



**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>

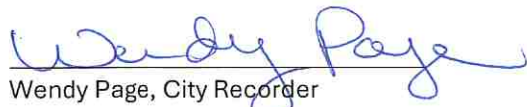
**Notice of Posting:**

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





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## MEMORANDUM

**TO:** Planning Commission

**FROM:** Ali Avery, Long Range Planner

**DATE:** September 23, 2025

**SUBJECT:** Town Center Urban Design Standards

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### **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.*

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BreAnna Larson, Commission Chair

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*Wendy Page, City Recorder*

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