



JAMES SORENSEN  
COMMUNITY DEVELOPMENT  
DIRECTOR

KURT BRADBURN  
MAYOR

MATTHEW HUISH  
CHIEF ADMINISTRATIVE OFFICER

# MEMORANDUM

January 16, 2020

|          |  |                |
|----------|--|----------------|
| To:      | Planning Commission  | PO Zone        |
| From:    | Community Development Department   | 0.85 Acres     |
| Subject: | Waterford School West Parking Lot--Site Plan Review<br>9461 S. 1400 East<br>[Community #17, Willow Canyon] | SPR-10-19-5747 |

*Public Notice: In addition to the posting of the meeting agenda, this project was noticed for this meeting to property owners within 500 feet of the subject property, by U.S. Mail delivery.*

| PROPERTY CASE HISTORY |   |
|-----------------------|---|
| Case Number           | Case Summary                                |
| SPR-96-21             | Site Plan Review for School Expansion. 1996 |
| SPR-03-32             | Site Plan Review for School Expansion. 2003 |

## DESCRIPTION OF REQUEST

The applicant, Mr. Greg Miles, CFO for Waterford School is requesting that the Planning Commission review the proposed site plan for a 29 vehicle surface parking lot, to be added to the existing private school campus. The proposed parking lot is to be developed on an existing vacant lot, located at 9461 S. 1400 E., and will connect with a driveway to 1400 East. The Planning Commission is the land use approval body for this action, as designated in the Sandy City Development Code.

## BACKGROUND

The property parcel has been owned by the school since 2002. A residence was once located on this property, but that house was torn down many years ago. The property has sat vacant since then. The school intends to use the new parking area for teachers and staff of the pre-kindergarten and the kindergarten portions of the school campus, which is immediately to the east of the proposed parking lot.

## NEIGHBORHOOD MEETING

A neighborhood meeting was held for this project on December 11, 2019. Only one couple attended this meeting from the neighborhood. Their concerns were only about the traffic generation and the proposed driveway connection to 1400 East. Otherwise, they were glad to have the vacant lot improved. (See the neighborhood meeting summary attached.) Staff has also received phone calls from two other residential neighbors and from the property manager of the abutting business office to

the north of the proposed parking lot. The only concerns expressed to staff dealt with the proposed connection of the driveway to 1400 East, and fears of excessive traffic on the residential street.

### **ANALYSIS**

**Landscaping.** Landscaping will be added to the site as per the attached landscaping plan. Landscaping will meet the City requirements and help buffer the new parking lot from the street and from the residential neighbor to the south. (Please see the attached vicinity map, site plan and landscaping plan.)

**Access and Parking.** The proposed staff parking lot is designed to connect with a driveway to 1400 East Street, an existing, mainly residential street and neighborhood located within a Salt Lake County jurisdictional island. This driveway connection is necessary to provide another access for the student drop off by parents and carpools to the pre-kindergarten and the kindergarten portions of the campus, and to help improve emergency vehicle access to the campus.

The school directors have planned this parking lot development as part of the ongoing physical development of the school campus and have also analyzed how the school manages student drop-off and pick-up by parents and organized car pools. Because this is a private school, the administration knows exactly where the students live that attend the pre-kindergarten and the kindergarten, and have plotted the home locations of these students on a map attached to this report. The attached letter to the City from the school, states that approximately 53 Waterford School students of the pre-k and kindergarten age live south or west of the campus. Only the parents of these students will be invited by the administration to drop-off and pick-up these students using 1400 East to connect to the new parking lot driveway. For these student's drop-off and pick-up actions, the traffic flow will be restricted by the administration to "one way", as follows.

Once they reach 9400 South at 1400 East Street this "one way" flow will be south on 1400 East and then turning left into the new parking lot driveway. At the east end of the new parking lot, traffic flow will go to the south and turn around 180-degrees, now heading north. The students are loaded and unloaded at the curb in front of the kindergarten with parent and staff assistance. After the student loading and unloading, the parents/carpools will proceed north, directly to 9400 South, where they can turn west and rejoin 1300 East, or proceed east on 9400 South.

This means that the car volumes on 1400 East Street will increase by 29 vehicles per day for the teachers and staff and then 53 trips in the morning drop-off. Twenty trips will use the same route for noon pick-up of the Pre-K and then 33 trips for the P.M. pick-up. This activity will generate an additional 162 trips per day on 1400 East, southbound only, Monday thru Friday from September to May each year.

This residential street can accommodate this additional traffic. The City Engineer and City Transportation Engineer recommend that this project be approved by the Planning Commission

**City and Agency Reviews.** All of the regular reviewing agencies and City Departments have reviewed and approved this project, subject to their normal conditions, as per the site plan and site civil design drawings.

### **STAFF RECOMMENDATION**

Staff recommends that the Planning Commission determine that preliminary site plan review is complete, based on this **staff report**, and the **three findings listed below and subject to the following five conditions**:

**FINDINGS:**

- A. That the various City Departments and Divisions, including the City Engineer, Transportation Engineer, Fire Marshal, and the Public Utilities Department Chief Engineer have all preliminarily approved the proposed site plan.
- B. That the proposed driveway access, internal site circulation and off-street vehicle parking will provide needed additional public safety access and help disperse student loading and unloading and be both safer and more convenient for the students, teachers, staff and parents for this portion of the school campus.
- C. That the proposed parking lot driveway connection to 1400 East will not burden or overload the carrying capacity of 1400 East.

**CONDITIONS:**

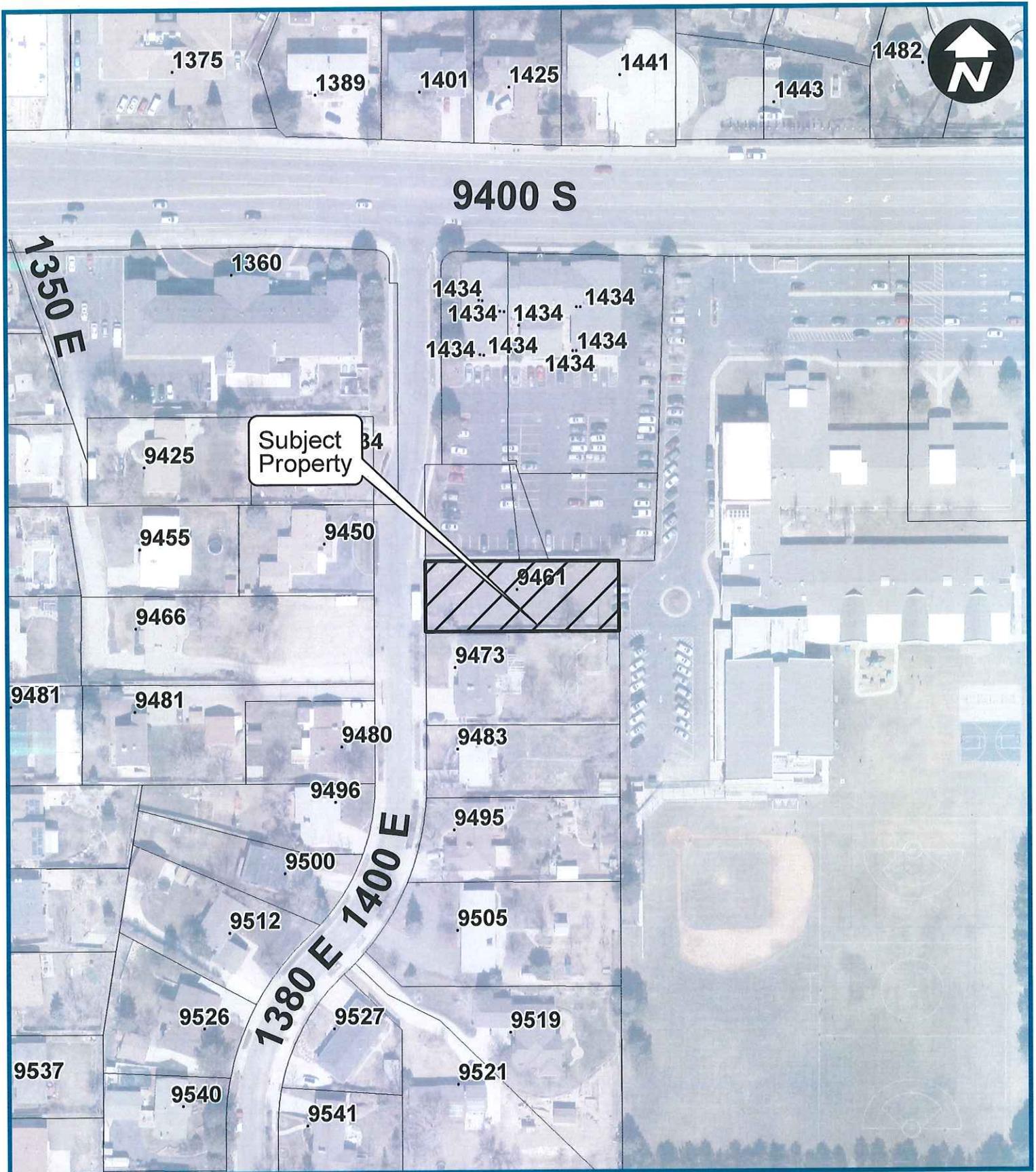
1. That the developer proceed through the final site plan review process with staff prior to the start of any construction (including payment of development fees and posting of an appropriate bond to guarantee completion of all required improvements on and off the site), according to the Site Plan Review Procedures Handout. The final site plan shall be in compliance with all Development Code requirements and those modifications determined by the Planning Commission.
2. That the developer be responsible for the placement of a temporary 6 foot high chain link fence around the perimeter of the project during the construction phase of the project for security. Said fence shall also be required to include fabric to prohibit blowing dust problems, if it becomes necessary or if it is required by the Community Development Department during Site Plan Review.
3. That the applicant comply with the Sandy City Noise Ordinance, including working hours during construction.
4. That the applicant comply with all department requirements as noted in all Preliminary Review letters prior to submittal for final site plan review.

Planner:

Reviewed by: *BW*

*Douglas L. Wheelwright*

Douglas L. Wheelwright  
Development Services Manager



**SPR-10-19-5747**  
**Waterford School**  
**9461 S 1400 E**



PRODUCED BY DOUG WHEELWRIGHT  
 THE COMMUNITY DEVELOPMENT DEPARTMENT



# DEPARTMENT OF PUBLIC WORKS

Kurt Bradburn  
Mayor

Matthew Huish  
Chief Administrative Officer

Michael Gladbach, P.E.  
Director

## READY-FOR-PLANNING-COMMISSION MEMORANDUM

**Date:** November 11, 2019

**To:** Doug Wheelwright, Development Services Manager

**From:** Ryan C. Kump, P.E., City Engineer  
Britney Ward, P.E., City Transportation Engineer  
David J. Poulsen, Development Engineering Coordinator

**Project Name:** Waterford School Parking Expansion  
**Plan Case Number:** SPR-10-19-005747  
**Project Address:** 9461 South 1400 East Street

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A review of the above-mentioned project has been made. Following is a list of comments from the Public Works Department:

1. THE PRELIMINARY SITE PLAN AND OTHER DOCUMENTS SUBMITTED BY THE DEVELOPER ARE GENERALLY ADEQUATE at this stage of the project with regard to Public Works Department concerns. A number of items will be required prior to final approval, including items mentioned in the drawing redlines, the "Plan Case Comments," and the "City Engineer Requirements" letter, but these items are not required as part of this preliminary submittal.
2. THE PUBLIC WORKS DEPARTMENT RECOMMENDS THAT THE PLANNING COMMISSION DECLARE THAT PLANNING COMMISSION PRELIMINARY SITE PLAN REVIEW IS COMPLETE, and that final project documents be prepared by the developer for review by city staff members.
3. PRIOR TO FINAL APPROVAL BY THE PUBLIC WORKS DEPARTMENT, the developer is required to complete all items mentioned in the drawing redlines, the "Plan Case Comments," and the "City Engineer Requirements" letter.



# SANDY CITY COMMUNITY DEVELOPMENT

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## Neighborhood Meeting Summary – Community #17

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**Date:** 12/11/19

**Location:** East Conference Room

**Community #/Name:** #17

**Community Coordinator:**

**Project Name:** Waterford School Parking Lot

**Number of Attendees:** 2

**Applicants:** Waterford

**Number of Invitees:**

**Length of Meeting:**

**Notice Radius:** 500 ft.

**Project Description:** Waterford School, new parking lot for teachers and visitors to the Kindergarten, and will connect the parking lot and some of the existing internal campus driveways to the east, to 1400 East Street.

**Community Comments:**

1. Traffic and traffic flow are a concern.
2. They don't want a connection to 1400 E. She is worried about more cars coming in on 1400 E.
3. They would like there to be a no left turn sign put up.
4. Street parking on 1400 E is a concern.

## Neighborhood Meeting Sign In Sheet

12/11/19

|    | Name          | Email                           | Cell Phone Number |
|----|---------------|---------------------------------|-------------------|
| 1  | WADE MAUER    | —                               | 208-850-2657      |
| 2  | MARLYNN MAUER | —                               | 801-495-2659      |
| 3  | Greg Miles    | gregmiles@waterfordschool.org   | 801-816-2289      |
| 4  | TODD WINTERS  | toddwinters@waterfordschool.org | 801-816-2213      |
| 5  |               |                                 |                   |
| 6  |               |                                 |                   |
| 7  |               |                                 |                   |
| 8  |               |                                 |                   |
| 9  |               |                                 |                   |
| 10 |               |                                 |                   |
| 11 |               |                                 |                   |
| 12 |               |                                 |                   |
| 13 |               |                                 |                   |

By providing your email address, you may receive various email notifications from Sandy City. However, Sandy City will not share or sell your information, but will only use it for city communications. Additionally, you can unsubscribe at any time.



## **Waterford School, 1400 East Connection and Parking Project**

January 16, 2020 Sandy City Planning Commission meeting notes

**Self introduction.** Greg Miles. Me and my family live on Shoshone Ave that connects to 1400 East. We have been here for 15 years and fully connected to this neighborhood. We care deeply about neighbors and friends.

Todd Winters has worked at the school since 1986. He knows the history and context from the earliest days.

**History and General.** Waterford School is a Not For Profit entity that was founded in Provo in 1981. The school moved to this location in 1986. The school is committed to being a good neighbor within this community.

Waterford School has owned this vacant parcel since 2002. In 2009 the school began making plans for this parking project but due to the economic downturn, the school was forced to put a freeze on all capital projects. Therefore this lot has sat vacant for the past 17 years.

Our intent is to pave this vacant lot and provide 29 parking spaces for teachers and staff and connect it to 1400 East. I will explain specific details of traffic flow, which traffic volume will be minor. We believe there are positives for the neighborhood as well. I'll start with a google map of this area.

### Positives for the neighborhood:

1. The school looks forward to changing this parcel from an abandoned field into a much nicer space that will be well maintained. The school has coordinated with the adjoining neighbor (Mrs Nunley) so that trees compliment her large, mature trees (show google map jpg 1 and then show architect rendering jpg 2)
2. Waterford will restrict parking in this new parking lot so that neighbors' vehicles and trailers would not be allowed in these areas without prior school permission. (show landscape jpg 3)
3. Waterford School wants to continue being a good neighbor. Neighbors often ride their bikes or take a stroll through the campus and enjoy the open space. This project provides a little easier access for neighbors to access from the west side of Waterford.

Traffic flow and reasons Waterford needs access from 1400 East:

1. **Student safety and efficiency.** This project will allow approximately 53 parent cars to come from the south end of the valley to arrive in a safer manner. (show parent map jpg 4)
  - a. These 53 cars would be driving north on 1300 East and then turn east on 9400 South and then south onto 1400 East and then a quick left turn going east into this school access point where they would drop off and pickup the youngest students.
  - b. The school has 165 school days per year, Sep to May. This PreK and Kindergarten drop off and pickup occurs 8:10-8:30am (53 cars) and then mid-day pickup 11:30-12:00 (20 cars) and afternoon pickup 2:45-3:15pm (33 cars).
  - c. Only Preschool and Kindergarten parents who live in the south will be invited to use this entrance and will be provided instructions to access this lot coming from 9400 South (and not driving through the neighborhood). The sign will read Preschool and Kindergarten parents only. (The other student grades would not want to use this access anyways because their dropoff and pickup point is on the north side of the elementary school)
2. **More Parking.** Compared to 2005, although the school has the same number of classroom teachers in the elementary school, the school has more nearly 25 tutors and reading assistants and support staff and other part-time positions. The current parking lot is maxed out and the school needs more parking.
3. **General School and City Safety.** Currently only one way into the elementary school area and one way out. Having one more ingress point into a site creates quicker, more efficient movement of vehicles improving safety and emergency access routes in the event of an emergency.

**Timing.** The school hopes for the construction project to begin in March 2020 and end by June 2020. The work would occur during normal working hours—7:30am to 5:30pm.

Questions?

Alta Ridge Assisted Living of Sandy

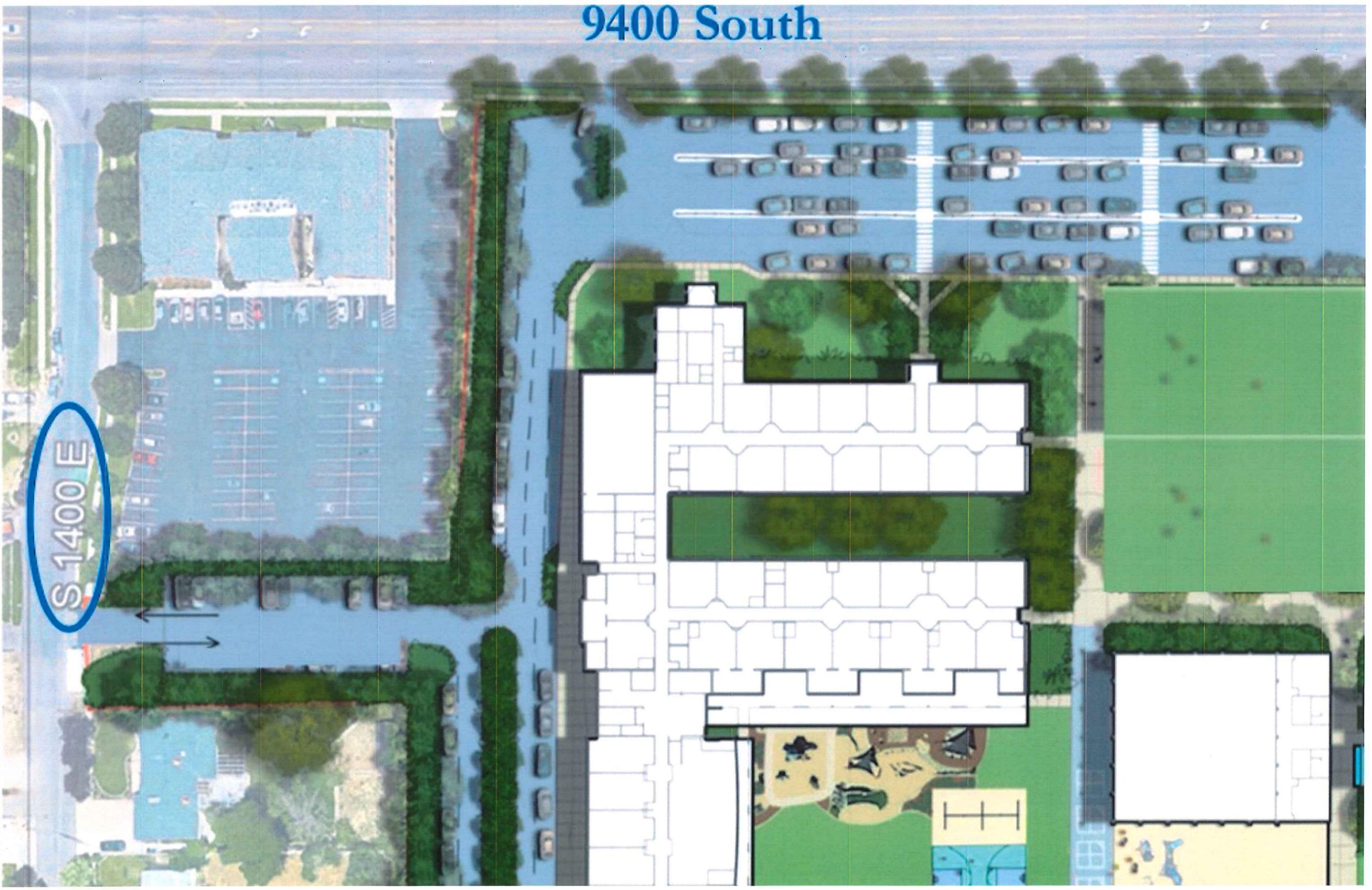
Sandy Family Dentistry:  
Dr. Russell G. Lewis

Waterford School



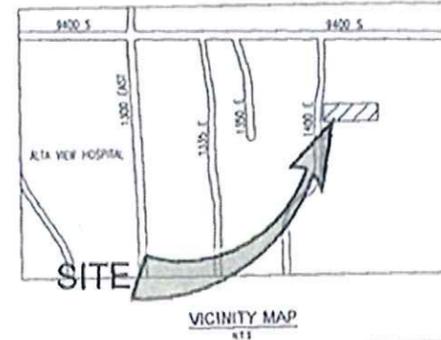
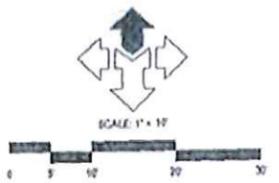
9400 South

S 1400 E





# Waterford School— 1400 East Connection Landscape Plan



## Medical/Dental Offices

LITTLE BUNNY GRASSES AND MULCH

4" OF NATURAL MULCH IN THE BED AREAS

N 90°00'00" W 212.73'

Existing Bradford Pe

Autumn Blaze Maple

Weeping White Spr

Waterford  
parking lot

Autumn Blaze Maple

Weeping White Spruce

Autumn Blaze Maple

Weeping White Spruce

Weeping White Spruce

Existing Bradford

N 90°00'00" E 212.73'

LITTLE BUNNY GRASSES AND MULCH

4" OF NATURAL MULCH IN THE BED

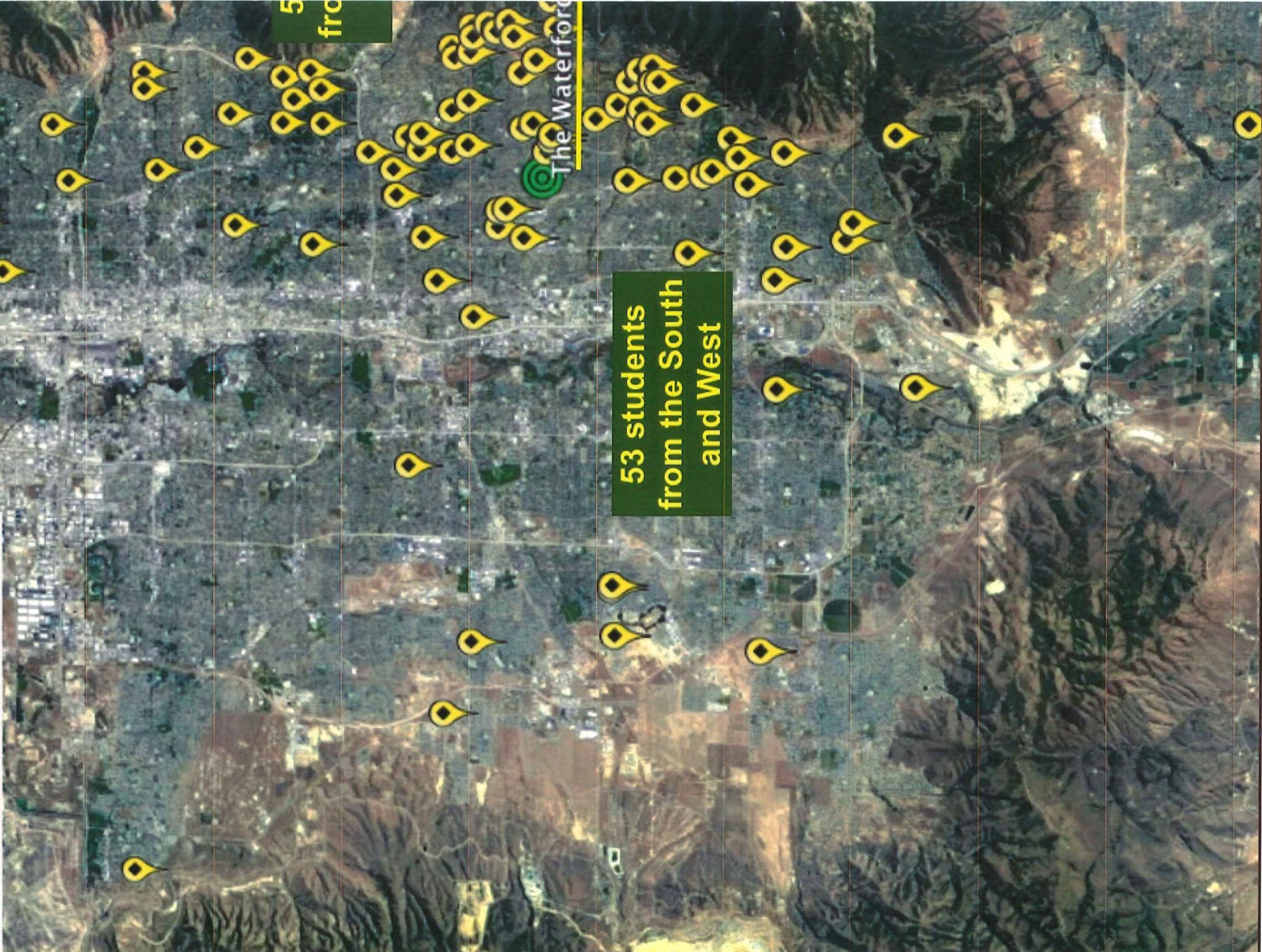
2 Existing Bradford Pear *Pyrus Calleryana* 'Bradford'

4 Autumn Blaze Maples *Acer x Freemanii* 'Jeffsred' 2" Caliper

4 Weeping White Spruce *Picea glauca* 'Pendula' 6'

100  
feet

# Waterford School and Kindergarten student map



53 students  
from the South  
and West

53  
from

The Waterford