

CITY OF NORTH SALT LAKE
PLANNING COMMISSION MEETING
CITY HALL-10 EAST CENTER STREET, NORTH SALT LAKE
AUGUST 25, 2026

FINAL

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

PRESENT: Commission Chair BreAnna Larson
Commission Vice Chair Ryan Holbrook
Commissioner Scott Jones via Zoom
Commissioner Ron Jorgensen via Zoom
Commissioner Jacob Kapp
Commissioner Jonathan Marsh
Commissioner Irene Stone

STAFF PRESENT: Sherrie Pace, Community Development Director; Mackenzie Johnson, Planner; Ali Avery, Long Range Planner; Abbi Anderson, Planning Intern.

OTHERS PRESENT: Jim Wilson, Maureen Wilson, Stewart Hatch, M. Hatch, Terri Jacketta, Martin Johnson, Joanna Aldrin, Dee Lalliss, Jim Holman, Dennis Allen, Rosa Murphy, Barry Bryson, A. Gomez, M Henderson, Herbert Henderson, Jay Abbasi, Taniseem Abbasi, Kathleen Seeling, Katherine Dorich, Rebecca Sjogren, James Sjogren, Wade Frey, Kristen Finch, Randall Nielsen, Matt Watts, Amy Watts, Dave Curtis, Janee Gillette, Camille Thorpe, Lyle Nelson, Heidi Smoot, Charles Miller, residents; Matt Bradshaw, Universal Grinding Co.; David Kitchen, Ann Kitchen, 161 S Highway 89; Travis Osborn, Truck Trim; Debra Holdaway, Atlas Academy; Eric Cheney; Brian Carlisle; Tanner Frey; Mark Pantelakis, Travel Outfitters; Dennis Lawrence, Neighbors Market; Mark Morris, VODA.

1. PUBLIC COMMENT

There were no public comments.

2. PUBLIC HEARING: PROPOSED AMENDMENTS TO THE CITY CODE, TITLE 10, CHAPTER 23 (TOWN CENTER URBAN DESIGN STANDARDS), CHAPTER 19 (SPECIFIC USE STANDARDS), CHAPTER 1, SECTIONS 39 (DEFINITIONS) AND ADOPTION OF TOWN CENTER ZONE

Ali Avery reported that the Town Center Urban Design Standards had been reviewed several times by the Planning Commission and once by the City Council during public meetings. She said City staff and VODA had been working on a new Town Center Zoning District which contained urban design standards to guide future development in the area. She explained that the intent of the zone was to create consistent and predictable design requirements to implement the vision of the Town Center Master Plan that was adopted in 2016 and the General Plan which was adopted in 2013 to create a more walkable, vibrant, attractive town center. She continued that the proposed standards included building design standards, building height, architectural style, façade requirements, and urban design standards for block and building layouts, trail connections, shared public parking locations, future transit stops, landscaping, public art, plazas, streetscape, design, etc.

Ali Avery shared that the public hearing was being held to gather input on those draft amendments and the rezoning. She noted that letters providing notice were sent to all property owners within the town center zone and within 300 feet of the zone boundary. She added that ten phone calls and one email had been received with written comment. She said that in addition to the new Town Center Zone, there were also minor amendments to other sections of City Code related to specific use standards and definitions such as outdoor dining, artisan industry, and temporary uses.

Mark Morris, VODA, spoke on working with staff and the Planning Commission to implement the previous planning vision for the town center including implementing the 2016 Town Center Master Plan and the General Plan. He mentioned reviewing what urban design standards were being utilized in other cities that could be implemented in North Salt Lake. He continued that the urban design standards would regulate future development and clarified that all existing businesses and uses would stay as is. He said these standards would be implemented when a property owner wanted to redevelop their property.

Mark Morris reviewed the Town Center Design Standards, which were not architectural standards but guided the form of development. He continued that the form meant the building heights, setbacks from the streets, ground floor uses related to activity of the town center, etc. He added that these design guidelines would provide more leeway or allowance for use related to market demands. Mr. Morris reiterated that the existing business uses would be unchanged as these standards were meant to be implemented over the next 25 years. He said it would be incremental as property owners decided to redevelop their property or increase the concentration of use in an area.

Mark Morris reported that the Town Center zoning included subdistricts with distinct standards related to building height, façade articulation, and pedestrian space. He shared that the guidelines

included graphics and would be straight forward for ease of implementation by City staff, the Planning Commission, and property owners. He presented a map of the town center area with the subdistricts. He noted the setbacks from single family development and buffering between new development and adjacent neighborhoods.

Mark Morris reviewed the Town Center Urban Design Standards FAQs from the City's website including:

- What are urban design standards?
- Which parts of the City will the urban design standards apply to?
- Why is the City using urban design standards?
- Which cities in Utah currently use similar types of code?
- How do these standards benefit current & future property owners?
- How were the boundaries determined for the design standards?
- How were parking regulations determined?

Mr. Morris explained that the standards were meant to concentrate development in certain parts of the City. He said the town center was an ideal place for future investment in trails, active transportation, and transit which was dependent on a concentration of development. He explained that the focus was to create a town center area through setbacks, building height, architectural elements, and ground floor activation. He clarified that these standards could be adjusted as additional input was received over the years.

Mark Morris reviewed the updates from the previous Commission work session including:

- Signage section updates to better coordinate with citywide signage standards
- Updates to triggers for redevelopment and renovation of existing structures
- Landscape section updates
- Usage table reorganization
- Updates to administration section to better coordinate with citywide standards
- Parking requirements update

Commissioner Marsh asked for a review of the triggers for redevelopment. Mark Morris reviewed the triggers including renovation of structures or a 25% or more square footage addition to the building. He added there was a table which outlined the triggers and noted that interior renovation was unchanged under these standards. He noted that if someone wanted to update existing signage or landscaping, it must comply with the new standards for the town center.

Sherrie Pace clarified that the 25% triggers did not apply to single family dwellings. She continued that the residential use would remain with the property even if sold and said the City was not requiring homes to be sold or demolished. She said the property rights remained with the owner and any redevelopment would occur at the owner's discretion.

Chair Larson thanked staff, VODA, and the Commission for their efforts in preparing the draft Town Center Urban Design Standards. She thanked residents for their time and viewpoints. She spoke on creating the best standards for residents, landowners, the City, and the future of the community.

Chair Larson opened the public hearing at 6:58 p.m.

Ali Avery read a written comment by Scott Johnson into the record. His comments shared that he was representing 145 East Center Street and 155 East Center Street and requested that these two lots, along with 135 East, be placed into the Neighborhood Transition Zone. He noted that these three lots were too small to be mixed use with the requirement for ground floor retail and cautioned that if they were required to become mixed use that they may not redevelop at all. He shared that this request was supported by the North Salt Lake Town Center Market Study findings and strategic recommendations from May 2024 which recognized that additional residents ultimately helped support successful town centers.

James Sjogren, resident, asked for clarification on offsets and design requirements related to single family dwellings. He also asked about offsets and minimum heights for the PN, BD, NT subdistricts. He expressed concern that the maximum height was seven stories for Highway 89 and the impact (views, sunlight) that would have on residential property owners. Sherrie Pace reviewed the minimum and maximum heights in each of the five subdistricts and showed on the map where they were located. She noted that four stories was the maximum height in the Neighborhood Transition (NT) subdistrict. She added that buildings adjacent to single family dwellings required a minimum 20 foot step back for the upper stories.

Sherrie Pace commented that while some subdistricts had six or seven story maximum height allowances, not every parcel would have the capacity for the maximum height because they would still be required to meet the minimum amount of parking and landscaping. She also spoke on existing single family dwellings and said any single family home and applicable accessory structures existing at the effective date of these standards shall be considered a legal non-conforming structure. She continued that they may continue to exist, be occupied, repaired, remodeled, and undergo ordinary maintenance without being required to comply with the building form standards contained in the drafted code. Ms. Pace noted that the current residential

zoning would remain outside of the proposed subdistricts. She also clarified that per State code, cities could not dictate the materials of a single or two family home.

James Sjogren expressed concern with the allowance for six stories as he felt this would create a metropolis downtown rather than the family community downtown feel.

Wade Frey commented that he was a property owner and was interested in two other properties in the town center area. He was in favor of the creation of a city center and supportive of the project.

David Kitchen, property owner/business owner, commented that he owned two parcels (161 and 181 South) on Highway 89. He spoke on the investment he had made into the properties and expressed frustration that this was the first time he had heard of the plan and that more consideration had not been given to those that these plans impacted.

Ali Avery explained that staff obtained property ownership from the Davis County property tax records and then mailed notices to every property owner within the town center zone and within a 300 foot buffer around that zone. She said staff pulled every single property owner and mailed out a letter which included an explanation along with a link to the City's website with the code amendments and frequently asked questions. She added that the proposed plan and public hearing notice was also posted on the Utah Public Notice website and the City's website. She said around 600-700 notices were sent out to property owners.

Janee Gillette, resident, commented that she resided in the Towne Plaza area and had previously lived in Millcreek. She spoke on the planned development and changes in the Millcreek area that combined high density housing, retail, and parks. She noted that she was in favor of the proposed plan and said that Utah was growing exponentially and without planning that growth could get out of control.

Dennis Lawrence, property/business owner, said he was the owner of the Neighbors Market shopping center. He commented that he developed the property in 1986 and how the proposed code would have allowed him to build four or five stories tall with better setbacks and less wasted space in the back of the property. He was in favor of the proposed plan but cautioned against mandating retail, encouraged drive throughs, and shared thoughts with staff on nonconforming uses.

Matt Bradshaw, property/business owner, commented he was the property owner at 185 South Highway 89, and owner of Universal Grinding Company. He noted that the building was constructed in 1964 and expressed concern that his property would not be able to accommodate

the proposed required landscaping and parking. He asked about the short term and long term planning. Sherrie Pace commented that the existing building, improvements, and business could remain as is and would not be required to meet the proposed parking or landscaping standards unless the property was redeveloped at the will of the property owner.

Mackenzie Johnson commented that Universal Gridding had been a great property owner with no code enforcement issues.

Rosa Murphy, resident, asked about a property redeveloping to a commercial business next to existing homes and potential nuisance impacts such as noise, parking, etc. Sherrie Pace replied that there were only two single family properties on Odell Drive in the Town Center zone. She explained that not every property would be able to redevelop into retail and would remain housing with appropriate parking. She continued that even if a property could redevelop into a four story building, it would need to meet requirements related to parking, landscaping, drainage, etc.

Mackenzie Johnson added that the land uses that would be permitted commercially in these zones were more pedestrian oriented and customer friendly. She noted that they would not be manufacturing, warehousing, etc. uses in these areas.

Rebecca Sjogren, resident, asked if commercial uses like smoke shops or other undesirable uses would be allowed in these areas. Sherrie Pace replied that those types of uses, such as tobacco specialty stores and pawn shops, were on the prohibited use list.

Camille Thorpe, resident, asked where the six and seven story buildings could occur. Mackenzie Johnson replied that it could occur along Highway 89.

Sherrie Pace commented that four story retail with rear loaded parking could occur on Main Street but would depend on the size of the individual lots and if they met the standards.

Camille Thorpe asked if there could be four story development on Main Street attached to Hatch Park. Sherrie Pace replied that if the City Council determined they wanted that part of the property redeveloped that was something they could consider. She clarified that area had a four story maximum height.

Eric Cheney, property owner, commented that he owned two townhomes in the Core (CO) subdistrict. He spoke on a prior discussion to place high density/low income housing on Center Street and across from the elementary school. Sherrie Pace responded that if a developer wanted to develop an affordable housing project they could make an application but the City was not

requiring this. She clarified the difference between low income housing and affordable housing. She noted that if someone wanted to develop a six story building in that area they would be required to meet parking and other standards which could limit allowable height.

Eric Cheney added that there had been a previous proposal for a development across from the school and how the parking and driveways were an issue. He said there had been resident concern about that proposed development. He noted that he was in favor of redevelopment and growth but had concerns about inadequate parking in that area. Sherrie Pace responded that the project he was referring to was still in the works.

Mark Pantelakis, property/business owner, commented that he owned Travel Outfitters. He shared several issues he had noticed including trees that blocked retail signage (Salt Lake), planned unit developments in the City, being firm with developers, drive throughs, incorporating transportation in to the plan, UDOT updates, infrastructure, and talking with commercial property owners and developers.

Barry Bryson, resident, was in favor of the City plan and moving forward. He spoke on the need for a town center and keeping residents in the City. He spoke on walkability and livability with Highway 89 and traffic calming measures. He expressed concern that not all of Odell Lane was included in the Neighborhood Transition (NT).

Travis Osborn, business owner-Truck Trim, asked about the UDOT road widening project. Sherrie Pace replied that the City recently signed the Highway 89 Corridor Agreement with UDOT. She said any redevelopment must meet those requirements including if UDOT decided to widen and rebuild the road in the future. She noted that the streetscape portion of the ordinance was designed to match the UDOT agreement.

Sherrie Pace added that there was not a plan to widen Highway 89 or remove any structures at this time. She said there may be improvements as redevelopment occurred including a 15 foot area with pedestrian amenities including a park strip, trees, and wide walking trail.

Ali Avery mentioned UTA involvement and noted that UTA planned bus rapid transit on Highway 89. She noted the initial UTA proposal was for a center running bus route in a dedicated lane but the latest proposal was to share the travel lane with cars, which did not require widening of the roadway.

Dee Lalliss, resident, suggested that residents should sign up to be notified about City meetings including Planning Commission and City Council on the City website. He noted that he owned multiple properties near the proposed town center area and said for many years the properties in

that area were mostly used for car lots or other small businesses. He spoke on having a town center area for community gathering areas and creating a destination rather than remaining a pass through city. Mr. Lalliss spoke on the efforts of City staff in creating the proposed town center standards. He encouraged the residents to attend City meetings.

Charles Miller, resident, spoke about growing up in Bountiful and observing the changes to the city center there. He mentioned that it had become a gathering place with businesses and walkability. He was in favor of the proposed plan to create something similar in the City with Hatch Park and places to walk to with his family. He also appreciated that the plan noted the areas with high density/taller buildings and consolidating the parking to the rear of the buildings.

Camille Thorpe mentioned that there were two new yellow lines on Main Street and asked if these would help with traffic calming. She noted that the speed limit was 25 miles per hour and individuals drove at least 35-45 mph. Mackenzie Johnson replied that police would be patrolling the street more often. Sherrie Pace noted that concerns about traffic and speeding should be brought to the City Council. Camille Thorpe commented that walkability seemed to be code for high density, taller buildings, and compactness which came at the loss of the neighborhood.

David Kitchen spoke on the gravel pit development and the requirement for retail. He said the developer said the delay in development was due to lack of interest in retail and that it resulted in the developer eventually building multifamily housing instead of retail.

Chair Larson closed the public hearing at 7:49 p.m.

Chair Larson thanked those present and spoke on the sense of familiarity with staff and residents and working on the vision to move forward. She thanked residents and business owners for coming to share their vision and experiences in the City.

Commissioner Jorgensen appreciated the comments made and said there were some substantive comments that warranted further consideration. He also noted several grammatical changes to the code.

Chair Larson noted one of the items for discussion was the three parcels that were requested to be moved to the NT subdistrict from the CO. Sherrie Pace commented that staff would support making those three parcels part of NT.

Commissioner Marsh mentioned the comment to extend the NT into Odell Lane. He noted that there was some expression of support from the public so that in the future rather than expanding

BD subdistrict towards the east that the NT subdistrict was extended further north up into Odell Lane. Sherrie Pace said that this would require public notice/public hearing.

Chair Larson commented that there was a path to adjustments as the design standards were approved and implemented. She noted the comments related to Planned Districts (P Districts) and how those properties were problematic with no objective standards for property owners. She continued that the proposed design standards would neutralize these issues and provide written guidelines for conformance. She added that the P Districts would remain in the contracts and no property owners would be forced into the proposed standards unless there was significant property redevelopment.

Commissioner Marsh commented that he did not like how the P Districts had proceeded as it introduced subjectivity but spoke on focusing on what these proposed design standards enabled which was a consistent set of design standards. He said this consistency would enable better redevelopment moving forward.

Chair Larson spoke on the comment related to infrastructure and said this would be considered with proposed development and not in the design standards code as it would be difficult to predict what each property might need prior to design plans. Sherrie Pace said infrastructure was also planned for in other sections of City Code and Standards such as the Subdivision Ordinance. She noted that a development would need to meet the Town Center Urban Design Standards as well as other applicable City standards.

Chair Larson also noted that the Commission and staff spent considerable time reviewing the height standards and determining appropriate minimum and maximum heights for each area. She said this included helping to meet housing needs or in areas where increased height made sense such as near the freeway.

Commissioner Stone mentioned the comments related to retail on the ground floor in the Core subdistrict. Sherrie Pace replied that the only subdistrict which would require retail on the ground floor would be the Core. She said the other subdistricts would allow other uses like housing. She spoke on being pleasantly surprised to see the mixed use buildings in other town centers fill with retail including Clearfield City. She noted that this had a lot to do with the developer and their motivation in finding tenants as well as approving the right projects at the right time with the right density.

Sherrie Pace continued that it was hard for businesses to locate in a development without an adequate customer base within walking or a short driving distance. She spoke on focusing on retail in the Core, with opportunity for retail in other subdistricts as well.

Mark Morris said the requirement was not just for retail on the ground floor but other types of services. He said the market study showed that requiring retail everywhere would not be successful. He mentioned that housing or active uses, not necessarily retail/restaurant, could be on the ground floor in the BD and SB subdistricts. He said the goal was not necessarily housing on the ground floor as this was not activating in the town center area.

Commissioner Holbrook spoke on earmarking some of the space for development even though developers may say they could not make that pencil with commercial on the main floor. He noted the Lee's Marketplace development and how many developers wanted to build apartments there before it became a grocery store. He mentioned holding firm and how that became one of the best developments in the City. He said this was a 25-30 year forecast and how the City could keep the ground floor retail and how it would eventually work as it was what was needed.

Sherrie Pace suggested wording the motion to include approval with the typographical and numbering issues to be corrected and changes to the map. Ali Avery noted the addressing for the three properties to be added to the NT subdistrict were 135, 145, and 155 East Center Street.

Sherrie Pace added that the proposed amendments to the City Code including the Town Center Urban Design Standards would be presented to the City Council during their September 1st meeting for review with anticipated adoption during their September 15th meeting.

Commissioner Stone moved that the Planning Commission recommend approval to the City Council the proposed amendments to City Code, Title 10, Chapter 23, Chapter 19, Chapter 1, Section 39 and the adoption of Town Center zone map with the following findings and conditions:

Findings:

- 1) The proposed amendments are in accord with the comprehensive general plan, goals, and policies of the City.**
- 2) The proposed amendments are in accord with the North Salt Lake Town Center Master Plan.**
- 3) Changed or changing conditions make the proposed amendment reasonably necessary to carry out the "purposes" stated in this title.**

Conditions:

- 1) Modification to the drafted zoning map to include 135, 145, and 155 Center Street into the Neighborhood Transition Zone;**
- 2) The correction of any clerical errors.**

Commissioner Kapp seconded the motion. The motion was approved by Commissioners Holbrook, Jones, Jorgensen, Kapp, Larson, Marsh, and Stone.

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

Sherrie Pace reported that there were no updates.

4. APPROVAL OF PLANNING COMMISSION MINUTES

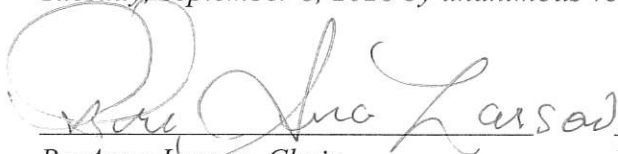
The Planning Commission meeting minutes of August 11, 2026 were reviewed and approved.

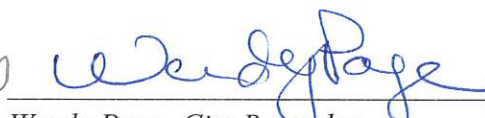
Commissioner Kapp moved that the Planning Commission approve the minutes of August 11, 2026 with no changes or modifications as discussed. Commissioner Marsh seconded the motion. The motion was approved by Commissioners Holbrook, Jones, Jorgensen, Kapp, Larson, Marsh, and Stone.

5. ADJOURN

Commission Chair Larson adjourned the meeting at 8:09 p.m.

The foregoing was approved by the Planning Commission of the City of North Salt Lake on Tuesday, September 8, 2026 by unanimous vote of all members present.


BreAnna Larson, Chair


Wendy Page, City Recorder

