



# SANDY CITY COMMUNITY DEVELOPMENT

JAMES SORENSEN  
COMMUNITY DEVELOPMENT  
DIRECTOR

MONICA ZOLTANSKI  
MAYOR

SHANE E. PACE  
CHIEF ADMINISTRATIVE  
OFFICER

## Staff Report Memorandum August 7, 2025

To: Planning Commission  
From: Community Development Department  
Subject: Sandy Jordan Credit Union Subdivision  
9260 S. 300 E.  
[Community #4, Historic Sandy]

SUB04142025-006950  
PO Zoning District  
1 Lot - Commercial 0.94  
Acres

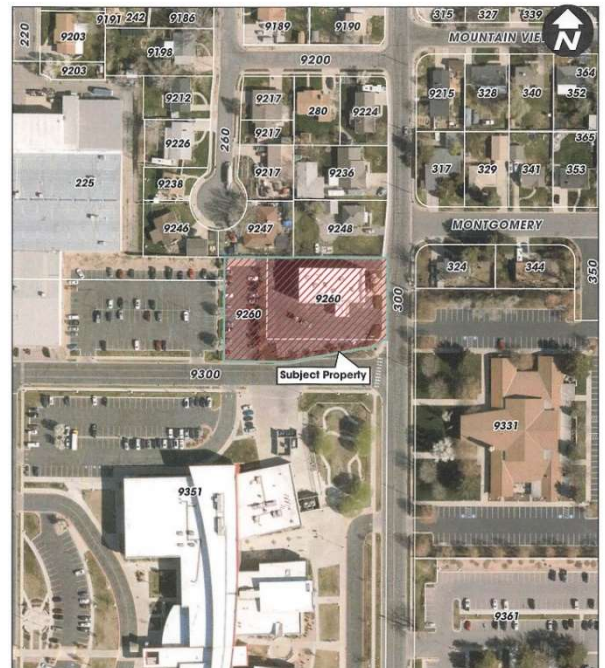
**Public Meeting Notice:** This item has been noticed to property owners within 500 feet of the subject area, on public websites, at public locations, and a sign posted on site.

### Request:

The applicant, Nate Reimer, P.E with CIR Engineering, representing Jordan Credit Union, is requesting preliminary review of a one-lot commercial subdivision for a property located at 9260 S. 300 E. The existing credit union building site is composed of two parcels. The subdivision will combine these two parcels into one lot and dedicate some street right-of-way to Sandy City for widening of 300 East Street (see the attached Exhibit A).

### Background

This property is located in the Sandy 5 Acre Plat, which is the 1892 agricultural survey reference plat and is not considered an official subdivision plat for development purposes. The two existing parcels that make up the site were created by deed using meets and bounds descriptions. Originally, the credit union was part of the Jordan School District, and the branch office was built on school district owned property. All property in the vicinity is zoned R-1-8, with exception to the subject properties which were recently rezoned to the Professional Office (PO) zone district. To the south and west of this property, is the Mount Jordan Middle School and the Canyons School District bus parking and maintenance buildings. To the north and east are residential single-family. Across 300 East Street is an LDS Church.



Jordan Credit Union  
9260 S 300 E  
SPR04142025-006949  
SUB04142025-006950  
CUP05012025-006961

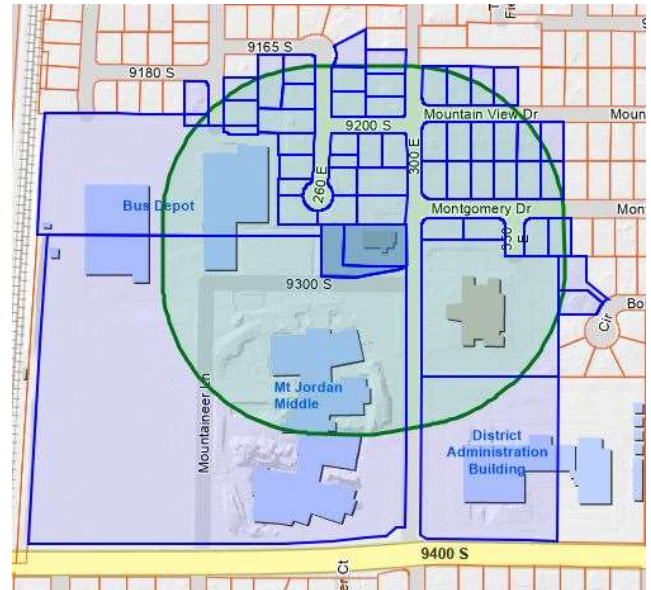
Property Case History	
Case Number	Case Summary
N/A	Sandy 5 Acre Plat, 1892 Agricultural Survey Reference Plat.

### **Public Notice and Outreach**

A neighborhood meeting was held for the previous rezoning case. A neighborhood meeting was not held for the subdivision or the site plan/conditional use cases, as the use is not changing. Mailed notices were sent to property owners located within 500 feet of the subject property for this planning commission meeting. The notices and the agenda for the planning commission meeting were posted in public places and on the various public notice websites.

### **Analysis**

The PO Zone has no minimum lot size requirement, except that the lot is sufficient size for commercial development. Through the site plan review process, this lot is adequate to meet all zoning requirements. This plat would consolidate parcels and provide the necessary dedication of roadway needed for further improvement to 300 East.



Necessary city departments have reviewed the proposed subdivision plat and have given input into its content and the dedication of the street right of way and the driveway access locations. All have recommended approval of the preliminary subdivision plat, subject to finalization with staff during the final subdivision review process.

### **Staff Concerns**

Staff does not have any concerns with the proposal.

### **Recommendation**

Staff recommends that the planning commission determine that preliminary subdivision review is complete for the proposed Sandy Jordan Credit Union Subdivision, as described in this staff report for the property located at 9260 S. 300 E., based on the following findings and subject to the following conditions:

### **Findings:**

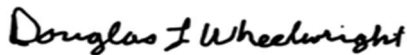
1. The recording of the subdivision will simplify property ownership and taxation records for the credit union and will improve the public record over the meets and bound description property deeds.
2. The proposed plat will eliminate property lines that would cause setback and other zoning compliance issues with the proposed site plan improvements.
3. The subdivision plat will dedicate land to Sandy City for necessary public street right of way property on 300 East Street.

### **Conditions:**

1. That street improvements be carried out according to the Sandy City Engineer and specifically:

- a. That 300 East Street be further dedicated to a 32-foot half-width public right-of-way with this plat.
  - b. That 300 East Street be further improved through the Site Plan Review process to comply with standard public improvements.
2. That the applicant proceeds through the final subdivision review process with staff, including the recording of the subdivision plat with the office of the Salt Lake County Recorder.
3. That necessary public infrastructure improvements be made by the applicant as required by the site plan review process.

Planner:



Douglas L. Wheelwright  
Development Services Manager

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## Exhibit "A"

