



PLANNING DIVISION
PLANNING COMMISSION
MEETING MINUTES

Wednesday, June 24, 2026 at 5:30 PM
City & County Building
451 South State Street, Room 326
Salt Lake City, Utah 84111

These minutes are a summary of the meeting and not a word-for-word transcript. Attendance for the Planning Commission meeting is kept on file. An audio recording is retained temporarily, and available upon request. Video recording of the meeting is available at www.youtube.com/slclivemeetings.

ATTENDANCE

Commissioners Present	Chair Brian Scott, Commissioners Aimee Burrows, Richard Leverett, Lilah Rosenfield, Anna Sullivan
Commissioners Absent	Jeffrey Barrett
City Staff in Attendance	Planning Director Nick Norris, Planning Manager Kelsey Lindquist, Senior City Attorney Courtney Lords, Senior Planner Cassie Younger, Principal Planner Madison Blodgett, Associate Planner Jason Berntson, and Administrative Assistant Vanessa Nelson

The meeting was called to order by Chair Scott at approximately 5:30 PM.

Roll called by Commission Secretary Vanessa Nelson.

REPORT OF THE CHAIR & VICE-CHAIR

Nothing was reported.

REPORT OF THE DIRECTOR

Nothing was reported.

OPEN FORUM

Commissioner Burrows asked for clarification on whether public comments were forwarded to other city departments if the content is related to their services? Planning Director Nick Norris commented that the Planning Division communicates with all city entities when public comments pertain to their city business.

CONSENT AGENDA

1. Approval of the Minutes for June 10, 2026
2. Extension Request for a Planned Development at Approximately 552 N 1500 W – (Not a Public Hearing) Bert Holland, on behalf of the property owner, is requesting a one-year time extension for the approval of the Riverside Cottages Planned Development at the above listed address. The Planning Commission approved the proposal on February 14, 2024, and granted a previous one-year extension on April 9, 2025. The project site is located within both the SR-3 (Special Development Pattern Residential) and R-1/5,000 (Single-Family Residential) zoning districts, and within Council District 1, represented by Victoria Petro (Staff Contact: Aaron Barlow at 801-535-6182 or aaron.barlow@slc.gov). Petition Number: PLNPCM2023-00251
3. Extension Request for a Planned Development at Approximately 843 W Hoyt Place – (Not a Public Hearing) Bert Holland, on behalf of the property owner, has submitted a letter requesting a one-year time extension for the approval of the Hoyt Place Phase II Planned Development at the above listed address. The Planning Commission approved the proposal on April 10, 2024, and granted a previous one-year extension on April 9, 2025. The project site is located within the SR-3 (Special Development Pattern Residential) and within Council District 1, represented by Alejandro Puy (Staff Contact: Aaron Barlow at 801-535-6182 or aaron.barlow@slc.gov). Petition Number: PLNPCM2023-00900

Motion	Commissioner Rosenfield motioned to approve the consent agenda. Commissioner Burrows seconded the motion.
Vote	Yes: Burrows, Rosenfield, Scott, Sullivan No: Abstained:
Result	The motion passed.

REGULAR AGENDA

4. Zoning Map Amendment and General Plan Amendment at Approximately 1990 S 500 E & 2002 S 500 E – Wells on 5th– Castlewood Development is requesting approval from the City to develop a 22 3+ bedroom for-sale unit project at the above listed addresses. This requires a Zoning Map Amendment and a General Plan Amendment.
 - A. Zoning Map Amendment: The applicant is seeking a zoning map amendment to enable a townhome development. The land is currently zoned R-1/5,000 (Single Family Residential) and is proposed to be rezoned to RMF-35 (Moderate Density Multi-Family Residential). Although the applicant has requested that the property be rezoned to the RMF-35 zone, consideration may be given to rezoning the property to another zoning district with similar characteristics. Petition Number: PLNPCM2026-00329
 - B. General Plan Amendment: This project also requires a General Plan Amendment. The amendment would change the Future Land Use Map in the Central Community Plan from "Low Density Residential " to "Medium Density Residential" for these properties. Petition Number: PLNPCM2026-00331

Senior Planner Cassie Younger reviewed the proposal as outlined in the staff report. Commissioners clarified the origination of the selling prices that public comments referenced. Market prices were discussed at the Liberty Wells Community Council meeting. A commissioner asked if the development agreement follows ownership of homes or has a term? The development agreement terms will be established should the proposal be approved. Representing the applicant, Castlewood Development, Hailey Pratt presented on community feedback topics; density, building scale and parking concerns.

Public Hearing

Chair Scott opened the public hearing.

- Sean Steinman – spoke in support of the proposal.
- Jonathan Metzman – shared concerns about building heights, density, parking and safety.
- Alyssa Johnson – spoke against the amendment proposals.
- Garo Topchian – is against the amendment proposals.
- Ryan Thompson – spoke in opposition of the proposals asking if this property is best suited to be rezoned.

The Chair closed the public comment.

Executive Session

Commissioner, Staff and Applicant discussed the following topics:

- Setbacks
- Height of the previous meeting house that was on the site.
- Proximity to numerous transit routes.
- Proposed conditions

Motion	Commissioner Rosenfield motioned to reopen the public hearing for 5 minutes. Commissioner Sullivan seconded the motion.
Vote	Yes: Burrows, Leverett, Rosenfield, Scott, Sullivan No: Abstained:
Result	The motion passed.

The public hearing was reopened.

- Jeff Bair – Liberty Wells Community Council board member spoke against the proposal.

The Chair closed the public hearing.

Zoning Map Amendment Motion	Commissioner Burrows motioned to forward a recommendation of approval, with conditions listed in the staff report, to the City Council. Commissioner Rosenfield seconded the motion.
Vote	Yes: Burrows, Leverett, Rosenfield, Scott, Sullivan No: Abstained:
Result	The motion passed.

General Plan Amendment Motion	Commissioner Burrows motioned to forward a recommendation of approval, with conditions listed in the staff report, to the City Council. Commissioner Rosenfield seconded the motion.
Vote	Yes: Burrows, Leverett, Rosenfield, Scott, Sullivan No: Abstained:
Result	The motion passed.

5. Text Amendment for the Definition of Family – In April 2025, the City Council adopted a legislative intent to consider updating the definition of "family" in the zoning code. This proposal simplifies the definition by removing relationship distinctions and establishes occupancy based on the number of bedrooms. The proposed regulation changes will affect sections 21A.62.040 of the zoning ordinance and excess vehicle provision in 12.56.515 that references the family definition. Related provisions of Title 21A-Zoning may also be amended as part of this petition. (Staff Contact: Madison Blodgett at 801-535-7749 or madison.blodgett@slc.gov) Petition Number: PLNPCM2026-00244

Principal Planner Madison Blodgett reviewed the proposed text amendment as outlined in the staff report. Clarification was made on whether this is enforced on the owner or tenant, the owner is responsible.

Public Hearing

Chair Scott opened the public hearing.

- Brian Burnett – Vice Chair of Sunnyside Community Council opposes the text amendment, stating concerns with the definition of family, noise issues,

unintended consequences and difficulty with enforcements. He requested modification to the current proposal.

- Kimball Young – Chair of Sunnyside Community Council opposes the text amendment stating that it could incentivize more rental properties.

The chair closed the public hearing.

Executive Session

Commissioner, Staff discussed the following topics:

- Enforcement issues including limited access to vehicle registration information to local governments, and residential permit parking parameters,

Commissioner Rosenfield motioned to forward a recommendation to approve the proposal with the conditions; studio units - no more than two persons in less than 300 sq feet, otherwise no more than three persons per studio unit and children under the age of 18 be considered .50 of a person to City Council. There was no second on the motion, it failed.

Motion	Commissioner Burrows motioned to forward a recommendation to approve the proposal with the condition that children of an occupant are excluded from the occupancy limit to the City Council. Commissioner Rosenfield seconded the motion and offered an addition that no more than two persons per studio units less than 300 square feet and otherwise no more than three persons per studio unit.
Vote	Yes: Burrows, Rosenfield, Scott No: Leverett, Sullivan Abstained:
Result	The motion passed.

6. Text Amendment for Affordable Housing Incentives Fines – Mayor Erin Mendenhall has initiated a petition for a text amendment to add the fines for violation of the City's Affordable Housing Incentives (AHI) program into the City's Zoning Code. Currently, the Zoning Code refers to the City's "Consolidated Fee Schedule" (CFS) for the fines, but that document legally cannot list fines. This text amendment will remove reference to the CFS and add the associated fines directly into Chapter 21A.20 "Enforcement" of the City Zoning Code. The proposal applies to any property utilizing the City's Affordable

Housing Incentives program. Related provisions of Title 21A Zoning may also be amended as part of this petition. (Staff Contact: Jason Berntson at 801-535-6247 or jason.berntson@slc.gov). Petition Number: PLNPCM2025-01180

Associate Planner Jason Berntson presented the proposed text amendment as outlined in the staff report.

Public Hearing

Chair Scott opened the public hearing, hearing no comments, he closed the public hearing.

Commissioner Leverett requested clarification on whether someone can use a designated affordable unit as a short-term rental. They cannot.

Motion	Commissioner Rosenfield motioned to forward a recommendation to approve the amendment to the City Council. Commissioner Sullivan seconded the motion.
Vote	Yes: Burrows, Leverett, Rosenfield, Scott, Sullivan No: Abstained:
Result	The motion passed.

The meeting adjourned at approximately 7:35 PM.

RECORDS: For Planning Commission agendas, minutes, staff reports, and YouTube recordings, visit www.slc.gov/pc. Staff Reports will be posted the Friday prior to the meeting and minutes will be posted two days after they are approved, which usually occurs at the next regularly scheduled meeting of the Planning Commission.

ACCESSIBILITY: The City & County Building is an accessible facility. You may make requests for reasonable accommodations, which may include alternate formats, interpreters, and other auxiliary aids and services. Please make requests at least two business days in advance. To make a request, please contact the Planning Division Office at planningadmin@slc.gov or (801) 535-7757.

ACCESIBILIDAD: El edificio de la Ciudad y el Condado es una instalación accesible. Puede solicitar adaptaciones razonables, que pueden incluir formatos alternativos, intérpretes y otras ayudas y servicios auxiliares. Por favor, realice su solicitud con al menos dos días hábiles de anticipación. Para hacer una solicitud, comuníquese con la Oficina de la División de Planificación en planningadmin@slc.gov o al (801) 535-7757.