

***Planning Commission Work Meeting Minutes  
Thursday April 1, 2021  
City Council Chambers  
220 East Morris Avenue  
Time 5:30 p.m.***

**Commission Members Present:** Laura Vernon, Chair  
Christy Dahlberg  
Chad Ewell  
Liz Gabbitas  
Stacey Holscher  
George Pechmann  
Clarissa Williams, Alternate (joined meeting at 5:40 p.m.)

**Staff Members Present:** Alexandra White, Community Development Director  
Sean Lewis, Deputy Comm. Dev. Director  
Taylor Greenwell, City Planner  
Eliza Ungricht, City Planner  
Josh Collins, Deputy City Attorney

**Community Members:** Christine Richman, GSBS Architect  
Bill Hardesty  
Andrew Rojas  
Carston McCullough, Freedom LED  
Scot Olson

*NOTE: The meeting took place via Zoom.*

Planning Commission Chair, Laura Vernon called the meeting to order at 5:30 p.m.

**1. South Salt Lake General Plan Update – Our Next Move.**

Consultant Christine Richman from GSBS Architects reported that since their last meeting they have done a great deal of work and received input from the community. They completed another round of surveys and held an additional Steering Committee Meeting as well as numerous stakeholder meetings. She mentioned that there is a youth focus process underway and they are focusing on input from the Hispanic community.

Ms. Richman presented a graphic of the Rules and Responsibilities for those involved in the General Plan process. The Planning Commission will hold a public hearing on the draft Plan once it has been completed and reviewed. The Planning Commission will then take it under consideration and forward a recommendation to the City Council for consideration and adoption.

The General Plan Management Team includes the consulting team and staff who meet every other week to ensure that they are on track and on budget. There is a Steering Committee of 20 to 25 people encompassing a broad representation of the community who provide guidance in expanding

the outreach for the community engagement process as well as review the information assembled by the consulting team. The Steering Committee is also tasked with making sure that the Plan presented to the Planning Commission will reflect the community input.

Ms. Richman further explained that the South Salt Lake community has provided input and ideas and is ensuring that the consulting team is aware of the community priorities. The community will have the opportunity to review the draft Plan to ensure that their input is correctly reflected in the document. She explained that currently, they are between steps two and three of the schedule. A community event was held on March 6, 2021, where 75 people pre-registered. Only 12 were present, which she attributed to the nice weather. For the next phase, they will be conducting Council district-based neighborhood meetings in an effort to increase turnout.

Ms. Richman reported that the third Steering Committee Meeting is scheduled for April 13, 2021, where they will review the items that are beginning to emerge as the overall guiding values. They will also discuss natural resources and natural hazards, sustainability, resilience, community facilities, and parks.

Ms. Richman stated that they anticipate sending the draft Plan to the Planning Commission for the public hearing process in June 2021. She stated that the General Plan input thus far has focused heavily on neighborhoods, which will be the most effective way to structure the document. She presented a map of the proposed boundaries and neighborhoods. It was generally expressed by the Planning Commission that this approach made sense.

Ms. Richman commented that the Roper Yard neighborhood is an old rail yard. This neighborhood has constraints in terms of future development but it is part of the community and they want to include it in the General Plan. She explained what is included in the Services neighborhood, which includes the waste transfer station, sewer treatment, jail, and Sheriff's Department.

She reported that they are drafting language for the various sections of the General Plan document with these boundaries in mind. Chair Vernon inquired about the rationale for the boundary around the Fitts Park neighborhood. Ms. Richman stated that they combined some overlapping neighborhoods into the Central Park neighborhood.

Commissioner Ewell commented that he lives in the area to the left of the Fitts Park neighborhood and they all assumed that they lived in the Granite Park neighborhood because it surrounds Granite Park Junior High. Ms. Richman noted that there are always sub-neighborhoods within the larger neighborhoods. In an earlier version of the map, they included the Bonwood neighborhood that has since been combined with the Water Tower neighborhood. She commented that residents will still self-identify as being part of Bonwood.

One of the emerging ideas they are considering is to recommend the identification and creation of neighborhood community council structures. There would be a number of issues to address with community councils, but it also acknowledges neighborhood pride and will keep people connected to their neighborhoods.

Ms. Richman stated that they focused on drilling down on some of the feedback from the first survey and the Y2 Analytics survey. They wanted more information on themes and stakeholder input, including Code Enforcement concerns that were raised, desired development types, big picture themes, and emerging ideas for economic development, transportation and trails, housing, and parks and recreation. They also want to obtain information from a broader demographic, including youths, seniors, and Hispanic and Latino communities.

She described some of the key takeaways from the second survey. The top four issues identified as Code enforcement concerns involved derelict buildings, drug houses, vacant buildings, and solid waste/trash on streets, sidewalks, and trails. Feedback was also sought on emerging ideas for housing and low-interest loans or grants to help refurbish properties. They received mixed results on that issue. The survey also addressed the types of services or retail residents that residents would like to have within walking distance of their home. The top four results were small cafés, small market or grocery, family activities, and entertainment and nightlife. The top four infrastructure needs were identified as improved pedestrian environment, overall maintenance, traffic calming, and installation of missing curb, gutter, and sidewalk.

Ms. Richman reported that one of the topics that arose in discussions involved ways to get people to stay in South Salt Lake when confronted with a change in their housing situation. The survey reflected that 24% of respondents felt it was important to stay in South Salt Lake while 36% did not consider it to be important. Improving the neighborhood connection may be one way to improve those numbers.

Affordability of housing was determined to be very important as was the importance of the availability of mixed housing types. Seventy-six percent of respondents stated it was important to be able to walk to stores or shops. Ms. Richman reported that the survey responses regarding active transportation revealed that barriers to walking included inadequate lighting at night, the absence of nearby paths or trails, heavy traffic, and sidewalks/sidewalks that are in poor condition. These findings were consistent with some of the responses to other questions.

Barriers to bicycling included heavy traffic, absence of paths and trails, inadequate lighting at night, and unsafe crossings. Ms. Richman reported that responses regarding funding for parks and recreation revealed that the top priorities were pocket parks in every neighborhood with playground and fitness equipment, a recreation center with a gymnasium, trees, and natural areas, and the creation of a greenway and trail along Mill Creek from Fitts Park to the Jordan River.

She noted that over half of the respondents live in South Salt Lake. Most of the respondents who live in South Salt Lake own their homes. While the survey received responses from a higher percentage of renters than the first survey, it was still out of balance with the makeup of the community. They were still working on targeting more renters to respond to the surveys.

Most people who work in South Salt Lake work in the 3300 South Corridor, followed by downtown and the State Street Corridor. Most respondents have worked in South Salt Lake for less than five years.

In terms of age demographics, they received an increase in the number of respondents under age 18 from 0% to 4%. The largest groups that responded were the 25 to 34 and 35 to 44 age groups. The surveys were over-represented with Caucasian respondents, although they increased the numbers in other categories. The results were still not representative of the overall community, however.

Ms. Richman presented the graphics showing the full results of the survey to the Planning Commission. She revisited the questions raised regarding what the City can do to be successful in the future. The top results were quality of life and attracting people to shop and dine. Interestingly, attracting visitors and tourists was the third choice among respondents. The survey results showed that respondents desire entertainment and restaurants and small local businesses. Grocery was the third choice, while service retail and health care came in much lower.

Just over 50% of the respondents agreed that South Salt Lake should be recommended as a place to locate and run a business. Ms. Richman expected that number to be higher, so they may want to drill down into that issue a bit more. The feedback received through the stakeholder process was that South Salt Lake is very business-friendly, so she could not explain why this question did not score higher.

She noted that 35% of respondents disagreed that South Salt Lake has quality retail where residents can purchase most of their needs. She commented that in the Y2 Analytics survey, the response indicated that people could access retail and goods they need within the City. They would like to determine why these responses are at odds. The present survey is not statistically valid as was the Y2 Analytics survey. Commissioner Williams suggested that the disconnect between the numbers may be the result of people interpreting the question as including home delivery of goods through entities like Amazon.

Ms. Richman next discussed the results pertaining to housing quality and types of housing. Most of the housing types were considered average, which raises the issue of perception. She suggested that this is another area where focusing on what people want in their neighborhoods could help this perception. Commissioner Williams questioned whether they could ask about the current quality of their residence and what they would like to see a change in terms of housing. This would compare current housing versus what they would like in 5 to 10 years.

Ms. Richman reiterated that the survey showed that residents strongly want to be able to walk to stores and shops in their neighborhood. She noted that she has seen instances where communities want that walkability, but do not actually utilize that amenity. The results regarding transportation show that private car use rated highest. She noted that with access to TRAX and S-Line, improving the walking environment to help people get to the stations is always a good first step. She reiterated that the biggest barriers to pedestrian activity were listed as inadequate lighting and the absence of nearby paths or trails. Heavy traffic was the third most common response. She reiterated the findings regarding bicycles.

The survey asked how residents get to a park or trail. They received an increased response for walking, although the most common response was a private car. Ms. Richman overviewed the responses as they pertain to priorities for funding for parks and recreation. Pocket parks and

recreation centers were the top two choices. The idea of a park plaza in downtown South Salt Lake also scored well. When asked about fees for park use, they received mixed results for the various amenities proposed.

Commissioner Gabbitas inquired about the fees for park amenity use and whether consideration was given to a one-time use fee. Ms. Richman stated that they would drill down on this issue, especially since a recreation center scored high in terms of desired amenities.

With regard to the splash pad idea, Commissioner Ewell commented that he would consider that a park, but if it was partnered with a pool, he could envision fees being attached to that.

Commissioner Williams mentioned the issue of walkability and asked whether at some point residents would be asked about their ideas regarding proposed locations of desired paths and walkways. They would then have to determine if there was available land for the installation of these paths or walkways. Ms. Richman commented that they could either include that in another survey or include it as part of their neighborhood outreach scheduled for late April 2021.

Ms. Richman next addressed the draft vision statements. She presented the overarching vision statement and requested feedback from the Commission. She explained that there would be separate vision statements for each chapter of the General Plan that will relate back to the overarching statement. Drafts covering housing, transportation, and economic development were presented to the Commission.

Ms. Richman presented the housing vision statement. Commissioner Gabbitas suggested that this vision statement include that housing promotes a sense of community. Commissioner Dahlberg suggested adding verbiage along the line of “strategically located housing.” Ms. Richman agreed that denser housing areas make more sense closer to the transit network. There was a comment that the diversity of housing types versus the diversity of residents was captured well in this draft.

Ms. Richman next discussed emerging ideas for housing that will eventually turn into the goals, objectives, and implementation strategies for the General Plan. She stated that State law mandating moderate-income housing plan includes a list of strategies required to be addressed, and requires consideration of four of the listed strategies. She will be presenting recommended strategies at her next presentation. She added that when they prepared the moderate-income housing report for the State in December, the City increased the number of units in most of the categories for those affordability bands; however, they need to call out some of the strategies from the statutory list.

She next discussed the emerging strategy to provide a range of housing types for current and future residents of all ages, lifestyles, family sizes, and incomes. This would be accomplished by aging in place, identifying life-cycle housing, allowing a mix of housing types within neighborhoods, allowing mother-in-law units and appropriate scale for in-fill housing. She explained that in-fill housing can be a charged issue because people often perceive it as new owners coming in and tearing down good housing stock. Because of this, they will have to carefully craft what they mean by in-fill housing to ensure it is consistent with the theme that residents want to maintain the scale and feel of the neighborhoods as they are now while encouraging investment.

Ms. Richman stated that encouraging South Salt Lake housing stock by encouraging re-investment with low-interest loans or grants received mixed results in the survey. She added that this is an effective way to improve the existing housing stock without losing the value of what is already in place. She also addressed the goal of code enforcement and zoning requirements, which has been a consistent issue in the surveys.

Ms. Richman then presented the draft vision statement for economic development and growth. She noted that South Salt Lake has been growing faster since 2015 than it did in previous years. This is attributable to investment in new housing areas in downtown and the Granite High School site. Chair Vernon stated that the draft statement addresses growth thoughtfully, which is very important. She added that South Salt Lake is trying to re-shape itself from an industrial neighbor to Salt Lake City to one with its own identity.

Ms. Richman added that there have been studies identifying the growth that could be captured from all of the growth occurring in the Salt Lake Valley but it leaves open how much of that opportunity should actually be explored. The draft vision statement wants to make clear that South Salt Lake does not want to grow just for growth's sake, rather the City wants to grow in the right way.

She listed the emerging ideas and strategies for economic development. One of the ideas is to brand South Salt Lake business areas, starting with the downtown area, and create visual cues that identify the area. This would also include creating an identity in urban design language for targeted business neighborhoods. The strategy also includes continuing to enhance downtown by encouraging housing, offices, restaurants, and retail, as well as transit-supportive designs and densities, and investment in plazas, and sidewalks to support downtown activities.

The strategies also include encouraging the development of neighborhood shops and services in strategic locations by identifying appropriate locations for neighborhood scaled centers. She also suggested that empty centers be retrofitted to attract new investment. She stated that they would like to conduct follow-up studies on current zoning and how it might need to be adjusted to achieve the type of future development that the City is looking for while addressing the concerns of the residents.

Ms. Richman also listed the strategy of embracing South Salt Lake history as an important business hub by ensuring appropriate infrastructure to support manufacturing, distribution, and other similar businesses that have experienced success in South Salt Lake. The strategy also includes connecting business areas to the rest of the City and identifying key future business areas to attract targeted business types through appropriate infrastructure, a mix of uses, and design guidelines. She reported that they received ideas for a tech park along 3300 South.

Ms. Richman next presented the transportation and connectivity vision statement. She presented two alternate drafts and requested feedback on combining the themes in each. She explained that the first draft focused on economic development, while the second focused on neighborhoods and inclusion. Commissioner Ewell suggested combining the two drafts.

Deputy Community Development Director, Sean Lewis, suggested removing some of the redundant language. There was discussion about whether the general public would understand the phrase “integrated mobility system,” and alternate wording was discussed. Ms. Richman stated that the emerging strategies for transportation and connectivity include improving safety by implementing traffic calming measures, creating safer crossings, ensuring universal access and ADA compliance, improved pedestrian connectivity, lighting, and greening the pedestrian walkways. In addition, emerging strategies for improving bicycle connectivity included completing the City’s bicycle network and identifying preferred bike routes.

Ms. Richman updated the Commission on next steps. They are working on information to include in the newsletter, social media, and other outreach that summarizes for the community what feedback was received so that the community can advise whether their ideas were accurately received. There will also be a series of City Council area neighborhood meetings on April 20, 21, 27, and 29, 2021. These meetings will focus on discussions as what they heard from the community and how those emerging ideas are being used in transitioning into the goals and objectives, strategies, and eventually the Land Use Map for the General Plan.

In response to an inquiry from Chair Vernon, Ms. Richman confirmed that a draft of the General Plan is expected to be completed by late May 2021. They are beginning to draft some of the introductory information and the first half of the land use sections. They will be forwarding the draft document to Commission staff in early May.

The Planning Commission Work Meeting adjourned at approximately 6:57 p.m.

***Planning Commission Regular Meeting Minutes  
Thursday, April 1, 2021  
Meeting Conducted Remotely  
Time 7:00 p.m.***

**Commission Members Present:** Laura Vernon, Chair  
Christy Dahlberg  
Chad Ewell  
Liz Gabbitas  
Stacey Holscher  
George Pechmann  
Clarissa Williams, Alternate

**Staff Members Present:** Alexandra White, Community Development Director  
Sean Lewis, Deputy Comm. Dev. Director  
Taylor Greenwell, City Planner  
Eliza Ungricht, City Planner  
Josh Collins, Deputy City Attorney

**Community Members:** Christine Richman  
Bill Hardesty  
Andrew Rojas  
Carston McCullough, Freedom LED  
Scot Olson

*NOTE: The meeting took place via Zoom.*

Chair Vernon called the meeting to order at 7:00 p.m. and read a statement regarding the reason for conducting the meeting remotely with an anchor location.

**Moment of Reflection:** **There was no Moment of Reflection**

**APPROVAL OF AGENDA**

**Motion to approve the Agenda.**

**Motion:** **Commissioner Pechmann**

**Second:** **Commissioner Holscher**

**Vote:** **Commissioner Dahlberg – Aye;**  
**Commissioner Ewell – Aye;**  
**Commissioner Gabbitas – Aye;**  
**Commissioner Williams – Aye;**  
**Commissioner Pechmann – Aye;**  
**Commissioner Holscher – Aye;**  
**Chair Vernon – Aye.**

**The vote was unanimous.**

Community Development Director, Alexandra White noted that the City is moving to Tier Two opening beginning April 5, 2021, at which time meetings will be held semi-virtually. Staff will be working on a rotation both remotely and in the office, which will allow the public to schedule appointments and coordinate with staff based on a calendared schedule. The change will not allow walk-ins to offices but they are slowly transitioning to that point potentially in the next tier of opening. They will provide updates on procedures for upcoming Planning Commission meetings, although she anticipated that they will still be held via Zoom.

## **NEW BUSINESS**

- 1. Public Meeting – Petition to Amend an Existing Conditional Use Permit, C-06-018, to Increase the Size of an Electronic Message Center, as well as Upgrade and Renovate the Existing Detached Pole Sign at 3244 South 300 West.**

### **Action Item**

**Applicant** L&R Investments 2, LLC  
**Address** 3244 South 300 West

Deputy Community Development Director, Sean Lewis reported that the above application is being presented as part of the current Code. They are working on the Sign Code, however, the pending Ordinance is expired and this application falls under the current Code. They, therefore, need to keep discussion relating to the Code as it exists today. The details of the sign are likely not going to match what is ultimately approved in the new Sign Code. He reminded the Commission that they must apply the Code as it is written today, not what may be included in a Code change in the future.

Mr. Lewis stated that conditional uses are allowed uses that may have items that need to be mitigated within the zone. If any potential impacts can be mitigated, the request must be approved. If they cannot be mitigated, that may be a reason to deny the conditional use. He reminded the Commission that this is an amendment to an existing conditional use, so the applicant already has a use that exists and is only looking to amend that use. The rights under the existing conditional use remain even if the amendment is denied.

City Planner, Taylor Greenwell presented an overview of the petition by the property owner, Les Olson. The Electronic Message Center (“EMC”) will be expanded from the current size of 48 square feet to 91 square feet. The applicant also seeks to refurbish the existing detached pole sign. Currently, the EMC and the detached pole sign are part of the same structure and this configuration will remain under the current proposal. He further stated that the EMC is a conditional use under the current Code.

The EMC and pole are located at 3244 South 300 West and surrounding land uses include light industrial, a motel, restaurant and retail, and the I-15 interchange. He presented the preliminary site plan and confirmed that the location will be the current location of the existing sign. There is a 100-foot sight triangle and the sign will be set back 15 feet from the property line.

Mr. Greenwell added that under the Code, 1½ feet of detached signage is permitted per one linear foot of frontage. There is 270 feet of frontage on this property. He showed the location of another existing detached sign that is 56 square feet in size and stated that combined with the proposed sign they will still be under the maximum size of 200 square feet. He presented the existing and proposed elevations as provided by the applicant. The height of the sign will remain the same and they proposed modifying the existing support structure. The total height will be 22' 8" with the total signage size actually decreasing. The current square footage of this sign is 175.5 square feet with 125 feet of that being static. The current EMC is 48 square feet in area. The new sign will be 137.5 square feet with the EMC moved to the top and consisting of 91 square feet. The static signage will be 46.5 square feet.

Mr. Greenwell stated that the proposal aligns with the General Plan goals by remaining compatible with surrounding uses, residential areas, and economic feasibility. It also meets the General Plan goal of enhancing street appearance in a business or commercial area. He outlined the findings concerning the proposal's compliance with the existing Code. The location of the proposed sign is within a Commercial General District and this type of sign is permitted there. The application seeks to amend Conditional Use Permit C-06-18 that was approved on January 6, 2006. The sign will meet all applicable building codes and be used to advertise items, sales, services, or wares contained on the property. He presented the standards applicable to EMC's, which includes an automatic dimmer and the maximum wattage of incandescent lighting. The standards also regulate the flashing of the sign and operating hours. Mr. Greenwell stated that these lighting standards have been listed as conditions for approval.

Mr. Greenwell listed the measurements and elements of the proposed sign as conditions for approval. The combined total proposed existing sign area shall be 193.5 feet; the height will remain the same, which is below the Code limit of 35 feet. He also listed the proposed material for the sign and stated that no portion of the sign may be constructed of reflective material. According to the Code, all detached signs are to be located within a landscaped area and both of the signs on this parcel are located completely within the landscaping buffer for the property line at 300 South. The proposed signage is classified under the Code as an on-premise detached sign type, as both properties are located within a general commercial district. The proposed sign was determined to meet the Code requirements of maximum height and setback from the property line.

Mr. Taylor summarized staff's conclusions and stated that the proposed use is consistent with the General Plan. It is compatible in use, scale, and design with allowed uses in general commercial districts. It does not compromise the health, safety, or welfare of persons working within the proposed use zone, nor does it compromise nor disproportionately burden the citizens of the City. He read the 12 conditions of approval as contained in the staff report.

The applicant, Scot Olson was present. There were no questions for Mr. Olson.

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

**Motion to recommend approval of an Amendment to C-06-18 to expand and refurbish an Electronic Message Center and detached pole sign at 3244 South 300 West with the conditions set forth in the staff report.**

**Motion:** Commissioner Holscher

**Second:** Commissioner Pechmann

**Vote:** Commissioner Dahlberg – Aye;  
Commissioner Ewell – Aye;  
Commissioner Gabbitas – Aye;  
Commissioner Pechmann – Aye;  
Commissioner Holscher – Aye;  
Commissioner Williams – Aye;  
Chair Vernon – Aye.

**The vote was unanimous.**

### **CONTINUING BUSINESS**

None at this time.

### **PLANNING COMMISSION BUSINESS**

None at this time.

### **STAFF BUSINESS – INFORMATION ITEMS**

Ms. White announced that the survey for the General Plan is available on the [SSLOurNextMove.org](http://SSLOurNextMove.org) website. She invited those who have not yet taken the survey to do so. In furtherance of her prior comments regarding moving to Tier 2, she would have additional updates as they move forward.

### **ADJOURNMENT**

**Motion to Adjourn:** Commissioner Holscher

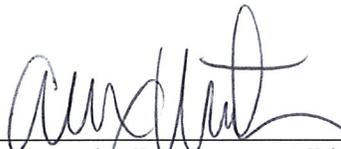
**Second:** Commissioner Ewell

**Vote:** Commissioner Dahlberg – Aye;  
Commissioner Ewell – Aye;  
Commissioner Gabbitas – Aye;  
Commissioner Pechmann – Aye;  
Commissioner Holscher – Aye;  
Commissioner Williams – Aye;

**Chair Vernon – Aye.**

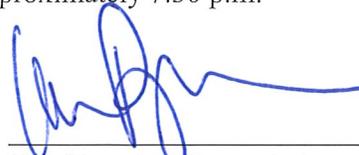
**The vote was unanimous.**

The Planning Commission Meeting adjourned at approximately 7:30 p.m.



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**Community Development Director**



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**For Planning Commission**