

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

**Tuesday, June 19, 2012
6:30 p.m.
Holladay Municipal Center
4580 South 2300 East**

ATTENDANCE

Planning Commission Members:

Les Chatelain, Chair
Lori Khodadad
John Garver
Troy Holbrook

City Staff:

Paul Allred, Community Development Director
Rick Whiting, City Planner

CONVENE REGULAR MEETING

Chair Les Chatelain called the Regular Meeting to order at 6:36 p.m.

ACTION ITEMS

1. Approve Minutes of the May 15, and June 5, 2012, Meetings.

The minutes of May 15, 2012, were reviewed and modified.

(18:45:13) Commissioner Khodadad moved to approve the minutes of May 15, 2012, with the corrections noted. Commissioner Garver seconded the motion. The motion passed with the unanimous consent of the Commission.

The minutes of June 5, 2012, were reviewed and modified.

(19:00:04) Commissioner Khodadad moved to approve the minutes of June, 5, 2012, with the changes noted. Commissioner Holbrook seconded the motion. The motion passed with the unanimous consent of the Commission.

2. Updates or Follow-Up on Items Currently in the Development Review Process.

(19:01:20) Chair Chatelain stated that the Fire Station will be presented at the next meeting for conceptual site plan approval. It was suggested that the next meeting commence at 6:30 p.m., after the open house.

Conceptual approval of the Village was expected to take place on July 10. Community Development Director, Paul Allred, stated that the main problem with the Village is that they have been unable to have it reviewed by the Design Review Board (DRB) because no revisions have been submitted. Also it was noted that a quorum of the DRB could not be convened until July 2. Chair Chatelain did not want to review the submissions until they have been analyzed by the DRB. Noticing issues were discussed. Mr. Allred suggested the Commission proceed with the conceptual site plan request, which does not deal with the actual building design. On July 10, the DRB should have met and made at least a preliminary report. Any outstanding issues can be dealt

with in a full report at the preliminary or final plat approval stages. A consensus of the Commission was to proceed only with conceptual approval.

Mr. Allred explained that the intent of the conceptual approval was to begin the public hearing process. He considered what was presented to be a detailed conceptual site plan. Staff considered there to be one or two minor outstanding items to be addressed. Once conceptual approval is granted the public will have the opportunity to review the revised drawings.

Mr. Allred reported that a meeting was held the previous week with applicants, Jeff and Clark Cannon who still want to pursue a PUD at 5600 S Highland Dr. but have offered an alternative. They plan to hire a professional architect. City Planner, Rick Whiting, explained that the Cannon's view of the PUD includes the full 56 units of density. Chair Chatelain doubted that approval would be granted for all 56 units. Mr. Allred's impression from comments he received was that the Cannons may be entitled to ask for certain development rights but they probably have not persuaded staff, the Planning Commission, or the public that a PUD is warranted for all of the residential units in addition to keeping the office building. He understood that the Cannons want to maximize the uses on their property. Mr. Allred's understanding was that the Cannons don't intend to tear down the recently remodeled office building and would convert it before they would raze it. Mr. Whiting reported that two calls were received from realtors interested in buying the property. Legal issues pertaining to the Cannon's request were discussed. Mr. Allred stated that some of Mr. Budge's assertions were incorrect. Zoning and density issues were discussed.

(19:25:42) Mr. Allred reported that the Fire Station will be addressed at the next meeting. Detailed noticing procedures were discussed. In response to a question, Mr. Allred described the specific details that will be discussed. He planned to contact the architects to ensure that revisions to the conceptual site plan are corrected. The Commission will be asked to review the setbacks. If the Council approves the Code Amendment at their next meeting, the Commission will need to consider a conditional use for height for the tower element. At a subsequent meeting the Commission will most likely be asked to consider the preliminary site plan and discuss building height.

In response to a comment, Mr. Allred stated that the Fire Station has the potential to have more of a village feel than the Village building. He stressed that the Fire Station is not in the Village but it is designed to have a timeless, classic style. The Village looks like a traditional main street but is a bit eclectic in nature. Mr. Allred likes the current architectural rendering better than the last and the tower much better in the most recent drawings.

Mr. Allred stated that he has been involved in the design of the Fire Station. The property is City-owned and the City has been working directly with the architects who have been very responsive to various comments from the Committee. The most recent plans represent the third or fourth revision. Mr. Allred clarified that the City is the applicant/client. The City Council has been very particular about what they want in the area and formed a committee to work through the process. The architects have listened to the desires of staff and elected officials who have been involved in the process. The design of the building is modern on the inside and timeless on the outside. There is a budget that the City is working to stay within.

(19:32:00) Mr. Allred reported that the Fire Station is a permitted use in the zone with the height being conditional. The conceptual site plan will be approved, which involves the general layout. Procedural and approval issues were discussed. Mr. Allred noted that the Commission will be the approving body for the Holladay Village Square rather than the DRB. The City Council has delegated that authority to the Planning Commission but they could theoretically appeal it. In the case of the Fire Station, there are no design guidelines in place that the Planning Commission can enforce. The architecture cannot be denied, however, the tower height can be. Mr. Allred stated that strong findings would be needed to deny height as long as it is less than 60. Cost estimates were still being applied to the project by the architects.

Mr. Whiting reported that in February the City Council approved amendments to the Code, which makes some of the regulations set forth in the Commissioners' books inaccurate. The new regulations are set forth in Appendix A in the table of uses. Mr. Allred urged the Commission Members to refer to Title 13 online to the extent possible since it is the most up-to-date. He stressed that the Fire Station is not a conditional use and is a site plan that is a permitted use. All that will be approved is a site plan. Suggestions can be made on the elevations.

Mr. Whiting reported that the Roots Nursery Conditional Use Permit will be on the next agenda.

Mr. Allred stated that a building is proposed behind the Fire House to be used as a storage shed for the City's Public Works Department. The building will feature a small office with several open bays where equipment can be cleaned. The size of the proposed building is 4,600 square feet with the details to be addressed in the staff report. Mr. Allred stated that the goal will be to build as large a building as possible because it less expensive than building a smaller one and then adding on to it later. He noted that it is a very secure location behind a 24-hour use occupied by public safety employees.

(19:46:22) Mr. Allred described the differences between the two most recent drawings. The details will be addressed in the staff report when the matter is presented on July 10.

Mr. Allred reported on sign ordinance issues and questioned whether any changes need to be made to the HV signage regulations. He noted that most of the HV signage discussion was the result of the desires of Cowboy Partners. The timing of the Village project was addressed. Mr. Whiting expected construction to begin late September or early October. Mr. Allred commented that staff was hoping for a Labor Day groundbreaking on the project, which is still possible.

3. Report from Staff on Upcoming Applications.

(19:59:05) Mr. Whiting reported on a previous request made by Simone McGinnis. It was determined with some certainty that she is allowed to have three lots on her property. Ms. McGinnis was expected to be back before the Commission with a conceptual subdivision plan very soon. At one point the thought was that only two lots could be created on the property. Ms. McGinnis wanted four. It was determined that the space between the property line and the edge of the pavement gives her a credit toward the lot area. Mr. Allred explained that an exception is built into the ordinance. Ms. McGinnis owns to the middle of Holladay Boulevard and plans to dedicate everything from the middle of the road back to the property line. Ms. McGinnis recently informed staff of an unpleasant interaction she had with her neighbor after she observed blue staking activity.

Commissioner Khodadad remarked that the City Council is under the impression that legal counsel is present at every Planning Commission Meeting, which is not the case.

(20:04:52) Mr. Whiting reported that the Deerwood Project is back on line after having settled all of their legal disputes with the neighbors.

Mr. Allred reported on the Cottonwood Country Club who has proposed an update consisting of a small increase to the building footprint, wading and lap pools, and a cabana area.

Mr. Allred updated the Commission on the Cottonwood Mall and stated that the developer asked for a four-year extension after which time they will have to begin construction. The requirements are very detailed. Staff had been receiving very positive feedback from the developers. Mr. Allred had heard that the developers are pursuing lease tenants and are actively marketing the project. The idea is that when they get a certain number of tenants they will move forward with the project.

4. Discussion of Possible Future Amendments to Code.

(20:11:11) Signage issues were discussed. A comment was made about the importance of signage and the fact that signage on buildings will determine whether a particular tenant relocates or not. Commissioner Khodadad observed that there is an emphasis on signs because signs are needed to draw attention to business. She saw no reason for a developer to place an unattractive sign on an attractive building. Mr. Allred stated that that often occurs to increase business. He noted that good sign regulations can enhance a community. Signage requirements in neighboring communities were studied by staff along with requests by developers.

Mr. Allred offered to draft proposed changes and asked for feedback from the Commission. For the C-1 and C-2 zones, Mr. Allred's impression was that the Commission likes the crown signage over 5 to 6 percent of the total building face. It was clarified that crown signage should be allowed only on the top floor. Monument signage issues were discussed. Mr. Allred commented on the attractiveness of reverse lit signs at Meier's where there is an opaque face sign with a light that shines back against it, which creates a glow around the sign.

Mr. Allred asked for feedback on how to handle an office building with multiple tenants and signage for office uses that are not retail or restaurant uses. Chair Chatelain suggested that for retail the percentage be the same as in the C-1 and C-2 Zones. For non-retail uses businesses should be identified on the monument sign. Mr. Allred suggested that business in single-story buildings be allowed to have their own sign. Chair Chatelain felt that if a use is a major portion of the single story, similar signage should be allowed as for a five-story building. Signs at the Millrock Building were described, which staff was pleased with. Mr. Allred stated that there have, however, been issues with signage at the Trio building because there is a restaurant use along with offices. Mr. Allred thought the logical solution was to grant one sign for the building and have the landlord determine how to divide it up. The importance of signage regulations was stressed.

(20:40:41) Commissioner Holbrook observed that the RM Zone does not allow single-family homes. Mr. Allred stated that the requirement is 5,000 per lot; however, the use table does not allow single-family detached dwellings. The question had to do with which one prevails. The

inconsistency was considered by Commissioner Holbrook to be an oversight and suggested it be examined further. Mr. Allred clarified that in the RM Zone the definition of “multi-family” must be referred to versus “single” and “two-family” dwellings. If the chart says that a single-family dwelling is not allowed in the zone, the next step should be to look at the genesis of the changes to the RM, R-2-8, and R-2-10 zones. Mr. Allred explained that a PUD does not allow changes to height, density, or use. Staff agreed to research the matter further and bring it to the attention of City Attorney, Craig Hall.

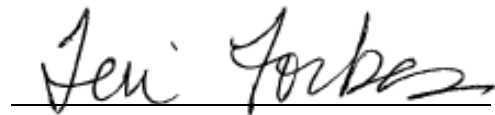
The differences between conceptual, preliminary, and final site plan approval were discussed. Mr. Allred explained that conceptual approval consists primarily of the sketch plan, preliminary approval involves detail work, and final approval addresses the finishing touches.

ADJOURN

(20:58:54) Commissioner Garver moved to adjourn. Commissioner Holbrook seconded the motion. The motion passed with the unanimous consent of the Commission.

The Planning Commission Meeting adjourned at 8:59 p.m.

I hereby certify that the foregoing represents a true, accurate and complete record of the City of Holladay Planning Commission Meeting held Tuesday, June 19, 2012.



Teri Forbes, Minutes Secretary
T Forbes Group

Minutes approved: August 7, 2012