



**PLANNING COMMISSION MEETING
OF THE CITY OF CEDAR HILLS
Tuesday, July 30, 2024 6:00 p.m.**

Notice is hereby given that the Planning Commission of the City of Cedar Hills, Utah, will hold a **Planning Commission Meeting on Tuesday, July 30, 2024 beginning at 6:00 p.m.** at the Community Recreation Center, 10640 N Clubhouse Drive, Cedar Hills, Utah. This is a public meeting, and anyone is invited to attend.

PLANNING COMMISSION MEETING

1. Call to Order
2. Public Comment: Time has been set aside for the public to express their ideas, concerns, and comments (comments limited to 3 minutes per person with a total of 30 minutes for this item)

SCHEDULED ITEMS & PUBLIC HEARINGS

3. Approval of the minutes from the June 25, 2024 Planning Commission meeting
4. Review/Recommendation on amendments to City Code Title 10-5-42 related to Single Room Occupancy

ADJOURNMENT

5. Adjourn.

Posted this 26th day of July, 2024.

/s/ Colleen A. Mulvey, City Recorder

Supporting documentation for this agenda is posted on the city website at www.cedarhillsutah.gov.

In accordance with the Americans with Disabilities Act, the City of Cedar Hills will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by contacting the City Recorder at 801-785-9668 at least 48 hours in advance of the meeting to be held.

The order of agenda items may change to accommodate the needs of the Planning Commission, the staff, and the public. This meeting may be held electronically to permit one or more of the commission members or staff to participate.



The City of Cedar Hills

TO:	Planning Commission
FROM:	Chandler Goodwin, City Manager
DATE:	July 30, 2024

SUBJECT:	Review/Recommendation on amendments to City Code Title 10 related to Single Room Occupancy
APPLICANT PRESENTATION:	N/A
STAFF PRESENTATION:	Chandler Goodwin, City Manager
BACKGROUND AND FINDINGS: The City has adopted three strategies to comply with Utah State requirements for promoting moderate income housing. Current code allows for up to four unrelated individuals to live together as a housekeeping unit (see the definition of a "Family" in 10-2). The City has referred to this definition as allowing for single room occupancy. A homeowner may rent out up to three rooms in their house to unrelated individuals and still be in compliance with code. However, in order to comply with the strategies adopted in the Cedar Hills General Plan Moderate Income Housing Plan, the City needs to adopt code specific to single room occupancy. In order to begin the process to adopt code, staff wishes to discuss the issue with the Planning Commission and get an understanding of their concerns and address issues related to SRO within Cedar Hills. In the previous PC meeting, staff and the PC discussed using the existing ADU code found in 10-5-32 as a template for crafting code related to SRO. Staff shared the ADU code in an editable format and is awaiting feedback from the PC members.	
PREVIOUS LEGISLATIVE ACTION: N/A	
FISCAL IMPACT: N/A	
SUPPORTING DOCUMENTS: Planning Commission should review 10-5-32 on accessory dwelling units in order to understand issues that may arise in relation to single room occupancies.	
RECOMMENDATION: Review proposed ADU code, make necessary edits to adapt for SRO. Staff recommends that the public hearing be held, but that the code be tabled to a future meeting to allow for additional time to address concerns from the public and the PC members.	
MOTION: To recommend/not recommend the proposed changes to City Code 10-5-42 related to single room occupancy to the City Council for adoption, subject to the following changes: {LIST ANY NECESSARY CHANGES}	
ACTION: Motion: Second:	

10-5-42: **SINGLE ROOM OCCUPANCY:**

A. Purpose And Intent: The purpose and intent of this section is to recognize the residential character of Cedar Hills and to provide for supplementary opportunities of property owners. These provisions are intended to provide for affordable housing with reasonable limitations to minimize the impact on neighboring properties and neighborhoods, and to promote the health, safety, and welfare of the property owners and residents of accessory dwelling units.

B. Permitted: Single room occupancy is permitted within all residential zones within the City unless otherwise prohibited by City Code. Single room occupancy is subject to compliance with the conditions and criteria hereinafter set forth. Homeowners associations within the City shall not prohibit single room occupancy in residential zones where single room occupancy is otherwise allowed as a permitted use.

1. Single Room Occupancy Defined:

- a. Up to four unrelated individuals who live together as a single housekeeping unit, as defined by Family in 10-2-1 of this title.

2. Conditions And Criteria:

a. Permitted Use: Single room occupancy is permitted in all residential zones unless otherwise prohibited.

b. Building Permit: A building permit shall be obtained by the homeowner from the City before the commencement of any new construction, and a certificate of occupancy or certificate of completion shall be obtained prior to anyone occupying a dwelling with single room occupancy. All construction and remodeling shall comply with Building Codes and ordinance requirements in effect at the time of construction or remodeling.

d. Appearance: The outside appearance of a single family home occupied using single room occupancy shall not be changed from that of a single family home.

e. Entrances: An single-family home may have a dedicated entrance located on any side or rear of the single family home or at the front of the home if it is below grade and maintains the characteristics of a single family home.

f. Address: The single-family home and all single room occupants shall have the same address number.

g. Interior Access: When single rooms are rented within a single family dwelling an interior access shall be located within the main dwelling to each rented area, an interior access shall be maintained.

h. Building Codes: Single room occupancy shall comply with all applicable Building, Health, and Fire Codes at time of approval.

i. Owner Occupied: No single room shall be rented in a single-family home unless; the owner of the property resides in either the single-family home or, if a property is owned within a trust, documentation concerning the trust is provided to the City. For the purpose of this section, the term "owner occupied" shall be defined as full time residency within the home by (1) the bona fide property owner(s) as shown on the Utah County tax assessment rolls, or (2) the trustor(s) or trustee(s) listed in the trust instrument if the home is owned by a trust.

(1) Owner occupancy shall not be required when: owner has a family member living at residence in his/her absence, owner has submitted a temporary absence application prior to beginning the temporary absence, and the owner has resided in the

residence for at least one year prior to beginning the temporary absence and meets the following criteria:

(A) The owner has a bona fide, temporary absence of three (3) years or less for activities such as temporary job assignments, sabbaticals, or voluntary service (indefinite periods of absence from the dwelling shall not qualify for this exception); or

(B) The owner is placed in a hospital, nursing home, assisted living facility or other similar facility, while a family member lives at residence in his/her absence.

j. Occupancy: A single room occupancy rental may only be rented to one family unit as defined by section [10-2-1](#), "Terms Defined", of this title, "family" for a single family dwelling.

k. No Separate Utilities: A single family home with an accessory dwelling unit shall have not more than one meter for each water, gas and electric utility service, and the meter shall be in the name of the owner. The property owner shall be responsible for payment of all utilities.

l. Parking: A minimum of two (2) parking spaces shall be required for single room occupancy, in addition to those already required for a single-family dwelling.. No parking spaces may be located within a front or side yard, except within an approved driveway. Tandem parking within a driveway is allowed to meet parking requirements. Tenants shall comply with all other parking regulations of section [5-2-5](#) of this Code.

m. No Accessory Dwelling Unit: A single-family home occupied under the single room occupancy code as outlined in this section shall not have a separate accessory dwelling unit in addition to the single room occupancy rentals.

n. Not Intended For Sale: Single rooms shall not be sold or detached by deed and shall only be rented.

o. Access to Necessary Facilities: Each occupant of a single-family home living under a single room occupancy arrangement shall have access to approved cooking and sanitation facilities within the home. Access shall include certain common areas necessary for accessing cooking and sanitation facilities, and for accessing dwelling areas.