



**City of Holladay General Plan
Appendix K
Highland Drive Corridor Master Plan
2012**

Prepared by:

**City of Holladay Community Development Dept.
February 16, 2012**

**Paul Allred, Community Development Director
Rick Whiting, City Planner
Josh Deifel, Planning Intern
Jason Bond, Planning Intern**

I. Introduction & History

The street that runs through Salt Lake County that is known today as “Highland Drive” is owned and controlled by six or more separate entities. One of these segments is a Holladay Street and two others are fragments that border the City and over which the City has control over land-use on only one side of the street. Highland Drive in Holladay is divided into three segments and has history and characteristics unique to each segment:



Residential Property “For Sale” - 2010 (Typical)

- Segment A: 3900 South to Arbor Lane (East side of Highland Drive to Murray Holladay Rd., both sides from there to Arbor Lane);
- Segment B: Arbor Lane to Van Winkle Expressway (Both sides of Highland Drive are within Holladay City);
- Segment C: Van Winkle Expressway to City boundary at I-215 (East side of Highland Drive).

Over many years, Highland Drive in Holladay has transformed from a quiet neighborhood street with roots in residential settlement and farming to a very busy major roadway. High traffic volume and increasing intensity of land-use has eroded the number of single family homes along Highland Drive south of Murray Holladay Road and virtually eliminated the same along the northern segment of the street.

II. Highland Drive Master Plan (HDMP)

This Appendix (K) to the City’s General Plan creates a Highland Drive Master Plan (HDMP or “the Plan.”) It recognizes continued evolution of the three segments of Highland Drive as part of the City’s lifecycle. While acknowledging the inevitability of growth and change, the HDMP seeks to create policies that achieve balance between the constant pressure for development and protection of those characteristics that make the historical Cottonwood area along Highland Drive and the City of Holladay a unique and special place.

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The Plan envisions and recommends increased residential density and designates key selected areas for commercial development. It also contemplates an increased public transit presence along Highland Drive over the course of several decades.

The HDMP suggests the following goals for Highland Drive;

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A. Core Community Values and Goals

1. Ensure the ongoing safety of Holladay residents & visitors and the general welfare of the community.
2. Promote safe and efficient road design, pedestrian safety and safe pathways to schools, parks, churches, recreational and commercial areas.

3. Implement land use planning and new development that does not compromise the quality of life of residents whose property is adjacent to or accessed from Highland Drive.
4. Expand public transit to minimize pollution, congestion, energy waste and encourage linkages to commercial areas where appropriate.
5. Protect existing trees where feasible while promoting planting of new trees.
6. Where feasible and within the context of financial realities – implement “Complete Streets” concepts, which may or may not include all aspects of this particular term, but, are instead, defined by this community.
7. Dialogue and input between area residents, the City and developers, regarding potential impacts of new development proposals is of utmost importance. To that end, continued commitment to ample public notice and a thorough public process is both necessary and desirable.

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B. Land Use and Zoning

Infill opportunities are limited, open spaces and energy resources are diminishing. The Plan suggests new zoning patterns along Highland Drive.

1. Small areas of commercial development should be allowed on Highland Drive in Segment B, at the intersections of Spring Lane, Walker Lane and 5600 South where current zoning will permit. Use of a new zone such as Residential Office, “RO” may be appropriate at these intersections as well as the Neighborhood Commercial, “NC” where the property is currently zoned Commercial or RM.



*Café Madrid - 5244 S Highland Dr. - 2011
Example application of “NC” zone principles*

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“NC” or

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2. Residential zoning should be employed in the mid-block spaces between these commercial intersections. Current zoning or higher density single family residential zoning up to and including R 1-8 is allowed. The new "RO" zone that is consistent with the vision outlined in this document may be appropriate along these mid block spaces. These recommendations apply to Segment B and may not be appropriate on other segments of Highland Drive.



Examples of "Higher Density" Residential Development

Deleted: Higher density single family and multi-family
Deleted: , such as the R-1-8, R-2-10 & R-M zones,
Deleted: developments
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Dental Office - 2240 E Murray-Holladay Rd.
 Example of "Residential Office" style Architecture

3. When considering non-residential zoning, the depth of the zone should be appropriate to surrounding land uses. It should not generally reach beyond 200 feet deep from Highland Drive.

4. The impact of new development on existing residents should be thoroughly evaluated. Nuisance factors such as excess noise, light, and odors should be minimized with buffering measures.

C. Commerce

Business is a key economic engine for the City of Holladay and the Plan recognizes its importance. Measures that attract economic vitality while protecting core community values should be encouraged along Highland Drive in Segments A and C. Grouping of compatible businesses should be emphasized in order to enhance economic synergy and create a neighborhood identity. Goals should include:

Deleted: 5. New large-lot, single family residential development should be de-emphasized along the Highland Drive corridor.

1. To encourage existing businesses to upgrade building architecture, landscaping and other site related factors to compliment the new vision of the Highland Drive Corridor;
2. To improve access, infrastructure, easy pedestrian movement and other business promoting factors;
3. To streamline entitlement processes and permitting / fee structures in order to invite appropriate development;
4. To use economic assistance programs such as the Redevelopment Agency (RDA;) and Economic Development Agency (EDA;) or Community

Deleted: <#>To establish an ambience that is inviting for new businesses to locate along this street;
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Deleted: <#>To place new buildings close to the street to calm traffic and create an aesthetically pleasing street wall that will invite more commerce and economic activity at key intersections. (Parking should be designed to be in the rear or on the side of buildings with primary building entrances facing the street);

Development Agency (CDA) wherever feasible to stimulate appropriate development.

D. Traffic Control, Road Configuration and Design, and Land Use

1. The current five lane road configuration for Segment A of Highland Drive, is expected to remain indefinitely. (Holladay only controls land use on the east side of the street.)

2. Likewise, Segment C of Highland Drive is not expected to change its basic configuration for the foreseeable future. Any plan to reconfigure it at this location will only be contemplated after significant study and cooperation from UDOT, Murray City, and/or other agencies.

3. The road configuration for Segment B of Highland Drive should make a statement about the community as a whole and the immediate neighborhood specifically. These are a few desired eventual outcomes for this particular segment of Holladay’s most vital street:

- REDUCTION OF UNSAFE, HIGH SPEED TRAFFIC MUST BE A TOP PRIORITY IN THE LONG RANGE PLAN FOR THIS SEGMENT OF THE STREET. SAFE, PRACTICAL TURNING AREAS AND INGRESS AND EGRESS TO/FROM PROPERTIES ALONG HIGHLAND DRIVE, AND, THE NEIGHBORHOODS THAT ARE DEPENDENT UPON IT, IS ESSENTIAL.
- As the southern entryway to a most interesting and historic residential part of Holladay, the street should not detract from the history and character of the City, and instead enhance it. This may be potentially achieved by making the street into an inviting “grand boulevard” from Van Winkle Expressway to its connection at Arbor Lane with the Cottonwood project, the commercial center of the City.
- The “grand boulevard” may include features such as landscaping and trees, decorative overhead lighting, safe turning areas, a landscaped median, safe sidewalks and convenient pedestrian crossings. In order to achieve the right-of-way necessary for this vision, the City should pursue road dedications, where needed, with abutting property owners using such techniques as land donations, exactions through existing allowances, or if necessary, purchase.
- Highland Drive is both a residential and arterial street and obviously recognized as one of the most heavily used streets in the community. Its capacity should not be unnecessarily curtailed in this particular location because of the important commercial nodes located on both ends of this segment. The ‘grand boulevard’, could serve the purpose to remind travelers that long standing residential uses and

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small scale office uses in the mid-block and at the intersections are to be respected, protected and allowed to have ample and safe access to Highland Drive.

- Enable smooth and appropriate traffic flow with minimal delay by use of a coordinated traffic signal system, possible ingress and egress lanes and/or roundabouts.
- Ensure that public transit remains an integral part of Highland Drive.
- Provide sidewalks and accommodate mobility impaired citizens to the extent necessary and so as to comply with requirements of the ADA.
- Left turn lanes provided at signalized intersections and major city streets.
- A specific evaluation of the exact cross section needs to be determined so the future cross section can be adopted by the City. This future discussion would include specific review of a turning lane, lighting, right of way requirements and bicycle and transit opportunities. The goal of a future evaluation would be to determine the best use and configuration of Highland Drive and will only be implemented after careful study and citizen input.

Deleted: D. . Traffic Control, Road Configuration¶

In-depth study is required to determine the optimal road configuration to accommodate regional traffic while still serving local residents and businesses. ¶

The four lane road configuration north of Murray-Holladay Rd. to 3900 South is expected to remain indefinitely.

(Holladay only controls land use on the east side of the street.) However, the road configuration for Highland Drive from Murray-Holladay Rd. south to the VanWinkle Expressway should:¶

- ¶
1. . Include increased right-of-way through road dedication by property owners and developers when appropriate;¶
2. . Maintain sufficient traffic capacity to support commercial activity;¶
3. . Enable smooth and appropriate traffic volumes with minimal delay by use of ¶ efficient traffic lights with synchronized controls;¶
4. . Create minimal conflict and disruption of traffic through the commercial areas;¶
5. . Enhance future public transit options; and¶
6. . Encourage sidewalks and accommodate mobility impaired citizens. ¶

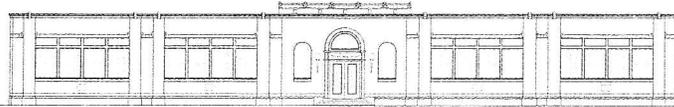
Future Road Considerations - ¶

Re-engineer the current four lane road configuration (two lanes in each direction) with some limited right-of-way acquisition to complete missing sections of sidewalk and add protected left turn-outs where needed, particularly at Spring Lane, Lakewood, Walker Lane and 5600 South.¶

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III. Map



CITY of HOLLADAY

March 18, 2013

Dear Holladay Planning Commission,

We wish to express our appreciation to the City Council for creating the Committee to make recommendations for revising the Highland Drive Master Plan as it relates to the segment of Highland Drive between Arbor Lane and the Van Winkle Expressway and for recommendations specific to the 2012 Highland Drive Master Plan. Our recommended changes are noted on the attached copy by striking through portions of the document we recommend be deleted and with recommended additions shown in red.

In addition, the Committee has discussed its collective ideas about the future of this segment of Highland Drive, and offers the following vision statements as a description of a desired future condition of Highland Drive and the neighborhoods it traverses. The Committee recognizes that achieving this future would require considerable time, effort and expense, and offers these statements as a framework for considering future development applications and proposed projects. Of course, any proposed changes should be based upon up to date pedestrian and vehicle traffic studies, citizen input, as well as the vision statements provided by the Committee.

- This section of Highland Drive is a residential artery that connects a network of other roads, lanes and driveways that provide the sole or primary access to hundreds of residential properties located in the Cottonwood Historical District in the City of Holladay. All of these citizens are “stakeholders” in the future of Highland Drive and special efforts should be made to inform them and get input from them regarding future changes and developments along the street.
- While the street is also one of the major entrances into our City and a major route to the City’s Commercial Center, **REDUCTION OF UNSAFE HIGH SPEED TRAFFIC AND THE SAFETY OF RESIDENTS SERVED BY THE STREET MUST BE THE HIGHEST PRIORITIES.**
- As a major entrance into the City it must present a pleasant and welcome feeling to visitors so they recognize they are in a special and unique City and so they will be encouraged to patronize our commercial developments.
- Buildings should be set back from the street with lawn or other plants in the front and trees lining the street to preserve the residential character of the street.
- The City supports development and redevelopment along Highland Drive that complements and advances the long-term objectives of the Highland Drive Master Plan.

This has been an enlightening and rewarding experience for all of us as we have learned more about the history and uniqueness of the neighborhoods that are served by Highland Drive and make up the community of Cottonwood, an important part of our City. Thank you again for allowing us to make these recommendations.

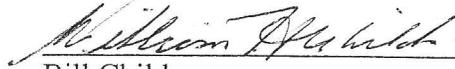


Sincerely,

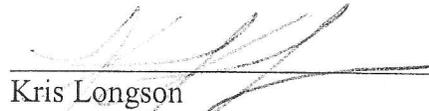

Richard Browning

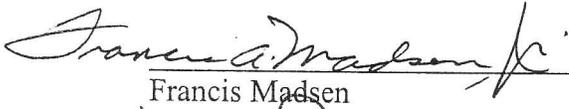

Gene Carr

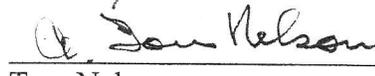

Jim Carter

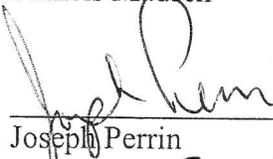

Bill Child

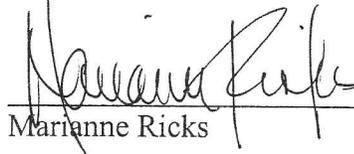

Craig Larsen


Kris Longson


Francis Madsen

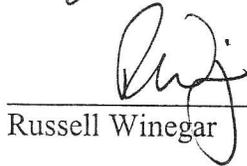

Tom Nelson

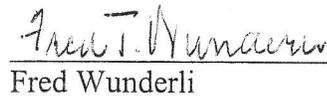

Joseph Perrin


Marianne Ricks


Ray Springer


Richard Tempest


Russell Winegar


Fred Wunderli

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CITY OF HOLLADAY GENERAL PLAN

APPENDIX K

HIGHLAND DRIVE MASTER PLAN

Adopted February, 2012

Amended *, 2013

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Prepared by:

City of Holladay Planning Commission

Lori Kohadadad, Chair

Spence Bowthorpe

Les Chatelain

John Garver

Chris Jensen

Matthew Snow

Brad Wright

Community Development Department,

Paul Allred, Community Development Director

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Patricia Hanson, Consultant

Josh Deifel and Jason Bond, Planning Interns

1 **I. HIGHLAND DRIVE MASTER PLAN**

2 This Appendix (K) to the City’s General Plan creates a Highland Drive Master Plan
3 (HDMP). This plan recognizes the continued evolution of the area surrounding Highland
4 Drive as part of the City’s lifecycle. While acknowledging the inevitability of growth and
5 change, the HDMP seeks to create policies that achieve balance between the constant
6 pressure for development and the protection of those characteristics that make this area and
7 the City of Holladay a unique and special place.

8
9 This plan recognizes that the historic development pattern along the Highland Drive corridor
10 includes the full range of uses from large lot single family residential to regional
11 commercial nodes. For ease of communication and for the purposes of this document,
12 Highland Drive and its associated properties will be considered in three segments. Each
13 segment has unique history, land use development patterns, streetscape characteristics and is
14 controlled by different jurisdictions.

15
16 1. Segment A: 3900 South to Arbor Lane;

17 Holladay controls the east side of Highland Drive to Murray Holladay Rd. and both sides
18 from there to Arbor Lane. The street is currently developed with right-of-way widths
19 ranging from 80 feet to 106 feet. Land use patterns are primarily commercial and multi-
20 family residential developments.

21
22 2. Segment B: Arbor Lane to Van Winkle Expressway;

23 Both sides of Highland Drive are within Holladay City. The street has a future planned
24 right-of-way width of 80 feet. Land use patterns are primarily single-family residential with
25 limited commercial and higher density single and multi-family residential developments
26 interspersed throughout the segment.

27
28 3. Segment C: Van Winkle Expressway to City boundary at I-215;

29 Holladay controls the east side of Highland Drive in this area. The street is currently
30 developed with a 106 foot right-of-way width. Land use patterns are exclusively
31 commercial development.

32 **II. HISTORY**

33 Over many years, Highland Drive in Holladay has
34 transformed from a quiet neighborhood street with roots in
35 residential settlement and farming to a very busy major
36 roadway. High traffic volume and increasing intensity of
37 land-use has eroded the number of single family homes along
38 Highland Drive south of Murray Holladay Road and virtually
39 eliminated the same along the northern segment of the street.



1 **III. CORE COMMUNITY VALUES AND GOALS**

- 2 1. Ensure the ongoing safety of Holladay
3 residents & visitors and the general welfare of the
4 community.
5
6 2. Promote safe and efficient road design, pedestrian safety and safe pathways to
7 schools, parks, churches, recreational and commercial areas.
8
9 3. Implement land use planning and new development that does not compromise the
10 quality of life of residents whose property is adjacent to or accessed from Highland Drive.
11
12 4. Expand public transit to minimize pollution, congestion, energy waste and encourage
13 linkages to commercial areas where appropriate.
14
15 5. Protect existing trees where feasible while promoting planting of new trees.
16
17 6. Where feasible and within the context of financial realities, implement “Complete
18 Streets” concepts.
19
20 7. Dialogue and input between area residents, the City and developers, regarding
21 potential impacts of new development proposals is of utmost importance. To that end,
22 continued commitment to ample public notice and a thorough public process is both
23 necessary and desirable.

24 **IV. IMPLEMENTATION STRATEGIES**

25 **A. Land Use and Zoning**

26 Infill opportunities are limited, open spaces and energy resources are diminishing. The Plan
27 suggests new zoning patterns along Highland Drive.

28 1. Segment A:

29 Existing zoning in this segment has developed a
30 healthy mix of commercial and higher density
31 residential uses. Any changes to the current
32 zoning patterns should be considered only if the
33 new zoning will enhance the existing
34 commercial uses and strengthen the economy of
35 the whole City.

36 2. Segment B:

37 a. Small areas of commercial development
38 should be allowed in this segment of Highland
39



*Café Madrid- 5244 S Highland Dr- 2011
Example of application of “NC” zone principles.*

1 Drive at the intersections of Spring Lane, Walker Lane, and 5600 South. Use of the
2 Neighborhood Commercial zone (NC) would be appropriate at these intersections.
3
4

5 b. For the mid-block sections of Segment B, higher density single family uses such as
6 the R-1-8 zone, and lower density multi-family-residential zoning such as the R-2 zones
7 should be given highest priority. The R-M zone would only be appropriate in these
8 locations if the proposed multi-family residential development is designed with no more
9 than four attached units per building and is no more than two stories high. For non-
10 residential development in the mid-block sections of Segment B, the Residential Office
11 (RO) zone would be appropriate here.
12

13 c. When considering non-residential
14 zoning, the depth of the zone should be
15 appropriate to surrounding land uses. It
16 should not generally reach beyond 200 feet
17 deep from Highland Drive.
18



19 *Example of existing higher density*
20 *residential development.*

21 d. The impact of new development on existing residents should be thoroughly
22 evaluated. Nuisance factors such as excess noise, light, and odors should be minimized
23 with buffering measures.

24 3. Segment C:

25 As with segment A, this area of Highland Drive is a strong economic key in the City.
26 This plan does not anticipate changes in the zoning patterns in this segment.

27 **B. Commerce**

28 Business is a key economic engine for the City of Holladay and the Plan recognizes its
29 importance. Measures that attract economic vitality while protecting core community
30 values should be encouraged along Highland Drive where commercial properties currently
31 exist.
32

33 Strategies for revitalization of the existing commercial uses along all segments of Highland
34 Drive:

35 1. Allow new zoning that fosters the grouping of compatible businesses in order to
36 enhance economic synergy in the current commercial areas.
37

38 2. Allow existing businesses to upgrade building architecture, landscaping and other
39 site related factors to compliment the new vision of Highland Drive and to establish
40 an ambience that is inviting for new businesses to locate along this street within the
41 existing commercial areas.
42

43 3. Improve access, infrastructure, easy pedestrian movement and other business
44 promoting factors when properties redevelop or when public funds become
45 available;

- 1
2 4. Adopt new commercial zoning regulations that include some architectural guidelines
3 and require the placement of new buildings close to the street to calm traffic and
4 create an aesthetically pleasing street wall that will invite more commerce and
5 economic activity within these current commercial areas.
6
7 5. Streamline entitlement processes and permitting / fee structures in order to support
8 appropriate development where appropriate;
9
10 6. Utilize economic assistance programs such as the Redevelopment Agency (RDA;)
11 and Economic Development Agency (EDA;) or Community Development Agency
12 (CDA) wherever feasible to stimulate appropriate development within the
13 established commercial areas.
14
15

16 **C. Traffic Control, Road Configuration, Streetscape Design**

- 17 1. Segment A: The current five lane road configuration for this segment of Highland
18 Drive is expected to remain indefinitely since Holladay only controls the east half of
19 this segment and the street has been fully improved within the last ten years.
20
21 2. Segment B: The road configuration for Segment B of Highland Drive should make a
22 statement about the community as a whole and the immediate neighborhood
23 specifically. An evaluation of the whole right-of-way needs to be determined so the
24 future cross section can be adopted by the City. This future discussion would
25 include specific review of a turning lane, lighting, right of way requirements and
26 bicycle and transit opportunities. The goal of a future evaluation would be to
27 determine the best use and configuration of Highland Drive and will only be
implemented after careful study and citizen input.

28 a. Goals for Segment B:

29 (1) Reduction of unsafe traffic must be a priority in the long range plan for this
30 segment of the street. Safe, practical turning areas and ingress and egress to/from
31 properties along Highland Drive are essential.

32 (2) As the southern entryway to an interesting and historic residential part of
33 Holladay, the street should not detract from the history and character of the City, and
34 instead enhance it. This may be potentially achieved by making the street into an
35 inviting "grand boulevard" from Van Winkle Expressway to its connection at Arbor
36 Lane with the Cottonwood project.

1 (i) The “grand boulevard” may include features such as landscaping and trees,
2 decorative overhead lighting, safe turning areas, a landscaped median, safe
3 sidewalks and convenient pedestrian crossings.

4 (ii) Highland Drive is both a residential and arterial street and obviously
5 recognized as one of the most heavily used streets in the community. Its capacity
6 should not be unnecessarily curtailed in this particular location because of the
7 important commercial nodes located on both ends of this segment. The "grand
8 boulevard", could serve the purpose to remind travelers that long standing
9 residential uses and small scale office uses in the mid-block and at the
10 intersections are to be respected, protected and allowed to have ample and safe
11 access to Highland Drive.

12 b. Implementation Strategies for Segment B:

13 (1) Enable smooth and appropriate traffic flow with minimal delay.

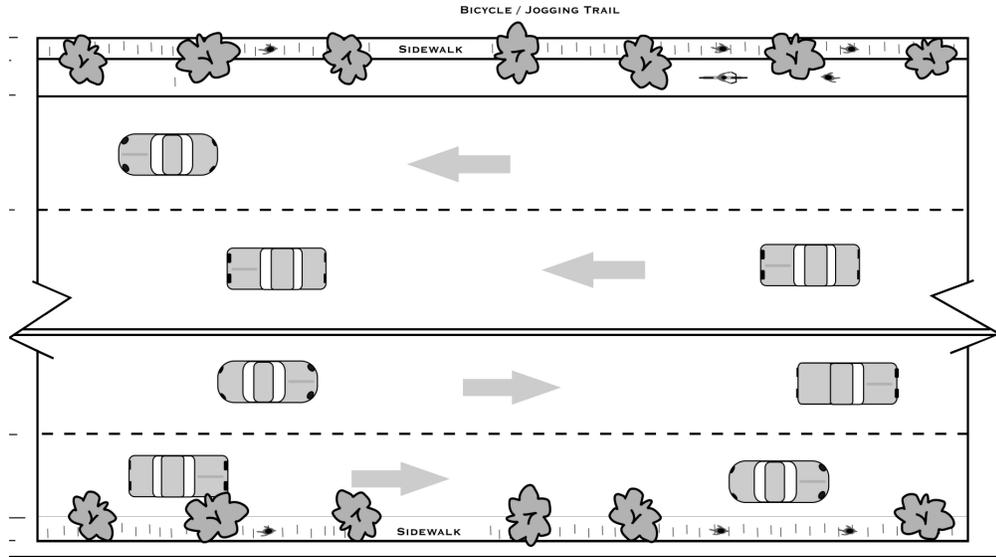
14 (2) Ensure that public transit remains an integral part of Highland Drive.

15 (3) Provide sidewalks and accommodate mobility impaired citizens so as to
16 comply with requirements of the ADA.

17 (4) Provide left turn lanes at signalized intersections and major city streets.

18 (5) Pursue road dedications to achieve an eighty foot (80) right-of-way along this
19 entire segment.

20 3. Segment C: This segment is not expected to change its basic configuration for the
21 foreseeable future. Any plan to reconfigure it at this location will only be
22 contemplated after significant study and cooperation from UDOT, Murray City,
23 and/or other agencies.



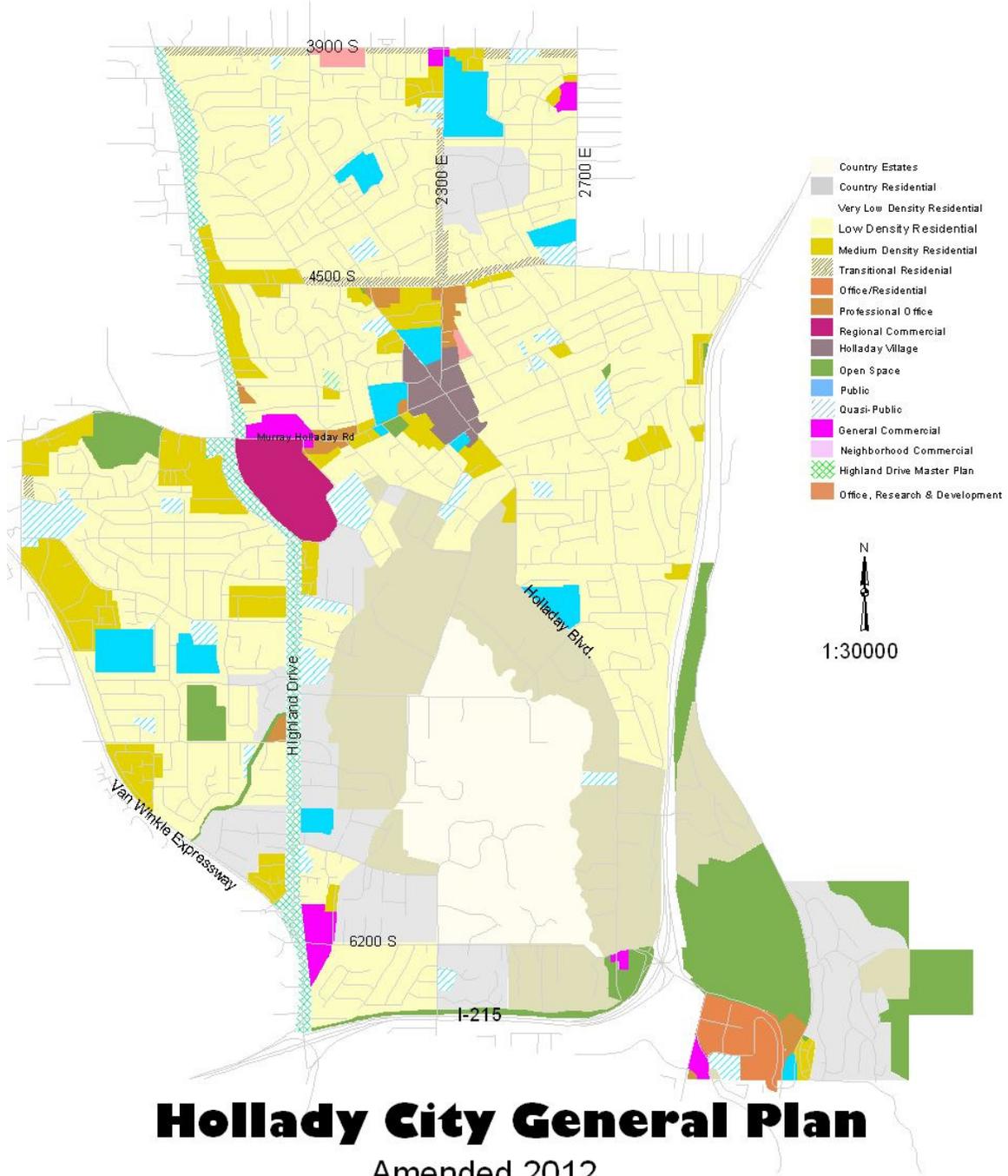
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Highland Drive Road Configuration South of Murray-Holladay Road



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Conceptual Four Lane Road Configuration



CITY OF HOLLADAY

ORDINANCE NO. 2013-_____

**AN ORDINANCE OF THE CITY OF HOLLADAY AMENDING SECTIONS
13.04.040, 13.71.065 AND 13.71.080 PERTAINING TO DEVELOPMENT
STANDARDS FOR HOLLADAY VILLAGE ZONE.**

WHEREAS, Section 10-9A-501 *et seq.*, Utah Code Annotated, 1953, as amended, grants the authority to municipalities to enact land use ordinances; and

WHEREAS, the City of Holladay Planning Commission has reviewed proposed amendments to Sections 13.04.040, 13.71.065 and 13.71.080 pertaining to development standards for Holladay Village Zone; and

WHEREAS, the Planning Commission held a noticed public hearing regarding Sections 13.04.040, 13.71.065 and 13.71.080 on September 24, 2013; and

WHEREAS, the Commission has recommended favorably to the Holladay City Council (“Council”) proposed revisions to the text of said sections; and

WHEREAS, the City Council has also conducted a noticed public hearing regarding these sections on October 10, 2013; and

WHEREAS, revisions of all sections received favorable support during the hearings.

NOW, THEREFORE, be it ordained by the Holladay City Council that Sections 13.04.040, 13.71.065 and 13.71.080 be amended as set forth and attached hereto as Exhibit “A.”

This Ordinance shall become effective upon passage, signature and notice of publication.

PASSED AND APPROVED this _____ day of October, 2013.

By: _____
Dennis R. Webb, Mayor

[SEAL]

VOTING:

Lynn H. Pace	Yea	___	Nay	___
J. James Palmer, Jr.	Yea	___	Nay	___
Sabrina R. Petersen	Yea	___	Nay	___
Patricia Pignanelli	Yea	___	Nay	___
Steven H. Gunn	Yea	___	Nay	___
Dennis R. Webb	Yea	___	Nay	___

ATTEST:

Stephanie N. Carlson, MMC
City Recorder

DEPOSITED in the office of the City Recorder this _____ day of October, 2013.

RECORDED this _____ day of October, 2013.

Exhibit A

1 Section 13.04.040: **DEFINITIONS OF TERMS:**

2 NEIGHBORHOOD MARKET, LARGE: A use up to ~~fifteen~~ twenty thousand (~~15,000~~ 20,000) square feet or fewer (but not less
3 than 10,000 square feet) of gross floor area offering a line of groceries, fresh meat, fresh produce, and other associated items
4 with at least seventy five percent (75%) of total sales in food items, excluding non-customer space, for example, storage,
5 preparation and office areas.

6 NEIGHBORHOOD MARKET, SMALL: A use of up to ten thousand (10,000) square feet or fewer of gross floor area offering a
7 line of groceries, fresh meat, fresh produce, and other associated items with at least seventy five percent (75%) of total sales in
8 food items, excluding non-customer space, for example, storage, preparation and office areas.

9

10 13.71.065: **RELOCATION OF EXISTING USES WITHIN THE ZONE:**

11 A. For the purposes of redevelopment, existing uses established within the HV Zone as of November 30, 1999 may be
12 allowed to relocate and continue the use on the same parcel or lot on another parcel or lot within the HV Zone by approval of the
13 Planning Commission with a recommendation from the Holladay City Redevelopment Agency Board, and are exempt from the
14 provisions of Chapter 13.88 of this Title.

15 B. Approval of the relocation or continued use does not exempt the use from the other provisions of the HV Zone.

16

17 13.71.080: **DEVELOPMENT STANDARDS:** The following minimum development standards shall apply in the HV zone.
18 Application of the design guidelines set forth in section 13.71.090 of this chapter may require a higher standard to be
19 met.

20 A. *Lot, Yard and Other Development Standards:* Except as otherwise required by a provision of this section or section
21 13.71.090 of this chapter, the development standards shown on chart 13.71.1 of this section shall apply in the HV
22 zone.

23

24 CHART 13.71.1

Development Standard	Amount
Lot area, minimum	5,000 square feet
Lot width, minimum	50 feet at 25 feet back from right of way
Lot frontage, minimum	50 feet
Build-to line	Half (1/2) the width of the right of way shown on chart 13.71.2 of this section, measured from the centerline
Right of way encroachments	Exception: Ornamental architectural features such as arcades, canopies, awnings, balconies, cornices, etc., and subsurface intrusions such as footings and foundations may be allowed to protrude into the right of way provided they do not interfere with the normal use of the right of way, after review and approval of the planning commission and subject to a license agreement approved by the city manager

Front setback, nonconforming	Expansion and remodeling permitted so long as nonconforming setback is not expanded
Impervious surface coverage, maximum	100 percent, subject to landscaping requirements
Building width, maximum	No requirement
Building height, maximum ¹ , including screened mechanical equipment but excluding: 1) chimneys of 6 feet or less; 2) architecturally compatible elevator shafts 6 feet or less; 3) gables 4 feet or less	2 stories, 38 feet maximum, or 3 stories, 48 feet maximum, as shown on figure 13.71.3 of this section except for a grand corner architectural feature for the building on the northwest corner of the intersection of Murray Holladay Road and Holladay Boulevard which shall not exceed 68 feet
Land use for buildings abutting major streets within the Holladay Village zone	Street level floor space of buildings abutting major streets, 2300 East, Holladay Boulevard, Murray-Holladay Road and Laney Avenue between 2300 East and Holladay Boulevard and buildings abutting Holladay Village Plaza, as shown on the map attached to the ordinance codified herein, shall be retail use only. Exception: Minor or small street level lobby areas that lead to upper story residential uses

1

2 B. *Developments in the HV Zone:*

3 1. *Minimum Number of Parking Spaces:* All developments within the HV zone shall provide a minimum number
4 of off street parking spaces in the amount specified on chart 13.80.1 in this section. In no case shall the parking
5 provided be less than that required by the use(s) allowed within the structure except as specifically allowed by the
6 Planning Commission upon request per 13.80.1, (4). Notwithstanding the foregoing, when shared parking is furnished
7 as provided in section 13.80.050 of this chapter, the total number of required parking spaces may be reduced as
8 authorized in that section.

9

10 CHART 13.80.1

Use	Required Spaces
Bed and breakfast	1 space per bedroom plus 1 space
Daycare/preschool	3 spaces plus 1 space for each employee on the premises at the same time
General business and professional office (except medical and dental office)	2.5 spaces per 1,000 square feet of net leasable area
General retail	2.5 spaces per 1,000 square feet of net leasable area
Medical and dental office	6 spaces for each doctor's office plus 1 for each employee working at the same time
Personal services	2.5 spaces per 1,000 square feet of net leasable area
Public and quasi-public use	As provided in this section for most similar use
Residential ¹	1 space for each 1 bedroom unit
	1.5 spaces for each 2 bedroom unit

	2 spaces for each 3 bedroom unit
Restaurant	1 space for each 4 seats

Note: 1. When a dwelling unit has over 4 bedrooms, the community development director shall designate the number of required spaces.

2. *Existing Surface Parking Lots:* The use of existing surface parking lots within the HV zone may be continued so long as upon expansion or remodeling of the associated structures (see section 13.71.060 of this title), the parking lot is improved, where reasonably possible, to meet the requirements of this section. Exceptions may be granted by the community development director using alternative parking located within two hundred feet (200') from the project site.

3. *Maximum Number of Spaces:* In the HV zone, the maximum number of surface lot parking spaces shall be no more than one hundred twenty five percent (125%) of the required minimum number of spaces as required in chart 13.80.1 of this section.

4. Abutting public parking. The Planning Commission may allow for 20% of immediately abutting parking stalls in the public right of way to be counted toward the minimum required number of stalls for a use in the HV zone as per Chart 13.80.1, if:

a. The use can demonstrate that the abutting parking stalls will be used by the customers of that use as the primary parking location within the Village, and

b. The use can demonstrate that the reduced number of on-site parking stalls in conjunction with the abutting stalls in the right-of-way will be adequate to accommodate the general business activity on the site, and,

c. The approval of abutting stalls in the public right-of-way will not detrimentally impact overall parking capacity of the Holladay Village area and does not represent a violation of the spirit and intent of this title, and,

d. The abutting on-street stalls will not be marked, signed or implied by the use that any stall is reserved for exclusive use by the business.

C. **Number Of Parking Spaces For Uses Not Specified:** For any use of building not specified in this section, the off-street parking requirement shall be determined by the Community Development Director being guided, where appropriate, by the requirements set forth in this section for uses or buildings which, in the opinion of the Community Development Director, are similar to the use or building under consideration.

D. **Gross Leasable Floor Area Defined:** "Gross ~~leasable~~ leasable floor area" means the total floor area designed for ~~tenant~~ occupancy public access, including basements, mezzanines, and upper floors.



HOLLADAY CITY COUNCIL SUMMARY REPORT

MEETING DATE:

AGENDA ITEM:

SUBJECT: Holladay Village Text Amendments

SUBMITTED BY: Planning Commission

SUMMARY:

The Holladay City Redevelopment Agency is working on a project to potentially redevelop several properties in the vicinity of the Municipal Center. In order to facilitate the relocation of some uses and establishment of new uses, the following text amendments are needed:

1. The first amendment is a change in the definitions for "Neighborhood Markets, large and small" (Section 13.04.040). This text allows an increase in the overall size for the Large Neighborhood Market from 15,000 SF to 20,000 SF, and excludes storage or other non-customer access spaces from the overall calculation of that floor area maximum.
2. Second, since the HV uses currently allowed by Appendix A do not cover all the existing uses within the zone, this new language would enable the Planning Commission, with the recommendation from the RDA Board, to approve the relocation of existing businesses within the HV zone. These relocations would be exempt from the provisions of the "Nonconforming Uses" Chapter (13.88) and the uses could continue their businesses in essentially the same form as they were established originally. The draft text, however, clearly does not exempt these relocated uses from the other standards in the HV zone, such as the design and development standards and site plan approval.
3. Thirdly, to reduce the number of new parking stalls needed for any use within the HV zone, this amendment would allow the Planning Commission, upon request of the applicant, to count up to 20% of the immediately abutting on-street parking spaces toward the total needed by this use. Approval criteria are a part of the proposed amendment (Section 13.71.080 B4).
4. Lastly, a minor edit to the definition of "gross leasable floor area" (Section 13.71.080 D) to make this consistent with the text of the Definitions Chapter and Appendix A.

RECOMMENDATION:

On September 24, 2013 the Planning Commission held a public hearing and voted unanimously to recommend adoption of the amendments.

CONTACT PERSON: Paul Allred, Pat Hanson**EXHIBITS:**

- Planning Commission's final draft of the proposed amendments
- Planning Commission minutes (when available)

**AMENDED AND RESTATED
INTERLOCAL COOPERATION AGREEMENT**

THIS AGREEMENT is made between the following political subdivisions of the State of Utah, hereinafter referred to collectively as “Members” and individually as “Member”:

DRAPER CITY
MIDVALE CITY
MURRAY CITY
SALT LAKE COUNTY
CITY OF SOUTH JORDAN
CITY OF SOUTH SALT LAKE
CITY OF WEST JORDAN
WEST VALLEY CITY
TOWN OF ALTA
HERRIMAN CITY
RIVERTON CITY
CITY OF TAYLORSVILLE
BLUFFDALE CITY
CITY OF HOLLADAY
CITY OF COTTONWOOD HEIGHTS
UNIFIED FIRE AUTHORITY
UNIFIED POLICE DEPARTMENT OF GREATER SALT LAKE

PURPOSE. The Members and others, in June 13, 1988, entered into an interlocal cooperation agreement (“Former Agreement”) to create, fund and operate an interlocal cooperation entity which shall have served as a communications center, (herein called the "Center") in order to protect, preserve and enhance the health, safety and welfare of persons within the Municipalities and the unincorporated portions of Salt Lake County by creating a communications center located within Salt Lake County which shall handle communications and other services for the Members, including Police, fire, PSAP/E-911 service, dispatch, and records services. The Members wish to amend and restate the Former Agreement and intend that the police and fire departments of each member municipality and each member agency shall participate in the Center by the terms of this Agreement. The Members intend that the police, fire and medical dispatch functions of all parties hereto, where applicable, be combined in an efficient, effective and flexible centralized system.

AUTHORITY. The Members make this Agreement pursuant to Section 11-13- 203, Section 10-1-202, 17B-1-103 and Section 17-50-302, Utah Code Annotated, as amended.

CONSIDERATION. The consideration for this Agreement consists of the mutual benefits and exchange of promises provided herein.

SPECIFIC PROVISIONS

1. **NAME.** By this Agreement the Members hereby amend and restate the Former Agreement that created interlocal cooperation entity known as the Salt Lake Valley Emergency Communications Center, herein called the “Center”.

2. **TERM.** This Agreement shall take effect upon its execution by all Members whose names appear first above and shall continue for a period of 50 years or until terminated by unanimous consent of the then parties to it or until dissolution of the Center. Upon dissolution, the assets remaining, including any surplus money, shall be disposed of among the Members thereto at the time.

3. **MEMBERSHIP.** Each Member which is a signatory to this Agreement, and each additional political subdivision or public agency accepted for membership by a two-thirds vote of the Board of Trustees pursuant to the provisions hereof which shall hereafter sign this Agreement is a Member of the Center and is entitled to all the rights and privileges and subject to the obligations of membership as set out herein.

4. **TERMINATION OF MEMBERSHIP.** This Agreement shall remain in full force and effect as to each member agency for a minimum of five years from and after the date the member is first signs accepts and signs this interlocal agreement., subject to the appropriation of funds by the legislative body thereof. Thereafter, any party to this Agreement may cease to be a party hereto and may withdraw from membership in the Center by the adoption by its legislative body of a resolution of intention to withdraw and the giving of written notice to the Director and to each of the other Members not less than six months before the Center’s new fiscal year. Due to the potential impact to public safety emergency response, the written notice of the intention to withdraw must include evidence of an alternative means to provide emergency response services. Said termination shall be effective on the last day of the said current fiscal year of the Center. A Member terminating its membership herein shall have no interest in the assets of the Center unless it is a Member at the time of dissolution of the Center.

After receipt by the Center of a resolution of intent to withdraw by a member, and before termination of membership takes effect, the Director shall calculate the departing member’s proportionate share of the existing bonded indebtedness and other indebtedness incurred in by VECC to provide any service to the departing member, up to the date of the Member’s termination of membership (hereinafter referred to as “the indebtedness”). The departing member’s proportionate share of the indebtedness shall be calculated by determining the proportion of the departing member’s contribution to the total Center budget for the fiscal year prior to the member’s withdrawal, as expressed in a percentage of the overall budget. In determining the total Center budget for the purpose of calculating the departing members’ proportionate contribution to the same, the Director shall not take into consideration the receipt of grant moneys which could not be used toward payment of the indebtedness. The director shall continue to assess the departing member, and the departing member shall continue to pay after termination of membership takes effect, its proportionate share of the indebtedness as said indebtedness becomes due and payable, until the indebtedness is paid in full.

5. **POWERS OF THE CENTER.** The Center shall have the power in its own name, to provide dispatch services, records, E-911, and other communications and related services to governmental subdivisions and to other entities; to make and enter into contracts; to employ agents, consultants and employees; to acquire, hold and dispose of property, real and personal; to sue and be sued in its own name; and to incur debts, issue bonds, liabilities or obligations necessary for the accomplishment of the purposes of this Agreement; to accept gifts; and to make bylaws, rules, and regulations regarding the Center. The Center shall have the power of eminent domain which power shall not be exercised except with the unanimous consent of the Board of Trustees.

6. **LIMITED OBLIGATION OF MEMBERS.** The debts, liabilities and obligations of the Center shall not constitute any debt, liability or obligation of any of the individual Members. The obligation entered into by each of the Members by this Agreement are limited obligations and nothing herein shall constitute or give rise to a general obligation or liability of the Members or a charge against their general credit or taxing powers.

7. **OPERATIONS.** The Center shall operate on the following principles:

(a) **Services.** The Center shall provide combined fire, police, medical dispatch and some public works services for all Members, and other communications-related services which the Board of Trustees wishes to provide to Members and others subscribing to those services, including, Salt Lake County-wide or State-wide emergency functions.

(b) **System.** Dispatch operation shall be based upon a team dispatch profile that provides for actual dispatching to occur while emergency information is still being received.

(c) **CAD and Records.** It is the intent of the Members to operate with a computer-aided dispatch system. The system adopted by the Center shall be able to communicate with the records systems of the Members. The cost of the system as well as the records communication link shall be borne by the Center subject to the assessment and budget policies set by this Agreement and the Board of Trustees. The system adopted shall have adequate hardware maintenance and repair support and software support available.

(d) **Dispatch Manning and Training.** Whenever desired by individual Members and subject to manning efficiencies during low-volume hours, the dispatch, manning, training and emphasis shall be structured to insure a high level of familiarity with the street system, personnel, equipment and procedures of the Members. Whenever possible, persons familiar with the Member's street system, including former dispatchers for that Member, shall be assigned to that Member's dispatching where applicable.

(e) **Flexibility.** The operation and policies of the Center shall be marked by flexibility consistent with the principles set out above to meet the varied needs of the participating Members.

(f) Mutual Aid Agreements. Nothing contained herein shall supersede mutual aid agreements of individual Members.

8. AMENDMENT. This Agreement may not be amended, other than the admitting of new members which is governed by paragraph 3 above, except by written agreement of all the then Members to it.

9. BOARD OF TRUSTEES. The Center shall be governed by a Board of Trustees consisting of one representative from each Member, appointed by the governing body of the Member. A Member representative shall be the Mayor, a City Council member, a board member, the chief executive officer or the city manager, where applicable. The Member may also designate in writing an alternate representative, who also must be the Mayor, City Council member, board member, chief executive officer or senior level manager of the Member. The Member representative or alternate representative will attend, participate and vote on matters coming before the Board of Trustees on behalf of the Member. Neither the Member representative nor alternate representative may also be a member of the Operations Board. Each Member shall have one vote on the Board of Trustees. Each member's vote shall be weighted. The weight given to each vote shall be determined by the proportion of the Member's contribution to the total Center budget for the previous fiscal year expressed as a percentage. The weight of any new member representative's vote shall be determined by estimating what the new member's contribution to the Center budget would have been had the new member been a member during the previous fiscal year. The weight of each Member's vote shall be adjusted at the beginning of each Center fiscal year.

(a) Tenure. Each trustee shall serve at the pleasure of the Member, which may replace the trustee as it wishes in accordance with applicable law. In the event of removal, resignation, or death of a trustee, the appointing member shall promptly appoint a successor to fill the position.

(b) Powers, Duties. The Board of Trustees shall be the legislative body of the Center. It shall determine the policies, and budget of the Center, the assessments for each Member, and shall have final determination of all matters having budgetary impact on the Center. No trustee, acting in an individual capacity, shall direct or request the appointment of any person to, or his discharge from the Center, nor interfere in any way with the performance of Center staff in the performance of their duties. Trustees shall not give orders or directives to any subordinate of the director of the Center, publicly or privately. Nothing herein, however, shall prevent a trustee who otherwise could do so except for his position on the board, from giving directions to or making requests of dispatchers or other staff.

Officers, Bylaws, New Members, Staff. The Board of Trustees shall elect a chair and such other officers as it sees fit. It shall adopt bylaws for the Center consistent with this Agreement, allocate funds, and select a director ("Director"). The Board of Trustees may establish procedures for its business and operations, create committees composed of the trustees or other persons, allow other governmental entities to join the Center, make policies for the employment of Center employees, and perform such other acts which do

not violate the terms of this Agreement, the bylaws or applicable law.

Nothing herein shall prevent the Board of Trustees from appointing committees to conduct investigations into the conduct of any officer or any matter relating to the welfare of the Center.

Special Services. Where services provided by the Center are not used by all the Members, the trustees of those Members using the respective services shall have primary responsibility for setting policies with respect to those services which shall not conflict with Center policies as a whole. The costs of those special services shall be determined by the entire Board of Trustees.

(c) **Meetings.** The Board of Trustees shall meet at least once every three months, shall give reasonable notice to all trustees of the time and place of each meeting, and shall otherwise follow the terms of the Utah Open and Public Meetings Act, Section 52-4-1 et. Seq. Utah Code Annotated, as amended, where applicable.

(d) **Decisions, Quorum.** A Quorum shall be required for the transaction of all business of the Board of Trustees, and shall consist of a majority of the total number of Member representatives, and that majority must represent a majority of the weighted voting rights represented on the Board of Trustees. Most decisions shall require a vote of a majority of the total weighted votes present. Any vote to approve a budget increased over the last approved budget by more than 2% shall require a supermajority vote of 2/3 of all the Member representatives and 2/3 of all the weighted votes. Supermajority voting may also be required if expressly elsewhere so provided by this Agreement, applicable law, the Bylaws, or the rules or policies of the Board of Trustees; provided that a bylaw, policy or rule providing for supermajority voting on a matter must be approved by the same supermajority vote.

(e) **Director.** The Board of Trustees shall select a director. The director shall serve at the pleasure of the Board of Trustees. The director shall report to the Chair of the Board of Trustees.

10. **OPERATIONS BOARD.** The Board of Trustees shall establish an Operations Board, which shall include the Director. The Board of Trustees shall adopt bylaws which shall set forth the membership, powers, duties, policies and procedures for the Operations Board.

11. **FINANCIAL AFFAIRS.** The financial affairs of the Center shall be conducted in compliance with the Utah Municipal Fiscal Procedures Act and generally accepted accounting principles. The Board of Trustees shall provide for an audit of the financial records of the Center by an independent certified public accounting firm annually. The Board of Trustees shall promulgate appropriate policies for the accounting, methods of maintaining accounts, the payment of obligations of the Center, the preparation of the annual budget, adoption of a fiscal year and other financial affairs of the Center.

(a) **Assessments, Workload, Payments.** Each member receiving services from the

Center shall be assessed annually, fairly based upon a workload share with respect to each service the Member receives from the Center. Members shall make payments to the Center quarterly or at such other time as the bylaws or policies shall provide. The Board of Trustees shall annually evaluate the method for assessing workloads.

(b) Overhead. The overhead of the Center shall be divided into four categories: PSAP/E-911, Dispatch Services, Records Services, and Miscellaneous Services. All overhead of the Center shall be attributed to one of the above four categories and allocated to them based upon workload and impact to the Center most directly attributed thereto. Overhead shall include, but not be limited to lease or building purchase, maintenance of building, utilities, insurance, administrative costs, financial services, director's salary, and costs of the Board of Trustees and Operations Board.

(c) Dispatch Assessment. The annual assessment to each Member for dispatch services and overhead associated therewith shall be determined annually as part of the annual budget preparation. The annual assessment for each Member shall be adjusted annually for workload, changes in overhead costs, changes in dispatch-specific system costs, and inflation and deflation as measured by appropriate indices of the U.S. Department of Labor.

(d) Records. A Member may at its sole discretion elect to have the Center provide its records services. The cost of said services shall be combined with the overhead most directly allocated thereto, and shall be fairly divided among Members receiving records services on a workload share basis.

(e) Miscellaneous Services. Members may at their discretion elect to receive other communications-related services which the Center may from time to time choose to provide. The overhead most directly allocated to each service shall be included in the cost of such service to the Member or Members receiving it, and the total cost including overhead for the service shall be fairly divided among the Member receiving the service on a workload share basis.

(f) Additional Services. A Member may, if it elects, receive increased dispatch services assigned solely to its dispatch needs, provided it pay the additional cost thereof.

(g) Nonmember Agencies. The Board of Trustees shall set reasonable costs for services for nonmember agencies receiving services from the Center.

12. PSAP/E-911. The Members agree to provide 911 services and allow the collection of 9-1-1 fees for their jurisdictions in accordance with applicable State statute. The Members shall pay to the Center those 911 monies received from The Utah Tax Commission, which the Members shall hold in trust for the Center. The Board of Trustees shall apply said payments to the PSAP/E-911 services of the Center and the overhead allocated thereto as prescribed by State statute. The Board of Trustees may allow exceptions to the full payment of 911 fees to those members for whom dispatching services are provided by another primary PSAP. The division of those 911 fees will be negotiated between two involved PSAPs, with final approval of the Board

of Trustees.

13. COMMENCEMENT and EFFECTIVE DATE. The Center began operations on January 1, 1989, and this amended Agreement shall be effective when adopted by all members, or such later date determined by the Board of Trustees.

14. OFFICERS, STAFF. The Center shall have a Director and other employees which shall be selected and serve by a process determined by the Board of Trustees. Staff personnel shall be trained and qualified to perform their duties in a manner consistent with the purposes and terms of this Agreement.

15. CONFIDENTIALITY. The Board of Trustees and Operations Board shall take such steps as they deem necessary to protect and keep confidential appropriate information received or kept by the Center in accordance with law. The Members shall protect and keep confidential information kept or received by the Center during the term of this Agreement and after the termination of their membership in the Center pursuant to the Bylaws or other policies adopted by the Board of Trustees and consistent with law.

16. COOPERATION, STANDARDIZATION. While all Members recognize the individual differences of each Member, all Members participating herewith commit themselves to mutual cooperation, and each agrees to move towards standardization and unification of those functions relating to emergency response, dispatch, record keeping and equipment purchasing.

17. LIABILITY AND INDEMNIFICATION. The Center shall defend, indemnify, save harmless and exempt the Members, their officers, agents and employees from and against all claims, suits, legal proceedings, demands, damages, costs, expenses, and attorney's fees incident to any willful or negligent acts or omissions by the Center, its officers, agents or employees. The Board of Trustees shall, prior to the commencement of operations, provide for risk and liability coverage in such amounts as it deems necessary to insure against risks which the operation of the Center may involve.

SIGNED AND DATED THIS _____ DAY OF _____, 2013.

MEMBER

ATTEST:

APPROVED AS TO FORM:

Minutes of the Planning Commission Meetings regarding the Residential Office Zone-

7/26/12

1. Residential Office Zone – RO Zone – Planner: Rick Whiting.

Mr. Whiting requested the Commission's opinion on the Residential Office Zone. He asked that they read through it, make notes, and provide feedback. Commissioner Holbrook stated that it may make more sense to add flexibility to the Neighborhood Commercial (NC) Zone rather than create an entirely new zone. He suggested removing the architectural restrictions in the Neighborhood Commercial Zone along with other components that allow it to have more flexibility. Doing so would enable the Residential Office (RO) Zone to accomplish what is to be achieved by the Neighborhood Commercial Zone.

Mr. Allred stated that the above matter was being presented because the moratorium is nearing its end and it was suggested that something be done in the RO Zone. Chair Chatelain suggested it be dealt with in the Neighborhood Commercial Zone and presented to the Commission. Mr. Allred stated that the Council requested the new zone deal with conversions of homes to office uses. Mr. Whiting suggested the Commission communicate to the Council their opinion that there is no need for a new zone and suggested adding additional elements to the NC Zone.

The commission voted to continue this item for further study.

9/5/12

2. Residential Office Zone – RO Zone (continued) – Planners: Rick Whiting and Intern Jason Bond.

Mr. Whiting presented the staff report and identified the key issues as parking and architectural controls. The current assumption was that new construction is not allowed in this zone. He explained that the new zone was really being proposed to allow remodeling and reconfiguring existing homes, and converting them into businesses to allow a natural transition from residential use to commercial use that looks and somewhat acts as residential. The new zone should be limited to major streets and presumably focused on Highland Drive. The item in question had to do with parking in the front of homes, and if allowed, to what extent. Mr. Allred's position was that the ordinance states that parking should be in the back. An unintended consequence could be an overabundance of pavement where grass and greenery once existed and introduction of noise and exhaust fumes closer to the residences to the rear and sides of existing homes.

Chair Chatelain pointed out that the dental lab (Oganov) on Holladay Boulevard removed the entire front yard and replaced it with parking, which was not allowed. The Commission discussed a rental on south Highland Drive (Burt Carson) where there was a request to convert it into an office building. Chair Chatelain commented that the home was a good example of parking in the front or back and he did not consider it to be aesthetically appealing.

Commissioner Bowthorpe said it had more to do with how the space is landscaped and buffered and having strict requirements. Somehow it must be structured to protect and buffer the surrounding neighborhood from sound, light, and exhaust. Mr. Whiting pointed out that it has to do with the scale and scope of the business.

Commissioner Bowthorpe commented that it is about conversions where a driveway and parking in front already exists. He felt that utilizing configurations makes sense. If there is a detached garage in the back, his opinion was that placement of parking in the rear makes sense.

Mr. Allred remarked that another argument would be that for an existing home with an existing driveway, parking in the back dramatically increases the cost to the property owner. If parking is kept in front, that business is self-limited by the fact that they cannot have parking in the rear. If it is forced to stay in the front, the impact and capacity are limited.

Intern Jason Bond was introduced.

Chair Chatelain asked if the goal of Residential Office is for it to look like a residence. He stated that residential homes don't have parking in the front, and if parking is allowed, it tends to look like a grocery store. Mr. Bond commented that residences don't have parking in the back yard either. He suggested there be a balance between the two.

Commissioner Khodadad pointed out that parking should be allowed for whatever situation works for that particular property. Backyard parking should require a buffer similar to the NC Zone. Mr. Allred replied that there are prohibitions in the RM Zone where parking isn't allowed in the front yard due to the setback.

Aesthetics was one of the essential problems identified by Mr. Allred. Another was the matter of policy. He asked if the inclusion of small offices in the mid-block is allowed. Commissioner Khodadad commented that the NC Zone requires the business be right up to the street with parking behind. The comment was made that the NC Zone idea is to move the building up and to provide adequate buffering between the business and the neighbors.

Chair Chatelain remarked that allowing parking perpendicular to the road will create an issue of multiple entrances and multiple crossing points as opposed to one with a driveway. Mr. Teerlink clarified that the issue is controlled by the frontage standards and states that commercial lots are allowed only one entrance.

Commissioner Bowthorpe suggested that green space around the building and parking be required and allow the view from the road and back to be buffered. It would not matter if it is in front or back but rather how well it is done. Previously converted properties were discussed.

Mr. Bond remarked that because it is Residential Office compared to Neighborhood Commercial, there will be less intensity of use. Sufficient buffering for parking was determined to be more important than parking placement.

Chair Chatelain suggested the Commission consider how landscaping and lighting were defined in the Village Center as a starting point.

City Planner, Pat Hanson, asked about a potential beauty salon on one of the streets being Residential Office. Chair Chatelain replied that it would be allowed as a home occupation and is permitted under the definition of Residential Office. She suggested that provision of services be

put in writing. She was under the impression by the way it was written that a new structure could never be built in the zone. Commissioner Khodadad was of the understanding that it maintained the feel of residential and there could still be new construction.

Mr. Allred invited the Commissioners to share their views on remodeling a home as opposed to complete demolition and replacement with a home office. He explained that the purpose of the zone is to pursue remodels rather than new construction. It was questioned whether a new zone was even needed. He brought up the issue of a residential office conversion being allowed as a conditional use in any existing zone. Ms. Hanson commented that for years that was how the County functioned. Every building and home that is now an office building was changed under the conditional use process, regardless of the zone. There was language targeted from residential to commercial conversions and it was allowed wherever the Planning Commission saw fit. Ms. Hanson also explained that there is an existing provision that allows that a home need only be 50 years old to be declared "historic". At that point the historic preservation ordinance allows for conversion without any hearings.

Mr. Allred shared an example of a school for autistic children that were constructed across the street from his home in Midvale. His issue was not that he necessarily was opposed to the use, but that he did not have any input or notification about it coming into the neighborhood. He was informed by the County that the school was a protected use and the State only had to grant a license and did so without notifying the surrounding neighbors. He pointed out that an open process would have been more beneficial than utilizing historic preservation and upsetting the neighborhood.

As a side note, Mr. Allred reported that the moratorium will expire in 10 days. He spoke to Councilman Pace who was not overly concerned and stated that the City still has control over zoning regardless of the expiration. The Petitioner, whom Mr. Whiting had been working with, voluntarily withdrew his petition while the issue was being addressed. The applicant can later request that the Council reinstate his petition.

In response to a question raised by Commissioner Wright, Commissioner Khodadad stated that matter is up for discussion tonight and will come back to the Commission for further discussion. A rewrite will also be completed as well as a public hearing. The matter will then move on to the City Council. Due to the importance of the issue Mr. Allred suggested the Planning Commissioners review and make recommendations to the City Council as soon as possible.

The Commission discussed a situation where a developer wants to convert a home to a small office. Mr. Allred stated that the applicant could ask for a home-based business license with customers, which is conditional use. He noted that the applicant must reside on the premises. If it is an office use, not residential, the applicant would have to rezone the property to RO or NC or create a new zone. Mr. Allred used Wayne Jansen of Jansen Insurance on Murray Holladay Road as an example of someone who lives in the back of the home with an office in front.

A Commission Member stated that the RO zone is designed for someone who wants to do a residential to office conversion. It is easier and has specific guidelines that are meant to protect the neighbors. It also limits what an owner can do with the office use. Mr. Allred remarked that the

purpose of the zone is to preserve neighborhoods with businesses being brought in to preserve homes rather than tear them down. Preservation encourages investment in the community.

Mr. Bond commented that two things he kept going back to were residential aesthetics and the intensity of uses. He asked if the two can be maintained with a conditional use permit, or if a new zone is needed for the office conversion. With a new zone, he felt there would be more details pertaining to how the home is converted. With a conditional use permit, there wouldn't be as much control. Commissioner Wright commented that over time, homes become businesses and the area eventually transitions to a business zone.

Ms. Hanson stated that Highland Drive at one time was a small residential street and has become a five-lane street lined with businesses. She discussed homes that are not worth saving and should not be turned into office buildings. She thought the door should remain open to allow those types of structures to be demolished and a new business built in their place.

Mr. Allred related the issue to Tom Nelson and the neighbors who are upset with the City Council, staff, and the Planning Commission for the adoption of Highland Drive Corridor Master Plan. There have been two meetings conducted in the last two weeks. Tom Nielsen emailed him and asked specifically to address the Commission for 15 to 30 minutes detailing where they stand. The neighbors are seeing vestiges of the way they used to live disappearing and view the Highland Corridor Plan and the RO Zone as threats. He emphasized that the issue is a policy question regarding the purpose of a potential new zone.

Mr. Allred agreed with Ms. Hanson's statement and questioned what would happen if someone wanted to invest money in the property and convert it to an office. He asked the Commission for feedback and whether it should be allowed to deteriorate as a residence or torn down and redeveloped.

Mr. Allred indicated that the question is what is to be done with the deteriorating and dilapidated single-family housing on Highland Drive. The issue seemed to be already resolved when the City Council adopted the Highland Drive Corridor Plan that said single-family should be deemphasized on Highland Drive. Mr. Whiting suggested north Highland Drive be evaluated with regard to how it has evolved. Mr. Allred discussed the area north of Murray Holladay Road and zoning on the east side being Commercial or RM and stated that there really is no future for single family residential.

The commission continued this item for further study.

10/2/12

DISCUSSION ITEMS

6. Residential Office Zone – RO Zone – (continued) – Planners: Community Development Director, Paul Allred and Intern, Jason Bond.

City Planning Intern, Jason Bond, led a discussion on the Residential Zone. He addressed key questions regarding appropriate land uses, the status of the current residential properties, how the existing structure could best be used, preservation of existing structures, whether the new RO Zone should allow teardowns or only be used to convert or upgrade existing housing stock,

allowing or encouraging parking, economic impacts to the City from the proposed RO Zone, and economic and aesthetic considerations for individual property owners.

Commissioner Bowthorpe commented on Mr. Nelson's discussion as to whether there are segments of the Highland Corridor that should be treated different than other segments. Chair Chatelain pointed out that during the study, consideration was given to reducing Highland Drive to two lanes, one in each direction, which would route traffic to Van Winkle and 1300 East.

Mr. Bowthorpe stated that a conscious consideration was made with respect to the Cottonwood Project as coming about in some form, and re-impacting Highland Drive. He believed that Mr. Nelson's group was adamantly opposed to the project and will do all in their power to stop it. He stated that there will be a major impact from that piece of property, even if it is zoned residential.

Mr. Allred clarified that the Cottonwood Project property comprises 57 acres. He had received several calls asking why big box retail isn't being built on the property. He explained that there is a master plan and a zone in place along with a great deal of time and effort spent by both the developer and City. Until there is a proposed change by the property owner, Mr. Allred did not expect the City to propose a change to the master plan on the site or to the zoning.

It was Chair Chatelain's opinion that teardowns should be allowed where appropriate, that the same setbacks still apply, that mass should be based on the zoning, and that the applicants should be allowed to be somewhat creative.

Mr. Allred reported that when the Highland Drive Corridor Plan originated, one of the basic foundational ideas was that single-family appeared to not be viable on Highland Drive. After conversations with multiple realtors regarding the Perk property and it being zoned R-121, no one was interested in building a large, expensive home on Highland Drive. He was puzzled as to why there is an insistence to construct single-family homes and face them on Highland Drive when there is ample opportunity to do so but the market simply isn't finding it attractive.

Chair Chatelain remarked that the community liked the proposed project, input was given, and an intern had gone door-to-door interacting with the public. Commissioner Khodadad stated that the Council discussed it, open houses were conducted, and notices published in the newspaper.

It was Mr. Allred's perspective that the number of supporters had dwindled over time because nothing revolutionary was being proposed. Staff made a good faith effort to involve individuals with an abundance of opportunities and found the complaints to be surprising. It was Mr. Allred's opinion that converting Highland Drive back to one lane in each direction and not allow any kind of change would further erode the quality of the properties that run parallel.

It was Commissioner Bowthorpe's belief that if the Highland Drive Corridor is transformed into a walkable community, it will be more heavily used.

Mr. Bond stated that the final question had to do with alternatives to creating the RO Zone that would facilitate an orderly transition from single-family residential to commercial land uses. As he

viewed the residences along Highland Drive, they were not the historical homes he had expected. Staff discussed residences, whether historical or not, along Highland Drive.

City Planner, Pat Hanson, reported that the County used to allow conversions of single-family residences to office under the conditional use.

It was Mr. Allred's opinion that if there is to be development, it would seem that tasteful conversions of single-family homes to small offices are a reasonable transition from deteriorating single-family to institutional uses, which may or may not be allowed.

Chair Chatelain commented that it appeared that the Commission was in agreement and regardless of what it is called, the idea of light retail office looking like residential is something they want to strive for. Commissioner Bowthorpe commented that it provides an option to take abandoned houses and improve them. Otherwise, there will be blight on Highland Drive as real estate professionals become unable to find people to buy the properties for residential purposes.

Chair Chatelain asked staff if the residential regulation gives enough control that consent can be given to rebuild if it is not worth remodeling. Mr. Bond reported that the City of Holladay does not proposed design review for this new zone and was unsure how the rebuild aesthetics would be regulated. Mr. Allred pointed out that an additional layer of review could be allowed for those types of uses, possibly giving motivation or incentive to pursue a residential look as well as comfort to the area residents. The common concern seemed to be that there will be a domino effect since what is done with one property will be done to another.

Commissioner Bowthorpe pointed out that there is a plan in place that still allows for opposition. Any time an application is made a public hearing will be held and citizens can express their opinions and potentially influence developers.

Chair Chatelain was open to the idea of a Design Review Board (DRB), given they do not have final say. Commissioner Bowthorpe's biggest concern, through experience, was with amateur sketches being presented for approval. He believed those interested in developing a property need to be willing to make an investment in a legitimate drawing.

Commissioner Garver agreed that the RO Zone is needed and believed there is a void where land is zoned residential and may not be appropriate for residential.

With regard to the Residential Office Zone, Ms. Hanson reported that the Council asked for it, it gives cause to generate another zone, and gives residents another option. Mr. Allred suggested that guidance be given on where the RO Zone should be allowed to three groups consisting of those who would be interested in requesting the zone, the Planning Commission, and the City Council. He recommended staff think about where the RO is appropriate and what General Plan designation it would fit under. Under permitted uses, Mr. Allred raised a question as to why residential office would not be a permitted use in the zone instead of conditional. He noted that conditional uses are permitted with reasonable conditions.

Chair Chatelain suggested outdoor storage and trash disposal be enclosed outside the principal building.

Signage options and preferences were next discussed. Mr. Allred suggested small monument signage measuring three feet by three feet be allowed. Ms. Hanson recommended wall signage of five percent or less of the square footage of the wall.

Placement of parking was detailed. Ms. Hanson recommended it be placed where it is most convenient. Mr. Allred remarked that the two main issues are appearance and safety.

With regard to tear downs, Chair Chatelain stated that the rebuild should comply with the same regulations as residential.

Mr. Allred read the purpose section which states that the RO Zone is specifically used for the conversion of existing residences to offices. If the ground is vacant, the zone is not appropriate. The General Plan states that in the mid-block area the preference is for residential in the following order; R-1-8, R-2-10, R-2-8, and RM.

The conversion of adjoining properties was discussed. Chair Chatelain explained that the goal was to keep the residential look, but allow for something that will actually be occupied.

The Commission discussed the Purk property and the zoning most beneficial to the community. It was Mr. Allred's opinion that most would likely be in favor of an assisted living center and RM zoning to accommodate it rather than a strip center containing offices. The advantage of allowing the NC zone on small properties was to bring the building closer to the street, thereby creating the ability to screen parking. A building closer to the street makes the community more walkable, defines the road, and ultimately slows traffic.

A maximum square footage of 3,000 square-feet above ground for the RO zone was suggested as a starting point by Chair Chatelain.

Staff detailed the different zoning options for single family. Mr. Allred stated that there is not a coherent plan in place addressing how to handle properties like the Purk property. Recommended wording was discussed. The PC discussed the following ideas regarding the proposed RO zone:

1. Should there be a Design Review Board or not for the RO zone?
2. Is there a way to streamline the RO zone proposal?
3. Where should the RO zone be allowed.
4. Why shouldn't residential offices be permitted instead of conditional?
5. We should borrow rules and standards from the NC zone for the RO zone, if possible.
6. Small wall signs should be allowed with an goal of using a percentage or square foot maximum being allowed. Perhaps small monument signs should be allowed also.
7. As much as possible, the PC should look at holistic scenarios; modeling before recommending.

The commission continued this item for further study.

10/16/12

DISCUSSION ITEMS

1. Chapter 13.50 – Residential Office Zone (RO) Standards – Planner Pat Hanson.

Chair Chatelain reviewed the Draft Residential Office Zone standards. City Planner, Rick Whiting, introduced Burt Carson, a Highland Drive property owner, who has a direct interest in the matter.

Commissioner Khodadad identified a contradiction within the document and suggested the Commission watch for others during their review.

Mr. Allred suggested a wording change to the third line of the second paragraph dealing with Office Conversions. He suggested “residential-to-office” be added for clarity.

The concept of “housing stock” was discussed. Commissioner Wright suggested that by controlling what can go in, some of the housing stock can be maintained as residential. He considered the important issue to be the ability to preserve existing housing stock for those living next to the offices. Mr. Allred explained that primarily the RO standards are designed to preserve the residential appearance of areas where residential to office conversions are occurring. It is an aesthetic tool being meant to ensure that the housing converted to office uses do not look out of place.

Chair Chatelain suggested the wording be modified to allow conversions of properties to non-residential uses such as small professional. The table would also have to be referred to. Compatibility issues were discussed. Chair Chatelain indicated that there was previous discussion about conducting an aesthetic review using the Design Review Board, to determine compatibility.

It seemed to Commissioner Wright that there are portions of streets that are still well entrenched residentially such as 4500 South and Highland Drive. He asked how those types of areas can be protected and what the process and criteria would be. Mr. Whiting stated that an applicant wishing to change the nature of a residential property would have to go through the rezone process and staff could advise them early on. Mr. Allred urged the Commission to proceed slowly and recommended they call out areas or specific portions of streets where it may be appropriate to list streets unless there is confidence that it should be applied there. Another option was to set forth criteria for review. The specifics of various streets were discussed as well as the appropriateness of applying the RO Zone.

Chair Chatelain remarked that there is a lot of misinformation being disseminated in the community and he considered what is proposed to be a good thing that ought to be put in place. Commissioner Bowthorpe suggested that parameters be set early on. His understanding was that property owners are concerned about urban creep with potential consequences being properties becoming economically unfeasible or undesirable. Chair Chatelain was concerned that there could also be a tendency for a property owner with a large home to divide it into apartments and rent them out. Specific streets and properties were discussed in depth.

Mr. Allred considered that the goal of the RO Zone is to give property owners a chance to preserve their property and convert it to a different use for a variety of reasons including; 1) the preservation of structures that may have some value without tearing them down, and 2) to relieve the City of

forced low density or large lot residential zoning on properties that are no longer attractive for residential occupancy. The details of Mr. Carson's properties were discussed as well as Highland Drive. He noted that there is a tipping point where it no longer makes sense to remodel older buildings because it is not cost effective.

Mr. Allred reiterated that the purpose of the zone is to come up with an alternative zoning option for exclusive single-family uses on Highland Drive, other than the commercial nodes which have been specifically called out in the plan. With regard to intersections at Walker Lane, 5600 South, and Spring Lane, he suggested that small scale commercial is acceptable there as called out in the new Plan and with the preference for blocks in between to be the zones called out for in the document. The General Plan states that there are four zoning options if not on a corner. A preference continued to be expressed for single-family zoning, specifically R-1-8, between commercial nodes on the mid-block.

Commissioner Garver recommended details be very general rather than specific in nature. Commissioner Wright suggested Ms. Hanson be present during review as she knows the details of each phase.

Mr. Allred expressed the Council's enthusiasm for the Commission's anticipated recommendation on the RO zone. He remarked that Councilman Palmer mentions this issue routinely at city council meetings.

Burt Carson raised a concern and asked if after the RO Zone is granted and construction of a new residential office has been completed, whether there will be an assurance that a smaller, much less attractive building will not be approved next door. His main concern was with regulation. Commissioner Khodadad confirmed that the Design Review Board (DRB) will be involved and follow specific standards and guidelines.

Chair Chatelain recommended Ms. Hanson be asked to lead the discussion and identify specifics. It was noted that Ms. Hanson is familiar with the dynamics of the DRB and the role they play. He suggested postponing the issue until she can be present.

The commission continued this item for further study.

11/7/12

DISCUSSION ITEMS

2. Residential Office (RO) Zone – Planners: Community Development Director, Paul Allred and Pat Hanson.

City Planner, Pat Hanson, reported that there are suggested changes as well as issues that still require discussion. The document was reviewed page-by-page with the revisions identified.

Mr. Allred stated that it should be very clear that the purpose of the RO Zone is for office uses and would specify non-retail. The City Council is looking to get a draft and will ask staff and the Planning Commission to explain that the RO Zone is a proposal along Highland Drive.

Mr. Allred suggested strict signage regulations for residential offices.

Ms. Hanson suggested the General Plan Map be more flexible and responsive so that it is not necessary to make changes on a property-by-property basis.

Mr. Allred remarked that when the coffee shop for Black Diamond was proposed, it was acknowledged that the General Plan was outdated for the area. The Commission did not object due to the General Plan being an advisory document. The Council approved the request. However, Councilman Pace voted against it and stated that if a rezone is requested that doesn't fall in line with the General Plan, there should be a General Plan amendment that accompanies the rezone. Mr. Allred replied that the General Plan is an advisory document rather than a binding document. He recommended it be looked at in the context of the area it is in, a yes or no determination made, and proceed to update it. Councilman Pace's opinion was that there should not be a zone change unless it follows the General Plan, Mr. Allred agreed with Ms. Hanson's point that the RO Zone should be allowed in designated areas. He suggested staff use caution with respect to where it is applied.

Ms. Hanson was of the understanding that Council has directed the Commission to create a Residential Office Zone with the Highland Drive Master Plan in mind. Mr. Allred confirmed that the Council specifically directed staff and the Commission to develop an instrument for professional office on Highland Drive and determine if it is desirable elsewhere.

Commissioner Jensen discussed the details of permissible landscaping. Mr. Allred stated that staff is proposing a minimum of 20 feet of landscaping in front yards and a minimum of 20 feet in depth before there is any asphalt or driveways.

Mr. Allred remarked that it is difficult to find the necessary tools to deal with different problems. He explained that the Highland Drive Corridor Plan proposes very limited commercial. At intersections and at the mid-block, it specifically lists zones by priority as R-1-8, R-2-10, R-2-8, and RM. The Council is trying to address controversy regarding perceived commercialization of Highland Drive by some residents. The RO Zone could potentially be ideal for older homes on Highland Drive where none of the other uses fit on the mid-block.

Mr. Whiting brought up the issue of square footage limitations only applying to new construction. Chair Chatelain stated that when converting an existing building, square footage cannot be deducted.

Commissioner Bowthorpe suggested that a property with an existing structure can be converted, regardless of the square footage, to an office use. If new construction or an addition is requested, there should be a limitation with regard to the relationship to the size of the lot. Commissioner Wright recommended there be a maximum square footage to prevent a large building from being built on a large lot.

Staff discussed the details of demolition of existing properties. Chair Chatelain stated that if this is not allowed, dilapidated properties will remain.

Ms. Hanson confirmed the language, which does not specify a limit on conversions and allows 3,500 square feet for the main building for new construction.

The Commission made the decision to eliminate restrictions on hours of operation for office uses.

It was agreed that a five-foot wide landscape buffer strip shall abut and be parallel to the perimeter wall.

Ms. Hanson recommended the 60-foot driveway requirement be reduced to 40 feet and be measured from the intersection of the asphalt lines.

Staff recommended an additional item to specify the maximum driveway width at 35 feet at the property line to allow for a wider driveway.

Trash enclosures were next detailed. Ms. Hanson stated that a commercial type trash enclosure or dumpster should be prohibited to preserve the residential feel.

Mechanical equipment will also be reduced and all noise emitting equipment shall be placed so as to minimize noise or visual impacts on nearby properties.

Mr. Allred stated that the lighting section should read that it is the intent of the subsection to encourage lighting practices and systems that minimize light pollution, glare and light trespass, conserve energy and resources, maintain nighttime safety and utility while ensuring the enjoyment of a starry night for all members of the community. All site lighting shall be shielded and/or directed in such a manner to illuminate only the user's premises and not spill over into neighboring residential areas. The additional remaining items to be stricken were discussed.

Commissioner Jensen suggested that the lighting requirements are not lessened so that it will not eliminate lighting required by standards of the building codes or accessibility standards.

Ms. Hanson next clarified that there is a difference between the setback and the yard area. The setback is the minimum distance from the property line where a building or wall can be constructed. The yard is the area between the property line and where the building is actually built. Staff recommended allowing a business to have parking in the front yard area, if it works best for the existing structure. They would, however, still want to require landscaping against the street. Ms. Hanson suggested there be more flexibility with regard to where and how much landscaping should be in front.

The Commission discussed the issue of parking in the front or back of a structure. Mr. Allred reiterated that the unintended consequence of pushing parking to the rear is to create noise, fumes, and odor closer to the surrounding neighbors. The front may look nicer with required parking in back of the building but it eliminates what would typically be a residential back yard. He suggested that the owner make the decision about where to place parking. He expressed concern with inappropriately parked cars backing into the traffic lane.

Commissioner Wright confirmed that there should be no parking within the first 20 feet.

Perimeter wall issues were next detailed. Mr. Allred suggested in item A that screening or opaque materials replace decorative tinted concrete or masonry. Chair Chatelain suggested the verbiage reference adequate screening as determined by the Planning Commission.

Mr. Allred recommended the document state that the project may be required to have a screening fence or wall. He also stated that City ordinances allow fences taller than six feet between abutting neighbors if both are in agreement. The verbiage would apply to a residential use on a commercially zoned property. Mr. Allred recommended the height requirement remain at six feet and allow the property owners to determine whether it should be raised. Commissioner Garver agreed with the recommendation and remarked that it will create a residential feel.

Signage issues were next discussed. Mr. Allred stated that he and Ms. Hanson agreed that residential offices should not be allowed more than a 12 to 16 square-foot monument sign in the front. He also felt the business should be allowed to have a monument or a wall sign, but stated that to allow both was questionable.

With regard to the City's Design Review Board (DRB), Ms. Hanson stated that as proposed that they will review all new building construction, any increase in the floor area of an existing building, and any substantial exterior remodeling. Mr. Allred clarified that the DRB does not review the site plan but rather reviews building architecture that involves the expansion of a footprint, construction of a new building, or substantial exterior remodeling. Chair Chatelain's preference was for the DRB to review changes if there is any change to the exterior appearance.
The matter was continued for further study.

2/19/13

1. Discussion of Possible Future Amendments to Code.

City Planner, Pat Hanson, reported that she and Mr. Allred prepared an inventory of homes that have been converted to "residential offices". The various details were discussed. As part of the process, staff reviewed five zones already in place in other communities; three in Salt Lake City, Residential Business, Residential Office, and Neighborhood Commercial. Salt Lake County's Mixed Development Zones were also reviewed.

Ms. Hanson discussed the map containing the General Plan districts and confirmed that there are two locations that allow the Office Residential zone.

Mr. Allred discussed the Highland Drive Committee and upcoming issues.

3/19/13

DISCUSSION ITEMS

5. Residential Office Zone – RO Zone – Planners: Community Development Director Paul Allred and Pat Hanson.

City Planner, Pat Hanson, presented the Residential Office Zone to the Commission and explained that tonight was continuing discussion of a proposed new zone intended to accommodate the conversion of homes along major streets into professional offices. Staff prepared an updated draft for consideration by the Planning Commission.

Ms. Hanson discussed possible definitions for "monument sign". She emphasized that staff is only regulating the size, for these smaller professional offices. Commissioners discussed various

heights and square footage allowances. Currently the maximum size allowed for signage in commercial zones can be eight feet tall or a total of 64 square feet.

Community Development Director, Paul Allred, reported that as the Highland Drive Committee has discussed this issue, they have been extremely concerned with the size of signs.

Commissioner Snow shared a concern about the process of commercial buildings being made to resemble residential buildings. He believed, intuitively, that a building's function should be clearly understood.

The Commission discussed placement of signage and measurements taken from the level of the sidewalk.

Ms. Hanson confirmed that the Commission will recommend that signage is to be no more than five feet in height and a maximum of 24 square feet, inclusive of the base. They agreed that the maximum wall signage allowance of 5% is reasonable and asked for Ms. Hanson to include that in the draft.

Language and lighting restrictions were also discussed and the Commissioners requested the RO lighting standards be written in a similar manner to those in the ORD zone.

Russ Winegar reported that he owns three properties on Highland Drive. He was concerned about home occupations prohibiting the use of outbuildings and suggested there be more detail with regard to the term "light manufacturing".

The Commission reviewed the various services and professions as listed on the current land use table and agreed to recommend several uses as conditional in the RO zone.

Commissioner Chatelain remarked that if a business requires a customer to do business, those types of services are not inclusive of what was being discussed.

Commissioner Bowthorpe read from the purpose statement in the RO zone draft. Although primarily the zone is for conversions, he noted that new construction is allowed in the RO zone.

The issue of the live/work category was discussed by staff. The Commissioners decided to postpone their recommendation on several of the proposed uses in the table, in particular, "personal services", "permanent cosmetics" and "manufacturing". Ms Hanson agreed to include the definitions of all of the proposed uses with the next staff report so the Commissioners could better understand the intent of the table and its broad use categories. She reminded the Commissioners that there would be one more meeting for discussions on the text prior to the public hearing in mid-April.

The matter was continued for further study.

4/9/13

2. **Residential Office (RO) Zone – Planners: Community Development Director Paul Allred & Pat Hanson.**

City Planner, Pat Hanson, presented the Residential Office Zone and asked if the Commissioners were ready to work on the use table, or if they prefer, postpone their recommendation until after the public hearing. She referenced Page 10, Appendix A, of the staff report which included remaining questions.

Commissioner Chatelain discussed bicycle parking and questioned the requirement of providing bike racks. The Commissioners recommended striking the requirement altogether. Language and grammatical issues were discussed and corrected. Permitted uses in the RO Zone were discussed.

An unidentified audience member stated that Murray City requires permits for conducting business to be resubmitted annually. This allows compliance to be reviewed without an automatic renewal.

The Commission discussed parking and potential solutions. Community Development Director, Paul Allred, suggested parking not be prohibited in front of the building, but ensure that parking is such that motorists are not able to back onto Highland Drive to exit.

Commissioner Bowthorpe raised a question regarding the type of businesses being limited and whether restrictions are being determined by space and parking. Commissioner Wright reiterated that this zone is intended to serve as a transition between established residential neighborhoods and existing commercial uses. Only less intense businesses should be allowed in the zone.

Commissioner Khodadad cited an excerpt from the Highland Drive report, which detailed the implementation of land use planning and new development that does not compromise the quality of life of residents whose property is adjacent to or accessed from Highland Drive. Mr. Allred suggested Residential Office Zone was being proposed most frequently due to distaste for the RM Zone carried over from the old County zoning scheme.

Issues pertaining to allowable building sizes, types of use, and intensity were further discussed. Commissioner Chatelain stated that intensity often runs with use. He noted that a dental office, for example, will have more patrons than a real estate office.

) Burt Carson commended the Commission for their progress on the RO Zone. His concern is with the enforcement of the transition between a residential building to commercial and the maintenance of the residential feel. Mr. Allred reported that the City's policy is enforced by the Planning Commission and in order to obtain zoning along with the presentation of a plan any zone changes would need to be approved by the Commission and the Council.

It was Mr. Carson's opinion that the parking issue should be self-regulating and coincides with the type of business proposed. Mr. Allred added that the City encourages shared parking as it is an efficient way of using less asphalt in other commercial areas but was not sure this would be a good idea in the RO zone.

The Commission discussed Mr. Allred's suggestions as to the course of making recommendations on the RO zone. Mr. Allred reiterated that the purpose of the zone is to preserve existing buildings. *The matter was continued for more study.*

4/16/13

ACTION ITEMS

1. Residential Office (RO) Zone – Planners: Community Development Director Paul Allred and Pat Hanson.

City Planner, Pat Hanson, presented the Residential Office (RO) Zone and gave a brief overview. She stated that the RO Zone regulates, in general, all of the specifics that any of the other non-residential zones do and its standards are designed to foster buildings that are compatible with the surrounding single-family homes. This proposed new zone is intended to accommodate the conversion of homes along major streets into professional offices. She confirmed this information is available online.

Chair Khodadad opened the public hearing.

Russ Winegar gave his address as 5246 South Highland Drive and presented a rebuttal to a letter written by Tom Nelson to the Planning Commission (see attached). He raised a question as to the intended use list and recommended Catering and Commercial Kitchen be added as a permitted use.

Burt Carson gave his address as 1992 East Hedgewood Court and expressed support for the proposed zone.

There were no further public comments. Chair Khodadad closed the public hearing.

Commissioner Wright raised a question regarding a commercial kitchen being an allowed use. Ms. Hanson stated that that has not yet been determined, and under the defined terms, would fit under Manufacturing.

The matter was continued for further study.

Discussion Items

5. Residential Office (RO) Zone – Planners: Community Development Director Paul Allred and Pat Hanson.

City Planner, Pat Hanson, discussed setbacks as stated in the staff report. The Commission agreed to leave the text as-is.

The reduction of impervious coverage allowances was next detailed. Mr. Allred suggested that a 60/40 ratio might be a better fit of this zone. Ms. Hanson briefly touched on the impervious surface coverage table in the residential chapters and noted that this table would need to be changed to accommodate the need for parking but a similar table could work in the RO zone. The Commission discussed acceptable percentages but made no specific suggestions for change in the text.

Chair Khodadad suggested the Commission next address agenda item number 2 after which the discussion of this item would continue.

Parking requirements for allowed uses were next detailed. Ms. Hanson stated that currently administrative relief is only allowed with regard to landscaping. She recommended it be clearly specified where the administrative relief would be applicable in this new zone, and recommended adding specific guidelines for any decision regarding administrative relief applications.

Commissioner Bowthorpe asked if administrative relief for parking could be written into this Code and thinks the applicant could be required to provide justification or data for the proposed number of parking stalls, rather than a specific code requirement. The number of stalls allowed or required was further discussed.

Mr. Allred suggested a maximum allowance be considered rather than a minimum. He believes the RO Zone is a great idea, but remarked that if administrative relief is allowed and not carefully controlled, there could be unintended consequences.

Commissioner Garver suggested specifying a maximum of four parking spaces per 1,000 square feet, but also require a submission to calculate and justify the reasoning behind the applicant's request. Commissioner Chatelain asked what would happen if a small number of stalls were approved and a new use came in that needed a lot more parking. Would they just simply park on the street? Ms. Hanson clarified that a change of use that required a different parking standard would be returned to the Commission for a site plan amendment. The Commission could require additional parking at that time.

Ms. Hanson suggested that this Chapter be exempt from the parking standards and a standard set for the RO zone. Suggested parking standards were discussed.

The types of uses allowed in the zone were briefly discussed but no specific suggestions were made. Mr. Allred reiterated that the purpose of the RO Zone is to improve existing conditions and repurpose underused properties. Mr. Allred suggested adding specificity to the Zone Purpose Statement to provide guidance for these decisions and asked the Commissioners to send their suggestions to staff for the next discussion.

Commissioner Wright confirmed that the current text prohibits shared parking. There was a brief discussion as to the unintended consequences of this text. No specific suggestions were made by the Commissioners.

Chair Khodadad stated that the RO Zone is not yet ready to be adopted. Types of uses and the purpose statement were discussed. *The matter was continued to the next meeting.*

5/7/13

3. Residential Office (RO) Zone (continued) – Planners: Community Development Director Paul Allred and City Planner Pat Hanson.

City Planner, Pat Hanson, presented the RO Zone to the Commission and discussed the impervious surface coverage as stated in the staff report. She explained that it is married to the landscaping requirements, in that one item affects the other. Allowed percentages of impervious and landscaped areas were also discussed.

Commissioner Snow raised a question regarding administrative relief and the six criteria required to do so. Ms. Hanson stated that staff's recommendation will be to remove all of that language and replace it with new text. Mr. Allred reported that City Attorney, Craig Hall, had concerns with the language being too close to a variance and did not recommend keeping it. With regard to administrative relief, it was suggested that it pertain only to landscaping and that parking requirements be set by the ordinance. As per the landscaping standards, staff suggests new text that would allow a 10% relief which would be granted by the Community Development Director following the specific criteria used in the current residential policies and ordinances. Mr. Allred noted this would not be conditional, but would be similar to a special exception or the way in which performance codes work.

Mr. Allred introduced Bill Price, a Member of the Design Review Board and stated that it was suggested that the RO Zone have DRB oversight.

Bill Price gave a brief background and stated that he lives on the lower end of Holladay Boulevard and is a 30-year resident of the City and he is interested in the planning process.

Ms. Hanson handed out new language amending the current Administrative Relief section. She reminded the Commissioners that if this text appears in the RO Zone, exactly the same language should be in the new landscaping chapter. The Commission further discussed the landscaping administrative relief as detailed on page 14 of the staff report.

Mr. Allred clarified the limits on impervious areas. He reminded the Commissioners that varied architectural designs often require flexibility and with the averaging in the current ordinance, there has to be an equivalent or greater amount given elsewhere on the plan, this helps fit most all buildings on the often irregular lots in the city. This should help the RO zone buildings as well.

With regard to the Administrative Relief Section A, Mr. Allred emphasized that most requests will work within the 10% allowance. In his opinion few will need section B. The importance of a competing value was further discussed. He stated that writing a rule like section B allows a developer or applicant to come before staff or the Commission and make an argument for additional relief.

The Commission discussed the impervious surface coverage limit of 60% along with an additional 10% for cause justified. It was Commissioner Bowthorpe's opinion that there should be a line drawn somewhere prohibiting the possibility of the Commission having to be put into a situation where a judgment must be made, potentially becoming political. Sub-section B being eliminated altogether was also discussed.

Commissioner Jensen stated that if there is a variance, there is criteria and all requirements must be met, or the variance must not be granted.

Commissioner Chatelain commented that without Section B and the Commission having turned down a request, the issue may be appealed to the Council. Commissioner Bowthorpe suggested that a limitation be placed on Sub-Section B allowing an additional 10% to be achieved through the

Commission's approval rather than being open ended. Commissioner Wright suggested keeping Sub-Section B to 5%. Staff discussed additional solutions.

Commissioner Jensen proposed the maximum increase be set at 10% and Sub-Section B eliminated. It was suggested to the Commission that item B be stricken from the text and Section A remain and be 10% at staff level. Further discussion took place regarding language.

The Commission discussed the conversion of a home greater than 3,500 square feet and the allowed parking. Commissioner Chatelain suggested there be a maximum stated rather than a minimum allowance and four stalls per 1,000 square feet. The Commissioners agreed that the language should be changed to a maximum of 4 stalls per 1,000 square feet.

Ms. Hanson asked if the Commissioners had any changes to the draft purpose statement. No changes were suggested.

The matter was continued to the next meeting.

5/21/13

ACTION ITEMS

2. Chapter 13.50 Residential Office Zone (RO) Zone – Planners- Community Development Director Paul Allred and Pat Hanson.

Community Development Director, Paul Allred, presented the Residential Office (RO) Zone and stated that staff included items specified by the Commission from their last discussion on this matter. A thorough examination of the issues was completed and the public hearing was previously held. Staff felt that the draft ordinance was ready to move forward.

Chair Khodadad reported that the Commission has taken into consideration the Highland Drive Committee and Highland Drive Citizens Committee recommendations regarding this issue. After having detailed and discussed the RO Zone at approximately six meetings, the Commission felt that with citizen input, a successful ordinance had been developed and was ready to move forward.

Commissioner Chatelain moved that the Residential Office Zone Ordinance be recommended for approval and sent forward to the City Council for their consideration and adoption.. Commissioner Garver seconded the motion. Vote on motion: Chris Jensen-Aye, Spence Bowthorpe-Aye, John Garver-Aye, Les Chatelain-Aye, Chair Khodadad-Aye. The motion passed unanimously.

Planning Commission minutes- Highland Drive Master Plan Amendment

9/18/12

PRE-MEETING/WORK SESSION

City resident, Tom Nelson, representing a group of property owners made a presentation about their feelings concerning the Highland Drive Corridor. They believe that the historic values of the City have not been adequately addressed and protected in the Highland Drive Corridor Master Plan that was adopted by the City Council in February of 2012. The Planning Commissioners suggested that Mr. Nelson should speak with members of the City Council about their concerns.

10/2/12

1. Discussion with Tom Nelson et al – continued from a previous presentation regarding the Highland Drive Corridor.

City of Holladay property owner, Tom Nelson, led a discussion regarding the Highland Drive Corridor. He discussed specifics of the master plan and presented the Commission with a map detailing roads within the City of Holladay. Mr. Nelson presented a timeline pertaining to the development of Highland Drive. He emphasized the community's opposition to higher density housing, increased zoning permitting commercial, and the business entry slowing down traffic. He stated that everything included in the land use zoning section is contrary to the core values. He reported that over 500 people signed the petition and wants the study reopened.

Chair Chatelain stated that in the original study, a variety of different road types were discussed. Mr. Nelson believed that two things were missed with the first being the importance of sidewalks. He stated that Highland Drive is not an evolving road, but is instead a country lane. He suggested that the primary concern focus on core values and safety. His second major concern had to do with bringing business in. He emphasized that Highland Drive is a residential street and the residents feel strongly that preservation of the community is of utmost importance. An email detailing Mr. Nelson's recommendations for the RO Zone was to be provided to Community Development Director, Paul Allred.

Hugo Diederich stated that he, as well as the community, are concerned with how little they have been heard and remarked that they were not given an opportunity to comment.

Commissioner Khodadad asked for clarification regarding the notice of public hearing on a conditional use permit for home occupations. Chair Chatelain replied that public notice is sent, but a community meeting is not required. Mr. Allred remarked that if people are coming to the home for a home occupation, they are required to provide notice of the hearing to the neighbors that clients are coming to ensure that the impact is not too great.

Commissioner Lowry reported that the opposition to action item number two was due to the applicant having remodeled his home, which provided a separate business entrance. When he was confronted by Code Enforcement Officer, Doug Brewer, he denied his intentions. After there were complaints of ongoing construction and vehicles parked in front of the property, the applicant denied he was running a business out of his home a second time. Commissioner Lowry stated that the neighbors are concerned about the property owner's ability to comply with the conditional use since he was not previously forthcoming,

4/9/13

2. Report from Special Committee formed by the City Council to Review the Highland Drive Corridor Master Plan.

Tom Nelson was present representing the Highland Drive Committee. He read the attached cover letter to the Commission. Mr. Nelson stated that putting the pieces together for their vision is a difficult process and emphasized careful study and evaluation. Regarding the Residential Zone (RO), the Committee recommended no more commercial. They also separated the area into three segments and discussed each.

Chair Khodadad joined the meeting.

Commissioner Wright stated that the term Grand Boulevard captured all of the input and ideas regarding the plan.

Committee Member, Russ Winegar, stated that Mr. Nelson's statement regarding no additional commercial zoning was not completely accurate, as the RO is a commercial zone. He confirmed that the Committee wishes to limit other types of zoning, as stated in their report.

Committee Member, Gene Carr, considered the RO Zone to be an excellent regulatory ordinance that will accomplish exactly what the Committee has set out to do. The Cottonwood Historical District official ordinance was also discussed.

Committee Member, Craig Larsen, discussed Section D of the report. Mr. Carr stated it was deleted and rewritten due to the fact the other sections, with the exception of Section D, were written so that they pertain to all of Highland Drive. He indicated that Section D was different for that particular segment.

Commissioner Chatelain expressed gratitude to the Highland Drive Committee for their hard work and efforts.

5/7/13

7. **Highland Drive Citizen Review Committee Report - Planners: Community Development Director Paul Allred & Rick Whiting.**

The above matter was continued to a future meeting.

5/21/13

Discussion Items

3. **Review of the Highland Drive Citizen Committee Recommendation – Planners – Community Development Director Paul Allred and Rick Whiting.**

Chair Khodadad reported that ideally, the Highland Drive Citizen Committee would like the Commission to pass the Highland Drive Corridor Plan changes on to the City Council. It was determined that the Committee recommendations would be thoroughly reviewed and discussed at the next meeting..

Mr. Allred detailed the previous Highland Drive Citizen Committee Meetings and stated that what was submitted is a consensus document by the committee.

6/4/13

ACTION ITEMS

1. **Review of the Highland Drive Citizen Committee Recommendation – Community Development Director, Paul Allred and City Planner, Rick Whiting.**

City Planner, Rick Whiting, recommended the Commission review the Highland Drive Citizen Committee Recommendation of General Plan Appendix K page-by-page. It was the consensus of the Commission that the term "corridor" be stricken from the document.

The Commission discussed the report and recommendations from the committee. The report was reviewed and modified up through part 2(B).

Commissioner Garver moved to continue the review of the Highland Drive Citizen Committee Recommendation, Item D, to the next meeting. Commissioner Jensen seconded the motion. Vote on motion: Matt Snow-Aye, Brad Jensen-Aye, Spence Bowthorpe-Aye, Chris Jensen-Aye, John Garver-Aye, Les Chatelain-Aye, Lori Khodadad-Aye. The motion passed unanimously.

6/18/13

1. **Proposed HDCMP Amendment – Community Development Director Paul Allred, Rick Whiting and Pat Hanson.**

Ms. Hanson described the proposed amendment and stated that corrections and changes were made as discussed previously. She asked that the Commission give more direction regarding changes to the document. Commissioner Bowthorpe clarified that it should be structured to allow for each category and segment to be addressed, rather than just one.

Ms. Hanson clarified that the master plan is for a street that is very different from one section to the other. She also raised a question regarding taking the time necessary to work through the document or take a vote with a full Commission present.

Commissioner Chatelain stated that if left as-is the Commission could not accept any of it. Portions of the recommendation could be adopted, in which case it would be forwarded to the City Council or consider making major changes, which would require a significant amount of time. It was Commissioner Jensen's opinion that the changes should be incorporated into a document to be presented to the Council.

Ms. Hanson detailed the format a General Plan should follow. The basic overall structure should give reasons why, the history, and include goals. The next step would be to develop implementation strategies. The parameters regarding the Committee's view on where the RO and NC zones should be allowed was discussed. Commissioner Chatelain suggested a Special Meeting be held in order to complete the review of the document.

7/2/13

2. Proposed HDCMP Amendment (Continued) – Planners: Community Development Director Paul Allred and Rick Whiting.

Vice Chair Wright invited comment on the matter.

Norm Dahle gave his address as 2675 Melony and was curious to hear the discussion and perspective on the new ordinance. As a builder and developer, Mr. Dahle was trying to determine the intent of the Commission as well as the outcome of the amendment.

The Commission provided an update regarding the process and procedure of the amendment. Commissioner Khodadad commented that the Commission is reviewing the Highland Drive Committee's recommendations and confirmed that several changes were made to the document.

Commissioner Bowthorpe stated that the master plan is not necessarily setting a policy, but providing options so that difficult properties that have become blighted can be used effectively.

Mr. Dahle thanked the Commission for their efforts.

Commissioner Khodadad moved to continue the Highland Drive Plan to a special meeting. Commissioner Jensen seconded the motion. The motion passed with the unanimous consent of the Commission.

7/16/13

3. Proposed Highland Drive Corridor Master Plan (HDCMP) Amendment (continued – Planners: Paul Allred, Pat Hanson, and Rick Whiting.

Mr. Allred presented the proposed Highland Drive Corridor Master Plan and detailed implementation strategies contained in item 2 segment B. Staff discussed allowable and appropriate zoning in the mid-block as well as along Highland Drive. The RM Zone was detailed and several Commission Members suggested it be removed from the mid-block. Mr. Whiting recommended the RM Zone be amended, hence, removing the office use. Specific verbiage was further discussed.

It was the belief of Mr. Allred that Holladay residents and members of the Highland Drive Committee are conveying that they approve the preservation of older homes and using the RO Zone to do it. Commissioner Chatelain suggested the language read "multi-family residential zoning consisting of four or less attached dwellings". The definition of a multi-family dwelling was discussed.

Staff confirmed that the RM Zone may only be used for three and four-unit attached housing and not for high density. It was noted that the RO zone is the approved office use in the mid-block, rather than RM. R-1-8 is appropriate for single-family detached along with the R-2 Zone.

The Commission discussed "Commerce" items 1 through 6. It was Mr. Allred's opinion that this section is applicable to all segments of Highland Drive, because it addresses existing commercial.

Chair Khodadad read the Traffic Control, Road Configuration and Design, and Land Use sections of the Highland Drive Master Plan, Appendix K. The proposed language was reviewed and modified. The amendment process of the original Highland Drive Master Plan was discussed. The Commission next reviewed appropriate language regarding traffic flow.

Chair Khodadad confirmed that the above item will be rewritten with changes, scheduled for public hearing at the first available Planning Commission meeting and then presented to the City Council with a potential recommendation for adoption.

8/6/13

4. Highland Drive General Plan - Appendix K Amendment – Planners: Paul Allred, Pat Hanson & Rick Whiting.

City Planner, Pat Hanson, presented the proposed amendments to the Highland Drive General Plan. She explained that it is a proposed amendment to the adopted Master Plan for the Highland Drive area. The Highland Drive Committee suggested the City consider the request in three segments. It was noted that the text addresses each segment.

Chair Khodadad commented that the input came from the Planning Commission and the Highland Drive Committee and was then assembled by staff.

Ms. Hanson stated that the only thing that is slightly different from the original document and the Committee's recommendation were the implementation strategies under the land use zoning.

Chair Khodadad opened the public hearing. Commissioner Bowthorpe joined the meeting.

Tom Nelson, a Highland Drive Committee Member, expressed gratitude to the Planning Commission for their time commitment. He presented a document that specifically outlined the recommended language changes and detailed what led to the Highland Drive Committee's decision to create their original document. Concerns with egress and ingress were also discussed.

Mary Ann Ricks gave her address as 5309 Bay Wood Circle. She raised concerns regarding revisions on page three, number two, segment B, paragraph B. She remarked that it is far different from the original language submitted by the Committee. She supported the maximum zoning with R-1-8, but stated that the community is adamantly opposed any R-2 zoning and more RM zone of any kind.

Chair Khodadad remarked that the section on the west side between 5600 South and Spring Lane, Segment B, had to be reviewed as a whole. Ms. Ricks replied that the Committee proposed to allow higher density single-family including R-1-8 to allow for growth and higher density. They discouraged R-2 and no more RM than what already exists. She felt the Committee had not been heard.

Barry Topham gave his address as 2520 Haven Lane and stated that he was involved in pushing the City Council to have input into the Highland Drive issue. The City Council and Mayor suggested former Council representatives not be a part of the Committee, therefore, he and another former member were eliminated from participation. The development of Holladay was detailed and the Commission was urged to hear the citizens and consider their feelings.

Gene Carr reported that he served on the Highland Drive Committee and stated that the RO Zone was an excellent piece of legislation. The safeguards built into the RO Zone were discussed. Mr. Carr next detailed the commerce section and remarked that it was worded in a manner that will stimulate further commerce, which was an idea the Committee strongly discouraged.

There were no further public comments. Chair Khodadad closed the public hearing.

Commissioner Snow discussed positive aspects of the restrictions of the proposed RO Zone and recommended the language for the commerce section be more precisely defined. Chair Khodadad recommended the wording be reviewed and clarified to avoid future misinterpretations.

Commissioner Bowthorpe moved that the item be continued to allow for further discussion before forwarding on a recommendation. Commissioner Wright seconded the motion. Vote on motion: Chris Jensen-Aye, Spence Bowthorpe-Aye, Brad Wright-Aye, Matt Snow-Aye, Chair Lori Khodadad-Aye. The motion passed unanimously.

8/20/13

7. Highland Drive General Plan – Appendix K Amendment (Continued) – Planners – Paul Allred, Pat Hanson & Rick Whiting.

City Planner, Pat Hanson, referenced Section B under Commerce and clarified that the intent is for the language to be applicable to all existing commercial areas, but does not encourage expansion. It is meant to address declining residential and the improvement of existing areas. Chair Khodadad commented that this is not adding more RM, but addressing current commercial. The proposed verbiage was reviewed and modified.

Commissioner Chatelain moved that the Highland Drive Master Plan changes be forwarded to the City Council for their consideration subject to the changes, as noted. Commissioner Snow seconded the motion. Vote on motion: John Garver-Aye, Les Chatelain-Aye, Matt Snow-Aye, Spence Bowthorpe-Aye, Brad Wright-Aye, Chair Lori Khodadad-Aye. The motion passed unanimously.

CITY OF HOLLADAY

RESOLUTION No. 2013-

**A RESOLUTION DESIGNATING AND APPOINTING POLL WORKERS
TO SERVE IN THE 2013 MUNICIPAL GENERAL ELECTION**

WHEREAS, Section 20A-5-602, Utah State Code, sets forth the procedure for appointing poll workers, designating their compensation and setting forth their duties; and

WHEREAS, the City Council of Holladay City desires to make the appointments, set their compensation and provide for other matters relating to them.

NOW THEREFORE, BE IT RESOLVED, by the City Council of Holladay City, Utah as follows:

Section 1. Appointment of Poll Workers. The persons named as poll workers and alternates, or subsequent names as appointed by the Salt Lake County Clerk's Office, on the list attached hereto are hereby appointed to serve in the 2013 Municipal General Election.

Section 2. Availability of Poll Worker List. The list attached hereto shall be available in the City Recorder's Office for inspection and examination during business hours by any voter of the City and any voter may make a copy of it.

Section 3. Compensation. The poll workers shall be compensated at a rate not to exceed Salt Lake County's rate paid for elections.

Section 4. Oath of Each Judge. The Salt Lake County Clerk's office shall administer an oath to each poll worker as provided in the Utah State Code.

PASSED AND APPROVED this 10th day of October, 2013.

HOLLADAY CITY COUNCIL

By: _____
Dennis R. Webb, Mayor

[SEAL]

VOTING:

Lynn H. Pace	Yea	___	Nay	___
J. James Palmer, Jr.	Yea	___	Nay	___
Sabrina R. Petersen	Yea	___	Nay	___
Patricia Pignanelli	Yea	___	Nay	___
Steven H. Gunn	Yea	___	Nay	___
Dennis R. Webb	Yea	___	Nay	___

ATTEST:

Stephanie N. Carlson, MMC
City Recorder

DEPOSITED in the office of the City Recorder this 10th day of October, 2013.

RECORDED this 10th day of October, 2013.

Holladay

Date: October 4, 2013

***Subject to Change**

Cottonwood Elementary 5205 S Holladay Blvd (2490 E)

Poll Manager	Cheri	Livingston	2763 E Loredell Dr	Holladay	(801)652-8483	clivingston@slco.org
Provisional Judge	Breann	Wayman	208 W Travis James Ln	Murray	(801)903-0049	judy.wayman@imail.org
Technician	Michael	Rice	6867 S 1520 W	West Jordan	(801)268-4171	winterhawk_studio@yahoo.com

Holladay City Hall 4580 S 2300 E

Poll Manager	Evert	Pierce	2885 E Cherry Blossom Ln	Holladay	(801)278-8647	tedp@q.com
Provisional Judge	Margarett	Little	4585 S Willow Rd	Holladay	(801)277-5696	casalittle5696@live.com
Technician	Joseph	Pierce	2885 E Cherry Blossom Ln	Holladay	(801)278-8647	j_pierce@q.com

Holladay Library 2150 E 4800 S

Poll Manager	Roger	Pugh	4789 S 2124 E Apt 14	Holladay	(801)231-3272	scottpugh@me.com
Provisional Judge	Helen	Radkey	4749 S Bonair St Apt 3	Holladay	(801)272-3060	hradkey@msn.com
Technician	Christine	Antoccia	2125 W Tierra Rose Dr	Taylorville	(801)718-0599	cantocc@gmail.com

Intermountain Christian Church 6515 S Lion Ln (3110 E)

Poll Manager	Roberto	Elorreaga	781 E Shiloh Way	Murray	(801)268-3476	re84107@yahoo.com
Provisional Judge	Rosemary	Elorreaga	781 E Shiloh Way	Murray	(801)268-3476	rme3476@yahoo.com
Technician	Jeffery	Smith	6489 S 2600 E	Cottonwood Heights	(801)942-0801	jeffs_123@comcast.net

Our Saviours Lutheran Church 2500 E 3900 S

Poll Manager	Kulbhushan	Shah	4484 S Parkview Dr	Salt Lake City	(801)278-7586	shahk@comcast.net
Provisional Judge	Cynthia	Godsey	4727 S Naniloa Dr	Holladay	(801)273-1152	cynthiag@xmission.com
Technician	Paula	Lowry	4010 S 1925 E	Salt Lake City	(801)272-3628	PAULALOWRY@MSN.COM

Southeast Christian Church 1881 E Vine St (6085 S)

Poll Manager	Norma	Chisholm	6018 S La Tour St	Holladay	(801)278-2172	davidjohnc@msn.com
Provisional Judge	Charles	Mason	5659 S Highland Park Ct	Holladay	801-272-1270	mason.c.l@att.net
Technician	David	Chisholm	6018 S La Tour St	Holladay	(801)278-2172	DAVIDJOHNC@MSN.COM

St Vincent De Paul Church 1375 E Spring Lane (5000 S)

Poll Manager	Allan	Platt	1550 E Lone Peak Dr	Holladay	(801)652-7750	jayplathome@aol.com
Provisional Judge	Gloria	Ruiz	2220 E Murray Holladay Rd	Holladay	(801)604-2224	gloriautah1@hotmail.com
Technician	Scott	Davis	472 E Sandy Woods Ln	Midvale	(801)562-1204	davisscott33@comcast.net

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CHAPTER 13.50

RESIDENTIAL OFFICE ZONE- RO

SECTIONS:

- 13.50.010: Purpose
- 13.50.020: Residential Office Zone (RO) Established
- 13.50.030: Primary Uses
- 13.50.040: Accessory Uses
- 13.50.050: General Development Standards
- 13.50.060: Setbacks
- 13.50.070: Buffer Standards for Development Abutting a Residential Property
- 13.50.080: Parking and Access Requirements:
- 13.50.090: Storage and Display Areas
- 13.50.100: Screening
- 13.50.110: Lighting
- 13.50.120: Landscaping
- 13.50.130: Perimeter Wall
- 13.50.140: Public Improvements
- 13.50.150: General Maintenance
- 13.50.160: Hazardous Activities
- 13.50.170: Signs
- 13.50.180: Review by the Design Review Board
- 13.50.190: Design Guidelines
- 13.50.200: Administrative Relief

13.50.010: PURPOSE: The purpose of the Residential Office (RO) zone is to allow for the reuse of those properties which have frontage on busy streets where single-family residences are no longer economically feasible nor desirable. This zone is intended as a transition between established residential neighborhoods and the existing commercial developments along these corridors.

Primarily, the RO zone standards are designed to preserve existing housing stock by allowing the conversion of residential properties to such nonresidential uses that have less impact on the surrounding properties than typical commercial uses. The conversion of a single family home to a small professional office or other nonresidential use is a less intrusive type of development when compared to new construction and is better able to maintain the existing residential character of the streetscape. While, new construction is allowed in the RO zone, it should be the exception, not the rule, and new structures and uses within this zone must be compatible in scale and character with surrounding residential development.

13.50.020: RESIDENTIAL OFFICE ZONE (RO) ESTABLISHED: The following zone is established:

- A. Residential Office Zone (RO): The purpose of the RO zone is to set standards for areas where restricted and limited, small scale, non-retail, low impact office uses are allowed adjacent to residential areas.
- B. Rezone Requests: In evaluating any re-zone application for this zone, preference shall be given to those properties which:
 - 1. Have frontage on principal or minor arterial street as shown on the City of Holladay Roadway Classification map (eighty feet wide or greater),

- 2. Occur within a General Plan District of either Professional Office, Office/Residential, Commercial, or are within the Highland Drive Master Plan area, and;
- 3. Will result in an upgrade of the building and/or site.

13.50.030: PRIMARY USES:

- A. The permitted and conditional uses allowed in Residential Office (RO) zones shall be as set forth in chapter 13.100, "Appendix A - Allowed Uses", of this Title. Any primary land use not shown as a permitted or conditional use in chapter 13.100, "Appendix A - Allowed Uses", of this Title shall be prohibited.
- B. Combined Uses: Any combination of uses may be established within the same building or on the same lot or parcel. If any of the proposed uses is a conditional use, that use shall be reviewed and approved by the Planning Commission as required by section 13.08.040 of this Title.

13.50.040: ACCESSORY USES: Permitted and conditional uses set forth in chapter 13.100, "Appendix A - Allowed Uses", of this Title shall be deemed to include accessory uses and activities that are necessarily and customarily associated with and incidental and subordinate to such primary uses allowed by chapter 13.100, "Appendix A - Allowed Uses", of this Title.

- A. Accessory uses shall be subject to the same regulations that apply to permitted and conditional uses in the zone except as otherwise expressly provided in this Title.
- B. No accessory use, building or structure shall be allowed on a lot or parcel unless a primary permitted or conditional use is currently established on the parcel, except as allowed by section 13.09.020 of this Title.
- C. Specific accessory uses allowed in the residential office (RO) zones are as set forth in chapter 13.100, "Appendix A - Allowed Uses", of this Title.
- D. Accessory uses and buildings customarily incidental to a permitted or conditional use may be allowed in the Residential Office (RO) zones, provided the total footprint square footage of all accessory buildings does not exceed the maximum square footage as allowed in section 13.14.110 this Title.

13.50.050: GENERAL DEVELOPMENT STANDARDS: Development standards in the RO zones shall be as set forth in table 13.50.061 of this section.

TABLE 13.50.051

STANDARD	
<u>Lot area</u>	<u>No minimum</u>
<u>Lot width</u>	<u>No minimum</u>
<u>Lot frontage</u>	<u>No minimum</u>
<u>Maximum impervious surface coverage</u>	<u>60 percent¹</u>

<u>Maximum aboveground square feet</u>	<u>New construction-</u> <u>3,500 per main building</u>
	<u>Existing structures –</u> <u>No limit</u>

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1. The total percent impervious coverage may be increased through the use of approved permeable or porous surfaces no more than an additional ten percent (10%) as allowed in section 13.50.200 of this Chapter.

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TABLE 13.50.052

<u>MAXIMUM BUILDING HEIGHT</u>	
<u>Lot Area In Square Feet</u>	<u>Maximum Height In Feet</u>
<u>Less than 15,000</u>	<u>32</u>
<u>15,001 to 1 acre</u>	<u>35</u>
<u>Over 1 acre</u>	<u>40</u>

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13.50.060: SETBACKS:

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A. Purpose: The spacing of buildings and structures away from property lines and rights-of-way play an important part in the look and feel of a neighborhood. The Residential Office (RO) zone standards are intended to allow small nonresidential development along busy streets but to maintain the look and feel of the street’s original residential character. Setbacks should be influenced by those required by the previous residence while allowing flexibility for requirements associated with nonresidential development such as parking, security lighting and trash disposal. As with the residential zones, setbacks should vary proportionally depending upon the size and shape of the properties and also upon the type of the existing and proposed land use. In some instances setbacks should be uniform assuming there is a specific desired outcome for the setback, such as protection of views, public safety, economic development, etc. In other instances, variability and flexibility of setback may produce equally important outcomes such as the protection of natural features, aesthetically pleasing streetscapes, creativity in architectural design, and retention of fragile housing stock or other important goals.

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B. Implementation: Averaging of setbacks in all yard areas shall be allowed. Variations across the setback line may not exceed fifteen percent (15%) of the minimums required. Calculation of the average shall require at least ten (10) equally spaced measurements across any one "building line", as defined in section 13.04.040 of this Title, and shown in figure 13.14.051 of this Title.

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C. Setbacks for new structures within the RO zone shall be as shown on table 13.05.051.

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TABLE 13.05.061

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<u>Setback</u>	<u>Setback</u>
<u>Side - abutting commercial property line</u>	<u>See section 13.14.056</u>

<u>Side - abutting residential property line</u>	<u>See section 13.14.056</u>
<u>Rear - abutting commercial property line</u>	<u>See section 13.14.052</u>
<u>Rear - abutting residential property line</u>	<u>See section 13.14.052</u>
<u>Front</u>	<u>See section 13.14.054</u>
<u>Corner side abutting a public street</u>	<u>20 Ft.</u>

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3 **13.50.070: BUFFER STANDARDS FOR DEVELOPMENT ABUTTING A RESIDENTIAL**
4 **PROPERTY:** The following additional development standards shall apply to all
5 developments and redevelopments within the RO zone:

- 6
7 A. Building height shall not exceed the design envelope created by starting at a point eight
8 feet (8') above the ground at the residential property line and then sloping along a plane
9 at a forty five degree (45°) angle toward the center of the lot.
10
11 B. For developments in the RO zone, a five foot (5') wide landscaped buffer strip shall be
12 provided abutting and parallel to the perimeter wall.

13
14 **13.50.080: PARKING AND ACCESS REQUIREMENTS:** Parking in the RO zones shall be
15 exempt from the provisions of Chapter 13.80 of this Title unless otherwise specified by the
16 standards of this section.

- 17 A. Parking Required: There shall be provided at the time any building or structure is erected
18 or enlarged or increased in capacity, or any use is established, off street parking spaces
19 for automobiles in accordance with the requirements in this chapter.
20 B The number of parking spaces required for any use(s) allowed by in the RO zone shall
21 be:
22 1. One (1) space for each employee,
23 2. One (1) space for each customer at the business(s) during the peak business
24 hour, and
25 3. Up to a maximum of four stalls per 1000 square feet (4/1000 SF) of leasable
26 space in any main building.
27
28 C. The number of access points along public rights of way should be minimized. On corner
29 sites, access points shall be located as far from the corner as reasonably possible and in
30 no case less than forty feet (40') from the intersection of the asphalt lines.
31
32 D. Vehicular circulation shall be designed to preclude the intrusion of traffic directly into
33 residential areas.
34
35 E. No parking may be located within the first twenty (20) feet of a front setback area or
36 within the corner side setback area which faces on a street.
37
38 F. No parking shall be located in such a manner as to allow direct backing into oncoming
39 traffic.
40
41 G. The maximum driveway width for developments in the RO zone is thirty-five feet (35') at
42 the property line.
43

1 H. All parking for the use(s) allowed on a parcel or lot in the RO zone shall be located on the
 2 same lot or parcel as the use.

3
 4 I. All required parking stalls shall meet the parking design standards in section 13.80.030 of
 5 this Title.

6
 7 **13.50.090: STORAGE AND DISPLAY AREAS:**

8
 9 A. Storage areas shall be paved with hard surface paving (unless otherwise approved by
 10 the Planning Commission) and screened with opaque fencing and/or landscaping at least
 11 six feet (6') in vertical height.

12
 13 B. No outside displays (either permanent or temporary) shall be permitted.

14
 15
 16 **13.50.100: SCREENING:**

17
 18 A. *Trash Enclosures:*

19
 20 1. No commercial type dumpsters or trash enclosures are allowed in the RO zone.

21
 22 2. All waste and trash shall be secured and disposed of in the same manner as a
 23 single-family residence.

24
 25 B. *Mechanical Equipment:* All noise emitting equipment shall be placed so as to minimize
 26 noise, and visual impact on nearby properties and streets.

27
 28 C. *Utility Lines:* All new utility lines such as electric, telephone, CATV, or other similar lines
 29 servicing individual sites shall be placed underground. Utility lines necessary within the
 30 property shall be placed underground. All utility lines shall be placed underground in new
 31 construction projects that require building permits and site redesign. All junction and
 32 access boxes shall be located to the side or the rear of the building unless public safety
 33 concerns dictate otherwise. All utility pads shall be shown on the project plan. Any utility
 34 connections, meter boxes, etc., shall be integrated with the architectural elements of the
 35 project plan.

36
 37 **13.50.110: LIGHTING:**

38
 39 A. *Intent:* is the intent of this subsection to encourage lighting practices and systems that
 40 minimize light pollution, glare and light trespass, conserve energy and resources, and
 41 maintain nighttime safety and utility while ensuring the enjoyment of a starry night for all
 42 members of the community.

43
 44 All site lighting shall be shielded and/or directed in such a manner that it illuminates only
 45 the user's premises and does not spill over into neighboring residential areas so as to
 46 interfere with the peaceful enjoyment of the residential properties.

47
 48 B. *Site Illumination Plan:* A site illumination plan shall be submitted with each site plan
 49 review application which includes:

50
 51 1. All proposed exterior lighting in relation to existing and proposed buildings, trees,
 52 landscaping, parking areas;

53
 54 2. Proposed mounting height and placement of all exterior lighting fixtures.

55
 56 3. Compliance with the adopted International Building Code standards.

1
2 C. *Lighting Installations:* Lighting installations shall include timers, dimmers and/or sensors
3 to reduce overall energy consumption and eliminate unneeded lighting.

4
5 D. *Architectural Feature Lighting:* Architectural feature lighting including wall washers
6 spotlights are permitted. All building entrances should be well lit to provide inviting access
7 and safety.

8
9 E. *Nonconforming Fixtures:* Except where otherwise noted, all outdoor lighting fixtures
10 existing and legally installed and operative before the effective date of this Title are
11 exempt from the requirements of this subsection. Whenever a nonconforming fixture is
12 replaced, upgraded or moved, the replacement fixture shall meet the requirements of this
13 Title.

14
15 **13.50.120: LANDSCAPING:**

16
17 A. The first twenty feet (20') in depth of the front setback and/or front yard shall be planted
18 with live plant material and include a permanent irrigation system.

19
20 B. Other setback areas which abut a public street shall be landscaped and maintained with
21 live plant material and include an permanent irrigation system.

22
23 C. The owner, tenant and/or any agent shall be responsible for the maintenance of all
24 landscaping in good condition and free from refuse and debris so as to present a healthy,
25 neat and orderly appearance.

26
27 D. The use of indigenous plant species proven adaptable to the local climate is encouraged
28 in all landscaping plans and all plans should include measures to reduce overall water
29 consumption. (A suggested plant list is available through the community development
30 department.) Wherever possible, existing prominent trees should be preserved. Where
31 practical significant vegetation should be protected during any development activity.
32 Significant vegetation also includes large groves of small trees or clumps or rows of oak,
33 maple, cottonwood, hickory and spruce.

34
35 E. New deciduous trees shall have a minimum caliper of one and three-fourths inches
36 (13/4"). Evergreens shall be a minimum of six feet (6') high.

37
38
39 **13.50.130: PERIMETER WALL:**

40
41 A. The project area may be required to have a screened privacy fence along all rear and
42 side yards not fronting on a public street, but which abut a residential zone or a
43 residential use.

44
45 B. This requirement may be waived by the planning commission upon a determination that
46 the fence is not necessary to buffer the abutting use. Such screening shall not be located
47 in the required setback from a public street.

48
49 **13.50.140: PUBLIC IMPROVEMENTS:**

50
51 A. The developer of the project shall be responsible for the dedication and improvement of
52 all off site public improvements that do not presently exist according to the width of the
53 ultimate right of way, as called out in the roadway classification map of the Holladay city
54 general plan. If a property has multiple street frontages, improvements are required along
55 all streets. Such improvements shall include, but are not limited to: curb, gutter, sidewalk,
56 streetlights, drive approaches, waterways, road base, asphalt, striping, streetscape,

storm drainage, fire hydrants, laterals, piping of irrigation ditches and flood control systems, fencing of canals, extension of water lines, appurtenances and sewer lines, removal of utility lines out of the right of way (with the exception of traditionally buried lines such as sewer, water, and natural gas transmission lines), etc.

B. All required improvements shall be designed and installed by the developer according to the Holladay City standard specifications for public works construction and approved by the city engineer and city public works director.

13.50.150. GENERAL MAINTENANCE: Property (including all buildings, landscaping, fences, walls, drives, parking lot surfacing and striping, signs, or other structures) shall be maintained in good repair and in accordance with the approved site plan for the project. Rights of way and pavements shall be kept true to line and grade and in good repair. Drainage ditches shall be kept clean and free of any obstructions.

13.50.160: HAZARDOUS ACTIVITIES: No land or building devoted to uses authorized by this chapter shall be used or occupied in any manner so as to create noxious or objectionable fire, explosive or other hazards; noise or vibration, smoke, dust, or other form of air pollution, heat, cold, dampness, glare, electrical or other disturbance, liquid or solid refuse or waste, or other substance, condition or element in such a manner or in such an amount as to adversely affect the surrounding area or adjoining premises.

13.50.170: SIGNS: All signs in the RO zone shall comply with the regulations in chapter 13.82 of this Title.

13.50.180: REVIEW BY THE DESIGN REVIEW BOARD:

A. Application: The conceptual design of any application for development located in the RO zone which requires approval by the planning commission shall be reviewed by the DRB as provided in this section.

B. Scope: A DRB review and recommendation is required for the following development in the RO zone:

- 1. All new building construction;
- 2. Any remodeling which increases the floor area of an existing building, or;
- 3. Any exterior remodeling of an existing main building.

C. Submissions: An application subject to design review shall include all of the following:

- 1. site plan,
- 2. building sections,
- 3. exterior elevations,
- 4. photographs of the subject or abutting properties,
- 5. perspective drawings,
- 6. description of building materials,
- 7. color samples,
- 8. exterior lighting designs,
- 9. fence plans,
- 10. signs,
- 11. landscaping plans.

D. Recommendation: The DRB shall review the proposed conceptual design plan for compliance with the RO design guidelines set forth in section 13.50.190 of this chapter. At the conclusion of the review, the DRB shall make a recommendation to the Planning Commission to accept the design concept as submitted, provisionally accept the design concept subject to plan revisions necessary to achieve compliance with the design guidelines, or

1 continue design concept for preparation of a new design concept if the concept is
2 substantially out of compliance with the design guidelines.

3
4 **13.50.190: DESIGN GUIDELINES:**

- 5
6 A. *Purpose:* The purpose of this section is not to restrict architectural freedom in new
7 buildings, nor choose any one specific architectural style for any particular property or
8 street but to address the appropriate design, size and scale of a structure given its
9 context within the surrounding neighborhood. Two (2) factors influence the perception of
10 mass and scale of a structure: the physical relationship of the structure to the size of the
11 adjacent structures and the physical distance between structures.
- 12
13 B. *Limitation:* To avoid any large, continuous building mass of uniform height, no portion of
14 any new building shall continue more than forty feet (40') horizontally without a minimum
15 of an eighteen inch (18") break in the roofline and/or an articulated architectural element
16 such as overhangs, projections, insets, material and textural changes, or other
17 architectural elements used to create shadow patterns along the elevation of the building.
18 The maximum length of any blank wall uninterrupted by windows, doors or architectural
19 detailing at the first floor level shall be fifteen feet (15').
- 20
21 C. *Second Story Locations:* Second story portions of a building shall be designed with
22 adjacent structures in mind. Reduction in the overall scale of the building can be
23 accomplished by the use of varied upper story setbacks, providing significantly larger
24 setbacks for the entire structure and/or placement of the major portion of the second
25 story over the rear portion of the first story.
- 26
27 D. *Facade Embellishment:* Any building wall visible from a public right of way shall
28 incorporate architectural design embellishments which are compatible with other publicly
29 visible parts of the building. Embellishments dividing the facade visually may include
30 windows, a recessed entrance or other appropriate variations as approved by the DRB.
- 31
32 E. *Window and Door Designs:* Windows and doors shall be used to define the character of
33 buildings by giving scale to the building and providing visual interest to the composition of
34 individual facades. Distinct window and door designs should be used to help define
35 building styles. There must be provided at least one operable building entrance per
36 elevation that faces a public street.
- 37
38 F. *Awnings And Canopies:* Awnings and canopies should contribute to the architectural
39 theme and shall be integrated within the building design. Awnings should be constructed
40 of traditional materials and located over windows and doors. Backlit awnings are
41 prohibited.
- 42
43 G. *Building Materials:* Building exteriors shall be constructed from high quality and durable
44 materials. It is important that the materials and colors will weather well and need minimal
45 maintenance.
- 46
47 1. Acceptable exterior finish materials include the following:
48 a. Painted, stained or weathered wood siding such as, 4-S shingles, board and
49 batten and clapboard;
50 b. Artificial wood siding such as painted cementitious fiberboard;
51 c. Brick or natural stone;
52 d. EIFS (synthetic stucco) (not more than 50 percent of all exterior finished surfaces);
53 e. Stucco;
54 f. Synthetic stone; and
55 g. Architectural finish or decorative faced concrete masonry units (CMUs).
56

1 2. Materials not listed above shall be prohibited unless determined to be part of a strong
2 architectural design theme.

3
4 H. Roofs: The character of a roof is a major feature for a structure. The roof pitch, its
5 materials, size and orientation are all distinct features that should contribute to the
6 residential character of the building. Shadows created by traditional overhangs should
7 contribute to the perception of a building's scale. Roof designs should relate to the
8 building facade articulations.

9
10 Roof materials should be in keeping with the character of the architectural style of the
11 building. Recommended roof materials include slate shingles, asphalt and fiberglass
12 shingles, metal standing seam or tiles. Crickets or other snow guard devices should be
13 placed in such a way that does not alter the form of the roof as seen from the street.

14
15 I. Building orientation: Building orientation shall be to the front or corner side yard.

16
17 J. Remodeling or Additions: Remodeling or additions to residential buildings shall be
18 allowed only if the residential character of the exterior is maintained. Building additions
19 shall consist of materials, color and exterior building design consistent with the existing
20 structure.

21
22 **13.50.200 ADMINISTRATIVE RELIEF:** The city recognizes that the specific landscape
23 requirements set forth herein cannot and do not anticipate all possible landscape situations.
24 A certain amount of flexibility in the application of such requirements is necessary in cases
25 where the requirements are inapplicable or inappropriate to a specific use, design or site
26 proposal. A written request for relief may be submitted to the Land Use Authority in
27 conjunction with the applicable development proposal, including an explanation of the
28 findings and justification necessary to grant administrative relief.

29
30 A. The Land Use Authority as part of a site plan approval may reduce the minimum needed
31 landscaping up to ten percent (10%) after taking into consideration:

32
33 1. The location and size of parking lots and/or structures, the layout of the buildings, the
34 topography and geometry of the site and other environmental factors;

35
36 2. The exclusion of natural areas for reasons of preservation;

37
38 3. A commensurate or additional percent of landscaping is being provided in an abutting
39 right of way by permission of the owner of the right of way.

40
41 4. An increase of the impervious surface coverage has been accomplished by the methods
42 shown in section 13.14.080 C, table 13.14. 080 C of this Title;

43
44 B. The Land Use Authority shall document in writing any such findings granting
45 administrative relief.

46

1 13.04.040: **DEFINITION OF TERMS:**

2
3
4 SIGN, MONUMENT: A sign supported by a fixed, permanent frame support in the ground. A
5 freestanding sign which is attached directly to the ground and supported by a base, the width of
6 which should be at least 50 percent (50%) of the width of the sign.

7
8 LIVE/WORK: A building or spaces within a building used jointly for a primary commercial or
9 manufacturing use as allowed by the zone and a residential use where the residential use of the
10 space is secondary or accessory to the primary use as a place of work.

11
12 13.03.040: **SUBMISSIONS REQUIREMENTS FOR ALL OTHER LAND USE**
13 **APPLICATIONS:**

14
15 H. Review by the Design Review Board: For any land use application that requires review
16 by the Design Review Board under the provisions of this Title the following shall be submitted:

- 17 1. A conceptual site plan as required by subsection 13.03.020 A of this chapter;
- 18 1. exterior elevations;
- 19 2. photographs of the subject or abutting properties;
- 20 3. perspective drawings;
- 21 4. description of building materials;
- 22 5. color samples; and
- 23 6. exterior lighting designs;

24
25
26 13.11.020: **ZONES ESTABLISHED:**

27 For the purpose of this Title, the city is divided into the following classes of zones:

- 28 Forestry and recreation zone FR-0.5
- Forestry and recreation zone FR-1
- Forestry and recreation zone FR-2.5
- Forestry and recreation zone FR-5
- Forestry and recreation zone FR-10
- Forestry and recreation zone FR-20
- Residential zone R-1-4
- Residential zone R-1-8
- Residential zone R-1-10
- Residential zone R-1-15
- Residential zone R-1-21
- Residential zone R-1-43
- Residential zone R-1-87
- Residential zone R-2-8
- Residential zone R-2-10
- Residential zone R-M
- Residential Office zone RO
- Office, research park and development zone O-R-D
- Public use zone P

Neighborhood commercial zone	NC
Commercial zone	C-1
Commercial zone	C-2
Limited use zone	LU
Regional/mixed-use zone	R/M-U
Holladay Village zone	HV
Foothills and canyons overlay zone	FCOZ

1
2
3
4
5
6

13.82.210: SIGNS ALLOWED:

Signs allowed, by zone, shall be as set out in the following chart:

Signs Allowed In The RO Zone				
<u>Sign</u>	<u>Size</u>	<u>Height</u>	<u>Location</u>	<u>Other</u>
<u>Awning/canopy</u>	<u>Maximum 5% of a wall area may be covered with an awning or canopy, and 50 % of an awning or canopy may be covered with graphics.</u>			<u>Attached to building. May not extend above top of facade. Primary graphics on face or street side of structure.</u> <u>Must count toward the maximum overall wall signage allowance*.</u>
<u>Monument</u>	<u>1 per lot, 24 square feet maximum.</u>	<u>5 feet maximum</u>	<u>Must be located in a landscaped area no less than twice the area of the sign allowed.</u>	<u>May be externally illuminated but must comply with lighting requirements of section 13.50.110 of this Title.</u>
<u>Real estate</u>	<u>6 square feet maximum</u>	<u>3 feet maximum when freestanding</u>	<u>On private property</u>	<u>Only 1 sign allowed per lot. Signs must be removed within 7 days of the sale or lease of the property in question</u>
<u>Wall*</u>	<u>Maximum 5% percent of one wall area visible to a principal or minor arterial street.</u>		<u>Attached to a building. May not extend above the building parapet, soffit, eave line or roof of the building</u>	<u>Signs not allowed on elevations exposed to residential properties. Brushed metal letters, reverse pan channel or pan channel letters only. May be illuminated but must comply with lighting requirements of section 13.50.110 of this Title.</u>

7
8
9
10

13.100: APPENDIX A
Table of Allowed Uses

C=Conditional Use P= Permitted Use - = not allowed

	RO Zone
AGRICULTURE	
Agriculture	-
INDUSTRIAL & MANUFACTURING	
Building Materials Sales and Services	-
Disinfecting & Exterminating	-
Educational & Scientific Research, Medical/Dental Laboratories	<u>C</u>
Landscaping Installation & Maintenance	-
Manufacturing	<u>C</u>
Self-Service Storage	-
TRANSPORTATION, COMMUNICATIONS, & UTILITY FACILITIES	
Public Parking	-
Local, Suburban and Interurban Transportation	-
Radio & Television Broadcasting Studio	-
Utility Company, Public	-
Utility Facility Company	-
Wireless Telecommunications	-
RETAIL	
Alcoholic Beverage Retail Sales:	-
Brewery	-
Club, Equity	-
Club, Fraternal	-
Club, Dining	-
Club, Social	-
Off- Premise	-
On-Premise Banquet and Catering	-
On- Premise Beer Retailer	-
Restaurant - Full Service	-
Restaurant- Limited Service	-
Special Event Permit	-
Drug store (Pharmacy)	-
Gas Station	-
Groceries/Food	-
Motorcycle Sales, Rental	-
Motor Vehicle Sales, Rental (new only)	-
Neighborhood Market, Large	-
Neighborhood Market, Small	-

Nursery, Garden Center	-
Recreational Vehicles Sales, Rental	-
Restaurant	-
Retail, General	-
Sexually Oriented Business	-
SERVICES	
Banking & Credit	-
Commercial Daycare, Preschool	-
Commercial Kennel	-
Commercial Stable (on lots of one [1] acre or more)	-
Dry Cleaning ¹⁵	-
Educational Facility, Private	<u>C</u>
Equipment Rental & Leasing	-
Funeral Home, Crematory	-
Hospital	-
Laundry, self-service, Alteration & Apparel Repair	-
Medical, Dental, & Related Health	<u>C</u>
Motor Vehicle Repair	-
Nonresidential Treatment Facility	-
Permanent Cosmetics	-
Personal Service	-
Pet Grooming/Pet Daycare	-
Professional & Business Services	<u>C</u>
Reception Center	-
Small Engine Repair, Appliance, Electrical, & Machine Repair	-
Veterinary Services	<u>C</u>
ENTERTAINMENT & RECREATION	
Arcade	-
Auditorium, Exhibit Hall, Convention Center	-
Motion Picture Theater, Live Theater	-
Private Nonprofit Recreational Grounds & Facilities	-
Professional, Fraternal & Social Association	-
Recreation, Commercial, Indoor	-
Recreation, Commercial, Outdoor	-
Recreation, Fitness Center	-
RESIDENTIAL	
Bed & Breakfast	-
Dwelling,	-
Multiple-family	-
Single-family	-
Two-family	-
GROUP QUARTERS:	-
Assisted Living Facilities-Type I	-
Large	-

Small	-
Limited	-
Assisted Living Facilities-Type II	-
Large	-
Small	-
Limited	-
Nursing Home	-
Residential Facilities for Persons with a Disability	-
Residential Facility for Elderly Persons	-
Live/Work	<u>P</u>
Temporary Lodging, Hotel, Motel, etc.	-
PUBLIC	
Cemetery	-
Charter School	-
Educational Facility, Public	-
Public Use	-
Quasi-Public Use	-
Accessory Uses*	
Drive-through	-
Family Food Production	-
Flea Market/Farmers Market	-
Guest house and/or caretaker quarters	-
Home Daycare/Preschool,	-
Home Daycare/Preschool, Small	-
Home Occupation	-
Household pets	-
Livestock, large	-
Livestock, small	-
Merchandise Vending Machine, outside	-
Outside Dining	-
Outside Display	-
Outside Storage	-
Resource Recycling Collection	-
Seasonal Sales	-
Short term rental	-
Sportsman' Kennel/Animal Hobby Permit	-
Stable, Private	-
Temporary buildings incidental to construction, incl. living quarters for security	-
Temporary Sales/Use	-
Miscellaneous Uses	
Non-Residential Planned Unit Development	-
Residential Planned Unit Development	-



HOLLADAY CITY COUNCIL SUMMARY REPORT

MEETING DATE:

AGENDA ITEM:

SUBJECT: Residential Office Zone

SUBMITTED BY: Planning Commission

SUMMARY: The Planning Commission has been working on a draft of a new zone, Residential Office (RO) that would allow the conversion of single family homes on very busy streets to be converted to small, low intensity non-residential uses. The new chapter was called for in the Highland Drive Corridor Master Plan and the Commission has recommended unanimously the attached text.

Overall the proposed standards include:

- Lot requirements that are kept to a minimum because of the nature of redevelopment on existing lots.
- Maximum impervious surface coverage at 60%, with a 10% additional coverage allowance when complying with the table already in use in the residential zones.
- Building heights and setback that strictly follow the R-1 zone allowances.
- Parking is set by the number of employees and customers with a maximum number allowed. No parking is allowed in the front setback area of a lot (the first 20'). This should contribute to the overall residential feel of the streetscape.
- The zone regulations only allow for residential type trash containers so that the pick-up of refuse will not require a large, commercial type vehicle to enter the premises. Some outside storage is allowed if it is screened but the zone prohibits outside displays of merchandise. Both regulations clearly support the intent of the zone to require more intense uses to locate in the commercial zones.
- Lighting regulations are modeled on the HV zone but are much simpler. A lighting plan is required for any site plan approval by the PC.
- Landscaping requirements are simple; all setback areas adjacent to a public street must be landscaped. This is standard language in many zones but forces the placement of parking areas away from the street. Also, a 5' landscaped buffer on the sides and rear is required.
- The zone allows new construction but these projects as well as exterior remodels must go the DRB for architectural review and recommendation prior to approval by the PC.

RECOMMENDATION: The Planning Commission held a public hearing on this matter on April 16, 2013. Several citizens spoke in favor of the proposal. The Commission continued the public hearing through their May 21st meeting. Other comments were heard from the community, primarily in support of the proposal. At that meeting, the Commissioner voted unanimously to recommend adoption of the new Chapter.

CONTACT PERSON: Paul Allred or Pat Hanson

ATTACHMENTS: Proposed text, PC Minutes



HOLLADAY CITY COUNCIL SUMMARY REPORT

MEETING DATE: September 18, 2013

AGENDA ITEM: Business License Consolidated Fee Schedule

SUBJECT: Re-examination of category and fee for coffee shops

SUBMITTED BY: Shantel Marsell

SUMMARY:

After the CC discussion on 9/5/13 regarding this matter, staff further researched (Data table is attached as Exhibit A – Table A.1) additional city and county information for:

- Category placement and fees for coffee shops.
- If and when each municipality has had a business license fee study done, and if that study was done in-house or independently.
- Percentage of business license operating costs covered by fees, if known by municipality.

FINDINGS:

- Research supports one or two categories to classify coffee shop businesses – Restaurant and/or Retail.
- Research shows most municipalities are not accounting for total (administrative, regulatory, and disproportionate) costs in an accurate way.
- Research shows most municipalities interviewed do not know their percentage of overall costs covered by licensing fees.
- Data shows that of the cities that know their percentage in costs covered by licensing fees, Holladay seems to be about average in percentage despite having the highest fee for the “Restaurant without liquor” category.
- Data shows some support for a re-categorization of coffee shops into the “Retail, Wholesale, & Distribution” category.

CONCLUSION:

Staff suggests that the City is justified in upholding current categories and fees based on the independent study done by Zion’s Bank. However, staff believes Council may opt to re-categorize coffee shops from “Restaurant without liquor” into “Retail, Wholesale, & Distribution”. Of the five licensed coffee shops in the City, three have been in business for less than a year and one is part of a strip mall. Therefore, there is limited disproportionate service call data available for coffee shops. Based on the low volume of service calls for the single remaining coffee shop and the current placement of other specialty food service businesses such as pastry and chocolate shops in the “Retail, Wholesale, & Distribution” category, staff can comfortably recommend a re-categorization of coffee shops into “Retail, Wholesale, & Distribution” at this time. This re-categorization would change their annual fee from \$700.00 to \$250.00 and would not affect the City’s total 67% of coverage.



HOLLADAY CITY COUNCIL SUMMARY REPORT

MEETING DATE:

AGENDA ITEM:

SUBJECT: Holladay City General Plan, Appendix K- Highland Drive Master Plan

SUBMITTED BY: Planning Commission

SUMMARY:

During the hearings regarding the new Residential Office zone, several citizens from the Highland Drive/Cottonwoods area challenged the adopted Highland Drive Master Plan which called for this new zone. Subsequently, the Mayor organized an ad-hoc committee of concerned citizens and directed them to review the adopted Master Plan and make any recommendations to the City they felt were needed. This committee met several times early in 2013 and in March sent their findings to the Planning Commission. The Planning Commission met with the committee representatives and held numerous work meetings and agreed that some of the suggested changes should be incorporated into the City's General Plan of this area. They held the required public hearing on August 6th where several citizens spoke. Their comments were taken under advisement and at the August 20th meeting; the Planning Commission finalized their draft and voted to send this on to the Council for their review.

Primarily the recommended amendments to the adopted text in the Planning Commission's draft include;

- Reformatting the whole document to accommodate separating the text into three distinct "segments" along the entire length of Highland Drive.
This approach was suggested by the ad-hoc Committee and the Planning Commission agreed with their suggestion. The Planning Commission's draft includes additional new language clarifying the differences in roadway width, land use patterns and jurisdiction for each of the three segments.
- Clarification of the recommended zones that could be applied when properties redevelop in each of the three segments (Section B: Land Use and Zoning).
The ad-hoc committee's recommendation covered only that portion of Highland Drive within "Segment B", that portion between Arbor Lane and the commercial areas at 6200 South and VanWinkle. They recommended restricting rezones to only single family development with the highest density being R-1-8.

The Planning Commission, however, discussed this recommendation at length and looked closely at historic and recent development patterns in all portions of Highland Drive. They recommended keeping the existing language in this section, with minor amendments for clarification and some additional new language. These changes include:

- 1. Clarifying the zones appropriate for the existing intersections where commercial uses are presently in place and calling out the NC zone as appropriate in these locations;*
- 2. Clarifying the zones appropriate for the mid-block sections of this segment, (R-1-8, R-2, & R-M) and;*
- 3. Adding language to restrict the use of the R-M zone where multi-family development is requested limited to two storey buildings with no more than four units.*

The Planning Commissioners agreed with the Committee that the use of the RO zone would be appropriate in all segments of Highland Drive, and particularly in the mid-block sections of Segment B.

- Recommending text drafted with assistance from Dr. Perrin, which incorporates the "Grand Boulevard" concept for Segment B of Highland Drive.

The Planning Commission made no substantive changes to the text except to clarify that the roadway design and streetscape goals for the entire length of Highland should be studied further before adopting any specific plans.

CONTACT PERSON: Paul Allred, Rick Whiting, Pat Hanson

EXHIBITS:

- Draft Recommendation from the Highland Drive Committee (*Strikeout version of the 2012 document*)
- Draft Recommendation from the Holladay Planning Commission (*This document is formatted to accommodate the "segments" additions with new text underlined and text from the 2012 version that is to be removed struck through.*)
- Planning Commission meeting minutes (*when available*)

EXHIBIT A

Table A.1 – This table represents data from local municipalities – categories, fees, study, and coverage information. This table’s related category cells are based on looking at categories specifically for coffee shops.

City	Related category(s)	Fee charged	Employee Fee	Study completed	New fees adopted	Coverage Percentage
Cottonwood Heights	1. Restaurant	\$443.00	Only for big box stores - \$7.00 per employee	2012 – Independent study done by Zion’s Bank. Fees have not yet been adjusted based on the study.	No	Undecided as to the percentage they want to cover.
Holladay	1. Restaurant w/out liquor	\$700.00	None	2012/13 – Independent study done by Zion’s Bank. Adjusted fees accordingly.	Yes	67% coverage of full operating costs
Salt Lake City	1. Restaurant 2. Retail w/food	\$200.14 \$144.51	\$17.63 per employee	2012 – In-house study done by each department.	Yes	Not subsidizing based on in-house assessment.
Salt Lake County	1. Commercial (any)	\$150.00	\$6.00 per employee	2012 – In-house study done using comparisons of fees of cities within the county. Incorporated an average of those fees with their established regulatory fees into one base fee for a simpler licensing process and to improve efficiency.	Yes	Knows they are subsidizing but cannot charge disproportionate fees. Amount of current coverage is unknown.
Sandy	1. Commercial (any)	\$140.00	\$11.00 per employee	2008 – Did an independent study done. 2011 – In-house study to justify fee increase.	Yes	79% coverage at time of independent study in 2008. 85% currently after fee increase.
South Salt Lake City	1. Restaurant 2. Market, Café, & Bakery	\$342.00 \$204.00	None	2012 – Independent study done by Lewis Young Robertson & Burningham.	Yes	They are covering approx. 39% of full operating costs
Summit County	1. Commercial (any)	\$200.00	None	2004 – Independent study done by Rosenthal (only looked at administrative costs). 2011 – In house study done to create a flat fee cost for regulatory and disproportionate areas.	Yes	Know they are subsidizing but percentage is unknown