



The purpose of this report is to communicate the Planning Division's workload and provide analysis of the trends to better understand staff capacity. **The Planning Division is experiencing an increase in applicant and City-initiated applications.**

**SUMMARY**

**12%**

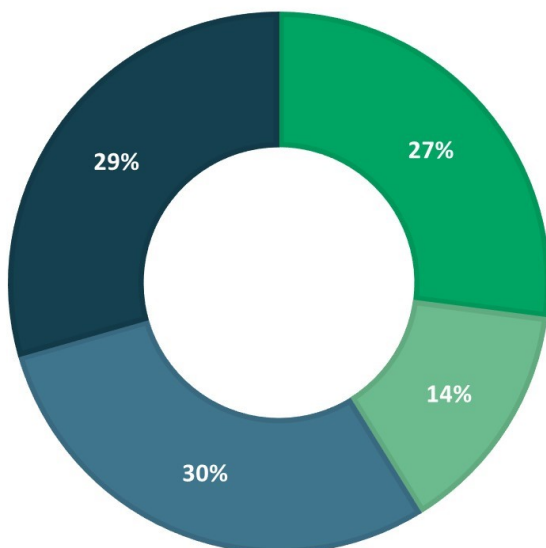
Decrease from August 2019 in total applications.

**85%**

Of all applications can be processed administratively. Most likely will not require a public hearing.

A total of 85 applications were received in August. The majority were Planning Commission-type applications at 30%. The percentage of time-intensive and complex applications was 15%. These applications are required to go through a public hearing process. Two of these applications will require City Council approval.

Because of changing protocols due to COVID-19, the Planning Division has experienced a rapid increase in zoning email correspondences, which totaled 379 this month, partly due to discontinuing active use of the Planning Counter phone line and redirecting the public to email. However, 105 voicemails were received and responded to in August, as well.



- Zoning Administrator
- Historic Landmark Commission
- Planning Commission
- Subdivisions

**AUGUST APPLICATIONS 2019 2020**

**HISTORIC LANDMARK COMMISSION**

Special Exception	0	1
Minor Alteration	32	22
Major Alteration	0	0
Determination of Non-Contributing Structure	0	0
Demolition Of Contributing Structure	0	0
New Construction	1	0
<b>Total Applications</b>	<b>33</b>	<b>23</b>

**SUBDIVISIONS**

Preliminary Plat	8	6
Preliminary Condo	0	0
Lot line Adjustment	3	1
Lot Consolidation	3	2
Final Plat	4	3
<b>Total Applications</b>	<b>18</b>	<b>12</b>

**PLANNING COMMISSION**

Planned Development	7	2
Zoning Amendment	6	2
Master Plan Amendment	0	0
Transit Station Area	1	0
Street Closure	1	0
Alley Vacate	1	0
Conditional Use	1	3
Special Exception	5	13
Annexation	0	0
Design Review	1	5
<b>Total Applications</b>	<b>22</b>	<b>25</b>

**ZONING ADMINISTRATOR**

Zoning Verification	21	21
Variance	0	0
Determination of Nonconforming Use	0	1
Administrative Interpretation	1	3
<b>Total Applications</b>	<b>22</b>	<b>25</b>

**APPEAL**

Appeal Administrative	1	0
Appeal Commission	1	0
<b>Total Applications</b>	<b>2</b>	<b>0</b>

**TOTAL APPLICATIONS 97 85**



**TRENDS**

Since 2010, there has been a steady increase in applications for the Planning Division. From 2010 through 2020, the median number of applications received by the Planning Division during the month of August has been 86.

The highest number of application received for the month of August was 129 in 2013. Most likely this is because of the introduction of a new ordinance that allowed legalization of additional existing units through a special exception process. The lowest number of applications received was in 2014 at 60 applications.

*The Planning Division's total number of applications received this month is around the average for the month of August.*

**FEATURED PROJECT**

**Special Exception Text Amendment**

A City Council initiated text amendment to change section 21A.52 Special Exceptions:

**Special exceptions are minor changes to an incidental use of property or a dimensional requirement in the zoning ordinance.**

This is a proposal to eliminate several special exception authorizations from the Salt Lake City Zoning Ordinance. There are more than 40 authorized exceptions in the zoning ordinance. This proposal would:

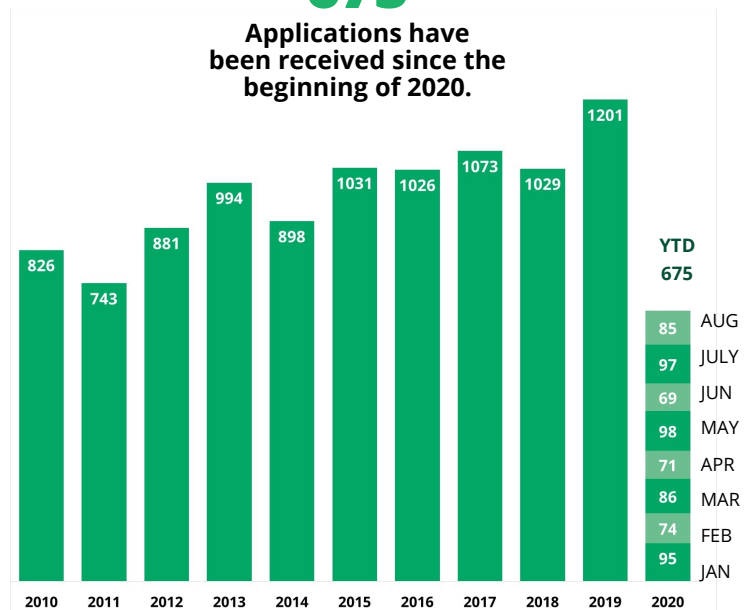
- Prohibit specific modifications that are routinely denied;
- Allow by-right specific modifications that are routinely approved;
- Move specific exceptions to other processes authorized elsewhere in the ordinance.

The number of special exception applications have increased 400% between 2011-2019: from 37 applications in 2011 to 149 in 2019. **The increase is directing staff resources away from addressing citywide growth-related issues and instead focusing staff resources towards individual requests for minor exceptions.**

The current volume requires the equivalent of almost two full time employees. This accounts for about 10% of the total workload of the Planning Division.

**675**

Applications have been received since the beginning of 2020.



**NEW PROJECTS IN THE WORKS**

This month the Planning Division received Three applications in the Ballpark/ Central 9th area which include:

- A design review application for additional height from 60' to 75' located at approximately 927 S 400 W for a proposed 105-unit multi-family development in the CG (General Commercial) Zone.
- A design review application for additional height from 60' to 75' located at approximately 1425 S Jefferson St. for a proposed 78-unit multi-family development in the CG (General Commercial) Zone.
- A design review application for additional height from 60' to 65' located at approximately 269 W Brooklyn Ave for a proposed 234-unit multi-family development in the CG (General Commercial) Zone.

**MONTHLY HIGHLIGHT**

**In August, the Planning Commission:**

- Forwarded a positive recommendation for a zoning amendment to City Council for a new mixed-use building at the corner located approximately at 1301 and 1321 S. State St. to change the zoning from CC (Commercial Corridor) to FB-UN2 (Form Based- Urban Neighborhood 2).
- Approved with conditions four conditional use applications for ADU's
- Forwarded a positive recommendation for alley and street vacations to City Council for Rosewood Park located at approximately 1400 N and 1200 W.