

Staff Report to the North Ogden City Planning Commission

SYNOPSIS / APPLICATION INFORMATION

Application Request: Consideration and action regarding an administrative application, site plan approval of the North Ogden City Police Station and Senior Center Parking Lots located at approximately 505 E 2600 N.

Agenda Date: March 6, 2024
April 3, 2024 (PC update meeting)

Applicant: North Ogden City

File Number: SPR 2024-04

PUBLIC NOTICE:

Mailed Notice:
City Website: February 29, 2024
March 28, 2024 (PC update meeting)

PROPERTY INFORMATION

Address: 505 E. 2600 N. (Public Safety Building) and 485 E. 2550 N. (Senior Center)

Project Area: 3.9 Acres Approximately

Current Zoning: Civic Zone (C)

Proposed Land Use: Civic Use - Public Safety Building and Senior Center Parking Lots

Parcel ID: Portions of 18-168-0001, 18-150-0004, 18-156-0002, and 18-149-0002

ADJACENT LAND USE

North: Residential
East: Residential
South: Residential and Commercial
West: Commercial

STAFF INFORMATION

Presented by Eric Casperson, City Engineer
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APPLICABLE ORDINANCES

North Ogden Zoning Ordinance 11-2-9 Site Plan Review
North Ogden Zoning Ordinance 11-9L Civic Zone C
North Ogden Zoning Ordinance 11-11-6 Exterior Lighting
North Ogden Zoning Ordinance 11-19 Parking and Loading; Traffic and Access

TYPE OF DECISION

When the Planning Commission is acting in an administrative capacity, it is acting as a land use authority, and has limited discretion. Examples of administrative applications are conditional use permits, design reviews, and subdivisions. Administrative applications must be approved by the Planning Commission, if the application demonstrates compliance with the approval criteria.

BACKGROUND

North Ogden City has completed construction of the new Public Safety Building. As part of that construction project, the original City Hall parking lot was consumed by the building eliminating approximately 40 parking stalls. The Site Plan approval of the Public Safety Building in April 2022 recommended that the Planning Commission review any additional parking developed for the Civic Campus (see Exhibit B). With the upcoming demolition of the existing Police Station, the city has designed additional parking for both the City Hall campus as well as the Senior Center. These parking improvements will increase access to the site, and will bring parking closer to City Hall and the Public Safety Building. The Planning Commission's original recommendation was to not replace the existing Police Station with parking, but due to site constraints, and the need for the public to have closer more accessible parking, Staff strongly recommends the parking layout presented.

ZONING ORDINANCE COMPLIANCE

The Planning Commission will be considering how this proposal meets the North Ogden City Zoning Ordinance:

11-2-9 (SITE PLAN APPROVAL REQUIRED)

B. Site Plan Approval Required. Site plans are required for all permitted and conditional uses. Permits for signs also require a site plan. Site plan applications are available on-line and at the City Offices.

C. Approval Criteria. To promote appropriate development of property within the City, no application for site plan review shall be approved unless it is demonstrated that the application meets the standards of this Title, including performance criteria in 11-2-8 (E).

Staff Comment: The site plan is required to be reviewed by the Planning Commission and is included as an exhibit (See Exhibit A).

11-9L (CIVIC ZONE C)

Staff Comment: The Civic Zone is intended for all North Ogden owned and operated parcels and facilities. The property rezone request was approved by North Ogden City Council on February 8, 2022.

11-11-6 (EXTERIOR LIGHTING):

- A. All fixtures must be fully shielded or full cutoff and downward directed so that no light is projected above the horizontal plan of the fixture.
- B. The color temperature rating of fixtures lamps shall not exceed 2000 Kelvin.
- C. All lighting fixtures shall limit horizontal light levels such that no direct light falls onto adjacent property.

Staff Comment: A balance must be struck between providing safety and security for the parking lots while being sensitive to the surrounding residential neighbors.

Lighting must be designed in a way to shield excess glare from surrounding residential properties. Parking lot lights shall be downward pointing and shielded from excess glare.

11-19 (PARKING AND LOADING; TRAFFIC AND ACCESS):

11-9L-10: Parking: Uses within the Civic zone are subject to CCNO 11-19. The number of required parking stalls shall be approved by the Planning Commission as part of the site plan review approval process.

Staff Comment: The schedule of required parking spaces for Civic buildings recommends using “Business Offices” which requires 1 parking stall per 250 square feet of gross floor area. Weber County Recorders Office lists the North Ogden City Hall as approximately 9,000 square feet, which requires 38 parking stalls.

The new Public Safety Building is fully self-parked for Officers and Staff behind the locked gate, and will only need accessible parking to accommodate visitors and Court uses. The floor area of the administration area and Court Room are approximately 2,500 square feet, which requires 10 additional stalls.

Parking at City Hall totals 56 stalls between existing and proposed spaces. The current Site Plan conforms to the parking requirements regarding stall count, spacing, landscaping islands, storm detention, and exceeds the total number of required stalls.

The additional parking at the Senior Center totals an additional 60 stalls. The parking expansion is not necessary to meet the current needs of City Hall, Senior Center, or the Public Safety Building, but is required to be constructed per contract with the Weber County Library.

11-17-2: GENERAL REGULATIONS:

A. Parking Space Size:

1. Regular Parking Space: A regular parking space shall mean an area of not less than one hundred seventy one (171) square feet, with a minimum width of nine feet (9'), and minimum depth of nineteen feet (19'), which is specifically designated for, and used for, the parking of an automobile or light truck, exclusive of all driveways and accessways.

Staff Comment: This standard must be met. The current striping plan shows 18-foot stalls plus a curb pan. Staff will confirm with the City Engineer regarding the use of the curb pan in the overall stall depth, and whether that meets City Standards.

11-19-3: DESIGN AND LOCATION OF PARKING SPACES:

(Full list of requirements have been reviewed but not added to this staff report)

Staff Comment: There are a myriad of parking standards in this section of Code. The standards have been met for location of parking, setback from streets, and drive aisle widths and locations.

11-19-9: PARKING LOT LANDSCAPING:

A. Amount Required.

1. Interior Parking Lot Landscaping. A landscape island shall be installed every ten (10) parking spaces with a minimum width of nine (9) feet. Each island shall contain at least one deciduous shade tree with shrubs and groundcover to include at least 50% live material.
2. Perimeter Parking Lot Landscaping. The perimeter of all parking areas shall contain deciduous shade trees planted at an average spacing of forty (40) feet on center as well as, shrubs, ground cover, pedestrian walkways, and plazas.
3. Screening. All parking lots shall screen vehicle headlights with a berm or landscaping running along all street frontages. The screen is intended to create a more walkable streetscape and shall be located in the landscaped area between the sidewalk and parking lot pavement. The berms shall not be steeper than one foot (1') vertical for each three (3) horizontal feet of landscaped area and shall be a minimum height of two feet (2') and a maximum of three feet (3'). The height shall be measured from the top of the street curb. Off street parking areas serving single-family dwellings, two-family dwellings and churches are excluded from this regulation.

B. Location. The landscaping should be located in protected areas, such as along walkways, in center islands, at the ends of bays or between parking stalls. All landscaping in parking areas and on the street, frontage shall be placed so that it will not obstruct sight distance.

C. Plant Type. A mixture of hardy flowering and deciduous trees shall be planted. The area between trees shall be mulched, planted with shrubs, or ground cover, or covered with paving material. Any area that will be under the overhang of vehicles shall be mulched or covered with paving materials.

Staff Comment: The new parking area for the City Hall and Public Safety Building meet all requirements. The parking area for the Senior Center was designed and approved in concept when the Senior Center was constructed. Due to the limited space, the parking design is unable to meet the 10-foot setback requirement on the south side of the lot. There is a 6-foot tall vinyl fence on the property line which will help to block vehicle headlights from the residential units. Staff believes that the Senior Center Parking layout is a pre-existing condition, and can be accepted by Planning Commission as meeting the intent of the Code. The design currently meets landscape requirements.

UPDATED Staff Comment 4-3-2024: The Planning Commission made a recommendation to staff to improve the pedestrian flow from the parking lot to the City Hall main entrance. The Landscape Plan has been updated to reflect a natural surface walkway from the parking lot to the sidewalk on the west side heading towards the main doors of the City Hall in response to Planning Commission's request.

The site has a significant elevation change from east to west and north to south. This makes conformance with sidewalk grades that meet Americans with Disabilities Act difficult at multiple locations of the parking lot. For this reason, the proposed pathway is not designed for all users, but

rather for the convenience of those patrons who might cut across the landscaping area. It is an attempt to reduce what are known as “desire lines” in planning, where people walk a line into the grass or other landscape area because it is the most natural direction for walking. Staff believes that providing this alternative natural surface walkway will cut down on impacts to landscaping, and provide an additional walking pathway for those doing business at City Hall.

RECOMMENDED CONDITIONS OF APPROVAL

- Lighting must be designed in a way to shield excess glare from surrounding residential properties. Parking lot lights shall be downward pointing and shielded from excess glare.
- Conditions specified in the Engineer’s report, unless superseded by the requirements listed in this report.

CONFORMANCE WITH THE GENERAL PLAN

The General Plan map shows this area as: “Down Town Mixed Use.” Civic uses including parks, trails, and parking access points are consistent with that designation.

PLANNING COMMISSION CONSIDERATION

- Is the proposal consistent with the General Plan?
- Does the proposal meet the North Ogden Zoning ordinance standards?

RECOMMENDATION

Staff recommends approval of the site plan subject to the conditions listed in this staff report.

EXHIBITS

- A. Updated Site Plan City Hall Parking Areas

AREA MAP (approximately)

