

**MINUTES OF THE CITY OF HOLLADAY
PLANNING COMMISSION MEETING
Tuesday, March 21, 2017
7:00 p.m.
Holladay Municipal Center
4580 South 2300 East**

ATTENDANCE:

Planning Commission Members:

Matt Snow, Chair
Jan Bradshaw
Jim Carter
Alyssa Lloyd

City Staff:

Jonathan Teerlink, City Planner

REGULAR BUSINESS MEETING

1. CONVENE REGULAR MEETING – Public Welcome and Chair Opening Statement.

Chair Matt Snow called the Regular Meeting to order at 7:02 p.m. and read the Chair statement. Scouts present in the audience from Troop 515 who were working on their Citizenship in the Community Merit Badges were recognized.

ACTION ITEMS

2. PUBLIC HEARING – Proposed Amendment to Holladay Sign Ordinance 13.82 Signs.

(19:03:45) City Planner, Jonathan Teerlink, presented the staff report on a request from the City Council to amend the Holladay Village Sign Ordinance in the Village Center. A recent need was identified for informational signage to address the project scope. The purpose of the proposed increased square-foot sign would be to educate the public. Mr. Teerlink stated that the verbiage was narrowly written for two-acre and larger properties. The temporary sign would have to be removed within nine months of building permit issuance.

Chair Snow opened the public hearing. There were no public comments. The public hearing was closed.

Commissioner Carter commented that the City does a good job of controlling signage and stated that if signs get out of control they can dramatically change the character of the City. In this case, the Code addresses temporary signs and the fact that they have a useful purpose. Commissioner Carter was comfortable with the proposed change and was of the opinion that in addition to allowing for additional signage, there should be an explanation provided.

Mr. Teerlink reported that Harmons expects to be open by Thanksgiving. The other building will take even less time to construct.

(19:10:00) Commissioner Lloyd moved to forward a positive recommendation to the City Council on the proposed amendment to the Holladay Sign Ordinance Section 13.82, Signs, as

recommended. Commissioner Carter seconded the motion. Vote on motion: Jan Bradshaw-Aye, Jim Carter-Aye, Alyssa Lloyd-Aye, Chair Matt Snow-Aye. The motion passed unanimously.

3. PUBLIC HEARING – “Green Gables Court” – Three-Lot Residential Subdivision – 5697 South Highland Drive.

(19:10:38) Mr. Teerlink presented the staff report and stated that after receiving rezone approval for three detached single-family homes from the City Council, the applicants pursued a three-lot-residential subdivision. The applicants’ engineer has worked with the Technical Review Committee (TRC) to create conceptual and preliminary level construction drawings. It was noted that there will need to be a required dedication area of Highland Drive to the middle of the road. A private lane will be used to access the two homes on the rear portion of the lot. Both areas can be used toward the net square footage but will exceed the minimum requirement for a residential lot in the zone. Mr. Teerlink reported that the TRC submitted findings for conceptual and preliminary approval. It was requested that final plat approval be deferred to staff.

(19:12:34) Chair Snow opened the public hearing. There were no public comments. The public hearing was closed.

Commissioner Bradshaw asked if a decision had been made about what kind of fencing will be proposed along Highland Drive.

Ryan Hackett identified himself as a member of the development team and understood the need for fencing there but indicated that they had not yet gotten into that level of detail. Certain types of fencing are frequently intended to mitigate noise from the street, however, the result is a tunnel-like effect.

(19:15:08) *Commissioner Carter moved to approve the conceptual subdivision plan for the Green Gables Court three-lot subdivision located at 5697 South Highland Drive based on the following:*

Findings:

1. *The City Council has approved the applicants’ request for a zone change from R-1-43 to R-2-8.*
2. *The proposal meets the City Council’s requirement of a maximum of three detached homes.*
3. *The proposal meets the Highland Drive Master Plan for medium density residential development.*
4. *All utility services exist in Highland Drive to serve the two new lots.*
5. *The newly proposed lots exceed both the minimum size and width standards for a new lot in the R-2-8 zone.*

Commissioner Lloyd seconded the motion. Vote on motion: Jan Bradshaw-Aye, Jim Carter-Aye, Alyssa Lloyd-Aye, Chair Matt Snow-Aye. The motion passed unanimously.

Chair Snow stressed the importance of fencing requirements being established. It was suggested that a work session be held to work through the issues.

(19:17:25) Commissioner Carter moved to approve the preliminary subdivision plat for the Green Gables Court three-lot subdivision located at 5697 South Highland Drive and defer final plat review and approval to the TRC. Approval was subject to the following:

Findings:

- 1. The preliminary construction drawings meet City of Holladay development standards.*
- 2. The proposed three homes can be serviced by all utilities.*

Conditions:

- 1. Fire hydrant flow tests shall be submitted and verified by the UFA Fire Inspector.*
- 2. A final plan shall be submitted which meets the Planning Commission's preliminary approval conditions, if any.*

Commissioner Lloyd seconded the motion. Vote on motion: Jan Bradshaw-Aye, Jim Carter-Aye, Alyssa Lloyd-Aye, Chair Matt Snow-Aye. The motion passed unanimously.

4. "Grand Terraces" Condominiums – Preliminary Condominium Plat.

(19:19:43) Mr. Teerlink reported that a set of drawings were prepared that will reflect the project ownership. He explained that condominium plats differ from standard subdivisions in terms of what delineates ownership. Mr. Teerlink stated that the preliminary level drawings contain a great deal of detail that came out of the old preliminary and final site plan reviews that took place the previous year. The applicant proposed a way to incorporate that information into concise drawings. Staff was comfortable with the preliminary condominium plat approval as submitted, with the request to defer final site plan approval to the TRC.

Mr. Teerlink reported that one of the concerns raised at the last meeting involved potential site plan changes that occurred. He had spoken with the applicant about the changes and considered the intent of the Planning Commission regarding carports and parking spaces. The decrease in parking spaces still complied with the ordinance based on the number of units and bedrooms in the project. The decrease was the result of the space needed for the construction of carports.

The applicant, John Pochynok, agreed with the findings and conditions set forth in the staff report. One of the issues they addressed was how to keep residents on the first floor from being affected by lights after dark. They addressed the issue by moving the sidewalk closer to the building and creating a buffer strip with shrubbery to mitigate the impact of headlights. He noted that commitment letters have been received on one-half of all the units.

With regard to social gatherings on the roof, Mr. Pochynok stated that they are currently in discussions with the adjacent landowners with regard to overflow parking but have not yet received any firm commitments. The issue will, however, be addressed in the CC&Rs. The HOA will administer valet parking that will be included in the monthly dues. Mr. Pochynok noted that several hundred parking spaces go unused on the adjacent properties. He recognized that the nearby residents have concerns with parking.

Commissioner Carter was averse to overparking but liked Mr. Pochynok's approach. He encouraged other developers to consider doing something similar and utilize all of the available parking spaces. He did not want to see more surface parking built in the City if they can better utilize parking that already exists.

(19:27:00) Commissioner Bradshaw moved to approve the Preliminary Condominium Plat for the Grand Terraces Condominiums located at 2340 East to 2350 East Phyliden subject to the following:

Findings:

- 1. The project received final site plan approval on December 2, 2016.*
- 2. The project received conceptual subdivision approval on February 7, 2017.*
- 3. Submittals meet life safety, utility and storm water construction standards for two condominium buildings, serviced by a private driveway.*
- 4. Previously proposed changes to the site plan have been verified as compliant with the HV zone and R-2 standards.*

Conditions:

- 1. Submittal of Cross Parking Valet Agreement submitted to the TRC.*
- 2. Submittal of eight-foot fence height agreement with abutting property owner to the east (required for fence heights greater than six feet).*
- 3. Submittal of Covenants Codes and Restrictions (CC&Rs) for the condo project, including maintenance documents of access roads.*
- 4. Submittal of current title report.*
- 5. Work with staff to prepare Final Subdivision Plat documents for recording.*
- 6. Details of the Valet Parking Plan shall be submitted.*
- 7. Final Plat approval shall be deferred to the TRC.*

Commissioner Carter seconded the motion. Vote on motion: Jan Bradshaw-Aye, Jim Carter-Aye, Alyssa Lloyd-Aye, Chair Matt Snow-Aye. The motion passed unanimously.

5. Approval of Minutes – January 27, 2017 and February 7, 2017.

(19:28:20) The minutes of January 27, 2017 were reviewed.

Commissioner Bradshaw moved to approve the Holladay City Planning Commission Meeting Minutes of January 27, 2017, with the changes noted in red by Paul Allred. Commissioner Carter seconded the motion. The motion passed with the unanimous consent of the Commission.

The minutes of February 7, 2017 were reviewed.

(19:32:09) *Commissioner Lloyd moved to approve the minutes of February 7, 2017, as written. Commissioner Carter seconded the motion. The motion passed with the unanimous consent of the Commission.*

DISCUSSION ITEMS

6. Ordinance Amendment Drafts:

a. Highland Drive Master Plan; Continued Discussion of Possible Amendments for Allowable Housing Densities for Segment B.

b. Tree Canopy Protection; Discussion of Possible Amendments to the Holladay Tree Protection Ordinance.

(19:32:45) Mr. Teerlink reported that Steve Gunn, who serves as the Council's representative on the Tree Board, felt there was a need to update the tree protection regulations. The Council recommended waiting until the General Plan was approved before drafting new language. The General Plan contains very specific environmental attributes that are tied to tree canopy protection, which were addressed in the amendments. Mr. Teerlink stated that nothing in the language could be construed as restricting or regulating trees on private property although it was suggested that consideration be given to trees in setbacks.

Mr. Teerlink explained that staff has an idea of how much canopy coverage there is on a lot. If it is removed, it needs to be replaced elsewhere. Staff drafted the text, which was reviewed by the Tree Board. Mr. Teerlink commented that in the past few weeks a property owner on Walker Lane basically clear cut an entire lot, which created fervor in the community.

Commissioner Carter reported that his firm is working with the City of McCall, Idaho to draft a Tree Preservation Ordinance. City officials are struggling to balance the issue of property rights. Commissioner Carter's sense was that they will require a site evaluation in areas where there is significant tree canopy coverage. The intent would be to incentivize preservation by negotiating with developers.

The consensus of the Commission was to take the matter to a public hearing to get feedback from the public.

A Special Meeting was scheduled for Monday, March 27 at 12:00 p.m. to discuss fencing issues. Timing issues and potential next steps were identified. Chair Snow encouraged the

Commissioners to consider the next three steps to be taken to get to the public hearing stage. He hoped to have something to recommend to the Council by June.

ADJOURN

(19:47:32) Chair Snow moved to adjourn. Commissioner Carter seconded the motion. The motion passed with the unanimous consent of the Commission.

The Planning Commission Meeting adjourned at 7:47 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, March 21, 2017.



Teri Forbes
T Forbes Group
Minutes Secretary

Minutes approved: April 4, 2017