed the floor for nominations

00:21:11

The chair pro-tem made a roll-call vote for those in favor of Commissioner Caldwell as Vice Chair.

00:22:53

Commissioner Mitchell- Yes

Commissioner Wahlquist- Yes

Commissioner Rocha- Yes

Commissioner Caldwell- Yes

Commissioner Didier- Yes

Commissioner Caldwell was elected as the Planning Commission Vice Chair.

### III. ZONING ITEMS

Discussion on Potential Update to Section 10-17-2-A7 Off-Street Parking Space and Driveway Requirements for Dwellings

- Planner Alikea Murphy introduced this item

00:23:44

- Discussion by Commission 00:28:53

- Staff was instructed to create a draft parking ordinance for the commissioners to consider at their next meeting, with a separate section for recreational vehicles

01:09:04

### IV. APPROVAL OF MINUTES OF PREVIOUS MEETING

Approval of June 12, 2025 Planning Commission Minutes

- Motion 01:13:32

Commissioner Mitchell moved to approve the minutes of the June 12, 2025 Planning Commission Meeting, followed by a second from Commissioner Caldwell. Chair Pro-Tem Didier made a roll call vote:

Commissioner Mitchell - Yes

Commissioner Wahlquist - Yes

Commissioner Rocha - Yes

Commissioner Caldwell - Yes

Commissioner Didier - Yes

The minutes were approved.

121 **V. STAFF REPORTS**

122 Planner Murphy reported on the following items:

- 123 A. City Council Updates 01:14:38
- 124 B. Upcoming items for Planning Commission
- 125 1. Field Trip in September 01:15:00
- 126 2. WFRC Meet-Up in October 01:16:27
- 127 C. Small Area Plan Update 01:18:06
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- 131

132 **VI. OTHER BUSINESS**

- 133 • The chair pro-tem did not ask for any other business
- 134
- 135

136 **VII. PUBLIC COMMENTS**

- 137 • No members of the public were present, and the meeting was only being streamed, so there
- 138 were no online public comments
- 139
- 140

141 **VIII. ADJOURN**

- 142 • At 7:43 pm, Chair Pro-Tem Didier called for a motion to adjourn
- 143 01:19:25
- 144

145 **Commissioner Wahlquist moved to adjourn. Commissioner Mitchell seconded the motion.**

146 **The voice vote was unanimous in favor of the motion.**

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157 I hereby certify that the foregoing is a true, accurate and complete record of the South Ogden City Planning Commission Meeting

158 held Thursday, August 14, 2025.

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160   
161 Leesa Rapetanov, City Recorder

\_\_\_\_\_  
Date Approved by the Planning Commission