

1 **DRAFT**

2
3 **MINUTES OF THE COTTONWOOD HEIGHTS CITY**
4 **ADMINISTRATIVE HEARING**

5
6 **Wednesday, November 1, 2023**

7 **12:00 p.m.**

8 **City Council Chambers**
9 **2277 East Bengal Boulevard**

10
11 ***ATTENDANCE***

12
13 **Present:** Michael Johnson, Community and Economic Development Director/Hearing Officer
14 Maverick Yeh, Assistant Planner
15 Maria Devereux, Deputy City Recorder
16

17 **ADMINISTRATIVE HEARING**

18
19 **1.0 Business Items**

20
21 Community and Economic Development Director/Hearing Officer, Michael Johnson called the
22 meeting to order at 12:00 p.m. and welcomed those present.
23

24 **1.1 (Project CUP-23-010) Request from Vizion Construction and Landscape, LLC**
25 **for Conditional Use Approval to Construct a Four-Foot Fence on Top of a**
26 **Previously Approved Eight-Foot Retaining Wall (total height of 12 feet) along the**
27 **West and a Portion of the North Property Line at 7834 South Danish Pine Lane.**
28

29 Assistant Planner, Maverick Yeh, provided an update on what has taken place since the last meeting.
30 It was noted that a few items were to have been addressed. The matter was continued from the
31 previous meeting and involved the request to build an eight-foot retaining wall and a four-foot fence
32 on top of the retaining wall. Previously, the Hearing Officer required three items to be addressed.
33 They included the following:

- 34
35 1. Complete the Building Permit process. The applicant completed the process and
36 obtained conditional approval.
37
38 2. Provide Sports Court Information and provide the wall and fence detail. The City
39 Engineer reviewed and approved the fence and walls around the sports court.
40
41 3. Obtain a Neighbor Consent Form. Staff received forms from the neighbors to the north
42 and the west.
43

44 Mr. Yeh indicated that no new public comments have been received since the last meeting.
45

46 Hearing Officer, Michael Johnson, opened the public hearing. There were no public comments. The
47 public hearing was closed.
48

1 *Hearing Officer Johnson moved to APPROVE CUP-23-010 (revised) pursuant to the conditions*
2 *of approval outlined in the Staff Report.*

3
4 **2.0 Consent Agenda**

5
6 **2.1 Approval of Minutes for November 1, 2023.**

7
8 *Hearing Officer Johnson moved to APPROVE the minutes of the November 1, 2023 meeting after*
9 *the following process is met. The City Recorder will prepare the minutes and email them to the*
10 *Hearing Officer. The Hearing Officer will have five days to review the minutes and provide any*
11 *changes to the Recorder. If, after five days there are no changes, the minutes will stand approved.*
12 *If there are changes, the process will be followed until the changes are made and the hearing*
13 *officer is in agreement, at which time the minutes shall be deemed approved.*

14
15 **3.0 Adjournment**

16
17 The Administrative Hearing adjourned at approximately 12:03 p.m.

1 *I hereby certify that the foregoing represents a true, accurate, and complete record of the*
2 *Cottonwood Heights City Administrative Hearing held Wednesday, November 1, 2023.*
3

4 *Teri Forbes*

5 Teri Forbes

6 T Forbes Group

7 Minutes Secretary

8

9 Minutes Approved: _____