NOTICE OF
PLANNING COMMISSION MEETING
Thursday, September 25, 2014 7:00 p.m.
Community Recreation Center, 10640 N Clubhouse Drive

Notice is hereby given that the Planning Commission of the City of Cedar Hills, Utah, will hold a regular **Planning Commission Meeting on Thursday, September 25, 2014 beginning at 7:00 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

3. Approval of Minutes from the August 28, 2014 Planning Commission Meeting

4. Review/Recommendation on the Wilson-Geddes Conceptual Plan located in the H-1 Hillside Zone at approximately 101200 N Canyon Road

5. Discussion on the Commercial Zone with Blu Line Designs

6. Discussion on Accessory Apartments

7. Discussion on the Guidelines for the Design and Review of Planned Commercial Development Projects

8. Committee Assignments and Reports

ADJOURNMENT

9. Adjourn

Posted this 19th day of September, 2014 /s/ Colleen A. Mulvey, City Recorder

- Supporting documentation for this agenda is posted on the City's Website at www.cedarhills.org.
- 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 via telephone to permit one or more of the commission members to participate.

CITY OF CEDAR HILLS

TO:	Planning Commission
FROM:	Chandler Goodwin, Assistant City Manager
DATE:	9/25/2014

Planning Commission
Agenda Item

SUBJECT:	Review/Recommendation on Wilson-Geddes conceptual proposal
APPLICANT PRESENTATION:	N/A
STAFF PRESENTATION:	Chandler Goodwin, Assistant City Manager

BACKGROUND AND FINDINGS:

Dan Wilson has met with City staff on multiple occasions to discuss a potential project located on Canyon Road and approximately 101200 N. The proposed subdivision is on the hillside, and is in the H-1 zone. As part of the H-1 zone, many issues such as density, slopes and traffic patterns need to be discussed. Dan Wilson is seeking direction from the Planning Commission on proceeding to the preliminary phase of the project.

Items requested by staff include:
-Lot square footage
-Frontage lengths
-Lot 8 needs to show a cul-de-sac bulb
-Open space dedication
-Possible trail easements

PREVIOUS LEGISLATIVE ACTION:

FISCAL IMPACT:

N/A

SUPPORTING DOCUMENTS:

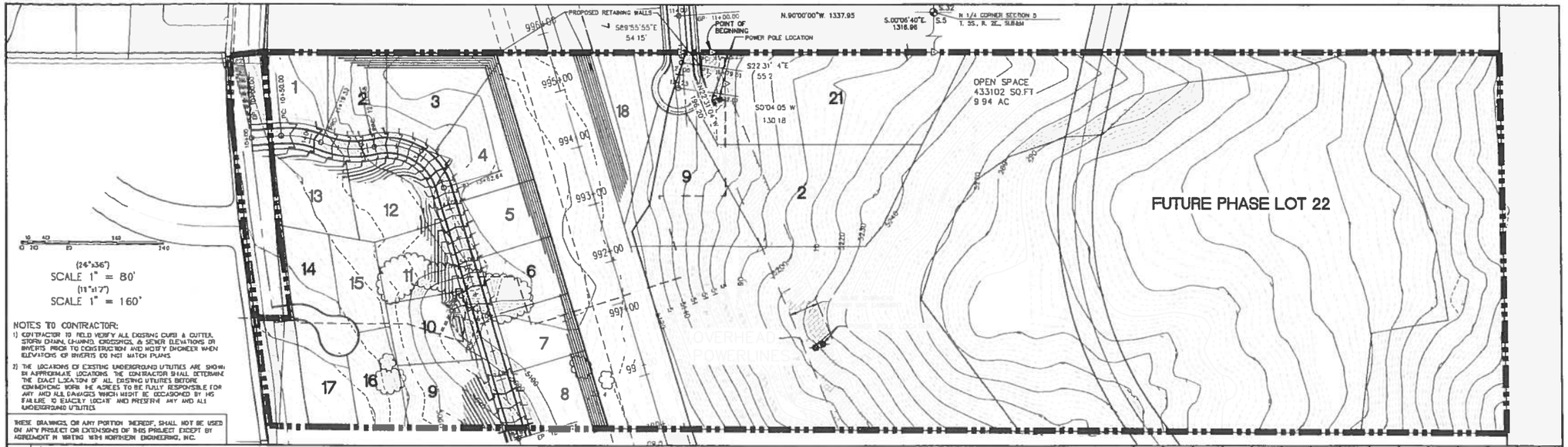
Conceptual plat for Wilson/Geddes subdivision

RECOMMENDATION:

Approve the conceptual plan and give recommendations on how to proceed with the proposed development.

MOTION:

To approve/not approve the conceptual plan for the Wilson/Geddes subdivision for recommendation to the City Council.

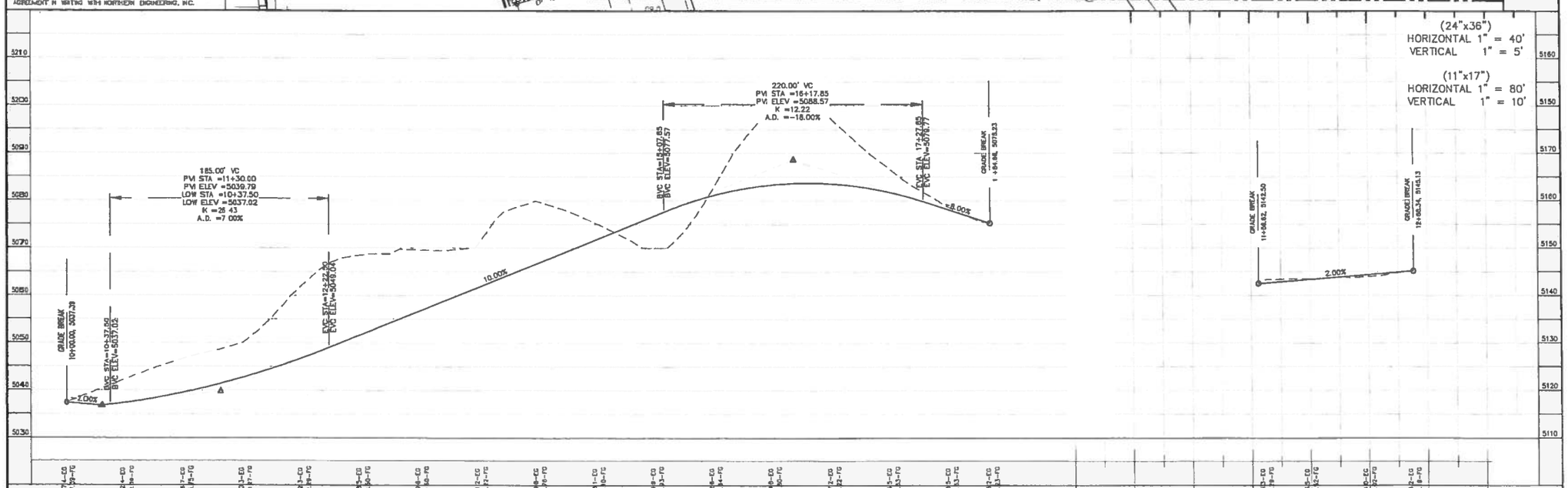


NOTES TO CONTRACTOR:

1) CONTRACTOR TO FIELD VERIFY ALL EXISTING CURB & GUTTER, STORM DRAIN, CHANNEL CROSSINGS, & SEWER ELEVATIONS OR INVERTS PRIOR TO CONSTRUCTION AND NOTIFY ENGINEER WHEN ELEVATIONS OF INVERTS DO NOT MATCH PLANS.

2) THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN APPROXIMATE LOCATIONS. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

THESE DRAWINGS, OR ANY PORTION THEREOF, SHALL NOT BE USED ON ANY PROJECT OR EXTENSIONS OF THIS PROJECT EXCEPT BY AGREEMENT IN WRITING WITH NORTHERN ENGINEERING, INC.



NO.	REVISIONS	BY	DATE
5			
4			
3			
2			
1			

DESIGNED BY:	DATE:
DRAWN BY:	DATE:
CHECKED BY:	DATE:
APPROVED:	DATE:
COGO FILE:	DATE:
REV. COGO FILE:	DATE:

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Northern ENGINEERING INC
ENGINEERING–LAND PLANNING
CONSTRUCTION MANAGEMENT

1040 E. 800 N.
OREM, UTAH 84097
(801) 802-8992

WILSON / GEDDES

CONCEPT GRADING PLAN

CEDAR HILLS, UTAH

JOB NO. 3-14-016

SHEET NO. 1

CITY OF CEDAR HILLS

TO:	Planning Commission
FROM:	Chandler Goodwin, Assistant City Manager
DATE:	9/25/2014

Planning Commission
Agenda Item

SUBJECT:	Discussion on Accessory Apartments
APPLICANT PRESENTATION:	N/A
STAFF PRESENTATION:	Chandler Goodwin, Assistant City Manager

BACKGROUND AND FINDINGS:

The City of Cedar Hills allows accessory apartments as long as they meet the City Code which is as follows:

10-2-1

Accessory Apartment: A subordinate dwelling within an owner occupied main building, which has its own eating, sleeping, and sanitation facilities, within a main residential building and having no separate address or utilities, and having a separate entrance.

10-5-32

Occupancy shall be limited to two (2) persons per bedroom with a maximum of four (4) people. The residence must provide off street parking for all occupants of the main building. (Ord. 11-9-2010B, 11-9-2010)

Accessory apartments are listed as a conditional use (which is granted by the Planning Commission) and they must be owner occupied residences.

Items that need to be addressed and possibly codified are the building code requirements for this type of residential unit, public safety response, inspections, separate addresses, and any possible licensing from the City. This type of housing qualifies as moderate income housing as part of the General Plan Housing Element.

PREVIOUS LEGISLATIVE ACTION:

N/A

FISCAL IMPACT:

N/A

SUPPORTING DOCUMENTS:

Provo Accessory Apartment Requirements

RECOMMENDATION:

Staff would like Planning Commission to make recommendations and direction to proceed with addressing the issues related to accessory apartments. This is a land use issue, and will need a public hearing regarding any proposed changes.

MOTION:

No motion necessary, discussion item only.

provo
COMMUNITY DEVELOPMENT

ACCESSORY APARTMENT REQUIREMENTS

ESTABLISHING AN ACCESSORY APARTMENT IN AN "A OVERLAY" ZONE

Provo City Zoning regulations (Title 14 of the Provo City Municipal Code), allows for an accessory apartment in the A Overlay Zone, subject to obtaining a building permit, complying with all building, zoning and other applicable regulations, and subject to an interior inspection to verify compliance with all applicable regulations. The list of requirements outlined below include the most significant requirements for the establishment of an accessory apartment. It is not possible to identify every potential issue that may be a code violation. An interior inspection may identify an unusual or unique problem that will require correction. The purpose of the following list is to help the property owner determine potential compliance with the more typical requirements before time and financial resources are devoted to obtaining a building permit..

ZONING REGULATIONS

- An accessory apartment shall only be allowed in one-family dwellings which are owner occupied.
- No more than one accessory apartment shall be permitted in a one-family dwelling.
- Accessory apartment occupancy shall be limited to one family as defined by code or two unrelated adults.
- The accessory apartment may be created:
  - Over a garage
  - Inside the dwelling
  - By an addition to the dwelling
- The home must continue to appear to be a one-family dwelling. There shall be only one front door visible from the front yard. Any new entrances shall be on the side or rear of the home.
- An interior access between the main living area and the accessory apartment must be maintained.
- The dwelling must have at least one but no more than two meters for water, gas and electricity. Each meter shall be in the property owner's name.
- Each dwelling unit and the accessory apartment shall have its own address provided by Provo City.
- There shall be at least four parking spaces that conform to Provo City parking standards, Title 14.37. Two of the required parking stalls may be tandem on a driveway if the driveway is leading to a carport or garage.
- An Accessory Apartment Permit deed restriction that outlines conditions of approval and accessory apartment limitations, shall be recorded with the Utah County Recorder.

BUILDING CODE REGULATIONS

- Any person establishing an accessory apartment shall obtain a building permit.
- An interior building inspection shall be required as part of the building permit process.
- All new construction shall comply to current building code requirements.

- Accessory apartments that have been previously created without a building permit shall comply with minimum health and safety standards, which include (but may not be limited to) the following:
  - Minimum room height, measured from floor to ceiling in each room, shall not be less than seven (7) feet or mitigated to the satisfaction of the Chief Building Official.
  - Smoke detectors must be installed in each bedroom and the hallway or room adjacent to the bedrooms.
  - GFCI protection must be provided in electrical outlets within six (6) feet of a water source, such as a sink.
  - One window in each bedroom must meet the emergency egress standards which are 5.0 square feet of openable area in windows at or below ground level or 5.7 square feet of openable area for windows above ground level, unless this requirement can be mitigated to the satisfaction of the Chief Building Official. Window sill heights must not exceed 44 inches above the floor for all emergency egress windows. A step or permanent fixture may be installed under windows that are more than 44 inches above the floor.
  - Handrails must be installed for any interior or exterior stairways with more than three steps.

PROCESS:

- The property owner arranges for a preliminary interior inspection with the CommunityDevelopment Department. The inspection shall encompass the entire home to determine whether minimum health and safety standards are satisfied.
- The Community Development Department will provide a correction list of the minimum health and safety corrections necessary for the property to qualify for an accessory apartment. The letter will provide instructions regarding the requirements to obtain a building permit and a deadline to obtain the permit (it is important to understand that if the inspection reveals minimum health and safety violations, corrections will be required whether or not a permit is obtained to establish the accessory apartment).
- All work must be completed within six months of obtaining the permit.
- Upon completion of the improvements, the property owner contacts the appropriate Planning Technician in Community Development Department to request a final inspection.
- After the home passes final inspection, the property owner shall be required to sign the Accessory Apartment Deed Restriction. This form will be notarized and recorded with the Utah County Recorder.

CITY OF CEDAR HILLS

TO:	Planning Commission
FROM:	Chandler Goodwin, Assistant City Manager
DATE:	9/25/2014

Planning Commission
Agenda Item

SUBJECT:	Discussion on Commercial Design Guidelines
APPLICANT PRESENTATION:	N/A
STAFF PRESENTATION:	Chandler Goodwin, Assistant City Manager

BACKGROUND AND FINDINGS:

As part of the process of updating and reviewing the Commercial Design Guidelines, we will be reviewing each section of the Guidelines, and making recommendations to the City Council and soliciting feedback. We will be discussing sections 2 and 3, covering the Community Vision and Land Uses.

PREVIOUS LEGISLATIVE ACTION:

N/A

FISCAL IMPACT:

N/A

SUPPORTING DOCUMENTS:

Guidelines for the Design and Review of Planned Commercial Development Projects (6/19/2009A)

RECOMMENDATION:

Staff recommends that the Planning Commission familiarize themselves with the guidelines and find areas in the guidelines that need to be addressed and updated.

MOTION:

No motion necessary, discussion item only.