



Planning and Zoning Commission Agenda

Wednesday, February 9, 2022

Salem City Council Chambers 30 West 100 South Salem, Utah 84653

Planning and Zoning will also be held electronically, using the Zoom program. If you would like to participate, please call the city offices (801-423-2770) or email (salemcity@salemcity.org) **before 5:00 p.m. on Wednesday February 9th to request the link.**

6:00 P.M. Work Session (No Official Business Conducted)

1. Zone Change – Timber Ranch R-10 to R-8 (481 E 400 N)
2. Preliminary Plat – Park View Meadows (1280 S 750 E)
3. Preliminary Plat – Bowen Ranch Saddle Hollow (550 W 800 S)
4. Preliminary Plat – Salem Village (770 W 1750 N)
5. Preliminary Plat – Broad Hollow (Woodland Hills Dr. 400 N)
6. Preliminary Plat – Skyhawk Knoll (Woodland Hills Dr. 400 N)

7:00 P.M. Planning and Zoning Commission

7. Planning and Zoning Commission meeting minutes from January 12, 2022

Public Hearing

8. Motion to enter public hearing
9. Zone Change – Timber Ranch R-10 to R-8 (481 E 400 N)
10. Motion to close public hearing

Motion

11. Zone Change – Timber Ranch R-10 to R-8 (481 E 400 N)
12. Preliminary Plat – Park View Meadows (1280 S 750 E)
13. Preliminary Plat – Bowen Ranch Saddle Hollow (550 W 800 S)
14. Preliminary Plat – Salem Village (770 W 1750 N)
15. Preliminary Plat – Broad Hollow (Woodland Hills Dr. 400 N)
16. Preliminary Plat – Skyhawk Knoll (Woodland Hills Dr. 400 N)

Planning and Zoning Commission Attendance: Jon Ward, Paul Taylor, Jim Simons

City Staff Attendance: Bruce Ward, Cody Young

Public Attendance: Soren Christensen, William Burk, Jeff Anderson, Brent Bluth, Dean Ingram, Kent Stephens

Work Session (No Official Business Conducted)

1. Zone Change – Timber Ranch R-10 to R-8 (481 E 400 N)

Bruce Ward stated that the proposed Timber Ranch Zone Change is located at 481 E 400 N. Bruce Ward mentioned that this proposed zone change is for the proposed Timber Ranch Subdivision. Bruce Ward stated that the developer is proposing an R-10 to R-8 zone change along the north portion of the proposed Timber Ranch Subdivision. Bruce Ward stated that the proposed zone change would add on lot to the proposed Timber Ranch Subdivision. Bruce Ward mentioned that the developer of the Timber Ranch Subdivision has had to coordinate with Flagship Homes (developer of Salem Fields MPD) and Salem City. This coordination was required to align future infrastructure appropriately. The coordination for infrastructure has caused a redesign of the Timber Ranch Subdivision. The developer is requesting the Timber Ranch Zone Change because they believe that the area will blend better with the Salem Fields MPD with this zone change. Bruce Ward stated the DRC recommended denial of the zone change because of the unknown zoning of the proposed Salem Fields MPD. Bruce Ward finished up by stating that Salem City has not received an updated submittal for zoning in the Salem Fields MPD. Kent Stephens (Applicant) stated that he has seen the updated zoning submittal for the Salem Fields MPD. Kent Stephens stated that the zoning map he has seen for the Salem Fields MPD has an R-8 zone along the portion of the proposed zone change. Paul Taylor asked Kent Stephens for a time frame of construction timing for the Timber Ranch Subdivision. Paul Taylor mentioned that a possible solution for timing would be to have the Timber Ranch Subdivision wait for an updated submittal to be submitted for the Salem Fields MPD. Kent Stephens mentioned that they are planning on constructing the Timber Ranch Subdivision before the Salem Fields MPD starts construction. Kent Stephens mentioned that the approval of the Timber Ranch Zone Change could be conditional upon a milestone set by the City Council for the Salem Fields MPD application to reach. Jon Ward mentioned that he likes that the proposed zone change is only for a portion of the proposed Timber Ranch Subdivision and not the entire subdivision. Paul Taylor asked if the lot averaging ordinance was being used for the layout of the proposed Timber Ranch Subdivision. It was discussed that the additional lot that the zone change would bring could be added into the subdivision through utilizing the lot averaging ordinance. Kent Stephens

mentioned that the lot averaging ordinance is already in place for the layout of the proposed Timber Ranch Subdivision.

2. Preliminary Plat – Park View Meadows (1280 S 750 E)

Bruce Ward stated that the Park View Meadows Subdivision is located at 1280 S 750 E in between the Ridgeview Estates and Deer Hollow Subdivisions. Bruce Ward stated that the lots will be accessed from 750 E and the Deer Hollow Subdivision. Jon Ward stated that he likes the road layout for this subdivision. Bruce Ward mentioned that the Park View Meadows Subdivision meets all conditions of the Salem City code. Bruce Ward finished up by stating that the DRC recommended approval of the Park View Meadows Subdivision. This DRC meeting occurred on February 2, 2022.

3. Preliminary Plat – Bowen Ranch Saddle Hollow (550 W 800 S)

Bruce Ward stated that the Bowen Ranch Saddle Hollow Subdivision is located at 550 W 800 S. Bruce Ward mentioned that the Bowen Ranch Saddle Hollow Subdivision is located in the R-15 zone. Bruce Ward stated that DRC recommended approval of the Bowen Ranch Saddle Hollow Subdivision. Bruce Ward finished up by reading the recommended conditions for approval from the DRC. This DRC meeting occurred on February 2, 2022.

4. Preliminary Plat – Salem Village (770 W 1750 N)

Bruce Ward stated that the Salem Village Subdivision is located on 770 W 1750 N. Bruce Ward mentioned that the Salem Village Subdivision is located in the R-5 zone. Bruce Ward mentioned that there is a development agreement for this property. The development agreement requires the developer to pay cash-in-lieu for a portion of the future Arrowhead Park. Bruce Ward stated that DRC recommended approval of the Salem Village Subdivision. Bruce Ward finished up by stating the recommended conditions for approval outlined by the DRC. This DRC meeting occurred on February 9, 2021.

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98 **5. Preliminary Plat – Broad Hollow (Woodland Hills Dr. 400 N)**

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100 Bruce Ward stated that the Broad Hollow Subdivision is located on 400 N and Woodland Hills
101 Drive. Bruce Ward stated that the Broad Hollow Subdivision is located on twelve acres, composed of 29
102 lots and located in the R-12 zone. Paul Taylor mentioned that the developer utilized the lot averaging
103 ordinance in laying out the subdivision. Paul Taylor stated that only 20% of the lots in the Broad Hollow
104 Subdivision conform to the 12,000 sqft lot size requirement in the R-12 zone. Bruce Ward was asked by
105 the Planning and Zoning Commission to talk to the City Council about increasing the percentage of
106 conforming lots when the lot averaging ordinance is used for the layout of a subdivision. Bruce Ward
107 mentioned that DRC recommended approval of the Broad Hollow Subdivision. Bruce Ward stated the
108 recommended conditions for approval from the DRC. The DRC meeting occurred on February 2, 2022.
109 Bruce Ward mentioned that there is a meeting this Friday with Utah County. This meeting will help
110 clarify the improvements expected by the County for County roads. Bruce Ward mentioned that more
111 ROW on 400 N on the east side of Woodland Hills Drive may need to be preserved. Bruce Ward stated
112 that there will be better information of future ROW widths when the traffic master plan is completed.
113 Paul Taylor stated that the developer would need to adjust lot sizes if 400 N is required to have a wider
114 ROW. Jon Ward asked if this subdivision approval is premature because of the potential ROW
115 lengthening on 400 N. Bruce Ward stated that the City cannot delay the approval of the Broad Hollow
116 Subdivision because it meets all current Salem City codes. Jim Simons asked a few questions about the
117 future improvements of Woodland Hills Drive. He biggest concern was if there was enough room for the
118 future improvements of Woodland Hills Drive. Bruce Ward stated that there is a 106 foot right-of-way
119 preserving room for the future improvements of Woodland Hills Drive. Bruce Ware reminded the
120 Planning and Zoning Commission to add the DRC's recommend conditions to their motions tonight.

121

122 **6. Preliminary Plat – Skyhawk Knoll (Woodland Hills Dr. 400 N)**

123

124 Bruce Ward stated that the Skyhawk Knoll Subdivision is located at Woodland Hills Dr. and 400
125 N. Bruce Ward stated that the item being approved tonight is the revised preliminary plat for the
126 Skyhawk Knoll Subdivision. Bruce Ward mentioned that the preliminary plat was revised because of the
127 rerouting of the future 750 N. The future alignment of 750 N was moved further north to allow more
128 feasible infrastructure upgrade. A portion of the future 750 N will no longer be constructed with the
129 Skyhawk Knoll Subdivision. The Planning and Zoning Commission was concerned that there was only one
130 entrance and exit for the Skyhawk Knoll Subdivision. Bruce Ward stated that the subdivision will have a
131 temporary egress/ingress easement through lot 41 onto Woodland Hills Drive. This temporary
132 ingress/egress easement will be abandoned when Hawthorn Drive is extended to the north creating
133 another access for the subdivision. Bruce Ward stated that the temporary ingress/egress easement will
134 be a right in and right out on Woodland Hills Drive. Bruce Ward finished up by stating that the DRC

recommended approval of the Skyhawk Knoll Subdivision. Bruce Ward read the recommended conditions for approval outlined by the DRC. This DRC meeting occurred on February 9, 2022.

7:00 P.M. Planning and Zoning Commission

7. Planning and Zoning Commission meeting minutes from January 12, 2022

Paul Taylor made a motion to approve the Planning and Zoning Minutes from January 12, 2022. Jon Ward seconded the motion. All members of the commission voted in favor. 3-0

Public Hearing

8. Motion to Enter Public Hearing

Jim Simons made a motion to enter public hearing. Paul Taylor seconded the motion. All members of the commission voted in favor. 3-0

9. Zone Change – Timber Ranch R-10 to R-8 (481 E 400 N)

Bruce Ward stated that the proposed Timber Ranch Zone Change is located at 481 E 400 N. The applicant is requesting a R-10 to R-8 zone change along the north row of lots in the proposed Timber Ranch Subdivision. Bruce Ward invited Kent Stephens (applicant) to present his proposal to the Planning and Zoning Commission.

Kent Stephens stated that the proposed Timber Ranch Zone Change will blend with the proposed Salem Fields MPD. Kent Stephens stated that Salem City asked them to coordinate with the developer of the proposed Salem Fields MPD to align future infrastructure. Kent Stephens feels that a zone change should be granted by the city because of their efforts to coordinate with the neighboring developer. Kent Stephens also stated that the city should plan ahead with zoning if they plan ahead with infrastructure upgrade. Kent Stephens stated that they are okay with constructing the Timber Ranch Subdivision with its current zoning. Jon Ward stated that it is hard to make a zoning decision on this property because the adjoining property (future Salem Fields MPD) is unknown. Paul Taylor asked Kent

Stephens when he was planning on starting construction on the proposed Timber Ranch Subdivision. Kent Stephens stated that they are wanting to start construction on the Timber Ranch Subdivision as soon as possible. Kent Stephens finished up by suggesting that the proposed zone change could be conditional upon a milestone that needs to be reached by the developers of the future Salem Fields MPD with their submittal.

William Burke stated that the proposed Timber Ranch Subdivision is a reasonable request. William Burke stated that the proposed zone change only creates one lot. William Burke mentioned that the developer is trying to make development blend in the area. William Burke finished up by stating that bureaucracy shouldn't get in the way of granting the proposed zone change.

10. Motion to Close Public Hearing

Jim Simons made a motion to close public hearing. Jon Ward seconded the motion. All members of the commission voted in favor. 3-0

Motion

11. Zone Change – Timber Ranch R-10 to R-8 (481 E 400 N)

Bruce Ward asked Walter Bird if a conditional approval is permitted for a zone change. Walter Bird stated that a conditional approval is a permitted action. Walter Bird followed up by stating that the Timber Ranch Zone Change would be difficult to approve the zone change with a conditional action dependent upon the developers of the Salem Fields MPD. Jon Ward stated that he is grateful that the developer only asked for a zone change along a portion of the proposed Timber Ranch Subdivision.

Jon Ward made a motion to approve the Timber Ranch Zone Change. Paul Taylor seconded the motion. All members of the commission voted in favor. 3-0

12. Preliminary Plat – Park View Meadows (1280 S 750 E)

199 Review the minutes from the work session in today's meeting for additional information about
200 the Park View Meadows Subdivision.

201

202 Paul Taylor made a motion to recommend approval of the Park View Meadows Preliminary Plat
203 subject to compliance with all Salem City codes and standards with the following condition.

204 1. Recommended conditions for approval outlined by the DRC

205 Jim Simons seconded the motion. All members of the commission voted in favor. 3-0

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207 **13. Preliminary Plat – Bowen Ranch Saddle Hollow (550 W 800 S)**

208

209 Please review the minutes from the work session in today's meeting for additional information
210 about the Bowen Ranch Saddle Hollow Subdivision.

211

212 Jon Ward made a motion to recommend approval of the Bowen Ranch Saddle Hollow Preliminary
213 Plat subject to compliance with all Salem City codes and standards with the following condition.

214 1. Recommended conditions for approval outlined by the DRC

215 Jim Simons seconded the motion. All members of the commission voted in favor. 3-0

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217 **14. Preliminary Plat – Salem Village (770 W 1750 N)**

218

219 Bruce Ward stated that the Salem Village Subdivision's plat expired last year. A new applicant
220 (Brent Bluth) has resubmitted the Salem Village Subdivision with no changes. Bruce Ward stated that
221 the applicant is forced to follow the requirements outlined in the property's development agreement.

222

223 Jon Ward made a motion to recommend approval of the Salem Village Preliminary Plat subject
224 to compliance with all Salem City codes and standards with the following condition.

225 1. Recommended conditions for approval outlined by the DRC

226 Jim Simons seconded the motion. All members of the commission voted in favor. 3-0

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230 **15. Preliminary Plat – Broad Hollow (Woodland Hills Dr. 400 N)**

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232 Bruce Ward gave a summary of the credentials of the Broad Hollow Subdivision (outlined in the
233 work session earlier). Bruce Ward stated that the DRC recommended approval of the Broad Hollow
234 Subdivision because it meets all current Salem City code and standards. Bruce Ward stated that the city
235 is forced to approve a subdivision if it meets current city codes and standards. Paul Taylor asked when
236 the City will know from the traffic master plan if 400 N along the Broad Hollow Subdivision. Bruce Ward
237 stated that the future right-of-way widths will be known when the traffic master plan is completed.
238 Bruce Ward stated that there is plenty of time between preliminary and final plat approval to make sure
239 that the proper right-of-way width is outlined for 400 N. Paul Taylor stated that the right-of-way width
240 could change the lot sizing of the Broad Hollow Subdivision. Bruce Ward stated that the city is required
241 to approve the Broad Hollow Subdivision because it meets current Salem City codes and standards. Jon
242 Ward asked if the future Woodland Hills Drive trail is on the side of the Broad Hollow Subdivision. Bruce
243 Ward stated that the future Woodland Hills Drive trail is located on the opposite side of the road from
244 the Broad Hollow Subdivision. Jon Ward asked where the storm water would go off of Woodland Hills
245 Drive. Bruce Ward stated that the storm water from Woodland Hills Drive will flow into the awkward
246 piece of property on the south west side of the Broad Hollow Subdivision. Paul Taylor asked if the
247 awkward piece of property will still exist when Woodland Hills Drive is fully improved. Bruce Ward
248 stated that the awkward piece of property will exist when Woodland Hills Drive is fully improved. The
249 Planning and Zoning Commission had concerns about the use of the lot averaging ordinance with the
250 layout of the Broad Hollow Subdivision. They requested Bruce Ward to mention to the City Council that
251 they would like to revisit the credentials of the ordinance. Particularly changing the conforming lot
252 percentage in a subdivision to 25%.

253

254 Jon Ward made a motion to recommend approval of the Broad Hollow Preliminary Plat subject to
255 compliance with all Salem City codes and standards with the following condition.

- 256 1. Recommended conditions for approval outlined by the DRC

257 Jon Ward seconded the motion. All members of the commission voted in favor. 3-0

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259 **16. Preliminary Plat – Skyhawk Knoll (Woodland Hills Dr. 400 N)**

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261 Bruce Ward went over the credentials of the Skyhawk Knoll Subdivision that were shared in the
262 work session earlier. Bruce Ward stated that the temporary ingress/egress easement in lot 41 is
263 required for the subdivision to comply with the Salem City lot to access ratio standard. Bruce Ward
264 stated that Utah County as approved the temporary access as a right in and right out access onto

265 Woodland Hills Drive. Paul Taylor asked what the planned improvements were for the temporary
266 ingress/egress easement. Bruce Ward stated that the temporary access is planned to have 24 feet of
267 asphalt. Paul Taylor mentioned that full improvements may be a good idea because we don't know the
268 timing of when the easement will be abandoned. Paul Taylor asked who was planning on maintaining
269 the easement. Bruce Ward stated that Arive Homes will maintain the easement but Salem City will plow
270 the easement when it snows. Soren Christensen mentioned that it would be a good idea for a pedestrian
271 access to be created on the temporary easement. This pedestrian access would allow pedestrians to
272 access the Woodland Hills Drive trail. Bruce Ward stated that he likes the idea of a pedestrian access on
273 the temporary access. Bruce Ward stated that the asphalt could be extended and pedestrian traffic lines
274 could be added to the asphalt. Paul Taylor asked where the storm water is planned to go from the
275 temporary easement access. Bruce Ward mentioned that a temporary storm basin can be created to
276 retain the storm water from the temporary access. Dean Ingram stated that the temporary easement
277 will be removed when it is no longer required. Once the easement is removed a house will be built and
278 the fence along the back property line will be installed to match the subdivision. Dean Ingram stated
279 that potential homeowners will be notified about the temporary ingress/egress easement. Paul Taylor
280 asked if the temporary ingress/egress easement could be expanded to 30 feet wide. Bruce Ward stated
281 that changing the width of the temporary access to 30 feet is a reasonable request. The Planning and
282 Zoning Commission likes the idea of having a pedestrian access on the temporary ingress/egress
283 easement.

284 Paul Taylor made a motion to recommend approval of the Skyhawk Knoll Preliminary Plat subject to
285 compliance with all Salem City codes and standards with the following condition.

- 286 1. Recommended conditions for approval outlined by the DRC
287 2. The temporary ingress/egress easement width to be changed to 30 feet to accommodate a
288 pedestrian access.

289 Jim Simons seconded the motion. All members of the commission voted in favor. 3-0

290

291 Jim Simos made a motion to adjourn. Paul Taylor seconded the motion. All members of the
292 commission voted in favor. 3-0