

PLANNING DIVISION // MONTHLY REPORT

January 2026



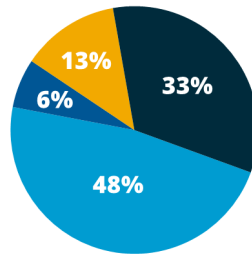
APPLICATIONS RECEIVED

20% increase in applications from January 2025.

A total of **79** applications were received this month. **78** of the applications were initiated by private applicants.

This report communicates the Planning Division's workload & provides analysis of trends to better understand staff capacity.

TYPE OF PETITIONS



- Zoning Administrator
- Planning Commission
- Historic Landmark Commission
- Subdivision

TYPE OF APPROVAL PROCESS



Administrative Approval
72



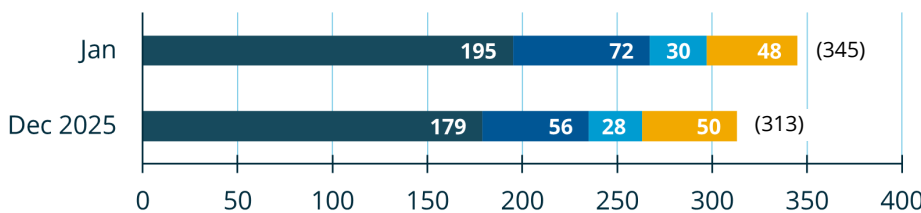
Planning Commission
4



City Council Approval
3

91% of the applications can be processed administratively.

BUILDING PERMIT / ZONING REVIEWS



Number of reviews to date for 2026
345

- 1st Review
- 2nd Review*
- 3rd Review*
- 4+ Reviews*
- * Review for corrections

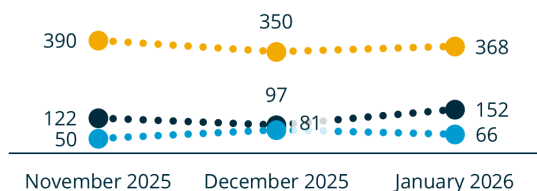
PLANNING COUNTER INQUIRIES

This month the Planning Division received a total of **368** phone calls, **152** email inquiries, and **66** walk-in inquiries.

PUBLIC ENGAGEMENT

Online Open Houses are hosted by the Planning Division as an opportunity for constituents to stay informed, review proposals, and provide feedback. This month **52** Online Open Houses were hosted with a total of **914** visits.

TRENDS



- Walk-ins
- Emails
- Phone Calls

ONLINE OPEN HOUSES BREAKDOWN



New this month
3



Active from past months
44



Closed this month
5

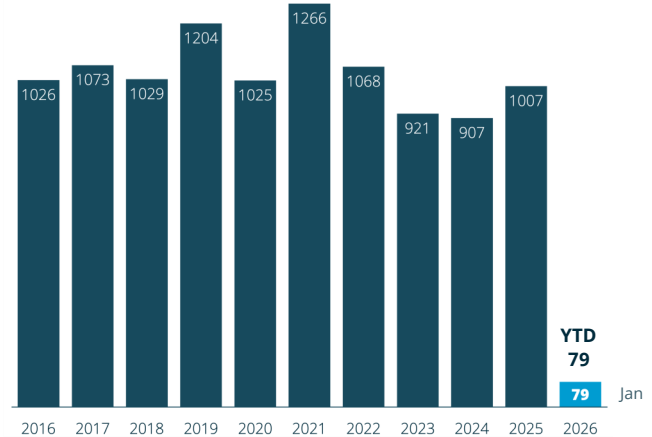


10-YEAR TREND ANALYSIS

January 2026 saw a **22% increase** in the number of applications compared to January 2025. From 2016 through 2026, the Division has received **an average of 80 applications each January**.

In January 2019, the Division received the highest number of applications for that month, with a total of **109**. In contrast, January 2018 recorded the lowest number of applications for the month, with **60** applications.

This January, the total number of applications received was 1% lower than the monthly average for January.



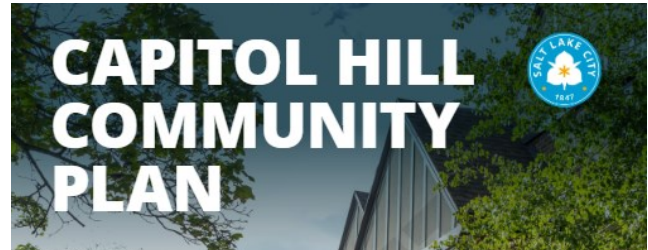
FEATURED PROJECT



Preliminary Subdivision and Planned Development at 344 W 400 N PLNPCM2025-00671 and PLNPCM2025-00670

On January 28, the Planning Commission approved a Preliminary Subdivision and Planned Development for a vacant parcel at 344 W 400 N. The proposal subdivides the lot into four parcels, allowing each twin home to be situated on its own lot, with an ADU above each attached garage. This results in a total of eight units within the development.

HIGHLIGHTS



Capitol Hill Community Plan Update

Salt Lake City is currently updating its Capitol Hill Community Plan, adopted in 2001. The update aims to align with current city goals, including *Plan Salt Lake* and *Housing SLC*. The update establishes a 15-year vision for the neighborhood, setting actionable and achievable community goals.

The process began with an assessment of existing conditions and the first phase of public engagement, which gathered input from residents and stakeholders through surveys, interviews, and community events. These findings can be found here:

[Capitol Hill Community Plan Existing Conditions Report 2025](#)

This feedback will guide the second phase where the team will develop specific policies to address citywide goals and community needs. These draft policies and themes will be presented to the community for additional input.