

COTTONWOOD HEIGHTS

ORDINANCE NO. 406

AN ORDINANCE ESTABLISHING A SCHEDULE FOR REGULAR MEETINGS OF THE CITY COUNCIL, THE PLANNING COMMISSION, THE ARCHITECTURAL REVIEW COMMISSION, AND CERTAIN ADVISORY COMMITTEES FOR 2024

WHEREAS, UTAH CODE ANN. §52-4-202 provides that any public body which holds regular meetings that are scheduled in advance over the course of a year shall give public notice at least once each year of its annual meeting schedule; and

WHEREAS, UTAH CODE ANN. §10-3-502 provides that the governing body of a city shall, by ordinance, prescribe the time and place for holding its regular meetings, which shall be held at least once each month; and

WHEREAS, the city council (the "*Council*") of the city of Cottonwood Heights (the "*City*") desires to establish a regular meeting schedule for 2024 for the Council, as required by statute; and

WHEREAS, the Council also desires to establish regular meeting schedules for 2024 for the City's Planning Commission, its Architectural Review Commission, its Parks, Trails and Open Space Committee, its Arts Council, and its Historic Committee;

NOW, THEREFORE, BE IT ORDAINED by the city council of the city of Cottonwood Heights as follows:

Section 1. **Regular Meeting Schedule for 2024.** For 2024, regular meetings of the City's Council, its Planning Commission, its Architectural Review Commission, its Parks, Trails and Open Space Committee, its Arts Council and its Historic Committee shall be held as follows:

(a) **Council.** The Council's meetings will occur on the first and third Tuesdays of each calendar month. Council work sessions will begin at 4:00 p.m., will adjourn for a Council business meeting beginning at 7:00 p.m., and then will re-convene (if necessary to complete the agenda items) following the business meeting. All business meetings of the Council will occur in the council chambers (the "*Council Chambers*") of the City's city hall ("*City Hall*") at 2277 East Bengal Blvd., Cottonwood Heights, Utah, and all work sessions of the Council will occur in the council work room (the "*Council Work Room*") of City Hall.

(b) **Planning Commission.** The Planning Commission's business meetings will occur in the Council Chambers on the first Wednesday of each calendar month and also on the third Wednesday of January, April, July and October, beginning at 6:00 p.m. The Planning Commission's work meetings will occur in the Council Work Room immediately prior to its business meetings, commencing at 5:00 p.m.

(c) **Architectural Review Commission.** The Architectural Review Commission's business meetings will occur as needed on the fourth Thursday of January-October,

inclusive, and on the third Thursday of November and December, as needed. Each meeting shall begin at 6:00 p.m. in the Council Work Room.

(d) Parks, Trails and Open Space Committee. The Parks, Trails and Open Space Committee's meetings will occur in the Council Work Room on the fourth Wednesday of January-June and August-October, inclusive, on the fifth Wednesday of July, and on the third Thursday of November-December, inclusive, commencing at 6:00 p.m.

(e) Arts Council. The Arts Council's meetings will occur in the planning conference room of City Hall on the first Wednesday of each month, commencing at 5:30 p.m.

(f) Historic Committee. The Historic Committee's meetings will occur in the administrative conference room of City Hall on the second Wednesday of each month, commencing at 5:30 p.m.

(g) Land Use Appeals Hearings. Land use appeals hearings will occur in the Council Work Room on the second Thursday of each month except February and August, when the hearing will occur on the third Thursday, commencing at 6:00 p.m.

Section 2. Reservations of Rights to Modify Meeting Schedules, Hold Electronic Meetings, Etc. Each of the Council, the Planning Commission, the Architectural Review Commission, the Parks, Trails and Open Space Committee, the Arts Council, the Historic Committee and the City's other public bodies has and reserves the right to change the time, date and/or location of any of its meetings upon at least 24 hours' prior public notice, or to cancel any of such meetings or to hold special meetings as circumstances may warrant.

Section 3. Action of Officers. All actions of the officers, agents and employees of the City that are in conformity with the purpose and intent of this Ordinance, whether taken before or after the adoption hereof, are hereby ratified, confirmed and approved.

Section 4. Severability. All parts of this ordinance (this "Ordinance") are severable, and if any section, paragraph, clause or provision of this Ordinance shall, for any reason, be held to be invalid or unenforceable, the invalidity or unenforceability of any such section, paragraph, clause or provision shall not affect the remaining sections, paragraphs, clauses or provisions of this Ordinance.

Section 5. Repealer. All ordinances or parts thereof in conflict with this Ordinance are, to the extent of such conflict, hereby repealed.

Section 6. Effective Date. This Ordinance, assigned no. 389, shall take immediate effect as soon as it shall be published or posted as required by law and deposited and recorded in the office of the City's recorder, or such later date as may be required by Utah statute.

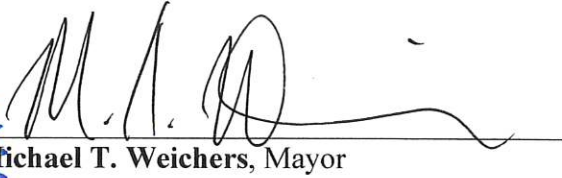
PASSED AND APPROVED this 5th day of December 2023.

ATTEST:

COTTONWOOD HEIGHTS CITY COUNCIL

By: 
Paula Melgar, Recorder



By: 
Michael T. Weichers, Mayor

VOTING:

Michael T. Weichers
Matt Holton
J. Scott Bracken
Shawn E. Newell
Ellen Birrell

Yea	☒	Nay	___
Yea	☒	Nay	___
Yea	☒	Nay	___
Yea	☒	Nay	___
Yea	☒	Nay	___

DEPOSITED in the Recorder's office this 5th day of December 2023.

POSTED this 6 day of December 2023.