MEMORANDUM

PLANNING DIVISION
DEPARTMENT of COMMUNITY and NEIGHBORHOODS

To: Salt Lake City Planning Commission
From: Michael McNamee, Principal Planner, michael.mcnamee@slcgov.com, 801-535-7226
Date: September 13, 2023
Re: Modifications to Design Review Approval for Chromeworks Apartments (PLNPCM2022-01165)

Design Review

PROPERTY ADDRESS: 1050 S Washington Street
PARCEL ID: 15-12-406-007-0000; 15-12-406-015-0000; 15-12-406-016-0000; 15-12-406-018-0000
MASTER PLAN: Central Community
ZONING DISTRICT: CG (General Commercial District)

REQUEST:
The Chromeworks project received Design Review approval from the Planning Commission on June 28, 2023. The applicant is now requesting modifications to the building design. These changes are required to be reviewed by the Planning Commission as only minor modifications can be approved administratively.

ACTION REQUIRED:
Review the proposed changes to the design of the project. If the Planning Commission denies the changes, the project will be required to comply with previous approval.

RECOMMENDATION:
Based on the information and findings listed in the staff report, it is the Planning Staff's opinion that the request generally meets the applicable standards of approval and therefore recommends the Planning Commission approve the modifications.

ATTACHMENTS:

A. ATTACHMENT A: Applicant Submittal
B. ATTACHMENT B: Original Planning Commission Staff Report June 28, 2023
C. ATTACHMENT C: Minutes from June 28, 2023
BACKGROUND

The Chromeworks project received Design Review approval from the Planning Commission on June 28, 2023. The original approval was for an apartment building with 287 units and 135 parking stalls located within the building, which is not changing.

The project was originally required to get Design Review approval as it proposed an additional 13’ 10” of building height, for a total height to the top of the roof of 73’ 10”. Buildings taller than 60’, and up to 90’, are required to receive Design Review approval in the CG zone.

The design of the building included rooftop elements that were not properly identified in the submitted plans and were overlooked by staff before the project was presented to the Planning Commission for approval. The heights of several of these elements were also changed by the applicant without updated plans being provided to staff. These rooftop elements include three mechanical penthouses, an occupiable rooftop deck, and walkways leading between these features. The rooftop will also include stairwell and elevator bulkheads which do not need to be approved through the Design Review process because they are given specific height allowances in the Height Exceptions table, listed as Table_21A.36.020.C in the ordinance. The proposed bulkheads fit within the allowed exceptions in the table. The tallest rooftop element needing approval through Design Review are the mechanical penthouses, which will be 86’4” in height, with parapet walls that extend to 87’ in height for a total additional height of 27’ above the 60’ height permitted by right.

APPLICANT REQUESTED MODIFICATIONS

The following images and commentary provide details on the proposed modifications:

Proposed Roof Plan

See Section A Below

See Section B Below
The proposed roof plan includes three mechanical penthouses which will each be 86’4” in height, with parapet walls that are 8” above that at 87’ tall. A rooftop deck will sit on top of the roof. Walkways will lead from stairs and elevators to the mechanical rooms and rooftop deck. The stairs and elevators will not need approval through Design Review because they fit within the envelope that is allowed in the Height Exceptions table in the zoning ordinance. The elevator bulkhead will be the tallest structure on the roof, at 89’4”, with parapet walls of 89’10”. The Height Exceptions table allows for elevator and stairwell bulkheads that are up to 16 feet taller than the otherwise allowable height. From the previously approved height of 73’10”, the elevator bulkheads will be 16’ above.

The northeast section of the roof will have a stairwell bulkhead and one mechanical penthouse, which will be 86’4”, with parapet walls that extend to 87’ in height. To the east of the stairwell and mechanical room, a walkway will extend to the south, connecting to occupiable roof space.
The southeast section of the roof will also have a stairwell bulkhead, as well as an elevator bulkhead with two elevator banks which will provide access to the roof, and two mechanical penthouses, which will be 86’4” tall with parapet walls that extend to 87’ in height. The occupiable roof is located to the north of these spaces. A portion of the roof patio will have a pergola which will be 86’4” in height, matching the roof height of the mechanical penthouses and stairwell bulkheads. The mechanical rooms, elevators, stairwell, and roof patio are connected with walkways. A portion of the walkway between the elevators and stairwell will be enclosed, with a roof height of 86’4”, and also with a parapet wall that is 87’ tall.
Proposed East Elevation (front)

Elevator bulkhead, enclosed walkway, and stairwell bulkhead

Mechanical penthouses and stairwell bulkheads

Commentary: The revised front elevation reflects the rooftop elements that were previously not included in the elevation drawing. No other changes are proposed.

Approved East Elevation
Proposed West Elevation (rear)

Commentary: The revised rear elevation accurately reflects the height of the rooftop elements. No other changes are proposed.

Approved West Elevation
Proposed North Elevation (side)

Commentary: The revised north side elevation accurately reflects the height of the rooftop elements. No other changes are proposed.

Approved North Elevation (side)
Commentary: The revised south side elevation accurately reflects the height of the rooftop elements. No other changes are proposed.
DISCUSSION

The proposed modifications to the Design Review are to accommodate rooftop elements that will be set back from the face of the building, meaning they will not be highly visible from the street. Most of the elements are to accommodate equipment that is necessary for the function of the building (mechanical rooms, elevator and stairwell bulkheads). The proposed rooftop deck will not be visible at street level, but will still help improve the interaction with the street below. Because the deck will sit seven floors above the ground, sound levels on the street will not be very high, but sound from above will still provide an indication to people at street level that there are other people nearby, improving the “eyes on the street” effect of the building. The proposed modifications still meet the base zoning requirements and the standards for Design Review. Staff recommends approval of the proposed project.

NEXT STEPS

Approval of the Design Review Modification Request

If the modification requests are approved, the applicant will need to comply with the conditions of approval, including any of the conditions required by other City departments and the Planning Commission. The applicant would be able to submit plans for building permits once all conditions of approval are met.

Denial of the Design Review Modification Request

If the Design Review modifications request is denied, the applicant will be required to develop the property as was originally approved by the Planning Commission or submit a new design that meets zoning standards.
To: Salt Lake City Planning Commission  
From: Michael McNamee, Principal Planner  
Date: June 28, 2023  
Re: PLNPCM2022-01165 and PLNPCM2022-01166, Bumper House Design Review and Planned Development

Planned Development

PROPERTY ADDRESS: 1050 S Washington Street  
PARCEL ID: 15-12-406-007-0000; 15-12-406-015-0000; 15-12-406-016-0000; 15-12-406-018-0000  
MASTER PLAN: Central Community  
ZONING DISTRICT: CG (General Commercial District)

REQUEST:

SMH Construction, representing the property owner of the four parcels at approximately 1050 S Washington Street, is requesting Planned Development approval in order to accommodate the construction of a 287-unit multi-family development. There are four requested zoning modifications in total.

List of Requested Modifications:

1. Encroachment of balconies on the third through seventh floors into required front and rear yards. (21A.26.070.D)  
2. Lobby canopy encroachment into required front yard. (21A.26.070.D.1)  
3. Encroachment of living areas into required front and rear yard areas on the third through seventh floors. (21A.26.070.D)  
4. Reduction in required drive aisle widths in four places. (21A.44.020.E.2 – Previous Parking Ordinance)

SMH Construction is also requesting Design Review approval for this project. Design review approval is necessary for new buildings that are more than 60 feet in height in the CG zoning district. The proposed height of this building is 73 feet 10 inches.

RECOMMENDATION:

Based on the information and findings listed in the staff report, it is the Planning Staff's opinion that the requests generally meet the applicable standards of approval and therefore recommends the Planning Commission approve the request.

ATTACHMENTS:

A. ATTACHMENT A: Vicinity Map
B. ATTACHMENT B: Plan Set
C. ATTACHMENT C: Property and Vicinity Photos
D. ATTACHMENT D: CG Zoning Standards
E. ATTACHMENT E: Planned Development Standards
F. ATTACHMENT F: Standards for Design Review
G. ATTACHMENT G: Public Process & Comments
H. ATTACHMENT H: Department Review Comments

PROJECT DESCRIPTION

The applicant, SMH Construction, is proposing to build a new multi-family building with 287 residential units on a site that is approximately 33,972 square feet (0.7799 acres) in size, and is zoned CG, General Commercial District. The development would provide 135 parking stalls on the first two levels of the building, for a ratio of about 0.47 stalls per unit. The project would cover four parcels that are located on the 1000 South block of Washington Street, which is a dead-end street accessed using Brooklyn Avenue between 200 West and 300 West. The 900 South overpass connecting Interstate 15 to West Temple is located nearby to the north. The core of the Central Ninth neighborhood is on the opposite side of the overpass, but the project site itself is located in the Ballpark neighborhood. The 900 South and Ballpark (1300 South) TRAX stations are each located about a quarter mile from the site.

Current Conditions
The current use of the site is as a warehouse with outdoor storage. The surrounding sites are used for similar purposes. To the north and west of the subject site a multi-family project was approved, but has not yet been built, on the south side of Brooklyn Avenue. To the north and east is a commercial laundry service, and directly to the east is a former food preparation plant that is currently sitting vacant. The rail line located to the west of the site is owned by the Utah Transit Authority (UTA) and is included in all proposed scenarios as a possible light rail expansion in Salt Lake City. Because of this expected expansion it is anticipated that the surrounding sites will also be redeveloped to accommodate additional commercial and residential uses.

Quick Facts
- **Height:** 73 feet 10 inches (7 stories)
- **Number of Residential Units:** 287 units
- **Unit Mix:** 236 studios, 20 one-bed, 31 two-bed
- **Parking:** 135 stalls (0.47 stalls per unit)
Proposed Height
The applicant is proposing a building that would be 73 feet, 10 inches in height, for a total of 7 stories. Under the CG regulations, a building that is taller than 60 feet is only permitted when approved through the design review process. The maximum allowable height with design review approval in CG is 90 feet. One of the purposes of design review is to ensure high quality outcomes for larger developments that have a significant impact on the city. (21A.59.010) The proposal must speak to all applicable design review standards, which are discussed in more detail in Attachment F.

Proposed Site Design
The proposed development will be built close to the front, interior sides, and rear property lines. However, the development will provide for pedestrian access to landscaped spaces and will open the public alley to the north to pedestrians. Along the west façade, the applicant is proposing to
include landscaping with murals that increase interest in the building along what will likely be a future light rail line by UTA. Additional murals will also be placed along the Washington Street façade on the first and second floors. The upper floor building sections will include balconies that project approximately 4 feet from the front façade of the building. The balconies will be constructed of galvanized metal and glass. Some units will also include living areas that project from the face of the building by the same 4 feet, and provide a “Juliet” balcony instead. The number of projections will provide additional visual interest on the front and rear faces of the building. The lobby is proposed to be located on the southeast corner of the building. This lobby area on the first floor will be open to the second floor and will almost entirely be enclosed with glass. An awning will be included to provide a sense of human scale to this area of the façade.

In the CG zone, a 10-foot landscaped front yard is required for all new development. Additional landscaping is required when building height over 60 feet is requested through design review. The size of the extra landscaping area is required to be equal to at least ten percent of the area of the additional building levels and needs to be located on the ground level. In this case, 2,670 square feet of additional landscaping is required. The applicant is proposing to include 620 square feet of landscaping in the south interior side yard, along with 2,880 square feet of landscaping in the rear yard, for a total of 3,500 square feet of additional landscaping. 2,200 square feet of landscaping is also proposed as required in the front yard.
**Proposed Building Materials**
The building will be finished with the same material along all four sides, which will consist of cement stucco, hardy plank fiber board, exposed concrete, and a mesh covering. Some sections of the façade on the east and west faces will also include artistic mesh to distinguish sections of balcony and break up the expanse of the cement and stucco finish. The CG zone does not require durable façade materials. However, fiber cement board and concrete could both be considered durable materials as defined in the design standards chapter of the zoning ordinance. (21A.37)
Proposed north elevation, which would face a public alley

Proposed south elevation, which would face the south property line

Requested Zoning Relief

Yard Encroachments

The applicant is requesting relief for front and rear yard setback modifications. The CG zoning district requires 10 feet for the front and year yard setback. The applicant is seeking relief in the form of encroachments into the required setbacks. The main entrance to the building would include a canopy projecting off the front of the building. The canopy would be encroaching into the required front yard area by approximately 5 feet. The building is also proposed to include balconies that project off the east and west faces which would encroach into the front and rear yard setbacks by 4 feet. Similarly, the applicant is proposing to have some apartments with
living area that projects off the face of the building, providing a “Juliet” balcony, with a sliding glass door that would open into a railing installed a few inches away from the door opening. These living spaces would also be encroaching into the required front and rear yard areas by approximately 4 feet. This is shown in the illustration below. The arrangement of the projecting living areas will be slightly different on each of the upper levels, so the illustration demonstrates the setback encroachment only for the third level. All of the living spaces would encroach 4 feet into the required front yard setback, and 4 feet into the rear, no matter which level they are on.

**Parking Dimension Relief**

The applicant is also requesting to build drive aisles in the parking garage that will be narrower than required in four points, two on each level. The requirement is for the drive aisles to be 18 feet in width, but the applicant is proposing that, at two pinch points on each level of the garage, the width be reduced to 14 feet, 6 inches.

*Level 3 floor plan showing where the living areas with “Juliet” balconies would encroach into a setback in orange, and where balconies would project into a setback in blue.*
**APPROVAL PROCESS AND COMMISSION AUTHORITY**

This project is subject to Planned Development approval per Salt Lake City Code Chapter 21A.55. It is also subject to Design Review approval per Salt Lake City Code Chapter 21A.59. The Planning Commission has the authority to approve or deny the two applications. If the Commission decides to deny the applications against staff’s recommendation, the Commission must explain which standards the project is not meeting.

**KEY CONSIDERATIONS**

The key considerations listed below were identified through the analysis of the project:

1. Compliance with Adopted Master Plans
2. Building Height
3. Modifications to Setbacks
4. Modification to Parking Dimensions

**Consideration 1: Compliance with Adopted Master Plans**

The subject properties are located with the area covered by the Central Community Master Plan and Ballpark Station Area Plan. Within the Central Community Master Plan, the sites are designated as Regional Commercial/Industrial on the future land use map. This future land use map designation is consistent with the current CG zoning designation. The proposed Bumper House project meets the goals of the larger Central Community Master Plan of “Protect and improve the quality of life for everyone living in the community, regardless of age or ability” and to “Encourage specific types of growth in designated parts of the community.” This is done by providing a development that encourages walkability as this area continues to develop with other multi-family residential uses and as preparation for a light rail extension continues.

The subject sites are also within the People’s Freeway Neighborhood planning area of the Central Community Master Plan. The People’s Freeway Neighborhood lists a goal of “Transitioning the northern portion of the neighborhood from the historic character of low-density residential development to one of transit-oriented.” Further, a goal is identified to “improve [...] landscaping of commercial and industrial areas.” The proposed Bumper House project meets this goal as the layout of the site is more transit oriented than what the standards of the CG district encourage and it increases the number of residential units in an area that is within a half-mile of two light rail stations. A half-mile is considered to be walkable for fixed rail.

The Ballpark Station Area Plan was adopted in 2022 to guide future development in the area surrounding the Ballpark TRAX station. It identifies the 1000 South block of Washington Street as being located in the “Heart of the Neighborhood.” This is described as “the central hub of the neighborhood which will continue to densify as mixed-use development occurs.” The plan also states that “a high level of visual interest and design quality is needed to balance the increased density in the area.” Additionally, the plan states “the area can support the highest intensity of use because of the transportation grid and available transit.” In general, the proposed development supports the goals of the Ballpark Station Area Plan for the “Heart” of the Neighborhood to transition to higher density residential and mixed use development. The design of the building provides visual interest and is of a quality that is high enough to balance the increased density.

Plan Salt Lake is a citywide plan that was adopted in 2015. It is a 25-year plan that establishes a citywide vision to guide future growth to meet the needs of its residents and businesses. Plan Salt Lake encourages redevelopment where public infrastructure is available and where it supports a mix of land uses. The Bumper House project meets this initiative as it is located in proximity to open space, future and current transit lines, and infrastructure to meet the demands of a more dense type.
of residential development. Plan Salt Lake also encourages infill and redevelopment of underutilized land. The Bumper House project is a redevelopment project in an area that is equipped for redevelopment and which has existing infrastructure to support the type and density of the proposed use.

**Consideration 2: Building Height**

The CG zoning district allows a maximum height of 60 feet before design review approval is required. A height of up to 90 feet can be approved through design review. Approval of additional building height must meet additional standards in the CG zone, which include:

1. The increase in building height will result in improved site layout and amenities.

2. And, if additional floors are approved, increased landscaping shall be provided in the amount of 10% of the area of the additional floors. This additional landscaping may include landscape yards, landscape buffer yards, and interior landscaping.

The additional 10 percent of the 7th floor requires approximately 2,670 square feet of landscaping on the site. The additional landscaping is provided on the interior side yard to the south, a pedestrian plaza towards the southeast of the building, and an increased setback from the sidewalk to the property line along the front of the building. These areas are both landscaped and provide pavers and seating areas for these spaces. The pedestrian paths proposed on the west, south, and east sides of the building take into consideration the future redevelopment of the area including an extension of the light rail line to the west of the site and an improved park near Jefferson Street to the east. A mid-block walkway is not required by any master plan or neighborhood plan. The proposed pedestrian path is an additional design element that improves the site layout and its amenability with the future redevelopment of the neighborhood.

The pedestrian path along the west and south facades (shown below in orange) will be constructed using concrete pavers with landscaping on either side of the path, separating the path from the building and the property to the south. This path allows access to three facades of the building and to a plaza next to the southeast side of the site.
While additional height on the site is proposed, the overall design and layout of the site is improved beyond the design criteria required in the CG district. There are only two design standards in this district. This consists of at least one building entrance on a street facing façade, and a lighted parking lot or structure. The Bumper House meets these standards in addition to providing additional site layout and design elements that are generally not seen in the CG district. The building elements consist of residential balconies that are visible from the street and improve interaction with the street, parking enclosed by a structure, pedestrian friendly elements such as landscaping beyond standard requirements, pedestrian paths to the building and lobby area, a plaza area, and mural on the first two floors that are visible from the street.

Because of these additional elements described above, it is Staff’s opinion that the intent of the CG zoning district, the design standards, and provisions of additional building height have been met. The purpose of design review is to ensure the effect of any modifications to the permitted building height are mitigated and the orientation of the building is toward the human scale and interacts appropriately to the street. The integration of these elements appears to meet this standard.

**Consideration 3: Modifications to Setbacks**

The Bumper House project requires a Planned Development for reduction in setbacks that are required in the CG zone. The CG district requires a front and rear yard setback of 10 feet. There is no building setback requirement for an interior side yard. As a way to enhance the building’s appearance from the street and future rail line, the project will have balconies that project 4 feet from the building and into the required building setback areas. In place of balconies in some spots, the building itself will project 4 feet into the required setback areas, with a small “Juliet” balcony provided instead. This will provide for some additional visual interest by keeping the face of the building from being a flat wall.

The main structure of the building will be setback to the required standards on the interior side, front, and rear yards. The only projections into the setback area will be from overhead balconies, overhead building projections, and the lobby canopy. The balconies and building projections do not project into the public right-of-way nor over any required walkway, but they will be located over landscaped area. The proposed balconies and building projections that project in the required rear and front yard setbacks are located on the third to seventh floors of the building.

The purpose of the front and rear setbacks in the CG district is to ensure landscaping and to separate heavy commercial or business uses from the public right-of-way. Generally heavy commercial districts do not provide landscaping unless it is through a required setback area with a percentage of that area required to be living landscape material. The intent of the setbacks in the CG district is being met as the proposed use is less impactful to the right-of-way than a heavy commercial use. The scale of the Bumper House building is appropriate to its proximity to the right-of-way. The same percentage of landscaped area is proposed on this site as would be if the setbacks were strictly enforced.

Further, several murals will be placed on the facades where balconies or the building itself will project into the required setback area. These murals will be on the first two floors as a way to improve the building’s interaction with the sidewalk. This artwork is visible from the public right-of-way and the future light rail line to the west. This further satisfies the intent of the CG setback standards.
It is staff’s opinion that the purpose of the CG zoning district is being maintained and the standards for Planned Development are being met per further review in Attachment E of this report.

**Consideration 4: Modification to Parking Dimensions**

Under the parking ordinance that was in effect until March 2023, the minimum dimensions for drive aisle widths are regulated by the zoning code, in Title 21A, making it possible to modify the requirements via a Planned Development. This project was submitted for approval in December 2022, making it vested in the previous parking ordinance, and the applicant is choosing to use it. The request is to allow a narrower drive aisle than permitted in four separate points, two on each level of the garage parking. The required drive aisle width is 18 feet, and at each of these four points the aisles would be 14 feet, 6 inches wide. The requested relief amounts to 3 feet, 6 inches. The Transportation Division has reviewed the request and finds that, given the difficulty designing a parking garage on a triangular site, the modification should be granted.

**STAFF RECOMMENDATION**

It is Planning Staff’s opinion that the request generally meets the applicable standards of approval and therefore recommends the Planning Commission approve the request.

**NEXT STEPS**

**Approval of the Request**

If the Planned Development and Design Review are approved, the applicant will need to comply with the conditions of approval, including any of the conditions required by City departments and the Planning Commission.

**Denial of the Request**

If the Planned Development is denied, the applicant can submit a building permit application that complies with the requirements of the CG zoning district and proceed with a permitted development.

If the Design Review is denied, the applicant can submit a building permit for a structure that is less than 60 feet in height and complies with the requirements of the CG zoning district, and proceed with a permitted development.
ATTACHMENT A: Vicinity Map

Vicinity Map
ATTACHMENT B: Plan Set
1050- LIST OF REVISED DRAWINGS

The following drawings have been revised as of January 19th, 2023. These supersede their corresponding sheets which were included in the “Design Review Drawings” set uploaded and dated December 14th, 2022:

1. Sheet A0.5- Code Analysis
2. Sheet A2.3A- Level 3 Floor Plan
3. Sheet A2.4A- Level 4 Floor Plan
4. Sheet A2.5A- Level 5 Floor Plan
5. Sheet A2.6A- Level 6 Floor Plan
6. Sheet A2.7A- Level 7 Floor Plan
7. Sheet A3.3- Building Elevation East and West with Art Murals
8. Sheet A3.4- Building Elevation South and North
ATTACHMENT C: Property and Vicinity Photos
Current conditions of 1000 South Block of Washington Street

Closer view of building on south end of subject property

Subject property -- on right

Unused public alley abutting north side of subject property
Commercial laundry establishment across Washington Street to the east

Looking north from in front of subject property

UTA right-of-way running along west side of subject property

View of subject property looking east from 300 West
**ATTACHMENT D: CG Zoning Standards**

**CG (General Commercial District)**

Purpose Statement: The purpose of the CG General Commercial District is to provide an environment for a variety of commercial uses, some of which involve the outdoor display/storage of merchandise or materials. This district provides economic development opportunities through a mix of land uses, including retail sales and services, entertainment, office, residential, heavy commercial and low intensities of manufacturing and warehouse uses. This district is appropriate in locations where supported by applicable master plans and along major arterials. Safe, convenient and inviting connections that provide access to businesses from public sidewalks, bike paths and streets are necessary. Access should follow a hierarchy that places the pedestrian first, bicycle second and automobile third. The standards are intended to create a safe and aesthetically pleasing commercial environment for all users.

<table>
<thead>
<tr>
<th>Standard</th>
<th>Requirement</th>
<th>Proposed</th>
<th>Finding</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Maximum Building Height</strong></td>
<td>60 feet, can be increased to 90 feet with Design Review approval (21A.26.070.F1-3)</td>
<td>73’10” to the top of parapet</td>
<td>Complies with Design Review Approval</td>
</tr>
<tr>
<td><strong>Buffer Yard</strong></td>
<td>Lots in the CG District which abut a lot in a residential district shall provide a fifteen foot (15’) landscape buffer.</td>
<td>Property does not abut a residential district.</td>
<td>Complies</td>
</tr>
<tr>
<td><strong>Lot Size</strong></td>
<td>Minimum Lot Area: Ten thousand (10,000) square feet. Minimum Lot Width: Sixty feet (60’). Existing Lots: Lots legally existing prior to April 12, 1995, shall be considered legal conforming lots.</td>
<td>Lot Area: 33,972 square feet. Lot Width: 220’9 3/5” (combined).</td>
<td>Complies</td>
</tr>
<tr>
<td><strong>Maximum Building Coverage</strong></td>
<td>No limit on maximum building coverage.</td>
<td>Lot coverage figure was not provided.</td>
<td>Complies</td>
</tr>
<tr>
<td><strong>Refuse Control</strong></td>
<td>Recycling collection station required. Construction waste</td>
<td>To be verified at building permits.</td>
<td>To Be Checked</td>
</tr>
<tr>
<td>Section</td>
<td>Requirement</td>
<td>Evaluation</td>
<td>Notes</td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
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<tr>
<td><strong>Lighting</strong></td>
<td>All developments shall provide adequate lighting so as to assure safety and security. Lighting installations shall not have an adverse impact on traffic safety or on the surrounding area. Light sources shall be shielded, and shall not shine onto adjacent properties.</td>
<td>Lighting plan will be evaluated when project is reviewed for permits. The small scale of project reduces likelihood of creating light pollution.</td>
<td>To Be Checked</td>
</tr>
<tr>
<td><strong>Minimum Off Street Parking Requirements</strong></td>
<td>2 parking spaces for each dwelling unit containing 2 or more bedrooms 1 parking space for 1 bedroom and efficiency dwelling 1/2 parking space for single room occupancy dwellings (600 square foot maximum)</td>
<td>0.51 parking spaces for each dwelling unit; 145 parking stalls total. Note: Project is vested in parking ordinance that was in effect before Feb. 18, 2023.</td>
<td>Complies</td>
</tr>
<tr>
<td><strong>Landscaping &amp; Buffering</strong></td>
<td>Landscaping must comply with park strip and landscape yard requirements.</td>
<td>Landscaping within the required setback areas is provided.</td>
<td>Complies</td>
</tr>
<tr>
<td><strong>Signage</strong></td>
<td>Signage must comply with sign regulations for commercial districts.</td>
<td>No signs proposed.</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Ground Floor Use</strong></td>
<td>No specific ground floor use required.</td>
<td>N/A</td>
<td>Complies</td>
</tr>
<tr>
<td><strong>Building Materials</strong></td>
<td>No specific materials required.</td>
<td>N/A</td>
<td>Complies</td>
</tr>
<tr>
<td><strong>Ground Floor Glass</strong></td>
<td>No specific amount required.</td>
<td>N/A</td>
<td>Complies</td>
</tr>
<tr>
<td><strong>Upper Floor Glass</strong></td>
<td>No specific amount required.</td>
<td>N/A</td>
<td>Complies</td>
</tr>
<tr>
<td><strong>Building Entrances</strong></td>
<td>At least one building entrance required on each street-facing façade.</td>
<td>Building entrance provided on Washington Street façade, which is the only side that faces a public street.</td>
<td>Complies</td>
</tr>
<tr>
<td><strong>Maximum Length of Blank Wall</strong></td>
<td>No specific maximum.</td>
<td>N/A</td>
<td>Complies</td>
</tr>
<tr>
<td><strong>Mid-Block Walkway</strong></td>
<td>None required</td>
<td>N/A</td>
<td>N/A</td>
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</table>
ATTACHMENT E: Planned Development Standards

21A.55.050: Standards for Planned Developments: The planning commission may approve, approve with conditions, or deny a planned development based upon written findings of fact according to each of the following standards. It is the responsibility of the applicant to provide written and graphic evidence demonstrating compliance with the following standards.

The Finding for each standard is the recommendation of the Planning Division based on the facts associated with the proposal, the discussion that follows, and the input received during the engagement process. Input received after the staff report is published has not been considered in this report.

A. Planned Development Objectives: The planned development shall meet the purpose statement for a planned development (section 21A.55.010 of this chapter) and will achieve at least one of the objectives stated in said section. To determine if a planned development objective has been achieved, the applicant shall demonstrate that at least one of the strategies associated with the objective are included in the proposed planned development. The applicant shall also demonstrate why modifications to the zoning regulations are necessary to meet the purpose statement for a planned development. The Planning Commission should consider the relationship between the proposed modifications to the zoning regulations and the purpose of a planned development, and determine if the project will result in a more enhanced product than would be achievable through strict application of the land use regulations.

Planned Development Purpose Statement: A planned development is intended to encourage the efficient use of land and resources, promoting greater efficiency in public and utility services and encouraging innovation in the planning and building of all types of development. Further, a planned development implements the purpose statement of the zoning district in which the project is located, utilizing an alternative approach to the design of the property and related physical facilities. A planned development incorporates special development characteristics that help to achieve City goals identified in adopted Master Plans and that provide an overall benefit to the community as determined by the planned development objectives. A planned development will result in a more enhanced product than would be achievable through strict application of land use regulations, while enabling the development to be compatible with adjacent and nearby land developments.

Discussion: Staff finds that the project meets the Master Plan Implementation Planned Development objective. Staff is of the opinion that the planned development generally creates a better product than what would be possible if the city enforced a literal interpretation of the zoning ordinance. The requested relief allows the applicant to construct a building with greater visual interest and “eyes on the street.” The project helps to implement the Central Community Master Plan and Ballpark Station Area Plan.

Finding: ☒ Meets Purpose Statement ☐ Does Not Meet Purpose Statement

A. Open Space And Natural Lands: Preserving, protecting or creating open space and natural
lands:
1. Inclusion of community gathering places or public recreational opportunities, such as new trails or trails that connect to existing or planned trail systems, playgrounds or other similar types of facilities.
2. Preservation of critical lands, watershed areas, riparian corridors and/or the urban forest.
3. Development of connected greenways and/or wildlife corridors.
4. Daylighting of creeks/water bodies.
5. Inclusion of local food production areas, such as community gardens.
6. Clustering of development to preserve open spaces.

**Discussion:**
Project does not specifically include proposal to preserve, protect, or create open space or natural lands.

**Finding:** ☒ Objective Not Satisfied

B. Historic Preservation:
1. Preservation, restoration, or adaptive reuse of buildings or structures that contribute to the character of the City either architecturally and/or historically, and that contribute to the general welfare of the residents of the City.
2. Preservation of, or enhancement to, historically significant landscapes that contribute to the character of the City and contribute to the general welfare of the City’s residents.

**Discussion:** Project is not located in a historic district or listed as a landmark site. There is a historic structure located on the property that will be razed.

**Finding:** ☒ Objective Not Satisfied

C. Housing: Providing affordable housing or types of housing that helps achieve the City’s housing goals and policies:
1. At least twenty percent (20%) of the housing must be for those with incomes that are at or below eighty percent (80%) of the area median income.
2. The proposal includes housing types that are not commonly found in the existing neighborhood but are of a scale that is typical to the neighborhood.

**Discussion** The project will provide housing, but it will not be set aside as affordable nor will it be a type of housing that is uncommon to find in the area.

**Finding:** ☒ Objective Not Satisfied

D. Mobility: Enhances accessibility and mobility:
1. Creating new interior block walkway connections that connect through a block or improve
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connectivity to transit or the bicycle network.

2. Improvements that encourage transportation options other than just the automobile.

**Discussion:** Project does not include an interior block walkway connection or improvements to transit or bicycle network. There are no specific improvements proposed that would encourage transportation options other than just the automobile.

**Finding:** ☐ Objective Satisfied ☒ Objective Not Satisfied

E. Sustainability: Creation of a project that achieves exceptional performance with regards to resource consumption and impact on natural systems:

1. Energy Use And Generation: Design of the building, its systems, and/or site that allow for a significant reduction in energy usage as compared with other buildings of similar type and/or the generation of energy from an on-site renewable resource.

2. Reuse Of Priority Site: Locate on a brownfield where soil or groundwater contamination has been identified, and where the local, State, or national authority (whichever has jurisdiction) requires its remediation. Perform remediation to the satisfaction of that authority.

**Discussion:** Project has not been identified as being located on a brownfield site. The design of the building, its systems, or site have not been specifically identified as allowing for a significant reduction in energy usage as compared with other buildings of a similar type. There is no proposed on-site generation of renewable energy.

**Finding:** ☐ Objective Satisfied ☒ Objective Not Satisfied

F. Master Plan Implementation: A project that helps implement portions of an adopted Master Plan in instances where the Master Plan provides specific guidance on the character of the immediate vicinity of the proposal:

1. A project that is consistent with the guidance of the Master Plan related to building scale, building orientation, site layout, or other similar character defining features.

The Central Community Master Plan lists goals of “transitioning the northern portion of the neighborhood from the historic character of low-density residential development to one of transit-oriented” and to “improve [...] landscaping of commercial and industrial areas. The Bumper House project meets the goals of the Central Community Master Plan and furthers the intent of this master plan as it helps transition an area that is planned to be impacted by a light rail extension in all proposed scenarios by UTA. The proposed project will also improve the landscaping of commercial and what is presently an industrial area as it provides landscaping that is visible from the street. Presently there is no landscaping visible on the site and the entire site is consumed by outdoor storage.

The Ballpark Station Area Plan identifies the 1000 South block of Washington Street as being located in the “Heart of the Neighborhood.” This is described as “the central hub of the neighborhood which will continue to densify as mixed-use development occurs.” The plan also states that “a high level of visual interest and design quality is needed to balance the increased density in the area.” Additionally, the plan states “the area can support the highest intensity of use because of the transportation grid and available transit.” In general, the proposed development supports the goals of the Ballpark Station Area Plan for the “Heart” of the Neighborhood to
transition to higher density residential and mixed use development. The design of the building provides visual interest and is of a quality that is high enough to balance the increased density.

Finding: ☒ Objective Satisfied  ☐ Objective Not Satisfied

B. Master Plan Compatibility: The proposed planned development is generally consistent with adopted policies set forth in the Citywide, community, and/or small area Master Plan that is applicable to the site where the planned development will be located.

Finding: Complies

Discussion: The proposed Bumper House project meets the goals of the larger Central Community Master Plan of “Protect and improve the quality of life for everyone living in the community, regardless of age or ability” and to “Encourage specific types of growth in designated parts of the community.” This is done by providing a development that encourages walkability as this area continues to develop with other multi-family residential uses and as preparation for a light rail extension continues.

The subject sites are also within the People’s Freeway Neighborhood planning area of the Central Community Master Plan. The People’s Freeway Neighborhood lists a goal of “Transitioning the northern portion of the neighborhood from the historic character of low-density residential development to one of transit-oriented.” Further, a goal is identified to “improve [. . .] landscaping of commercial and industrial areas.” The proposed Bumper House project meets this goal as the layout of the site is more transit oriented than what the standards of the CG district encourage and it increases the number of residential units in an area that is within a half-mile of two light rail stations. A half-mile is considered to be walkable for fixed rail.

The Ballpark Station Area Plan was adopted in 2022 to guide future development in the area surrounding the Ballpark TRAX station. It identifies the 1000 South block of Washington Street as being located in the “‘Heart’ of the Neighborhood.” This is described as “the central hub of the neighborhood which will continue to densify as mixed-use development occurs.” The plan also states that “a high level of visual interest and design quality is needed to balance the increased density in the area.” Additionally, the plan states “the area can support the highest intensity of use because of the transportation grid and available transit.” In general, the proposed development supports the goals of the Ballpark Station Area Plan for the “Heart” of the Neighborhood to transition to higher density residential and mixed use development. The design of the building provides visual interest and is of a quality that is high enough to balance the increased density.

The project is consistent with Guiding Principle #3 in Plan Salt Lake, “Access to a wide variety of housing types for all income levels throughout the City, providing the basic human need for safety and responding to changing demographics.” The proposed project’s residential units provide additional housing units in the neighborhood to accommodate more residents. All of the units are proposed to be rented at market rate.

Initiatives from the Growth chapter are also applicable. The following Growth initiatives
apply:

- Promote infill and redevelopment of underutilized land.
- Accommodate and promote an increase in the City’s population.

The proposed project would redevelop a parcel that is currently underutilized based on the CG zoning. Currently, there is an empty warehouse and outdoor storage lot on the parcel, but the lot could support a commercial, residential, or mixed-use development up to 90 feet in building height with design review. Redevelopment of the property would make greater use of the land, and would provide infill housing in an established neighborhood, helping to accommodate and promote an increase in the City’s population.

**Condition(s):**

C. Design And Compatibility: The proposed planned development is compatible with the area the planned development will be located and is designed to achieve a more enhanced product than would be achievable through strict application of land use regulations. In determining design and compatibility, the Planning Commission should consider:

1. Whether the scale, mass, and intensity of the proposed planned development is compatible with the neighborhood where the planned development will be located and/or the policies stated in an applicable Master Plan related to building and site design;

**Finding: Complies**

**Discussion:**
The only projection in the required front and rear yards is for balconies or living spaces that will enhance the visual appearance of the building and improve the building’s interaction with the street. If the front and rear yard setbacks were enforced the balconies would be removed and all living spaces would be constructed to be in line with the main face of the building, creating a long, flat façade.

**Condition(s):**

2. Whether the building orientation and building materials in the proposed planned development are compatible with the neighborhood where the planned development will be located and/or the policies stated in an applicable Master Plan related to building and site design;

**Finding: Complies**

**Discussion:**
The project is located within a more heavily commercial district and the surrounding properties are generally commercial or industrial. The area surrounding the site has seen redevelopment recently from industrial or heavy commercial uses to retail and residential. The proposed project will improve the built environment and will further the neighborhood’s compliance with the adopted master plans related to building and site design.
### Condition(s):

3. Whether building setbacks along the perimeter of the development:
   a. Maintain the visual character of the neighborhood or the character described in the applicable Master Plan.
   b. Provide sufficient space for private amenities.
   c. Provide sufficient open space buffering between the proposed development and neighboring properties to minimize impacts related to privacy and noise.
   d. Provide adequate sight lines to streets, driveways and sidewalks.
   e. Provide sufficient space for maintenance.

**Finding: Complies**

**Discussion:**

- Setbacks do not impact the visual character of the neighborhood, despite the fact that the applicant is seeking relief from underlying zoning standards. Existing development in the vicinity is built to very close or zero setback.
- Adequate space is maintained for private amenities.
- Underlying zoning does not require a landscape buffer. The provided buffers are appropriate for the zoning district and the character of the neighborhood.
- Sight lines to streets, driveways, and sidewalks must be maintained per applicable City code requirements. Requested setback modifications should not impact sight lines.
- Applicant is requesting modifications to setback standards. Department review did not identify concerns with not providing sufficient space for maintenance.

### Condition(s):

4. Whether building facades offer ground floor transparency, access, and architectural detailing to facilitate pedestrian interest and interaction;

**Finding: Complies**

**Discussion:**

The primary elevations provide ground floor transparency and architectural detailing. The southwest corner of the building, where active uses are located, have sufficient transparency to highlight that portion of the building. Sections of the remainder of the façade are proposed to have metal mesh screens that add color and interest to the façade.

### Condition(s):

5. Whether lighting is designed for safety and visual interest while minimizing impacts on surrounding property;

**Finding: Complies**
### Discussion:
The lighting will be directed towards the interior of the development.

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| 6. Whether dumpsters, loading docks and/or service areas are appropriately screened; |

| Finding: Complies |

### Discussion:
Dumpsters will be fully screened with durable materials and will be located on the interior of the building.

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<th>Condition(s):</th>
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| 7. Whether parking areas are appropriately buffered from adjacent uses. |

| Finding: Complies |

### Discussion:
Parking areas will be contained in garages. The landscaped front yard and mesh screens will screen the parking from public view.

| Condition(s): |

### D. Landscaping: The proposed planned development preserves, maintains or provides native landscaping where appropriate. In determining the landscaping for the proposed planned development, the Planning Commission should consider:

1. Whether mature native trees located along the periphery of the property and along the street are preserved and maintained;

| Finding: Complies |

### Discussion:
There are no mature trees located on the site nor along the periphery of the property.

| Condition(s): |

2. Whether existing landscaping that provides additional buffering to the abutting properties is maintained and preserved;

| Finding: Complies |
### Discussion:
There is no existing landscaping on the site.

### Condition(s):

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<th>3. Whether proposed landscaping is designed to lessen potential impacts created by the proposed planned development;</th>
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**Finding:** Complies

### Discussion:
The proposed reduction in setbacks in the front and rear yard areas will be partially moderated by the landscaping provided in these areas. Both yard areas will include pedestrian walkways and both will be improved with landscaping design that exceeds the standards of the CG district. The pedestrian walkway and landscaping on the south side of the property will also help to moderate the impact of the reduction in setback.

### Condition(s):

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<th>4. Whether proposed landscaping is appropriate for the scale of the development.</th>
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**Finding:** Complies

### Discussion:
New street trees will be planted along Washington Street. Some of the landscaping will help to separate the ground floor parking from pedestrians on the street.

### Condition(s):

### E. Mobility: The proposed planned development supports Citywide transportation goals and promotes safe and efficient circulation within the site and surrounding neighborhood. In determining mobility, the Planning Commission should consider:

<table>
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<th>1. Whether drive access to local streets will negatively impact the safety, purpose and character of the street;</th>
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**Finding:** Complies

### Discussion:
Vehicular access to the site has been reviewed by both the Transportation and Fire Departments and the proposed access to the local street meets their standards.

### Condition(s):
2. Whether the site design considers safe circulation for a range of transportation options including:
   a. Safe and accommodating pedestrian environment and pedestrian oriented design;
   b. Bicycle facilities and connections where appropriate, and orientation to transit where available; and
   c. Minimizing conflicts between different transportation modes;

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Discussion:

a. As part of the project, new sidewalks will be installed on the west side of Washington Street that will help to improve the pedestrian environment and overall functionality of the street.

b. No specific area for bicycle parking is proposed. Nearby on 300 West, the City is in the process of completing a new cycle track that will run between 900 South and roughly 2100 South. On 900 South, the City is also in the process of constructing a cycle track that will be part of the Nine Line Trail, running for several miles adjacent to 900 South.

c. The proposed design will not create significant conflicts between transportation modes. The number of drive access points will be increased by two from current conditions, and the new access points will cross a public sidewalk, but this is a low-traffic street and the development will be sited at the end of the street. Residents of the development will be able to access Washington Street directly from the lobby, and the entrance of the building will lead directly to the public sidewalk.

Condition(s):

3. Whether the site design of the proposed development promotes or enables access to adjacent uses and amenities;

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Discussion:

The layout of the proposal includes direct access to the public sidewalk, which would permit residents to access nearby adjacent uses and amenities.

The surrounding neighborhood is primarily industrial in character. Access to the TRAX light rail system is available within one-third of a mile on 200 West at 900 South, or on 1300 South at the Ballpark Station.

Condition(s):

4. Whether the proposed design provides adequate emergency vehicle access;

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Discussion:
Emergency vehicles will use Washington Street for access. Vehicular access to the site has been reviewed by both the Transportation and Fire Departments and the proposed access to the local street meets their standards.

Condition(s):

5. Whether loading access and service areas are adequate for the site and minimize impacts to the surrounding area and public rights-of-way.

Finding: Complies

Discussion:
Loading access to the property is adequate, with minimal impact to the public right-of-way.

Condition(s):

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<tr>
<td>5. Whether loading access and service areas are adequate for the site and minimize impacts to the surrounding area and public rights-of-way.</td>
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<td>Finding: Complies</td>
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<tr>
<td>Discussion: Loading access to the property is adequate, with minimal impact to the public right-of-way.</td>
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F. Existing Site Features: The proposed planned development preserves natural and built features that significantly contribute to the character of the neighborhood and/or environment.

Finding: Complies

Discussion:
There are no natural or built site features that significantly contribute to the character of the neighborhood.

Condition(s):

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<td>Finding: Complies</td>
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<td>Discussion: There are no natural or built site features that significantly contribute to the character of the neighborhood.</td>
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G. Utilities: Existing and/or planned utilities will adequately serve the development and not have a detrimental effect on the surrounding area.

Finding: Complies

Discussion:
Public utility connections will be fully evaluated during the building permits review phase of the development, and upgrades may be required by that department to serve the property.

Condition(s):

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<tr>
<td>G. Utilities: Existing and/or planned utilities will adequately serve the development and not have a detrimental effect on the surrounding area.</td>
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<td>Finding: Complies</td>
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<tr>
<td>Discussion: Public utility connections will be fully evaluated during the building permits review phase of the development, and upgrades may be required by that department to serve the property.</td>
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ATTACHMENT F: Standards for Design Review

21A.59.050: Standards for Design Review: In addition to standards provided in other sections of this title for specific types of approval, the following standards shall be applied to all applications for design review:

The Finding for each standard is the recommendation of the Planning Division based on the facts associated with the proposal, the discussion that follows, and the input received during the engagement process. Input received after the staff report is published has not been considered in this report.

### A. Any new development shall comply with the intent of the purpose statement of the zoning district and specific design regulations found within the zoning district in which the project is located as well as the City's adopted "urban design element" and adopted master plan policies and design guidelines governing the specific area of the proposed development.

#### Finding: Complies

#### Discussion:

The property is in the General Commercial zoning district. The CG zone encourages a mix of uses that range from residential to heavy commercial. The proposed use is compatible with the district as it contributes to a mix of uses. It is also compatible with the master plans in this area, as reviewed in Key Consideration 1. This includes the Central Community master plan by furthering the goals of the community that includes goals such as, “Encourage specific types of growth in designated parts of the community”. By encouraging residential uses in this neighborhood, the project supports local transit and residential uses within walking distance to grocery and other retail stores in the area. The redevelopment also furthers the People’s Freeway Neighborhood goals of, “Transitioning the northern portion of the neighborhood from the historic character of low-density residential development to one of transit-oriented”. The proposed Bumper House project meets this standard as it increases the residential density in the neighborhood which is within walking distance to transit.

The minimal design standards in the CG district are being met or exceeded. The proposed Bumper House project will encourage redevelopment of the neighborhood to a more transit oriented walkable neighborhood.

#### Condition(s):

**B. Development shall be primarily oriented to the sidewalk, not an interior courtyard or parking lot.**

1. Primary entrances shall face the public sidewalk (secondary entrances can face a parking lot). This is the lot line adjustment
2. Building(s) shall be sited close to the public sidewalk, following and
responding to the desired development patterns of the neighborhood.

3. Parking shall be located within, behind, or to the side of buildings.

**Finding:** Complies

**Discussion:**

1. The development and primary building entrances are oriented towards Washington Street.

2. A 10-foot front yard setback is required. The structure will be setback 10’ on the first and second floors of the structure from the front property line, as the CG district requires. Increased street interaction from the front façade will be provided by balconies and living spaces that encroach into the front setback on the upper levels.

3. Floors 1 and 2 consist of an interior parking deck with 135 parking stalls. Parking will be enclosed in the building and not readily visible from the street.

**Condition(s):**

C. Building facades shall include detailing and glass in sufficient quantities to facilitate pedestrian interest and interaction.

1. Locate active ground floor uses at or near the public sidewalk.

2. Maximize transparency of ground floor facades.

3. Use or reinterpret traditional storefront elements like sign bands, clerestory glazing, articulation, and architectural detail at window transitions.

4. Locate outdoor dining patios, courtyards, plazas, habitable landscaped yards, and open spaces so that they have a direct visual connection to the street and outdoor spaces.

**Finding:** Complies

**Discussion:**

1. The project is not proposed to include a mix of uses, but the main building entrance and the location of the residential structure’s lobby will be located toward the south on the front façade of the project.

2. The entrance will have a number of windows which allows for visibility from the street and onto the street.

3. The project will not include any storefronts.

4. Outside the ground floor lobby will be a proposed plaza with differing pavers than the public sidewalk. This plaza will be generally surrounded by landscaping giving the area a feeling of enclosure and greater visibility from the street.
### Condition(s):

**D. Large building masses shall be divided into heights and sizes that relate to human scale.**

1. Relate building scale and massing to the size and scale of existing and anticipated buildings, such as alignments with established cornice heights, building massing, step-backs and vertical emphasis.

2. Modulate the design of a larger building using a series of vertical or horizontal emphases to equate with the scale (heights and widths) of the buildings in the context and reduce the visual width or height.

3. Include secondary elements such as balconies, porches, vertical bays, belt courses, fenestration and window reveals.

4. Reflect the scale and solid-to-void ratio of windows and doors of the established character of the neighborhood or that which is desired in the master plan.

### Finding:

Complies

### Discussion:

1. The proposed building height is 73 feet 10 inches. While the scale exceeds what is existing on the block, it is anticipated that future neighboring development will also exceed 60 feet. A related project that was approved to the northwest will exceed 60 feet in height. The overall proposed height will be compatible with buildings in the surrounding vicinity. The city also anticipates that this area will be rezoned to match the Ballpark Neighborhood Plan, and that zoning will likely permit taller buildings since this area was identified as being in the “Heart” of the Neighborhood.

2. The proposed building modulates to relate to the scale of pedestrians. The street facing façade has a clearly defined base on the first two levels, which helps to break the face of the building into smaller sections and relate to scale of pedestrians on Washington Street.

3. The building massing is visually broken down into smaller masses through implementation of overhanging balconies and cantilevered living areas with “Juliet” balconies on the upper levels. The east and southwest facades of the building contain private residential balconies.

4. The solid to void ratio is an improvement to the existing built environment. The surrounding structures along Washington Street are industrial in nature, adding a greater void to solid ratio improves safety of the area by creating the perception of eyes on the street throughout the day.

### Condition(s):

**E. Building facades that exceed a combined contiguous building length of two hundred feet (200’) shall include:**

1. Changes in vertical plane (breaks in facade)

2. Material changes; and
3. Massing changes.

**Finding:** Complies

**Discussion:**

1. The building is proposed to have a façade length of 213 feet on the Washington Street side. The façade will be broken up by projecting living spaces on each of the upper levels.
2. Material changes on the upper floors will help to break up the Washington Street façade.
3. Projecting balconies and living spaces will reduce the perceived massing of the structure.

**Condition(s):** None

F. If provided, privately-owned public spaces shall include at least three (3) of the six (6) following elements:

1. Sitting space of at least one sitting space for each two hundred fifty (250) square feet shall be included in the plaza. Seating shall be a minimum of sixteen inches (16") in height and thirty inches (30") in width. Ledge benches shall have a minimum depth of thirty inches (30")
2. A mixture of areas that provide seasonal shade;
3. Trees in proportion to the space at a minimum of one tree per eight hundred (800) square feet, at least two-inch (2") caliper when planted;
4. Water features or public art;
5. Outdoor dining areas; and
6. Other amenities not listed above that provide a public benefit.

**Finding:** Not Applicable

**Discussion:**

Plaza space is not a required design element of the site in the CG district. The applicant is proposing plaza space near the front lobby in the front yard area. However, this plaza space does not need to comply with this standard.

**Condition(s):**

G. Building height shall be modified to relate to human scale and minimize negative impacts. In downtown and in the CSHBD Sugar House Business district, building heights above forty-five (45) feet may be substantially taller than forty-five (45) feet in the CSHBD Sugar House Business district.
District, building height shall contribute to a distinctive City skyline.

1. Human scale:
   a. Utilize stepbacks to design a building that relate to the height and scale of adjacent and nearby buildings, or where identified, goals for future scale defined in adopted master plans.
   b. For buildings more than three (3) stories or buildings with vertical mixed use, compose the design of a building with distinct base, middle and top sections to reduce the sense of apparent height.

2. Negative impacts:
   a. Modulate taller buildings vertically and horizontally so that it steps up or down to its neighbors.
   b. Minimize shadow impacts of building height on the public realm and semi-public spaces by varying building massing. Demonstrate impact from shadows due to building height for the portions of the building that are subject to the request for additional height.
   c. Modify tall buildings to minimize wind impacts on public and private spaces, such as the inclusion of a wind break above the first level of the building.

3. Cornices and rooflines:
   a. Cohesiveness: Shape and define rooflines to be cohesive with the building’s overall form and composition.
   b. Complement Surrounding Buildings: Include roof forms that complement the rooflines of surrounding buildings.
   c. Green Roof And Roof Deck: Include a green roof and/or accessible roof deck to support a more visually compelling roof landscape and reduce solar gain, air pollution, and the amount of water entering the stormwater system.

Finding: Complies

Discussion:

**Human Scale**

1a. Only one additional story will be achieved through the Design Review. To mitigate the effects of this additional height balconies on the upper floors are proposed as well as a plaza and lobby that is nearly composed of entirely glass. Also, differing building materials will be used to emphasize different design elements and balconies on the east and west facades.

1b. The building’s street facing facade has a distinct base, middle, and top. The base (parking) consists of glass at the lobby, with a mural wall wrapping the parking. The middle is distinguished with separate facade materials and a distinct fenestration pattern, along with projecting living spaces and balconies. The top is distinguished with a distinct roofline.
### Negative Impacts

2a. The proposed building will be a similar height to other approved buildings in the immediate vicinity.

2b. The impacts of the additional building height are not a considerable increase from the by-right height achievable through CG. While to the north of the project site is a public alley, presently the public alley is unimproved and blocked by outdoor storage. The future development of the site will improve the public alley and will develop a pathway to the south of the structure. This pathway along the south allows access to the west façade of the building which has access to the north and the recently approved Chromeworks project to the north.

2c. As mentioned above, the proposed height isn’t considerably taller than the by-right height achievable through the CG zoning district. The building is well-modulated, so staff is not readily concerned with the development creating a wind impact.

### Cornices and rooflines

3a. The building features a continuous parapet wall which is clad in cement stucco and hardy plank and designed with a contemporary aesthetic consistent with the overall design of the building and design of the adjacent buildings.

3b. The surrounding buildings vary in height, and predominantly feature flat roofs. The roof form is complimentary to others within the vicinity.

3c. The building will not include an occupiable roof.

### Condition(s):

| H.   | Parking and on-site circulation shall be provided with an emphasis on making safe pedestrian connections to the sidewalk, transit facilities, or midblock walkway. |

**Finding:** Complies

The internal parking structure will have two accesses, one to the north and one further to the south on the building façade. These accesses will be separated from the sidewalk with landscaping and a 10’ setback from the front property line. This setback allows for greater pedestrian visibility for those accessing the garage.
I. Waste and recycling containers, mechanical equipment, storage areas, and loading docks shall be fully screened from public view and shall incorporate building materials and detailing compatible with the building being served. Service uses shall be set back from the front line of building or located within the structure. (See subsection 21A.37.050K of this title.)

**Finding:** Complies

All mechanical equipment, storage areas, service bays, and refuse containers will be located within the building and completely screened from the street.

**Condition(s):**

J. Signage shall emphasize the pedestrian/mass transit orientation.

1. Define specific spaces for signage that are integral to building design, such as commercial sign bands framed by a material change, columns for blade signs, or other clearly articulated band on the face of the building.
2. Coordinate signage locations with appropriate lighting, awnings, and other projections.
3. Coordinate sign location with landscaping to avoid conflicts.

**Finding:** Complies With Conditions

**Discussion:**

1. The majority of the proposed signage on the building is located on the first floor and is directed to the pedestrian. All of the signage on the first floor is also placed near an entrance to the building.
2. Signage will be provided with appropriate lighting.
3. The signage location will not conflict with landscaping.

**Condition(s):** Final signage design will be approved at staff level during the building permit review.

K. Lighting shall support pedestrian comfort and safety, neighborhood image, and dark sky goals.

1. Provide street lights as indicated in the Salt Lake City Lighting Master Plan.
2. Outdoor lighting should be designed for low-level illumination and to minimize glare and light trespass onto adjacent properties and uplighting directly to the sky.
3. Coordinate lighting with architecture, signage, and pedestrian circulation to accentuate significant building features, improve sign legibility, and support pedestrian comfort and safety.

**Finding:** Complies

**Discussion:**

1. Street lighting will be in line with the Salt Lake City Master plan.

2. All outdoor/landscape lighting will be low voltage and downlit.

3. Lighting plans will meet the requirements set forth in Chapter 4 of the Salt Lake City lighting master plan. Lighting Master Plan: [http://www.slcdocs.com/transportation/StreetLighting/PDF/StreetLightingMP.pdf](http://www.slcdocs.com/transportation/StreetLighting/PDF/StreetLightingMP.pdf)

**Condition(s):**

I. Streetscape improvements shall be provided as follows:

1. One street tree chosen from the street tree list consistent with the City’s urban forestry guidelines and with the approval of the City’s Urban Forester shall be placed for each thirty feet (30’) of property frontage on a street. Existing street trees removed as the result of a development project shall be replaced by the developer with trees approved by the City’s Urban Forester.

2. Hardscape (paving material) shall be utilized to differentiate privately-owned public spaces from public spaces. Hardscape for public sidewalks shall follow applicable design standards. Permitted materials for privately-owned public spaces shall meet the following standards:
   a. Use materials that are durable (withstand wear, pressure, damage), require a minimum of maintenance, and are easily repairable or replaceable should damage or defacement occur.
   b. Where practical, as in lower-traffic areas, use materials that allow rainwater to infiltrate into the ground and recharge the water table.
   c. Limit contribution to urban heat island effect by limiting use of dark materials and incorporating materials with a high Solar-Reflective Index (SRI).
   d. Utilize materials and designs that have an identifiable relationship to the character of the site, the neighborhood, or Salt Lake City.
   e. Use materials (like textured ground surfaces) and features (like ramps and seating at key resting points) to support access and comfort for people of all abilities.
   f. Asphalt shall be limited to vehicle drive aisles.
<table>
<thead>
<tr>
<th><strong>Finding:</strong> Complies</th>
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<tr>
<td><strong>Discussion:</strong></td>
</tr>
<tr>
<td>1. The Urban Forestry Division has reviewed the proposal and indicated they did not have concerns. Landscape plans show the required street trees once every 30 feet.</td>
</tr>
<tr>
<td>2a. The proposed pavers are considered durable.</td>
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<tr>
<td>2b. The proposed pavers will create a permeable surface that will allow rainwater to infiltrate the ground.</td>
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<tr>
<td>2c. The majority of proposed paving materials are light colored.</td>
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<tr>
<td>2d. The character of the site and surrounding neighborhood is currently heavy commercial. The chosen pavers will reflect the new character of the site and support a healthy pedestrian environment adjacent to the property.</td>
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<tr>
<td>2e. Ramps have been incorporated to support access and comfort for all pedestrians.</td>
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<tr>
<td>2f. No asphalt is proposed.</td>
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<td><strong>Condition(s):</strong></td>
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ATTACHMENT G: Public Process & Comments

Public Notice, Meetings, Comments

The following is a list of public meetings that have been held, and other public input opportunities, related to the proposed project since the applications were submitted:

- **January 12, 2023** - Property owners and residents within 300 feet of the development were provided early notification of the proposal.
- **January 13, 2023** – The Ballpark Community Council was sent the 45 day required notice for recognized community organizations. The council did not request a presentation from the applicant.
- **January 2023 – June 2023** – The project was posted to the Online Open House webpage.

Notice of the public hearing for the proposal included:

- **June 18, 2023**
  - Public hearing notice sign posted on the property
- **June 15, 2023**
  - Public hearing notice mailed
  - Public notice posted on City and State websites and Planning Division list serve

Public Input:

No input was received from the public or the Community Council.
ATTACHMENT H: Department Review Comments

This proposal was reviewed by the following departments. Any requirement identified by a City Department is required to be complied with.

**Engineering:**

Public way improvements are to be designed to APWA Standards and require a Permit to Work in the Public Way. Please ensure that any direct-assigned transformers are on private property.

**Building:**

Redline document was received and comments were addressed by applicant.

**Fire:**

*Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into; and shall extend to within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility. Project does not comply.

*Fire apparatus access roads shall have an unobstructed width of not less than 20 feet for buildings 30-feet and less, exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches. Buildings greater than 30 feet shall have a road width of not less than 26 feet. Fire apparatus access roads with fire hydrants on them shall be 26-feet in width; at a minimum of 20-feet to each side of the hydrant in the direction or road travel. Verification of road width is necessary to allow fire department access.

*Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus (80,000 pounds) and shall be surfaced to provide all-weather driving capabilities.

*The required turning radius of a fire apparatus access road shall be the following: Inside radius is 20 feet, outside is 45-feet

*Dead-end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus. Turn areas for hammerhead are increased to 80-feet (160-feet total) to accommodate SLC Fire Department apparatus. See appendix D for approved turnaround. Does not comply

*Buildings or portions of buildings constructed or moved into or within the jurisdiction is more than 400 feet from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official. Additional fire hydrants may be necessary dependent on total square footage and required fire flows in accordance with IFC appendix B and C

*Fire department connections shall be located on the street address side of buildings, fully visible and recognizable from the street, and have a fire hydrant within 100-feet on the same side of the street.
*Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet, exclusive of shoulders.

*Aerial fire apparatus access roads shall be provided where the highest roof surface exceeds 30 feet measured from grade plane. For purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater. Some exceptions have been added by SLC; those can be obtained from this office.

*Aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet, exclusive of shoulders. Aerial access routes shall be located not less than 15 feet and not greater than 30 feet from the building and shall be positioned parallel to one entire side of the building.

*Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and the building. Any line over the fire access road will need to be removed.

**Urban Forestry:**

Urban Forestry indicated no concerns with the proposal.

**Transportation:**

Modified plans submitted by the applicant show that adequate parking for the proposed development (100 spaces) can be provided with minor modifications to the parking layout. The applicant has provided plans that show a total of 141 parking spaces, including all required ADA, electric vehicle, and bicycle parking. Due to the difficulty with designing parking on a triangular shaped lot I have worked with the applicant on a parking layout that allows some non-standard dimensions (per SLC Parking Standards Manual). The removal of 6 additional spaces (3 per level) will provide a layout with space for all parking stalls and backing aisles that meet the minimum standard. There will be two pinch points on each level where a two-way driving aisle is reduced from a minimum recommended 18 feet to 14 feet 6 inches. I recommend that the project be approved with these minor modifications to the parking standards.

**Public Utilities:**

Comments have been provided to assist in the future development of the property. The following comments are provided for information only and do not provide official project review or approval. Comments are provided to assist in design and development by providing guidance for project requirements.

- Public Utility permit, connection, survey, and inspection fees will apply.
- All utility design and construction must comply with APWA Standards and SLCPU Standard Practices.
- All utilities must meet horizontal and vertical clearance requirements. Water and sewer lines require 10 ft minimum horizontal separation and 18” minimum vertical separation. Sewer must maintain 5 ft minimum horizontal separation and 12” vertical separation from any non-water utilities. Water must maintain 3 ft minimum horizontal separation and 12” vertical separation from any non-sewer utilities.
• The public streetlights shall remain operational throughout the construction of this project. If relocation is needed, a confirmation from the SLCDPU must be obtained. Installation of new streetlights might be needed, and it will be confirmed during the review process.

• Utilities cannot cross property lines without appropriate easements and agreements between property owners.

• Site utility and grading plans will be required for building permit review. Site utility plans should include all existing and proposed utilities, including water, irrigation, fire, sewer, stormwater, street lighting, power, gas, and communications. Grading plans should include arrows directing stormwater away from neighboring property. Please refer to APWA, SLCDPU Standard Practices, and the SLC Design Process Guide (http://www.slcdocs.com/utilities/PDF%20Files/SLC%20Design%20Process%20Manual.pdf) for utility design requirements. Other plans such as erosion control plans and plumbing plans may also be required, depending on the scope of work. Submit supporting documents and calculations along with the plans.

• Applicant must provide fire flow, culinary water, and sewer demand calculations to SLCDPU for review. The public sewer and water system will be modeled with these demands. If the water demand is not adequately delivered by the existing main, then a water main up sizing will be required at the property owner’s expense. The expected maximum daily flow (gpd) from the development will be modeled to determine the impacts on the public sewer system. If one or more sewer lines reach capacity of the sewer system reach capacity as a result of the development, sewer main up sizing will be required at the property owner’s expense. Required improvements on the public water and sewer system will be determined by the Development Review Engineer and may be downstream of the development. A plan and profile of the new main(s) and engineer’s cost estimate must be submitted for review. Design drawings and cost estimate must be stamped and signed by a professional engineer. The property owner is required to bond for the amount of the approved cost estimate.

• One culinary water meter is permitted per parcel and fire services, as required, will be permitted for this property. If the parcel is larger than 0.5 acres, a separate irrigation meter is also permitted. Each service must have a separate tap to the main.

• Covered parking area drains are required to be treated to remove solids and oils prior to discharge to the sanitary sewer. These drains cannot be discharged to the storm drain. Use a sand/oil separator or similar device. A 4ft diameter sampling manhole must be located downstream of the device and upstream of any other connections.

• Site stormwater must be collected on site and routed to the public storm drain system. Stormwater cannot discharge across property lines or public sidewalks.
A roll is being kept of all who attended the Planning Commission Meeting. The meeting was called to order at approximately 5:30 p.m. Audio recordings of the Planning Commission meetings are retained for a period of time. These minutes are a summary of the meeting and not a verbatim transcript. A video recording of the meeting is available at https://www.youtube.com/c/SLCLiveMeetings.

Present for the Planning Commission meeting were: Chairperson Maurine Bachman and Vice-Chair Mike Christensen, and Commissioners, Aimee Burrows, Rich Tuttle, Andra Ghent, Anaya Gayle, and Amy Barry. Commissioners Jon Lee, Brenda Scheer, and Levi de Oliveira were excused from the meeting.

Staff members present at the meeting were: Planning Manager Amy Thompson, Planning Manager Casey Stewart, Senior City Attorney Katherine Pasker, Principal Planner Katlynn Harris, Principal Planner Michael McNamee, Principal Planner Diana Martinez, and Administrative Assistant Aubrey Clark.

**REPORT OF THE CHAIR AND VICE CHAIR**
The Chair had nothing to report.
The Vice-Chair had nothing to report.

**REPORT OF THE DIRECTOR**
Planning Manager Amy Thompson reported that the decision from the Appeals Hearing Officer regarding the Kum & Go gas station had not yet been received.

**APPROVAL OF THE MEETING MINUTES FOR JUNE 14, 2023**
Commissioner Andra Ghent motioned to approve the minutes. Commissioner Aimee Burrows seconded the motion. Commissioners Christensen, Burrows, Ghent, Tuttle, Gayle, and Chair Bachman voted “yes”. Commissioner Barry abstained due to absence at that meeting.

**OPEN FORUM**
Commissioner Barry wanted to know if there was going to additional trainings and briefings. Staff clarified that trainings would still be available. Commissioner Barry specified a few topics they would like briefings on.

**REGULAR AGENDA**

1. **The Silos Design Review and Planned Development at approximately 568 S 400 West** - Keith Smith of Lowe Property Group has applied to the city for approval of 2 buildings within a mixed-use development. The proposed development consists of a multi-family building containing studio, 1-, and 2-bedroom units and a mixed-use building containing ground floor commercial units with studio and 2-bedroom apartments on the upper floors. The site includes 7 existing parcels that will be consolidated into 4 parcels for a total of 5.5 acres. The subject property is located within the General Commercial (CG) district.

   a. **Design Review**: The maximum building height in the CG General Commercial zone is 60 feet by-right and up to 90 feet with Design Review approval. The applicant is requesting approval for approximately 83 and 85 feet of building height for each building. **Case Number: PLNPCM2023-00018**
**b. Planned Development:** Through the planned development, the applicant is requesting approval for a lot and building without street frontage, a reduced corner side yard setback, a street facing facade without a building entrance, and building projections that encroach into a required front yard. **Case Number: PLNPCM2023-00019**

The property is within Council District 2, represented by Alejandro Puy. (Staff Contact: Katilynn Harris at 801-535-6179 or katilynn.harris@slcgov.com)

Principal Planner Katilynn Harris reviewed the petition as outlined in the staff report. She stated that staff recommends approval with the conditions listed in the staff report.

Keith Smith of Lowe Property Group gave a short introduction for the architect, Pieter Berger. Pieter reviewed their proposal and the overall vision for the block.

Commissioner Barry asked if there were going to be additional entrances to the south façade and whether there was a better rendering of that façade.

Commissioner Burrows asked why there was no recognized community organization for that part of the city. Staff clarified that the group has not renewed their registration. Commissioner Burrows wanted to know if there was any conversation with the Downtown Community Group. Katilynn Harris stated that there was no official contact with the group but all property owners and residents within 300 yards of the project were notified. Planning Manager Amy Thompson clarified that it was within the zoning ordinance that organization must register with the Recorders Office in order to be recognized and staff is not obligated to send notices to organizations that are not registered.

Chair Bachman opened the Public Hearing.

**PUBLIC HEARING**

Seeing that no one wished to speak, Chair Bachman closed the public hearing and turned the meeting back over to the Commission.

Chair Bachman asked if there was a better rendering of 600 south they could share. The applicant displayed another rendering.

Commissioner Gayle share her opinion that the 600 south façade shouldn’t be more walkable since it is right next a freeway entrance.

Commissioner Barry was not favorable to the 600 south façade stating it was not an inviting visual experience.

Commissioner Gayle wanted to know if the ground level was all residential or if there were amenities. The applicant stated it was all residential.

Commissioner Ghent was concerned over noise levels.

Commissioner Gayle wanted verification that there would be a development agreement for the public use areas. Staff clarified there would be a public easement.

**MOTION**

Commissioner Burrows stated, “Based on the information presented and the discussion, I move that the Commission approve these applications as follows: 1. The Design Review with the conditions listed in the staff report; and 2. The Planned Development with the conditions listed in the staff report.”

Commissioner Gayle seconded the motion. Commissioners Gayle, Tuttle, Ghent, Burrows, Christensen, and Chair Bachman voted “yes”. Commissioner Barry voted “no”. The motion passed with 6 “yes” and 1 “no” vote.
2. **Bumper House Apartments Design Review & Planned Development at approximately 1050 S Washington Street** - George Hauser of SMH Builders, representing the property owner, has requested a Design Review and Planned Development approval to develop a 287-unit apartment building in the CG (General Commercial) zoning district.
   a. **Design Review**: Buildings in the CG zone which are over 60' tall, and up to 90' tall, are permitted only with Design Review approval by the Planning Commission. The project requires Design Review approval as it is proposed to be 73'10" tall. **Case Number: PLNPCM2022-01165**
   b. **Planned Development**: Three modifications are requested through the planned development: encroachment of balconies into front and rear yard areas, reduction in required setback for front and rear building facades, and modification to minimum dimensions for some parking stalls and maneuvering areas in parking garage. **Case Number: PLNPCM2022-01166**

   The subject property is located within Council District 5, represented by Darin Mano. (Staff Contact: Michael McNamee at 801-535-7226 or michael.mcnamee@slcgov.com)

   Principal Planner Michael McNamee reviewed the petition as outlined in the staff report. He stated that staff recommends approval of the project.

   George Hauser, the project sponsor and architect, reviewed the project.

   Commission Barry asked if the same project was reviewed a few years ago. The applicant clarified that it was the same parcel.

   **PUBLIC HEARING**

   Chair Bachman opened the public hearing.

   Seeing that no one wished to speak, Chair Bachman closed the public hearing and turned the meeting back over to the commission.

   **MOTION**

   Commissioner Gayle stated, “Based on the information presented and the discussion, I move that the commission approve these applications, both the Design Review request and the Planned Development.”

   Commissioner Tuttle seconded the motion. Commissioners Christensen, Burrows, Ghent, Barry, Tuttle, Gayle, and Chair Bachman voted “yes”. The motion passed.

3. **Alley Vacation at approximately 827 E. Wilmington Avenue** - Russell Bollow is requesting approval for an Alley Vacation located north of the above-stated address. The proposal is to vacate (or to give up public ownership of) a portion of a public alley approximately 17.3 feet by 119 feet, starting at a point 156.75 ft from 800 East. The property is located within District 7, represented by Amy Fowler. (Staff Contact: Diana Martinez at 801-535-7215 or diana.martinez@slcgov.com) **Case Number: PLNPCM2023-00225**

   Principal Planner Diana Martinez reviewed the petition as outlined in the staff report. She stated that staff recommends a positive recommendation be forwarded to City Council.

   The applicant had no presentation.

   **PUBLIC HEARING**
Chair Bachman opened the public hearing.

Seeing that no one wished to speak, Chair Bachman closed the public hearing and turned the meeting back over to the commission.

Commission Burrows asked for an explanation of a public comment included in the staff report. Staff explained the comment and how the alley vacation would affect the commenter.

Commissioner and staff discussed the proposed alley vacation and the pros and cons of allowing alley vacations.

The applicant discussed their motivation to vacate the alley.

MOTION

Commissioner Gayle stated, “Based on the information presented and the discussion, I move that the Commission forward a positive recommendation to City Council for this application.”

Commission Christensen seconded the motion. Commissioners Christensen, Ghent, Tuttle, Gayle, and Chair Bachman voted “yes”. Commissioner Burrows and Barry voted “no”. The motion passed with 5 “yes” votes and 2 “no” votes.

The meeting adjourned at approximately 7:05 PM.

For Planning Commission agendas, staff reports, and minutes, visit the Planning Division’s website at slc.gov/planning/public-meetings. Staff Reports will be posted the Friday prior to the meeting and minutes will be posted two days after they are ratified, which usually occurs at the next regularly scheduled meeting of the Planning Commission.