

SALT LAKE CITY PLANNING COMMISSION MEETING
Room 126 of the City & County Building
451 South State Street, Salt Lake City, Utah
Wednesday, February 13, 2013

A roll is being kept of all who attended the Planning Commission Meeting. The meeting was called to order at [5:32:47 PM](#) . Audio recordings of the Planning Commission meetings are retained in the Planning Office for an indefinite period of time.

Present for the Planning Commission meeting were: Chairperson Michael Gallegos; Vice Chair Emily Drown; Commissioners Lisa Adams, Angela Dean, Michael Fife, Clark Ruttinger, Marie Taylor, Matthew Wirthlin and Mary Woodhead. Commissioner Bernardo Flores-Sahagun was excused.

Planning Staff members present at the meeting were: Wilford Sommerkorn, Planning Director; Nick Norris, Planning Manager; Elizabeth Buehler, Principal Planner; Michaela Oktay, Principal Planner; Courtney Benson, Senior Secretary and Paul Neilson, City Attorney.

FIELD TRIP NOTES: A FIELD TRIP WAS NOT HELD FOR THIS MEETING

APPROVAL OF THE MINUTES FROM THE JANUARY 23, 2013 MEETING

MOTION [5:32:59 PM](#)

Commissioner Ruttinger made a motion to approve the January 23, 2013 minutes. Commissioner Fife seconded the motion. Commissioners Dean, Wirthlin and Woodhead abstained from voting. The motion passed unanimously.

REPORT OF THE CHAIR AND VICE CHAIR [5:33:30 PM](#)

Chairperson Gallegos stated they had received the Planning Division Annual report and was pleased with the amount of items that were completed.

Vice Chairperson Drown stated she had nothing to report at this time.

REPORT OF THE DIRECTOR [5:34:03 PM](#)

Mr. Wilford, Sommerkorn, Planning Director, reviewed the Planning Division Annual report and a Division report will be sent to the Commission upon completion.

WORK SESSION [5:34:29 PM](#)

MASTER Plan update: Planning Management will provide the Commission with an update on changes to the master plan process and the role of the Planning Commission. (Staff contact: nick.norris@slcgov.com or 801-535-6173)

Mr. Eric Shaw, CED Director, reviewed the reasoning behind the proposal and the need to formalize how plans were compiled, completed and implemented. He stated the proposed process would be used City wide. Mr. Shaw reviewed the following key points:

Master Plan Discussion

1. Our Goal
 - a. Clarify roles and responsibilities
 - b. Consistent process and products
 - c. Better anticipate needs and preparation
 - d. Assess processes already underway
 - e. Allow for specific decision making points within the process
2. Hierarchy of Plans
 - a. General Plan- sets direction, big picture, considers City as a whole, long term :10 + years
 - b. Element Plans- “Place” or “System” based, how each system considers the big picture, how each Community relates to City as a whole, medium to long term :5+years, such as Community, Housing and Transportation
 - c. Specific Plans- detailed, project specific, short term: generally less than 5 years, such as 9th and 9th; Sugarhouse Greenway.
3. Process
 - a. Planning Prep
 - b. Existing Conditions
 - c. Public Engagement
 - d. Draft Plan
 - e. Adoption
 - f. Implementation
4. Plans in Progress
 - a. Planning Division working on:

- i. 11 different plans
- ii. Includes Citywide, place based and system based plans
- iii. All plans are interdepartmental

State Requirements

- 1. Planning Commission
 - a. Prepares and recommends plans to Council
- 2. City Council
 - a. Considers PC recommendation, adopts plan
- 3. Required Elements
 - a. Housing, Land Use, Transportation
 - b. Other Elements optional

From plan to reality

- 1. Vision/ need
- 2. Plan
- 3. Future Land Use
- 4. Zoning
- 5. Built Environment

Planning Prep

- 1. Activities
 - a. Establish
 - i. Need
 - ii. Scope of Work
 - iii. Timeline
 - b. Identify
 - c. Stakeholders
 - d. Assemble working groups as necessary
- 2. Deliverables
 - a. Scope and work plan
 - b. Project budget

- c. Timeline
- 3. PC Role
 - a. Receive briefing on deliverables

Existing Conditions

- 1. Activities
 - a. Data gathering
 - b. Trend Analysis
 - c. Long term indicators
 - d. Existing policies
 - e. Frames questions
- 2. Deliverables
 - a. Existing plans and policies report
 - b. Trend analysis report
 - c. Public engagement calendar
 - d. Framing Document
- 3. PC Role
 - a. Update on deliverables
 - b. Review calendar and framing document

Public Engagement

- 1. Activities
 - a. Review existing policies
 - b. Establish public views
 - c. Establish metrics
 - d. Establish as vision
- 2. Deliverables
 - a. Vision statement
 - b. Metrics
- 3. PC Role
 - a. Reviews engagement, vision and metrics

Draft Plan

1. Activities
 - a. Create policies
 - b. Metric action items
 - c. Integrate City policies
 - d. Interdepartmental review
 - e. Public review
2. Deliverables
 - a. Draft Plan
 - i. Implementation steps
3. PC Role
 - a. Review
 - i. Draft plan
 - ii. Implementation

Adoption

1. Activities
 - a. Create final draft
 - b. Planning commission public hearing
 - c. Transmit to City Council
 - d. City Council Process
2. Deliverables
 - a. Pc Recommendation
 - b. Context memo
3. PC Role
 - a. Recommend plan to Council

Next Steps

1. City Wide, consistent process for all plans
 - a. Ongoing coordinating meetings
2. Consistent implementation strategies

- a. CIP
- b. CDBG
- c. Others

3. Start Planning

The Commission and Staff discussed when the Community Council would be involved in the process and how their view would affect the end result.

[6:11:49 PM](#)

PLNPCM2011-00161 Affordable Housing Incentives - Staff will brief the Planning Commission on a request by Mayor Ralph Becker to amend Section 21A.55 Planned Developments of the Code of Ordinances to encourage affordable housing. The amendment would allow residential developments that include affordable housing to exceed the density limitations of the underlying zoning district. Related provisions of Title 21A-Zoning may also be amended as part of this petition. (Staff contact: Elizabeth Buehler: 801-535-6313 or elizabeth.buehler@slcgov.com)

Ms. Elizabeth Buehler, Principal Planner, reviewed the petition as presented in the Staff Report (located in the case file). She stated a finalized version would be brought to the Commission at a later date for approval.

The Commission and Staff discussed the standards for the proposed density and height changes. They discussed the definition of Affordable Housing in the ordinance and how it was determined. The Commission and Staff discussed additional bonuses that could be applied such as parking. Staff stated due to other changes being made to ordinance only the height and density bonuses were being looked at in regards to Affordable Housing.

The Commission made the following suggestions:

- Tying accessible units into the affordable aspect.
- Bring the AMI down and giving a range.

The Commission and staff discussed the time frame for affordable housing and what guarantees are put in place for this type of housing. They discussed the open houses and the public outreach scheduled for the proposal.

PUBLIC HEARING [6:23:45 PM](#)

PLNPCM2012-00531 – Text Amendment to Clarify Accessory Structure Demolition Process in the H Historic Preservation Overlay - A request by Salt Lake City Mayor Ralph Becker to amend the text of the Zoning Ordinance to clarify how accessory structure demolition is evaluated and executed in the H Historic Preservation

Overlay. The proposed Zoning Ordinance text amendment will generally affect provisions of Section 21A.34.020 H Historic Preservation Overlay. Related provisions of Title 21A-Zoning may also be amended as part of this petition. The proposed amendments will apply city-wide if adopted by the City Council. (Staff contact: Michaela Oktay at 801-535-6003 or michaela.oktay@slcgov.com).

Ms. Michaela Oktay, Principal Planner reviewed the petition as outlined in the Staff Report (located in the case file). She stated it was Staff's recommendation that the Planning Commission approve the petition as presented.

PUBLIC HEARING [6:26:33 PM](#)

Chairperson Gallegos opened the Public Hearing seeing there was no one from the public to speak for or against the petition; Chairperson Gallegos closed the Public Hearing.

DISSCUSSION

The Commission and Staff discussed technical feasibility and where it would apply such as in the Avenues. They discussed if a garage could be demolished for a new garage to be constructed. It was stated that new garages are constructed in place of old garages all the time as there are not many historic garages in the City.

MOTION [6:31:43 PM](#)

Commissioner Drown stated regarding PLNPCM2012-00531 based on the findings listed in the Staff Report, testimony previous and the proposed text amendment presented, she moved that the Planning Commission transmit a favorable recommendation to the City Council to adopt the proposed changes to the Zoning Ordinance as it relates to the Clarification of Accessory Building Demolition in the H Historic Preservation Overlay. Commissioner Taylor seconded the motion.

The meeting adjourned at [6:32:44 PM](#)