



**MINUTES OF THE
SOUTH OGDEN CITY
PLANNING COMMISSION WORK SESSION**
THURSDAY, NOVEMBER 13, 2025 - 5:30 PM
CITY HALL IN THE EOC

WORK SESSION MINUTES

PLANNING COMMISSION MEMBERS PRESENT

Chair Robert Bruderer, Commissioners Norbert Didier, Brian Mitchell, Brittany Rocha, Pete Caldwell, and Katie Wahlquist

STAFF PRESENT

Planner Alika Murphy, Communications and Events Manager Danielle Bendinelli, and Recorder Leesa Kapetanov

OTHERS PRESENT

Adam Ritchie

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/PC250911_1736.mp3?t=202509181739520

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

I. CALL TO ORDER

- Chair Bruderer called the meeting to order at 5:30 pm. He then entertained a motion to open the meeting **00:00:00**

Commissioner Didier moved to begin the work meeting. The motion was seconded by Commissioner Caldwell. Commissioners Didier, Caldwell, Rocha, and Wahlquist all voted aye.

Note: Commissioner Mitchell was not present for this vote. He arrived later in the meeting.

II. DISCUSSION ITEMS

A. Form-Based Code Review Part 1

- Planner Murphy used a visual presentation while reviewing the form-based code.
See Attachment A. 00:00:25
- Commissioner Mitchell arrived at 5:53 pm during this review

B. Discussion on Potential Update to Section 10-17-2-A7 Off Street Parking

- Ms. Murphy reviewed previous discussions on this item and went over the proposed changes to the current ordinance. The commission directed staff to set a public hearing for this item at the next meeting.

00:41:21

C. Discussion on Impervious Coverage

- The planner explained why this item was included for discussion 01:16:30
- After discussion, the commissioners determined the impervious code should remain the same

D. Exceptions Granted (Signage)

- Planner Murphy reviewed an exception for the sign code that had recently been granted for a multi-tenant building 01:33:29
- While Ms. Murphy was bringing up her visuals, Chair Bruderer asked about a house being built on Edgewood Drive 01:50:16

E. Updates

- Ms. Murphy gave updates on development plans that had been submitted as well as progress on the Small Area Plan 01:56:21

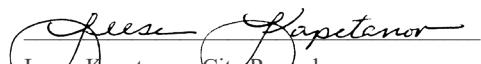
III. ADJOURN

- At 7:59 pm, Chair Bruderer called for a motion to close the work session

02:29:55

Commissioner Didier moved to close the work session. Commissioner Wahlquist seconded the motion. The voice vote was unanimous in favor of the motion.

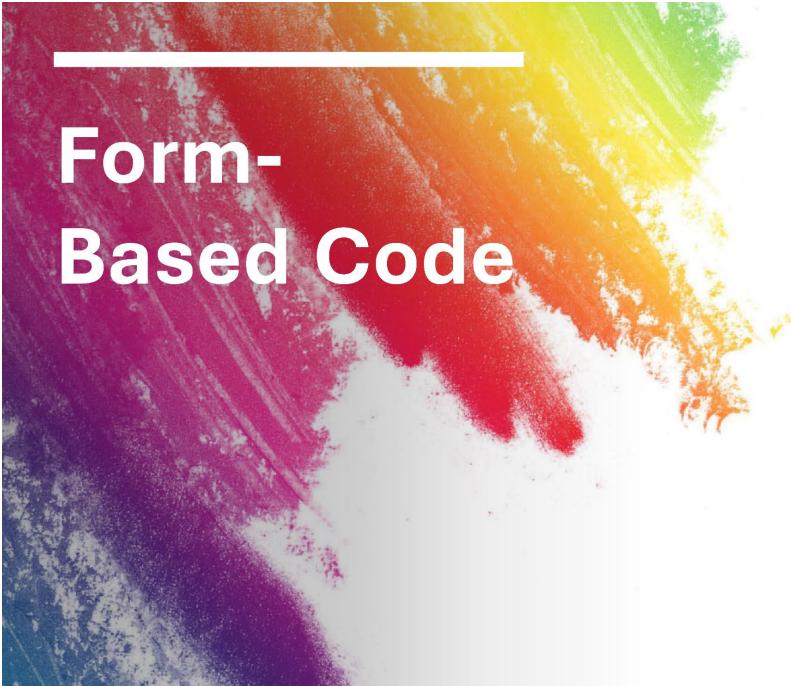
I hereby certify that the foregoing is a true, accurate and complete record of the South Ogden City Planning Commission Work Session held Thursday, November 13, 2025.


Leesa Kapetanov, City Recorder

December 11, 2025
Date Approved by the Planning Commission

ATTACHMENT A

Visuals for Discussion on Form Based Code



Form- Based Code

What is the form-based code?

Specifies design for places and centers, relies on local decision making

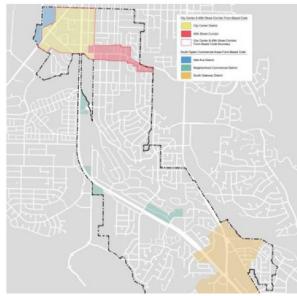
Sets a design standard rather than a minimum requirement

Encourages active, vibrant communities that are functional and aesthetic

Aim to create pedestrian friendly environments (setbacks, transparency levels)

Form and general appearance of buildings as primary concern and land use as secondary (control physical impact)

Allows for greater mix of uses which encourages more diverse walkable community



What do we have?

- Review done on the existing zone and establishment of form-based code to promote redevelopment of commercial areas to mixed-use zones for higher density
- Steering committee, public review process, planning commission review, public hearing, and adoption by City Council over a 2-year period
- Two sections under our form-based code
 - Article A: City Center and 40th Street
 - City Center Core
 - City Center General
 - Riverdale Road General
 - 40th Street General
 - Edge
 - Article B: Commercial
 - Gateway Core
 - Gateway General
 - Neighborhood Commercial
 - Gateway Edge
- The form-based code is located under Title 10, Chapter 5.1

What does each article contain?

- Under each article we have the following:
 - Districts
 - Street Types
 - Subdistricts
 - Uses
 - Building Types
 - Open Space Types
 - Landscaping Standards
 - Parking
 - Signs
 - Administration (site plan process, exceptions, non-conforming...)

Uses

- Residential and Lodging
- Civic
- Retail
- Service
- Office and Industrial
- <https://southogden.municipalcodeonline.com/book?type=ordinances#name=10-5.1A-4: Uses>

TABLE 4.1(I)

USES BY SUBDISTRICT

Key:	
P	Permitted
P ²	Permitted with development standards
C	Requires a conditional use permit
Blank	Not permitted

Uses	Subdistricts				
	City Center "Core"	City Center "General"	Riverdale Road "General"	40th Street "General"	Edge
Residential and lodging:					
Residential	P	P	P	P	P
Hotel and inn	P	P	P	P	P ²
Group living arrangements	C	C	C	C	
Civic:					
Assembly	C	C	C	C	P ²
Transit station	P	P	P	P	P ²
Hospital and clinic	P	P	P	P	
Library/museum/Post Office (no distribution)	P	P	P	P	C
Police and fire	C	C	C	C	C
School	P	P	P	P	P

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- Residential and Lodging
- Civic
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Residential and lodging:				
Residential	P	P	P	P
Hotel and inn	P	P	P	
Group living arrangement	C	C	C	
Civic:				
Assembly	P ²	P ²	P ²	P ²
Transit station	P	P	P	P ²
Hospital and clinic	P	P	P	C
Library/museum/Post Office (no distribution)	P	P	P	C
Police and fire	C	C	C	C
School	P	P	P	P

Building Types

PERMITTED BUILDING TYPES BY SUBDISTRICT

Key:	P	Permitted
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Building Types	City Center "Core"	City Center "General"	Riverdale Road "General"	40th Street "General"	Edge
Storefront	P	P	P	P	
General stoop		p ¹	p ¹	p ¹	
Limited bay			P		
Row building		P	P	P	P
Yard building					P
Civic building	P	P	P	P	P

PERMITTED BUILDING TYPES BY SUBDISTRICT

Key:	P	Permitted
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Building Types	Gateway Core	Gateway General	Neighborhood Commercial	Gateway Edge
Storefront	P	P	P	
General stoop	p ¹	p ¹	p ¹	p ¹
Large format	P			
Limited bay	P	P	P	
Row Building		P		P
Civic Building	P	P	P	P

Building Types

10-5.1A-5-3: Storefront Building

A. Description And Intent: The storefront building is intended for use as a mixed use building located close to the front property line with parking typically in the rear or side of the lot.

The key facade element of this building type is the storefront required on the ground floor front facade, with large amounts of glass and regularly spaced entrances.

This building is available in a variety of intensities, depending on the subdistrict within which it is located.

B. Regulations: Regulations for the storefront building type are defined in the table in this section.



10-5.1A-5-5: Limited Bay

A. Description And Intent: The limited bay building type permits a lower level of ground floor storefront facade and a single vehicle bay with garage door access on the primary street. A wider range of uses can also be accommodated within this building type, including craftsman industrial uses. This building type is still intended to be built close to the front and corner property lines allowing easy access to passing pedestrians and transit riders, and continuing the fabric of the storefront building type. Parking may be provided in the rear of the lot, internally in the building, or one double loaded aisle of parking is permitted in the interior or the side yard at the front property line. The minimum and maximum heights of this building type depend on the subdistrict within which it is located.

B. Regulations: Regulations for the limited bay building type are defined in the table in this section.



Building Types

10-5.1A-5-6: Row Building

A. Description And Intent: The row building is a building typically comprised of multiple vertical units, each with its own entrance to the street. This building type may be organized as townhouses or row houses, or it could also incorporate live/work units where uses are permitted. Parking is required to be located in the rear yard and may be incorporated either into a detached garage or in an attached garage accessed from the rear of the building. However, when the garage is located within the building, a minimum level of occupied space is required on the front facade to ensure that the street facade is active.

Regulations: Regulations for the row building type are defined in the table in this section.



10-5.1A-5-7: Yard Building

A. Description And Intent: The yard building is a mainly residential building, incorporating a landscaped yard surrounding all sides of the building. Parking and garages are limited to the rear only with preferred access from an alley.

The yard building can be utilized in newly developing locations to create somewhat denser traditional neighborhoods, or as a buffer to existing neighborhoods.

B. Regulations: Regulations for the yard building type are defined in the table in this section.



Buildings

Sidewalk Coverage

Front build-to zone

Side and rear setback

Parking and loading locations

Vehicular access

Minimum and Maximum overall height (stories)

Minimum and Maximum height per story

Transparency percentage

Front façade entrance type and location

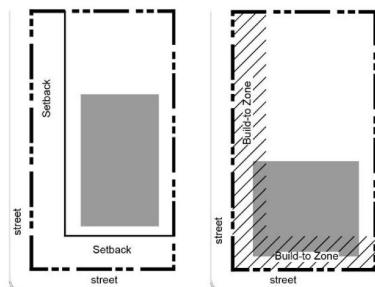
Roof types

Build To Zone

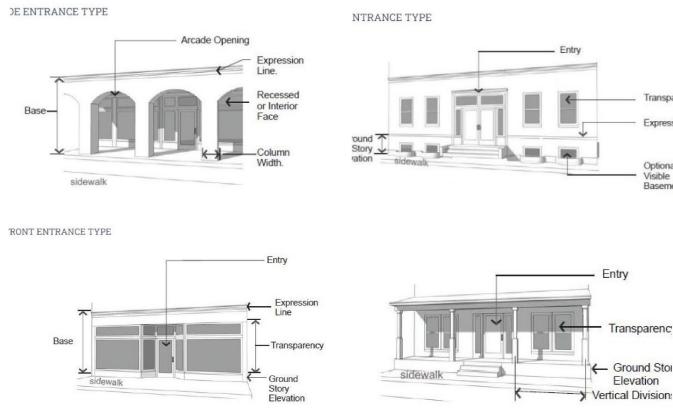
BUILD-TO ZONE: An area in which the front or corner side facade of a building shall be placed; it may or may not be located directly adjacent to a property line. The zone dictates the minimum and maximum distance a structure may be placed from a property line. Refer to figure 10.5(2), "Setback Line Versus Build-To Zone," of this section.

FIGURE 10.5(2)

SETBACK LINE VERSUS BUILD-TO ZONE



Entrance Type



Signs

- Permitted: wall, projecting, marquee, awning, canopy, window, monument, pedestrian scale pole sing, monolithic, vehicular
- Article A

Maximum Permitted Quantity Of Signage Per Lot		
"Core" Subdistricts	"General" Subdistricts	"Edge" Subdistricts
2 square feet per 1 linear foot of lot width with a maximum of 200 square feet or 300 square feet if a monolithic sign is used. An additional 40 square feet per additional tenant over 3 tenants permitted	1.5 square feet per 1 linear foot of lot width with a maximum of 200 square feet	No signage permitted

- Article B

Maximum Permitted Quantity Of Signage Per Lot		
Core And General Subdistricts	Neighborhood Subdistricts	Edge Subdistricts
2 square feet per 1 linear foot of lot width with a maximum of 200 square feet or 300 square feet if a monolithic sign is used. An additional 40 square feet per additional tenant over 3 tenants permitted	1.5 square feet per 1 linear foot of lot width with a maximum of 150 square feet	No signage permitted

Temporary Signs

- Consists of banners, inflatables, blades, feathers, balloons, kinetic signs, building wraps
- Shall not be erected more than 30 days, each business is limited to two 30-day permits per calendar year or they can choose to have one temporary sign for 60 days
- Permitted in all general, neighborhood, and edge subdistricts
- Max of 36 sq. ft.
- Not permitted on roof, but can be located anywhere within property boundaries
- Materials: plastic, wood, flexible woven fabric material (cloth, paper, fiberglass, vinyl)

Non-Conforming Signs

b. Change In Associated Use: The right to continue shall be terminated if the associated use changes or changes in intensity through such additions as an increase in the dwelling units, gross floor area, or capacity by fifteen percent (15%) or more.

(I) Signs

- (A) Single or individual business signs within a multiple business center are exempt from this standard. A new tenant within a multiple business center is permitted to install an individual business sign even if the signage on the lot as a whole is nonconforming, provided that the new sign or signs does not exceed forty (40) square feet and otherwise complies with all other sign requirements.
- (B) Nonconforming signs may be continued through changes in associated use if the only changes to the sign are changes in sign copy, typography, symbols, and lettering, and the supporting structure of the sign remains unchanged. Nonconforming signs consisting of individual letters and symbols, with individual supporting structures or connections, may be continued through a change in associated use, and the letters and symbols and supporting structures may be changed or modified so long as the overall area and location occupied by the sign remains the same. To the extent possible, nonconforming signs and supporting structures that are changed shall comply with current sign and construction requirements.
- (C) Signs with EMBs must be brought into conformance with subsection 10-5.1B-9-2A4 of this article by September 30, 2018, regardless of when the EMB sign was installed.

Exceptions

1. Intent: To establish relief and flexibility in standards that may be administratively reviewed and approved, if certain criteria are met.
2. Eligible Applicant: Applicant is eligible to apply for an exception to this article upon submittal of an application for site plan approval, in cases that involve such standards as the following:

a. Regulating plan requirements:

- (1) Distribution of permitted subdistricts within one hundred feet (100') of required amount. (Substitution of subdistricts is not permitted.)
- (2) Block size within one hundred feet (100') of required dimensions and with the provision of a midblock pedestrianway. (Refer to section 10-5.1A-1 of this article.)
- (3) Street type requirements within one foot (1') of required dimensions. (Refer to section 10-5.1A-2 of this article.)
- (4) Open space requirement within one hundred feet (100') of required distance for no more than ten (10) units and with the availability of two (2) open spaces within that dimension. (Refer to sections 10-5.1A-1 and 10-5.1A-6 of this article.)
- (5) Building type requirements within one foot (1') of required dimensions. (Refer to section 10-5.1A-5 of this article.)

b. Site plan requirements:

- (1) Landscape requirements within one foot (1') of required dimensions. (Refer to section 10-5.1A-7 of this article.)
- (2) Parking and loading facilities within one foot (1') of required dimensions. (Refer to section 10-5.1A-8 of this article.)
- (3) Sign type requirements within one foot (1') of required dimensions. (Refer to section 10-5.1A-9 of this article.)
- (4) Building type requirements within one foot (1') of required dimensions. (Refer to section 10-5.1A-5 of this article.)
- (5) Additional exceptions may be granted based on a formal request in writing by the applicant, stating specific reasons why the request does not impact the overall intent of this section, and is essential for success of the development. Staff shall report any exception request and its decision to the Planning Commission at their next meeting.

Exceptions

3. Application Process Time Line: An application for exception may be submitted before or concurrently with either the regulating plan approval or site plan approval.
 - a. The staff review committee shall review and make recommendations to the City Manager on the application for exception within ten business days from receiving it.
 - b. The City Manager or designee shall render a decision to approve or disapprove the application for exception within five business days from receiving recommendations from the staff review committee.
4. Variances: Refer to subsection 10-4-6C of this title for information on the variance process. (Ord. 16-07, 6-21-2016, eff. 6-21-2016)