

**MINUTES OF THE CITY OF HOLLADAY  
PLANNING COMMISSION MEETING**

**Tuesday, June 4, 2013  
7:00 p.m.  
Holladay Municipal Center  
4580 South 2300 East**

**ATTENDANCE**

**Planning Commission Members:**

Lori Khodadad, Chair  
Brad Wright  
Les Chatelain  
John Garver  
Chris Jensen  
Matt Snow  
Spence Bowthorpe

**City Staff:**

Paul Allred, Community Development Director  
Rick Whiting, City Planner  
Pat Hanson, City Planner  
Jonathan Teerlink  
Rick Whiting, City Planner

**PLANNING COMMISSION FIELD TRIP**

The Planning Commission visited and toured the City's new fire station facility from 6:00 to 6:30pm.

**PRE-MEETING/WORK SESSION**

Chairman Lori Khodadad called the work session to order at 6:40 p.m. The agenda items were reviewed and discussed.

With respect to the RO Zone, the Commission discussed the preference of the City Council. A different interpretation of the zone as well as the definition of the term "corridor" was discussed. Commissioner Bowthorpe identified various traffic calming solutions. The Commission discussed historical districts within the City.

*(19:03:03) Commissioner Wright moved to close the work meeting and reconvene the Regular Meeting. Commissioner Garver seconded the motion. The motion passed with the unanimous consent of the Commission*

**CONVENE REGULAR MEETING**

Chair Khodadad called the regular meeting to order at 7:03 pm. Chair Khodadad welcomed a scout troop in attendance.

**ACTION ITEMS**

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

(19:03:49) 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).

(20:11:44) *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.*

**2. Chapter 13.77 Landscaping- Community Development Director Paul Allred and City Planner Pat Hanson.**

(20:14:15) City Planner, Pat Hanson, presented the landscaping requirements to the Commission. She explained that the proposed new chapter is intended to combine all landscaping regulations throughout Title 13 and include the Street Tree Protection language into one chapter. Staff detailed the general requirements for each zone. Staff confirmed that the above item is set for public hearing on June 18, 2013.

Community Development Director, Paul Allred, reported that the landscaping review had been completed for the Assisted Living Center site on 5600 South Highland Drive.

(20:28:05) *Commissioner Wright moved that the text amendment be moved forward to a public hearing. Commissioner Chatelain 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.*

**3. Mobile Food Businesses (continued) Chapter 13.76.91 – Planners: Community Development Director Paul Allred and City Planner Pat Hanson.**

(20:29:22) Ms. Hanson presented Chapter 13.76.770 pertaining to Mobile Food Businesses. Signage issues were detailed.

The Commission discussed the allowed distance between a bricks and mortar restaurant and a mobile food service.

(20:36:51) *Commissioner Chatelain moved to amend the agenda to allow Mayor Dennis Webb to speak. Commissioner Garver seconded the motion. The motion passed with the unanimous consent of the Commission.*

(20:37:02) Mayor Dennis Webb reported that the Holladay Village Square project being built on the corner of 2300 East and Murray Holladay Road is progressing. It was suggested that the brick be upgraded at a cost of approximately \$1.00 per square foot. Different types and samples were discussed.

The Commission took a short break in order to visit the Mayor's office and view potential brick samples. The regular meeting reconvened at 8:49 p.m. after which the Commission continued

discussion of agenda item three, Mobile Food Trucks. Language regarding generators and idling was detailed. The noise ordinance was also discussed.

Mr. Allred clarified that mobile food trucks would close at night, remove their trash, and return to their original location to clean and prepare for the following business day. He also detailed zones where the trucks would be permissible. Commissioner Wright raised a question regarding liability and insurance. Staff discussed the responsibility of the property on which the food trucks would be located.

Commissioner Jensen addressed parking concerns and the potential to interrupt existing businesses. Mr. Allred pointed out that limited parking should not be a major concern, especially in the Holladay Village area. A shortage of parking can contribute to a vibrant walking environment that creates a positive vibe and is good for the community. Significant parking opportunities may exist with adjacent businesses that have unoccupied space during off hours.

*(21:27:35) Commissioner Garver moved that the Mobile Food Business Ordinance issue be scheduled for public hearing. Commissioner Wright 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.*

**4. Development on Hillsides – Slope Cuts – Sections 13.76.300 and 13.76.700 – Planners: Community Development Director Paul Allred and City Planner Jonathan Teerlink.**

(21:29:20) City Planner, Jonathan Teerlink, presented the above matter and discussed details pertaining to the moratorium. With regard to slope cuts, the Commission discussed an allowable measurement and the definition of existing grade.

Commissioner Jensen discussed solutions to breaking up a slope. Mr. Teerlink stated that the maximum height of an exposed wall surface shall be determined and measured from the bottom of the finished grade. He detailed how natural height is established. Mr. Jensen suggested establishing a height ordinance from a new finished grade, or the lowest point of finished or existing grade.

Commissioner Chatelain remarked that visibility of the slope cut poses a problem only if it is visible from abutting properties. Similar ordinances in other cities were discussed.

Chris Jensen questioned whether having a manufactured grade from a property line, which creates a visual effect that a home is created higher through exposed wall surface, is allowed. Mr. Allred clarified his belief that the intent of the current height ordinance is to preserve the neighboring residents' above ground view.

(22:01:39) Next discussed was the issue of four-foot retaining walls. Mr. Jensen raised a concern regarding a change of existing grade at the property line. It was confirmed that the maximum retaining wall height is currently six feet. Staff discussed existing retaining walls and acceptable heights.

(22:13:30) *Commissioner Jensen moved that Moratorium Sections 13.76.300 and 13.76.700 regarding exposed slope cuts and exposed walls be continued to a future meeting. Commissioner Wright 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.*

**5. Approve Minutes of the May 21, 2013 Meeting.**

(22:14:09) The minutes of May 21, 2013 were reviewed and discussed.

*Commissioner Jensen moved that approval of the minutes of May 21, 2013 be deferred. Commissioner Jensen seconded the motion. The motion passed with the unanimous consent of the Commission.*

**Discussion Items**

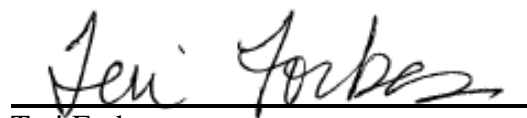
6. **Updates or Follow-Up on Items Currently in the Development Review Process.**
7. **Updates or Follow-Up on Items Currently in the Development Review Process.**
8. **Report from Staff on Upcoming Applications.**
9. **Discussion of Possible Future Amendments to Code.**

**ADJOURN**

(22:16:00) *Commissioner Khodadad moved to adjourn. Commissioner Chatelain 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.*

The Planning Commission Meeting adjourned at 10:16 p.m.

*I hereby certify that the foregoing represents a true, accurate and complete record of the City of Holladay Planning Commission Meeting held June 4, 2013.*



Teri Forbes  
T Forbes Group  
Minutes Secretary

Minutes approved: July 2, 2013