



# HERRIMAN CITY COUNCIL AND PLANNING COMMISSION JOINT WORK MEETING AGENDA

**Wednesday, April 30, 2025**

NOTICE IS HEREBY GIVEN that the Herriman City Council and Planning Commission will hold a joint meeting in the Community Room of Herriman City Hall located at  
meeting in the City Council Chambers, located at  
5355 WEST HERRIMAN MAIN STREET, HERRIMAN, UTAH 84096

## **1. Call to Order**

- 1.1. Review of this Evening's Agenda
- 1.2. Approval of the May 29, 2024, Joint City Council Planning Commission meeting minutes

## **2. Discussion Items**

- 2.1. Review and discuss potential updates to the Herriman City regulations and policies relevant to public outreach, open houses, community meetings, and public hearing requirements for land use applications subject to compliance with the Utah Land Use Development and Management Act (LUDMA) and the Herriman City Land Development Code – Michael Maloy, City Planner
- 2.2. Discussion to Amend Herriman City Code Section 10-12 Regarding Requirements to Add a New Commercial-Flex Zone – Blake Thomas, Community Development Director

## **3. Future Meetings**

- 3.1. Next Planning Commission Meeting: May 7, 2025

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(801) 446-5323 office • [herriman.org](http://herriman.org)

### 3.2. Next City Council Meeting: May 14, 2025

## 4. Adjournment

In accordance with the Americans with Disabilities Act, Herriman City will make reasonable accommodation for participation in the meeting. Request assistance by contacting Herriman City at (801) 446-5323 and provide at least 48 hours advance notice of the meeting.

ELECTRONIC PARTICIPATION: Members of the City Council may participate electronically via telephone, Skype, or other electronic means during this meeting.

PUBLIC COMMENT POLICY AND PROCEDURE: The purpose of public comment is to allow citizens to address items on the agenda. Citizens requesting to address the Council will be asked to complete a written comment form and present it to the City Recorder. In general, the chair will allow an individual two minutes to address the Council. A spokesperson, recognized as representing a group in attendance, may be allowed up to five minutes. At the conclusion of the citizen comment time, the chair may direct staff to assist the citizen on the issue presented; direct the citizen to the proper administrative department(s); or take no action. This policy also applies to all public hearings. Citizens may also submit written requests (outlining their issue) for an item to be considered at a future council meeting. The chair may place the item on the agenda under citizen comments; direct staff to assist the citizen; direct the citizen to the proper administrative departments; or take no action.

I, Jackie Nostrom, certify the foregoing agenda was emailed to at least one newspaper of general circulation within the geographic jurisdiction of the public body, at the principal office of the public body, on the Utah State Public Notice website [www.utah.gov/pmn/index.html](http://www.utah.gov/pmn/index.html) and on Herriman City's website at [www.herriman.org](http://www.herriman.org),

*Posted and dated this 24<sup>th</sup> day of April, 2025. /s/ Jackie Nostrom, City Recorder*



## HERRIMAN CITY COUNCIL AND PLANNING COMMISSION JOINT WORK MEETING AGENDA

Wednesday, May 29, 2024

**Draft Pending Formal Approval**

The following are the minutes of the Herriman City Council and Planning Commission Joint Work meeting held on **Wednesday, May 29, 2024, at 6:00 p.m.** in the Community Room of Herriman City Hall located at 5355 West Herriman Main Street, Herriman, Utah. Adequate notice of this meeting, as required by law, was posted in the City Hall, on the City's website, and delivered to members of the Commission, media, and interested citizens.

**Presiding:** Mayor Lorin Palmer

**Council & Commissioners Present at Work Meeting:** Teddy Hodges, Brody Rypien, Andrea Bradford, Alternate Forest Sickles, Heather Garcia, Darryl Fenn, Alternate Terrah Anderson, and Alternate Preston Oberg, Adam Jacobson Andy Powell, and Sherrie Ohrn

**Excused:** Jackson Ferguson, Jared Henderson, and Steven Shields

**Staff Present:** Planning Director Michael Maloy, Planning Manager Clint Spencer, Planner II Sheldon Howa, Deputy Recorder Angela Hansen, Planner I Laurin Hoadley, City Attorney Todd Sheeran, Communications Specialist Destiny Skinner, Assistant City Manager Wendy Thomas, City Manager Nathan Cherpeski, Community Development Director Blake Thomas, and City Engineer Bryce Terry

**Work Meeting - 6:00 p.m.**

Mayor Palmer called the meeting to order at 6.04 p.m.

### 1. Call to Order

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1.1. Review of this evening's agenda

1.2. Approval of the August 30, 2023, Joint City Council/Planning Commission meeting minutes

*Councilmember Ohrn moved to approve the Minutes for the August 30, 2023, Joint City Council and Planning Commission meeting; Commissioner Garcia seconded, and all voted aye.*

**2. Discussion Items**

2.1. Discussion of Ordinances Related to Residential Development of Infill and Redevelopment – Blake Thomas, Community Development Director and Michael Maloy, Planning Director

Community Development Director Thomas relayed the city is seeing evolving development patterns with fewer large undeveloped parcels remaining. Remaining parcels tend to be smaller and more complex, requiring new planning tools and strategies. Recent state legislation has created new compliance requirements: City Council is no longer allowed to participate in subdivision reviews, only one public hearing per item is allowed at the Planning Commission level, Engineering review is now limited to four rounds. The Moderate-Income Housing Plan requires actionable implementation.

Director Blake advised the bonus density system in the A-1-10 zone (up to 2.5 units per acre with certain improvements) presents legal and logistical issues under current legislation. Staff recommended removing the bonus density provisions and instead requiring standard 10,000 sq. ft. lots. He described examples issues with the current code including; Park strips and trail dedications create financial and maintenance burdens, Half-acre lot buffering requirements may lead to poor development patterns, and public facility incentives may be inconsistent with current legal limitations.

Planning Director Maloy affirmed the city staff is exploring new zoning options for lots under 10,000 sq. ft., which may assist in meeting state mandates for affordable housing for the moderate-income housing compliance. Staff have been researching new zoning options. Potential zones with 5,000–8,000 sq. ft. lots. Application in areas like Hidden Oaks, which would require General Plan amendments. Emphasis on introducing design guidelines via negotiated agreements (PUDs or MDAs).

The City Council and Planning Commission joined staff in discussing the presented items. Discussion included detached Accessory Dwelling Units (ADUs) as a potential future state requirement. Staff were seeking direction from Council on policy approach. The 15-acre minimum for Planned Unit Development (PUDs) is under review. Smaller infill projects may benefit from the flexibility of PUD zoning without the current acreage constraints. Staff presented examples where private roads enabled feasible infill. Concerns remain about proliferation and maintenance, though these roads typically place the burden on homeowners.



The discussion focused on the need for different zoning and design standards in Old Town vs. newer areas. Creating specific zoning districts or overlays tailored to geographic areas. Ensuring future zoning tools maintain aesthetic, functional, and long-term value. The importance of design over density in maintaining community character. Preserving the historic character of Old Town Herriman while providing infill opportunities.

The council and commission members came to a consensus on a few items. General support for removing A-1-10 bonus density provisions. An agreement to proceed with exploring smaller zoning districts (e.g., R-1-6). A desire to better define districts within the city to inform zoning and policy decisions. Continued support for incentivizing good design through flexible zoning tools.

Staff will bring forward formal proposals on the following: Removal of A-1-10 bonus density provisions, Introduction of small lot zoning districts with design and infrastructure standards, Potential adjustments to PUD requirements and ADU allowances, Follow-up Planning Commission work session scheduled to continue discussion on small-lot zoning and related code amendments. Director Thomas appreciated the feedback and expressed it will keep the staff busy.

Mayor Palmer expressed his appreciation for everything the Planning Commission does throughout the year.

### 3. Future Meetings

3.1. Next Planning Meeting: June 5, 2024

3.2. Next City Council Meeting: June 12, 2024

### 4. Adjournment

*Councilmember Hodges moved to adjourn the meeting at 6:57 p.m. Seconded by Commissioner Garcia and all voted aye.*

*I, Angela Hansen, Deputy City Recorder for Herriman City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on May 29, 2024. This document constitutes the official minutes for the Herriman City Council and Planning Commission Joint Meeting.*



Angela Hansen

Deputy City Recorder

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(801) 446-5323 office • (801) 446-5324 fax • herriman.org





## STAFF REPORT

**DATE:** April 30, 2025

**TO:** The Honorable Mayor, City Council, and Planning Commission

**FROM:** Michael Maloy, City Planner

**SUBJECT:** Review and discuss potential updates to Herriman City regulations and policies relevant to public outreach, open houses, community meetings, and public hearing requirements for land use applications subject to compliance with the Utah Land Use Development and Management Act (LUDMA) and the Herriman City Land Development Code

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### **RECOMMENDATION:**

Staff recommends that the City Council and Planning Commission review and discuss the attached materials and provide direction to staff on potential regulatory and policy amendments (if any) consistent with the City's statutory requirements and adopted objectives.

### **ISSUE BEFORE COUNCIL:**

With the input of the Planning Commission, should the City Council direct staff to initiate and draft potential amendments to the Herriman City "Community Outreach Program" and other policies and regulations that require public notices?

### **BACKGROUND & SUMMARY:**

On September 13, 2017, the Herriman City Council approved by resolution (R32-2017) the "Community Outreach Program" Policy that required all commercial and residential "Preliminary Subdivision Plat" and "Zoning Map Amendment" applications to be presented in a "Community Meeting" before the Planning Commission holds a public hearing on the land use applications (see Attachment A). In general, the purpose for requiring this additional step in the development review process was to:

- Inform residents of the proposal before receiving a public hearing notice, and
- Facilitate direct conversations between the applicant and the affected Community regarding the proposal.

The observed benefits of the outreach policy have been:

- Increased community involvement, awareness, and understanding of development proposals and City regulations, and
- Improved quality and compatibility of proposals that addressed community concerns, and
- Reduced frequency, quantity, and extent of preferential or required plan modifications during the Planning Commission review process.

**Policy Application.** Initially, most proposals involved residential development. However, as commercial development increased, communities seemed less concerned with—and more accepting of—commercial development proposals, including commercial subdivisions. As such, “Community Meetings” for commercial proposals that were technically required to comply with the “Community Outreach Policy” but deemed “non-controversial” by the City were often not held; however, all land use applications that required public hearing notices were processed in compliance with Herriman City Code. Furthermore, most commercial development activities in Herriman are also within a vested MDA that do not require the additional “Community Meeting.”

Another modification to the administration of the Community Outreach Policy involved MDA amendments. In the past, minor MDA amendments were often deemed exempt from the Community Meeting process, although this was not expressly stated within the City Council’s policy. *However, General Plan, Zoning Map, and significant MDA amendments have routinely been scheduled for Community Meetings by staff, which has been helpful in the public hearing and legislative amendment process.*

Another change in the administration of the Outreach Policy was mandated by the Utah State Legislature when it adopted an amendment to the Land Use Development Management Act (LUDMA) that *prohibits* cities from requiring a “pre-application meeting” or “community meeting” prior to review by the “Land Use Authority”—which, in Herriman, is the Planning Commission—for any subdivision application. *In fact, LUDMA no longer requires a public hearing or Planning Commission review for any subdivision application; however, municipalities may choose to require public hearings and specify the public hearing notice radius, which is currently 300 feet in the adopted Planning Commission Policy.*

**Policy Challenges.** As briefly discussed in the previous section, the City has procedurally adapted the policy to satisfy regulatory requirements while striving to comply with the program’s original intent. However, these administrative modifications have occasionally created confusion regarding procedural requirements. Furthermore, because of the reduced amount of land use applications being presented in “Community Meetings,” the City has not solicited the involvement of a resident facilitator; rather, City staff has been facilitating the Community Meetings with residents and

applicants. If the Council desires to update and continue the program, staff recommends the City solicit new (and re-engage any remaining) resident Community Facilitators for each community district.

Another challenge with the program is an insufficient number of interested volunteer facilitators *for each community district*. As such, some volunteer Community Facilitators have served more than one district. However, based on prior positive experience with volunteer neighborhood or community councils in other cities, Planning Department staff believes that low participation rates would likely improve with the following policy amendments:

- **Regular Meeting Schedule.** Require each Community to select a regular monthly meeting schedule that does not conflict with City Council, Planning Commission, or other Community Meeting schedules. Ideally, this would allow Community Facilitators—and other residents who desire to serve within their community—to reserve time on their calendars and proactively prepare for each monthly meeting.
- **Meeting Location.** Strive to host the regular Community Meeting within the boundaries of each designated Community, which proximity will facilitate attendance by interested residents. For example, a suitable location may be a private community clubhouse, a public or charter school, or a fire station. Suppose a suitable meeting space is not available for reservation to host a regular monthly meeting within the community. In that case, a room within City Hall may be reserved until an appropriate location becomes available (consistent with existing practice).
- **Community Boundaries.** If preferable or warranted, the number of recognized “Community Council” districts (currently seven) could be reduced and aligned with each City Council district. *However, it should be noted that for understandable reasons, Community Councils generally function better when district boundaries align with natural, physical, or existing boundaries that are generally recognized within the community.* It should also be noted that these boundaries may be changed by the City (over time) to meet the needs and level of engagement within each district.

## **DISCUSSION:**

**Policy Opportunity.** In addition to the potential policy updates noted above, the Outreach Policy could expand its purpose to facilitate discussion of other community concerns that are not driven by (or separate from) a development proposal. For example, under the leadership of a Community Facilitator, with the support of a volunteer board within the district, a Community Meeting agenda may include:

1. **Neighborhood Safety.** The Community Meeting could host a representative from the Police Department or the Unified Fire Authority (UFA) to present a report on recent concerns or trends that impact public safety.
2. **Meet the Candidate.** A Community Council meeting is an excellent platform for incumbents or candidates for public office to present their platform, answer questions, and meet residents.

3. **Community Service.** Each district could coordinate service opportunities to address identified neighborhood needs or issues within their boundaries or collaborate with other districts on larger projects.
4. **Annual Block Party.** To foster a “sense of community” and “community engagement” on a neighborhood level, a Community Facilitator, with the support of volunteer committee members, could plan, direct, and fund an annual “block party” within their neighborhood. Of course, the event would require City coordination of a temporary street closure permit or park reservation, but all other direct costs would be the responsibility of each Community.
5. **Development Proposal Review.** As per the current policy, the Community Facilitator would coordinate the presentation and discussion of a development proposal and record meeting notes for the Planning Commission and City Council consideration.
6. **Other Concerns?** Residents could identify neighborhood concerns at the “ground level” and coordinate the communication of these issues with the City (as needed).

Enhancement of the Community Outreach Program will foster opportunities for community engagement. Furthermore, engaged volunteers gain valuable experience with and understanding of municipal procedures, regulations, policies, and objectives, which may encourage further civil service, such as serving in an appointed or elected position within the City. Some of the opportunities listed above fall largely outside of the scope of the Planning Department and would include participation from other City Departments and would require budget allocations for staff time and resources, even if volunteers are recruited.

Clearly, fostering the opportunity for Community Facilitators to engage in other issues beyond development proposals will only succeed with the energy and commitment of residents interested in their and willing to serve their community voluntarily. And each community will engage differently, some more than others. However, not having a community outreach program will certainly reduce opportunities for citizen engagement, which is contrary to objectives within the *City Council Strategic Plan* (see Attachment B).

### **ALTERNATIVES:**

Given the regulatory changes and administrative modifications of the Outreach Policy, staff recommends the City Council and Planning Commission review the policy and consider the following alternatives:

- **Rescind Outreach Policy.** With the input of the Planning Commission, if the City Council believes the objectives of the City and the interests of its residents and property owners are satisfied through compliance with the minimum requirements of the Utah State Code and the Herriman City Code, then the Community Outreach Policy may no longer be needed to achieve its original purpose.
- **Update Outreach Policy.** With the input of the Planning Commission, if the City Council believes the objectives of the City and the interests of its residents and property owners are



satisfied through compliance with the original intent of the Community Outreach Policy, staff recommends the City Council direct staff to draft an update that (1) complies with Utah Code, and (2) includes administrative modifications recommended by staff.

- **Broaden Outreach Policy.** With the input of the Planning Commission, if the City Council determines the objectives of the City and the interests of its residents and property owners may potentially be better served through a broader modification of the Community Outreach Policy, staff recommends the City Council direct staff to draft an update that (1) complies with Utah Code, and (2) includes administrative modifications recommended by staff, and broaden the scope of the policy to facilitate additional opportunities for citizen engagement.
- **Public Hearing Notice Requirements.** Along with updates to the Community Outreach Policy, with the input of the Planning Commission, if the City Council believes the objectives of the City and the interests of its residents and property owners may potentially be better served through amendments to the public hearing notice requirements for general plan amendments, zoning map amendments, and subdivision applications; staff recommends the Council direct staff to draft potential amendments to City Code and adopted policies for Planning Commission recommendation and City Council decision during future public meetings (when prepared for public review). Furthermore, related policies that require open houses, community meetings, or public notices may also warrant review and potential modification, such as the City Council's *Recreational Amenities Policy* for public parks and the Planning Commission's *Administrative Referral Policy* for specific land use applications, including minor commercial subdivisions.

### **STRATEGIC PLAN:**

Many objectives within the Strategic Plan are directly or indirectly relevant to this agenda item; however, staff identified the following specific statements for consideration and reference:

- **CE 2 – Promote trust in government.** Promote genuine trust in government through transparency, accountability, and public engagement. This will be accomplished through open and accessible interaction; proactive communication and resident education; and courteous, responsive, and knowledgeable employees.
- **CE 2.1 – Engagement adaptation.** Stay on the front edge of two-way City-resident engagement in practice and use of technology as trends and technology change.
- **CE 2.2 – Proactive communication.** Ensure that all master plans, large-scale studies, and capital projects are communicated to the public through all appropriate platforms as necessary throughout all phases of the respective projects.

### **FISCAL IMPACT:**

Whereas the agenda item is for discussion only, no immediate fiscal impact is associated with this item.

**Attachments:**

- A. Community Outreach Program Resolution
- B. City Council Strategic Plan

**HERRIMAN, UTAH**  
**RESOLUTION NO. R32-2017**

**A RESOLUTION TO ADOPT THE COMMUNITY OUTREACH PROGRAM**

**WHEREAS**, the Herriman City Council ("Council") met in regular session on September 13, 2017, to consider, among other things, approving a resolution to adopt the community outreach program; and

**WHEREAS**, the Council directed staff to investigate a community outreach program; and

**WHEREAS**, staff has investigated and researched a community outreach program and has presented a plan ("Plan") to the Council to implement a community outreach program a copy of which is attached hereto ; and

**WHEREAS**, among other things, the Plan provides a channel of communication to elected officials and City department staff that promotes effective, informed, and representative participation of citizens in government and self-help initiatives; and

**WHEREAS**, the Council has reviewed the Plan and finds that the Plan satisfies the purpose for which the Council directed staff to investigate a community outreach program; and

**WHEREAS**, the Council finds that it is in the best interest of Herriman residents to adopt the Plan.


**NOW, THEREFORE, BE IT RESOLVED** that the Plan is hereby adopted for use by Herriman as described the Plan.

This Resolution, assigned No. R32-2017, shall take effect immediately upon passage and acceptance as provided herein.

**PASSED AND APPROVED** by the Council of Herriman, Utah, this 13<sup>th</sup> day of September, 2017.

**HERRIMAN**

  
Carmen Freeman, Mayor

  
Jackie Nostrom, MMC  
City Recorder





**Herriman City**

RESOLUTION NUMBER: **R32-2017**

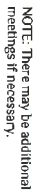
**SHORT TITLE:** A RESOLUTION ADOPTING THE COMMUNITY OUTREACH PROGRAM.

PASSAGE BY THE CITY COUNCIL OF HERRIMAN CITY  
ROLL CALL

NAME	MOTION	SECOND	FOR	AGAINST	OTHER
Carmen Freeman			X		
Jared Henderson			X		
Nicole Martin	X		X		
Craig Tischner			X		
Caralee Wessman-Moser		X	X		
	TOTALS		5		

This resolution was passed by the City Council of Herriman City, Utah on the 13<sup>th</sup> day of September, 2017, on a roll call vote as described above.

# Process



**HERRIMAN, UTAH**  
**RESOLUTION NO. R37-2017**

**A RESOLUTION AMENDING THE COMMUNITY OUTREACH PROCESS WITH  
RESPECT TO THE NOTICING TIMEFRAME REQUIREMENT**

**WHEREAS**, the Herriman City Council ("Council") met in regular session on October 11, 2017, to consider, among other things, approving a resolution amending the Community Outreach process with respect to the noticing timeframe requirement; and

**WHEREAS**, on September 13, 2017 the Council approved a Community Outreach Plan ("Plan"); and

**WHEREAS**, among other things, the Plan provides a channel of communication to elected officials and City department staff that promotes effective, informed, and representative participation of citizens in government and self-help initiatives; and

**WHEREAS**, the Council has directed staff to amend the Plan to provide for a ten (10) day notice (rather than the seven day notice as provide in the Plan) for community outreach meeting; and

**WHEREAS**, staff has presented an amended Plan to the Council as directed' and

**WHEREAS**, an amended and restated copy of the amended plan is attached hereto ("Amended Plan"); and

**WHEREAS**, the Council has reviewed the Amended Plan and finds that the Amended Plan has been amended as directed by the Council; and


**WHEREAS**, the Council finds that it is in the best interest of Herriman residents to adopt the Amended Plan.


**NOW, THEREFORE, BE IT RESOLVED** that the Amended Plan is hereby adopted for use by Herriman as described the Amended Plan.


This Resolution, assigned No. R37-2017, shall take effect immediately upon passage and acceptance as provided herein.

**PASSED AND APPROVED** by the Council of Herriman, Utah, this 11<sup>th</sup> day of October, 2017.

**HERRIMAN**

  
Carmen Freeman, Mayor

  
Jackie Nostrom, MMC  
City Recorder



**Herriman City**

RESOLUTION NUMBER: **R37-2017**

**SHORT TITLE: A RESOLUTION AMENDING THE COMMUNITY OUTREACH PROCESS  
WITH RESPECT TO THE NOTICING TIMEFRAME REQUIREMENT.**

**PASSAGE BY THE CITY COUNCIL OF HERRIMAN CITY  
ROLL CALL**

NAME	MOTION	SECOND	FOR	AGAINST	OTHER
Carmen Freeman	X		X		
Jared Henderson			X		
Nicole Martin			X		
Craig Tischner		X	X		
Caralee Wessman-Moser			X		
	TOTALS		5		

This resolution was passed by the City Council of Herriman City, Utah on the 11<sup>th</sup> day of October, 2017, on a roll call vote as described above.

# Herriman City Community Outreach Process

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graph TD; A[Applicant submits a land use application (re-zone or subdivision) to Community Development Coordinator (CDC)] --> B[CDC schedules the Applicant for a DRC with Herriman City Staff]; B --> C[DRC is held and comments are given to the Applicant with changes to be made prior to neighborhood meeting]; C --> D[CDC gives Applicant the contact information of the Community Facilitator]; D --> E[CDC contacts the Community Facilitator and gives information regarding the application]; E --> F[Applicant contacts the Community Facilitator to schedule the community meeting]; F --> G[Community Facilitator must schedule the meeting within 2 weeks or Applicant can proceed without the process]; G --> H[Community Facilitator emails the CDC with the date and place of the meeting]; H --> I[Applicant obtains a set of mailing labels from CDC for residents within at least 300 ft. of the proposed application]; I --> J[Applicant sends notices (minimum 10 days before the meeting) using the City template to residents within the community with information regarding the proposed project]; J --> K[Applicant will send a copy of the notice to the CDC for review prior to mailing]; K --> L[If the proposed is part of a current MDA the notice will be different.]; L --> M[CDC will send a weekly update to the City Planner for City Council]; M --> N[Community Facilitator takes minutes of the meeting and emails them along with a list of all attendees to the CDC within 48 hours after the meeting]; N --> O[CDC may schedule a final DRC with the Applicant and Herriman City Staff if significant changes have been made to the plan.]; O --> P[CDC supplies the City Planner with a copy of the neighborhood meeting minutes prior to the DRC/Planning Commission]; P --> Q[Planning Department schedules the Applicant for a Planning Commission Meeting]; Q --> R[Planning Commission Meeting held where Planning Commission decides to approve or deny the application];
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The flowchart illustrates the Herriman City Community Outreach Process, starting with an applicant submitting a land use application (re-zone or subdivision) to the Community Development Coordinator (CDC). The process involves scheduling a DRC with City Staff, holding the DRC, and providing contact information to the Community Facilitator. The CDC then contacts the facilitator, who schedules a community meeting within two weeks. The facilitator emails the CDC with the meeting date and place, and the applicant obtains mailing labels from the CDC. Notices are sent to residents within 300 feet of the proposed application, with a minimum 10-day notice period. The applicant sends a copy of the notice to the CDC for review. If the proposed project is part of a current MDA, the notice will be different. The CDC sends a weekly update to the City Planner for the City Council. The Community Facilitator takes minutes of the meeting and emails them along with a list of all attendees to the CDC within 48 hours. The CDC may schedule a final DRC with the Applicant and Herriman City Staff if significant changes have been made to the plan. The CDC supplies the City Planner with a copy of the neighborhood meeting minutes prior to the DRC/Planning Commission. The Planning Department schedules the Applicant for a Planning Commission Meeting, which is held where the Planning Commission decides to approve or deny the application.

NOTE: Project may include more than one community to attend the meeting

NOTE: There may be additional meetings if necessary.

# HERRIMAN CITY STRATEGIC PLAN

*Updated April 2023*

## INTRODUCTION

### STRATEGIC PLAN

Herriman City uses a two-part approach to achieve strategic goals. An overall Strategic Plan (the Plan) is adopted by the City Council with periodic reviews. The Strategic Plan outlines the ultimate outcomes and identifies how the City will measure progress toward those goals.

The Plan will guide decision makers and staff efforts toward unified goals. Regular review of the plan and its intended outcomes is essential. The Strategic Plan will be reviewed in the January following a municipal election. This will allow the new Council the opportunity to review and update the Plan, if needed, and provide direction for the City's staff.

### TACTICAL PLAN

A separate Tactical Plan is maintained by the staff, breaking down larger goals into distinct, manageable actions with discrete timelines and accountability. The Tactical Plan will be regularly updated as situations change and tasks are accomplished.

## THREE STRATEGIES

DEVELOP AND MAINTAIN A  
STRONG FOUNDATION OF  
ESSENTIAL SERVICES

CREATE AND SUSTAIN A  
HIGH QUALITY OF LIFE FOR  
OUR RESIDENTS

FOSTER A SENSE OF  
COMMUNITY THROUGH  
PUBLIC ENGAGEMENT AND  
INTERACTION

The three strategies and their supporting goals are considered equally important to the City's success. The City will tie actions in the Tactical Plan to specific goals in the Strategic Plan.

## STRATEGY: DEVELOP AND MAINTAIN A STRONG FOUNDATION OF ESSENTIAL SERVICES

Essential services are defined as including public safety, transportation infrastructure, parks and recreation, and public utilities.

Recognizing resource constraints, the City will focus efforts on providing residents the highest quality of services possible. The focus is on meeting people's needs, not merely completing specific tasks or projects. Success is measured by using satisfaction surveys, regulatory compliance, industry best practices, and comparison to similarly situated cities. Goals in this area are distinguished by starting with *ES*.

### **ES 1 – Establish appropriate levels of service by function**

The Council will provide policy direction to the staff on its preferred levels of service for City functions. These levels of service will balance resource constraints with desired outcomes and thus may vary depending on departments or services offered.

### **ES 2 – Quality public safety**

Residents want to feel safe and secure in their private homes and public places. All City functions will focus on supporting this goal.

### **ES 3 – Natural resources, parks, trails, and amenities**

Preserve, enhance, and market Herriman's natural resources, parks, trails, and public amenities as vital community assets. Residents prioritize recreation and access to natural resources; work to meet those needs.

### **ES 4 – Regional relationships and planning**

Recognizing that Herriman is part of a larger metropolitan area, establish relationships and leverage joint interests to provide services economically and efficiently.

### **ES 5 – Current and future facility needs**

As Herriman grows, identify locations for current and future public service facility needs.

#### **ES 5.1 – Public works facility**

#### **ES 5.2 – Public safety facilities**

##### **ES 5.2.1 – Police facility**

##### **ES 5.2.2 – Fire station 103 replacement**

##### **ES 5.2.3 – Site acquisition for fire/police substation in southern Herriman**

##### **ES 5.2.4 – Animal Services facility**

### **ES 6 – Transportation systems**

Most residents primarily use cars for transportation. Focus policy and planning efforts on vehicles and include multi-modal transportation systems that move pedestrians, cyclists, and other forms of transportation safely and efficiently through Herriman and surrounding areas.

### **ES 6.1 – Seek outside funding sources for capital transportation projects**

Awareness and pursuit of funds available outside the City's finances will be critical for constructing and maintaining safe and efficient transportation infrastructure.

### **ES 6.2 – Roadway pavement management**

Develop and implement effective and efficient street planning and maintenance programs that support the Council's established level of service. Such plans must be in accordance with the City's engineering standards.

## **ES 7 – Consistent, safe, and reliable utility services**

Utilities should be adequately funded and staffed to seamlessly meet the community's needs. Strategic investments in infrastructure and consistent preventative maintenance will be key focus areas.

## **ES 8 – Ensure fiscal sustainability within all City functions**

Use long-range financial plans to guide plans and investments in needed resources and infrastructure.

### **ES 8.1 – Capital Improvement Plan**

Use the Capital Improvement Plan (CIP) to guide prioritization, budgeting, tracking, and planning for needed capital improvements. Update the CIP on a yearly basis and complete projects in a timely manner. In pace with the CIP and maintenance programs, invest in infrastructure to address existing deficiencies and anticipated future needs.

#### **ES 8.1.1 – Master plans and impact fee analyses updates**

Monitor and update the transportation, storm drain, water, and parks master plans as necessary. New development plans should incorporate the elements of the City's master plans.

### **ES 8.2 – Adequate staffing**

Within resource constraints, ensure staffing is sufficient to accomplish the goals of the Strategic Plan.

#### **ES 8.2.1 – Recruitment and retention**

Seek to hire and retain necessary and qualified staff members to support the City's needs.

## **ES 9 – Broadband services**

Broadband connectivity a key part of societal infrastructure. The City recognizes the need and opportunity to adapt to developing technologies. Considering resource constraints and the need for municipal services, invest in technology that leverages employee resources to the greatest extent possible.



## STRATEGY: CREATE AND SUSTAIN A HIGH QUALITY OF LIFE FOR RESIDENTS

Quality-of-life is essential for a strong community, vibrant economy, and satisfied citizens. Herriman City will appropriately invest in projects and services to promote that end. Success is measured by using satisfaction surveys, industry best practices, and comparison to similarly situated cities. Goals in this area are distinguished by starting with *QL*.

### **QL 1 – Parks and amenities**

Parks and open space are some of Herriman’s key features. Balance the number of public parks, recreational amenities, facility types, and locations with available resources for sustainability and ongoing maintenance.

#### **QL 1.1 – Parks and amenities standards**

Establish and use metrics and maintenance standards for recreational facilities to support having quality parks within resource constraints.

#### **QL 1.2 – Safe atmosphere in public spaces**

Proactively work to help people feel safe and secure in parks and public spaces, including by quickly addressing crime, garbage, and vandalism.

### **QL 2 – Balanced land use**

The City Council will define its concept of balanced land use with consideration of private and public interests in land development. Land uses should protect public health, foster a positive community atmosphere, and promote social mobility. Compare with existing regional land use inventory to identify imbalances or opportunities in land use needs.

#### **QL 2.1 – General Plan**

The adopted General Plan should be used to reflect the goals of balanced land use.

### **QL 3 – Sports tourism destination**

Establish Herriman as a sports tourism center focused on sports such as soccer, rugby, baseball, and mountain biking.

#### **QL 3.1 – Sports tourism partnerships**

Coordinate, as appropriate, with development partners and sports teams to establish commercial development that capitalizes on sports tourism.

### **QL 4 – Neighborhood quality**

Address code enforcement and public safety concerns with property owners to preserve the quality of neighborhoods and commercial areas.

### **QL 5 – Maintenance quality**

Provide well-maintained facilities and infrastructure, especially for roadways.

## STRATEGY: FOSTER A SENSE OF COMMUNITY THROUGH PUBLIC ENGAGEMENT AND INTERACTION

An informed community is a strong community. Herriman City will use resources to engage with the community to inform and collaborate in solving problems and maximizing success. This strategy's effectiveness will be measured using satisfaction surveys, event attendance, industry best practices, and comparison to similarly situated cities. Goals in this area are distinguished by starting with *CE*.

### **CE 1 – Business development**

Cultivate an environment that allows and supports entrepreneurship, innovation, smart business development, and traditional retail and commerce.

#### **CE 1.1 – Business support**

Enact policies and programs that support local business development, growth, and retention.

### **CE 2 – Promote trust in government**

Promote genuine trust in government through transparency, accountability, and public engagement. This will be accomplished through open and accessible interaction; proactive communication and resident education; and courteous, responsive, and knowledgeable employees.

#### **CE 2.1 – Engagement adaptation**

Stay on the front edge of two-way City-resident engagement in practice and use of technology as trends and technology change.

#### **CE 2.2 – Proactive communication**

Ensure that all master plans, large-scale studies, and capital projects are communicated to the public through all appropriate platforms as necessary throughout all phases of the respective projects.

### **CE 3 – Diversity and accessibility**

Accommodate the community's increasingly diverse cultural, language, and accessibility needs.

### **CE 4 – Sense of community**

Work to cultivate a sense of connectedness, community, and inclusivity among all residents. Sponsor and host affordable events and other programs to help create this sense across all neighborhoods and ensure that all community members can feel welcome and participate.



## STAFF REPORT

**DATE:** April 18, 2025

**TO:** The Honorable Mayor, City Council, and Planning Commissioners

**FROM:** Blake Thomas, Community Development Director

**SUBJECT:** Discussion to Amend the Herriman City Code Section 10-12 Regarding Requirements to Add a New Commercial-Flex Zone – Blake Thomas, Community Development Director

### **RECOMMENDATION:**

Staff requests that the City Council and Planning Commission discuss this topic and provide recommendations and guidance regarding development standards and requirements for the new *Commercial-Flex (C-F) Zone*.

### **ISSUE BEFORE COUNCIL AND COMMISSION:**

Should the Planning Commission and City Council consider creating an additional commercial zone to allow for Mini-Flex/Maker Space? If so, which development standards and requirements should be applied to the new commercial zone to promote the development of commercial parcels that have limitations currently hindering their development as successful commercial centers?

### **BACKGROUND/SUMMARY:**

Herriman is becoming a desirable location for a variety of commercial users seeking new development opportunities. As undeveloped commercial land becomes scarce and redevelopment of existing commercial areas is imminent, it is important to ensure that permitted and conditional commercial uses in the city code align with the needs of the community and landowners. The City's zoning map identifies specific properties that are designated for commercial uses. City code allows for a wide variety of commercial uses by including several separate zones where commercial uses are allowed. These zones are identified as C-1, C-2, OP, RC, MU, MU-2, T-M, M1, and M-2, more specifically described below:

- C-1: Neighborhood Commercial
  - Lower intensity commercial uses embedded into the neighborhood, resulting in minor impacts such as traffic and limited uses.
- C-2: Community Commercial

- Traditional retail, typically associated with a center, more intense uses associated with increased traffic and a wide variety of uses.
- OP: Office Professional
  - Business offices with limited commercial uses.
- RC: Resort Community
  - Resort, recreation uses that are compatible with natural and scenic resources. Limited uses that are consistent with recreation.
- MU: Mixed Use
  - Promote diversity of residential, office, and low-impact commercial uses. Usually used on larger parcels for a home and local business on the same lot.
- MU-2: Mixed Use 2
  - Allows for the mixing of residential and non-residential uses on the same site and/or within the same building. Usually more traditional commercial uses.
- T-M: Technology and Manufacturing
  - Larger scale technology and manufacturing parks for research, development, office, light manufacturing, fabrication, and wholesale distribution.
- M-1: Manufacturing 1
  - Lower intensity light manufacturing, fabricating, storage, warehousing, and wholesale distribution. Sexually oriented businesses are allowed in this zone as a conditional use.
- M-2: Manufacturing 2
  - Higher intensity manufacturing that may require large areas that produce some noise or other byproducts. Sexually oriented businesses are allowed in this zone as a conditional use.

Herriman also has a great number of home occupations mixed throughout all of the residential neighborhoods. Occasionally, a home occupation outgrows the space needed to operate and must move to an actual “brick-and-mortar” location to continue growing.

### **DISCUSSION:**

There is a gap in the intensity of allowed uses between the C-2 Zone and the M-1 Zone. Several commercial developers have recently expressed interest in developing small scale light manufacturing/commercial (*Mini-Flex or Maker Space*) but do not wish to develop in the M-1, M-2, or T-M zones, which are the only zones where maker space is currently allowed per city code. These zones encourage larger scale development, not really consistent with the Mini-Flex/Maker-Space concept. The Herriman NEXT General Plan supports the consideration of allowing a variety of commercial uses by identifying economic development policies and strategies to promote flexibility by responding to shifting trends, needs, and impacts.

Several properties in Herriman are zoned C-2 but have remained undeveloped, despite a growing demand for commercial use. The development of these properties is restricted due to limitations including ease of access from a main roadway, limited visibility, irregular shape, and challenging topography. These properties are more suitable to be developed as Mini-Flex/Maker-Space rather than as C-2.

The Planning Commission and City Council may consider the creation of a new commercial zone in the code that would allow for Mini-Flex/Maker-Space use. It is understood that the minimum design requirements for this type of development would need to vary from traditional commercial development standards. Some important items that should be considered for design requirements include building materials, architectural elements, setbacks, and storage of equipment and materials on site. Another consideration would be allowing indoor storage as an accessory use to a primary use of Mini-Flex/Maker Space.

**ALTERNATIVES:**

1. Provide input on specific standards and requirements for a new C-F Zone.
2. Choose to modify an existing zone and/or use table of uses to allow for Mini-Flex/Maker-Space.
3. Not consider making any modifications to the city code regarding commercial uses.

**COMPLIANCE WITH THE STRATEGIC PLAN:**

This item helps address the following City's Strategic Plan Goals:

- QL 2-Balanced Land Use - Consideration of private and public interests in land development. Promote land uses that foster a positive community atmosphere and promote social mobility.
- CE 1 Business Development - Cultivate and environment allow for and supporting entrepreneurship, innovation, smart business development, and traditional retail and commerce.
- CE 1.1- Enact policies and programs that support local business development, growth, and retention.

**FISCAL IMPACT:**

Development of low-intensity commercial development will likely result in increased revenue to the City through property and sales tax and limited impacts to city expenditures for maintenance and enforcement.

**ATTACHMENTS:**

- A. Herriman City Code Section 10-12: Commercial and Office Zones
- B. Herriman Table of Uses from Code Section 10-16
- C. Draft Outline for C-F Zone Amendment
- D. Herriman City Zoning Map
- E. Concept of Mini-Flex/Maker Space Development

## **CHAPTER 10-12 COMMERCIAL AND OFFICE ZONES**

[10-12-1: Purpose](#)

[10-12-2: Scope](#)

[10-12-3: Definitions](#)

[10-12-4: Uses Allowed](#)

[10-12-5: Development Approval](#)

[10-12-6: Development Standards](#)

[10-12-7: Other Applicable Regulations](#)

### **10-12-1: Purpose**

- A. C-1 Zone: The purpose of the C-1 Zone is to provide areas in the City for neighborhood commercial development.
- B. C-2 Zone: The purpose of the C-2 Zone is to provide areas in the City for community commercial development.
- C. OP Zone: The purpose of the OP Zone is to provide an aesthetically attractive environment for business offices with limited commercial use that cater to a business office complex. This zone is intended to ensure compatibility of new development with surrounding land uses through standards that provide attractive buildings, well planned grounds and other appropriate amenities supporting employee activity. Uses which produce noises, excessive vehicle traffic, excessive parking needs, objectionable odors, storage of hazardous substances or the outside storage of inventory or equipment are not appropriate in this zone. (Ord. 2017-54, 12-13-2017)

### **10-12-2: Scope**

The provisions of this chapter shall apply to real property located in commercial and professional office zones as shown on the official zoning map. (Ord. 2017-54, 12-13-2017)

### **10-12-3: Definitions**

Certain words and phrases in this chapter, including uses, are defined in chapter 3 of this title. (Ord. 2017-54, 12-13-2017)

### **10-12-4: Uses Allowed**

- A. Permitted And Conditional Uses: Permitted and conditional uses allowed in commercial and professional office zones shall be as set forth on the table of uses in chapter 16 of this title. Permitted and conditional uses are indicated by "P" or "C", respectively. Uses not permitted are indicated by an empty box.
- B. Accessory Uses: Permitted and conditional uses set forth in chapter 16 of this title on the table of uses shall be deemed to include accessory uses and activities customarily associated with and incidental and subordinate to a permitted or conditional use, subject to applicable provisions of this title, including section 10-29-5 of this title.
- C. Prohibited Uses: Any use not shown on the table of uses shall be prohibited unless the Community Development Director determines the use is substantially the same as a permitted or conditional use as provided in section 10-5-10, "Permitted Uses", of this title.
- D. Businesses And Uses; Conditions: The stores, shops or businesses designated in this chapter shall be retail establishments only, and shall be permitted only under the following conditions:
  - 1. Such business shall be conducted wholly within an enclosed building, except for the parking and servicing of automobiles, and service to people in automobiles.



2. All products, whether primary or incidental, shall be sold at retail on the premises; no entertainment, except music, shall be permitted in cafes, confectioneries or refreshment stands.
3. All uses shall be free from objection due to odor, dust, smoke, noise, vibration, or other causes.
4. Any manufacturing shall be incidental to and operated in connection with a use permitted in this chapter and shall be conducted wholly within a completely enclosed building. (Ord. 2017-54, 12-13-2017)

#### **10-12-5: Development Approval**

- A. Generally: The use and development of land located in Commercial and Office Zones shall be approved according to applicable administration and development review procedures set forth in chapter 5 of this title.
- B. Site Plan Approval: Any development in Commercial and Professional Office Zones shall be subject to approval of a site plan as provided in section 10-5-12 of this title.
- C. Conditional Use Approval: The conditional use permit procedure set forth in chapter 5 of this title shall be applied to the following:
  1. C-1 Zone: Development over twenty one thousand (21,000) square feet.
  2. C-2 Zone: Development over one acre.
  3. OP Zone: All development. (Ord. 2017-54, 12-13-2017)

#### **10-12-6: Development Standards**

- A. Generally: The use and development of land located in Commercial and Office Zones shall conform to the standards set forth in this section and in section 10-12-7, chart 10-12 of this chapter except as may be authorized by another provision of this title. (Ord. 2019-15, 6-12-2019)
- B. Alteration And Expansion Of Existing Facilities: When development is proposed to alter or expand existing facilities and the proposed use, alteration, or expansion increases the floor area and/or parking requirements by twenty five percent (25%), then the entire site shall be brought into compliance with current City ordinances.
- C. C-1 And C-2 Zones: Development in the C-1 and C-2 Zone shall conform to the following design criteria requirements in addition to other applicable provisions of this title.
  1. Direct pedestrian and bike paths shall be provided on site to match those approved or built in adjacent developments.
  2. Accessible parking spaces should be convenient to building entries.
  3. Crosswalks and sidewalks shall be incorporated within the project to provide pedestrian connections to the building. Crosswalks shall be so configured to be a design feature of the development, i.e., heavy painted lines, pavers, edges and other methods of emphasizing pedestrian use. Bulb-outs and other pedestrian design may be used to shorten walking distances across open pavement. Sidewalks should be used when appropriate to connect parking lots with building entries.
    - a. When pedestrian access traverses a commercial use, a material or textural change is required to identify pedestrian paths which may include; Pavers, raised

pedestrian paths, edges and other methods of emphasizing pedestrian use. Bulb-outs and other pedestrian design may be used to shorten walking distances across open pavement. Sidewalks should be used when appropriate to connect parking lots with building entries. Heavy painted lines shall be used in conjunction with pedestrian paths where required by the American with Disability Act (ADA).

4. For commercial development over five (5) acres, pedestrian amenities shall be provided that allow for use and enjoyment of outdoor areas as a developmental focal point or centralized amenity. These shall include a minimum of one (1) feature from each category below:
  - a. Landscaping - Raised landscape planters, shade trees, specimen trees, potted plants, botanical exhibits, trellised planting walls, centralized green gathering space.
  - b. Hardscaped - Pedestrian scaled lighting, seating walls, meandering sidewalks, centralized hard-surfaced gathering space (decorative concrete, pavers, a semi-permeable surface, or composite decking).
  - c. Aesthetics - Art features, water features, informational kiosks, shade structures, tables, benches, drinking fountains, recreational amenities.
5. Within commercial shopping centers over ten (10) acres, transit stops with bus pullouts on public streets shall be provided with convenient pedestrian access to transit stops and outlying parking areas.
6. Convenient and permanent bicycle parking shall be provided in locations that do not interfere with pedestrian circulation. Bicycle parking facilities shall be disbursed throughout larger sites and located in convenient and visible areas.
7. Direct pedestrian and bike paths shall be provided on site to match those approved or built in adjacent developments and existing or planned trails, parks, or open space.
8. Support uses, such as trash enclosures, compactors, truck loading areas and outdoor storage shall be oriented away from residential uses to the extent practical.
9. Drive-through lanes shall be located away from adjoining residential developments. Speakers and menu boards shall be located so that noise is not directed toward residential uses and shall incorporate a screen wall and landscaping to mitigate noise. Menu board locations shall be shown on preliminary and final site plans.
10. Service electrical system (SES) panels shall be recessed into the building elevation. Access doors shall be screened with landscaping or a solid wall (with landscaping) built of similar building materials and colors of the main development and equal to or exceeding the height of the SES panel; or placed in back of the building if not exposed to adjoining properties.
11. Proposed outdoor display and sales areas shall be located on final site plans, including, but not limited to, propane sales, vending machines, amusements, and seasonal sales. Their location should not displace required parking and pedestrian or landscaping areas.
12. Wall elevations should terminate at a logical point such as a column or tower element.
13. For all buildings, at least two (2) of the following elements should repeat horizontally. Buildings with facades greater than one hundred feet (100') in length shall include a minimum of four (4) such elements, repeated at appropriate intervals, either horizontally or vertically. The use of the same element repeated across the building's facades shall count as only one (1) element:



- a. Texture change.
  - b. Material change.
  - c. Architectural variety and interest through a change in plane, such as building offsets, recesses, and projections. Wall projections, offsets, and recesses shall be a minimum of 18 inches.
  - d. Window and door reveals, archways or projecting ribs.
  - e. Variations in roof pitches and planes.
  - f. Entrance features which include canopies, recesses, porticos, or similar feature that are consistent with the character of the building and make the entrance to the building easily visible. Entrance features shall be proportionate to the entrance's opening and shall be applied to all public entrances.
14. Parapets for concealing flat roofs shall be designed to match the existing architecture. EPDM, PVC, rubberized, rolled or liquid roofing membranes, or other similar roofing systems shall not be used on pitched roofs or in areas that are visible from the street or adjoining properties.
15. All building materials shall be high quality, durable, and provide a low-maintenance finish. All facades, including back and side elevations, shall be constructed as follows:
- a. Primary Materials - A minimum of sixty percent (60%) brick or stone that is not part of the support structure or panelized. The brick or stone shall be a natural color and shall not be painted.
  - b. Secondary Materials - The balance of exterior wall area shall consist at a minimum, of two (2) other materials including brick, stone, glass, architectural metal panels, decorative block or concrete, stucco or simulated stone panels.
    - (1) Stucco products, if used, shall clearly be used in a minimal amount and as a contrast or accent to other building material and shall not exceed 20% of any building facade.
    - (2) Simulated stone panels shall be of cementitious construction.
    - (3) Glazing systems shall be constructed of aluminum (anodized or painted) or steel (painted or powder coated). Wood, aluminum, clad, or vinyl glazing systems may be considered and are subject to the standards outlined in subsection 15(c) of this chapter.
    - (4) Architectural metal panels shall be painted, anodized, or sealed. Profiles may include flat, boxed, or ribbed. Galvanized or raw metal finishes and corrugated "Wavy" profiles may be considered if the standards outlined in subsection 15(c) of chapter are met.
      - (A) Architectural panels shall be installed using a hidden fastening system.
      - (B) Architectural panels shall meet all building code requirements and carry a manufacturer's warranty.
  - c. The Planning Commission may grant an exception to allow for a substitution of the building's secondary materials wherein all the following conditions are met:

- (1) The primary materials exceed 60% coverage on at least two (2) elevations.
- (2) The structure's finish materials incorporate alternate design characteristics that are equivalent to or exceed those otherwise achieved by the strict adherence to this section.
- (3) The granting of an exception will not adversely affect the established character of the surrounding structure or development.
- (4) The granting of the exception shall be complementary or essential to the overall design of the structure.
- (5) The substitute material shall be of high quality, and durability, to provide a low maintenance finish.

d. The City Council may grant an exception to this criteria for a building that is part of a large commercial project that has approved design guidelines and is greater than forty thousand (40,000) square feet.

16. Freestanding accessory structures, such as enclosed service/refuse areas and covered parking, should be designed to be an integral part of the building architecture. The forms, colors, textures and materials used on the main building should be applied to all sides of these structures generally visible to the public.
17. Franchise architecture (building designs that are prototypical or identifiable with a particular chain or corporation) shall be revised if the proposed building design does not conform with the design standards set forth in this section. The applicant, upon request, shall provide color pictures of other national tenant buildings (nonprototype examples) that have been built in other cities and states.
18. All exterior lighting shall conform to standards set forth in this section, and Title 10 of the City's land use development code. All exterior lighting shall comply with approved site plan requirements and design guidelines.

D. OP Zone: Development in the OP Zone shall conform to the following design criteria requirements in addition to other applicable provisions of this title.

1. Buildings in predominantly residential areas shall have a pitched or gabled roof and use material that is similar or alike types with surrounding existing residential uses.
2. All utility connections shall be designed to be similar with the architectural elements of the site so as not to be exposed except where necessary. Pad mounted transformers and/or meter box locations shall be included in the site plan with an appropriate screening treatment.
3. Exterior lighting shall be provided as follows:
  - a. On any public road where street lighting is not in place, lighting shall be provided at least equivalent to light produced by a one hundred (100) watt incandescent bulb per each fifty feet (50') of frontage, or fraction thereof. Lighting shall be provided, by a freestanding fixture, in the yard space between the building and public street or attached to the wall of a building which is not more than thirty feet (30') from the street property line.
  - b. Each parking area shall be illuminated for safety by installing lighting fixtures which emit light at least equivalent to that of a one hundred (100) watt incandescent bulb per one hundred feet (100') in all directions.

- c. All lighting shall be shielded so as not to shine into surrounding residences or skyward. (Ord. 2017-54, 12-13-2017)

HISTORY

Amended by Ord. [Ord 2024-13](#) on 6/12/2024

**10-12-7: Other Applicable Regulations**

To the extent that use and development of land located in Commercial and Office Zones includes any matter governed by other applicable regulations set forth in this title, such regulations shall apply in addition to the requirements of this chapter.

**CHART 10-12**

**COMMERCIAL AND OFFICE ZONE DEVELOPMENT STANDARDS**

A. Minimum lot area and width:

Zone	Lot Area	Lot Width
C-1	None	None
C-2	None, except as follows:	None
	Vehicle rental and sale: 2 acres	
OP	None	None

(Ord. 2017-54, 12-13-2017)

B. Minimum yard for all buildings:

Zone	Front Yard	Side Yard	Rear Yard
		None, except as follows:	None, except as follows:
C-1	20'	Side yard adjacent to Agricultural or Residential Zone boundary: 20'	Rear yard adjacent to Agricultural or Residential Zone boundary: 20'
		Corner lot: 20' from street	None, except as follows:
		None, when located adjacent to another commercial use	Corner lots which rear upon side yard of lot in Agricultural or Residential Zone:
C-2	20'	Side yard adjacent to Agricultural or Residential Zone boundary: 15' plus 1' for every 1' of building height above 15'	Building height 35' or less: 20'
		Corner lot: 20' from street	Building height more than 35': 30'
		None, except as follows:	None, except as follows:

O P	25'	Adjacent to residential use or zone: 2' for every 1' of building height	Adjacent to residential use or zone: 2' for every 1' of building height
		Street side yard: 25'	

(Ord. 2019-15, 6-12-2019)

C. Maximum building height:

Zone	All Buildings
C-1	35'
C-2	45'
OP	45'

D. Lot coverage for all buildings:

Zone	Maximum Coverage
C-1	60% of lot
C-2	60% of lot
OP	None

(Ord. 2017-54, 12-13-2017)

HERRIMAN CITY  
LAND USE TABLE

Uses	RC	OP	C-1	C-2	M-1	T-M	M-2	MU	MU-2
Agricultural sales and service				C					C
Alcoholic beverage <sup>44</sup>									
Banquet catering				P	P	P			P
Bar establishment				P		P	P		P
Beer wholesaler				P	P	P	P		P
Brewery manufacturing				P	P	P	P		P
Hotel				P	P	P			P
Off-premises beer retailer				P	P	P	P		P
On-premises beer retailer				P	P	P			P
Package agency				P	P	P	P		P
Reception center				P	P				P
Restaurant - beer only				P	P	P	P		P
Restaurant - full service				P	P	P	P		P
Restaurant - limited service				P	P	P			P
State liquor store				C	C		P		C
Tavern				P		P	P		P
Animal care service			C <sup>18</sup>	P <sup>19</sup>	P		P	C <sup>20</sup>	P
Bank or financial institution <sup>52</sup>		C	P	P	C	C		P	P
Bed and breakfast homestay									P
Bed and breakfast inn			C <sup>22</sup>	C <sup>21</sup>				C <sup>23</sup>	P
Brewery				C					
Business equipment rental and supplies				P	P	C	P		C
Business services			C	P				C	C
Car wash automatic <sup>24</sup>				C	C	C	C	C	
Car wash full service				C	C	C	C	C	
Car wash self-serve <sup>24</sup>				C	C	C	C	C	
Construction sales and service				C	P		P		C
Convenience store				C	C	C	P	C <sup>25</sup>	C
Data center					C	C			
Daycare/preschool center <sup>26</sup>	C	C	C	C					C
Fireworks stand <sup>27</sup>			C	C	C		C		C
Food cart									
Food truck				P	P	P	P		P
Garage, public					P		P		
Garden center			P	P				P	C
Gas and fuel, storage and sales					C		C		
Gasoline service station			C <sup>29</sup>	C	C	C		C <sup>30</sup>	C
Hotel/motel	C			C		C		C	P
Kennel				C			C		
Laundry or dry cleaning, limited			P	P				P	C
Media service					C	C			
Medical or dental laboratory		C	P	P	P	C		P	C
Medical service				P	P	C		P	C

HERRIMAN CITY  
LAND USE TABLE

Uses	RC	OP	C-1	C-2	M-1	T-M	M-2	MU	MU-2
Mobile Store <sup>32</sup>			C	C				C	C
Model home sales office <sup>33</sup>				P					P
Mortuary				C					
Office, professional	C	P <sup>34</sup>		P	P	P			C
Parking lot			C	C	P		P	C	C
Personal care service	C		P	P		P		C	C
Personal instruction service				P	C			C	C
Printing				C	P	P	C		C
Produce stand								P	C
Recreation and entertainment, indoor		C		P	C	C	C		C <sup>35</sup>
Recreation and entertainment, outdoor	C			P	C		C		C
Repair service			P	P				P	C <sup>36</sup>
Research service			P		P	P	P		C
Restaurant, fast food	C			P	C	C	C		
Restaurant, general	C		C	P	P	C	P	C	C
Retail, general			P <sup>37</sup>	P				P	C
Secondhand store				C					C
Sexually oriented business					C		C		
Shopping center									
Temporary building <sup>38</sup>	C		C	C	C	C	C	C	P
Transportation service			C	C	P		P	C <sup>39</sup>	
Vehicle and equipment rental				C	P		P		C
Vehicle and equipment repair, general				C	P		P	C	
Vehicle repair, limited			C	C					
Warehouse, self service <sup>40</sup>					P		P		
Wireless telecommunication facility <sup>41</sup>		C	C	C	P	C	P	C <sup>42</sup>	P

[illegible]

## Commercial-Flex Zone (C-F Zone)

### **10-12-1: Purpose**

- C. C-F Zone: The purpose of the C-F Zone is to provide areas in the city for a variety of commercial uses that include warehousing, light-manufacturing, entrepreneurship, reselling and retail. This zone is intended to encourage commercial development in areas that may have limitations such as topography, access, irregular shapes, and visibility from major corridors. This zone is intended to create areas in the city where home occupation businesses can transition into a small commercial space, an option for existing small businesses to expand in the city, and create a maker space where businesses can collaborate with one another.

### **10-12-4: Uses Allowed**

- There needs to be a statement that in the C-F Zone it is anticipated that there may be limited wholesale and enclosed warehousing activities associated with a Flex space.

The C-F Zone is designed to allow a variety of uses to support and create small business stability and growth within the city. The primary use is to support new business development and attract existing businesses into the city. Secondary uses may include limited wholesale, enclosed warehousing activity, and storage. The intent of storage paired with micro-flex is to allow the tenants additional space for materials and equipment as needed. See Uses Table for allowed uses.

### **10-12-5: Development Approval**

- This section identifies
- C. This section identifies when a development in the zone is a conditional use regardless if it is a permitted use on the Table of Uses in Section 10-16.
  - a. C-1 is a conditional use for any development over 21,000 sf
  - b. C-2 is a conditional use for any development over 1 acre.
  - c. C-F Zone: Development over \_\_\_\_\_ acres/sf is a conditional use?

### **10-12-6: Development Standards**

What standards should be considered for the C-F Zone?

- Parking Requirements
  - Two parking stalls required per storefront.
  - Vehicles may temporarily park in front of doors designated for receiving or dropping off materials. The vehicle must be attended.
- No outside storage of vehicles or business equipment is allowed.
- Landscaping
  - Inside of micro-flex areas, there will be a considerable amount of truck traffic with the potential of equipment such as forklifts. Landscaping may need to be minimized to allow for maneuvering these vehicles.



- Enhance the landscaping along the public facing sides of the building, especially at key entrance points.
- Architectural requirements
  - We need to put just enough architectural requirements in to ensure a quality product that doesn't require large costs to the developer. Consider the following:
    - Horizontal and vertical relief to avoid long flat roofs and walls.
      - Massing and form: Consider angles, heights, and shapes to create visual interest.
      - Projecting elements: Balconies, overhangs, awnings or other protruding elements to break up the facade and add depth.
    - How often and where are variations required? A minimum of 60 feet to have an element change in either building height, massing, glazing or projection (subject to the design of the building). The key is to avoid long, flat building segments.
    - Textures, Materials, Colors - At least 2 textures or material changes are required. A minimum of 2 colors are required.
    - Enhancements to identify public entrances
      - Glazing, metal, other materials?  
Create a visual distinction for the entrance into the site through additional massing, glazing, and design elements that allow the tenant and customer to easily identify where to enter the site.  
Enhanced lighting elements and fixtures along with signage can be used to guide the user to the site entrance.
  - Lighting  
Lighting serves two purposes. One for safety and two as an architectural element in design. Both should be strategically considered to achieve these objectives. Ensure that lighting adjacent to residential uses does not impact those residential uses.
  - Signing
    - **10-15G: Major Corridor Sign Overlay Zone**
      - If the C-F Zone is created, we will need to add it to the list of zones where this overlay zone is applied.
      - Allows for a 45' tall sign, within 50' of the State owned ROW.
        - May not be within 500' of another multi-tenant sign.
          - May have two display faces with an active display of up to 500 sf and an inactive display up to 700 sf (combined active + inactive display cannot exceed 800 sf).
      - Additional Considerations for Micro-Flex

- Uniform plaque for tenants mounted to the exterior of the wall will be allowed with the tenant's logo and hours of operation (on the door).
- Fencing/Gated Access
  - Gated Access is allowed. Parking for store fronts shall not be gated. All gated areas shall include acceptable access per the Fire Marshal.
  - Follow city fencing guidelines (**10-21: Fencing**)

#### **10-12-7: Other Applicable Regulations**

- A. Should a minimum area requirement be established?
- a. C-1, C-2 do not have a minimum area requirement.
  - b. Research shows that the smallest Micro-Flex space is 0.5 acre.

B. Setbacks

Zone	Front Yard	Side Yard	Rear Yard
C-F	20', except as follows: 10' along a collector or arterial street.	Adjacent to Agricultural or Residential Zone boundary: 15' plus 1' for every 1' of building height above 25'	Adjacent to Agricultural or Residential Zone boundary: 30', except as follows: 10' for accessory uses plus 1' for every 1' of building height above 25' (see PC exception)
PC exception: Planning Commission may approve a 10' rear yard setback for buildings over 25' in height if the building is adjacent to two collector or arterial roadways and/or adjacent topography results in the perceived building height being less than the actual building height from the adjacent property.			

- C. Maximum Building Height:
- a. C-1 is 35', C-2 is 45'
  - b. 35' for Primary Use, Planning commission may approve up to 45 feet for an accessory use based on proximity to residential development and site topography.
- D. Maximum Building Lot Coverage:
- a. C-1 and C-2 allow 60% of lot. T-M allows 70%, M-1 and M-2 allow 80%.
  - b. C-F could allow up to 70% due to reduced parking requirements and requiring all material and equipment to be stored inside.

#### **10-16-1: Uses**

Permitted: Animal care service, business equipment rental and supplies, business services, construction sales and service, data center, media service, medical or dental laboratory, printing services, repair service, research service, retail general, vehicle and equipment rental, vehicle repair (limited), wholesale and warehousing (limited), light manufacturing and assembly (limited).

Conditional: Warehouse, self service (accessory use to a primary permitted use only)

New uses to add to table:

- Indoor self storage

- Assembly of goods
- Commissary
- Printing distribution
- Reselling
- Car detailing,



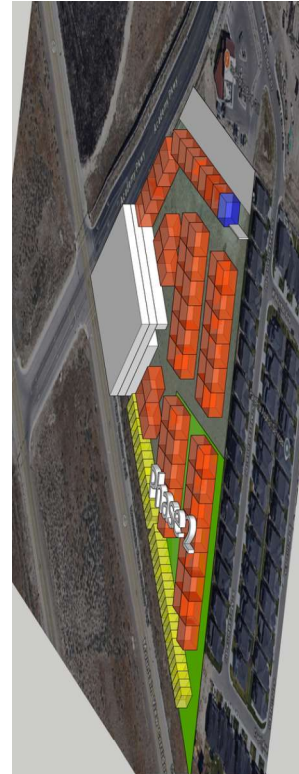
# Site Plan

Flex Shops (orange)

Multi-story storage (white)

Drive Up self-storage (yellow)

Currently planning on selling some space to Redemption Bar and Grill for parking.



## Flex Shop - Examples



# Micro-Flex

Micro-Flex allows for small businesses to grow.

## Features

**Typical Sizes:** between 1000 and 1,500 sq ft.

**Flexibility:** Open floor plans and flexible lease terms.

**Uses:** Contractor space, light assembly, warehouse space, fulfillment hubs, showrooms, and more.

**Location:** Strategically located for easy access to highway and freeway.

## Benefits

**Affordability:** They are more affordable than typical industrial or flex spaces.

**Versatility:** Adapted to a variety of uses.

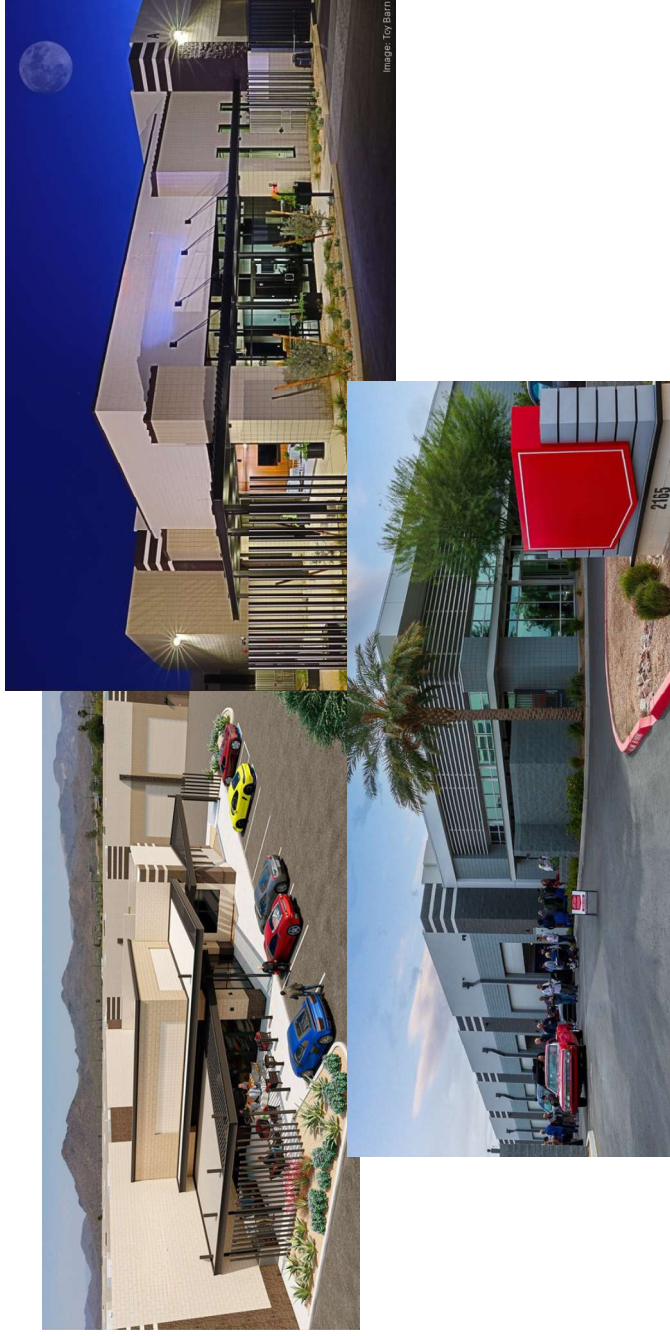
**Convenience:** Located in convenient location from transportation.

**Flexibility:** Flexible lease terms.

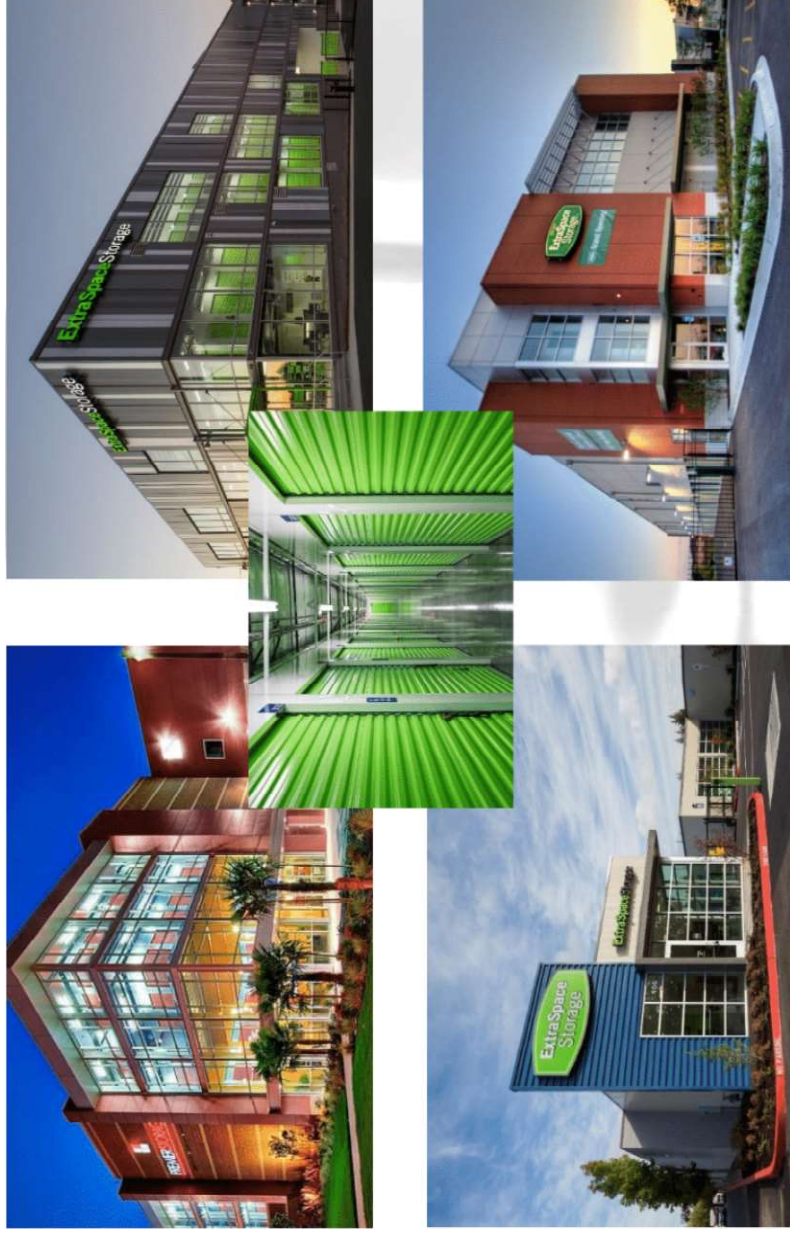


# Herriman Workshops - Entrance

The front entrance will consist of a main lobby and lounge, breakroom, and a conference room.



## Multi-Story Storage - Examples



# Why Micro-Flex and Self-Storage

- **Synergy of needs:** A small businesses, need micro-flex space for day-to-day operations, but may require storage for inventory, tools, or documents. Offering both in one location provides a streamlined solution for these needs.
- **Reduced Costs:** Businesses that need workspace and storage can save money on transportation and logistics, this is beneficial for small businesses with limited budgets.
- **Entrepreneurship:** The rise of the gig economy, remote work, and small business startups means there is increasing demand for flexible office spaces and affordable storage solutions.

