

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

Wednesday, September 18, 2012

6:30 p.m.

Holladay Municipal Center

4580 South 2300 East

(It is noted that, due to recording system failure – most of these minutes are missing or incomplete)

ATTENDANCE

Planning Commission Members:

Les Chatelain, Chair

Lori Khodadad, Vice Chair

Spence Bowthorpe

Paula Lowry

John Garver

Brad Wright

City Staff:

Paul Allred, Community Development Director

Rick Whiting, City Planner

Jonathan Teerlink, City Planner

PRE-MEETING/WORK SESSION

Vice Chair Khodadad called the Work Session to order at approximately 6:30 p.m.

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.

The agenda items were reviewed and discussed.

At approx. 6:55 p.m. Commissioner Khodadad moved to close the Work Meeting and move to the Council Chambers for the Regular Meeting. Commissioner Garver seconded the motion. The motion passed with the unanimous consent of the Commission.

CONVENE REGULAR MEETING

Vice Chair Khodadad called the Meeting to order at approx. 7:00 pm.

1. Preliminary Site Plan Review - Cottonwood Country Club Renovation - 1780 East Lakewood Dr. - Public "P" Zone – Planner: Rick Whiting

City Planner, Rick Whiting, introduced the Preliminary Site Plan Review for the Cottonwood Country Club Renovation located at 1780 East Lakewood Dr. in the Public "P" Zone. He explained that the owners of the facility have requested City approval to tear down and rebuild a somewhat larger clubhouse and renovate several features at the site. The owners propose a two phased project characterized by an enlarged, completely new clubhouse (approximately 2,000 square feet larger in the same location), revised outdoor pool facilities, a new cabana facility which has a locker room, offices, and exterior bar, a reduction of one tennis court, reconstruction

City of Holladay Planning Commission Meeting – 9/18/12

of three tennis courts, and new fire access. Conceptual Plan approval was granted by the Planning Commission at its August 7, 2012 meeting.

Mr. Whiting indicated that Staff feels that the proposed upgrade/update of this facility will have a beneficial effect for the community and the neighborhood. A positive ripple effect will be to encourage investment and property upgrades in the surrounding neighborhood. Fire access, hydrant capacity, storm drainage and other technical issues have been resolved with the Unified Fire Authority (UFA) and the City Engineer.

The primary remaining concern is parking overflow into the surrounding neighborhoods when occasional major events occur. Parking for this facility has been technically nonconforming since before the City was incorporated. The proposed additional floor space is designated for lobby area, storage and food preparation. (Not additional seating capacity) These functions would not require additional parking and, therefore, would not add to the non-conformity. However, Staff suggests that the applicant should add additional parking to the extent possible, in order to move in the direction of conformity. Several possible locations have been identified on the site to enable additional parking for the public and employees. (See the attached.)

Vice Chair Khodadad invited Pete Miller, the General Manager of the Cottonwood Club, to speak. Mr. Miller explained that the Club has worked very diligently for many years to be a good neighbor and minimize any negative impact on the nearby property owners. He indicated that Mr. Whiting's introduction pretty well summed up the facts.

Vice Chair Khodadad opened the Public Hearing and asked for public comment. None was offered.

The Commissioners discussed details of parking issues for major events and what can be done about not only the present situation but for the future as well, including the possibility of adding parking to the facility was discussed. Staff suggested that some additional parking be included as a requirement in the Final Site Plan in order to improve compliance with City Parking regulations and functional impact on the neighborhood during major events.

Commissioner Wright moved to approve the Preliminary Site Plan for the Cottonwood Country Club located at 1780 East Lakewood Dr. in the Public "P" Zone - based on the following:

Findings:

1. The proposed project has been reviewed by the TRC and meets all City requirements for commercial re-development in a "P" Zone with the exception of parking. However, the site has been generally functioning with only occasional disruption to the neighborhood and without significant protest from neighboring property owners. Staff does not feel that denial of the request would be appropriate. No expansion of use at the site is projected;
2. The proposed project otherwise generally meets City requirements for Preliminary Site Plan with the exception of the few specific items which are listed in the following proposed requirements; and
3. Club Management acknowledges that parking is an active component of this approval.

Requirements - Prior to Final Site Plan approval the following shall be accomplished:

1. Payment of the balance of all fees and/or bonding required by the City;
2. Receipt of all outstanding “Will Serve” letters from utility service providers;
3. Clarification of lighting arrangements, trash management, and to some extent, landscaping plans;
4. Receipt of a current Title Report with any exceptions cleared; and
5. No parking signs must be posted at appropriate places along public roads near the site as designated by the City’s Public Works Director.
6. No additional members may be allowed in the future - limiting membership to the current levels of 475 plus 75 senior members.
7. If problems with parking emerge in the future, the Planning Commission may review and revoke this approval.
8. The approved parking layout must include at least 127 parking stalls plus 10 to 15 stalls in the rear lot for staff parking during major events.
9. Authority to make final approval of this request is delegated to the Technical Review Committee after confirming that all City requirements have been met.

Commissioner Lowry seconded the motion. Vote: John Garver-Aye, Lori Khodadad-Aye, Spence Bowthorpe-Aye, Paula Lowry-Aye, Brad Wright-Aye. The motion passed unanimously

Chairman, Les Chetelain, joined the meeting.

2. Residential Building Corridor and Front Setback Code Amendment – Planner: Jonathan Teerlink

Mr. Teerlink presented the staff report. All comments from previous discussions have been incorporated into a working draft ordinance amendment for sections 13.140.054 and 13.14.071 of the Holladay zoning code.

The main areas of concern that have been addressed since the last commission meeting held on August 8th are that the size of the subject property be the determining threshold. It is proposed that all properties be categorized as being either a “Large” or “Small” lot. This is defined as a Large Lot being greater than 1.50 acres in size and Small Lots less than or equal to 1.50 acres in size. It is proposed that properties that are categorized as a Large Lot be exempt from the averaging requirements when determining a front yard setback and that the front setback be standardized at no less than 40 feet.

Concerning building corridor; it is proposed that where the calculation of the Building Corridor involves both Large and Small Lots as defined, the building corridor for a new home on a small lot be calculated without regard to the existing homes on Large Lots. Conversely, the building Corridor for a new home on a Large Lot should be calculated without regard to the existing homes on Small Lots. If there are no comparable Large or Small Lots, as applicable, within the area, the Community Development Director should determine the appropriate Building Corridor for the new home, with written findings based upon what is most compatible with the other existing homes on adjacent lots and in the immediate area.

Because the applicant would be required to provide a survey of both horizontal and vertical elements of surrounding homes. Staff is concerned that this could pose an undo hardship to both the applicant and the owners of the surrounding subject properties. Also, such a survey will

undoubtedly be subject to verification requests by the neighborhood and such verifications will increase Holladay operation costs.

While considering the above concerns, staff has amended the proposed ordinance further and has attached the new text to this staff report.

Commissioner Bowthorpe moved to recommend approval of the Residential Building Corridor and Front Setback Code Amendment to the City Council - based on the following:

Findings:

1. In order to determine the front yard setback for a proposed property, it makes sense to average only the closest and furthest points of the home on the street.
2. For determining front yard setbacks on large lots of 1.5 acres or greater a front set back distance of 40' is acceptable, rather than applying the averaging standard.
3. When determining the Building Corridor for a subject property, the age of the surrounding homes, the heights of the homes that are taller than 20' and the underlying lot sizes should be considered.
4. "Estate lots" should not be completely exempt from Building Corridor regulations.

Commissioner Wright seconded the motion. Vote: John Garver-Aye, Lori Khodadad-Aye, Spence Bowthorpe-Aye, Paula Lowry-Aye, Brad Wright-Aye, The motion passed unanimously

3. Sign Ordinance Amendment - O-R-D Zone - Planner: Paul Allred

Mr. Allred introduced the topic. Based on the discussion from the last meeting as well as additional research by the TRC - Staff has prepared the draft text amendment for signs in the ORD zone. Staff has attempted to balance the standards of the community in terms of other commercial locations versus this location, incorporate many of the suggestions by the landowners in the ORD zone and also consider the 'lay of the land' in drafting these suggested amendments. Additionally, staff has attempted to read the Planning Commission's general direction on this amendment.

Mr. Allred suggested that after further deliberation, this matter should move forward to the City Council where it will ultimately be addressed.

Planned Development Marquee Sign or (Project Design) The allowances proposed are smaller than what some would have wanted but larger perhaps than might be allowed. Staff opinion is that it is representative of signs and sizes currently allowed for sites this small elsewhere in Holladay.

The Canyon Slope Square site is highly visible from below and above and if signs are placed carefully on the each street, the ability of the property owner to identify the site and for individual businesses to reach out to customers passing by should be sufficient. It should be noted that this type of sign kind has not technically been allowed in the City in the past. A definition to allow it has been incorporated into the body of the text so that that Section 13.04 of the ordinance does not need to be amended at this time.

Crown Signs. The rules for this type of sign have been added as suggested by the PC and property owners. Three acceptable options were defined as brushed metal, regular pan channel and reversed pan channel.

Monument Signs. Staff recommends that the same size allowance for Holladay's other commercial zones be implemented with a suggestion that there be a higher standard for incorporation into a landscaped area.

Wall Signs. Staff recommends in the draft that a compromise allowance be approved that allows one wall sign facing an arterial or collector street be allowed at up to 15%. Only one, and that other wall signs be allowed as in the City's other commercial areas (10%). There are two reasons for this: First, the argument that additional percentage be allowed on up to three sides of the building is simply not supportable based on what is allowed elsewhere. A 15% wall sign is substantially larger than what is allowed in the C-1 and C-2 areas, and to repeat such a large percentage on three walls, potentially, is simply 'over the top' in staff opinion. Second, by limiting the largest sign allowance to one wall, it encourages the property owner to evaluate and choose which wall is most appropriate to place their largest sign to the audience they wish to attract. If a 15% sign were allowed as previously suggested on walls facing a collector or arterial street, then potentially, along 6200 S., a pad building east of the Hotel, could have a 15% wall sign on the north, east and west walls.

Generally, wall signs in the ORD zone have been reserved for retail/restaurant uses, not offices. It is proposed that this will help tenants in multi-story buildings. Hopefully the draft resolves the concerns discussed previously for situations like the Trio/Kristauff's/V3 building.

Other. The Commission should be aware that part of this amendment process should include the requirement to separate the ORD sign regulations from the RM Zone regulations. Staff suggests that the PC direct staff to do so in a revised copy that will be sent to the Council as part of this process.

Vice Chair Khodadad invited the Canyon Slope Square developer, Sequoia Development to express any thoughts or comments.

Mr. Kevin Ludlow, President of Sequoia Development, explained the importance of providing adequate signage for the retail businesses that will occupy the site. He indicated that he supports the amendment.

The Commissioners discussed the implications of the proposed amendment and made several suggestions to improve the language and technical details.

Chair Chatelain moved to recommend approval of the Sign Ordinance Amendment for Chapters 13.04.040 and 13.82.210 regarding sign allowance in the O-R-D Zone to the City Council - based on the following:

Findings:

1. The amendment is necessary to support the commercial development in the Canyon Slope Square.
2. Crown signs are needed and appropriate for the taller buildings in the Mill Rock development in order for the building owners to attract the higher profile tenants desired in competition with the commercial developments in neighboring Cottonwood Heights.

Commissioner Lowry seconded the motion. Vote: John Garver-Aye, Lori Khodadad-Aye, Spence Bowthorpe-Aye, Paula Lowry-Aye, Brad Wright-Aye, Chair Chatelain-Aye. The motion passed unanimously

4. Approve Minutes of the July 26 and August 7, 2012

The minutes of July 26, 2012, Special Meeting were reviewed and discussed.

Commissioner Garver moved that the minutes of July 26, 2012, be approved with the addition of corrections by Paul Allred, Community Development Director. Commissioner Lowry seconded the motion. The motion passed unanimously.

The minutes of August 7, 2012, Meeting were reviewed and discussed.

Commissioner Garver moved that the minutes of August 7, 2012, be approved with corrections. Commissioner Lowry seconded the motion. The motion passed unanimously.

Commissioner Lowry moved to adjourn. Commissioner Garver seconded the motion. The motion passed with the unanimous consent of the Commission.

ADJOURN

The Planning Commission Meeting adjourned.

I hereby certify that the foregoing represents a best effort record of the City of Holladay Planning Commission Meeting held Tuesday, September 18, 2012, given that the recording system failed.

Richard K. Whiting
City Planner

Minutes approved: November 7, 2012