



**CITY OF NORTH SALT LAKE
CITY COUNCIL MEETING
NOTICE & AGENDA
SEPTEMBER 15, 2026**

Notice is given that the City Council of the City of North Salt Lake will hold a regular meeting on September 15, 2026 at the Foxboro North Clubhouse, 1080 North Amberly Drive, North Salt Lake, Utah 84054. A public open house from 6 pm to 6:45 pm will be part of the work session and followed by the regular session beginning at 7:00 pm.

Meetings of the City Council may be conducted via electronic means pursuant to Utah Code Ann. §52-4-207 as amended. In such circumstances, contact will be established and maintained via electronic means and the meetings will be conducted in accordance with the City's Electronic Meetings Policy.

The following items of business will be discussed; the order of business may be changed as time permits:

WORK SESSION – 6:00 p.m.

1. Public Open House – (approximately 45 minutes) Meet and Greet City Elected Officials and Staff Department Heads
2. Presentation on FrontRunner 2X (Double Tracking) by the UTA (Utah Transit Authority) and UDOT (Utah Department of Transportation) Project Team
3. Adjourn

REGULAR SESSION – 7:00 p.m.

1. Introduction by Mayor Brian Horrocks
2. Thought or Prayer and Pledge of Allegiance ~ Councilmember Alisa Van Langeveld
3. Citizen Comment – All citizen comment is welcome, but those wishing to speak should limit their comments to no more than three (3) minutes. Written comments may also be submitted to the City Recorder at wendyp@nslcity.gov.
4. Financial Report for Fourth Quarter of Fiscal Year 2026
5. Consideration of a City Donation to the Bountiful Davis Arts Center
6. Consideration of the Civic Events Committee Recommendation for Nights Out Events in the 2027 Calendar Year
7. Consent Agenda Items:
 - a. Bid Award for Deicing Materials for Use on City Roadways for the 2026-2027 Winter Season

- b. Purchase of Police Vehicles in the Amount of \$163,704
- c. Approval of City Council Minutes of September 1, 2026
- 8. Consideration of Ordinance 2026-08: An Ordinance Amending the City's Zoning Map and City Code to Include Town Center Urban Design Standards
- 9. Discussion of Action Items
- 10. Council Reports
- 11. City Attorney Report
- 12. Mayor's Report
- 13. City Manager Report
- 14. Adjourn

CLOSED SESSION

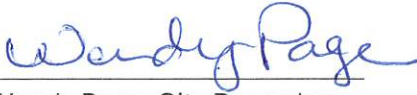
- 1. Possible closed session for the purpose of discussing the character professional competence, or physical or mental health of an individual; to discuss pending or reasonably imminent litigation; to discuss the purchase, exchange, sale, or lease of real property; or to discuss the deployment of security personnel, devices, or systems. *Utah Code 52-4-205*

City Council 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.

Notice of Posting:

I, the duly appointed City Recorder for the City of North Salt Lake, certify that copies of the forgoing agenda for the City Council meeting(s) were posted on the Utah Public Notice Website: <https://www.utah.gov/pmnl/>, City's Website: <https://www.nslcity.gov>, and at City Hall: 10 East Center Street, North Salt Lake.

Date Posted: September 14, 2026


Wendy Page, City Recorder



Summary Guide of City Council Agenda Items for September 15, 2026

This document is provided as a way to briefly understand the most important content and purposes of the agenda items at the upcoming meeting. It is hoped that this summary guide will assist you as you study in preparation for this meeting.

Please Note: This meeting will take place at the Foxboro North HOA Clubhouse located at 1080 North Amberly Drive in the Foxboro Neighborhood.

6:00 – 6:45 p.m. City Council Public Open House

This will be free time for the public, elected officials and City staff members to mingle, answer questions, share information and otherwise greet residents who come to the meeting. City staff will have several exhibits and pieces of information to informally share with the public.

6:45 p.m. Presentation by the Utah Transit Authority and the Utah Department of Transportation on FrontRunner Doubletracking Project. Information item only – No Council action required.

7:00 p.m. – Regular City Council Meeting

Items 1-3: Introduction, Thought or Prayer, Pledge of Allegiance and Citizen Comment

Item 4: Financial Report for the 4th Quarter of Fiscal Year 2026 – No Council action required. This item was scheduled previously for the September 1, 2026 Council meeting, but was tabled due to a lack of time in that meeting.

Item 5: Consideration of a City donation to the Bountiful Davis Arts Center (BDAC) – Council action required. This item is to determine how much the City will donate to the BDAC for FY27. Request for \$4,000.

Item 6: Consideration of Civic Events Committee recommendation for Nights Out events for Calendar Year 2027 – Council action required. The Civic Events Committee has made a recommendation to the City Council to discontinue the Nights Out events for 2027. This item has been put on the agenda so that the Council may review relevant cost and attendance information and make a decision about these events.

Item 7: Consent Agenda: As a reminder, these items may be approved in one City Council motion.

- a. Bid award for deicing materials for use on City roadways for the 26-27 Winter season – Council action required. Two bids were received and the low bidder is recommended for approval. Broken Arrow for \$24 per ton (expected usage is 1,500 – 2,000 tons).
- b. Purchase of four (4) police vehicles for use in the patrol division in the amount of \$163,704 – Council action required. The vehicle purchases (1 new and 3 replacements) were included in the Fiscal Year 2026-2027 Budget.
- c. Approval of City Council minutes of September 1, 2026.

Item 8: Consideration of Ordinance 2026-08: An Ordinance amending the City's zoning map and City Code to include Town Center Urban Design Standards – Council action required.

- a. This ordinance amends the City's zoning map for properties within the Town Center such that new urban design standards apply to properties in this section of the City.
- b. This ordinance also amends several chapters of Title 10 of the City's Land Use Ordinances so that the new urban design standards are defined and in effect for Town Center locations.
- c. The Planning Commission conducted a required public hearing on September 8 and recommended approval of the subject ordinance.



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: September 15, 2026

SUBJECT: Public open house and work session

As you know, this meeting is scheduled for the Foxboro North Club House building (1080 North Amberly Drive) and begins at 6:00 p.m.

The first forty-five (45) minutes of the meeting will be used for the open house portion of the meeting. City staff will have displays available of various items, handouts related to the City's code enforcement program and other general information about the City. This will be a chance for the Council members to talk to residents who have questions or concerns.

At approximately 6:45, the Utah Transit Authority is scheduled to give the Council an overview of the FrontRunner double track project. City staff has seen this presentation and we thought it would be important for you to also see the same information since some of it has an impact on the City.



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: September 15, 2026

SUBJECT: Consideration of a City donation to the Bountiful Davis Arts Center

Councilmember Smoot requested that the City Council consider a monetary donation to the Bountiful Davis Arts Center for the current fiscal year. The City donated \$2,500 in Fiscal Year 2026.

Councilmember Smoot requested that the City give \$4,000 this year. She also provided some information about what other cities contribute to the BDAC. Here is a summary of what she previously provided:

Centerville:	\$3,000
West Bountiful:	\$6,000
Woods Cross:	\$5,000

The City Council has a line item in the legislative budget for contributions of \$10,000 for FY27 (current budget year).



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: September 15, 2026

SUBJECT: Consideration of the Civic Events Committee recommendation related to Nights Out Events in the 2027 Calendar Year

At the August 25, 2026 Civic Events Committee meeting, the Committee had a discussion about the Nights Out Events for 2027. They approved the following motion to the City Council:

“Have the City Council review discontinuing the Night Out Events and continuing the food truck nights for the year 2027.”

I have attached an excerpt of the Draft meeting minutes where the motion was made and included the discussion that took place prior to and after the motion was approved. City staff had previously received an assignment to assemble the costs of the Nights Out events as well as attendance at the events.

You will recall that our Nights Out events occur at Legacy Park on Monday nights when we also have food trucks and a vendor fair in progress. In 2026, there are six (6) Nights Out events that have taken place or are planned. They are:

Pride	June 1
America 250	June 8
Juneteenth	June 15
Back to School	August 6
Bolder Way Forward	September 14
Latino Heritage	September 21

Each of these events have been allocated a budget of \$1,000 each which is intended to cover hard costs like equipment, supplies, music, decorations or other charges the City incurs in order to support these events. Each of these events has had a person or group in charge of the event and those person(s) manage the budget for each event. In order to calculate the actual cost to the City of the events, City staff has tracked the labor costs of its hourly employees that are supporting each event. So, the costs shown below include the hard charges incurred for supplies (adopted in the budget) and the labor costs of hourly employees.

What is not included is the cost to have some hourly employees present at a City tent for the public to ask general questions. This activity is typically staffed with one or two paid employees (an extra \$100-\$150) and also by exempt staff and elected officials. Costs for exempt employees and

elected officials are not included because the City will incur those costs whether or not those groups participate. It is noted, however, that there are exempt staff at each of these events in order to manage certain portions, support hourly employees, answer questions from the public, pay vendors as needed, or for any other tasks for which an exempt employee is needed. Here are the costs of each event:

<u>Event</u>	<u>Labor Costs</u>	<u>Supplies</u>	<u>Total</u>
Pride	\$1,379	\$ 240	\$1,619
America 250	\$1,784	\$ 0	\$1,784
Juneteenth	\$1,705	\$ 600	\$2,305
Back to School	\$1,060	\$ 350	\$1,410
Bolder Way Forward ¹	\$ 869	\$ 250	\$1,119
Latino Heritage ²	<u>\$1,019</u>	<u>\$ 946</u>	<u>\$1,965</u>
Totals	\$7,815	\$2,386	\$10,201

¹This is an estimate for 2026.

²This is for the 2025 event.

We will also present attendance data at the meeting for these events. Councilmember Clayton is the Councilmember assigned to this committee.

Excerpt from Draft minutes of August 25, 2026 Civic Events Committee

4. DISCUSSION ON RECOMMENDED EVENTS AND DATES FOR 2027 EVENTS

Catherine Johnson proposed discontinuing the themed nights and returning to the traditional food truck nights. She noted that each themed event costs at least \$600, in addition to City-provided publicity, park use, staff support, and Public Works preparation and setup. She expressed concern about the amount of staff time and taxpayer resources being devoted to events focused on specific groups, particularly given the relatively low attendance compared with broader community events such as the Kite Festival, Liberty Fest, Halloween and Winter Lights Fest. She noted that in other communities, cultural or special-interest festivals are organized independently rather than sponsored and funded by the City. In those cases, the organizing groups typically secure their own sponsors, handle advertising and event planning, and pay for the use of the venue. She cited events such as the Greek Festival, Highland Festival, Japanese Festival as examples. Councilmember Clayton noted that any change to the current events would require City Council approval

Dallas Golden asked about bulking up the Night Out Against Crime event. Gentry Holbrook said the Night Out Against Crime was sponsored by the Police Department and explained that the Back to School Night and Health and Wellness Night were combined with that event for better attendance.

Dallas Golden suggested the Back to School Night could be combined with a different event.

Councilmember Clayton noted that some events may have outside sponsors and if they could continue those events. Catherine Johnson replied if other organizations wanted to put on events then the efforts would be on them (publicity, setup, funding, etc.) and not the City.

Fran Marcus said it may be a good idea to scale back on all those events and to not pick and choose.

Councilmember Clayton clarified that the Events Committee would sponsor the Kite Festival, Spooktacular (Halloween), Winter Fest, and assist with Liberty Fest.

The Committee noted additional City and Committee sponsored events including Veterans Day, Trail Series, Lunch Bunch, and Easter Egg Dash. They spoke on utilizing the approved budget for the year. They discussed that the City is involved in all events with advertising, promotion, public safety (police) and public works with set-up.

Chair Golden moved to have the City Council review discontinuing the Night Out Events and continuing the food truck nights for the year 2027. Committee Member Johnson seconded the motion. The motion was approved by Committee Members Golden, Johnson, and Marcus. Committee Members Jensen and Kleinman were excused and not present for the vote.

Dallas Golden recommended contacting those who had previously hosted events to notify them of the decision moving forward. He suggested a multi-cultural event. Catherine Johnson said individuals had expressed interest in hosting events including a focus on the family, flag day, etc. She said equal consideration should be given to all interested groups.

The Committee discussed obtaining the hard and soft costs for the events and reviewing the cost vs attendance to determine the benefit and presenting this to the City Council. They also spoke on reviewing new events for 2027.



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Jonathan Rueckert, Public Works Director

DATE: September 15, 2026

SUBJECT: Bulk Deicing Material

RECOMMENDATION

Staff recommends awarding the bid to provide bulk delivery of deicing materials for use on city roadways to Broken Arrow.

BACKGROUND

Staff received bids from two suppliers for bulk deicing materials. The City typically uses between 1,500 and 2,000 tons of deicing salt each winter. Prices submitted will remain valid for the 2026-2027 winter season.

Supplier	Price per ton w/ delivery
Broken Arrow	\$24.00
Compass Minerals	\$32.50

PROPOSED MOTION

I move that the City Council approve awarding the contract to Broken Arrow for the delivery of bulk deicing material for the 2026-2027 winter season at a price of \$24.00 per ton.



CITY OF NORTH SALT LAKE

Police Department

10 East Center Street, North Salt Lake, Utah 84054
(801)335-8650 Fax: (801)335-8679



BRIAN J. HORROCKS

Mayor

KEN LEETHAM

City Manager

CRAIG BLACK

Chief of Police

TO: Honorable Mayor and City Council of North Salt Lake
FROM: Craig Black, Chief of Police
DATE: September 15, 2026
RE: Purchase of Police Vehicles

RECOMMENDATION

The police department is requesting authorization to purchase four (4) Dodge Durango SUV's for use in the **patrol division**.

BACKGROUND

As part of the FY 2027 budget, the police department requested and was approved to purchase four (4) vehicles for use in the department.

Using the State Contract pricing authorized dealers, the vehicles will be delivered through the Young Automotive Group.

The cost of the purchase and equipping of these vehicles was included in the current FY 2027 budget.

This is the purchase price only for the vehicles and does not include equipping the vehicles with the standard emergency equipment.

The price of each Durango is \$40,926
Total Purchase Cost is \$163,704

PROPOSED MOTION

I move that the city council approve the purchase of four (4) 2026 Dodge AWD Durangos at a cost of \$40,926 each from the Young Automotive Group for a total purchase cost of \$163,704.

1 CITY OF NORTH SALT LAKE
2 CITY COUNCIL MEETING-WORK SESSION
3 CITY HALL-10 EAST CENTER STREET, NORTH SALT LAKE
4 SEPTEMBER 1, 2026
5

6 **DRAFT**
7

8 Mayor Horrocks welcomed those present at 6:06 p.m.
9

10 PRESENT: Mayor Brian Horrocks
11 Councilmember Tammy Clayton
12 Councilmember Suzette Jackson
13 Councilmember Ted Knowlton via Zoom
14 Councilmember Heidi Smoot
15 Councilmember Alisa Van Langeveld
16

17 STAFF PRESENT: Ken Leetham, City Manager; David Frandsen, Assistant City Manager; Heidi
18 Voordeckers, Finance Director; Jon Rueckert, Public Works Director; Sherrie Pace, Community
19 Development Director; Craig Black, Police Chief; Mitch Gwilliam, Deputy Chief; Karyn Baxter,
20 City Engineer; Tyler Abegglen, Golf Course Director (via Zoom); Todd Godfrey, City Attorney;
21 Wendy Page, City Recorder; Linda Horrocks, Communications Director.
22

23 OTHERS PRESENT: Larry Clark, Dee Lalliss, Dennis Allen, Carolyn Jacobson, Zoram Beebe,
24 Audrey Beebe, Enos Beebe, Grace Kirato, Ben Kirato, Lucy Ballard, Wes Ballard, Alina Ballard,
25 Jim Cowley, Alyce Almeida, Ryan Holbrook, Andrew Jackson, Cambria Drescher, Paisley
26 Drescher, Jamie Nopper, Lily Nopper, Caroline Golden, Hunter Ensign, residents.
27

28 1. PRESENTATION AND OVERVIEW OF LICENSE PLATE READING
29 TECHNOLOGY IN THE CITY BY CHIEF BLACK
30

31 Chief Black reported on how and where the Police Department utilized License Plate Reading
32 (LPR) technology. He stated LPR technology has been used in the public and private sector for
33 decades. He clarified that use of LPR technology in the private sector operated under different
34 platforms and rules than the public sector and did not intersect even for insurance or data
35 sharing. He reviewed the history of LPR, explained the City's retention schedule, and how the
36 City was in compliance with applicable state and federal laws.
37

38 Chief Black commented that the City began to utilize LPRs in 2012 for crime solving and public
39 safety in a way that did not violate privacy laws and constitutional guidelines. He clarified that

the City's LPR was not a live video feed surveillance camera, was not facial recognition, and did not store data beyond 30 days.

Councilmember Van Langeveld joined the meeting at 6:08 p.m.

Councilmember Jackson asked about a situation in Weber County where the data was accessed 5 million times outside of the city/state's jurisdiction. Chief Black replied that when it said the system was accessed 10 million times that there were 10 million searches but clarified that did not mean the data was moved to outside databases. He continued that the only way data would have been flagged is if another agency (such as a police department) would have recorded a plate in an investigation that was seen in Ogden. He said this meant that other agencies had the chance to search Weber's database and 10 million individual reads were accessed but it did not mean 10 million pieces of data were shipped out.

Chief Black explained that other agencies could not take the data and store it. He said when they ran a report or search that if no data matched the search no return would come back. He clarified that a report was not generated showing every vehicle that went by the camera.

Councilmember Jackson spoke on her concerns related to data storage. She asked about data sharing between Axon and Flock. Chief Black replied that these companies were very protective of their data and said it was doubtful that there had been data sharing. He said Salt Lake County and Davis County used separated platforms and did not interact. He noted that there were reputable companies that were in compliance with State and Federal statutes and laws and companies that may not be.

Councilmember Jackson asked if Flock had the AI ability to match vehicle registration to a license plate. Chief Black replied that it did not and could only provide information matching the license plate number that had been searched for. He gave the example of an individual standing on Center Street and informing him when a Blue Chevy with the license plate 12756 drove by. He clarified that this was basically the same way the LPR system worked as it just had the ability to recognize letters and numbers on a license plate. He added that the license plate information was only stored for 30 days in the license plate reader system.

Councilmember Jackson asked how the LPR cameras helped the Police Department. Chief Black replied that the LPR cameras were like stationary witnesses that could be used to show a vehicle or license plate that went by and create a path for police to follow.

Councilmember Jackson spoke on State Law related to parking violations and parking. Chief Black said Salt Lake City had received permission for active parking enforcement teams to

utilize internal LPR data for chronic parking violators. He explained this data was not shared between law enforcement agencies and said the City did not use LPR for parking.

Councilmember Van Langeveld asked about the use of LPR cameras to track the route of a vehicle when the occupants had perpetuated a crime such as theft or an abduction. Chief Black said the LPR could be used to confirm the car was at the location of the crime or could be used to search for a hit on the license plate if it passed an LPR camera location. He shared some examples of cases where crimes were prevented or solved using ALPR in the City.

Chief Black commented that a hot list could be created to help notify the department about specific license plates such as those on stolen vehicles.

Councilmember Jackson asked about the process when a vehicle was on a hot list and then created an alert after driving by an LPR camera. Chief Black replied that it would send a text to on duty officers and notify them that one of the cameras had a violation pass and would send a picture of the car and license plate to the officer. He continued that the officer would then verify the accuracy of the read and enter the information into the verification data base and if it was the stolen car then they would respond.

Councilmember Jackson asked if the vehicles of registered sex offenders were also in the system. Chief Black replied that every registered sex offender had to register their vehicles which was part of the NCIC database. He said the City's Police Department could choose to be notified of this and could then share that database with the LPR hot list. He clarified that at this time the Department shared the database for stolen vehicles, protective orders, etc.

Councilmember Jackson asked how they connected the person to the license plate. Chief Black said the LPR did not connect the person to the plate. He explained that this was done through an entirely different database that was used separately from LPR. He noted that the license plate number was the only thing entered into the hot list.

Councilmember Knowlton join the meeting via Zoom at 6:40 p.m.

Councilmember Jackson said anyone that was on the wrong side of the law was connected to a license plate through registration and might have their plate on a hot list such as for sex offenders. Chief Black replied if the City had enough money to place cameras in front of every school and park, where sex offenders were not allowed, then they could setup a hot list to be notified of sex offenders in those locations.

Councilmember Jackson spoke on understanding the capabilities and how that connection was made. Chief Black replied that if there was a crime committed the Police Department had the capability to have one of the LPR, as a standing witness, notify if a vehicle passed a point.

Councilmember Van Langeveld mentioned the point that this system was only used for legitimate law enforcement business. She said that while there was a list of registered sex offenders with associated license plates that were not allowed near schools that the Department had determined not to put these plates on a hot list for notification. Chief Black responded that initially the Department had a hot list with registered sex offender license plates but found that it was taking too much time to verify plates and whether it was legitimate for the individual to be in that location.

Councilmember Van Langeveld commented that the City's Police Department would share information with federal agencies that showed legitimate law enforcement reason. She asked about sharing information with a parole officer. Chief Black replied that if the agency provided a warrant the information would then be shared. He explained that the State Department of Public Safety and the State Department of Corrections were shared networks. He added that those entities had open access to data that was collected from the Flock cameras in the City.

Councilmember Van Langeveld requested a list of agencies that the City shared with. Chief Black replied he could provide the City Council with that list. He noted that the City's Police Department shared data with almost every law enforcement agency in the State and about 400 agencies across the country but not federal agencies. He said there was a memorandum of understanding between the City and the Davis County Sheriff's Office and how any notifications and violations of the system were flagged.

Councilmember Van Langeveld asked if there was a memorandum of understanding between the 400 agencies that the City's Police Department shared data with. Chief Black said while different States had different memorandums of understanding that the City had individual memorandums of understanding with each of the 400 agencies. He noted that the City and these agencies would share a request, which was then reviewed by an officer, and then agencies had to agree to the terms before data was shared.

Councilmember Van Langeveld asked if the agencies agreed to the terms at the moment of the search or beforehand. She asked if reviewing requests was time consuming. Chief Black replied that an agreement was made and then they would have access to search the systems. He noted that it also involved an officer reviewing the requests by out of state agencies. He clarified that data was automatically shared by Utah agencies as they were all under the same statutes and

rules but said they would revoke access for any systemic abuse. He added that reviewing out of state requests was time consuming.

Councilmember Jackson asked about the memorandum of understanding and if this meant that other states agreed to abide by Utah state laws for information that came from Utah. She gave the example of 30 day retention of data. Chief Black said Utah's statute was 90 days but the City's Police Department policy was 30 days. He explained after 30 days the data and the ability to search the requested information was gone. He continued that the information that is the subject of a search and was located by the City's LPR could be included in another agency's police report, but the ability to search was gone after 30 days.

Chief Black shared that the information was time sensitive and that in more rural areas this could create a problem if a crime was not reported or discovered earlier. He said agencies like the Division of Natural Resources would like to extend the retention of data for a year as some crimes, such as poaching, may not be discovered for months.

Councilmember Jackson asked about what a data request entailed. Chief Black replied that a request would include the last 30 days of where the requested vehicle was seen in a city.

Councilmember Van Langeveld asked about data storage for the City. She clarified that the Flock system collected the pictures which then went to the City's Amazon storage site where they would sit for 30 days. Chief Black confirmed that the data was stored in a dedicated server space in a locked room owned by Amazon. He said the information was then deleted automatically after 30 days. He noted that Flock could not access the City's system and could only analyze the photos to improve their AI capability to recognize letters and numbers.

Councilmember Van Langeveld clarified that Flock was not storing any picture captures from the City's cameras. Chief Black responded that they were the intermediary that has purchased the storage space on the City's behalf to store it there. He said once the data was there they did not have access to the data other than to use a misread to improve their AI systems for their algorithms. He noted that Flock could not do searches or take data.

Councilmember Van Langeveld requested the City Attorney review the contract with Flock to ensure that they could not retain picture captures aside from flags for AI improvement. She said this was to ensure there was no risk that Flock was retaining this data.

Councilmember Smoot asked if Flock could ever access the information and if the federal government had a way to access the information without permission from the City. Chief Black

replied that the federal government could not access the information even with permission from Flock.

Councilmember Smoot spoke on the public distrust and the valid concern related to this. She noted that it was fundamentally against resident's rights to collect evidence before a crime was committed. She spoke about the possibility for the data from the LPR cameras to be weaponized against residents. Chief Black responded that two things would have to occur for that to happen including an LPR camera in the right location and then allowing access to the data which was controlled by the City.

Councilmember Smoot asked what would happen if the federal government provided a warrant to access the data. Chief Black clarified that the City would not provide the information if the request was not related to something that was considered a crime in Utah.

Councilmember Smoot said technology in the wrong hands was dangerous. She continued that while she trusted the North Salt Lake Police Department that she did not think all police officers had integrity and not all agencies could be trusted. She reiterated that this could be dependent on who was in the White House or the State senate. Chief Black reiterated that a warrant could not be obtained for something that was not a crime. He noted that it would take legislative or executive action for it to become a crime. He continued that, as an example, the City did not share their network with the State of Idaho as there were crimes in Idaho that were not crimes in Utah.

Councilmember Van Langeveld mentioned a similar concern where what was considered legitimate law enforcement business could change through an executive or legislative order. She gave the example with the shift in immigration with those individuals who were living in the country with DACA status who, under executive order, were no longer allowed to do that and how what was considered legitimate law enforcement business had changed over time based on who was interpreting that law. Chief Black said if the Department was to change how they were sharing data with other agencies such as federal partners, the City Council would know.

Mayor Horrocks said at that point the City could remove the cameras as there was no law that required the cameras. Chief Black replied that the Department could change the retention status to a week or even one day as well.

Councilmember Jackson shared her concerns and noted that in 2020 the governor of Kentucky threatened to record the license plates of anyone who participated in mass gatherings to provide that info to the local health department to require those individuals to quarantine for 14 days in response to COVID. She made the point that governors and presidents could make executive or

emergency orders and how laws could change. Chief Black replied that he understood the concern but noted the LPR was the least efficient way to accomplish enforcement when inexpensive video cameras could be installed.

Councilmember Smoot explained that the concern from the public was that they could get rid of their cell phones or Alexa and internet in their homes to avoid being tracked but as soon as they drove their cars down the street they could be watched by their government. Chief Black replied that they were public streets and residents had no right to privacy on that street. He said if they did not want to be tracked to stay off the street.

Councilmember Smoot said that the way she viewed the constitution was that people had the right to leave their homes and not be surveilled by their government through drones or Flock cameras, etc. She added that the founding fathers set up the fourth amendment intended for a person to leave their home and not be tracked. Chief Black said the constitution was set up so that as things changed the executive branch enforced the laws that the legislative branch set. He continued that the judicial branch would then interpret the constitutionality of those laws and how they were being enforced. He noted that right now the LPR cameras were constitutional.

Councilmember Smoot said as of today the LPR cameras may be utilized correctly but may not be in the future. Chief Black said when laws were drafted as such then the City would not utilize the technology anymore. He spoke on juris prudence that defined what was a right to privacy and what was not. He said the most important duty as a City Council was the protection of public safety in the City and how LPR was a legal tool.

Chief Black asked that the Council recognize the validity of this tool as a great public safety asset.

Councilmember Smoot clarified that she thought Chief Black was a man of integrity and said the City had an incredible police force that she trusted. She said if the City had a closed circuit system that only Chief Black had access to she would not be having this discussion but her concern was what occurred outside the City's purview and the Chief's jurisdiction. Chief Black replied that while he understood the sentiment that the City's Police Department did not operate in a bubble as there were millions of citizens in the Country and 800,000 police departments which required cooperative law enforcement agreements. He acknowledged there was a misuse of LPR systems both accidental and intentional but said the numbers were miniscule.

Councilmember Jackson noted that this was a two part issue including the legality and the overarching public issue of constitutionality. She said the founding fathers consistently said we will not sacrifice individual liberty for the safety of the mass or the group. She spoke on

sometimes standing up for individual liberty even at the expense of the community good. Chief Black said that case law has been clear and so has legislation that it was the duty of the government to protect its public which may result in the loss of liberty. He said without law it would be a nation of anarchy. He explained the loss of liberty to drive through red lights because of laws and finding the correct balance between personal liberty and public safety for everyone.

Councilmember Knowlton was in agreement with the notion of whether the American system was whether it was more important to protect the right of an individual to protect innocence or more important to punish guilt. He said if hypothetically the City continued to use these cameras that there must be a clear, defensible, and important answer to the question of if it was worth it. He clarified that if it was worth moving against an established American principle to protect innocence for these reasons with these safeguards. Chief Black said the discussion was not innocence and guilt but the right to privacy. He noted there was a big difference between the right to privacy and the right to be proven guilty beyond a reasonable doubt.

Mayor Horrocks commented that this item would be continued during the regular session.

2. ADJOURN

Mayor Horrocks adjourned the meeting at 7:11 p.m. to begin the regular session.

CITY OF NORTH SALT LAKE
CITY COUNCIL MEETING-REGULAR SESSION
CITY HALL-10 EAST CENTER STREET, NORTH SALT LAKE
AUGUST 18, 2026
DRAFT

Mayor Horrocks welcomed those present at 7:21 p.m. Heidi Smoot provided an invocation and led those present in the Pledge of Allegiance.

PRESENT: Mayor Brian Horrocks
Councilmember Tammy Clayton
Councilmember Suzette Jackson
Councilmember Ted Knowlton via Zoom
Councilmember Heidi Smoot
Councilmember Alisa Van Langeveld

STAFF PRESENT: Ken Leetham, City Manager; David Frandsen, Assistant City Manager; Heidi Voordeckers, Finance Director; Jon Rueckert, Public Works Director; Sherrie Pace, Community Development Director; Craig Black, Police Chief; Mitch Gwilliam, Deputy Chief; Karyn Baxter, City Engineer; Tyler Abegglen, Golf Course Director (via Zoom); Todd Godfrey, City Attorney; Wendy Page, City Recorder; Linda Horrocks, Communications Director.

OTHERS PRESENT: Larry Clark, Dee Lalliss, Dennis Allen, Carolyn Jacobson, Zoram Beebe, Audrey Beebe, Enos Beebe, Grace Kirato, Ben Kirato, Lucy Ballard, Wes Ballard, Alina Ballard, Jim Cowley, Alyce Almeida, Ryan Holbrook, Andrew Jackson, Cambria Drescher, Paisley Drescher, Jamie Nopper, Lily Nopper, Caroline Golden, Hunter Ensign, residents; Catherine Johnson, Brooke Johnson, Steffanie Holdstock, Taressa Earl, Nora Ratto, Oscar Ratto, Why I Love America.

1. PRESENTATION BY WHY I LOVE AMERICA-TARESSA EARL

Councilmember Jackson introduced the Why I Love America association and noted their involvement with the recent City event. She also spoke on the State Why I Love America event and said both events were spectacular.

Taressa Earl, Why I Love America, provided a quick overview of the America 250 City event which included a reenactment of the Declaration of Independence, speakers (including two youth Freedom Festival speech contest winners), and a historical photo with the American flag. She spoke on the Brent Taylor Foundation which was setup in remembrance of former North Ogden

Mayor Brent Taylor who was killed while serving in Afghanistan. She presented the City with a historic photo of residents holding the flag to celebrate America 250.

2. INTRODUCTION AND SWEARING IN OF 2026-27 NSL YOUTH CITY COUNCIL LEADERSHIP

Audrey Beebe reported that the City had no shortage of youth who were high achieving and hardworking. She explained that the Youth City Council was led by an executive committee and introduced those individuals for the 2026-2027 school year:

Caroline Golden as Youth City Council Mayor
Lucy Ballard as Youth City Council City Manager
Wes Ballard as Youth City Council Recorder
Grace Kirato as Activities Committee Chair
Zoram Beebe as Leadership Committee Chair
Lily Nopper as Service Committee Chair

Mayor Horrocks performed the swearing in of the Youth City Council for 2026-2027. He commented that the City had a great Youth City Council and next year would be no exception. He credited the Beebes and said they did a great job.

Councilmember Van Langeveld was in agreement and added that other cities asked the Beebes for advice on how to run their youth city councils.

3. PRESENTATION BY DAVIS COUNTY ANIMAL CARE-DIRECTOR MICHELLE HICKS

Mayor Horrocks noted that this item would be rescheduled to the November 4th City Council meeting.

4. CITIZEN COMMENT

Dennis Allen, resident, spoke on the loss of trees and shade at Hatch Park. He said North Salt Lake was a Tree City USA and per City ordinance when a tree was taken down that it must be replaced at an equivalent value. He noted the removal of many mature trees at Hatch Park and the need for a plan to restore the shade canopy and function of those trees. He requested a real tree plan with species, size at planting, mature trees versus small stock, location, living shade canopy at opening day through year five, percentage of park square footage with living shade canopy, and how the trees would be cared for including existing mature trees.

5. PRESENTATION AND OVERVIEW OF LICENSE PLATE READING
TECHNOLOGY IN THE CITY BY CHIEF BLACK CONTINUED FROM THE WORK
SESSION

Chief Black reported that there had been very few tools that were as effective as LPR cameras in the ability to protect public safety. He addressed Councilmember Knowlton's request to address the balance between liberty and innocence. He said it was really a matter of finding the balance between liberty and safety instead of innocence as this was a completely different topic. He spoke on the quote which said to the effect that those who would sacrifice a bit of liberty for safety deserve neither safety nor liberty and how the purpose of government was to setup laws while finding an appropriate balance with liberty/freedom.

Chief Black continued that after the initial trial with two cameras the Department found it was a great force multiplier and tool. He said an agreement was then entered into with Flock to cover the west side of the City, where there were high value targets for thieves, including the manufacturing and industrial areas, a significant portion of residents in the Foxboro area, and new commercial development. He added that over the next five years cameras were added to Highway 89 and other major collectors and not in neighborhoods. He reviewed the locations of the cameras and noted that residents could avoid these cameras if they desired.

Chief Black then presented several examples in the City where the LPR cameras helped to prevent or stop crimes. He spoke on what was unique about LPR which was the ability to have a stationary witness that could provide information on whether a car had passed a designated point at a certain place and time. He continued that the system could tell if it observed certain crimes or unsafe situations including a stolen car, vehicle associated with a wanted person, or a missing endangered person. He reviewed several frequently asked questions and assertions against LPR use including trust for police or future leadership, future use, data being shared with entities like ICE, not knowing where the data was being stored, stories of misidentification, using this unregulated tech for surveillance of citizens, and that data storage is subject to being hacked or misused.

Chief Black clarified that he reviewed every Flock data request from other agencies and Deputy Chief Gwilliam reviewed every Motorola data request. He continued that if misuse occurred from other agencies that their access could be revoked.

Councilmember Jackson spoke on the data that 75% of Americans trust their police. She said if a similar poll was taken for how many Americans trusted their local politicians the number would be very low and noted that this was the disconnect in that they trusted police to uphold the law but not the politicians creating the laws. She commented that the laws were the actual guard rails

for the system and could swing with an administration. Chief Black said that residents should be able to trust their City Council to make decisions. He also spoke on the need to have trust between the City's Police Department and the community.

Chief Black shared information rebutting each of the assertions made against LPRs and noted that the equipment was not capable of becoming a video camera and did not have facial recognition. He reiterated that if the use of LPRs became unconstitutional the Police Department would cease using it.

Mayor Horrocks mentioned UDOT cameras. He asked if the City had a right to control who installed cameras in the City. Chief Black replied that UDOT had live feed video cameras on every intersection of a state highway including 2600 South, Highway 89, and Redwood Road as well as along the freeways/expressways. He replied that UDOT had the right of way in those areas and noted that the City had to request a UDOT permit to place a LPR on Highway 89.

Councilmember Jackson asked about the differences between UDOT, Ring, and video cameras including the ability for identification. She said Flock provided the identifying piece to identify license plates. Chief Black replied that you could view license plates on UDOT cameras but that they did not have a hot list notification. He explained that this was not the purpose of the UDOT cameras and noted that they could provide notification of major traffic problems based on cell phone data and traffic camera data.

Councilmember Jackson said the issue was the individualized identification with the LPRs. She said Ring and other security cameras provided visual but not identification. Chief Black explained that they had utilized Ring and UDOT cameras in the past to identify vehicles but it was not as reliable as LPR.

Councilmember Van Langeveld said there was a rotating argument that surveillance was not a big deal based on all the places where individuals were being surveilled or that this was a tool that was needed as it was better than other cameras. Chief Black explained that UDOT had a system of cameras setup to meet their needs which did not work as well for the City and spoke on how LPRs were as critical to the Department as UDOT's cameras were to their mission.

Councilmember Van Langeveld spoke on the argument of not being worried about being captured on LPR as you were already being captured on Ring or UDOT cameras too. She mentioned the consent piece and opting in to using a cell phone and the City Council putting this infrastructure in place rather than letting residents opt in. She said the second concern was removing human interface and allowing AI detection which was worthy of careful consideration.

Chief Black commented that it was much more difficult to hide from the private sector.

Councilmember Jackson spoke on how a warrant was needed because there was a suspicion of something that was done whereas there was not a warrant needed for the LPR camera pictures.

Councilmember Knowlton said this was not black and white and suggested the Council discuss this now and make a decision at a later date. He asked for the opinions of the Council as they made up their minds individually on how to balance these things.

Chief Black answered Councilmember Jackson's comment related to needing a warrant and said the Department did not need a warrant to search what was on the street but did need a warrant for a private place, person, or possession per the Fourth Amendment. He said the outside of a vehicle was not private when it was in public.

Chief Black shared that the data was owned and controlled by the NSL PD and was stored on Amazon Web Services in a specialized database that was Criminal Justice Information Services (CJIS) compliant and secure. He spoke on the potential for misidentification and said that while it did happen that the issue could be resolved in minutes. He noted how the LPR automated the system to determine whether a car was stolen or assisted in Amber Alerts.

Chief Black reviewed the concern that police were using LPR for unregulated tech surveillance. He said LPR use by police officers was heavily regulated and subject to frequent audits. He continued that Utah enacted the Automatic License Plate Reader System Act in 2013 which narrowly defined who, what, where, and how LPR data could be obtained, used, shared, and stored in Utah.

Chief Black shared an example of tracking a vehicle for 30 days and showed the data that was returned from the analyzation software. He noted the data included the route traveled, times, and general description of the vehicle (color and possible make and model).

Councilmember Smoot asked if the cameras ever took photos of the front of the vehicles. Chief Black replied that the cameras were designed to be one directional and only took photos of the front of vehicles incidentally. He added that the Utah State legislature had removed the requirements for a front license plate so the camera was programmed to take a photo of the plate on the back of a vehicle.

Chief Black continued that the license plate recognition data tracked locations, timestamps, and direction. He said it did not contain any personal demographic information such as driver's identity, age, gender, race, or residency details. He summarized that data storage was subject to

487 being hacked and misused. He said in the last 20 years over 24 billion private records had been
488 exposed to data hacks including names, addresses, phone numbers, birth dates, and behavioral
489 profiles, etc. and noted that LPR data was not the way that people were being tracked.

490
491 Councilmember Smoot spoke on ways that technology has been misused and misinterpreted in
492 society now. Chief Black replied that this was not occurring with the LPR technology with the
493 current oversight. He said at this time the value of the tool exceeded any type of risk that it was
494 exposing the public to. He shared a video of how an individual could be tracked just by posting a
495 photo on social media and said if someone such as the government was going to track citizens
496 they would use that data versus an LPR camera.

497
498 Chief Black concluded his presentation with data that was tracked through air quality monitors,
499 water systems, garbage/refuse, and sound/noises. He noted how COVID was tracked through
500 water systems.

501
502 Councilmember Knowlton commented that there was a difference between information that can
503 be gathered versus information that was gathered and compiled in a database that enabled an
504 entity to put together information about a person's path of activity. Chief Black replied that the
505 Department would not be using LPR data unless an individual was the target of a criminal
506 investigation.

507
508 Chief Black summarized that the world was data driven and dependent on that data. He reviewed
509 areas that obtained much more sensitive data from individuals including financial institutions,
510 government, health care, retail establishments, scientific and research industries, churches,
511 schools, and employers. He said technology would continue to improve and become more
512 powerful in analyzation particularly in agriculture, manufacturing, banking, and law
513 enforcement.

514
515 Councilmember Jackson said this was an example of the angst in society in that technology has
516 developed farther than the guard rails developed to contain it. She spoke on the societal epidemic
517 of youth that were suffering from this and the push for society to install guard rails for AI and
518 other new technology.

519
520 Chief Black said that while he could not rebut every what if or inflamed statement but he
521 provided the following assurances that this technology was being used by the Department and
522 shared networks in compliance with Utah State law, that it was constitutionally based, regular
523 audits and training were conducted, crimes were prevented and solved with the assistance of
524 ALPR, was only used for legal reasons, data was not released to a non-criminal entity until the
525 case was closed, they only partnered with LPR companies that met the highest guidelines, in a

data breach the information divulged was already public information, and society was giving nothing up with the use of ALPR cameras as the data gathered was not subject to any constitutional protection of privacy.

Chief Black shared a video in which Flock cameras were utilized to find a vehicle involved in a child abduction. Councilmember Smoot said that this played into the worst case scenario and was unfair as individuals in that situation would give up every freedom to recover their child.

Mayor Horrocks mentioned that the other worst case scenario was one cop may abuse the system.

Councilmember Jackson spoke on the COVID issue and the worst case scenario of a governor threatening individuals from gathering together. Mayor Horrocks said that at that point the City Council would remove the cameras from the City to prevent that scenario from occurring.

Chief Black said if it got to that point he would come to the City Council and request the removal of the cameras. He gave the scenario of a law requiring the removal of firearms from residents and said the Police Department would not enforce that. He noted that if this tool was used properly, it was a very valuable tool for public safety. He pleaded with the Council not to take the use away from the Department that was entrusted with protecting public safety.

Mayor Horrocks commented that everyone shared the same concerns and spoke on the fact that the 20th century was known for murder, particularly by their own government. He said there was a legitimate concern about surveillance. He spoke on an incident related to Hatch Park in which a woman was murdered and the criticism of the City due to fake cameras in the park. He noted how there were two sides to every equation related to surveillance.

Mayor Horrocks said there may be new laws per the Legislature next year and how the City could always remove the cameras.

6. PUBLIC COMMENT CONTINUED

Hunter Ensign, resident, shared a posting from Flocksafety.com which stated that “all existing Flock LPRs will soon stream live video and capture clips with a free optional software update. No new hardware, no permits, no extra costs, same lens, same angle and field of view as the LPR. See basic video clips for every plate read. Zero lift for your team. Free and optional to opt in.” He noted that while Flock cameras helped solve crimes and recover stolen vehicles that the problem was that if it was good at tracking down criminals then it was also good at tracking down regular citizens. He continued that these cameras took pictures of your route and your

vehicle including distinguishing marks or political stickers which was all searchable. He concluded that the Amazon database included every American's location history which did not feel American to him but rather ripe for abuse.

Councilmember Knowlton asked about next steps. Mayor Horrocks suggested waiting to see what emerged from the next Legislative session.

Councilmember Smoot commented that it felt disingenuous to wait until February to address this again. She said that the driver for this was law abiding citizens that feared that one day the information could be weaponized against them. She suggested that each Councilmember take a position even if the majority wanted to wait until the legislative session next year to address it.

Councilmember Clayton thanked the Chief for the information presented. She said people shared similar information on social media including their location, children's school information, etc. and the disconnect between worrying about LPR cameras and not what information they were sharing online.

Councilmember Van Langeveld noted that she had additional questions for the Chief and was in favor of keeping this item open. She suggested a future agenda item to continue the discussion. She noted that the contract with Flock would have to be renewed at some point and then need a vote from the Council to affirmatively approve.

Councilmember Jackson said technology was a cost benefit analysis. She spoke on how the cameras were being used as a positive tool for many things right now but there was an overarching ethical and moral question as well. She noted that the Legislature may have guardrails but noted the bigger question was if regular citizens would be deemed enemy to the state and what direction this could go. She was in favor of revisiting this item and continuing to obtain public feedback.

Ken Leetham commented that the purpose was to shine light on this and said this issue had a high level of public interest. He noted good observations were made by the City Council. He added that he had been in public service for 38 years and how this felt different than any other time in his discussions with the public. He said that the City staff cared deeply about the public's constitutional rights and rights to privacy and that we are trying to weigh that against our duty to keep the public safe.

7. CONSENT AGENDA ITEMS:

- a. CONSIDERATION OF RESOLUTION 2026-41R: A RESOLUTION
AMENDING THE CITY'S COMPREHENSIVE FEE SCHEDULE RELATED

TO EAGLEWOOD GOLF COURSE AND EVENT CENTER FEES
EFFECTIVE JANUARY 1, 2027

A resolution amending the City's comprehensive fee schedule related to Eaglewood Golf Course and event center was approved.

b. APPROVAL OF CITY COUNCIL MINUTES

The City Council minutes of August 18, 2026 were reviewed and approved as amended.

Councilmember Clayton requested a change to word tense on line 770 from "fell" to "falls."

Councilmember Jackson moved that the City Council approve the consent agenda as presented. Councilmember Smoot seconded the motion. The motion was approved by Councilmembers Clayton, Jackson, Knowlton, Smoot, and Van Langeveld.

8. PUBLIC HEARING AND CONSIDERATION OF RESOLUTION 2026-40R: A
RESOLUTION ADOPTING AMENDMENTS TO THE 2026-2027 FISCAL YEAR
BUDGETS

Heidi Voordeckers reported that this budget amendment recognized new revenue streams and capital projects that were not considered in the original fiscal year 2027 budget. She continued that the spend down of fund balance proposed was a net of \$768,760. She noted that \$720,000 of that was for road surfacing projects that happened to fall right in the middle of the construction cycle and were not completed by June 30th. She said the projects would be completed in fiscal year 2027.

Ms. Voordeckers reviewed the General Fund and recognized the grant for the school resource officer of \$70,000, contributions of \$25,000 from the Call Foundation for the tree program, and \$2,000 from tuition reimbursement to the police department for a net change of \$95,000 increase to the General Fund. She spoke on the Parks Capital Projects including the City Hall South Park (triangle) project adjustment of \$250,000 per the August 18th City Council approval. She continued with the Road Capital Projects Fund with \$720,000 rolled over from FY 2026 and the additional \$10,000 funding plus \$13,800 in design fees for a total of \$23,800 for the Eagleridge Drive landscaping project.

Ms. Voordeckers reported on the Storm Water Fund and a drainage project from the Capital Facilities plan for fiscal year 2028 to take advantage of cost sharing with Albertsons for a total of

\$100,000. She concluded with the Golf Fund including changes related to new golf carts with a net positive of \$230,040.

Heidi Voordeckers clarified that the storm drain project was related to property that the City acquired from the County and drainage needs in the industrial park. The Council asked about the location of Albertsons and Ken Leetham responded that it was a Distribution Center in the industrial park. He said the project included an upgrade to the storm drain pipe.

Sherrie Pace commented that the City needed a storm drain project in this area and that Albertson's had approached the City about redoing the grading on their property and fixing the drainage. She continued that it happened to tie in to where the City wanted to place a storm drain line so the determination was made to partner on the project to increase the storm drainage line along with their storm drainage.

Mayor Horrocks opened the public hearing at 9:20 p.m.

There were no public comments.

Mayor Horrocks closed the public hearing at 9:21 p.m.

Councilmember Clayton moved that the City Council approve Resolution 2026-40R: a resolution approving and adopting amendments to the 2026-2027 General Fund, Parks Capital Projects, Road Capital Projects, Storm Water, and Golf Fund Budgets.

Councilmember Van Langeveld seconded the motion. The motion was approved by Councilmembers Clayton, Jackson, Knowlton, Smoot, and Van Langeveld.

9. FINANCIAL REPORT FOR FOURTH QUARTER OF FISCAL YEAR 2026

Mayor Horrocks noted that this item would be rescheduled to the September 15th City Council meeting.

10. REVIEW OF THE PROPOSED TOWN CENTER URBAN DESIGN STANDARDS

Sherrie Pace reported that staff, the Planning Commission, and the consultant had been working on the Town Center Urban Design Guidelines for seven months. She continued that the Planning Commission held a public hearing last week which approximately 50 residents attended and 16 public comments were received. She said the majority were in favor of the adoption of the guidelines. She provided the final draft for consideration which included five subdistricts each with defined streetscapes, standards for parking, setbacks, building heights, facades, prohibited

and permitted uses, landscaping, etc. She proposed that this item would be placed on the City Council agenda in two weeks for consideration.

Councilmember Jackson shared one concern related to the allowance of seven stories in certain subdistricts. She asked for more information and deliberation on that item. Sherrie Pace replied that the consultant would attend the next meeting and explain the site study and reasoning behind the recommended minimum and maximum heights.

Councilmember Van Langeveld acknowledged the level of work that had gone into preparing these standards. She suggested that this item be placed on the next City Council agenda for review followed by approval at a later date.

Councilmember Knowlton said the Council could approve this at the next meeting or make the decision to table it until a later date.

Councilmember Van Langeveld commented that in general for substantive changes like this that collaboration should occur in public meetings and recommended having this item on the agenda for the next meeting and then voting in another meeting following that review. Councilmember Smoot was in agreement and said councilmembers should never feel bad about tabling an item or requesting more time to consider an item that was significant such as a general plan or code.

11. DISCUSSION OF ACTION ITEMS

The action items list was reviewed. Completed items were removed from the list.

12. COUNCIL REPORTS

Councilmember Jackson thanked staff for their efforts in completing action items. She also commended Karyn Baxter for resolving an issue with detours and a contractor.

Councilmember Van Langeveld provided an update from the Health and Wellness Committee and noted that there had been nine applicants for the neighborhood block parties. She noted that half had requested a City official attend the party including an officer, staff, and Parks and Trails Committee members.

Councilmember Jackson asked to be kept updated on the neighborhood block parties for future voting purposes. Ken Leetham replied that staff could share the spreadsheet where this information was being tracked with the Council.

Councilmember Van Langeveld asked for an agenda item related to a Planning Commission update or being added to the Commission agenda emails.

13. CITY ATTORNEY'S REPORT

Todd Godfrey had nothing to report.

14. MAYOR'S REPORT

Mayor Horrocks reported that the regional center in North Salt Lake of the LDS Church would be demolished. He said it was originally zoned as a musical venue and asked about future owners of the property. Sherrie Pace replied that staff met with a representative from the church who informed them that the building would be demolished and that there were no plans to sell the property at this time. She noted that the investment required to bring the building up to current earthquake and fire standards outweighed the value of the property. She requested that the property owner meet with the City before listing the property for sale to review appropriate land uses and review the potential for RDA or other economic development incentives.

15. CITY MANAGER'S REPORT

Ken Leetham reported on the annual Utah League of Cities and Towns convention in October. He noted it would be held in Salt Lake. He asked the Council to notify staff if they would like to attend. He reminded the Council that the September 15th meeting would be held at the Foxboro North Clubhouse. Mr. Leetham also said staff had a preconstruction meeting on the parcel to the south of City Hall with construction commencing on September 2nd. He mentioned that there were three water leaks tonight which was why several members of staff had been excused. He noted that one employee was injured onsite.

Councilmember Smoot requested an agenda item related to providing a donation to the Bountiful Davis Arts Center. She clarified that the City had not donated to the BDAC in 2026. Ken Leetham replied that this could be placed on the next agenda and said staff could provide a history of the City's donations to the BDAC and ensuring that only one donation was made in the fiscal year.

16. ADJOURN

Mayor Horrocks adjourned the meeting at 9:47 p.m.

758 *The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday*
759 *September 15, 2026 by unanimous vote of all members present.*

760

761

762

763 _____
 Brian J. Horrocks, Mayor

Wendy Page, City Recorder



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Sherrie Pace, Community Development Director

DATE: September 15, 2026

SUBJECT: Consideration of Ordinance 2026-08, an ordinance amending Title 10, Land Use Ordinance adopting Chapter 23, North Salt Lake Town Center Urban Design Standards, amending Chapter 19, Specific Use Standards, Chapter 1, Section 29, Definitions and amending the City Zoning Map to designate the Town Center Zone

RECOMMENDATION

The Planning Commission recommends approval to the City Council the proposed amendments to the City Code, Title 10, Chapter 23 (Town Center Urban Design Standards), Chapter 19 (Specific Use Standards), Chapter 1, Section 39 (Definitions) and the adoption of Town Center Zone Map with the following 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.

BACKGROUND

Over the last year, the Planning Commission and City Staff have worked with VODA Landscape + Planning to draft a new Town Center Zoning District containing Urban Design Standards to guide any future development in the area. The intent of the new zone is to create consistent and predictable design requirements that will implement the vision for the Town Center Master Plan, creating a vibrant, walkable, and attractive Town Center for North Salt Lake. The Planning Commission has conducted three separate work sessions with VODA from February to August, and the City Council has had one previous progress update.

The standards include building design standards for materials, architectural style, façade requirements, etc. and urban design standards for block and building layouts, trail connections,

shared public parking locations, future transit stops, landscaping, public art, plazas and streetscape design, etc.

In addition to the code amendments specifically contained in the new Chapter 23, Urban Design Standards, additional code amendments are needed in Chapter 19, Specific Use Standards and Chapter 1, Section 39, Definitions. The Specific Use Standards are proposed to be amended to contain requirements for Outdoor Dining, Artisan Industry, and Temporary (Itinerant) Uses. Chapter 1 adds definitions for various terms used within the Town Center Code.

The Planning Commission held a public hearing on August 25, 2026. Staff mailed approximately 700 notices of the hearing sent to every property within the Town Center boundaries and to property owners who are within 300 feet of the boundary. City staff received approximately 12-15 calls or emails to obtain additional information. The Hearing was well attended with approximately 40-50 people. Public comment was received from 16 residents or business owners. The majority of the comments were in support of the proposed Town Center Code. Other comments received voiced concern regarding maximum building height adjacent to their property and possible impact on existing businesses if Highway 89 were to be widened to accommodate the proposed streetscape types included in the standards.

The Planning Commission made a recommendation to the City Council for the approval of the proposed Town Center Urban Design Standards and Town Center Subdistrict Zone Map with a condition to amend the proposed map to change 3 parcels on Center Street from Core District to Neighborhood Transition per a request from a property owner. They also conditioned the recommendation on correction of a clerical nature to correct typos and numbering. Those corrections have been completed by the consultant and are attached with the proposed Ordinance 2026-08.

PROPOSED MOTION

I move that the City Council approve Ordinance 2026-08, an ordinance amending the City Code, Title 10, Chapter 23 (Town Center Urban Design Standards), Chapter 19 (Specific Use Standards), Chapter 1, Section 39 (Definitions) and the adoption of Town Center Zone Map with the following 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.

Attachments

- 1) Ordinance 2026-08
- 2) Exhibit A: Town Center Urban Design Standards, including Town Center Zone Map and amendments to Chapter 19 Specific Use Standards and Chapter 1 related to Definitions.

ORDINANCE 2026-08

**AN ORDINANCE AMENDING THE CITY OF NORTH SALT LAKE ZONING MAP
REZONING PROPERTY WITHIN THE NORTH SALT LAKE TOWN CENTER AND
ADOPTING TITLE 10, CHAPTER 23 NORTH SALT TOWN CENTER URBAN
DESIGN STANDARDS AND ALSO AMENDING TITLE 10, CHAPTER 1, SECTION 39
DEFINITIONS AND CHAPTER 19, SPECIFIC USE STANDARDS**

WHEREAS, the City of North Salt Lake is an incorporated city in Davis County Utah; and

WHEREAS, the North Salt Lake Council ("*Council*") met in a regular session on September 15, 2026, to consider, among other things, amending Title 10 of the North Salt Lake Municipal Code for the purpose of adoption of the Town Center Urban Design Standards and associated Town Center Zone Map; and

WHEREAS, Utah Code Ann. § 10-20-503 provides that the Council may amend any provisions of a land use regulation; and

WHEREAS, North Salt Lake ("City") has adopted the Uniform Land Use Ordinance of North Salt Lake, Utah ("Land Use Ordinance"), and

WHEREAS, City staff has recommended that the Council amend the Land Use Ordinance for the purpose amending Title 10 to include Chapter 23 Town Center Urban Design Standards, Chapter 1 Section 39 Definitions, and Chapter 19 Specific Use Standards; and

WHEREAS, Utah Code Ann. § 10-20-502 provides the planning commission shall provide notice as required by Subsection 10-20-205(1)(a) and, if applicable, Subsection 10-20-205(4) and hold a public hearing on the proposed land use ordinances; and

WHEREAS, on August 10, 2026, the required notice informing the public of potential amendments to various provisions of Title 10 was published and mailed to all affected entities and property owners in accordance with City Code; and

WHEREAS, on August 25, 2026, the planning commission held the required public hearing with respect to amending Title 10 of the North Salt Lake Municipal Code; and

WHEREAS, at the August 25, 2026 planning commission meeting, the planning commission unanimously recommended amending Title 10 of the North Salt Lake Municipal Code for the purpose of adopting the North Salt Lake Town Center Urban Design Standards and Town Center Zone; and

WHEREAS, the North Salt Lake Code of Ordinances provides among other things

that before adopting any such amendment, the Council shall consider the application during a public meeting which has been properly noticed in compliance with the provisions of Title 52, Chapter 4, of the Open and Public Meetings Act; and

WHEREAS, on September 15, 2026, the Council considered amending Title 10 of the North Salt Lake Municipal Code for the purpose of establishing urban design standards for the City's Town Center.

WHEREAS, the City Council finds it is in the best interest of the municipality and the general health, safety and welfare of the public to adopt urban design standards for the development of the City's Town Center.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of North Salt Lake, Utah, that Title 10 of the North Salt Lake Municipal Code be amended as attached in Exhibit A and the City of North Salt Lake Zoning Map be amended as contained therein.

Section 1. Zoning Map Amendment. The City of North Salt Lake Zoning Map is hereby amended to change the properties within the designated Town Center as contained within the Town Center Urban Design Standards, including Town Center Subdistricts.

Section 2. City Code Amendment. Pursuant to Utah Code 10-20-503, Title 10 Land Use Ordinance is hereby amended as contained in the attached Exhibit "A".

Section 3. Effective Date. This ordinance shall be effective immediately upon posting as required in Utah Code 10-3-713.

APPROVED AND ADOPTED by the City Council of the City of North Salt Lake, Utah, this 15th day of September, 2026.

CITY OF NORTH SALT LAKE
By:

BRIAN J. HORROCKS
Mayor

ATTEST:

WENDY PAGE
City Recorder

City Council Vote as Recorded:

Council Member Clayton	_____
Council Member Jackson	_____
Council Member Knowlton	_____
Council Member Smoot	_____
Council Member Van Langeveld	_____

TITLE 10 CHAPTER 23

TOWN CENTER URBAN DESIGN STANDARDS



Figure 1.1 - North Salt Lake Town Center development.

10-23-1.

A. PURPOSE

The purpose of the North Salt Lake Town Center Urban Design Standards is to establish a clear and consistent framework for building form that shapes a cohesive, recognizable, and vibrant community core. Building form is the primary tool through which the Town Center's identity is expressed—defining how structures relate to streets, frame public spaces, and create a lasting sense of place.

B. BUILDING FOCUSED

These standards guide the massing, scale, orientation, and architectural articulation of buildings to ensure they contribute positively to the public realm. By emphasizing consistent street edges, active ground floors, and appropriately scaled building heights, the standards help create a comfortable, pedestrian-oriented environment that encourages walking, gathering, and daily activity. Buildings are expected to define and enclose streets and public spaces, reinforcing a sense of spatial clarity and urban character.

Careful attention is given to transitions in scale, ensuring that larger buildings are thoughtfully integrated with adjacent neighborhoods while

maintaining the Town Center's intensity and vitality. Design elements such as façade articulation, transparency, and high-quality materials are required to add visual interest, reduce perceived mass, and create engaging street-level experiences.



Figure 1.2 - Example of how building height, massing, articulation, and ground floor activation contribute to a high quality urban environment.

Together, these building form standards establish a strong physical framework that supports mixed-use development, economic activity, and long-term adaptability. More importantly, they create a distinctive and memorable environment—one where architecture and urban form work together to reflect the character of North Salt Lake City and foster a true sense of place for residents, businesses, and visitors alike.

10-23-2. SUBDISTRICTS

A. TOWN CENTER AREA BOUNDARY

These urban design standards apply only to the Town Center area as shown in Figure 2.1, the Town Center Subdistricts Map.

B. SUBDISTRICTS

The Town Center area is divided into 5 subdistricts as shown in Figure 2.1, the Town Center Subdistricts Map.

1. A subdistrict is a group of specific parcels to which the same urban design standards are applied. The standards vary between subdistricts according to the location, goals, and purpose of each subdistrict within the spatial and functional hierarchy of the Town Center area.
2. The five subdistricts are:
 - a. Core Center (CO)
 - b. Boulevard (BD)
 - c. South Boulevard (SB)
 - d. Neighborhood Transition (NT)
 - e. Park Neighborhood (PN)
3. P Districts: All P District development agreements remain in effect and are unchanged by these Urban Design Standards.



Figure 2.1 - North Salt Lake Town Center Subdistricts map

10-23-3. FRONTAGE

A. STREETSCAPE TYPES

Streetscape types regulate the pedestrian realm of a street right-of-way (ROW) and define the spatial relationship between the street and building. Streetscape types each have different requirements as shown in Figures 3.1 to 3.6 and Tables 3.1 to 3.5.

1. The streetscape types map, Figure 3.1, indicates where each streetscape type is required within the Town Center boundary.
2. The pedestrian realm is the area located between the back of the curb and the outside edge of the sidewalk or landscaped buffer.
3. The Setback Zone (SBZ) is measured from the outside edge of the pedestrian realm which may not coincide with the ROW/private property line boundary.
 - a. This provides a consistent streetscape across the varying, unaligned ROW/property lines from parcel to parcel.
 - b. If the ROW/property line boundary lies within the pedestrian realm defined by each streetscape type, the property owner shall dedicate that portion of their property for public use.
4. Existing above ground utility lines within the streetscape area shall be buried as part of all new streetscape construction and coordinated with the appropriate city department and utility provider. Where burial is not feasible the development will be required to enter an agreement with the city to pay a fee-in-lieu for future utility burial costs and install underground conduit to facilitate future utility burial.
5. All utility service boxes and required clearances shall be identified and approved by the utility provider prior to site plan approval. Service boxes shall be located outside of required clear view areas and placed to avoid the displacement of landscaping, lighting, pedestrian access or other streetscape elements. Where feasible, all utility service boxes shall be placed below ground. Ground mounted utility boxes shall be screened from view by a wall, fence, or landscaping when visible from a public right of way. Ground mounted utility boxes shall not be permitted within a public right of way or within the SBZ.

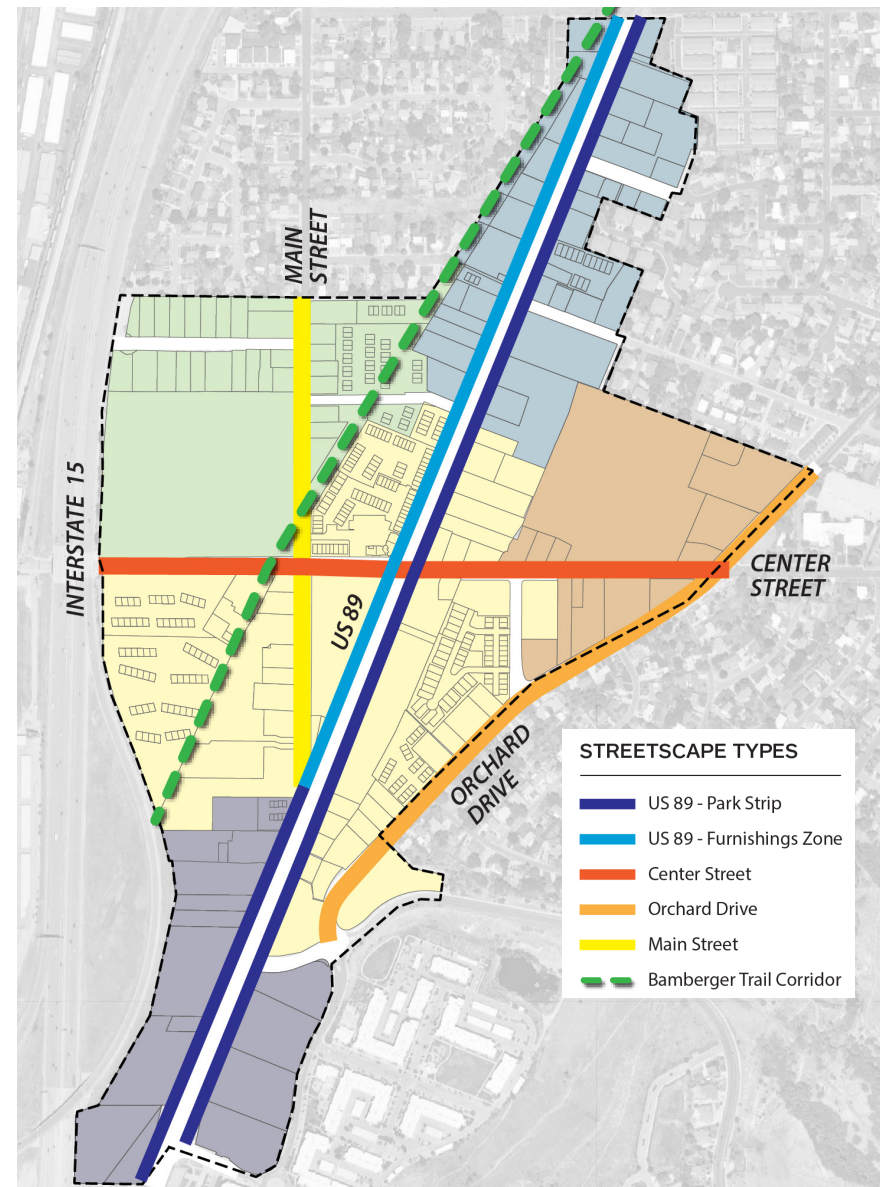


Figure 3.1 - North Salt Lake Town Center streetscape types map

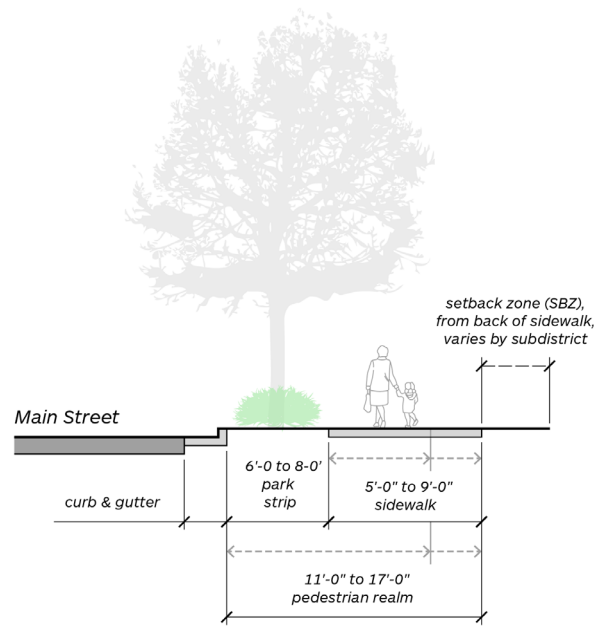


Figure 3.2 - Main Street Typical Streetscape section

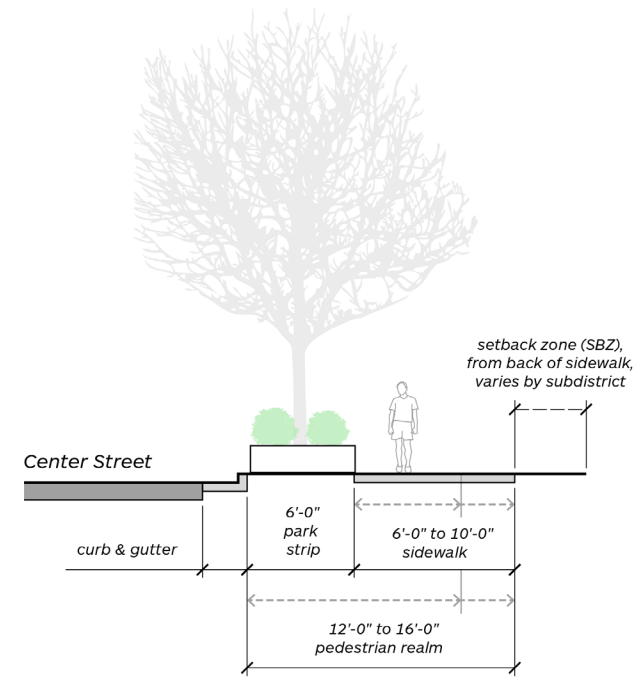


Figure 3.3 - Center Street Typical Streetscape section

Table 3.2 - Main Street Typical Streetscape Requirements		
PEDESTRIAN REALM		
1. Sidewalk		5' to 9'
Park Strip	2. Width	6' to 8'
	3. Street Trees	Planted along park strip center line, evenly spaced at 30' on center, in accordance with city ordinance, Chapter 9, Community Forestry, Medium Tree List
	4. Pedestrian Street Lights	Fixture type and install requirements defined in NSL Streets Standards Manual
	5. Landscaping	Required: water efficient low-maintenance ornamental plants, pedestrian street lights, no lawn As Needed: street signage, utilities, public art, bollards All landscaping in accordance with city ordinance, Chapter 22, Water Efficient Landscape Standards.

Table 3.3 - Center Street Typical Streetscape Requirements		
PEDESTRIAN REALM		
1. Sidewalk		6' to 10'
Park Strip	2. Width	6'
	3. Street Trees	Planted along park strip center line, evenly spaced at 30' on center, in accordance with city ordinance, Chapter 9, Community Forestry, Medium or Large Tree List, in tree grates or raised planters
	4. Pedestrian Street Lights	Fixture type and install requirements defined in NSL Streets Standards Manual
	5. Landscaping	Required: water efficient low-maintenance ornamental plants, pedestrian street lights, no lawn As Needed: street signage, utilities, public art, bollards All landscaping in accordance with city ordinance, Chapter 22, Water Efficient Landscape Standards.

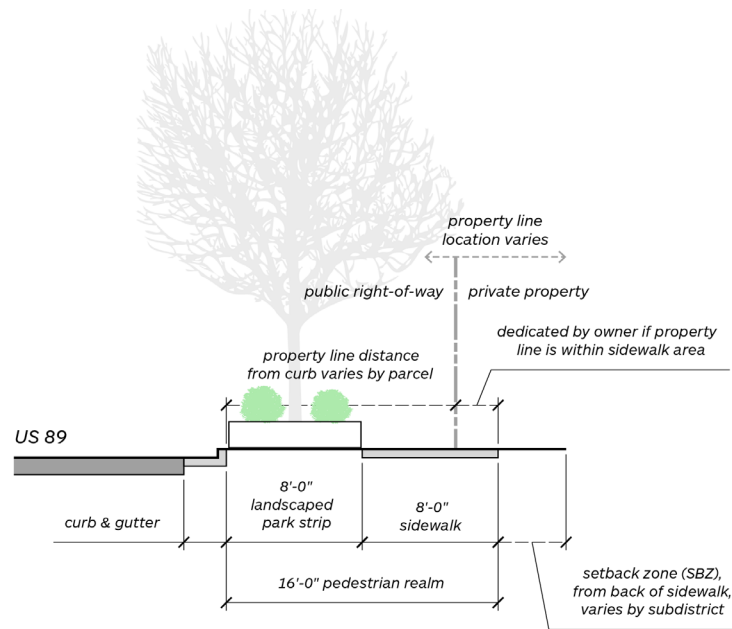


Figure 3.4 - US 89 Park Strip Streetscape section

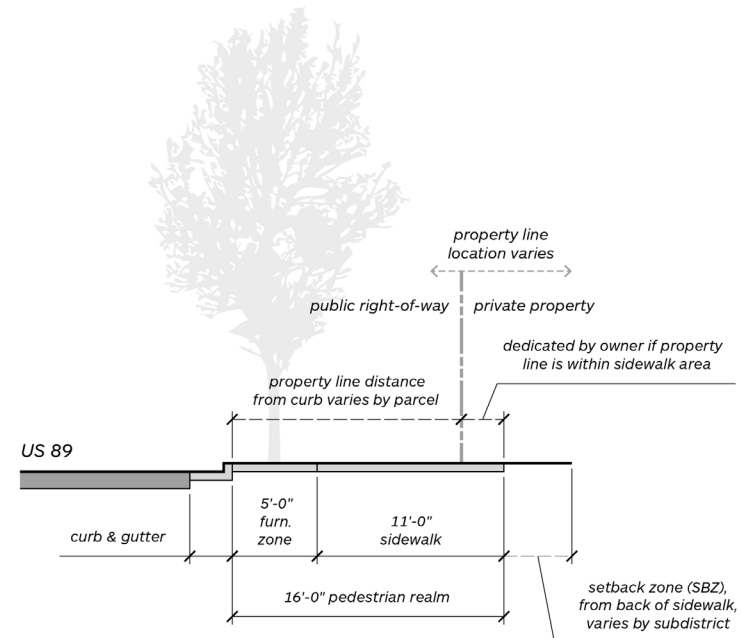


Figure 3.5 - US 89 Furnishings Zone Streetscape section

Table 3.4 - US 89 Park Strip Streetscape Requirements

PEDESTRIAN REALM		
1. Sidewalk		8'
Park Strip	2. Width	8'
	3. Street Trees	Planted along park strip center line, evenly spaced at 30' on center, in accordance with city ordinance, Chapter 9, Community Forestry, Medium Tree List, optionally in tree grates or raised planter
	4. Pedestrian Street Lights	Fixture type and install requirements defined in NSL Streets Standards Manual
	5. Landscaping	Required: water efficient low-maintenance ornamental plants, pedestrian street lights, no lawn As Needed: street signage, utilities, public art, bollards All landscaping in accordance with city ordinance, Chapter 22, Water Efficient Landscape Standards.

Table 3.5 - US 89 Furnishings Zone Streetscape Requirements

PEDESTRIAN REALM		
1. Sidewalk		11'
Furnishings Zone	2. Width	5'
	3. Street Trees	Planted along park strip center line, evenly spaced at 30' on center, in accordance with city ordinance, Chapter 9, Community Forestry, Small Tree List
	4. Pedestrian Street Lights	Fixture type and install requirements defined in NSL Streets Standards Manual
	5. Landscaping	Required: pedestrian street lights, benches, litter bins As Needed: street signage, utilities, public art, bollards All landscaping in accordance with city ordinance, Chapter 22, Water Efficient Landscape Standards.

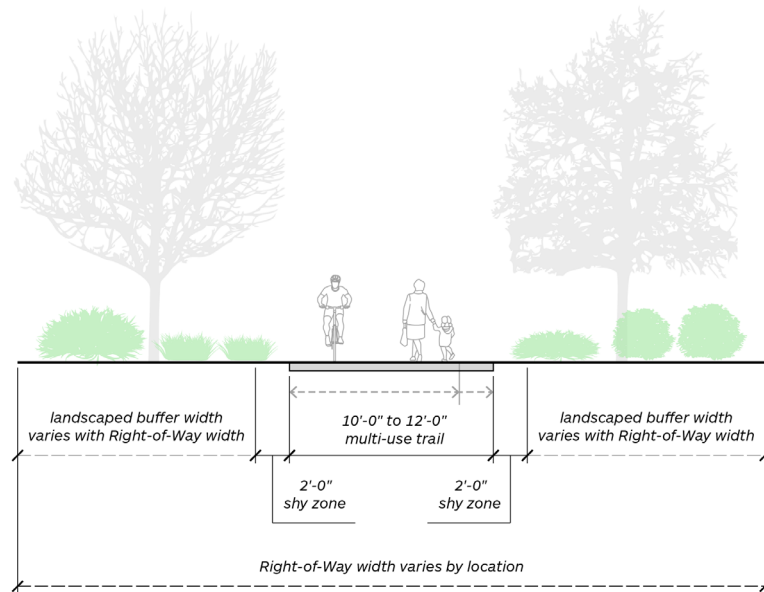


Figure 3.6 - Bamberger Trail Corridor section

Table 3.6 - Bamberger Trail Corridor Requirements		
1. Multi-Use Path		10' to 12' with 2' shy zones (no benches etc.)
Landscaped Buffers	2. Width	varies by corridor Right-of-Way width, on each side of multi-use trail
	3. Trees	Planted along buffer center lines; varying species, average of 1 tree/30' of buffer length, unevenly spaced for more natural effect
	4. Pedestrian Lights	Fixture type and install requirements defined in NSL Streets Standards Manual
	5. Landscaping	Required: water efficient low-maintenance ornamental plants, pedestrian lights, no lawn
		As Needed: signage, furnishings, utilities, public art, bollards
All landscaping in accordance with city ordinance, Chapter 22, Water Efficient Landscape Standards.		

B. BUILDING SETBACKS

Building setbacks regulate the location of a building's facades on its site by defining distances from back of curb to each facade. Building setback requirements are shown in Table 3.7.

1. Facades that face a street, either front street or side street, are described as a setback zone (SBZ) which defines the area in which the facade must be located by providing both a minimum and maximum distance from the back of curb.
2. Side and rear yard setbacks are defined as a minimum distance from the property line.
3. Buildings on corner lots must be located on the corner between the front street and side street

C. PARKING SETBACKS

Parking setbacks regulate the location and maximum size of a project's parking facilities by defining distances from property lines to the parking facility area. In the Town Center area, all parking must be located behind the primary building or inside the building footprint, with a minimum 30' deep occupied space along the building frontage.

Driveway requirements are also defined. Parking setback requirements are shown in Table 3.8 and Figure 3.8.

Table 3.7 - Building Setbacks					
SUBDISTRICT	CO	BD	SB	NT	PN
BUILDING SETBACKS					
1. Front Street Setback Zone (SBZ)	0' to 10'	0' to 15'	0' to 15'	5' to 10'	5' to 10'
2. Side Yard Setback Minimum	0'	0'	0'	5'	5'
3. Rear Yard Setback Minimum	10'	20'	0'	20'	20'
CORNER LOT BUILDINGS					
4. Occupation of Corner			required		
5. Side Street Setback Zone (SBZ)	0' to 10'	0' to 15'	0' to 15'	5' to 10'	5' to 10'

Table 3.8 - Parking Site Requirements	
SETBACK (surface lot)	
1. Front Street	30' min.
2. Side Street/Rear Street	10' min.
3. Side	5' min.
4. Rear	5' min.
PARKING DRIVEWAY (surface lot & structured)	
WIDTH	
5. Two-Way	30' max.
6. Right turn in/Right turn out	30' max.
7. One-Way	16' max.
CORNER LOT	
8. Location	side street or rear street
9. Distance from Corner measured fr. point of curvature	50' min.
INTERIOR LOT	
10. Location	shared driveway, rear street, front street as last resort

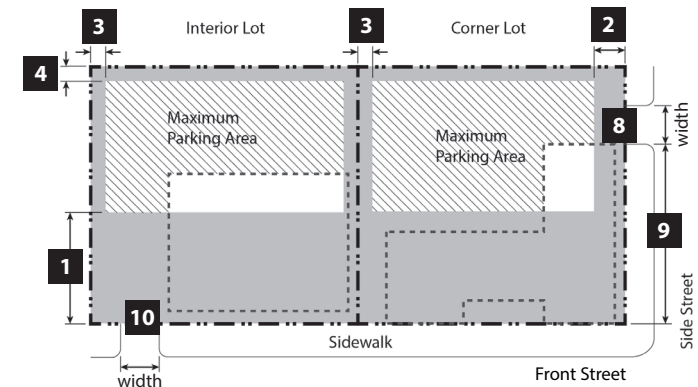


Figure 3.8 - Parking area placement example diagram. Not to scale

D. SETBACK ZONE (SBZ) PEDESTRIAN SPACE

1. SBZ pedestrian spaces are part of a project's site plan and design drawings.
2. Where a building facade is located directly at the back of the sidewalk there is no SBZ pedestrian space requirement.
3. SBZ pedestrian space is permitted according to the SBZ minimum and maximum setback distances in Table 3.9.
 - a. Depth is measured from the back of sidewalk to the building facade, along a line perpendicular to the sidewalk.
 - b. Must be open to the street and shall be open to public use.

Regulations for the SBZ pedestrian space open space type are defined in Table 3.9. All landscaping shall comply with Chapter 22 Water Efficient Standards.

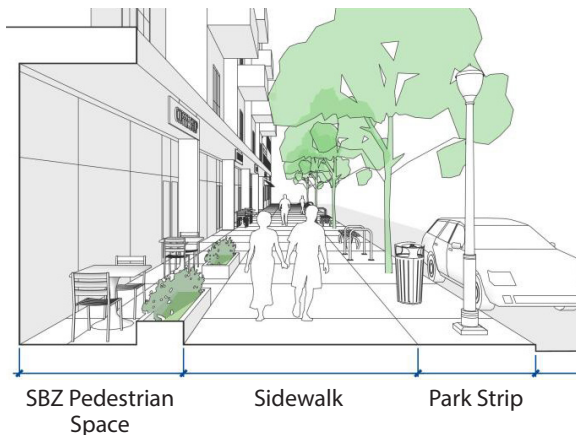


Figure 3.9 - Setback Zone (SBZ) pedestrian space example

Table 3.9 - SBZ Pedestrian Space Requirements		
DIMENSIONS		
1. Minimum Depth		SBZ min. depth
2. Maximum Depth		SBZ max. depth
3. Minimum Width		20'
4. Maximum Width		full width of building facade
IMPROVEMENTS		
5. Permitted Structures		monument, sculpture, water feature, shade structure, stoop or porch
Paving	6. Walkway	required, 1 per pedestrian entrance
	7. Amenity	paving between walkways/driveways as needed for amenities/activities
8. Lighting		permitted: bollard lights, landscaping lights
9. Seating		permitted
Landscaping (all to comply with Ch. 22 NSL Code)	10. Front Street	planted areas to be 0% min. to 40% max. of net SBZ area
	11. Side Street	planted areas to be 0% min. to 80% max. of net SBZ area
	12. Curbing	all planted areas to be enclosed by 6" tall concrete curbing
	13. Plant Coverage	planted areas to be 50% min. live plant coverage at maturity
	14. Lawn	lawn is prohibited in SBZ
	15. Trees	Trees shall be in conformance with Title 7 Chapter 9 Community Forestry
16. Bicycle Facilities		permitted

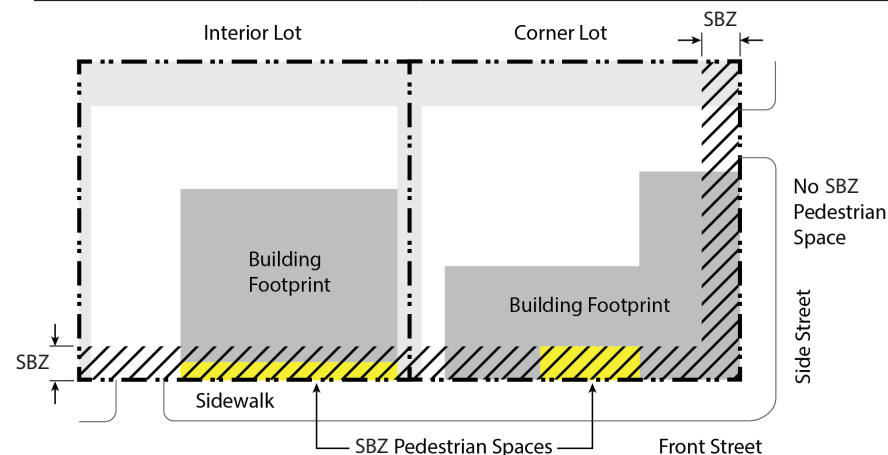


Figure 3.10 - Setback Zone (SBZ) pedestrian space plan diagram

10-23-4. BUILDING HEIGHT

Building heights are regulated by subdistrict and other factors as shown in Table 4.1.

A. HEIGHT

1. Building heights are regulated by a minimum and maximum number of stories.
2. Story heights are regulated by a minimum and maximum height, measured in feet, from finished floor to finished floor.
 - a. Ground story and upper story heights are regulated separately. Roof height is not regulated.

B. STEPBACKS

1. Stepback stories indicates which upper stories must be stepped back from the lower stories.
2. Stepback distance indicates the horizontal distance which the upper story facade must be stepped backward from the lower story facade.
3. Stepback facade indicates which facades must be stepped back.

SUBDISTRICT	CO	BD	SB	NT	PN
1. Minimum Height	3 stories	3 stories	4 stories	2 stories	2 stories
2. Maximum Height	7 stories	6 stories	7 stories	4 stories	4 stories
3. Stepback Stories	not required	3rd and above	not required	3rd and above	3rd and above
4. Stepback Distance	not required	20' min.	not required	20' min.	20'
5. Stepback Facade	not required	rear facades where project site abuts residentially zoned parcels	not required	front facades along Orchard Dr.	not required
6. Ground Story Height	15' min. 20' max.	housing only buildings: 10' min. all other buildings: 15' min. / 20' max.		12' min. / 20' max.	
7. Upper Story Height		10' min. / 12' max.			

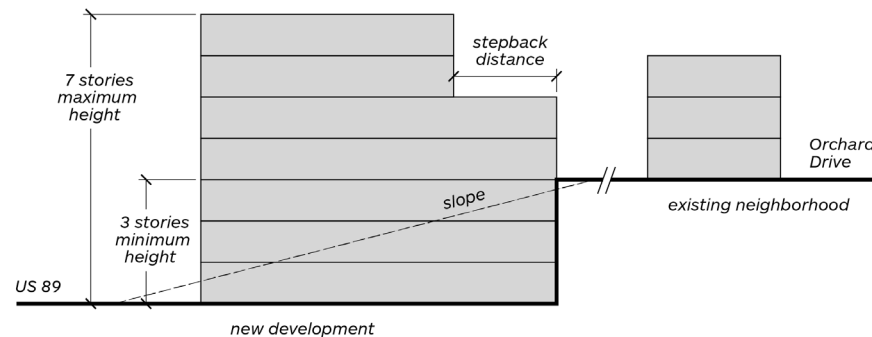


Figure 4.1 - Building section height and stepback on sloped site diagram. Not to scale



Figure 4.2 - Height measuring diagrams

10-23-5. FACADE ARTICULATION

Facade articulation requirements regulate some elements of a building's street facing facade(s). The requirements vary by subdistrict and other factors as shown in Table 5.1.

A. FACADE ARTICULATION

1. Facade length is regulated by property line coverage, which is expressed as a percentage of the length of the street facing property line(s).
 - a. Corner lots have both a front street and side street property line coverage requirement.
2. Facade divisions create distinct sections of the facade by varying architectural elements between each division so as to distinguish important parts of the building and break large facades up into sections of a visually and experientially human scale.
 - a. Each vertical division extends vertically across all stories of the building.
 - (1) Vertical divisions should be used to distinguish between different units in a building such as town houses or multi-unit commercial buildings.
 - b. Each horizontal division extends horizontally across all vertical divisions of a building. Horizontal divisions may coincide with different stories in different vertical divisions

Table 5.1 - Facade Articulation					
SUBDISTRICT	CO	BD	SB	NT	PN
BUILDING LENGTH					
1. Front Street Property Line Coverage		80% min.		60% min.	
2. Side Street Property Line Coverage		50% min.		40% min.	
DIVISIONS					
3. Vertical Facade Divisions	20' to 40' of facade width			15' to 30' of facade width	
4. Horizontal Facade Divisions	within 3' of top of 1st story AND every 3rd story above 1st story				
UPPER FLOOR(S) FENESTRATION					
5. Minimum Transparency		20%		15%	
BUILDING MATERIALS					
6. Primary Material, facade		Maximum 2 primary material types			
7. Secondary Materials, facade		Maximum 2 secondary material types			

given that the number and spacing requirements of horizontal divisions are met.

3. Fenestration refers to the quantity, size, shape, and configuration of openings (windows and doors) in a building facade.
 - a. Transparency refers to the windows in a facade. It is expressed as the total area of all windows as a percentage of the total area of the facade. It is calculated per story and per vertical facade division.
4. Materials: Street facing facades of buildings are allowed no more than two primary building material types. A primary building material is any material covering more than 25% of the building facade.
 - a. Allowed primary materials: Brick, stone, wood panel, composite panel, glass
 - b. Allowed secondary materials: metal, ifis panels, stucco, siding.
 - c. Rear facades allow other material options, but materials such as ifis panels, stucco, or siding may cover no more than 40% of the total rear facade of the building.

10-23-6. USE & GROUND FLOOR ACTIVATION

The ground floor activation requirements regulate various elements of the physical building, site, and how they are used, in order to provide for and promote activity between the street, streetscape, and building. Ground floor activation requirements are shown in Table 6.1.

A. ACTIVE GROUND FLOOR USE

1. USES: Uses within a building are defined by building location, differentiating between ground floor and upper floor uses. Table 6.2 indicates general use categories. Refer to Table 6.3 for prohibited uses.

a. Occupation: The occupied space requirement prevents inactive uses such as storage areas, mechanical rooms, and other typically unoccupied rooms from being located along the front facade and ground floor.

b. Structures: Parking structures may be incorporated into a building only in the basement or rear of any other floor.

2. FACADE ELEMENTS: Three street facade elements are regulated as ground floor activation requirements:

a. Location: Principal entrance location defines

where the building's primary entrance(s) must be located, expressed as a specific facade.

- (1)** Buildings with multiple ground floor units will have multiple primary entrances.
- (2)** Secondary entrance locations are not restricted.

b. Spacing: Entrance spacing regulates the quantity and spacing of primary entrances.

c. Transparency: Ground floor transparency

is regulated separately from upper floor transparency. Transparency refers to the windows in a facade. It is expressed as the total area of all windows as a percentage of the total area of the facade. It is calculated per story and per vertical facade division.

d. Parking location defines the location of parking facilities, either surface or structured.

e. Loading/service entry location defines the

Table 6.1- Ground Floor Activation					
SUBDISTRICT	CO	BD	SB	NT	PN
USE					
1. Ground Floor	retail, office, service, food & beverage, civic, entertainment, hospitality	retail, office, service, food & beverage, hospitality, housing	retail, office, service, food & beverage, hospitality, housing	retail, office, service, housing	service, recreation, civic, housing
2. Upper Floor(s)	housing, hospitality, office	housing, hospitality, office	housing, office	housing, office	housing
3. Required Occupied Space		30' min. from the front facade on all full floors			
4. Parking Within Building		permitted fully in any basement and in rear of all other floors			
STREET FACADE(S)					
5. Principal Entrance Location		required on front facade			
6. Entrance Spacing		1 per each vertical facade division min. / 1 per ground floor unit min.			
7. Ground Floor Minimum Transparency	45%	residential: 20% non-res: 45%	residential: 20% non-res: 45%	residential: 20% non-res: 35%	residential: 20% non-res: 30%
VEHICULAR FACILITIES					
8. Vehicle Access Type	1 driveway or portal per street frontage unless otherwise approved in Section 10-6-2 (B)				
9. Parking Location	rear yard or behind required occupied space or sideyard at minimum 10' behind front street facade of structure				
10. Loading/Service Entry Location		rear yard, side yard only			

location of loading and service entrances and vehicle zones.

B. USE GENERAL REQUIREMENTS

1. GENERAL PROVISIONS

The following provisions apply to the uses outlined in this section:

- a. **PERMITTED MIXED-USES.** Individual buildings may contain more than one use. Use can vary between ground and upper floors of a building.
- b. **SUBDISTRICT PERMISSIONS.** Within each subdistrict, each use is either permitted by right (with some uses limited to upper floors only) or is not permitted.

2. USE TABLE

Table 6.2 outlines the uses in each subdistrict as permitted by one of the following three designations:

- a. **PERMITTED.** These uses are permitted by right and indicated with a "P" in the table.
- b. **PERMITTED IN UPPER STORIES ONLY.** These uses are permitted by right, but only in upper stories of a building, i.e. not in the ground floor. They are indicated with a "U" in the table.
- c. **NOT PERMITTED.** These uses are not permitted and are indicated by an "N" in the table.

Table 6.2 - NSL Town Center Use by Subdistrict						
USE CATEGORY	SUBDISTRICT					SPECIFICS
	CO	BD	SB	NT	PN	
ACCESSORY						
1. Caretaker Residence	P	P	P	P	P	10-19-3(A)
2. Outdoor retail merchandise display	P	P	P	N	P	10-19-3(D)
AGRICULTURAL						
3. Community/Urban Gardens	N	N	N	P	P	10-19-4(A)
ARTISAN INDUSTRY						
4. Studio Space/Gallery/Music Studio	P	P	P	P	P	10-19-9 (C & E)
5. Craftsman, micromanufacturing	P	P	P	P	P	10-19-13 (F)
AUTOMOTIVE						
6. Retail auto parts & accessories	P	P	P	P	N	10-19-5(G)
BANKING						
7. Banks, credit unions, financial	P	P	P	P	P	10-19-3(B) 10-19-6(A)
BUILDING, CONTRACTING & SUPPLIES						
8. Construction services, office	P	P	P	N	P	
9. Retail, home improvement (no outdoor storage)	P	P	P	P	N	10-19-7 (B), 10-19-3 (D)
CIVIC						
10. Libraries, Museums, Postal, Safety	P	P	P	P	P	
EDUCATION, SCHOOLS, TRAINING						
11. Educational training, schools	P	P	P	N	P	
12. Group (dance, martial arts)	P	P	P	P	N	10-19-8 (A)
ENTERTAINMENT						
13. Amusement centers & arcades	P	P	P	P	P	10-19-9(A)
14. Athletic club, fitness, recreation	P	P	P	P	P	10-19-9 (B)
15. Studios, artists, performers	P	P	P	P	P	10-19-9 (E)
GENERAL OFFICE						SPECIFICS
16. General office	U	U	U	P	P	
17. Real estate, sales, leasing agent	P	P	P	P	P	10-19-10(C)
HEALTHCARE						
18. Home healthcare services	P	P	P	N	P	
19. Medical clinic, general, surgical	P	P	P	N	P	

Table 6.2 - NSL Town Center Use by Subdistrict CONT'D						
USE CATEGORY	SUBDISTRICT					SPECIFICS
	CO	BD	SB	NT	PN	
2. Medical spas	P	P	P	P	P	
3. Dental, therapists	P	P	P	P	P	
4. Residential care, assisted living	U	U	U	U	P	10-19-11(B)
HOSPITALITY						
5. Bar Establishment	P	P	P	N	N	10-19-12(A-F)
6. Restaurants, catering, food truck	P	P	P	P	P	10-19-12(A-F)
7. Drive through service	N	N	P	N	N	10-19-12(A-F)
8. Lodging, hotel	P	P	P	P	P	10-19-12 (D)
9. Lodging, short term rental	P	P	P	P	P	10-19-17 (B)
PERSONAL SERVICES						
10. Animal care, boarding (interior)	P	P	P	P	P	10-19-15 (A)
11. Couriers, local delivery	P	P	P	P	P	
12. Salon, spa	P	P	P	P	P	
13. Jeweler, tailor, shoe repair	P	P	P	P	P	
14. Funeral services	P	P	P	P	P	
RELIGIOUS						
15. Churches, religious organization	P	P	P	P	P	10-19-16(A)
16. Volunteer, non-profit	P	P	P	P	P	
17. Charitable org, food pantries	N	P	P	P	N	
RESIDENTIAL						
18. Housing	U	P	P	P	P	
RETAIL TRADE						
19. General retail	P	P	P	P	P	10-19-18(A)
20. Specialty retail	P	P	P	P	P	10-19-18(B)
SOCIAL SERVICES						
21. Child and Youth Services	P	P	P	P	P	10-19-19 (A)
22. Daycare services, child or adult	P	P	P	P	P	10-19-19(A)
TRANSPORTATION & FREIGHT						
23. General transportation services	P	P	P	P	P	10-19-21(A)
UTILITIES						
24. Communications & broadcast	P	P	P	P	P	10-19-22 (A)
25. Temporary Land Uses	P	P	P	P	P	10-19-20

P = Permitted | U = Permitted in Upper Stories Only | N = Not Permitted

*Pursuant to Utah Code 4-41a **Pursuant to Utah Code 10-8-1-41.6

DRAFT: 1 SEPT 2026

Table 6.3 - Prohibited Uses			
1	Air traffic operations and facilities	24	Livestock
2	Appliance Repair or Maintenance	25	Manufacturing & industrial assembly
3	Amusement parks	26	Mining & support services
4	Automotive dealers, maintenance	27	Oil and fuel dealers
5	Automotive lots, repair, storage, repossession	28	Online retail as primary use
6	Automotive Salvage, wholesale	29	Outdoor power equipment (sales, storage, repair)
7	Automotive Service (fuel) Stations	30	Outdoor storage
8	Building Materials Dealers	31	Packaging & labeling services
9	Call Centers, data processing services	32	Passenger aircraft services & helipads
10	Campgrounds	33	Psychiatric, substance abuse hospitals
11	Car washes	34	Racetracks
12	Cemeteries, crematories & mausoleums	35	Recreational vehicle parks
13	Check cashing, quick loans, pawnshops	36	Self storage units
14	Commercial Crop Production	37	Septic tank & related services
15	Commercial laundry, linen supply	38	Sewage treatment services
16	Drive in movies	39	Sexually oriented businesses
17	Energy distribution & generation	40	Specialty hospitals
18	Freight and commodities transportation	41	Storage, indoor climate controlled
19	General warehousing & trade	42	Theater, movie
20	Golf courses, country clubs	43	Tobacco Specialty Sales
21	Hazardous waste collection, treatment	44	Transportation support services
22	Homeless shelters & services	45	Waste collection & storage
23	Hospital, general, surgical	46	Zoos

3. ORGANIZATION

Uses are grouped into general categories and several subcategories.

If a proposed use is not listed in the use tables, the following shall apply:

- a. **UNLISTED SIMILAR USE.** If a use is not listed but is similar in nature and impact to a use permitted within a subdistrict, the city may, through written determination, interpret the use as permitted.
 - (1) The city may require traffic studies, impact studies, or other such inquiries as part of the unlisted similar use determination process.
 - (2) The unlisted use will be subject to any development standards applicable to the similar permitted use.
- b. **UNLISTED DISSIMILAR USE.** If a use is not listed and cannot be interpreted as similar in nature and impact to a permitted use within a subdistrict, the use is not permitted and may only be approved through an amendment of this code.

4. SPECIFIC USE RESTRICTIONS

Specific and additional use regulations for all permitted land uses are located in Chapter 19 of this Title. Compliance with specific use standards, as applicable, as well as all other requirements of this Ordinance, all other Land Use Ordinances, and all other Federal, State, and Local regulations are required for Land Use Application approval, permit, or license required by City Ordinance.

10-23-7. OTHER REQUIREMENTS

A. PARKING

1. APPLICABILITY

This requirements shall apply to all new development and changes in use or intensity of use for existing development, in any subdistrict.

- a. COMPLIANCE:** Compliance with these required standards outlined shall be triggered by the following circumstances:

- (1) Development of all new parking facilities, loading facilities, and driveways.
- (2) Improvements to existing parking facilities, loading facilities, and driveways, including reconfiguration, enlargement, or the addition of curbs, walkways, fencing, or landscape installation.
- (3) Change in use requiring a change in the amount of parking.

1. Site Plan Approval. Parking quantities and parking design and layout shall be approved through the site plan approval process.

2. Landscaping Requirements. Side and rear landscape buffers are required in the side and rear parking setbacks.

2. PARKING REQUIREMENTS

a. General Parking Requirements

- (1) Accessible Parking. Parking facilities

Table 7.1 - Vehicular Parking Requirements by Use & Subdistrict						
USE CATEGORY	PARKING REQUIREMENT					CALCULATION UNIT
	CO	BD	SB	NT	PN	
RESIDENTIAL & LODGING						
1. Multifamily (Studio/1 Bed.)	1.0	1.25	1.0	1.25	1.25	per dwelling unit
2. Multifamily (2 Bedrooms)	1.5	1.75	1.5	1.75	1.75	per dwelling unit
3. Multifamily (3+ Bedrooms)	2.5	2.75	2.5	2.75	2.75	per dwelling unit
4. Hospitality, hotel	1.0	1.0	1.0	1.0	1.0	per room AND
	1.0	1.0	1.0	1.0	1.0	per 200 sq. ft. office & dining
5. Residential Care	0.5	0.5	0.5	0.5	0.5	per rooming unit AND
	0.5	0.5	0.5	0.5	0.5	per employee
CIVIC & INSTITUTIONAL						
6. Assembly (Public & Private)	0.2	0.25	0.25	0.2	0.2	per seat (capacity)
7. Medical/Dental Clinic	1.25	1.5	1.5	1.5	1.5	per treatment room AND
	0.75	1.0	1.0	1.5	1.5	per employee
8. Library/Museum/Post Office	0.75	1.0	1.0	1.0	1.0	per 600 sq. ft.
RETAIL & SERVICE						
12. General Retail	1.0	1.25	1.25	1.0	1.0	per 500 sq. ft.
SERVICE						
13. General Service	0.5	0.75	0.5	0.5	0.5	per 250 sq. ft.
14. Bars & Restaurants	0.5	0.5	0.5	0.5	0.5	per seat (capacity) AND
	0.5	0.5	0.5	0.5	0.5	per employee
OFFICE & CRAFTSMAN						
15. Office/Professional	1.0	1.0	1.0	1.0	1.0	per 250 sq. ft.
16. Craftsman	1.0	1.0	1.0	1.0	1.0	per 500 sq. ft. retail space AND
	1.0	1.0	1.0	1.0	1.0	per 1,000 sq. ft. production space

accessible for persons with disabilities shall be in compliance with, or better than, the standards detailed in the ADA Accessibility Code, including quantity, size, location, and accessibility found in NSL ordinance Chapter 10-6-4.

- (2) **Approved Unlisted Uses.** For a use not specifically addressed in these standards, the city is authorized to apply off-street parking standards specified for the use deemed most similar to the proposed use or similar use listed in 10-6-5. In instances where an equivalent may not be clearly determined, the city may require the applicant to submit a parking study or other evidence that will help determine the appropriate requirements.
- (3) **EV Charging Stations.** Charging facilities, or space to accommodate future charging facilities, shall be included in multi-family, commercial, and mixed use developments. 5% of the total of all parking stalls are required to have an EV charging station, with an additional 20% of parking stalls required to be EV-capable (conduit installed for future EV station expansion).

b. Required Vehicular and Bicycle Parking

- (1) Parking requirements are organized by use and subdistrict.
- (2) Parking requirements are provided by

use sub-category and subdistrict; these numbers are applicable for all of the uses within each sub-category.

- (3) The parking requirement columns in Table 6.1 indicate maximum or minimum required off-street parking ratios, which may be subject to credits and other reductions, as detailed in this section.
- (4) **Bicycle public parking facilities** shall be a bike rack firmly affixed to a wall, building, sidewalk, or other permanent structure. One bike rack with capacity for four bikes is required per 200 feet of street frontage of the project (rounded up to one required rack if project has less than 200 feet of frontage).
- (5) **Bicycle storage.** Each project is required to have one bike room for secured, longer term bike storage. Multifamily developments will provide bike storage capacity equal to 5% of the required vehicle parking for the project.
- (6) **Computation.** Off-street parking spaces shall be calculated using the following information:
 - (A) **Area Measurements.** The following units of measurements shall be utilized to calculate parking requirements.
 - (B) **Dwelling/Rooming Unit.** Parking standards for residential uses shall

be computed using dwelling unit, rooming unit, or room as the unit of measure, unless otherwise stated.

- (C) **Occupancy- or Capacity-Based Measurements.** Parking spaces required per available seat or per employee, student, or occupant shall be based on the greatest number of persons on the largest shift, the maximum number of students enrolled, or the maximum fire-rated capacity, whichever measurement is applicable.
- (D) **Bench Seating.** For uses in which users occupy benches, pews, or other similar seating facilities, each linear 2' of such seating shall be counted as one seat.
- (7) **Fractions.** When computation of the number of required off-street vehicular parking spaces results in a fractional number, it shall be rounded up to the next consecutive whole number.
- (8) When there are multiple uses on a lot, spaces shall be calculated as an amount equal to the combined requirements for all uses on the lot.
 - (A) This calculation is not necessary when the city has approved a shared parking agreement.

c. Shared Use Parking Reductions

The following reductions may be taken for multiple

non-single family uses:

- (1) Shared vehicular parking is an arrangement in which two or more non-residential uses with different peak parking demand times use the same off-street parking spaces to meet their off-street parking requirements.
- (2) General Provisions. After reviewing the site plan, the city administrator may permit up to 100% of the parking required for a daytime use to be supplied by the off-street parking spaces that are also provided for a nighttime or Sunday use, and vice versa.
- (3) Approval. In order to approve a shared parking arrangement, city planning staff must find, based on sufficient competent evidence provided by the applicant, that there is no substantial conflict in the principal operating hours of the uses for which the sharing of parking is proposed. Approved shared parking lots that straddle a side or rear lot line, occupying portions of each lot on either side of the lot line, are exempt from the parking lot setback requirements along that lot line.
- (4) Peak Time Shared Parking Uses. The following uses are considered predominantly weekday uses: office and industrial uses and other similar uses as authorized by the city administrator. The

Table 6.2 - Shared Parking Reduction Calculation Table

USE CATEGORY OR TYPE	WEEKDAYS			WEEKENDS		
	Midnight 7:00 am	7:00 am 6:00 pm	6:00 pm Midnight	Midnight 7:00 am	7:00 am 6:00 pm	6:00 pm Midnight
1. Residential	100%	50%	80%	100%	80%	80%
2. Hospitality	100%	65%	100%	100%	65%	100%
3. Retail & Service	5%	100%	80%	5%	100%	60%
4. Place of Worship	0%	30%	50%	0%	100%	75%
5. Theater/Entertainment	5%	30%	100%	5%	80%	100%
6. Bars & Restaurants	50%	70%	100%	70%	60%	100%
7. Office/Professional	5%	100%	5%	5%	5%	5%

following uses are typically considered predominantly nighttime or Sunday uses: bars and restaurants, assembly uses, and other similar uses with peak activity at night or on Sundays.

- (5) Shared Vehicular Parking Reduction. When two or more categories of non-single family residential uses share a parking lot and are located on the same lot or adjacent lots, the following applies:
 - (A) Reduction Calculations. Shared parking reductions will be approved in accordance with the following:
 - (i) For each applicable use category, calculate the number of spaces required as if it were the only use.
 - (ii) Use the figures for each individual use to calculate the number of spaces required for that use for

each time period specified in Table 6.2. This table establishes six time periods per use.

- (iii) For each time period, add the number of spaces required for all applicable uses to obtain a grand total for each of the six time periods.
- (iv) Select the time period with the highest total parking requirement. This is the total number of parking spaces required for the shared parking reduction.
- (v) Uses in Different Buildings. After reviewing the site plan the city administrator may approve the shared parking reduction agreement if any of the uses are not located in the same structure

or building.

- (vi) Any shared parking location must be within 500' from the entrance of the use to the closest parking space within the shared parking lot, measured along a dedicated pedestrian path.
- (vii) **Off-Site Shared Parking Agreement.** An agreement approved by the city attorney providing for cooperative use of off-site parking spaces, executed by the parties involved, shall be reviewed by the city administrator during review of the site plan. Off-site cooperative parking arrangements shall continue in effect only as long as the agreement remains in force. If the agreement is no longer in force, then parking must be immediately provided as otherwise required in this section.

d. Parking Credits

Vehicular parking standards in Table 7.1 may be reduced by achieving one or all of the following credits.

- (1) **Public Parking Credit.** For all non-residential uses, off- street public parking spaces located within 350' of any property line

may be credited against the parking requirement at a rate of one credit for every three public parking spaces.

- (2) **Transit Credit.** For all uses, vehicular parking requirements may be reduced with proximity to the UTA BRT stations. Proximity is measured along a walking path from any point along the property line to the platform or transit stop:
 - (A) Within .25 mile radius a reduction of up to 10% of the required off-street parking is permitted.

B. LANDSCAPING

1. APPLICABILITY: Landscaping, trees, and buffers shall be installed as detailed in this section and in accordance with Chapter 22 Water Efficient Landscape Standards.

a. General Compliance. Application of this section to existing uses shall occur with the following developments:

- (1) Any development of new or significant improvements to existing parking lots, loading facilities, and driveways. Significant improvements include new driveways, new spaces, new medians, new loading facilities, or complete reorganization of the parking and aisles.
- (2) Alteration to an existing principal or accessory structure that results in a change of 15% or more in the structure's gross floor area.
- (3) When compliance is triggered for existing parking lots, landscape improvements shall take precedence over parking requirements.

b. Buffers: Landscape buffers are required according to the provisions in this section with the following exceptions.

- (1) Shared Driveways. Buffers shall not be required along a property line where a curb cut or aisle is shared between two adjoining lots.
- (2) Points of Access. Buffering is not required

at driveways or other points of access to a lot.

c. Temporary Uses: These provisions do not apply to temporary uses, unless determined otherwise by the City.

2. GENERAL INSTALLATION REQUIREMENTS

The installation of landscaping shall adhere to the following standards.

a. National Standards. Best management practices and procedures according to the nationally accepted standards shall be practiced.

- (1) Installation. All landscaping and trees shall be installed in conformance with the practices and procedures established by the most recent edition of the American Standard for Nursery Stock (ANSI Z60.1) as published by the American Association of Nurserymen.
- (2) Maintenance and Protection. All landscaping and trees shall be maintained according to the most recent edition of the American National Standards Institute, including its provisions on pruning, fertilizing, support systems, lighting protection, and safety.

b. Installation. Landscaping shall be fully installed prior to the issuance of a certificate of completeness.

- (1) If seasonal conditions preclude the complete installation, a cash escrow

or irrevocable letter of credit, equal to the installation costs as estimated by a qualified professional is required. Bond calculations should be specific enough to include each plant species rather than a lump sum per given area.

- (2) Complete installation is required within nine months of the issuance of the temporary certificate of completeness or occupancy permit or the cash escrow or letter of credit may be forfeited.

c. Condition of Landscape Materials. The landscaping materials used shall be:

- (1) Healthy and hardy with a good root system.
- (2) Chosen for its form, texture, color, fruit, pattern of growth, and suitability to local conditions.
- (3) Tolerant of the natural and man-made environment, including tolerant of drought, wind, salt, and pollution.
- (4) Appropriate for the conditions of the site, including slope, water table, and soil type.
- (5) Plants that will not cause a nuisance or have negative impacts on an adjacent property.
- (6) Species native or naturalized to the Wasatch Front, whenever possible.

d. Soil Additives. Compost, mulch, and organic matter may be utilized within the soil mix to reduce the need for fertilizers and increase

water retention.

- e. Establishment.** All installed plant material shall be fully maintained until established, including watering, fertilization, and replacement as necessary.

3. GROUND PLANE VEGETATION

All unpaved areas shall be covered by planting beds.

- a. Planting Beds**
- b.** Planting beds may include shrubs, ornamental grasses, ground cover, vines, annuals, or perennials.
- c.** Planting beds shall be planted such that a minimum of 50% their area is covered by live plant material, at plant maturity. Tree canopies are not included in coverage calculations.
- d.** Nonliving materials, such as colored gravel or organic mulch, are permitted to be visible in no more than 50% of a bed area. Mulch depth should be a minimum of 3".
- e.** Annual beds must be maintained seasonally and replanted as necessary.
- f.** Planting beds should be designed and maintained to provide adequate visibility.
 - (1)** Planting plans around known signage locations shall select low growing plants to provide long term sign visibility with minimal maintenance.
 - (2)** Planting beds near pedestrian and vehicular intersections should be designed to maintain safe sight lines for pedestrians

and drivers.

- 1.** Turf grass is not permitted in any of the three landscape zones described in this section.

a. Tree Installations

The installation of trees shall meet the following requirements:

- 1.** Tree Measurement. The caliper of new trees shall be measured at 6" above rootball.
- 2.** Tree Maintenance. Tree trimming, fertilization, and other similar work shall be performed by or under the management of an ISA certified arborist.
- 3.** Tree Size. All trees to be installed to meet the requirements of this section shall be a minimum of 2" caliper at the time of installation.
- 4.** Structural Soil. When a tree is to be planted within a park strip or paved area such as a plaza (and the pavement is not yet installed), structural soil is required underneath the adjacent pavement. Structural soil is a medium that can be compacted to pavement design and installation requirements while still permitting root growth. It is a mixture of gap-graded gravels (made of crushed stone), clay loam, and a hydrogel stabilizing agent to keep the mixture from separating. It provides an integrated, root penetrable, high strength pavement system that shifts design away from individual tree pits.
- 5.** Energy conservation can be enhanced by plant placement. Plantings shall be designed to

reduce the energy consumption needs of the development.

- a.** Deciduous trees should be placed on the south and west sides of buildings to provide shade from the summer sun and allow heat from the winter sun to reach the buildings.
- b.** Evergreen trees and other evergreen plants should be concentrated on the north side of buildings to dissipate the effect of winter winds.

b. Irrigation Systems

Permanent irrigation, beyond establishment, is required and shall adhere to the following standards.

- 1.** All irrigation systems shall be designed to minimize the use of water.
- 2.** Non-residential landscape irrigation shall have an automatic clock-activated permanent controller. Smart controllers with wireless access are encouraged.
- 3.** The irrigation system shall provide sufficient coverage to all landscaped areas.
- 4.** The irrigation system shall not spray or irrigate impervious surfaces, including sidewalks, driveways, streets, and parking and loading areas. Overhead spray irrigation is only allowed for sod areas.
- 5.** All systems shall be equipped with a back-flow prevention device.
- 6.** All mechanical systems including controllers and back-flow prevention devices shall be properly

screened from public view.

7. Irrigation systems shall be smart and weather-based instead of clock-based.

c. Maintenance of Landscape

All landscaping shall be maintained in good condition at all times to ensure a healthy and orderly appearance.

1. All required landscaping shall be maintained to adhere to all requirements of this ordinance.
2. Unhealthy plants shall be replaced with healthy, live plants by the end of the next applicable growing season. This includes all plant material that shows dead branches over a minimum of 25% of the normal branching pattern.
3. The owner is responsible for the maintenance, repair, and replacement of all landscaping, screening, and curbing required herein.
4. Maintenance shall preserve at least the same quantity, quality, and screening effectiveness as initially installed.
5. Fences, walls, and other barriers shall be maintained in good repair and free of rust, flaking paint, graffiti, and broken or damaged parts.
6. Tree topping is permitted if required for overhead utilities clearance. It is not permitted as a personal preference. When necessary, crown reduction thinning or pruning is permitted.
7. All landscaped areas regulated by this may be inspected by the city.

1. LANDSCAPE AREAS

Table 7.3 Landscape Buffer Requirements

BUFFER REQUIREMENTS	
1. Location	required where a parking lot abuts a street frontage
2. Depth	front street: 30' min. side street: 10' min.
PLANTING REQUIREMENTS	
3. Trees	required 30' on center, roughly staggered between street tree locations, on street side of fence when a fence is present
4. Ground Plane Vegetation	buffers are required to be planted with live plants with at least 50% coverage at maturity
FENCING (OPTIONAL)	
5. Height	3' min. - 4' max.
6. Location	2' offset from parking lot outer curb
7. Opening	1 pedestrian opening allowed per street frontage, 4' minimum width

a. Applicability

To increase the compatibility of adjacent uses and minimize the adverse impacts created by adjoining or neighboring uses. This is accomplished by defining three different types of landscape areas. These areas help to screen, separate, and define the edges of a lot and the interior of surface parking lots.

The three landscape areas are:

1. Parking Lot Frontage Buffers
2. Parking Lot Interior Landscape

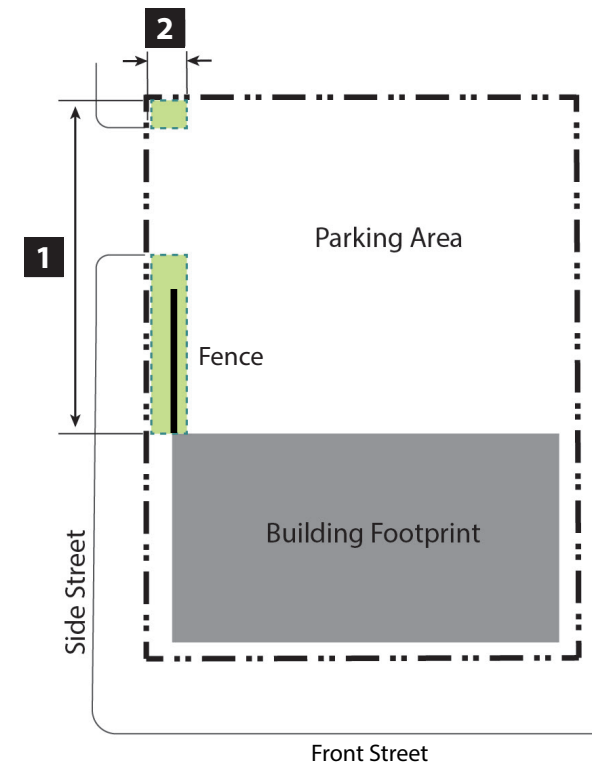


Figure 7.3 - Parking lot frontage buffer diagram. Not to

3. Side and Rear Landscape Buffers

2. PARKING LOT FRONTAGE BUFFERS

a. Applicability

Applies to properties in all subdistricts where a parking lot abuts a street frontage.

Regulations for the parking lot frontage buffer landscape area type are defined in Figure 7.3 and Table 7.3.

3. PARKING LOT INTERIOR LANDSCAPE

a. Applicability

All surface parking lots with fourteen or more parking spaces shall provide landscaping in accordance with the provisions of this section.

Regulations for the parking lot interior landscape area type are defined in Figure 6.2 and Table 6.4.

Street trees must be chosen from the adopted street tree list. Interior lot trees are encouraged to use the street tree list for compatibility with soil type.

Table 7.4- Parking Lot Interior Landscape Requirements	
LANDSCAPE ISLAND REQUIREMENTS	
1. Locations	1 island at the ends of each row/parking bay, including parking lot corners AND 1 island every ten stalls in each row/bay, on both edge and interior rows/bays
2. Width	Island size: 9' x 18' minimum AND structural soil area, 10' radius from tree center, required for trees planted in any island narrower than 15' wide
PLANTING REQUIREMENTS	
3. Trees	1 large shade tree / island min.
4. Ground Plane Vegetation	islands are required to be planted with live plants with at least 50% coverage at maturity

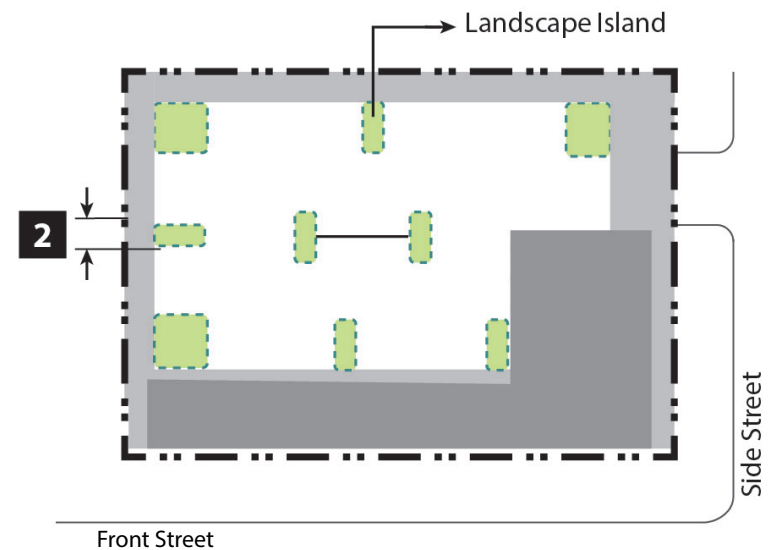


Figure 7.4- Parking lot interior landscaping diagram. Not to scale.

4. SIDE AND REAR LANDSCAPE BUFFERS

a. Applicability

These landscape buffers are required in all developments within the district.

Approved shared parking lots are exempt from side and rear landscape buffer requirements when the parking lot straddles a side or rear lot line.

Regulations for the side and rear landscape buffer landscape area type are defined in Figure 6.3 and Table 6.5.

Table 7.5 - Side & Rear Landscape Buffer Requirements	
BUFFER REQUIREMENTS	
1. Locations	required along side and rear lot lines (not along street frontages or across driveways)
2. Depth	5' min.
LANDSCAPING REQUIREMENTS	
3. Trees	1 tree / 30' of side and rear lot lines
4. Hedge Option*	A continuous double row of shrubs planted in the space between trees. Individual shrubs to have a minimum mature width of 3' and minimum mature height of 4' planted at no more than 3' on center.
5. Fence Option*	An opaque fence with a minimum height of 6' to be installed adjacent to the lot line. The buffer on the interior side of the fence is required to be planted with live plants with at least 50% coverage at maturity.

*Each side and rear buffer must use either the hedge or fence option.

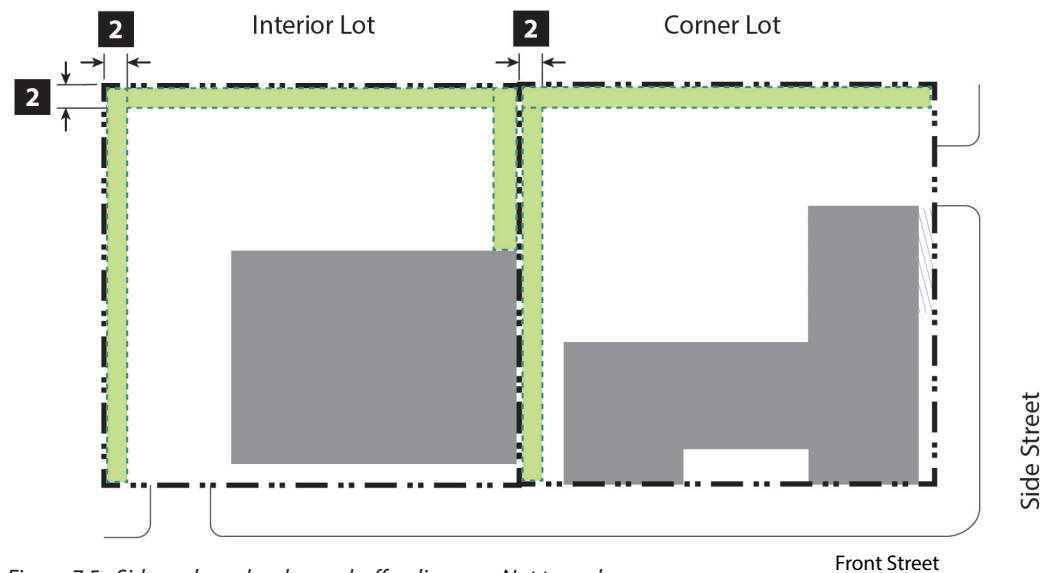


Figure 7.5 - Side and rear landscape buffer diagram. Not to scale.

C. SIGNAGE

1. GENERAL REQUIREMENTS

Compliance with the regulations outlined shall be attained under the following situations:

1. **Newly Constructed or Reconstructed Signage.**
All new signs and structural improvements to existing signs shall comply with these regulations.
2. **Change in Sign Type.** For existing signage, whenever the existing sign is changed to a new sign type, the new sign and content shall comply with these regulations.
3. **Sign Quantity.** Indicates the number of signs permitted per unit.
 - a. For the per commercial tenant unit, a commercial tenant is the entity that occupies one or more commercial units in the building and is the owner or lessee of the unit(s).
 - b. Different sign types may be used by different commercial tenants on the same building.
4. **Sign Location.** Unless otherwise specified, signs shall only be located within the boundaries of the lot and not in the right-of-way or on public property.
 - a. Certain sign types may project beyond a property line into the right-of-way or into public property.
 - b. No sign shall be attached to a utility pole, traffic pole, bus bench, tree, standpipe, gutter, drain, or other vertical support structure that

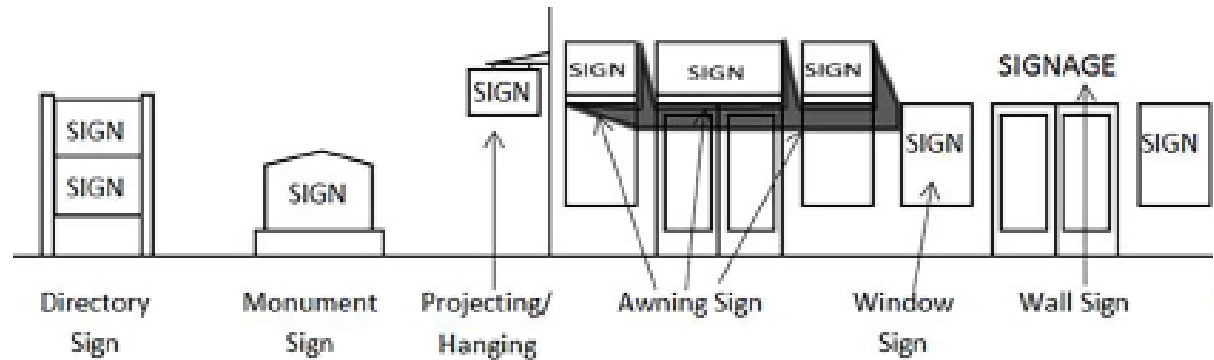


Figure 7.6 - Sign types diagram. Not to scale.

- c. Signs shall be erected so as to permit free ingress to and egress from any door, window, the roof, or any other exit-way required by the building code or by fire department regulations.
 - d. No sign shall be erected or maintained in such a manner as to obstruct free and clear vision of, interfere with, or be confused with any authorized traffic sign, signal, or device, or where it may interfere with vehicle.
 - e. Signs oriented to the pedestrian realm, projecting or hanging name plates, are allowed for each entryway on a public sidewalk. These signs should be mounted at a comfortable height and be clear and legible from the close range at which a pedestrian encounters the sign. The bottom edge of each sign should be no less than 10' from the ground plane, and shall not exceed a total area of 8 square feet.
5. **Illumination.** All signs shall be illuminated according to the following provisions unless otherwise stated:
 - a. Signs shall be illuminated only by steady, stationary light sources directed solely at the sign or internal to it.
 - b. Individual letters or logos may be internally illuminated as permitted per each sign type; when this type of lighted lettering is used, no other portion of the sign shall be internally illuminated.
 - c. Gas-discharge tube signage, commonly known as a "neon sign," is permitted as a design element on any sign type, given that the requirements for that sign type are met.
 - d. Electronic message centers, also known as electronic message boards, digital displays,

or digital marquee signs, are signs that use computer-generated messages or some other electronic means of changing the words. Electronic message centers are not permitted.

- e. When an external artificial light source is used to illuminate a sign, the light source (lamp, bulb, LED array) shall be located, shielded, and oriented so as to not be visible from any public street or private residence.
 - (1) No receptacle or device housing a permitted light source which is attached to the sign itself shall extend more than 1'-6" from the face of the sign.
 - (2) Sign output counts towards minimum light output per property.
 - (3) Light must be directed downward with no light transmitted above horizontal plane of luminaire.
- 6. Temporary Signs. The following standards apply to temporary signage:
 - a. Each non-residential ground floor tenant may be allowed one temporary A-frame sign.
 - b. Temporary signs shall not be located a clear view area.
 - c. Temporary sign exposure is limited to business hours only.
 - d. Maximum height of 4 feet
 - e. Maximum sign area 6 square feet
 - f. Sign frame shall be constructed from decorative metal or finished wood, or similar (no plastic).
 - g. Sign shall not impede pedestrian traffic or pose a safety hazard.
- 7. Double sided signs are permitted with certain sign types. A double sided sign has two sign faces of equal dimensions that are coplanar and face in opposite directions.
 - a. When a double sided sign is permitted the sign area requirements apply to each side of the sign separately.
- 8. Sign Type Requirements. The following pertain to specific sign types detailed in this section.
 - a. Window Signs shall not count toward the signage quantity and area or size requirements for any other sign type.
 - b. Signs Facing onto Parking Lots. One parking lot facing sign is permitted in addition to the maximum requirements for other sign types.
 - (1) Permitted sign types for parking lot facing signs are wall, projecting, or awning signs.
 - (2) Maximum sign area is 30 square feet.
 - (3) Permitted location is either a side or rear facade that faces a parking lot.
 - (4) If such signs face existing single family homes, they may not be illuminated.
- 9. Residential Signage:
 - a. Residential identification signs shall be limited to no more than 1 per entrance.
 - b. Signs shall only display the name, logo, and address of the development;

- c. Residential identification signs which are wall mounted shall be limited to a total size of 100 square feet of sign area;
- d. Freestanding monument residential signs shall not exceed a height of 7 feet or a total sign area of 50 sq. ft. per side if double sided.
- e. Signs located at driveway entrances must be set back a minimum of 5' from the property line and shall not be placed within the clear view area of any driveway;
- f. One temporary sign is allowed for sale, lease, or rent of residential property per street frontage and is limited to no greater than 32 square feet for a period of time not to exceed 1 year from the issuance of a certificate of occupancy.
- 10. Prohibited signs:
 - a. Pole or Pylon Signs
 - b. Rotating and moving signs.
 - c. Trailer mounted signs.
 - d. Signs with exposed braces and guy wires.
 - e. Signs with blinking, flashing or moving lights, not including time/temperature and similar public service displays.
 - f. Signs with changeable copy.
 - g. Feather flags, banners, balloons or inflatable signs.
 - h. Bus bench signs

2. WALL SIGNS

a. Definition

Wall signs, also known as flat, channel letter, or band signs, are mounted directly to the building face to which the sign is parallel.

b. Regulations

Wall signs shall be developed according to the standards in Table 6.6.

1. Wall signs shall not cover windows or other building openings.
2. Wall signs shall not cover architectural building features, and shall be architecturally compatible with the building.
3. Painted signs, a type of wall sign painted directly onto the building facade, are permitted.
4. Wall mounted nameplate signs indicate the name or occupation of the tenant. They shall be subject to all of the requirements of the wall sign type, but shall be no larger than 3 square feet maximum per tenant.
5. No wall signs shall be permitted on any facade facing an existing single family residential zone, except for iconic sign elements as approved by the city.

c. Calculation

The area of a wall sign is calculated using the following information:

1. For attached signs, area is calculated by drawing the smallest possible square or rectangle around the largest letters and/or elements, as illustrated in Figure 7.7.
2. For painted signs, area is calculated by measuring the area of the smallest square or rectangle that can be drawn around all of the sign elements, including any painted background.

Table 7.7 - Wall Sign Requirements	
1. Permitted Subdistricts	all
2. Sign Area	Limited to the no more than 15% of the wall area for each facade bay width and or 200 sq. ft. 3 sq. ft. max. / tenant for nameplate signs
3. Height	3' max. letter or element height
4. Location	permitted on frontages
5. Placement	1' max. projection from building face
6. Quantity	1 max. / commercial tenant / frontage
7. Internal Illumination	permitted for individual letters and logos
8. Materials	solid wood, metal, masonry, and glass are permitted plastic and synthetics are permitted only as separate alphanumeric characters or logo elements

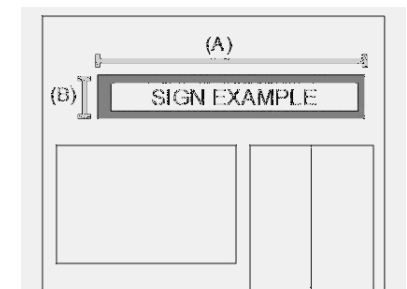


Figure 7.7 - Sign measuring diagrams: mounted sign (top), painted sign (bottom). Not to scale.

3. AWNING SIGNS

a. Definition

A sign that is mounted, painted, or otherwise applied on or attached to an awning.

b. Regulations

Awning signs shall be developed according to the standards in Table 7.8.

c. Calculation

The area of the awning is defined as the rectangular area of the building facade that is covered by the awning, i.e. awning height x awning width.

The sign area is a percentage of the surface area of the awning. The surface area is the total area of the sides and front of the awning, including both vertical and sloped or rounded parts of the awning. Sign area is calculated by drawing the smallest possible square or rectangle around the largest letters and/or elements of the sign portion of the awning, as illustrated in Figure 6.6.

Table 7.8 - Awning Sign Requirements	
1. Permitted Subdistricts	all
2. Awning Area	300 sq. ft. max. area / facade bay width
3. Sign Area	up to 50% of the awning surface area may be used for signage
4. Height	8' min. vertical clearance above the ground plane
5. Location	permitted on street facing facades
6. Placement	maximum projection from the building facade shall not overlap, block, or cover any window, door, or roof
7. Quantity	1 max. / commercial tenant / frontage
8. Internal Illumination	not permitted
9. Materials	awning surface shall be made of canvas, metal, glass, or wood, plastic is not permitted all structural supports shall be made of metal or wood

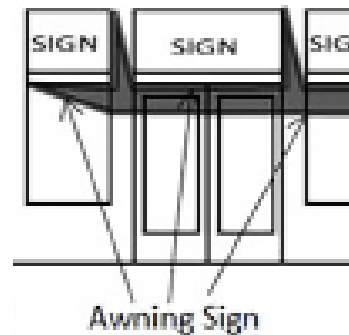


Figure 7.8(a) - Awning sign diagram.
Not to scale.



Figure 7.8(b) - Awning sign example

4. HANGING/PROJECTING SIGNS

a. Definition

A projecting sign is attached to and projects from a building face or hangs from a support structure that projects from the building face. Sign faces are typically perpendicular to the building face, but may be angled away from the facade no less than 45 degrees. The sign may be vertically or horizontally oriented.

b. Regulations

Projecting signs shall be developed according to the standards in Table 7.9.

1. Double sided signs are permitted.
2. No projecting signs shall be permitted on any facade facing an existing single family residential zone, except for iconic sign elements as approved by the city.
3. Backlit box or cabinet signs are not permitted.

Table 7.9 - Hanging / Projecting Sign Requirements	
1. Permitted Subdistricts	all
2. Sign Area	1.5 sq. ft. of sign area / linear foot of primary facade bay width, 160 sq. ft. max. area / sign face
3. Total Size	8' max. W x 20' max. H, including sign faces(s) and all support structures
4. Location	permitted on frontages
5. Placement	10' min. clearance above the ground plane shall not project further than 8' from the building face shall not project within less than 2' from the back of curb sign faces and structural supports shall not extend above any eave or parapet
6. Quantity	1 max. / commercial tenant / frontage
7. Internal Illumination	permitted for individual letters and logos
8. Materials	solid wood, metal, masonry, and glass are permitted plastic and synthetics are permitted only as separate alphanumeric characters or logo elements all structural supports shall be made of metal or wood

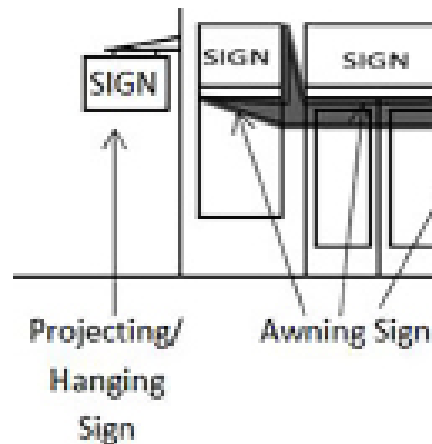


Figure 7.9(a) - Projecting sign diagram. Not to scale.



Figure 7.9(b) - Projecting sign example

5. WINDOW SIGNS

a. Definition

A window sign is posted, painted, placed, or affixed to or near the interior surface of a window for public viewing on the exterior of the window. Window signs should be durable and attached securely to the interior surface.

b. Regulations

Window signs shall be developed according to the standards in Table 7.10. Window signs are allowed for ground floor windows only. They shall not be located to block clear view of exits or entrances or to create a safety hazard. Window signs shall not disrupt the employee visibility to the street, sidewalk or parking area or of law enforcement personnel into the business.

c. Calculation

The total window area is a sum of the areas of individual windows and glass doors. A continuous set off windows is a group of one or more windows or glass doors that are separated by mullions or frames less than 0'-8" in width. To measure sign area percentage, divide the total sign area by the total window area.

1. Address and hours of operation signs are considered exempt and are not counted in the window sign area calculation.
2. Temporary window signs advertising the sale, lease, or rent may be allowed to have a window

sign up to 25 square feet regardless of permanent wall signage.

3. Window signs may not be internally illuminated. Neon (gas-discharge tube), LED screens and shapes, marquee signs, and other similar illuminated signs are not permitted.

Table 7.10 - Window Sign Requirements

1. Permitted Subdistricts	all
2. Sign Area	the maximum signage coverage for any continuous set of windows is 30%. the maximum signage coverage for any individual window is 50%. Window signs and permanent wall signs combined shall not exceed 30% of the exterior wall area of the tenant
3. Height	no max. or min.
4. Location	permitted on all facades
5. Placement	permitted on ground and upper story windows not occupied by a residential use
6. Quantity	ground story: no maximum, determined by sign area upper stories: 1 individual window or continuous bank of windows max. / commercial tenant
7. Internal Illumination	not permitted
8. Materials	paint, wood, glass, plastic, metal, and other similar materials are permitted



Figure 7.10 - Window sign example

6. COMMERCIAL WAYFINDING OR DIRECTIONAL SIGNAGE

a. Definition

Directional signs are pedestrian scale signage and may be mounted on one or two poles. Three configurations are permitted:

1. A sign mounted onto a double set of poles.
2. A sign mounted on a single pole.
3. A sign hanging from a single pole.

b. Regulations

Wayfinding signs are only permitted for wayfinding purposes for the entire development, not for individual businesses.

Wayfinding signs shall be developed according to the standards in Table 6.10.

Double sided signs are permitted. Civic Wayfinding signs may be installed in accordance with the City's Wayfinding and Branding Study, as amended by the City Council.

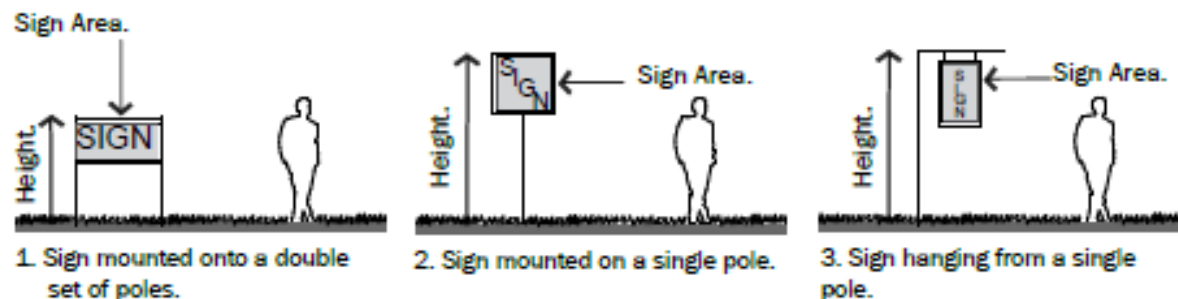


Figure 7.11(a) - Directional sign diagrams. Not to scale.

Table 7.11 - Commercial Wayfinding or Directional Sign Requirements	
1. Permitted Subdistricts	all
2. Sign Area	8 sq. ft. max. area / sign face
3. Height	8' max. for signs mounted or hanging on a single pole 5' max. for signs mounted on a double set of poles
4. Pole Size	0'-4"x 0'-4" max. pole cross section
5. Location	front street and side street SBZ, rear yard, side
6. Placement	pole setback 2' min. from right-of-way property lines property line overhangs are not permitted
7. Quantity	as needed for wayfinding around the development
8. Internal Illumination	not permitted
9. Materials	solid wood and metal are permitted plastic and synthetics are permitted only as separate alphanumeric characters or logo elements all structural supports shall be made of metal or wood



Figure 7.12(b) - Wayfinding sign example

7. MONUMENT SIGNS

a. Definition

A monument sign is freestanding and located in a front yard or side yard of a lot.

b. Regulations

Only 1 monument sign or 1 directory sign shall be permitted per street frontage regardless of the number of tenants on the property.

Monument signs shall be developed according to the standards in Table 7.12.

1. All monument signs shall be attached to the ground with a base whose width and length are at least as wide as the bottom edge of the sign face.
2. Monument Signs may not be pole-mounted.
3. Manually changeable text is not permitted for monument signs.
4. May serve multiple purposes such as seating.
5. Signs must meet clear view requirements.
6. Double sided signs are permitted
7. Cabinet style monument signs are not permitted
8. Signs shall not be placed where they obscure important architectural features such as entrances, display windows, or decorative elements when viewed from the public right-of-way.

Table 7.12 - Monument Sign Requirements

1. Permitted Subdistricts	all
2. Sign Area	50 sq. ft. max. area / sign face
3. Total Size	6' H x 10' W x 3' W max. including sign face(s) and all support structures
4. Location	front street and side street SBZ
5. Placement	when placed at the intersection of two street frontages, the sign shall not clear view area
6. Quantity	1 max. / development / street frontage (cumulatively shared with the directory sign quantity maximum)
7. Internal Illumination	permitted for individual letters and logos
8. Materials	solid wood, metal, masonry, and glass are permitted plastic and synthetics are permitted only as separate alphanumeric characters or logo elements all structural supports shall be made of metal or wood



Figure 7.12(a) - Monument sign diagram. Not to scale.



Figure 7.13(b) - Monument sign example

8. DIRECTORY SIGNS

a. Definition

Directory signs are a specialized monument sign. They list multiple businesses that are located within the same development. The intent is to provide one collectively shared sign rather than one sign for each separate business.

b. Regulations

The directory sign location and quantity requirements are the same as those of the monument sign type and the maximum quantity is cumulative between the two sign types. E.g. If each sign type has a maximum of 2, that means 2 total between the types, not 4 total, and can be 2 of either type or 1 of each type.

Directory signs shall be developed according to the requirements in Table 7.13.

1. Double sided signs are permitted

Table 7.13 - Directory Sign Requirements

1. Permitted Subdistricts	all
2. Sign Area	10' max. height, 5' max. width / sign face,
3. Total Size	12' max. height, 6' max. width, including sign face(s) all support structures
4. Location	front street and side street SBZ
5. Placement	2' min. setback from right-of-way property lines property line overhangs are not permitted
6. Quantity	1 max. / development / street frontage (cumulatively shared with the monument sign quantity maximum)
7. Internal Illumination	Permitted for individual letters and logos
8. Materials	solid wood, metal, masonry, and glass are permitted plastic and synthetics are permitted only as separate alphanumeric characters or logo elements all structural supports shall be made of metal or wood



Figure 7.13- Monument mounted directory sign example

10-23-8. ADMINISTRATION

A. APPLICABILITY

Administration of the Town Center Urban Design Standards shall apply to buildings and uses in North Salt Lake's Town Center as follows:

1. NEW DEVELOPMENT.

All new development, construction, and establishment of uses within the subdistricts of the Town Center Urban Design Standards shall be subject to all applicable regulations of this code.

Any amendment to a P-District in the town center area shall be in conformance with these design standards.

2. RENOVATED STRUCTURES.

All building renovations affecting greater than 25% gross square footage of a structure within the subdistricts of the Town Center shall be subject to all applicable regulations of this code as of the date of this code adoption.

3. IN-PROCESS DEVELOPMENT.

Where a building permit for a development has been applied for in accordance with the prior law in advance of this code's effective date, said development may comply with the standards under which the permit was approved and, upon completion, receive a certificate of occupancy (provided all conditions are met) provided the

following:

- (a) Work or construction is begun within one year of the effective date of this code.
- (b) Work or construction continues diligently toward completion.

4. STRUCTURE AND USE NONCONFORMITIES.

After the effective date of this code, existing structures and uses that do not comply with the regulations of this code shall be considered nonconforming and are subject to the following standards.

- a. 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 more than 40%.
- b. Change in Associated Structure. The right to continue shall be terminated if the associated main or accessory structure on a site is altered to increase its gross floor area by more than 40%.
- c. Abandonment. The right to continue shall be terminated if the associated use or structure, conforming or not, is abandoned for a period of 12 consecutive months.

5. SITE NONCONFORMITIES.

The following regulations are established for the continuation of site characteristics, such as impervious site coverage, curb cut quantity, signage,

parking, landscaping, or other non-structural, physical characteristics of a site, that were legally constructed or installed prior to the approval or amendment of this code, but that cannot be created under the provisions of this code.

- a. Restrictions to Continuation. A nonconforming site characteristic may continue based upon the following conditions.
 - (1) 10% Exception. A site characteristic is not considered nonconforming if the size of the nonconformance is 10% or less of this code's requirement.
 - (2) Single or individual business signs within a multiple business center are exempt from this standard. A new tenant 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 does not increase the lot's nonconformance.

6. EXEMPT ACTIVITIES.

The following activities are exempt from the requirements of the Urban Design Standards.

- a. Ordinary repairs for the purpose of regular building, signage, lighting or site maintenance.
- b. Construction within the interior of the structure that is not visible from the exterior of the building for the existing use.

- c. Emergency repairs ordered by any code enforcement official in order to protect health and safety.
- d. Existing Single Family Dwellings. Any single family home and applicable accessory structures existing at the effective date of these standards shall be considered a legal nonconforming structure. Such use and structures may continue to exist, be occupied, repaired, remodeled, and undergo ordinary maintenance without being required to comply with the building form standards contained in this Chapter. Any addition to the dwelling or accessory structures shall be in conformance to the standards applicable to the R1-7 zone. If a structure is damaged by fire or other natural disaster it may be restored or reconstructed to its original physical footprint and configuration, provided a building permit is secured within 12 months. Any deviation to the original footprint shall meet the applicable standards contained within the R1-7 zone.

B. PROCESS

The application for planning approval for development within the Town Center area shall generally align with the following processes:

1. Pre-Application Meeting.
2. Site Plan Approval, including building, site, landscaping, signage, and streetscape.

3. Subdivision approval, if required. Refer to NSL City Code for information on the subdivision plat approvals processes.
4. In the case of conflict between the standards set forth in this chapter and any other land use regulation, unless otherwise specified, the standards of this chapter shall take precedence. To the extent that this chapter is silent, and where other land use regulation govern, those regulations shall apply.

Review Criteria

All applications shall be reviewed using the following criteria:

- a. Plan's design is consistent with the intent, character, and planning criteria of this Code.
- b. Plan's design meets all the requirements of this code.
- c. Proposed development is sufficiently served by or provides essential public facilities, such as access and open space, and services, such as utilities and emergency services.
- d. Plan is designed with regard to preserving natural features and topography.

Development Agreement

A development agreement may only be used to further establish conditions of approval or to amend/modify provisions of these Urban Design Standards if, after following the Pre-Application and Site Plan Approval processes, the development

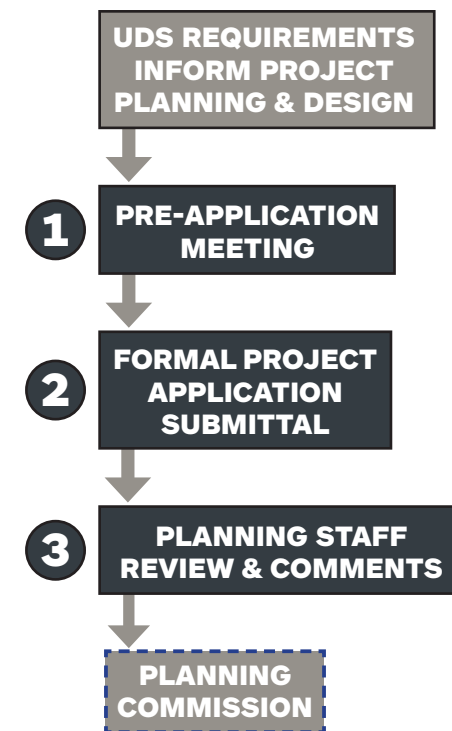


Figure 8.1 - Proposed UDS application and administration process

has been determined to meet the objectives of the Urban Design Standards but adjustments outside the scope of the code are deemed necessary. Using a template provided by the City, staff shall review, then the Planning Commission shall make a recommendation to the City Council, and then the City Council shall make a final decision about whether

Table 8.1 - Interior Square Footage Remodels	
TIER 1	
Triggers	1. Interior remodels
	2. Updates to interior spaces only, not visible from exterior of buildings
Limitations	1. No change in the number of dwelling units
Administration	1. Building permit
	2. Business license

to enter into the agreement as presented or as modified by the process or to deny the application for a development agreement. Development agreements are a legislative action.

C. DEFINITIONS

1. Permission: Permitted changes that require no remedy
2. Limitation: Limitations placed on permissions
3. Trigger: A change that requires a specific remedy
4. Remedy: The remedy required by a specific trigger
5. Exemption: Conditions in which the trigger does not require a remedy
6. Abandoned: A use, structure, or sign that has not been continuously and actively operated or used for a period of 12 months, or more, from the time that the use, structure, or sign became nonconforming, regardless of intent to resume

Table 8.2 - Structure Footprint Expansion	
TIER 2	
Triggers	1. Expansion where the total floor area of the expansion does not exceed 25% of the existing total building footprint
	2. Addition of housing units
Limitations	1. No expansions that will intrude into any Code required setbacks
	2. No expansions that will create a new Code nonconformity
Remedies	1. All signage on buildings and on site shall be brought into Code compliance
	2. Landscaping shall be brought into Code compliance
	3. Facade materials and transparency to be brought into code compliance
	4. Parking required for expansion or additional housing must meet code
Administration	1. Site Plan/Design Review
	2. Building permit
	3. Business license

operation

7. Change of Use: An existing nonconforming use that has been terminated and replaced by another use. Any change of use in violation of the Code is deemed an immediate abandonment of the nonconforming use.
8. Non-conforming buildings that have been destroyed by natural causes may be replaced to their original condition within one year of casualty.

Table 8.3 - Structure Facade Updates	
TIER 3	
Triggers	1. Facade changes that alter the visual character or function of the building, such as changes in material type, doors and windows, roofline
	2. Changes to signage on the structure.
Limitations	1. No expansions that will intrude into any required setbacks
	2. No expansions that will create a new Code nonconformity
Remedies	1. All signage on buildings and on site shall be brought into Code compliance
	2. Landscaping shall be brought into Code compliance as much as possible
	3. Architectural massing, materials, features, and detailing shall be brought into Code compliance as much as possible.
Administration	1. Site Plan/Design Review
	2. Building permit
	3. Business license

10-1-39: DEFINITIONS:

Artisan Industry:

1. **Artisan and Craftsman** Any business establishment that produces on the premises articles of artistic quality or effect or handmade workmanship. Examples include candle making, furniture making, glass blowing, weaving, pottery making, woodworking, sculpting, painting, and other associated activities.
2. **Micro-Manufacturing:** The small-scale fabrication, assembly, treatment, or packaging of finished products from previously prepared materials.
3. **Maker Space / Co-Working Facility:** A shared facility where members have access to manufacturing equipment, tools, software, and educational classes.

Facade. The exterior face of a building, including but not limited to the wall, windows, windowsills, doorways, and design elements such as expression lines. The front facade is any building face adjacent to the front property line.

Mullion. A vertical bar between the panes of glass in a window.

Occupied Space. Interior building space regularly occupied by the building users. It does not include storage areas, utility space, or parking.

Pedestrian Realm. The area located between the back of the curb and the outside edge of the sidewalk or landscape buffer.

Pervious Surface. Also referred to as pervious material. A material or surface that allows for the absorption of water into the ground or plant material, such as permeable pavers or a vegetated roof.

Scale. The relative size of a building, street, sign, or other element of the built environment.

Setback Zone (SBZ). 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.

Streetscape Type. The permitted and regulated types of improvements within the pedestrian realm of a street right of way.

Story, Ground. Also referred to as ground floor. The first floor of a building that is level to or elevated above the finished grade on the front and corner facades, excluding basements or cellars.

Story, Upper. Also referred to as upper floor. The floors located above the ground story of a building.

TITLE 10, CHAPTER 19

SPECIFIC USE STANDARDS-DRAFT AMENDMENTS

10-19-12: HOSPITALITY:

F. Restaurants and Coffee Shops:

1. Lot area. The minimum lot area shall be fifteen thousand (15,000) square feet.
2. Road frontage and access. All vehicular access shall be directly from an arterial road or collector road.
3. Setbacks. The following setbacks shall apply to structures, excluding signs, walls and fences:
 - a. Structures shall be setback at least fifteen feet (15') from the edge of any road right-of-way.
 - b. Structures shall be setback at least fifty feet (50') from any lot line abutting a residential district or use.
 - c. Structures shall be setback from any lot line abutting a nonresidential district and use as specified for permitted uses on the subject site.
4. Enclosure and screening.
 - a. If the subject lot is adjacent to a residential zone or use, all commercial activity shall be completely obscured from the residential zone or use by means of a continuous solid wall or fence six feet in height and a landscaped buffer area.
 - b. Outside dumpsters shall be completely enclosed and obscured by a masonry wall and gate.
5. Fast food restaurants.
 - a. All patrons served in their vehicles via a drive-through facility shall be provided with adequate off-street standing spaces. No vehicle stacking areas shall cross any maneuvering lane, drive, sidewalk or public right-of-way. A bypass lane or other suitable means of access to a public road shall be provided for automobiles that do not use the drive-through facility.
 - b. One illuminated menu board sign per drive aisle shall be allowed in addition to all other signs permitted by Chapter 4. The surface area of the menu board sign shall not exceed thirty-two (32) square feet and the height shall not exceed six feet above grade.
6. Serving alcohol. All restaurants permitted to serve alcohol shall comply in every respect with the Utah Liquor Control Act and Title 3, Chapter 2 of this Code.
7. Drive Through Standards:
 - a. Purpose. Where drive-up or drive-through uses and facilities are allowed, they shall conform to all of the following standards, which are intended to calm traffic, provide for adequate vehicle queuing space, prevent automobile turning movement conflicts, and provide for pedestrian comfort and safety.
 - b. Standards. Drive-up and drive-through facilities (i.e., driveway queuing areas, customer service windows, teller machines, kiosks, drop-boxes, or similar facilities) shall meet all the following standards:
 - (1) Prior to the menu board order location, vehicle stacking shall be provided for a minimum distance of eighty feet (80') for a single stacking lane or forty feet (40') per lane when there is more than one service lane.
 - (2) Stacking lanes must be designed so that they do not interfere with parking and vehicle circulation and of sufficient length to ensure vehicles are not backing onto a public street

and shall be clearly identified using means such as striping, landscaping, or directional low impact signs.

- (3) The Community Development Department may require a traffic, circulation, and parking study addressing both on site and off site traffic and circulation impacts for national chain restaurants with known high traffic counts. The Planning Commission may required additional parking or stacking area based on the study during site plan approval process.
- (4) The design of the stacking area shall allow customers' vehicles to leave the stacking line for emergency reasons.
- (5) Drive-through uses shall be located so that access and egress to the drive-through features are from an on-site drive aisle or other on-site circulation facility, not a public street.
- (6) Communication's sound system shall not exceed a measurement of 55 dBA at any property line.
- (7) Drive-through service windows shall not be located adjacent to the primary or front property line.

8. Outdoor Dining. Outdoor dining uses shall comply with the following:

- a. The dining area shall be located on private property or leased public property and shall not diminish parking or landscaping.
- b. Outdoor dining areas must be approved by the Utah Department of Alcoholic Beverage Services (DABS) in order to serve alcohol.
- c. The dining area shall not impede pedestrian circulation.
- d. The dining area shall not impede emergency access or circulation.
- e. The outdoor furnishings shall be compatible with the streetscape and associated building.
- f. No music or noise shall be in excess of the city noise ordinance, Title 4 Chapter 4.
- g. No use after 10:30 p.m. and before 7:00 a.m.
- h. In the Neighborhood Transition (NT) subdistrict, no part of the outdoor dining area shall be located within 100'-0" of any existing residential use (measured from the edge of the outdoor dining area to the closest property line of the residential use), unless the residential use is part of a mixed use building or the outdoor dining area is separated from the residential use by a commercial building.
- i. Cooking facilities shall be located within the primary building. No cooking facilities, including grills, shall be permitted in the outdoor dining area.
- j. The outdoor dining area shall be kept in a clean condition and free of litter and food items which constitute a nuisance to public health, safety and welfare.

10-19-13: MANUFACTURING AND ASSEMBLY:

F. Artisan Industry. Craftsman, micromanufacturing, and maker spaces shall comply with the following:

1. All uses shall contain an on-site retail component or showroom.

2. Such uses shall not cause injurious or obnoxious noise, vibrations, smoke, gas, fumes, odors, dust, fire hazards, radiation or other conditions harmful or objectionable to adjacent or nearby properties and are prohibited.
3. All truck parking or loading facilities are located to the side or rear of the building, outside required landscaped yards, and screened from public rights-of-way and/or adjacent property zoned or used for residential purposes.
4. Outdoor storage of materials is prohibited.
5. Operation of this use is conducted entirely within an enclosed building and does not create noise in excess of 80 dB, as measured at the property boundary, reduced to 70 dB maximum between the hours of 7 p.m. and 7 a.m.
6. Artisan and Craftsman uses shall comply with the requirements listed above and shall be limited to a maximum floor area of 2,000 square feet, and five (5) non-resident employees.

10-19-7 (B). Retail, Construction Materials:

1. Home improvement, hardware, or landscaping stores shall be limited in size to a maximum of fifteen thousand (15,000) sq. ft. in the C-S & Town Center Zones. (Ord. 2025-06, 4-1-2025)

10-19-20: TEMPORARY (ITINERANT) USES:

Itinerant uses shall not be permitted unless the following general and applicable specific criteria are demonstrated as part of the Land Use Permit and Business License Application.

A. General Requirements: ~~Use Limitations.~~

1. Location on Private Property. The business and any activity associated therewith must be located on private property and only as a secondary use to another primary commercial use. The business shall not be located on public property (including public sidewalks, public streets, public parking areas or other public places as defined by the city) or on vacant or residentially used property, regardless of the zoning district.
2. Lease. There must be a valid lease or written permission from the private property owner expressly allowing the use of property for the business that is the subject of this section. The merchant shall demonstrate the ability to utilize an existing rest room facility on or nearby the property.
- 1.3. Temporary Uses include firework stands, Christmas tree lots, and other similar seasonal Uses.
- 2.4. Temporary Use Permit. Temporary Uses shall obtain a separate business license and Land Use Permit for each use and location.
- 3.5. Time Limitations. Land Use Permits may be allowed for up to a six (6) month period with the following exceptions:
 - a. Firework Stands. Restrictions shall follow the public sales and display limitations found in state code.
 - b. Christmas Tree Lots. Shall only be permitted from November 1 through December 31.

~~4-6.~~ Hours of Operation. Temporary Uses may be open from eight o'clock (8:00) A.M. to ten o'clock (10:00) P.M. unless provided otherwise under state code.

~~5-7.~~ Signage. Permanent signs are prohibited for Temporary Uses. All Signs shall follow the requirements of Chapter 6.

8. Regulations by Other Agencies. This Section does not exempt the applicant or operator from acquiring any other required permit for operation. All applicable local and state regulations (i.e., food permit, tax numbers, registration, etc.) shall be met.

~~6-9.~~ Business Conduct. The business may not solicit or conduct business with persons in motor vehicles or use any flashing lights, noise, sound or other motion-producing devices to attract attention to its operation.

~~7-10.~~ Liability Insurance. The applicant must obtain adequate liability insurance to cover all activities related to the Use for the duration of the permit, prior to issuance of the Temporary Use permit. A copy of the liability insurance policy shall be submitted to the City with the business license Application.

B. Site Improvements. A site plan, drawn to scale, showing the exact location of the itinerant merchant (including all components of the business) with setbacks to buildings, sidewalks, roadways, driveways, parking, fire hydrants, and other important features shall be provided.

1. Temporary Uses shall meet the following requirements:

a. If the Temporary Use is located on an unimproved Parcel, the following shall apply:

(1) Based on the scope of the operation, the land-use authority may require the installation of a minimum road base or gravel surface for parking, to assure the safe passage of vehicles on adjacent roadways, and the safety of patrons.

(2) Setbacks. The business must be located a minimum of 5'-0" from combustible walls, roof eave lines, awnings, etc.; 10'-0" from any building openings (i.e., doors, windows, vents, etc.); and 5'-0" from any fire hydrant, driveway, ADA accessible parking space and loading area. Space for queueing shall be provided on private property.

(3) Sufficient off-Street parking shall be provided to meet the needs of the operation and of any existing Uses on the property.

~~(2)(4)~~ Traffic Safety. The business location shall not impede auto and/or pedestrian traffic or create auto/pedestrian conflicts. Private sidewalk clear widths shall not be reduced below 5'-0" and the itinerant business shall not interfere with the internal parking lot circulation.

(5) Structures, displays, and other activities must be located sufficient distance from any Street to provide for public safety and clear view area requirements as found in Chapter 1.

~~(3)(6)~~ Power. All electrical wiring must be in compliance with the National Electrical Code and approved by the NSL Building Department. Generators and extension cords are permitted.

~~(4)(7)~~ If any part of the temporary use becomes a nuisance or safety hazard, the land-use authority may require changes or discontinuance of the operation.

~~(5)(8)~~ All activities and displays shall take place in accordance with the standards for outside business activities found elsewhere in this Title.

b. If the temporary use is located on an improved lot or parcel, the following shall apply:

- (1) Impervious Surface. The business must be located on a hard surface with no portion of the business located in a landscaped or unimproved area.
- (2) Setbacks. The business must be located a minimum of 5'-0" from combustible walls, roof eave lines, awnings, etc.; 10'-0" from any building openings (i.e., doors, windows, vents, etc.); and 5'-0" from any fire hydrant, driveway, ADA accessible parking space and loading area. Space for queueing shall be provided on private property.
- (3) Sufficient off-Street parking shall be provided to meet the needs of the operation and any existing ~~Uses-uses~~ on the property as determined by the land use authority.
- (1)(4) Traffic Safety. The business location shall not impede auto and/or pedestrian traffic or create auto/pedestrian conflicts. Private sidewalk clear widths shall not be reduced below 5'-0" and the itinerant business shall not interfere with the internal parking lot circulation.
- (5) Structures, displays, and other activities must be located sufficient distance from Streets to provide for public safety and clear view requirements as found in Chapter 1.
- (2)(6) Power. All electrical wiring must be in compliance with the National Electrical Code and approved by the NSL Building Department. Generators and extension cords are permitted.
- (3)(7) If any part of the operation becomes a nuisance or safety hazard, the land use authority may require changes to or discontinuance of the operation.
- (4)(8) In addition to the foregoing, all activities and displays shall take place in accordance with the standards for outside business activities found elsewhere in this Title.
- (5)(9) Permanently located businesses that operate a temporary use shall meet the design standard and site improvement requirements found in Section [10-1-38](#) or Chapter 23 Town Center Urban Design Standards, as applicable.

C. Maintenance. The area around the business shall be kept clean and orderly. A trash receptacle shall be provided for patrons. The merchant is responsible to clean up all trash, litter, spills, etc., within a minimum 20'-0" radius of the business.

~~C.D.~~ Site Restoration. The site must be restored to its original condition upon expiration of the Temporary Use Permit. The site may not be used for storage of any temporary use or structures.

~~D.E.~~ Temporary Structures. All Temporary Structures must be approved by the land-use authority. In order to avoid damage to adjacent Uses or property, all temporary structures shall be properly secured or anchored to the ground to prevent the structure from being moved. The City may require additional securing or anchoring upon finding that the method of securing is inadequate. (Ord. 2025-06, 4-1-2025)

City Council Action Items for September 15, 2026

Item	Staff	Description	Staff Responses
<u>New</u>			
<u>Current</u>			
26-05	Sherrie	(5-19-26 CM Smoot) Request staff pursue contacting owner (Big West Oil) of large round structure to see if there is interest for a mural.	<i>(6-10-26) Sherrie called and emailed Pam Metzger with Big West Oil on 5/21/26 regarding the proposed mural location and has not received any response. Follow up email sent again on 6/10/2026.</i>
26-04	Ken/Linda	(5-5-26 CM Knowlton) Request to increase the City's public outreach efforts regarding water conservation by launching a focused communications campaign to inform residents about existing landscaping conversion incentives and other water conservation strategies. Promote these resources across multiple communication channels for several months. All supported the idea to make the outreach effort a formal action item and mailer suggested by Ken Leetham. Ted would like City staff to also track households that make significant improvements such as trading out landscaping for xeriscape or drought tolerant materials.	<i>(6-11-26) City staff is working on a set of publications to inform the public about their options to replace high water use landscaping. These will include social media posts and a formal newsletter or direct mail approach to educate the public. (7-28-26) Staff has been working on water conservation strategies and a plan to perform consistent and timely outreach to the public regarding water conservation. We will present the draft strategies to the Council in a September work meeting.</i>
26-03	Ken	(4-7-26 CM Jackson) Find out the current terms for the national fitness campaign and funding availability for an outdoor Fitness Court.	
26-01	Ken/Sherrie	(1-20-26 CM Knowlton) Completion of property deed related to US89 Greenway.	<i>(6-10-26) Waiting on UDOT for the signed agreement (2026-01A), then staff will pursue the property transfer for the Greenway. (8-13-26) The fully executed agreement has been received by the City. The City has made a written request for instructions about how to effectuate the transfer of property and complete this issue.</i>
25-30	Ken/Sherrie	(10-21-25 CM Van Langeveld) Investigate possible ordinance amendments for entrances of City area.	

Item	Staff	Description	Staff Responses
25-12	Ken/Jon/Sherrie	(5-7-24 CM Jackson) Possibility for an app that would provide the status of possible rail blockages. (8-6-24 CM Jackson) signage notifications for rail blockages. (3-4-25 CM Van Langeveld) Interested in a City app and to know costs. This app would help residents to stay informed, report issues, and access city services – similar to SLC, Syracuse or Sandy.	<i>(7-15-25) This action item is two items: 1) a request to develop a mobile train crossing warning system; and, 2) investigate having a City app that would contain lots of useful information for the public about city events and services.</i> <i>Train crossing warning system: Staff is working to prepare a presentation on alternatives for a mobile train access warning system. We are looking at a system in the Midwest and a system operated by Salt Lake City where there are multiple at-grade crossings subject to delay. This part of the project will require a few more months of work and a deadline of March 1, 2026 has been established.</i> <i>(11-25-25) City Staff made a presentation to the City Council on this action item is November 18, 2025. Staff will work with vendors to come up with a proposed app and app features. It is felt that the best way to address a rail crossing alert system is to direct app users to both a traffic software such as Wayz or Google Maps where users self-report delays and a traffic camera system that allows users to visually see the rail crossings in real time.</i> <i>(2-24-26) City staff has evaluated the feasibility of installing cameras at all railroad crossings within the city. Using existing infrastructure, cameras can be installed at the Center Street and 1100 North crossings with minimal capital costs. The live feeds will be available on the City's website and future mobile app. In addition to monitoring train related delays, staff is evaluating additional applications and identifying the most appropriate equipment to support these uses.</i>
25-11	Ken	(5-21-24 CM Knowlton) Prepare talking points for the 2600 South / 1100 North bridge challenges.	<i>(1-2-25) Ken is preparing talking points and will then update City website for public awareness.</i> <i>(7-15-25) The City has not moved forward on this project and the main reason is that the bridge cannot be built unless it is approximately 2,200 feet long. That length would be a significant disruption to several properties, require the re-routing and/or disconnection of Main Street, does not have the support of Woods Cross (adjacent to the project) and cost approximately \$50-60 million.</i>
25-08	Sherrie	(2-18-25 All) Project to evaluate readdressing all County addresses to City addresses.	<i>(6-11-25) Staff has met to discuss the framework for the committee, the goals or recommendations to be considered, potential committee members, timeline and review 345 properties affected. Staff will draft assigned addresses for affected properties and provide timeline for Council.</i> <i>(7-15-25) City staff is working to assemble a data base of all addresses in the City that require adjustment. That will be completed by the end of 2025.</i>

Item	Staff	Description	Staff Responses
			<i>After that time, City staff will propose to the Council a working group of members of the public, staff and Council representative to review the entire scope of the project, City costs and overall impacts of the project. Estimated completion, which is City Council taking action on a plan to move forward is April 1, 2026.</i> <i>(4-2-26) The draft addresses are completed and being reviewed with engineering. A work plan will be prepared for the Council (May 2026) to establish a citizen group to review and make recommendations to the City Council.</i> <i>(6-10-26) The proposed address changes have been drafted. A proposal related to the committee will be presented in the 7-21-26 work session.</i>
25-02	Ken/David	(5-20-25 CM Knowlton) Explore options to property purchase for expanding the Public Works facilities.	<i>(11-12-25) The City Council reviewed options to provide more space at the existing PW facility (see 10-21-25 minutes). Further work to be done on property acquisition. CC would also like to see options for vehicle storage including rental of garage space rather than construction of new facilities at the present time.</i> <i>(7-28-26) Ken Leetham made a proposal to the City Council on July 21 to perform a needs analysis for public works facilities expansion. Use of Redwood Road CDA funds was proposed to hire professional consulting services in order to complete the analysis.</i>
Future Agenda Item Discussion Requests			
25-35	Ken	(12-2-25 CM Knowlton & Van Langeveld) Request for analysis / discussion at future meeting regarding solar panels on any City properties.	
25-22	Sherrie	(10-3-23 CM Knowlton) Future work session item to discuss parking (restrictions, shared parking, time of day, on street, etc.)	<i>(7-15-25) This project is from October of 2023. We have had some discussions about parking since that time, but the Council should clarify for the staff what is needed or wanted with this assignment.</i>
25-21	Sherrie/Jon	Combined Action Items: (1-2-24) Work session on Code amendments related to park strip landscaping and street trees. Evaluate City owned park strips and properties for recommendation on conversion to water wise landscape & review compliance notifications and processes. (3-21-23) Look into increasing tree plantings on City owned land.	<i>(7-15-25) This project is to landscaping, water conservation methods and tree planting on City-owned property. This project requires City staff to provide an inventory and analysis of City-owned park strips and properties which might be good candidates for conversion from turf to water wise landscaping treatments. A second minor piece of this project is to evaluate our compliance notifications and processes related to conversion of areas to low water use treatments. Deadline for this project is September 16, 2025.</i>

Item	Staff	Description	Staff Responses
			<i>This item also includes a policy question for the City Council related to what level of investment should the City be making each year for tree planting. The current General Plan and City budgets identify tree planting as a priority in the City and this project should articulate the City's specific action plan to increase tree plantings on City property. Deadline for this project is November 11, 2025.</i> <i>(10-15-25) On 9/16/2025 Staff reviewed possible locations with the City Council and was directed to obtain bids for the City Hall park strip and return to the Council for approval and budget allocation.</i>
25-19	Ken / David	(4-2-24 All) Staff will make future proposal on trees/sidewalk damage policies.	<i>(5-16-24) Funds have been proposed in the FY25 budget of \$100k for the purpose of sidewalk repair. An ordinance relating to trees and public rights-of-way needs to be put forward.</i> <i>(7-15-25) This item is part of a larger issue of sidewalk condition and repair Citywide. Two parts of the project are: 1) creating a policy for when trees on private property damage public sidewalks (should they be removed, sidewalk relocated, etc.). This first part also includes a policy related to the obligations of the adjacent property owners to participate in the costs of repair and replacement of sidewalk or removal of trees. 2) The City must address a citywide infrastructure need to repair and replace sidewalks throughout the City. This is a policy decision by the City Council.</i> <i>Deadline for Part 1: October 21, 2025</i> <i>Deadline for Part 2: January 20, 2026</i> <i>(11-12-25) City staff presented information on October 21, 2025 and the City Council requested a draft policy (ordinance) be prepared to address sidewalk repair and the preservation of trees.</i>
Completed			
26-07	Craig	(8-4-26 CM Smoot, Jackson, Van Langeveld) Requested future work session discussion about ALPR data and the use of information.	<i>(8-18-26) Presentation planned for the work session on September 1, 2026.</i>
26-06	Ken/David	(6-2-26 CM Knowlton) Discussion at future meeting exploring a NSL Green Waste program.	<i>(8-27-26) Ken has been working with Wasatch Integrated Waste on this item. They indicated that do not have any additional capacity at their facility for green waste. Their intention is to expand the green waste processing facility, but they do not expect to be able to add any additional curbside programs until 2029 or 2030 at the earliest.</i>

Item	Staff	Description	Staff Responses
25-03	Ken/Sherrie	(5-20-25 CM Baskin) Research potential for creating a dog park at Springhill Park. (1-20-26 CM Jackson) Request to keep this on action item list.	<i>(10-15-25) per direction from the Council on 10/7/2025 the next steps to creating a dog park at this location will be:</i> <i>1. Contact the property owners to determine if they are willing to sell the property</i> <i>2. Obtain an appraisal and enter into purchase contracts</i> <i>3. Engage a landscape architect or engineering firm to design the park and cost estimate</i> <i>Approve the budget for the project</i> <i>(4-2-26) one property owner indicated willingness to sell property to City.</i> <i>(6-10-26) The Abel parcel was sold at Davis County Tax Sale on 5-14-26 for \$42,000. The new owner has not contacted the City regarding their planned use for the property.</i> <i>(8-27-26) Staff recommends that the City NOT move forward on this project since we do not have sufficient property at this location for a dog park. Until that is resolved, we do not need to spend time creating a feasibility analysis for this item.</i>

PLANNING COMMISSION

ACTION REPORT

(No Council Action Required)



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Sherrie Pace, Community Development Director

DATE: September 15, 2026

SUBJECT: Planning Commission Action Report(s)

The following is provided regarding actions taken by the Planning Commission at recent meetings.

September 8, 2026: Approval of a site plan amendment for APCO at 710 South Redwood Road to install underground detention and pave additional parking spaces to be utilized by APCO and the neighboring business, Sandbar via shared parking agreement and cross access. The Planning Commission unanimously approved the amended site plan.

August 25, 2026: The Planning Commission held a public hearing to consider the recommendation to the City Council of the Town Center Urban Design Standards, associated Town Center Zone Map and additional necessary amendments to Chapter 19, Specific Use Standards and Chapter 1, Definitions.

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.

August 11, 2026: The Planning Commission approved a conditional use permit for a 35 foot drive approach at 661 East 50 North for John Ashby, MTB Construction.

Commissioner Jorgensen moved that the Planning Commission approve the conditional use permit for a 35 foot wide drive approach at 661 East 50 North with no conditions. Commissioner Jones seconded the motion. The motion was approved by Commissioners Holbrook, Jones, Jorgensen, Larson, and Stone. Commissioners Kapp and Marsh were excused.

July 14, 2026: The Planning Commission held a work session regarding the draft Town Center Urban Design Standards with Mark Morris of Voda Design to prepare the final draft for consideration at the public hearing on August 25, 2026.

May 12, 2026: The Planning Commission approved a site plan application for an indoor skydiving center at 296 South Orchard Drive by Clark Robinson of Indoor Wingsuit Utah LLC. The facility will include an indoor skydiving center, ski jump training, aerial training and recreational component open to the public. The business will be located adjacent to the Starbucks building and will be approximately 11, 160 sq. ft. and will draw participants nationwide and locally for athlete training and recreational entertainment for the general public.

Commissioner Holbrook moved that the Planning Commission approve the site plan for an indoor skydiving center at 296 South Orchard Drive with the following conditions:

- 1) Correction of redlines; and*
- 2) Confirmation of South Davis Metro Fire's acceptance of the proposed plans.*

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

The Planning Commission also held a work session regarding the Town Center Urban Design Standards.

The Planning Commission held a public hearing on proposed City Code Amendments related to correction of State Code Citations and made a recommendation for approval to the City Council.

Commissioner Holbrook moved that the Planning Commission recommend to the City Council the proposed code amendments related to State Code Citations contained within City Code with no conditions and the following findings:

- 1) The proposed amendment is in accord with the comprehensive general plan, goals and policies of the City.*
- 2) Changed or changing conditions make the proposed amendment reasonably necessary to carry out the "purposes" stated in this title.*

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

The regular Planning Commission meetings scheduled for May 26th, June 9th & 24th, July 28th were cancelled as there were no pending applications or actions required.