



## CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

10 East Center Street, North Salt Lake, Utah 84054  
(801) 335-8700  
(801) 335-8719 Fax

### NORTH SALT LAKE PLANNING COMMISSION NOTICE & AGENDA

July 27, 2021  
6:30 p.m.

Notice is given of a public meeting of the North Salt Lake Planning Commission to be held on the above noted date and time in the North Salt Lake City Council chambers located at 10 East Center Street.

*The Public is invited to attend in person or via Zoom*  
**ELECTRONIC MEETING LINK: <https://bit.ly/3zqzODZ>**

Notice is given of a public meeting of the North Salt Lake Planning Commission to be held on the above noted date and time in the North Salt Lake City Council chambers located at 10 East Center Street. The agenda will be as follows:

- 1) Welcome, Pledge, and Introduction
- 2) Public comments
- 3) Consideration of a Conditional Use Permit for S&J Custom Creations located at 151 North 700 West, Units #4 and #5, Shannon Colton, applicant
- 4) Consideration of a Preliminary Plan and Final Plat for Altyn Vista PUD, a four lot subdivision at 340 and 360 North Orchard Drive, Darin Fenwick, applicant
- 5) Report on City Council actions on items recommended by Planning Commission
- 6) Approval of minutes:
  - a. 7/13/2021

Adjourn

The public is invited to attend all Planning Commission meetings. If you need special accommodations to participate in the Planning Commission meeting, please call the City offices at (801) 335-8700. Please provide at least 24 hours' notice for adequate arrangements to be made. The agenda items may be heard in a different order as warranted by the Commission.

**Notice of Posting:**

I, the duly appointed recorder for the City of North Salt Lake, hereby certify that the foregoing agenda was posted on the Utah Public Notice website, at city hall, and sent to the required newspapers this 21<sup>st</sup> day of July, 2021.

Dated this 21<sup>st</sup> day of July, 2021.

Linda D. Hancock



## CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

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10 East Center Street, North Salt Lake, Utah 84054  
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### MEMORANDUM

**TO:** Planning Commission  
**FROM:** Mackenzie Bennett, Planner  
**DATE:** July 27, 2021  
**SUBJECT:** Conditional Use Permit for S&J Custom Creations, located at 151 North 700 West

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#### **RECOMMENDATION**

The Development Review Committee (DRC) recommends approval of the conditional use permit for S&J Custom Creations located at 151 North 700 West, with the following condition:

1. Submit paint booth specifications/plans for review by South Davis Metro Fire Agency.

#### **BACKGROUND**

S&J Custom Creations designs and manufactures custom cabinets. They are requesting approval to operate their business out of two units located at 151 North 700 West which is zoned Manufacturing-Distribution (MD). Per City Code 10-11-3, "Wood product manufacturing" is a conditional use in the MD zone.

According to the applicant, the building located at 151 North 700 West has five units that are shared by multiple tenants. S&J Custom Creations will operate out of two units, #4 and #5. Each unit has approximately 1,500 sq. ft. of gross floor area, equating to 3,000 sq. ft. of total space dedicated to the subject business. Of the other three units, one is vacant, one is used as a cabinet shop, and one houses some variation of an automotive related business.

The business will employ two people. Business hours will occur between 7:00 AM-7:00 PM, Monday through Saturday. Most deliveries will occur between 8:00 AM-6:00 PM, Monday through Friday. Woodworking machinery will be used at this location, along with sanding and paint booths. The paint booth must be approved by the South Davis Metro Fire Agency prior to the issuance of a business license.

The business is required to have a minimum of 3 parking stalls (see parking table below). They have provided a total of 8 parking stalls which is compliant with code.

Use	Square Feet	Requirement	Required Parking
Manufacturing, processing or assembly	3,000	1 stall per 1,000 sq. ft. of gross floor area or 1 stall per employee on highest shift, whichever is greater	3
<b>Total</b>			<b>3</b>

The applicant has noted that this location will be temporary and they do not anticipate to expand or grow their business there. They do not anticipate any potential health hazards or negative environmental impacts from their day to day activities.

This conditional use permit is subject to the requirements of the City's Land Use Ordinance (10-7-1-4), requiring that every Conditional Use Permit shall expire by limitation and become null and void if the work authorized by such permit has not commenced within one (1) year, or is not completed within two (2) years from date of issue.

**POSSIBLE MOTION**

I move that the Planning Commission approve the conditional use permit for S&J Custom Creations located at 151 North 700 West, with the following condition:

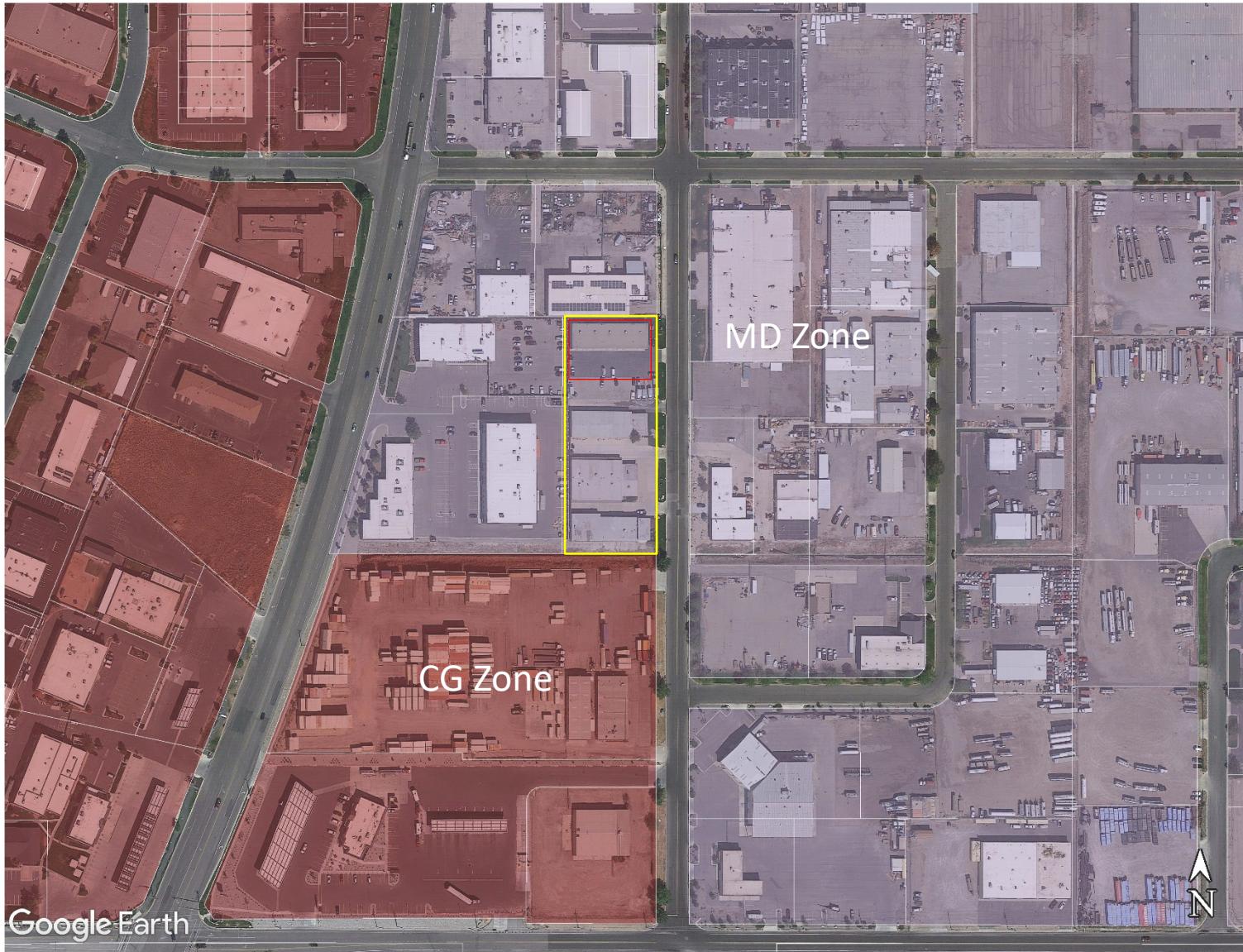
1. Submit paint booth specifications/plans for review by South Davis Metro Fire Agency.

Attachments

- 1) Zoning Map/Aerial Map

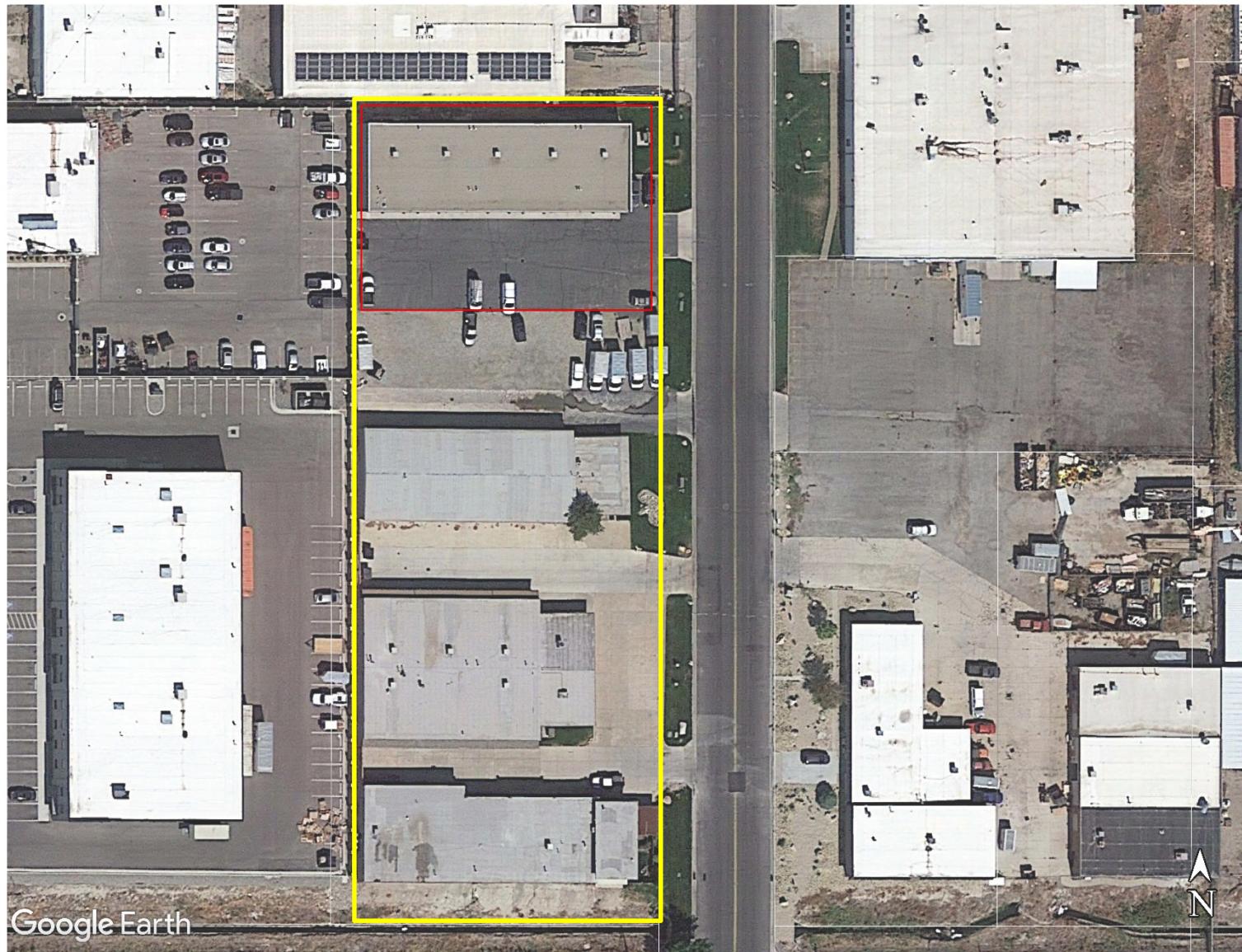


**S&J Custom Creations**  
**151 North 700 West**  
**Zoning**





**S&J Custom Creations**  
**151 North 700 West**  
**Aerial**





## CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

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### MEMORANDUM

**TO:** Planning Commission

**FROM:** Mackenzie Bennett, Planner

**DATE:** July 27, 2021

**SUBJECT:** Preliminary Plan and Final Plat for a four lot subdivision called Altyn Vista PUD at 340 and 360 North Orchard Drive

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#### **RECOMMENDATION**

The Development Review Committee (DRC) recommends approval of the requested preliminary plan and final plat for a four lot subdivision called Altyn Vista PUD located at 340 and 360 North Orchard Drive subject to the following conditions:

1. Completion of all engineering and planning redlines;
2. Reference negotiated setbacks on the plat to be recorded with the County;
3. Receive approval from South Davis Metro Fire Agency on driveway placement for lot 3.

#### **BACKGROUND**

The concept plan for the Altyn Vista PUD subdivision was approved by Planning Commission during the March 9, 2021 meeting and City Council during the March 16, 2021 meeting. At the time of concept plan approval, one condition was placed that increased the lot size of lot 2 to a minimum of 10,000 sq. ft. This condition was met and the size of lot 2 was increased to exactly 10,000 sq. ft.

#### **REVIEW**

The two parcels located at 340 and 360 North Orchard Drive contain approximately 1.48 combined acres (64,469 square feet). These properties are zoned R1-10. The applicant is proposing to subdivide the two parcels into four lots and include a private road. The proposed road is 23 feet wide and 255 feet long, complete with a 70-foot wide hammerhead turn around.

The applicant plans to remove all access/driveways from Orchard Drive and relocate them onto the proposed road with the exception of the northernmost driveway on Lot 1. The northernmost driveway was included in the concept plan approval. Lot 3 has a proposed driveway attached to the end of the private road. This driveway placement must be approved by South Davis Metro Fire Agency prior to issuance of any building permits.

Code section 10-7-4 contains regulations related to Planned Unit Developments (PUD) which allows the Planning Commission to vary lot area, setback, height, and coverage requirements. The applicant is requesting reduced setbacks from the new private road for the existing and proposed structures.

Per City Code 10-10-3, corner lots shall have 2 front yards, 1 rear yard opposite the front elevation, and 1 side yard. The following table identifies the minimum setbacks as regulated by the R1-10 zone:

	Primary Dwelling/Structure			Accessory Structure		
	Front	Side	Rear	Front	Side	Rear
<b>R1-10 Code</b>	25'	8'	25'	25'	3'	3'

Lots 1 and 2 have existing structures that will become noncompliant with City Code 10-10-3 due to their proximity to the proposed road. The following table details the setbacks to the existing structures for Lots 1 and 2 should the private road be constructed:

	Existing Primary Dwelling/Structure			Existing Accessory Structure		
	Front	Side	Rear	Front	Side	Rear
<b>Lot 1</b>	21'	8'	Over 25'	3'	Over 3'	Over 3'
<b>Lot 2</b>	10'	Over 8'	Over 25'	12'	Over 3'	Over 3'

Lot 3 will be developed as soon as possible while lot 4 will remain undeveloped for the foreseeable future. The proposed setbacks for the primary dwelling on lot 3 are as follows:

	Proposed Primary Dwelling/Structure		
	Front	Side	Rear
<b>Lot 3</b>	20'	10'	Over 25'

In order for the existing structures to stay in compliance with the code after the private road is constructed, the standard setbacks for the R1-10 zone will need to be negotiated and adjusted to fit the PUD. The applicant is requesting the setbacks for the Altyn Vista PUD be reduced to the following:

	Primary Dwelling/Structure			Accessory Structure		
	Front	Side	Rear	Front	Side	Rear
<b>Proposed Setbacks</b>	10'	8'	25'	3'	3'	3'

Other Notes:

- Lot 1: Garage and shed within the rear property to remain.
- Lot 2: Garage to be demolished. Existing pergola to remain.
- Lot 4: Ten foot (10') wildlife fence adjacent to the proposed road to be demolished prior to the development of the lot.

The City Engineering and Planning Departments have some redlines that must be addressed prior to the final plat being recorded. The redlines are minor and therefore the DRC is recommending approval of the preliminary plan and final plat with completion of any redlines as a condition.

**POSSIBLE MOTIONS**

I move that the Planning Commission recommend to the City Council approval of the requested preliminary plan and final plat for a four lot subdivision called Altyn Vista PUD located at 340 and 360 North Orchard Drive subject to the following conditions:

1. Completion of all engineering and planning redlines;
2. Reference negotiated setbacks on the plat to be recorded with the County;
3. Receive approval from South Davis Metro Fire Agency on driveway placement for lot 3.

Attachments

- 1) Aerial/Zone Map
- 2) Final Plat
- 3) Site Plan



# Altyn Vista PUD

## 340 and 360 North Orchard Drive

### Zoning

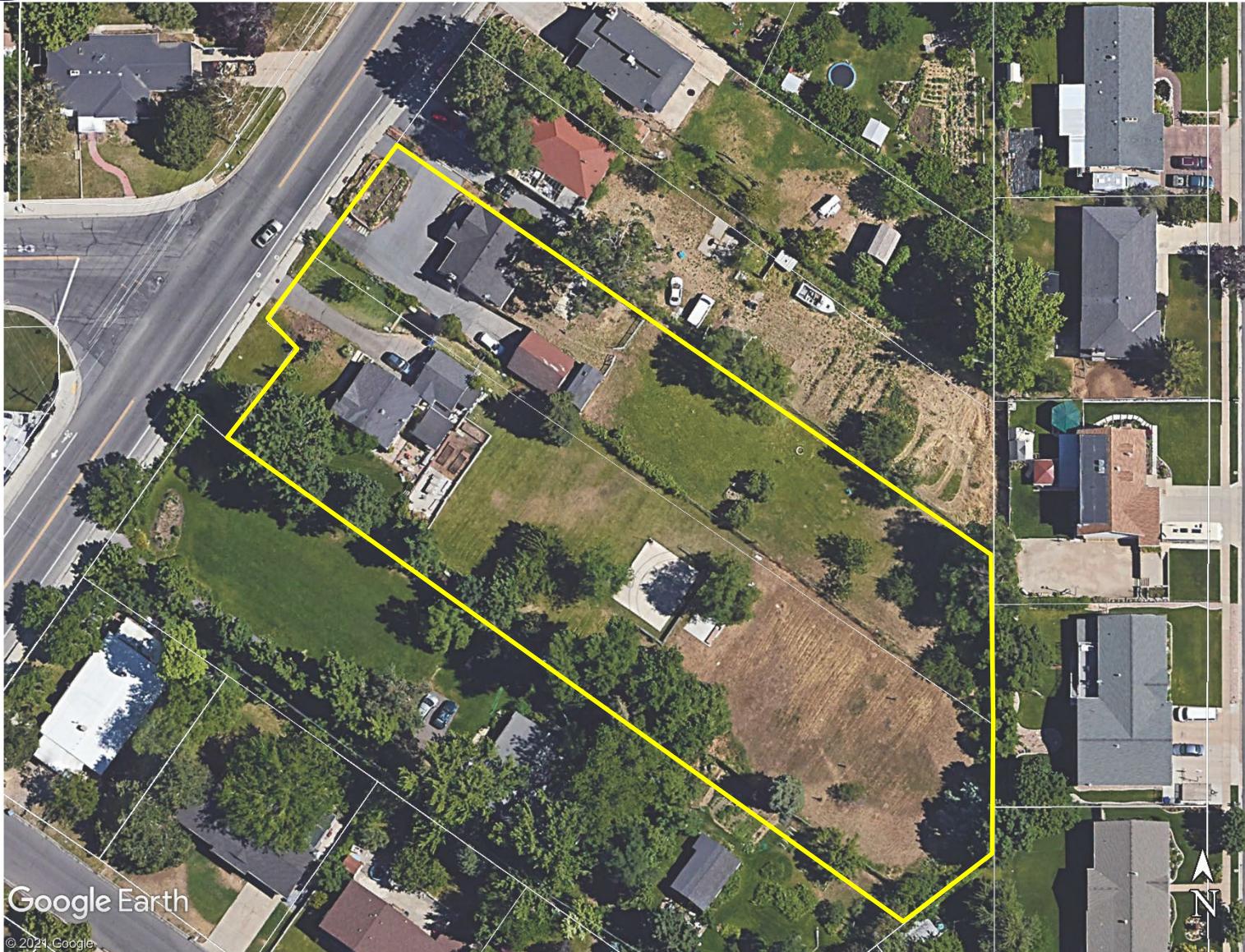




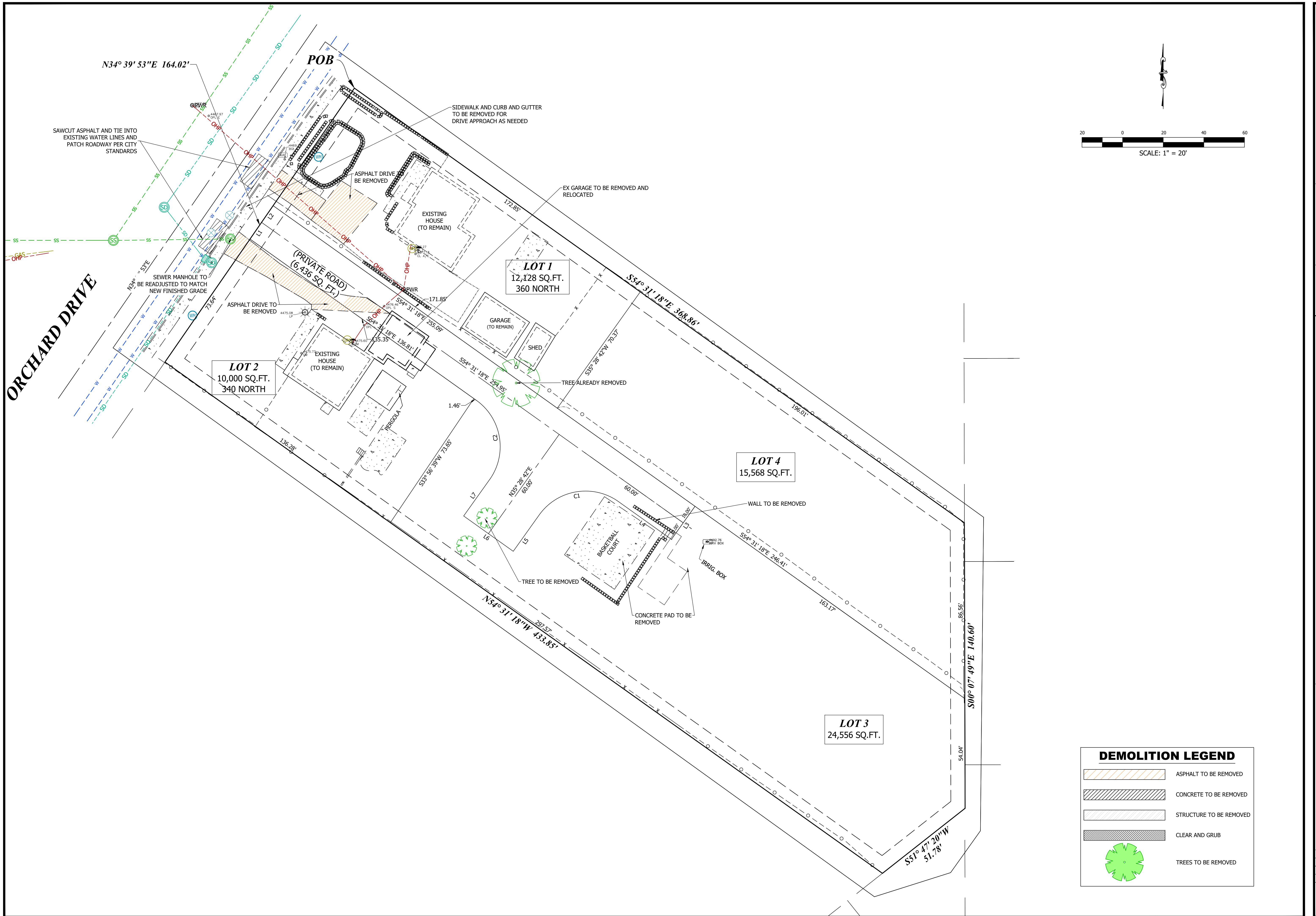
# Altyn Vista PUD

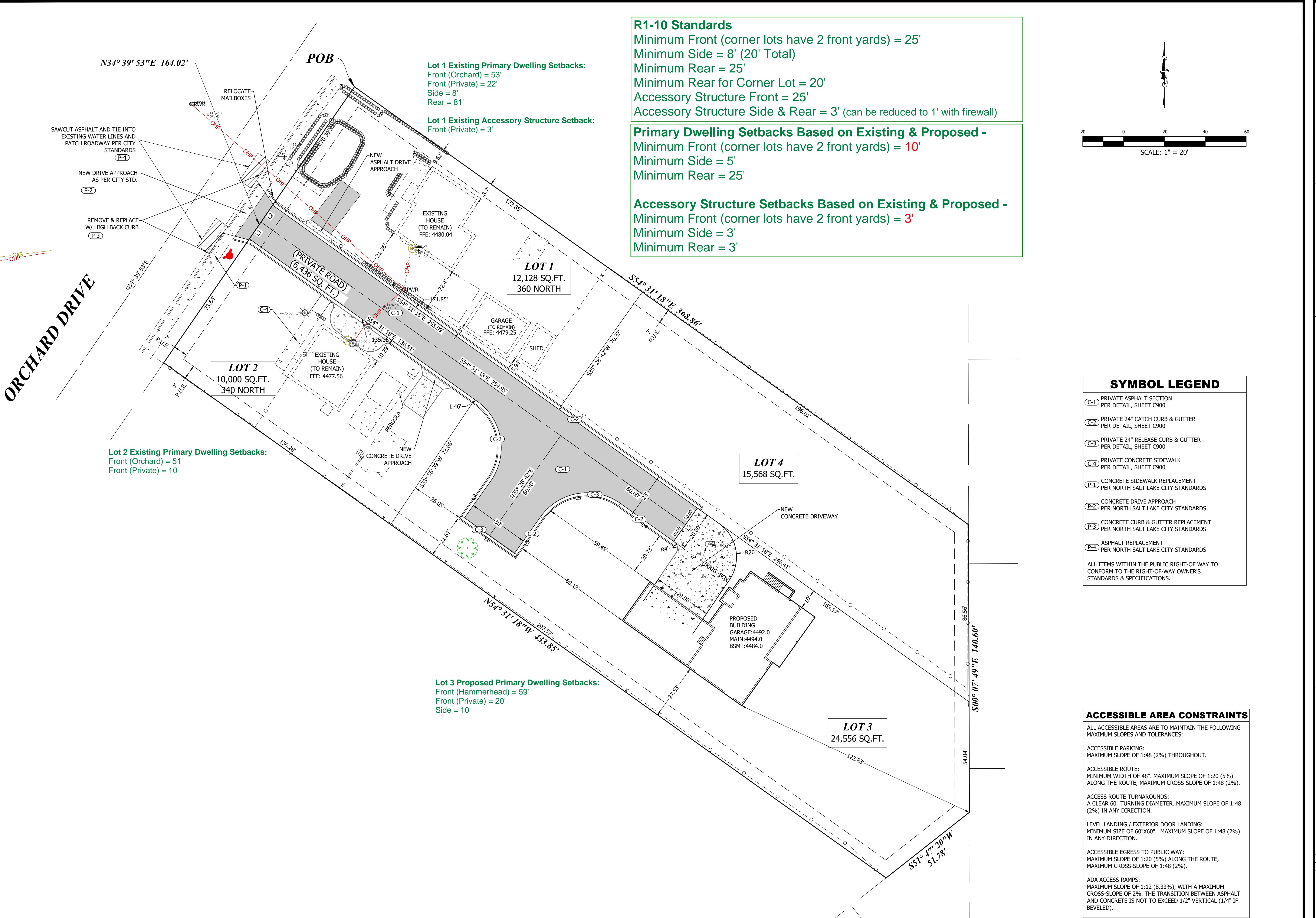
## 340 and 360 North Orchard Drive

### Zoning









**CITY OF NORTH SALT LAKE  
PLANNING COMMISSION MEETING  
JULY 13, 2021**

DRAFT

Commission Chair Ted Knowlton called the meeting to order at 6:30 p.m. and Katherine Maus led those present in the Pledge of Allegiance.

PRESENT: Commission Chair Ted Knowlton  
Commissioner Ron Jorgensen  
Commissioner Katherine Maus  
Commissioner Alisa Van Langeveld  
Commissioner Brandon Tucker  
Commissioner William Ward

EXCUSED: Commissioner BreAnna Larson

STAFF PRESENT: Sherrie Pace, Community Development Director; Mackenzie Bennett, Planner; Andrea Bradford, Minutes Secretary.

OTHERS PRESENT: In person: Dee Lalliss, resident. Via Zoom: Michael Smith, applicant.

## 1. PUBLIC COMMENTS

There were no public comments.

2. CONSIDERATION OF A CONDITIONAL USE PERMIT FOR UTAH WHOLESALE INDUSTRIAL SALES, LLC, LOCATED AT 130 SOUTH REDWOOD ROAD, UNIT L, MICHAEL SMITH, APPLICANT

Mackenzie Bennett reported that this conditional use permit was for Utah Wholesale Industrial Sales, LLC. The building located at 130 South Redwood Road was shared by multiple tenants and the applicant would occupy Unit L. The company sells overstock items online including tools, auto parts, clothing, shoes, backpacks, and fitness equipment. The company would primarily conduct sales over eBay but planned to sell on other websites including Amazon or Walmart in the future. Per City code 10-11-3, “Electronic shopping and mail order houses” would be a conditional use in the General Commercial (CG) zone.

The business does not plan to expand or grow at the 130 South Redwood Road location. The subject location would be temporary until a more permanent warehouse was found. Until that time, they would be on a month to month lease with the property owner. The unit's square footage would be 5,500 square feet with 600 square feet of office and the remainder to be used as

44 freight warehousing. Based on the use and square footage, the parking requirement would be a  
45 minimum of eight parking stalls and the applicant has provided a total of ten parking stalls. The  
46 business plans to employ 3-10 part time employees and 2-3 full time employees. The maximum  
47 number of employees on the highest shift would be five. This location will be used for listing  
48 products online and shipping or receiving items. All business activity would take place within  
49 the building and no outdoor storage would be needed or approved with this conditional use  
50 permit. No potential health hazards or negative environmental impacts would be anticipated.  
51

52 The Development Review Committee recommended approval of the conditional use permit with  
53 no conditions.  
54

55 Michael Smith, Utah Wholesale Industrial Sales, commented that they currently sell on eBay and  
56 sold around \$38,000 worth of merchandise per month. He said his background was with  
57 autotrader.com and a car dealership. Mr. Smith explained that they may also expand into  
58 automotive in the future.  
59

60 **Commissioner Jorgensen moved that the Planning Commission approve the conditional  
61 use permit for Utah Wholesale Industrial Sales, LLC located at 130 South Redwood Road,  
62 Unit L, with no conditions. Commissioner Tucker seconded the motion. The motion was  
63 approved by Commissioners Knowlton, Jorgensen, Maus, Tucker, Van Langeveld and  
64 Ward. Commissioner Larson was excused.**  
65

66 3. WORK SESSION: CONDITIONAL USER REVIEW, CITY CODE 10-11-3, USE  
67 CATEGORIES FROM POSTAL SERVICE THROUGH EDUCATIONAL SERVICES  
68

69 Sherrie Pace said the Planning Commission has been reviewing whether uses should be  
70 conditional or permitted and the next item to be reviewed was publishing industries.  
71

72 Commissioner Jorgensen questioned whether the original list of uses may have come from the  
73 North American Industrial Classification System (NAICS). He said it may be advantageous to  
74 have the NAICS or Standard Industrial Classification (SIC) codes as it would allow an individual  
75 to look up the category description online. Sherrie Pace replied that the prohibited uses could  
76 then be listed underneath the description.  
77

78 Sherrie Pace asked the Commission if it would be beneficial for staff to prepare a new table  
79 based on those codes with a general heading for most of the uses. The prohibited or conditional  
80 uses could then be listed underneath. She explained that this would condense the list to around  
81 50 or 100 uses.  
82

83 Commissioner Jorgensen also commented on the need to be consistent with similar business  
84 types even if they had different classifications or categories if the uses were alike. He said this  
85 was something for the Commission to be mindful of particularly regarding fairness in zoning and

86 what would be allowed or prohibited. Sherrie Pace replied that the definition for the categories  
87 could be codified to match the NAICS/SIC. This would also allow a business to provide their  
88 classification code to staff to determine the correct use. She suggested that each category would  
89 show permitted, prohibited, or conditional uses.

90  
91 Chair Knowlton asked how this would interact with the future form based code. Sherrie Pace  
92 responded that the form based code would be for the Highway Commercial (CH) zone which  
93 was not part of the proposed chart. She said the Town Center would be in a completely different  
94 category because in the form based code the use of the building was less important than the  
95 exterior appearance.

96  
97 Mackenzie Bennett spoke on the CH zone regarding prohibited and permitted uses. She said it  
98 was very vague on permitted uses and very specific on prohibited uses. Ms. Bennett said this was  
99 the goal for the entire code as it was easier for staff to determine what was not allowed in certain  
100 areas.

101  
102 Commissioner Van Langeveld commented that the previous applicant said his location was  
103 zoned to allow a car dealership. She said in the current code that car dealerships were permitted  
104 in the CG and the MD zones and suggested making this a prohibited use in the CG zone.

105  
106 Sherrie Pace spoke on the issues staff had with car dealerships related to parking, capacity,  
107 dismantled cars, blocked drive aisles, etc. She said there needed to be better standards for car  
108 dealerships with supplemental regulations such as a certain amount of the lot dedicated to storage  
109 or display vehicles.

110  
111 Sherrie Pace asked if the Planning Commission wanted to review the uses now or after staff had  
112 prepared a draft. She asked the Commission to identify any prohibited uses. Ms. Pace spoke on  
113 factors that would result in a prohibited use or only permitted in certain zones. These factors  
114 would include environmental factors, dust control, paint/varnish booth, noise, proximity to  
115 residential, etc.

116  
117 Mackenzie Bennett spoke on the artisan/craftsman category and how to decipher this versus  
118 mass manufacturing. She asked about the timeframe to review this again. Sherrie Pace replied  
119 that staff could give a progress report in three weeks.

120  
121 Commissioner Ward recommended that staff could share a draft in several weeks. Sherrie Pace  
122 recommended reviewing the general categories first.

123  
124 It was determined that the next conditional use review would be during the August 9th Planning  
125 Commission meeting.

126

#### 4. REPORT ON CITY COUNCIL ACTIONS ON ITEMS RECOMMENDED BY PLANNING COMMISSION

Sherrie Pace reported that the plat amendment for the Root Subdivision was reviewed and approved by the City Council. She also spoke on the annexation policy plan and said the draft was almost completed. The consultant would present an update to the City Council on August 3<sup>rd</sup>. Ms. Pace said the first public meeting would be August 24<sup>th</sup> and would include a review of the draft annexation policy plan. Then on September 14<sup>th</sup>, a public hearing would be held during the Planning Commission meeting. The Commission could then make changes and recommend approval or denial to the City Council.

Sherrie Pace spoke on the need for staff to review the annexation policy plan that had been prepared by the consultant.

Commissioner Ward asked about the momentum from the developer. Sherrie Pace replied that the developer had closed on the property and was eager to move forward. She said there was also a push from Cross E Ranch to develop a portion of the property and expand the ranch.

Chair Knowlton commented that he was unsure if he wanted to know the intended use of the property or if it was better to approach the annexation on what was in the public's best interest. Sherrie Pace responded that from her perspective when revising the plan was the potential density related to dwelling units and how it would affect population growth.

Commissioner Van Langeveld said she had not yet seen compelling evidence that the annexation was in the best interest of the City. She understood why the City would want to be involved and some benefits but upon review, it did not seem to be in the City's best interest given the amount of infrastructure that would be required. Sherrie Pace responded that one thing the consultant did correctly in their first analysis was to provide actual impacts including water systems and revenue to offset these costs. She spoke on some of the areas that were missed in the plan including an analysis of tax rates.

There was a discussion about the annexation including services such as snow plowing, the cost benefit analysis including capital costs of infrastructure, emergency services, all unincorporated areas, etc.

Chair Knowlton asked about the open house for the form based code. He asked if it would occur by the end of August. Sherrie Pace replied that September 14<sup>th</sup> would be the earliest date that the open house could happen as staff would have the conditional use revisions and the annexation policy to complete as well.

The Planning Commission felt that the form based code should be prioritized over the conditional use revisions.

169  
170 The Commission then discussed the proposed annexation and the public's possible  
171 misperception of the decision made.  
172  
173 Sherrie Pace clarified that the landowner had accepted the risk for the decision by closing on the  
174 property before anything was annexed or entitled. She said the City had no obligation to the  
175 property owner and could decide not to annex the property.  
176  
177 Commissioner Ward asked if the report detailed what would happen if the City decided not to  
178 annex the property. Sherrie Pace replied that this would not be part of the report. She said this  
179 would be addressed when there was a petition for annexation from the property owner. Ms. Pace  
180 said the study should provide a sense of whether the annexation would positively or negatively  
181 impact the City. She would provide a draft to the Commission in advance of the first meeting.  
182  
183 Mackenzie Bennett confirmed that the goal was for the annexation and form based code review  
184 during the August 24<sup>th</sup> Planning Commission meeting.  
185

##### 186 5. APPROVAL OF MINUTES

187  
188 The Planning Commission meeting minutes of June 22, 2021 were reviewed and approved.  
189  
190 **Commissioner Jorgensen moved to approve the minutes of June 22, 2021 as drafted with  
191 one typographical correction. Commissioner Ward seconded the motion. The motion was  
192 approved by Commissioners Knowlton, Jorgensen, Maus, Tucker, Van Langeveld and  
193 Ward. Commissioner Larson was excused.**

##### 194 195 6. ADJOURN

196  
197 Chair Knowlton adjourned the meeting at 7:33 p.m.  
198

199 *The foregoing was approved by the Planning Commission of the City of North Salt Lake on  
200 Tuesday July 27, 2021 by unanimous vote of all members present.*

201  
202

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203 *Linda Horrocks, City Recorder*