

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

**Tuesday, September 1, 2015**

**7:00 p.m.**

**Holladay City Hall  
4580 South 2300 East**

**ATTENDANCE:**

**Planning Commission Members:**

Matt Snow, Chair  
Spence Bowthorpe  
Jan Bradshaw  
John Garver  
Chris Jensen

**City Staff:**

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

**AGENDA ITEMS**

**General Plan Amendment Discussion – Work Session on Drafts of Chapter 6, Parks, Trails and Open Space, and Chapter 4, Economic Stability and Resilience.**

City Planner, Pat Hanson, reviewed the proposed changes in Chapter 6 with the Commission Members. With regard to pets, it was confirmed that there are signs posted indicating that dogs must remain on a leash at all times. Cleaning up after pets was discussed. It was noted that there are no trash receptacles along the trail although there are pet stations and waste receptacles near the trail entrance.

Park use in the City was discussed as well as ways to preserve open space while still allowing development. Commissioner Bradshaw questioned how this could be accomplished since she had heard that there was no undeveloped land in Holladay. Knudsen's Corner was identified as one alternative and a property the City has purchased and developed a master plan for a park there. Community Development Director, Paul Allred, reported that the City also owns 15 acres in the foothills. However, because it is very steep it is not developable. The City was in the process of trying to sell it to the Forest Service.

Tree replacement, removal, and preservation efforts were discussed. With regard to bike trails, Mr. Allred stated that currently there is a bike trail that goes up through the Corporate Center and connects with Cottonwood Heights' trail. Currently there are no bike trails on 6200 South except the one developed this summer from 2300 East to Holladay Boulevard.

Commissioner Garver moved to adjourn the General Plan Meeting. Commissioner Bradshaw seconded the motion. The motion passed with the unanimous consent of the Commission.

**PRE-MEETING/WORK SESSION**

**All Agenda Items May Be Discussed. No Decisions Will be Made.**

With regard to the Nixon rezoning, Mr. Allred stated that this is the third time the property has come before the City for a rezoning in the last 10 years. This request involves a different property owner, however. He commented that the matter tends to be complicated more than is necessary. He  
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explained that the property is nearly two acres in size on which there can only be one home due to the existing one acre zoning. In the immediate surrounding area, most of the lots are an average of one-half acre or so in size. The applicants agreed with the neighborhood with respect to the rezone process to record a document against the property that would limit them to no more than two homes. The neighbors seem to accept that option but want to overcomplicate the situation by making sure that the R-1-21 zone is not adopted.

Mr. Allred explained that on approximately 1.7 acres there is an older home and the property owner wants to build two. He cannot do that without departing from the one-acre zoning. The R-1-21 zone is the only tool available but the neighbors are worried that others will now request something similar on the adjoining undeveloped lots. Staff's opinion remained unchanged. Their position was that this is not an inappropriate use of the property. Some of the neighbors will not be satisfied unless a new .75-acre zone is developed before granting the rezone. Such a zone, however, does not exist. The Commission should determine whether a .75-acre zone should be created.

The Locust Lane Apartments were discussed next. Commissioner Jensen reported that he would be recusing himself from the discussion as he was representing the applicant. City Planner, Jonathan Teerlink, reported that the DRB had a favorable opinion of the project design. They recommended that the building be as far to the west toward the right-of-way line as possible. The DRB also requested that vinyl fencing not be used and that there be consistency in terms of the fencing of the adjoining medical office building and that the fencing in the front yard be stepped back.

City Planner, Pat Hanson, reported on the home occupation request and was not aware of any concerns. The remaining items on the agenda were discussed.

*Commissioner Jensen moved to adjourn the work meeting. Spence Bowthorpe seconded the motion. The motion passed with the unanimous consent of the Commission.*

### **CONVENE REGULAR MEETING**

Chair Matt Snow called the Regular Meeting to order at 7:07 p.m.

#### **1. Welcome & Chair Opening Statement.**

Chair Snow welcomed those present and described the role of the Planning Commission.

#### **2. Nixon Rezone – 2496 East 6200 South – David and Clair Nixon, Applicants – Paul Allred, Planner.**

(19:09:00) Community Development Director, Paul Allred, presented the staff report and stated that this is the third time the subject property has come before the City in the last 10 years under a rezone petition. He saw no need to review in detail the history of those efforts and stated that staff recommended approval of a zone change. He explained that the General Plan supports the zone change, the context of the area supports a zone change, and according to the land use in the immediate area, the properties due east and west of the subject property are less than one acre in size. Mr. Allred reported that the petitioners are willing to be limited to only two homes on the property. Without a zone change, however, they cannot have more than one home on the 1 site. It seemed extreme to Mr. Allred to set such a limit on a large parcel with a good place on which to  
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construct a second home. He noted that there is one-acre zoning on the property although most of the properties in the area are smaller than one acre. Staff's opinion was that the property should be in the one-half acre zone.

It was suggested to Mr. Allred that the City develop a new .75-acre zone, which would take time. In light of the fact there is currently not one in place he recommended the Commission strongly consider recommending to the City Council change from R-1-43 to R-1-21 and allow others in the area to do the same. Options to consider were discussed. One was to recommend approval to the City Council of the rezone based on the fact that a development agreement could be applied to the property, which would bind the property owner to no more than two houses. Mr. Allred reported that he received phone calls and had conversations recently with various people who would not object to one new home, two total, on the property. The petition originally requested three homes. The applicants have met with the neighbors and agreed in principle to being limited to two homes. That could be accomplished through a development agreement or some other instrument the Council may want to create. It was reported that an older home exists on the property and is a rental. The intent of the property owners is to tear down the existing home and construct two new homes on the site.

The applicant, David Nixon, gave his address as 6220 South 2275 East and reported that their intent is to develop the property with his parents with each constructing a home on the property. A neighborhood meeting was held and all agreed that two homes would be the limit. Various scenarios were discussed to ensure that only two homes are built. The lot division would remain unchanged with the homes to be placed toward the front of the property. Mr. Nixon was comfortable with the proposal to enter into a development agreement and encumber the property to ensure that it allows only two residences.

(19:22:06) Chair Snow opened the public hearing.

Donna Dahl reported that she lives west of the subject property and asked how the property will be subdivided. Mr. Allred explained that there would be four parcels that would be joined together and then divided into two. Hearings would be held in the future on the subdivision to ensure that it complies with the City's ordinances. Each of the two new lots would exceed .75-acre. Anyone else desiring to change their zoning would have to go through the same process as the Nixons.

(19:23:55) Tom Lloyd gave his address as 6284 Wren Haven Road and expressed concern with the other parcels that could be subdivided or rezoned into one-half acre lots. Three-quarter acre zoning was discussed, which does not currently exist, however, this was believed to be a good location for it. Mr. Allred indicated that he addressed that option during the pre-meeting and in the staff report. Staff, however, was not recommending the rezone be delayed to create a new .75-acre zone. That determination would have to be made by the applicant and the Council.

Mr. Lloyd considered the potential .75-acre zoning to be relevant. He felt that exploring it was worthwhile in order to meet the applicant's needs in about the same time frame or with a slight delay. In the end it would be much better for the other potential sites along 6200 South. He felt there was nothing wrong with a neighboring property being 1.5 acres in size.

Masood Safaee gave his address as 6255 Cobble Rock and did not object to Mr. Nixon building two homes. He indicated that purchased his property last year and built a house on it. If he had known the area was going to increase in density he would not have built his home where he did. He questioned what the impact will be on Cobble Rock if the request is approved. Mr. Allred explained that the petition is currently only for one property. The Nixons will be three properties to the west from Mr. Safaee. The intent of the rezone was to increase the density from one home to two. The applicants were willing to have a legal agreement recorded against the property so that it can never be more than two.

(19:33:02) Lee Archer reported that he owns property directly east of the Nixons. He expressed his support for the Nixons and their ability to subdivide the property into two lots. He also wanted to support Tom Lloyd and his experience in real estate development. He agreed that the City was started because of zoning issues and county infringement. Mr. Archer stated that he has lived on his property for over 14 years and was told that nothing would happen to the east or west. They are now surrounded by development and vacant lots that can potentially be developed. He supported Mr. Lloyd's position that the City needs to come up with a .75-acre zone going forward. He realized it will take effort but stated that it can be done. Mr. Archer asked if speed bumps have ever been considered on 6200 South to control traffic, which is becoming a serious issue. Chair Snow stated that traffic calming issues have been discussed.

Mr. Allred agreed that the traffic on 6200 South is heavy. He noted that 6200 South is one of the City's only east-west thoroughfares and as a result, gets a lot of traffic. He suggested the issue be addressed with the City Council, City Engineer, and Public Works Director. He noted that the Planning Commission typically does not address traffic management issues.

(19:37:41) Ann Setzer gave her address as 2540 East 6200 South and expressed concern that every new home that goes in adds more traffic and detracts from those who live there now.

There were no further public comments. The public hearing was closed.

Mr. Nixon expressed appreciation to the neighbors for taking the time to attend tonight's meeting. He reported that the neighborhood meeting went very well and all agreed that only two homes will be built on the property.

Mr. Allred stated that a great deal is involved in developing a new zone because there are already several single-family zones. He indicated that there would need to be a good basis for it and remember that it can be applied City wide. He estimated that implementing a new zone could take months. Timing issues were discussed along with potential options.

(19:52:36) *Commissioner Garver moved to forward a recommendation to the City Council to rezone a parcel at 2496 East 6200 South from R-1-43 to R-1-21 with a Development Agreement specifying that only two homes can be placed on the two parcels. Commissioner Bradshaw seconded the motion. Vote on motion: Spence Bowthorpe-Aye, John Garver-Aye, Chris Jensen-Aye, Jan Bradshaw, Chair Matt Snow-Aye. The motion passed unanimously.*

**3. Locust Lane Apartments – 4645 South Locust Lane – Conceptual Site Plan – Brad Reynolds, Applicant – Jon Teerlink, Planner.**

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Due to a conflict of interest, Commissioner Jensen recused himself from the discussion and vote on the above matter.

(19:55:44) Mr. Teerlink presented the staff report and stated that tonight is the first time the Planning Commission and public have been able to look at the project in a public hearing setting. The project is for site plan approval of a 10-unit apartment complex in the Holladay Village Zone where there is a high level of architectural control, site plan, and site elements for projects in the Village. The procedural process necessary for approval of a project in the Village Zone is a recommendation from the Design Review Board (DRB) who looks at elements of architecture based on the requirements of the Holladay Village Zone. Mr. Teerlink reported that on August 3 the DRB reviewed the project and recommended approval. A few additions were recommended to the site plan. Specifically, the building is too far back from the property line. The Holladay Village Zone requires that all buildings be built up to the sidewalk. The DRB also requested that fencing be consistent with the Olympus Clinic project to the east that is currently under construction. It should also be stepped back considerably from the property line. A pedestrian walkway from the front yard to the parking lot should also be added between the driveway and the building.

Staff recommended the motions be separated for conceptual site plan and recommending approval of elements specific to the Holladay Village Zone. Mr. Teerlink explained that the Holladay Village Zone is a mixed use zone and Locust Lane is a purely residential street and does not require retail on the bottom level. The only element that remains in the village that is apart from other residential zones is the number of units that can be placed on a given lot size. The proposed number of units requires 19 parking stalls. It was reported that the use, massing, design, and placement of the proposed project meets the standards for the Village Zone. As a result, the Technical Review Committee determined that it is complete as per the submission requirements of the zone.

(20:00:38) The applicant, Brad Reynolds, was present and was represented by Chris Jensen from Think Architecture. Mr. Jensen summarized the request and stated that 10 apartment units are proposed with six two-bedroom/two bath units and four one-bedrooms/one bathroom units. The units are proposed to be located on Locust Lane with the building's front entry/porch being placed right at the property line and allowing a step back for the rest of the building of a few feet. The south side was being used as the entrance to the project. The proposed number of parking stalls exceeds what is required by the HV Zone. They are also under the height limit of 38 feet. With respect to landscaping, a buffer was created around the rear of the property to help provide a buffer for the neighbors to the north and east. The fencing was to be matched with the Olympus Clinic fencing for the sake of consistency. There will be no fencing across the front of the property.

(20:05:10) Chair Snow opened the public hearing.

Carol Hintze gave her address as 4654 South Locust Lane. She did not understand why one side of the street which has always been residential is suddenly in the Village Center. She was concerned with having the proposed three-story building next to a two-story building and a single-family dwelling when everything is set back. She was also concerned that the site is one-third of an acre and the intent is to develop 10 units with parking for 20 cars. That will be tight and she was worried that people will park up and down the narrow street. Children use the street as a main

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thoroughfare to the junior high and there are no sidewalks for them to walk on. The result will be more traffic, no sidewalks, and an additional 20 cars. She noted that there is a red zone for parking in front of the apartment complex on the south of the proposed unit that is never enforced by the Police Department. She felt that the proposed project should conform to what exists currently rather than what is allowed. She expressed her opposition to the project but was in favor of sidewalks.

(20:11:23) Dave Richards gave his address as 4641 Locust Lane and agreed with many of Ms. Hintze's comments. He did not like the fact that after all the effort he went through to complete a property swap with Olympus Clinic, he will now have to live next to a three-story building. He also questioned the allowable height of 38 feet. Chair Snow stated that the height requirement is specified in the zoning.

Barbara Dahl gave her address as 4614 Locust Lane and agreed with the comments made by Carol Hintze. She thought it was obnoxious to think of having a three-story building there. She did not feel it was appropriate in a residential area. Ms. Dahl was also concerned about the traffic the project will create and that there may be pressure to take the road block off of Locust Lane. She noted that it is a very popular route for bikers and joggers because there is so little traffic there now.

(20:15:05) Jim Dudley gave his address as 4658 Nathan Circle and asked if the potential sidewalks would take space from the road or the front yards of homes. Chair Snow stated that there is no information available but typically they come from the property owners. Mr. Dudley was concerned about the number of people who will live in the building and the potential for parking on the narrow street, which is used to access the junior high school.

Jannika Meier gave her address as 4640 Hugo Avenue and reported that she recently moved into the neighborhood and never knew the area could potentially be a high density area. She was concerned about safety because of the island. She was presenting on behalf of several mothers with concerns about the safety of their children.

(20:18:14) April Schutjer gave her address as 2180 Hugo Avenue and stated that there are at least 30 children under 12 years of age on their street. They already get a significant amount of traffic from the junior high. With the berm at the top of the street and the narrowness of the road, there could be issues. She was also concerned that the aesthetics of the neighborhood. She was glad the property was being developed but thought the number of units was too high for the character of the neighborhood and the type of people they want to attract to the neighborhood.

Troy Holbrook gave his address as 4695 Hugo Avenue and stated that currently there is a parking issue with the apartments on the corner where it overflows into the junior high parking lot. He was sensitive to the builder who is trying to meet the standards of the DRB and the Village Center. For him, it is necessary to add another level and four additional units in order to generate a return on what it will cost him to build there. Possible options were discussed. Mr. Holbrook questioned whether there was a way to address the standards for the Village Center as it pertains to the single-family area on Locust. He expressed his opposition to the proposal and preferred a two-story structure with fewer units.

Ms. Hintze agreed with Mr. Holbrook's comments and would be satisfied if the Village Plan could be modified to allow the builder to still make a profit and conform to the rest of the residential area.

There were no further public comments. The public hearing was closed.

(20:35:50) Mr. Jensen commented that Locust Lane is not the only street in the City that could use sidewalks. The possibility of installing sidewalks was discussed. Building placement issues were discussed.

The applicant, Brad Reynolds, gave his address as 2500 East Haven Lane and stated that he is a lifelong Holladay resident. He appreciated the neighbors' concerns and was grateful for the changes taking place in Holladay. He commented that due to the property's close proximity to the Holladay City Center and the Holladay Village, it makes sense. The materials used on the buildings will be top quality and resemble the Holladay Village buildings. The interiors will be high quality and will attract in a high end clientele.

There were no further public comments. The public hearing was closed.

Surrounding area building heights and setbacks were discussed. In response to a question raised, Mr. Allred stated that technically the Holladay Village Zone does not require developers to have a neighborhood meeting. Staff plans to propose a text amendment that will require developments in the Holladay Village Zone to have a neighborhood meeting.

Chair Snow commented that the Planning Commission's role is to consider the findings of the Design Review Board and look at the HV Zone as it exists currently and determine if the project meets the requirements of that zone. Those with concerns were encouraged to get involved in the General Plan process. The democratic process was discussed. Procedural issues were discussed.

Mr. Teerlink explained that the Technical Review Committee reviewed the plan before it went to the Design Review Board. The Technical Review Committee found that the project did not meet the build-to line. The Design Review Board had a similar finding and was not comfortable bringing the entire building up to the property line but recommended it come just to the front entry/porch. Mr. Teerlink estimated that there was a seven-foot jog from the porch back to the rest of the building. He noted that the build-to line is 25 feet from the center of Locust Lane.

***(20:59:44) Commissioner Bradshaw moved to accept the Design Review Board's recommendation for the Locust Lane Apartments at 4645 South Locust Lane, as presented. Commissioner Garver seconded the motion. Vote on motion: Spence Bowthorpe-Aye, John Garver-Aye, Jan Bradshaw, Chair Matt Snow-Aye. The motion passed unanimously. Chris Jensen did not participate in the vote.***

***(21:00:28) Commissioner Bradshaw moved to approve the conceptual site plan for the Locust Lane Apartments at 4645 South Locust Lane subject to the following:***

**Conditions:**

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1. *A complying landscaping plan shall be submitted with preliminary site construction drawings.*
2. *A complying lighting plan shall be submitted with the preliminary site construction drawings.*

**Findings:**

1. *Compliance with conceptual site plan submission standards set forth in Section 13.08.*
2. *The DRB has reviewed the project according to 13.71.090 Design Standards and has made recommendations to the Planning Commission for design approval.*
3. *The project meets the goals of the Vision and Purpose statements of the Holladay Village Zone as a permitted residential use proposed to be built with high design standards and within the building limits set by the zoning ordinance.*
4. *he project is not detrimental to the health, safety, and welfare of Holladay residents.*

*Commissioner Garver seconded the motion. Vote on motion: Spence Bowthorpe-Aye, John Garver-Aye, Jan Bradshaw, Chair Matt Snow-Aye. The motion passed unanimously. Chris Jensen did not participate in the vote.*

Commissioner Jensen rejoined the meeting.

(21:02:00) Concern was expressed by a resident that Commissioner Jensen also serves on the Planning Commission and that a decision was made before the meeting began. Chair Snow assured the resident that that was not the case and acknowledged the frustration of the residents. He explained that the Planning Commission has a very narrow role, which is to look at the zoning as it was on the day the application was submitted and determine whether it meets that zoning. An unidentified resident expressed his frustration that it is already difficult to get a fire truck down the street. He felt that the proposed project will be detrimental to the City and become a slum within five years. Chair Snow reminded him that it is an approved use.

**4. Cast-a-Glow, Spray Tan, 5066 South Taroona Drive – Conditional Use Permit – Home Occupation – Nadia Oberle – Applicant – Pat Hanson, Planner.**

(21:05:09) Ms. Hanson presented the staff report and stated that the request is for a conditional use permit for Nadia Oberle to have customers come to her home for spray tanning services. Ms Hanson described it as a very typical home occupation in the City, generally very small operations with one customer at a time. Parking is required on the site and the applicant has demonstrated that she can accommodate her clients' cars in her driveway.

The applicant, Nadia Oberle, gave her address as 5066 South Taroona Drive, and reported that she has started her own spray tanning business. One of the options she is giving her clients is the ability to come into her home to receive the service. It is a part-time operation for Ms. Oberle as she has another full-time job as an independent contractor and sets her own schedule. Clients will be spaced at least one hour apart to ensure that only one person is at her home at a time. In response to a question raised by Commissioner Bradshaw, Ms. Oberle stated that no occupational license is required. She explained that the cosmetology industry has not yet established a license for spray tanning.

(21:08:48) Chair Snow opened the public hearing.

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Julie Smith gave her address as 1580 Spring Run Drive and asked about the hours of operation and how many booths will be the home in order to facilitate one client at a time. Parking was of concern because clients will park on Spring Run Drive. Ms. Smith stated that the home has dogs that bark constantly. She stated that there are also babies and young children in the area.

(21:11:30) Chris Oberle reported that he lives to the south at 1541 East Boabab Drive and identified himself as the father of the applicant and the owner of two homes in the area. He expressed his support for the proposal and stated that there will be no signs in the yard or people at the home throughout the day. He expected there to be one person each day or once or twice a week. With regard to dogs barking, he stated that they live in a group of four houses where there are several dogs. He claimed that their dogs do not bark all day long and they have taken measures to control it. They are good neighbors and consider the venture to be a way for their daughter to supplement her full-time job. If it grows beyond that, the use will be moved out of the house.

Joy Daynes gave her address as 5041 Boabab Drive and expressed concern with signage or advertising outside the home. Chair Snow confirmed that signage of any kind will not be permitted.

John Erdmann gave his address as 1533 Spring Run Drive and expressed concern about the hours of operation. He thought it was commendable for the applicants to follow the rules but stated that the streets in the neighborhood twist around and it can be confusing for customers.

(21:16:55) There were no further public comments. Chair Snow closed the public hearing.

With regard to a question raised about the hours of operation, Ms. Oberle indicated that no appointments would be taken on Sundays. She would have clients occasionally on Saturdays. The weekday hours would be from 10:00 a.m. to 8:00 p.m. with the last appointment being at 7:00 p.m. The use would be completely contained within the home. In addition, all parking will be accommodated in the driveway. If the use grows significantly, Ms. Oberle's intent is to move to a commercial location.

It was noted that the business license will be tied to this approval.

(21:21:09) *Commissioner Jensen moved to recommend approval of the conditional use permit for the home occupation with customers at 5066 South Taroona Drive in the R-2-10 zone subject to the following:*

**Findings:**

- 1. The proposed Conditional Use Permit provides a service to citizens in the community.***
- 2. Approval would pose no measurable detriment to the health, safety, or general welfare of the people living in the neighborhood.***
- 3. The applicant can accommodate off-street parking of her customers.***

4. *The applicant will work alone. No outside employees will be allowed.*

**Requirements:**

1. *Parking for all customers shall be accommodated in the applicant's driveway.*
2. *Appointments shall be spaced such that no client is ever required to park on the street.*
3. *Mr. Oberle must comply with all safety and building code and business licensing regulations applicable to this type of business.*
4. *The hours of operation would be Monday through Saturday from 10:00 a.m. to 8:00 p.m. with the last appointment being at 7:00 p.m. and vacating by 8:00 p.m.*

*Commissioner Bradshaw seconded the motion. Vote on motion: Spence Bowthorpe-Aye, John Garver-Aye, Jan Bradshaw, Chris Jensen-Aye, Chair Matt Snow-Aye. The motion passed unanimously.*

5. **General Plan Amendment Public Hearing – (Continued) – Paul Allred, Pat Hanson, Planners.**

*(21:23:05) Commissioner Jensen moved to address agenda item number five after agenda item number seven. Commissioner Bowthorpe seconded the motion. Vote on motion: Spence Bowthorpe-Aye, John Garver-Aye, Jan Bradshaw, Chris Jensen-Aye, Chair Matt Snow-Aye. The motion passed unanimously.*

The Commission took a short recess. Discussion on the matter was ultimately continued until Tuesday, September 8 at 5:30 p.m.

**OTHER ACTION ITEMS**

6. **Preliminary Subdivision Plan – Holladay Town Center Court Subdivision – 4545 South 2300 East – David Weekley Homes, Applicant – Paul Allred, Planner.**

*(21:29:00) Mr. Allred reported that since the last meeting staff has reviewed the request and recommended approval. Previously, the Commission expressed a desire to have the applicant perform a tree inventory specifying what can and cannot be saved and meet with the Tree Board.*

The applicant, Nick Mason, was present on behalf of David Weekley Homes and stated that the Tree Study and Agreement to be reached with the Tree Board was to be attached to the Conditional Use Permit. His understanding was that the preliminary plan could move forward without that being completed since there are timing concerns. He stated that the tree issue would have to be resolved prior to the final plat being issued and would be done at the staff level.

Mr. Mason stated that following the last Planning Commission Meeting he hired the Landscape Architect and Arborist who has taken an inventory of the trees and their condition. Jon Teerlink offered that the TRC could review the tree report on behalf of the PC.

*(21:38:18) Commissioner Jensen moved to approve the preliminary plat for the Holladay Town Center Court PUD at 4545 South 2300 East subject to the following:*

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**Findings:**

- A. The proposed project meets the requirements for a residential subdivision in the RM Zone, i.e. area, density, access, slope, public safety, etc.*
- B. The project complies with the provisions of the City's General Plan for this area.*
- C. This application is not inconsistent with low density, single-family land use patterns in the general vicinity and other land uses.*
- D. The UFA has approved emergency access as proposed. Fire hydrant capacity and placement will be addressed in the Preliminary Plat review and approval process.*
- E. The proposed project has been reviewed by the TRC and meets City requirements for Preliminary Plat except as noted on the redlined drawing.*
- F. It is believed by staff that utility providers can reasonably serve the property and have, or are expected to, provide appropriate service availability letters.*

**Requirements/Allowances:**

- 1. Any remaining unresolved Preliminary Plat details, documentation, or compliance with City codes and ordinances must be completed prior to, any consideration of Final Subdivision Plat submission, in the form of a revised set of preliminary subdivision construction drawings as required by the City's ordinances and with the corrections as noted by the staff.*
- 2. Appropriate Covenants, Conditions, and Restrictions (CC&Rs) must be prepared and recorded prior to Final Plat approval. These should include a Right-of-Way Easement and Road Maintenance Agreements for the four proposed lots. They should detail provisions and responsibility for access, maintenance, and snow removal, etc.*
- 3. Required utility provider "Will Serve" letters must be provided to staff.*
- 4. A current Title Report must be provided to staff prior to Final Plat approval.*
- 5. A Storm Water Drainage and Protection Plan (SWPP) will be required with Final Plat submission.*
- 6. The TRC is authorized to make Final Plat approval of this project.*
- 7. Conditions of PUD/Conditional Use Permit may not vary from the logistics of the preliminary construction drawings. All documents must work hand in hand to assure consistence of project approval.*

*Commissioner Bradshaw seconded the motion. Vote on motion: Spence Bowthorpe-Aye, John Garver-Aye, Jan Bradshaw, Chris Jensen-Aye, Chair Matt Snow-Aye. The motion passed unanimously.*

**7. Preliminary Subdivision Plan – Villages of Holladay Planned Unit Development – 4269 South Highland Drive – Brad Reynolds, Applicant – Jon Teerlink, Planner.**

(21:39:30) Due to a conflict of interest, Commissioner Jensen recused himself from the discussion and vote on the above matter.

Mr. Teerlink presented the staff report and stated that the request is a continuation from the conceptual approval made on July 7. The Technical Review Committee (TRC) revised the preliminary site plan drawings made available by the applicant specifically for compliance with the conditional use. Some of the specific elements the TRC found to be deficient have since been corrected and were enumerated in the staff report. The TRC has since reviewed the drawings and found the request to comply with all of the elements set forth for a preliminary plat for a PUD in the RM Zone. Staff recommended approval subject to the conditions set forth in the staff report.

The applicant, Brad Reynolds, reported that they work with several different cities and Holladay is fortunate to have the excellent planning staff that they do. He stated that they are very thorough and good to work with. They are still negotiating with the neighbor to the north and are confident that the matter will be resolved. The bedrooms will be on the main floor. Each unit will have a two-car garage and be nicely finished. It was noted that if the adjoining property is acquired by Mr. Reynolds, the front units will go to the side. That way they can better utilize the ground to the north because the front units are deeper.

(21:48:35) *Commissioner Bradshaw moved to approve the Preliminary Subdivision Plan for the Villages of Holladay Planned Unit Development at 4269 South Highland Drive subject to the following:*

**Conditions:**

- 1. Submission of utility service letters with the Final Subdivision Plat.*
- 2. Landscaping plan addressing planting details for areas along Highland Drive and the front yards of each unit with the Final Subdivision Plat.*

*Commissioner Bowthorpe seconded the motion. Vote on motion: Spence Bowthorpe-Aye, John Garver-Aye, Jan Bradshaw, Chair Matt Snow-Aye. The motion passed unanimously. Commissioner Chris Jensen did not participate in the vote.*

**8. Minutes – July 21 and August 4, 2015 Meetings.**

Chris Jensen rejoined the meeting. (21:54:49) The minutes of July 21 were reviewed and discussed.

(22:00:06) *Commissioner Jensen moved to approve the meeting minutes of July 21, 2015, with the changes noted. Commissioner Bradshaw seconded the motion. Vote on motion: Spence Bowthorpe-Aye, John Garver-Aye, Jan Bradshaw, Chris Jensen-Aye, Chair Matt Snow-Aye. The motion passed unanimously.*

The August 4, 2015, minutes were not ready for approval.

## **OTHER BUSINESS**

### **9. Updates or Follow-Up on Items Currently in the Development Review Process.**

(22:05:55) Chair Snow asked about the SOHO Food Court. Mr. Teerlink stated that the Design Review Board recommended approval with no changes. Issues reviewed by the DRB were discussed. Mr. Teerlink stated that the considered additional landscaping and site planning details were addressed.

### **10. Report from Staff on Upcoming Applications.**

### **11. Discussion of Possible Future Amendments to Code.**

### **12. Calendar for Future Meeting on General Plan Update.**

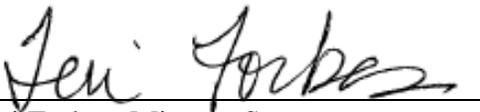
(22:00:50) Mr. Allred reported that he recently spoke to Council Member Pace about the General Plan update and discussed the timing. Previously the desire was to have the update completed by the end of the year due to potential leadership changes on the Council. Council Member Pace asked that the Commission to take the time necessary to produce a good document. Mr. Allred, however, wanted to still adhere as closely as possible to the original timeline in order to keep focus on completing the work on the draft.

## **ADJOURN**

(12:14:13) *Commissioner Jensen moved to adjourn. Commissioner Garver seconded the motion. The motion passed with the unanimous consent of the Commission.*

The Planning Commission Meeting adjourned at 10:15 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, September 1, 2015.*



Teri Forbes, Minutes Secretary  
T Forbes Group

Minutes approved: 10/20/15