

# MONTHLY REPORT

March 2023



PLANNING DIVISION

The purpose of this report is to communicate the Planning Division's workload and provide analysis of the trends to better understand staff capacity.

## SUMMARY

A total of 69 applications were received in March. Seven applications require City Council approval while 15 applications require Planning Commission approval. In March, the Planning Division received a total of 456 phone calls, 112 email inquiries, and 76 walk-in inquiries.

**37%**

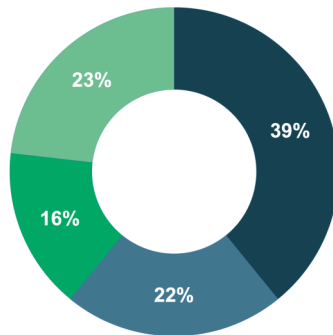
Decrease from March 2022 in total applications.

**77%**

Of the applications can be processed administratively.

## APPLICATIONS

- Subdivisions
- Zoning Administrator
- HLC
- Planning Commission



## PUBLIC ENGAGEMENT

The Planning Division hosts Online Open Houses as an opportunity for constituents to stay informed, review projects, and provide comments and questions. Open houses are created throughout the month as projects are processed by Planning Staff.

The Planning Division hosted 22 Online Open Houses during the month of March, with a total of 968 visits.

## MONTHLY BREAKDOWN

- 10 items opened for public comment.
- 8 items closed for public comment.
- 4 items remain open from previous months.

## MARCH APPLICATIONS

**2022 2023**

### APPEAL

Appeal Administrative Decision	1	0
Appeal Commission Decision	0	0
<b>Total</b>	<b>1</b>	<b>0</b>

### HISTORIC LANDMARK COMMISSION

Conservation District	0	0
Demolition of Contributing Structure	0	0
Demolition of Non Contributing	1	0
Designation	0	0
Economic Hardship	0	0
Major Alteration	1	1
Minor Alteration	38	26
New Construction	2	0
Relocation	0	0
Special Exception	0	0
<b>Total</b>	<b>42</b>	<b>27</b>

### PLANNING COMMISSION

Alley Vacation	0	1
Annexation	0	0
Conditional Use	3	3
Design Review	2	2
Master Plan Amendment	2	0
Planned Development	3	2
Special Exception	0	0
Street Closure	0	0
Transit Station Area	4	1
Zoning Amendment	2	6
<b>Total</b>	<b>16</b>	<b>15</b>

### SUBDIVISIONS

Consolidation	2	3
Final Plat Approval	7	5
Lot Line Adjustment	3	0
Planned Development	0	0
Preliminary Condo - New	0	0
Preliminary Subdivision	6	3
<b>Total</b>	<b>18</b>	<b>11</b>

### ZONING ADMINISTRATOR

Administrative Interpretation	6	2
Determination of Nonconforming Use	5	0
Variance	1	0
Zoning Verification	21	14
<b>Total</b>	<b>33</b>	<b>16</b>

## TOTAL APPLICATIONS

**110 69**

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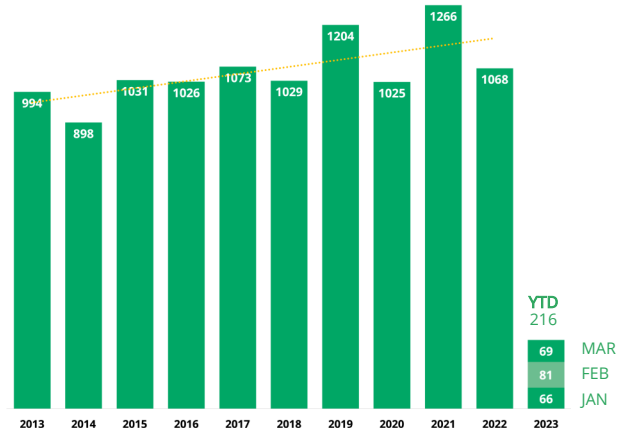
PLANNING  
DIVISION

## TRENDS

Until this year, there has been a steady increase in the number of applications received by the Planning Division since 2013. From 2013 through 2023, the average number of applications received during the month of March is 92.

March 2021 received the highest number of applications for the month of March with 132 applications. The lowest number of applications received in the month of March was in 2023 with 69 applications.

*The total number of applications received this month is 25% lower than the monthly average for March.*



## FEATURED PROJECTS

### Historic Preservation Overlay Text Amendment

The mayor has initiated a petition to update the historic preservation overlay text. The amendment seeks to add jurisdiction & authority language for the Historic Landmark Commission to reflect duties that aren't currently listed. It will create a new process to consider historic status changes in city records. It will give Planning staff the ability to deny a certificate of appropriateness at the administrative level, which will reduce the number of applications that go to the Historic Landmark Commission. It also gives staff the ability to review solar panels at the administrative level. **Other changes will be made to clarify current processes, practices, policies to aid in administration of the H Historic Preservation Overlay District.**



## NEW PROJECTS

### The Other Side Village Planned Development

Tim Stay, representing The Other Side Village, LLC, has submitted an application to the City for Planned Development approval to construct a walkable urban neighborhood of mixed uses to be known as "The Other Side Village" (TOSV). The project site is located at approximately 1850 W Indiana Ave. in the FB-UN2 (Form Based Urban Neighborhood) Zoning District. The proposed uses include permanent supportive housing for individuals experiencing homelessness as well as services and resources including on-site healthcare, medical services, and community gathering spaces for members of the TOSV community.

The applicant is applying for a planned development to remove the FB-UN-2 zone requirement for multiple buildings on the same parcel to have street frontage. They want to exceed the maximum 10 foot front yard setback and want to remove the requirement for building entries to face a public street or walkway.

## HIGHLIGHT

### Sugarhouse Drive Through Zoning Amendment

The Salt Lake City Planning Commission has initiated a petition to amend the zoning ordinance related to drive-through uses within the Sugar House Business District. The proposed amendment would prohibit new drive-through uses in the Sugar House Business District (CSHBD1 & CSHBD2). Existing drive-through facilities would be allowed to continue operating. **The text amendment would allow new developments in the Sugarhouse area to be more walkable and pedestrian-focused.**