

# MINUTES OF THE HOLLADAY PLANNING COMMISSION MEETING

Wednesday, April 17, 2002  
6:00 p.m. - Council Chambers  
4707 S Holladay Blvd  
Holladay UT 84117

## *ATTENDANCE*

### **Planning Commission Members**

Helen Redd, Chair  
Bob Harrington, Vice Chair  
Kim Kimball  
Tom Lloyd  
Dick Cornelius  
Bob Neslen  
Marilyn Whitehead

### **City Staff:**

Patricia Hanson, Planner  
Stephanie Carlson, Deputy Recorder  
Ken Millard, Planning Consultant

### **Excused:**

Steve Doxey

Chairman Redd called the meeting to order at 6:05 pm with Vice Chairman Harrington reading the Chair's statement.

## **I. Consent Items**

### **1.1 Approval of Minutes - February 20, March 6, 27 and April 10**

Commissioner Neslen made a motion to continue the approval of the minutes until the May 15 meeting. Commissioner Lloyd seconded the motion. The Planning Commission roll call vote was as follows: Commissioners Cornelius, Kimball, Harrington, Lloyd, Neslen, Whitehead and Chairman Redd in favor. The motion to continue passed by a unanimous vote.

## **II. Agenda Items**

### **2.1 Street Vacation - 4625 S State - 1980 E Wagstaff Dr.**

#### **Background:**

The applicant is requesting the vacation of a portion of 4625 South Street which portion was originally designed to be a cul-de-sac bulb. Some years ago, the street was extended through to Sycamore. The applicant has requested the vacation so that he can install and maintain landscaping in that area. The item will be placed on the March 20, 2002 agenda for the required public hearing.

#### **Staff Recommendation:**

Approval of the vacation

**Discussion:**

Commissioner Kimball made a motion to approve the street vacation. Commissioner Whitehead seconded the motion. The Planning Commission roll call vote was as follows: Commissioners Cornelius, Kimball, Harrington, Lloyd, Neslen, Whitehead and Chairman Redd in favor. The motion to approve passed by a unanimous vote.

**2.2 Street Vacation 2100 E Street - 2108 Applewood Ave.**

**Background:**

The applicant is requesting the vacation of a portion of 2100 East Street in order to build a detached garage in the rear of his lot. The area of the street that would be vacated is currently a dead end and only a 20 foot right of way, typically a half width for the proposed street. The dedication of this ground was intended to be a future connection to Fardown Avenue but the parcels in the neighborhood have never developed in that way. There are utilities installed within this street but we have received recommendations from the utilities companies indicating that if an access easement is maintained, this vacation should not cause a problem.

Since the notices have gone out to the effected property owners, staff has received several inquires. The property owners of the parcels directly on the west half of the street have expressed concern regarding this action and have indicated they would not support the vacation. There have also been calls from citizens that use the pedestrian access to Fardown who do not want to see this access closed. These citizens have indicated they will appear at the hearing to voice their opposition.

**Staff Recommendation:**

Since there is opposition from the adjacent property owners, this vacation should be denied.

**Discussion:**

Commissioner Cornelius stated there are problems and objections from the neighbors.

Commissioner Harrington stated there are serious questions about impacting neighboring lots and right-of-way.

Commissioner Neslen feels that approving this item would jeopardize the free passage of children to and from the elementary school.

Commissioner Cornelius made a motion to deny the application. Commissioner Whitehead seconded the motion. The Planning Commission roll call vote was as follows: Commissioners Cornelius, Kimball, Harrington, Lloyd, Neslen, Whitehead and Chairman Redd in favor. The motion to deny passed by a unanimous vote.

**2.3 Conditional Use Permit for Saltz Clinic -5445 S Highland Dr**

**Background:**

The applicant is requesting approval of an amendment to the conditional use permit for the office building at 5440 South Highland Drive in the C-1 Zone. The applicant would like to convert a portion of the building to a medical clinic and a day spa.

This conditional use permit was approved under the Salt Lake County with a significant portion of the building dedicated to showroom space for an interior design studio. This arrangement required a reduced number of parking spaces and therefore met the ordinance requirements. Knowing that this situation could change, the County Planning Commission set a condition that the use be reviewed whenever there was a change in the building's uses. Since the applicant would like to convert the main level to a medical clinic and a day spa, and this use is a major change for the building, this matter must be reviewed by the Commission.

Calculating the parking requirements under current ordinance, clearly, there is not enough parking for the proposed uses. It would appear that this situation is not new and the County PC did approve the conditional use permit under some inventive parking calculations. Under Holladay's ordinance, the commission does have the authority to assign a specific number of stalls to uses not otherwise outlined in the text. Since parking for the day spa is not covered in the current language, the commission must assign a number of stalls to this use. Staff has suggested two options.

The applicant has expressed an interest in a shared parking agreement with its neighbor, the Greek church. Shared parking is allowed under current ordinance with the restriction that no parking space be more than 300 feet from the building. This would require a pedestrian access directly from the church parking lot.

**Staff Recommendation:**

Continuation until such time as the applicant can enter into a shared parking arrangement with the Greek Church.

**Discussion:**

Commissioner Whitehead recused herself from this item.

*Jill Jones - AJC Architects (703 E 1700 S).* There are three uses in the building - office, medical clinic and the medical spa. With their calculations there are 49 parking stalls required and the site only accommodates 47 stalls. Went over the parking calculations on the site plan. There is no parking standard for a spa, so between herself and staff a number was chosen which is 1 per 200. Working on reciprocal parking with the Greek Church as an option.

Commissioner Harrington stated that medical and spa space would be a higher use than office by way of parking.

*Marcia Saltz - applicant.* Explained that a medical spa is for pre and post surgical care healing for plastic and cosmetic surgery. The treatments would be about 2 hours so there wouldn't be a lot of traffic. There are 3 full time staff with six treatment rooms.

Commissioner Neslen asked about the procedural room. Also asked about the number of staff.

Ms. Saltz stated that no surgical procedures are done there - it for the doctor to see post-op patients. There is the doctor and three others, with the receptionist being for both the medical office and spa.

Commissioner Lloyd asked how many people would be working in the spa.

Ms. Saltz stated that there are two full time people with the option for one more. Have worked hard to follow the city's ordinances.

*Jim Williams - 5428 Highland Dr.* In favor of this application.

Ms. Saltz asked the Commission to give them an idea about how many parking spaces would be needed.

*Joan Christenson - 2020 Walker Lane.* Has concerns with the parking and traffic. Also, with the overflow into the Greek Church lot. The nature of the parking for this building is entering off Highland into lot and if that was full could see people moving onto Walker Lane.

Ms. Saltz stated that the main entrance would be off Highland Drive. The employees would park in the church, not patients as stated in #4 in the letter to the Greek Church.

Commissioner Harrington is concerned with the parking. Feels this type of use would raise the maximum intensity of the parcel with the parking, impacting the safety and condition of the area. Need to stay within the confines of the building and parking lot.

Commissioner Neslen stated his concern about the impact of the intensity on the neighborhood. Parking would overflow and impact the neighborhood and community because people would park on Walker Lane and Highland Drive.

Commissioner Lloyd stated that the site needs to stand on it's own without using the Church.

Commissioner Kimball is also concerned with future growth and where that parking and traffic would go.

Ms. Saltz stated that they own the building. When the site was purchased it was thoroughly researched and were told it could be medical. Doesn't feel she should suffer the consequences of previous decisions on this site. The Commission can approve shared parking according to the ordinance.

Ms. Jones stated that there is no use for this building that would meet the parking requirements, unless they leave part of the building vacant. One proposal is to on the basement level (608 sq feet) that can be taken out of the office equation. That brings the parking count to 46 parking stalls.

Commissioner Harrington stated the Commission is not comfortable with the parking calculations done by Ms. Jones and staff. Asked Ms. Jones to come up with some alternatives that 45 stalls will allow them to use.

Commissioner Harrington made a motion to continue this item to the May 15 meeting. Commissioner Cornelius seconded the motion. The Planning Commission roll call vote was as follows: Commissioners Cornelius, Kimball, Harrington, Lloyd, Neslen, Whitehead and Chairman Redd in favor. The motion to continue passed by a unanimous vote.

## 2.4 Ordinance Title 13.70.040 - Signs

### Background:

While the Holladay Village Center Master Plan is temporarily on hold, the Commission can take a closer look at the specific development standards that will be recommended for this area.

Staff suggests that the Commission take up the work of developing the specific sign criteria for the Village Center as a first and immediate priority and as a good will gesture for the merchants in the area. There has been much discussion of this issue in the past year and several applications for new signage. The Commission may want to codify the development standards now and recommend the Council adopt them as part of the current Holladay Village Center Overlay Zone. These standards would be carried across with the rest of the development standards for the Village when they are adopted.

Included with this staff report is a basic outline for the proposed sign language. The suggested language was taken from several of the sample ordinances that the Commission has reviewed during the past year.

The commission held a work session on March 6<sup>th</sup> and made corrections to the first page. The Commission has a work meeting scheduled for Wednesday morning, March 27<sup>th</sup> at 7 am. This work session was set for discussions on the design review board language but the commission may want to postpone starting on this language until the sign language has been thoroughly reviewed by the commission.

The Council, at their March 21<sup>st</sup> public hearing on the regular sign chapter, requested the Commission get the rough draft of this language to the new ordinance committee for their first meeting on th 15<sup>th</sup> of May.

### Discussion:

The Commission asked staff to get the Envision Utah material to them for their review before discussion and a decision is made.

Commissioner Cornelius made a motion to continue this item. Commissioner Neslen seconded the motion. The Planning Commission roll call vote was as follows: Commissioners Cornelius, Kimball, Harrington, Lloyd, Neslen, Whitehead and Chairman Redd in favor. The motion to continue passed by a unanimous vote

## 2.5 Ordinance Title 13.70.050 - Design Review Committee

### Background:

This item will remain on the commission's agenda until the language is reviewed and approved by the commission. Work sessions will need to be set for this task. The commission may want to look at the calendar for the next several weeks and set those dates by motion at this meeting. The proposed language follows:

### Design Review Board.

The DRB shall consist of *4 volunteer members* who are residents of the community, and shall include; an architect, a landscape architect, a property owner from the area of the Village Center, and one member from the Holladay City Planning Commission. The Board shall also include; the Holladay City Engineer, Traffic Engineer, the Community Development Director and such other staff as needed by the Board.

- I. The above members of the Board shall be appointed by the Mayor with the advice and consent of the City Council.
- II. The Planning Commissioner serving on the Board shall be designated as Board Chair.

- III. The purpose of the Board is to assure that all proposed development within the Holladay Village Center zones complies with the Holladay Village Center Master Plan and with current city ordinances.
- IV. The Board shall recommend to the Planning Commission for adoption as a policy, specific development standards for the HVC zones which may include;
  - I. Specific infrastructure improvements to the Village Center and their priority for inclusion in the Capital facilities long term budget.
  - II. A typical street cross-section for Holladay Boulevard and Murray-Holladay Road.
  - III. A list of acceptable trees, shrubs and other appropriate plant materials to be used for landscaped areas within the public right of way and within required landscaping on new site plans.
  - IV. Street lighting fixtures to be used within the HVCNB.
  - V. A consistent color palette for streetscape elements within the HVCNB
- V. The Board shall act under the direction of the Planning Commission and shall review the following items to determine compliance to the Holladay Village Center Master Plan and with current city ordinances.
  - I. Preliminary and final subdivisions.
  - II. Permitted use site plans.
  - III. Planned Unit Developments.
  - IV. Conditional use permits.
  - V. Any other proposed development of real property within the Holladay Village Center zones requiring Planning Commission review.
- VI. The DRB may make recommendations regarding any other development within the Holladay Village Center zones that is governed by a law that gives discretionary authority to determine compliance.

**Discussion:**

Commissioner Doxey and Commissioner Whitehead are continuing to work on a plan for the Holladay Village Center.

Commissioner Whitehead made a motion to continue this item. Commissioner Harrington seconded the motion. The Planning Commission roll call vote was as follows: Commissioners Cornelius, Kimball, Harrington, Lloyd, Neslen, Whitehead and Chairman Redd in favor. The motion to continue passed by a unanimous vote.

**3. Other Business**

Ken Millard addressed the Commission regarding procedures and long range plans. They discussed the issue of setbacks vs building heights. The commission asked him to send along some definite language for discussion and would like to amend the ordinance soon.

**4. Adjourn**

Chairman Redd adjourned the meeting at 8:06 pm.

*Thereby certify that the foregoing represents a true, accurate and complete record of the Holladay City Planning Commission meeting held Wednesday, April 17, 2002.*

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Stephanie N. Carlson  
Deputy City Recorder

Minutes approved: 5-19-02