# COTTONWOOD HEIGHTS CITY PLANNING COMMISSION MEETING AGENDA

Cottonwood Heights
City between the canyons

December 15, 2025

Notice is hereby given that the **Cottonwood Heights Planning Commission** will convene on **Wednesday, December 15, 2025,** at **Cottonwood Heights City Hall** (2277 E. Bengal Blvd., Cottonwood Heights, UT 84121) for its **Work Session** and **Business Session** meetings.

1. Business Session – 6:00 p.m. – City Council Chambers

Both sessions will also be broadcast electronically on the city's YouTube channel at <a href="https://www.youtube.com/@CottonwoodHeights/streams">https://www.youtube.com/@CottonwoodHeights/streams</a>.

Please see the reverse side of this agenda for instructions on how to make public comments.

#### 6:00 p.m. Business Session

#### 1.0 Welcome and Acknowledgements

1.1 Ex parte communications or conflicts of interest to disclose

#### 2.0 General Public Comment

This is an opportunity for individuals to make general public comments that do not relate to any projects scheduled for public hearing under the "Business Items" section of this agenda. Please see the Public Comment Policy on the reverse side of this agenda for more information.

#### 3.0 Business Items

3.1 Public Hearing – General Plan: Water Chapter Review and discussion of the Water Use & Preservation Element, which outlines the City's coordination with regional water providers, identifies watershed protection priorities, and recommends long-term water conservation strategies.

#### 4.0 Consent Agenda

4.1 Approval of **December 3, 2025,** Planning Commission Minutes

#### 5.0 Adjourn

Next Planning Commission Meeting: January 7, 2026

#### **Public Comment**

Individuals may provide public comments verbally or via writing.

**Verbal comments** are accepted in person at the 6:00 p.m. Business Session, but not at the 5:00 p.m. Work Session. At the Business Session, public comments may be given during two intervals:

- 1. General Public Comment Period An opportunity for general comments not relating to specific projects on the meeting agenda.
- 2. Specific Project Public Hearings An opportunity for comments relating to specific projects on the meeting agenda which were noticed as public hearings.

Please note that verbal comments must be provided by attending the meetings in-person. Verbal comments cannot be provided via the electronic broadcast of planning commission meetings on the city's YouTube channel.

Verbal comment periods are an opportunity for individuals to share comments as they see fit but **are not an opportunity for "question and answer" dialogue**. Questions should be directed to city staff at <a href="mailto:planning@ch.utah.gov">planning@ch.utah.gov</a>. Verbal comments provided during the public comment period will be limited to three minutes per individual, or five minutes per a spokesperson who has been asked by a group that is present to summarize their concerns.

Alternatively, written comments may be submitted to staff via email at <a href="mailto:planning@ch.utah.gov">planning@ch.utah.gov</a>. For written comments to be entered into the record and distributed to the planning commission prior to the meeting, they must be submitted to staff by 12:00 p.m. MST on Sunday, December 14, 2025, the day prior to the meeting. Comments received after this deadline will be distributed to the planning commission after the meeting.

#### **Meeting Procedures**

Items will generally be considered in the following order: 1. Chair introduction of item, 2. Staff presentation, 3. Applicant presentation, if applicable, 4. Chair opens public hearing, if applicable, 5. Chair closes public hearing, if applicable, 6. Planning commission deliberation, 7. Planning commission motion and vote on item.

Applications may be tabled if additional information is needed in order to act on the item; or if the planning commission feels there are unresolved issues that may need further attention before the commission is ready to make a motion. No agenda item will begin after 9:00 pm without a unanimous vote of the commission. The commission may carry over agenda items, scheduled late in the evening and not heard, to the next regularly scheduled meeting.

#### Notice of Compliance with the Americans with Disabilities Act (ADA)

In compliance with the Americans with Disabilities Act, individuals needing special accommodations or assistance during this meeting shall notify the City Recorder at (801) 944-7015 at least 24 hours prior to the meeting. TDD number is (801) 270-2425 or call Relay Utah at #711.

#### **Confirmation of Public Notice**

On Thursday, December 11, 2025, a copy of the foregoing notice was posted in conspicuous view in the front foyer of the Cottonwood Heights City Offices. The agenda was also posted on the City's website at <a href="http://pmn.utah.gov">www.cottonwoodheights.utah.gov</a> and the Utah public notice website at <a href="http://pmn.utah.gov">http://pmn.utah.gov</a>.

DATED THIS 11th DAY OF DECEMBER, ATTEST: TIFFANY JANZEN, CITY RECORDER

### COTTONWOOD HEIGHTS CITY PLANNING COMMISSION STAFF MEMO



December 15, 2025

#### Request

Discussed previously in Planning Commission, the Water Use & Preservation element of the General Plan outlines the City's coordination with regional water providers, watershed protection priorities, and recommended strategies for long-term water conservation. To comply with state statute, the Water Use & Preservation chapter is required to be adopted before 2026.

#### **Updates**

The most recent draft of the Water Use & Preservation element of the General Plan incorporates revisions based on the Planning Commission's previous comments. The following changes have been made:

- Page 3 Updated the mission statement to say "water resources" instead of "watershed"
- Page 3 Clarified that the population growth discussed is historic
- Page 15 Added a short-term strategy for the Public Utilities Advisory Committee
- Page 15 Included infrastructure monitoring as part of the dialogue strategy
- Page 16 Revised the language of first strategy to say "as needed" and "permit"

#### **Recommendation & Model Motions**

Staff recommends that the Planning Commission forward a recommendation of approval to the City Council for the proposed changes.

#### **Approval**

I move that we forward a recommendation of approval to the City Council for the Water Use & Preservation element of the General Plan, based on the finding listed in the staff memo and attachments dated December 15, 2025.

List any other findings or conditions for recommendation of approval...

#### Denial

I move that we forward a recommendation of denial to the City Council for the Water Use & Preservation element of the General Plan, based on the following findings...

• List findings for negative recommendation...

#### **Attachments**

1. Proposed Water Use & Preservation element





#### **MISSION STATEMENT**

Our mission is to safeguard Cottonwood Heights' interests in a secure and resilient water future by responsibly exercising the City's authority over land use and development policy. We are committed to protecting our vital water resources and empowering our residents and businesses to make informed, water-wise choices that reduce overall demand. Through sound planning and strong partnerships, we aim to ensure that community development remains manageable and is supported by available resources, promoting a culture of voluntary conservation and stewardship.

Utah is one of the driest states in the nation. This reality, coupled with years of severe drought and historic rapid population growth, has made the preservation of water resources a high priority for Utah's local governments, state leaders, water providers, and the public. Recognizing planning's critical role in water management, the state adopted *S.B. 110: Water as Part of the General Plan* in 2022. This new mandate requires Cottonwood Heights to address the impacts of land use planning on water use, aiming towards a future in which growth and development is supported by an adequate water supply.

It is important to note that **Cottonwood Heights does not currently provide culinary or secondary water services to residents and does not control water supply or distribution planning**. Instead, the City exercises its authority over water use primarily through land use decisions. Using tools such as the General Plan, zoning regulations, landscape standards, and the development review process, Cottonwood Heights can influence how water is used across the community to ensure growth is manageable and supported by available resources.

# Existing Conditions REGIONAL WATERSHEDS

The Jordan River Basin (*Map 6.1*), encompassing most of Salt Lake County, is Utah's most populous basin. The use of the basin's water resources has been fundamental to the region's development, providing its residents with diverse employment and recreational opportunities, and enabling a high quality of life.

The watersheds that feed the Jordan River are critically important as a drinking water source for the County. These drainage basins, all located within Salt Lake County, contribute surface waters that either flow directly into the Great Salt Lake or recharge the basin's groundwater. As one of the many communities relying on these resources, Cottonwood Heights recognizes the importance of protecting the watershed to help maintain reliable, clean water for current and future residents.



# A NOTE ON WATERSHED HEALTH

A healthy watershed is essential to quality of life, public health, water quality, and long-term economic stability. Thoughtful watershed planning helps manage the effects of development through practical measures such as identifying sensitive areas, controlling stormwater runoff, setting stream buffer standards, and encouraging cooperation among neighboring communities.

Big and Little Cottonwood Creeks, which run through the City, are important parts of the Jordan River Basin. Protecting these waterways and their surrounding landscapes is critical to preserving the health of the region—including the Great Salt Lake. These efforts also contribute to better air quality, outdoor recreation opportunities, and the overall integrity of both natural areas and developed neighborhoods.

#### **REGIONAL WATER CONSERVATION GOALS**

Utah's Regional Municipal & Industrial Water Conservation Goals Report (2019) establishes recommended regional water reduction targets for the entire state. The primary goal for the Salt Lake Region, which encompasses Cottonwood Heights, is an 11% reduction in overall per capita water use (gpcd) by 2030.

The Salt Lake City Department of Public Utilities (SLCDPU), the primary water provider for Cottonwood Heights, has established conservation targets that exceed the state's goal and are tailored to the local service area and regional supply reliability.

For these reasons, it is recommended that Cottonwood Heights align municipal water use reduction goals with those established by the Salt Lake City Department of Public Utilities (SLCDPU). At the time of this plan, *SLCDPU's 2025 Water Conservation Plan* was in the final stages of adoption and included the goal to reduce current per capita water use from approximately 179 gpcd (*Figure 6.1*) to 174 gpcd by 2030, with further reductions to 164 gpcd by 2040 and 146 gpcd in the long term. According to SLCDPU's planning efforts, these targets help maintain reliable water supplies and support responsible water management to meet future needs amid evolving challenges such as growth pressure and drought.

The City's water conservation efforts will directly support both the regional goals established by the state and the more specific targets set forth by SLCDPU. The water use reduction goals shown in *Figure 6.2* reflect those established by SLCDPU in its draft 2025 Water Conservation Plan.<sup>1</sup> Cottonwood Height's contribution to a secure water future will be explored further in the chapter.

Figure 6.1 – Estimated Current Per Capita Use

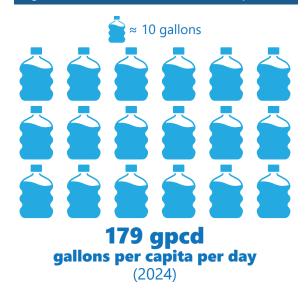
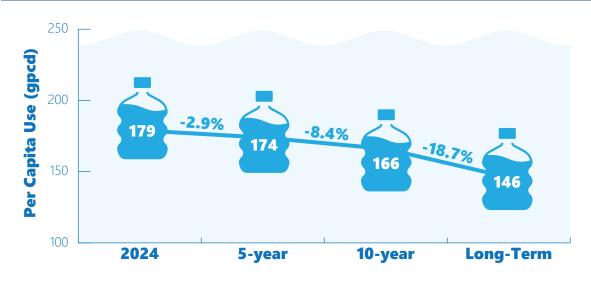


Figure 6.2 – SLCDPU Recommended Interim Conservation Goals

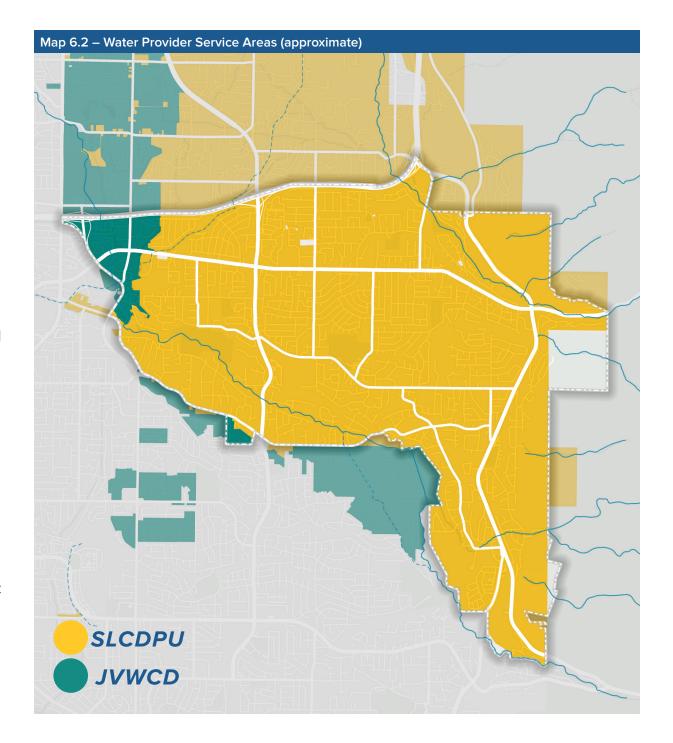


Salt Lake City Department of Public Utilities. (2025). Draft 2025 Water Conservation Plan. Salt Lake City, UT. Retrieved from https://www.slcdocs.com/utilities/PDF%20Files/Conservation/Draft%202025%20SLC%20Water%20Conservation%20Plan.pdf

# LOCAL WATER SYSTEMS

As stated, **Cottonwood Heights does not currently provide culinary or secondary water services to residents** and instead relies on the Salt Lake City Department of Public Utilities (SLCDPU) for its drinking water supply, with a smaller portion of the City served by the Jordan Valley Water Conservancy District (JVWCD). Because secondary water is not currently available, culinary water is used for outdoor irrigation, including lawns and other landscaping. In compliance with *S.B. 110*, the City met with both water utilities to discuss long-term water supply and distribution planning.

Conversations with the water providers focused on key aspects of their conservation plans relevant to Cottonwood Heights. Topics included available data on current water use and future demand, initiatives to support the Great Salt Lake, and recommended goals, policies, or programs the City might adopt to strengthen water conservation. A summary of the main takeaways from these discussions follows.



# SALT LAKE CITY DEPARTMENT OF PUBLIC UTILITIES (SLCDPU)

Salt Lake City Department of Public Utilities (SLCDPU) is the retail water provider for all of Salt Lake City and portions of Millcreek, Cottonwood Heights, Holladay, Murray, Midvale, and South Salt Lake. Within Cottonwood Heights, SLCDPU supplies water to approximately 90% of address points. Based on address types, the majority of water use is residential (about 89%), followed by commercial use at roughly 6%.

#### TAKEAWAYS FROM SLCDPU

- Shared Conservation Leadership: SLCDPU's Water Conservation Manager also serves, by extension, as Cottonwood Heights' Water Conservation Manager. This presents a strong opportunity for partnership, particularly around program promotion and public outreach. The current manager brings valuable marketing and communication strategies to the table.
- Desire for Formalized Communication: The Water Conservation Manager expressed a desire to formalize communication between SLCDPU and Cottonwood Heights to strengthen collaboration. They emphasized the importance of direct engagement and mutual support between cities and SLCDPU, noting that layers of hierarchy can sometimes make coordination more difficult.
- ▶ **Upcoming Conservation Plan Update:** SLCDPU is in the process of updating its *Water Conservation Plan (2020)*. Once adopted, the updated plan—anticipated in December 2025—will serve as a valuable resource for Cottonwood Heights and the other municipalities served by SLCDPU.

# JORDAN VALLEY WATER CONSERVANCY DISTRICT (JVWCD)

Based on the number of Cottonwood Heights address points within its service area, JVWCD provides drinking water to approximately 10% of the City. Of those addresses, 47% are residential and 44% are commercial. The Jordan Valley Water Conservancy District (JVWCD) serves a large portion of Union Park Regional Center and a smaller area south of Creek Road near Oakdale Elementary. Given that the service area includes the Regional Center, the high proportion of commercial addresses is expected.

#### **TAKEAWAYS FROM JVWCD**

- ▶ Potential Service Transfer: The area currently served by JVWCD may be transferred to Salt Lake City Public Utilities in the future. This would standardize water provision across the City but could result in higher water rates due to SLCDPU's pricing structure.
- Updated Water Efficiency Standards: JVWCD emphasized the importance of strong water efficiency standards for conservation. They plan to update their recommended standards, including revised turf limits for commercial properties, and encourage cities to adopt them when available.
- ▶ Enforceable Requirements: Although the area served by JVWCD appears to be largely built-out, the District is able to enforce water efficiency standards by requiring landscaping to meet specific criteria before approving any new water connections.¹

Jordan Valley Water Conservancy District. Rules and Regulations for Retail Water Service. Revised effective June 7, 2023. Retrieved from https://jvwcd.gov/file/7812e3bb-8083-491f-a4b7-cacae6e94d35/00---Rules-and-Regulations-for-Retail-Water-Service-Revised-6-7-23.pdf



#### TAKEAWAYS FROM JVWCD (CONTINUED)

- ▶ JVWCD as a Resource: While JVWCD supplies water to only a small portion of Cottonwood Heights, it remains a valuable resource and partner in promoting water efficiency through its standards, conservation programs, and public education initiatives. Some of the key programs and services JVWCD offers to support water conservation efforts include:
  - **Utah Water Savers Incentive Program:** Offers rebates for turf removal, waterefficient landscaping, and high-efficiency toilet replacements for residents and businesses.
  - Conservation Garden Park: A demonstration garden providing free classes and resources on drought-tolerant landscaping and water-wise irrigation.
  - Slow the Flow Campaign: An ongoing public outreach effort to educate the community on practical water-saving actions.
  - Qualified Water Efficient Landscaper (QWEL) Training: Certification programs for landscapers to promote sustainable water management practices.
  - Member Agency Assistance Program: Grants and technical support for local agencies to implement water conservation projects and education initiatives.

- **▶ Focus on Existing Development:** Given the City's mostly built-out status, JVWCD recommended focusing on water conservation efforts for existing properties. Suggestions include:
  - Making it easier for residents to replace turf with water-wise landscaping.
  - Providing additional local funding for landscape conversion incentives (e.g., a match that increases rebate amounts per square foot).
  - Promoting landscape education, including contractor certifications, Localscapes classes, and resources like Qualified Water Efficient Landscaper (QWEL) Training. The City's advocacy efforts can support this outreach.

#### CONCLUSION

Even though Cottonwood Heights does not operate its own water utility, the City plays a powerful role in shaping local water use through the tools it does control—particularly in land use planning and policy. The City's General Plan, zoning code, and development standards establish the physical layout of the community and directly influence how much water is needed now and in the future.

# **Land Use & Water**

### **SHAPING WATER USE & DEMAND**

Water demand is intrinsically linked to land use. Cottonwood Heights consists mainly of residential neighborhoods, with commercial development concentrated along major corridors. Areas with larger lots and lawns tend to use more water than areas with smaller lots and limited irrigation. While commercial areas generally consume less water per acre than residential neighborhoods, water-intensive uses like restaurants, car washes, and properties with water-intensive landscaping can drive up demand. With little undeveloped land remaining, Cottonwood Heights is transitioning to infill and redevelopment—a shift that can promote more efficient water use when guided by smart growth and water-conscious planning, as discussed on subsequent pages.



Water-conscious land use inspirational imagery.

### A SECURE WATER FUTURE

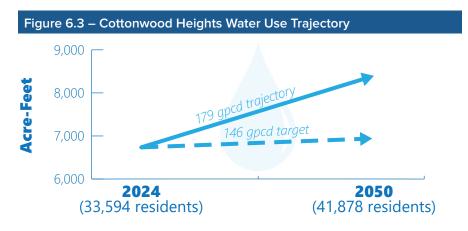
Through proactive planning, Cottonwood Heights aims for a future characterized by vibrant Activity Centers, along with thoughtful infill and redevelopment, ensuring the preservation of its natural beauty and the quality of its neighborhoods. As the City is now built out, future development will focus on establishing vibrant, mixed-use Activity Centers such as the Town Center and Gravel Pit area, which offer diverse commercial, retail, and cultural services. This strategic vision will strengthen the local economy while ensuring that land use patterns continue to support a secure water future.

#### **FUTURE FORECAST**

As described, the Salt Lake City Department of Public Utilities (SLCDPU) in its 2025 Draft Water Conservation Plan, reports a current system-wide average water use of approximately 179 gpcd (**Figure 6.1**). As a contract water customer without a secondary irrigation system, Cottonwood Heights relies solely on culinary water for outdoor irrigation, likely placing its per capita use at or above this average.

Cottonwood Heights' population is projected to grow from 33,594 residents in 2024 to 41,878 by 2050, an increase of 8,284 residents. If per capita use remains at the current level of 179 gpcd, total annual demand would rise from approximately 6,736 acre-feet (acft) in 2024 to about 8,397 acft by 2050—an increase of roughly 1,661 acft. However, if the City supports SLCDPU's long-term goal of reducing per capita use to 146 gpcd by 2050, total demand could be limited to approximately 6,849 acft, nearly maintaining current consumption despite growth (*Figure 6.3*). Although Cottonwood Heights does not directly manage water services or supply planning, its authority over land use decisions and public education plays a crucial role in shaping community water use. The two demand trajectories clearly illustrate how local policies and education efforts that enhance water use efficiency can significantly moderate future demand.

Ongoing coordination between Cottonwood Heights and SLCDPU will be critical to achieving regional water reliability. As SLCDPU finalizes its updated conservation plan, the City should rely on SLCDPU for refined demand projections, updated per capita use data, and guidance on system-wide conservation targets. By integrating this information into local policies, especially those related to land use, landscaping standards, water-efficient development, and outreach and education, Cottonwood Heights can align with SLCDPU's goals and contribute meaningfully to regional water conservation efforts.



**Note:** An acre-foot is enough water to cover an acre of land in one foot of water (approximately 325,851 gallons).

# **Reducing Water Waste**

To support projected growth and manage water demand, Cottonwood Heights can encourage water-saving practices through its planning, zoning, and regulatory tools—always respecting private property rights. Given that about 70% of municipal water is used residentially, and nearly 60% of that goes to outdoor irrigation, even small improvements in water efficiency can have a big impact.<sup>1</sup> By setting clear, reasonable water efficiency standards, promoting smart growth, and empowering residents with education and resources, the City can help reduce water use across all land uses. The following section outlines current and recommended conservation policies and practices for Cottonwood Heights.

### **CONSERVATION POLICIES & PRACTICES**

#### **OUTDOOR & INDOOR STANDARDS**

Water-efficient landscaping standards play a key role in conserving water, enhancing neighborhood character, and supporting longterm sustainability. Cottonwood Heights encourages water-efficient landscaping citywide through ordinances that emphasize droughttolerant plants, smart irrigation practices, and Localscapes design principles. Lawn is prohibited in park strips and discouraged on steep slopes and in narrow spaces, while inefficient practices like overspray and runoff are strongly discouraged. These standards apply primarily to new development but are also encouraged during major remodels or changes of use. Importantly, these standards are designed to remove barriers for residents who wish to implement more water-efficient landscapes, including xeriscaping and other drought-tolerant practices that are sometimes prohibited by code elsewhere. Maintaining clear requirements and providing guidance for retrofitting existing landscapes will help the City manage growth responsibly while reducing long-term water demand.

Complementing outdoor efforts, modern appliances and plumbing fixtures are significantly more efficient than older models, making upgrades to high-efficiency toilets, faucets, and showerheads among the most cost-effective water conservation strategies. In addition to reducing water use per fixture, newer technologies also help minimize leaks. Local landscaping and building codes can support conservation by requiring efficient fixtures, water reuse systems, smart meters, submetering, rain sensors, automatic shutoffs, programmable irrigation, drip systems, water harvesting, and limits on outdoor plumbing connections. When combined with restrictions on irrigated landscaping and requirements for efficient irrigation systems, these measures can lead to substantial reductions in water use.

<sup>1</sup> Cottam, M., Becker, K., Stemmler, K., Poudyal, S., Crump, W., Kogan, L., & Hotaling, S. (2025, August 25). Reducing residential landscape water use in Utah: Technologies and strategies. Utah State University Extension. Retrieved from https://extension.usu.edu/climate/research/reducing-residential-landscape-water-use-in-utah-technologies-and-strategies

#### **EDUCATION & OUTREACH**

The support and participation of community members and local organizations is essential to any successful water conservation strategy. As a city that values private property rights and individual decision-making, Cottonwood Heights places its greatest emphasis on education, outreach, and voluntary participation—giving residents the tools and information they need to make their own water-wise choices. Current efforts and future opportunities include:

- ▶ Utah Water Savers incentives and rebate programs for residents (*Figure 6.4*).
- Distribution of subsidized rain barrels for residents in association with Utah Rivers Council. SLCDPU offers a similar program to customers.
- ▶ Annual water-wise landscaping workshops in partnership with the Salt Lake City Department of Public Utilities (SLCDPU) and Jordan Valley Water Conservation District (JVWCD).
- ▶ Support for resident tree planting efforts to provide shade, reduce ambient heat and prevent water loss.
- ▶ Completion of the Mountview Park Pollinator Garden, which demonstrates water-wise landscape and irrigation design ideas and integrates these practices into City projects.
- ▶ Inclusion of the "Water Tip of the Month" in the City newsletter.
- Annual reports highlighting community participation in water conservation programs.

Through these initiatives, Cottonwood Heights can empower residents and businesses with practical information, examples, and incentives—allowing voluntary, informed choices to drive long-term water stewardship.

#### **PARTNERSHIPS & PROGRAMS**

In 2019, the cities of Cottonwood Heights, Holladay, and Millcreek signed an interlocal agreement to collaborate on sustainability initiatives. This partnership led to the adoption of the Interlocal Sustainability Action Plan (ISAP) in 2021, which now serves as Cottonwood Heights' sustainability master plan. Water use is addressed throughout the ISAP, particularly within the Development, Landscaping, and Waste Management sections.

In addition to regional collaboration, Cottonwood Heights supports water conservation through participation in state-led programs. Thanks to Cottonwood Heights' water-efficient landscaping ordinance, residents are eligible to participate in Utah Water Savers programs. Participation data for these programs is provided in *Figure 6.4*.

Figure 6.4 – Utah Water Savers Program Participation



Cottonwood Heights program participation figures, based on the most recent data available from Jordan Valley Water Conservancy District. Participation numbers may vary due to differences in program reporting cycles.

#### **WATER-SMART GROWTH**

While efficient fixtures and water-wise landscaping are essential for conservation, land development patterns also have a significant impact on overall water use. Because these patterns are difficult to change once established, it is important that Cottonwood Heights apply smart-growth principles especially to new commercial, industrial, institutional, and multifamily development, where the greatest opportunities for long-term efficiency exist.

Smart growth principles, including compact development, infill, and infrastructure efficiency, directly support water conservation. More compact developments require shorter transmission systems, which are less prone to leaks and more efficient to operate. Smaller lots reduce the amount of irrigated landscaping, helping to lower outdoor water demand.

Implementing smart growth requires comprehensive zoning, municipal code, and land development standards. These tools enable the City to establish water-wise expectations at the time of construction, such as water-wise landscaping and efficient irrigation practices. Beyond initial construction, ongoing conservation goals can be reinforced by landscape maintenance guidelines, retrofit incentive programs, and education and outreach.

#### **GROWING WATER-SMART: 3 BEST PRACTICES**

#### 1. SUPPORT WATER CONSERVATION THROUGH MORE **EFFICIENT DEVELOPMENT PATTERNS**

- ▶ Where appropriate, encourage compact, infill, smaller lots, and mixed-use development to reduce water demand and increase infrastructure efficiency.
- **▶** Consider refining local policies or development standards to better support—and when necessary, require—these more water-efficient patterns.

#### 2. INTEGRATE WATER-WISE PRACTICES INTO PLANNING **TOOLS**

- Use zoning, municipal code, and land development standards to embed water conservation principles into the built environment.
- Educate residents and developers about the benefits of efficient indoor fixtures, smart irrigation systems, and practical lawn areas to encourage their adoption during site planning and construction.

#### 3. REINFORCE CONSERVATION POST-OCCUPANCY

- ▶ Share landscape maintenance guidelines or educational resources to ensure long-term water efficiency.
- Promote third party retrofit incentive programs to encourage upgrades in existing developments.

# Water Use & Preservation Goals

### GOAL 1: EMPOWER THE COMMUNITY THROUGH EDUCATION, OUTREACH, AND VOLUNTARY WATER CONSERVATION

#### **SHORT-TERM STRATEGIES (1-2 YEARS)**

- Promote existing rebate and incentive programs, such as Utah Water Savers and subsidized rain barrel distributions, through City communication channels.
- ▶ Feature regular "Water Tip of the Month" content in City newsletters, social media, and public signage to provide practical, actionable conservation advice.
- Use City newsletters, workshops, and outreach programs to share ongoing water conservation efforts and encourage voluntary actions among residents.
- Support and promote resident-led initiatives like tree planting and pollinator gardens that exemplify water-wise landscaping principles.
- Develop and publish annual reports highlighting community participation in water conservation programs to raise awareness and celebrate successes.
- Expand outreach by collaborating with a broader range of local organizations to reach diverse and under-served community members.

#### **MID-TERM STRATEGIES (3-5 YEARS):**

- ▶ Continue and expand partnership-based water-wise landscaping workshops in collaboration with SLCDPU and JVWCD.
- Explore opportunities to partner with SLCDPU and JVWCD to provide water-wise education and training for City staff and Public Works personnel, including contractor certifications, Localscapes classes, and resources like QWEL.net.

#### **LONG-TERM STRATEGIES (5+ YEARS):**

- Develop a suite of user-friendly digital platforms and interactive tools that empower residents to make informed water-wise decisions, such as a monthly water use and preservation newsletter, printable guides and checklists, social media campaigns, virtual workshops, water-use calculators, etc.
- ▶ Foster a culture of water stewardship through community recognition programs, awards, or friendly competitions that celebrate and incentivize efficient water use.

# Water Use & Preservation Goals

### GOAL 2: LEAD BY EXAMPLE IN WATER EFFICIENCY AND COMMUNITY STEWARDSHIP

#### **SHORT-TERM STRATEGIES (1–2 YEARS):**

- Review progress and measurable outcomes from the *Interlocal Sustainability Action Plan* to guide City water stewardship initiatives.
- ▶ Integrate educational signage in public spaces such as parks, trailheads, and City Hall to promote awareness of water-saving practices.

#### **MID-TERM STRATEGIES (3-5 YEARS):**

▶ Encourage the adoption of water-efficient design standards for new or renovated City-led development projects wherever feasible.

#### **LONG-TERM STRATEGIES (5+ YEARS):**

- Retrofit City facilities and parks with smart irrigation systems, low-flow fixtures, and drought-tolerant landscaping as budgets and staff capacity allow.
- ▶ Use the Town Center and Activity Centers as visible, inspirational examples of water-wise design and green infrastructure.
- ▶ Work with SLCDPU and JVWCD to provide regular, transparent updates on water conservation progress to maintain community engagement and trust.

# GOAL 3: STRENGTHEN COLLABORATIVE EFFORTS AND PROMOTE FAIR WATER MANAGEMENT

#### **SHORT-TERM STRATEGIES (2-5 YEARS)**

- ▶ Establish structured communication processes with SLCDPU, such as regular coordination meetings or a liaison role, to enhance shared planning and responsiveness.
- ▶ Explore opportunities to have a city representative on the Public Utilities Advisory Committee of SLCDPU to elevate Cottonwood Heights' voice in the decisionmaking of the department.
- Partner with SLCDPU to co-host water conservation workshops, community events, and outreach campaigns leveraging utility expertise and resources.
- ▶ Engage in open and transparent dialogue with SLCDPU about water pricing, affordability, and infrastructure monitoring to better understand and address resident concerns, recognizing that pricing authority lies with the utility.

#### **LONG-TERM STRATEGIES (5+ YEARS)**

- ▶ Collaborate with SLCDPU to identify shared water conservation goals grounded in the updated *Water Conservation Plan (2025)*, ensuring alignment of City initiatives with utility-led efforts.
- Coordinate with Salt Lake City Department of Public Utilities to obtain water usage data specific to Cottonwood Heights.

# **Water Use & Preservation Goals**

## GOAL 4: INTEGRATE WATER CONSERVATION INTO THE LAND DEVELOPMENT AND REDEVELOPMENT PROCESS.

#### **SHORT-TERM STRATEGIES (2-5 YEARS)**

- ▶ Review and update land development standards as needed to permit water-efficient practices and policies.
- Review and remove barriers to water conservation (such as unnecessary or conflicting regulations, complex procedures, and overlapping or ineffective incentives) to ensure clear, consistent standards that encourage effective water-saving practices.

#### **LONG-TERM STRATEGIES (5+ YEARS)**

- ▶ Actively promote and incentivize infill development to optimize existing infrastructure.
- ▶ Plan for and incorporate green infrastructure solutions (e.g., permeable surfaces, rain gardens, bioswales) within development projects to manage stormwater, recharge groundwater, improve water quality by filtering runoff, and reduce reliance on potable water for irrigation.

### MINUTES OF THE COTTONWOOD HEIGHTS CITY PLANNING COMMISSION WORK MEETING

Wednesday, December 3, 2025 5:00 p.m. 2277 East Bengal Boulevard City Council Chambers

#### **ATTENDANCE**

Members Present: Chair Sean Steinman, Vice-Chair Mike Smith, Commissioner Lucy

Anderson, Commissioner Mike Shelton, Commissioner Dan Poulson,

Commissioner Dan Mills, Commissioner Garry Barnes

**Staff Present:** Community and Economic Development Director, Jim Spung; Deputy City

Recorder, Cienna Brummel; Planner III, Maverick Yeh; System Administrator, Alex Earl; Planner I, Emma Glende; Planner III, Sheldon

Howa

**Absent:** Commissioner Rusty Lugo

#### **WORK SESSION**

Chair Sean Steinman called the Planning Commission Work Session to order at 5:03 p.m.

#### 1.0 Review Business Session Agenda.

Chair Steinman reported that the first item on the agenda would be review of the Water Use and Preservation Element of the Cottonwood Heights General Plan, followed by the Consent Agenda.

2.0 <u>General Plan – Water Chapter. Review and Discuss the Draft Water Use & Preservation Element, which Outlines the City's Coordination with Regional Water Providers, Watershed Protection Priorities, and Recommended Strategies for Long-Term Water Conservation.</u>

Community and Economic Development Director, Jim Spung, reported that State noticing requirements may not have been met on this item and it would need to be tabled to a future meeting. Commissioner Anderson asked if the element could still be adopted by the December 31, 2025, deadline. Mr. Spung stated that the minutes will reflect that the Planning Commission approved of the document but could not formally recommend approval due to the noticing requirements.

The mission statement was discussed. Commissioner Anderson asked what the City can do to protect the watershed since Cottonwood Heights does not own the water. Mr. Spung clarified that the City could put safeguards in place to avoid pollution, ensure that its development standards do not harm groundwater, install bioswales, or other practices to properly filtrate stormwater before

it enters the water system. State and federal agencies maintain stream beds, but the City can place controls on private land to help clean water before it enters the system.

Commissioner Shelton suggested replacing "watershed" with "resources" as "watershed" may be perceived as political. Sam Taylor from Landmark Design stated that the term was not intended to be political but rather to indicate that water is a regional resource, and it is important to protect the City's water source. There is a significant overlap between the water use and environmental elements of the General Plan, but the State's specific goal in requiring the element is to assess water as a resource.

Commissioner Poulson asked how water use is quantified. One rural county's per-capita water use is 900 gallons per day because the data includes residential, commercial, institutional, and industrial uses. Mr. Taylor stated that other municipalities can monitor water consumption by user type because they supply the water, but the Salt Lake City Department of Public Utilities did not have specific data for Cottonwood Heights. Their goal is to reduce per-capita water use by 20%, but it will be hard to measure the effectiveness of City-specific conservation efforts if that data is not available. Mr. Spung added that the Salt Lake City Department of Public Utilities may have the data broken down by user, land use, etc., but they had not shared that information with the City. State law requires that the Water Use and Preservation Element includes a specific reduction goal even though the data is not available.

Mr. Taylor reported that the data included in the element was pulled from the utility's draft Master Plan. In response to a question, he confirmed that the numbers provided in Figure 6.3 were extrapolated from that data. Commissioner Mills stated that per the Salt Lake City Department of Public Utilities, 53% of their total usage is residential, 23% commercial, 18% institutional, and 6% industrial. That data can be extrapolated to create realistic expectations for Cottonwood Heights. Commissioner Poulson remarked that 13% of Salt Lake County is agricultural, and that usage was not included in the provided data. Additionally, residential usage varies based on property size.

Shelton stated that the committee did not want the City to be in the position of mandating water reduction. However, it should be in a position to facilitate education on water use. Individuals and businesses must make the effort to conserve if they choose to do so. Mr. Spung stated that the challenge was that there was no way for the City to track the metrics citywide, although it could track its own usage. Commissioner Anderson indicated that the City already has ordinances in place to address water usage in new construction.

Chair Steinman stated that the City's responsibility in this area is education, and obtaining the actual data would be helpful in that regard. In response to his question, it was clarified that the element could be updated at any time after adoption.

Mr. Taylor stated that the target goal was established by the public utility for their entire system. Cottonwood Heights may be an outlier due to property size, conservation efforts, etc. Commissioner Poulson stated that the Salt Lake City Department of Public Utilities was addressing it by charging a lot more for high water use. Mr. Taylor stated that they would likely find other ways to favor lower water users in the future, just like electric and gas companies have done.

Commissioner Smith stated that Cottonwood Heights residents pay significantly more for water than other residents of Salt Lake City, and it would be nice if some of that revenue was utilized to ensure that the City's water pipes are in good repair. Commissioner Mills stated that Salt Lake City claims it is using the increased revenue to replace aging infrastructure.

Commissioner Shelton stated that the City is not well-represented in the conversation about how its water is managed. Salt Lake City Department of Public Utilities is an unregulated monopoly, and he believes they should be regulated in the same way as Rocky Mountain Power. Commissioner Poulson noted that a long-time board member is a resident of Cottonwood Heights, but he agreed that the City has no real representation. Mr. Taylor indicated that one goal outlined in the chapter is to increase collaboration with the utility. However, a more specific strategy could also be added. Commissioner Mills stated that a specific strategy would create a mandate to accomplish the goal. Mr. Spung asked about the goal timeframe, as that strategy would take a long time to implement and there would be a tradeoff of resources, time, and energy to make it happen.

The discussion was continued to the Business Session.

### 3.0 Review and Discussion of Proposed Zoning Text Amendment ZTA to Allow an "Employee Suite" in Commercial Zones.

This above item was discussed prior to item 2.0.

Planner I, Emma Glenda, reported that ZTA-25-006 was a proposed text amendment to add "Employee Suite" as an accessory use within certain commercial zones. The additional would better accommodate businesses that require an onsite employee to respond to after-hours needs. Current code allowed for a caretaker's or guard's residence as a Conditional Use in the O-R-D Zone, but the proposed amendment would be broader and apply to additional zones.

An Employee Suite would be defined as follows:

"Employee Suite" means a residential living space located entirely within the principal building and intended exclusively for occupancy by an employee of the business or organization operating on the property. The purpose of an employee suite is to provide on-site living accommodations for staff responsible for after-hours operations, emergency response, security, or other duties requiring presence outside normal business hours. An employee suite is not permitted in an accessory building or detached structure. Such suites must remain accessory to the principal use, may contain no more than one kitchen, and may only be occupied by the designated employee and their immediate family.

The proposed standards include the following:

- 1. Accessory to principal use;
- 2. Located entirely within existing structure;
- 3. Single-family occupancy;

- 4. Single kitchen permitted;
- 5. No additional accessory living spaces;
- 6. Subordinate to the principal use and no larger than 1,200 square feet;
- 7. Architecture compatible with existing building;
- 8. Occupied only by an employee or subcontractor and their immediate family; and
- 9. All construction and safety standards must be met.

Staff found that the proposed text amendment would provide flexibility for businesses with operational and emergency-response needs. It would allow limited residential occupancy in commercial ones while preventing impacts associated with full residential conversion, ensure that all suites meet strict building and fire safety standards, and maintain the commercial character of the zones through size limits, occupancy restrictions, and architectural integration.

Ms. Glende reviewed asked the Planning Commission to consider the following policy questions:

- Whether the use should be restricted to certain zoning districts.
- Whether the use should be limited based on the principal land use operating on the site.
- Whether occupancy should be limited to the employed individual or include their immediate family.
- Whether a separate business license should be required for the employee suite.
- Whether the occupant should be required to be a full-time employee.
- Whether additional or dedicated parking should be required, including consideration of secure or designated parking spaces.
- Whether access to the suite must be internal to the principal structure.
- Whether the use should be conditional or permitted.

Ms. Glende reported that a veterinary clinic in the City was reported to Code Enforcement for having a resident veterinarian who lives on the premises. Planner III, Maverick Yeh, stated that the clinic provides living space for student veterinarians who intern for six to 12 months. The interns also provide emergency overnight veterinary services. The resident who complained was concerned that they were renting the living space.

Commissioner Barnes asked if the use should be time-limited. Planner III, Sheldon Howa reported that as written, the use would be allowed for as long as the worker was employed full-time.

Commissioner Shelton referred to the proposed standard that only one suite is allowed per lot or principal use. However, some facilities, such as storage units or office warehouses, may be rented by many individual businesses. He asked if the standard would apply in those situations. Mr. Howa clarified that as written, each structure with a different use would be allowed to have an employee. The caretaker ordinance applies to storage units, and only one permanent residence is allowed. Mr. Spung added that the entire facility is the principal use, not each separate unit. A strip mall could be viewed as qualifying, but the use could be limited to certain zones or primary uses. For example, it could be allowed as an accessory use for veterinary or medical clinics, but retail stores do not need an employee on-site at all times.

Commissioner Shelton asked if the use would allow the trending "man caves" where people live and work in the same space. Chair Steinman stated that an associated business license could be required to prevent abuse. Hs understanding was that most man caves in Utah are in residential zones or commercial zones with an associated overlay for residential use.

Commissioner Anderson suggested limiting it to medical or veterinary primary uses. Regarding parking, a family could need five or six parking spaces, which could affect the number of customer spaces. Mr. Howa stated that they could be required to provide additional parking for the residential unit.

Chair Steinman stated that the primary use was an important component. They would not want to allow an employee suite at a food-and-beverage establishment, for example. He agreed that they should be allowed for veterinary and medical uses.

Commissioner Mills stated that if the business does not require an on-site employee 24 hours a day, the use should not be allowed. Necessity should be determined by both the nature of the business and the fact that it is open to the public 24/7. Some veterinarians have urgent care hours until 8:00 p.m., but he did not believe that they should meet the requirement. Chair Steinman indicated that a veterinary office may need a full-time, on-site employee to care for animals all night but not be open to the public. Commissioner Mills stated that the situation could be handled with swing shifts, not sleeping accommodations.

Commissioner Smith expressed concern about the government intruding into residents' private lives and stated that there needs to be a compelling reason for the government to intervene. Commissioner Anderson stated that the City does not allow residential living in commercial areas. For example, Target cannot set up living quarters for its employees. However, there may be circumstances where it is appropriate to make exceptions to that rule. Commissioner Shelton agreed that there needs to be a compelling reason based on public health and safety but noted that the text amendment would create fewer restrictions.

Mr. Spung clarified that if allowed, the City would have a means by which to ensure that any accommodation is code-compliant. A building permit was not issued for the apartment at the veterinary clinic, so whether it meets fire and building codes was unknown. Allowing employee suites would require that they be permitted and inspected. The intent is to allow the accessory use for businesses that warrant an on-site employee. He recommended that occupancy be restricted to one employee, not their family.

Chair Steinman stated that mortuaries, for example, may be family businesses in which different family members accommodate different overnight needs. It is important to ensure that any employee suites meet residential code, but the business should have discretion over who lives on their premises. Commissioner Anderson stated that it would need to be defined. Commissioner Poulson asked if two employees of different genders would need to have separate rooms. Chair Steinman stated that the business should make the decision about who will be sleeping on-site. The City should regulate the use from a life and safety standpoint only.

Commissioner Mills asked if the unit could be used as a long-term rental. A mortuary in West Valley has two garage apartments that they rent to people who work for the business a few hours each week. Commissioner Shelton stated that Salt Lake County used to rent the apartment at the Crestwood Park pool.

Mr. Howa suggested that the business owner could be required to affirm that the occupant is a full-time employee. Mr. Spung stated that it would be an enforcement issue; if someone complains, Code Enforcement could require evidence that the occupant is employed by the business full-time. However, to be enforceable, it must be specified in the text.

Chair Steinman asked if the proposed permitted or conditional use charts were available. The use could be permitted in certain cases, like for healthcare or veterinary businesses, but conditional for all other businesses, so the Planning Commission could set additional restrictions if necessary. Commissioner Shelton stated that it would be difficult to have a zone-based permitted use that is dependent on what the building is specifically used for. Mr. Spung clarified that it is common for an accessorial use to be dependent on the primary use. The language just needed to be crafted correctly to address potential issues. For example, if the veterinarian moves out and a retail establishment moves in, how would the change of primary use be handled? Staff will consider those matters and bring the item back to the Commission for further discussion.

#### 4.0 Adjourn.

Commissioner Smith moved to ADJOURN the Work Session. Commissioner Anderson seconded the motion. The motion passed with the unanimous consent of the Commission.

The Work Session adjourned at 6:00 p.m.

### MINUTES OF THE COTTONWOOD HEIGHTS CITY PLANNING COMMISSION BUSINESS MEETING

Wednesday, December 3, 2025 6:00 p.m. 2277 East Bengal Boulevard City Council Chambers

Members Present: Chair Sean Steinman, Vice-Chair Mike Smith, Commissioner Lucy

Anderson, Commissioner Mike Shelton, Commissioner Dan Poulson,

Commissioner Dan Mills, Commissioner Garry Barnes

**Staff Present:** Community and Economic Development Director, Jim Spung; Deputy City

Recorder, Cienna Brummel; Planner III, Maverick Yeh; System Administrator, Alex Earl; Planner I, Emma Glende; Planner III, Sheldon

Howa

**Absent:** Commissioner Rusty Lugo

#### **BUSINESS SESSION**

Chair Sean Steinman called the Planning Commission Business Session to order at 6:04 p.m.

#### 1.0 Welcome and Acknowledgements.

#### 1.1 Ex Parte Communications or Conflicts of Interest to Disclose.

There were no Ex Parte Communications or Conflicts of Interest disclosed.

#### 2.0 General Public Comment.

There were no public comments.

#### 3.0 Business Items.

3.1 <u>General Plan – Water Chapter. Review and Discuss the Draft Water Use & Preservation Element, which outlines the City's Coordination with Regional Water Providers, Watershed Protection Priorities, and Recommended Strategies for Long-Term Water Conservation.</u>

Sam Taylor from Landmark Design reviewed the draft Water Use and Preservation Element of the General Plan and reported that the State had approved the document.

SB-110 requires that the following to be addressed in the element:

- 1. The effect of permitted development or development patterns on water demand and infrastructure.
- 2. Methods of reducing water demand and per-capita water use for existing and future development.
- 3. Opportunities for the municipality to modify operations to eliminate practices or conditions that waste water.

Because Cottonwood Heights is not a water provider, the Water Use and Preservation plan focuses on land use and education as indicated in the mission statement. Mr. Taylor indicated that per comments received during the Work Session, the term "watershed" may be replaced with "source" or similar language. Cottonwood Heights is part of the Jordan River basin, which contributes to the Great Salt Lake Watershed. The State goal for the region is to reduce water use by 11% by 2030, and the Salt Lake City Department of Public Utilities goal is to reduce per-capita se from 179 to 146 gallons per day. Cottonwood Heights can aid in achieving these goals by influencing land use regulations, leading by example on City properties, and public education and outreach.

Cottonwood Heights is a built-out community that is transitioning to infill and redevelopment, which provides an opportunity to promote more efficient water use than traditional landscaping. Additionally, the following water conservation strategies were identified:

- Re-examine and improve indoor and outdoor water use standards.
- Education and outreach: Encourage residents to take advantage of rebate programs, workshops, educational programs, etc.
- Partnerships and programs: Adopt the 2021 Interlocal Sustainability Action Plan ("ISAP"), continue partnering with Utah Water Savers, and increase communication and partnership with the Water Savers of Public Utilities.
- Utilize smart growth principles for land use that encourage compact, mixed-use, walkable centers that conserve water.

Mr. Taylor next reviewed the following plan goals and reported that each includes short, mid, and long-term implementation strategies.

- 1. Empower the community through education, outreach, and voluntary water conservation.
- 2. Lead by example in water efficiency and community stewardship.
- 3. Strengthen collaborative efforts and promote fair water management.
- 4. Integrate water conservation in the land development and redevelopment process.

Chair Steinman asked Commissioner Shelton to speak on behalf of the Water Use and Preservation Subcommittee.

Commissioner Shelton reported that "the City can influence land use regulation" was a limiting statement because the City can and may choose to influence things well beyond that. The draft document began by stating that Utah is one of the driest states in the nation, and then population growth is stressed throughout the plan. While that may be true in some parts of Salt Lake County,

Cottonwood Heights' population has declined over the past 10 years. The City had not seen and does not expect to see rapid population growth due to its aging population.

Property rights and individual liberty were discussed in the Work Session, and Commissioner Shelton believed that Goal 4 may be too far-reaching. Cottonwood Heights planned to educate residents on water conservation, not enforce it, as the most effective enforcement is through pricing.

Mr. Taylor reviewed the strategies related to Goal 4.

- Short-Term Strategies (2-5 Years)
  - o Review and update land development standards to incorporate water-efficient practices and policies.
  - Review and remove barriers to water conservation (such as unnecessary or conflicting regulations, complex procedures, and overlapping or ineffective incentives) to ensure clear, consistent standards that encourage effective watersaving practices.
- Long-Term Strategies (5+ Years)
  - o Actively promote and incentivize infill development to optimize existing infrastructure.
  - O Plan for and incorporate green infrastructure solutions (e.g., permeable surfaces, rain gardens, bioswales) within development projects to manage stormwater, recharge groundwater, improve water quality by filtering runoff, and reduce reliance on potable water for irrigation.

Commissioner Shelton reported that the first strategy may be risky. Commissioner Anderson noted that water-efficient ordinances were already in place for new development and suggested adding "if applicable". Commissioner Shelton stated that "review and update" could mean eliminate, add, or change, and he believed the language was ambiguous.

Community and Economic Development Director, Jim Spung, clarified that the strategy would inform any text amendments to adapt or change existing standards. However, those amendments would be subject to review by the Planning Commission. For example, commercial zones require a 15-foot landscape buffer between commercial and residential uses, but Staff had discussed whether that was necessary or if it could be replaced with a wall or other more water-efficient buffer. Existing ordinance limits the amount of sod that can be installed in new commercial and multi-family projects, as well as where it can be located. The strategy was not a mandate for sweeping changes for residences or established residences, and any amendments would only apply to new development or redevelopment.

Commissioner Shelton stated that the same idea could be used to either allow or enforce the installation of a wall, which could make a property owner unable to use their property in a way that they see fit. Mr. Spung stated that the intent is to remove barriers to water conservation. Currently City code requires a 15-foot landscape buffer, which is restrictive, uses a lot of water,

and is unnecessary. Commissioner Shelton suggested changing the language to state, "Review and update land development standards to *permit* water-efficient practices and policies."

Commissioner Smith stated that he did not understand the science behind how water use is measured. In some parts of the City, water seeps up from the ground into lawns, while in others groundwater goes directly into the creek. Commissioner Anderson stated that a key long-term strategy for Goal 1 is to develop user-friendly tools to help residents better understand the science. She liked the strategies' focus on education, incentives, and simple ways residents can conserve water. Mr. Taylor agreed that there is a lot of science behind water conservation, and it can get very detailed very quickly. Policy typically targets things like lawns that are well-known to use a lot of water, and education encourages the public to understand how their actions affect their water use and if their water conservation measures actually conserve water.

Commissioner Anderson referred to the statement in Goal 3 that "the City will support fair and effective water management for all residents" and asked how the City can accomplish that goal if it does not control the water. Mr. Taylor stated that to date, the City has not had much of a relationship with the Salt Lake City Department of Public Utilities. Many of the Goal 3 strategies are targeted at building that relationship, improving communication, and getting representation for the City. Commissioner Anderson remarked that the goal discussed in the Work Session should be added to this section, as Cottonwood Heights needs to be fairly represented and have a voice in water decisions. Mr. Taylor stated that the goal could either be achieved through a liaison or at an administrative level.

Mr. Spung stated that public utilities typically have a public process where they hold open meetings and public hearings, and Cottonwood Heights can appoint a liaison to attend those meetings and ensure the City's voice is heard. They would not be a voting member, but they could keep the City involved and educated in the process. The concern was whether a Staff member could be made available to devote the time and attention necessary to foster those relationships. Chair Steinman agreed that that was a fair point and indicated that it was worth investigating whether there was a way to get City representation on their governing board.

Chair Steinman asked if the City currently requires a minimum amount of green space for redevelopment and if any standards would need immediate amendment. Mr. Spung reported that the amount of grass or sod was limited depending on lot size, but there was no minimum. There was also an indirect standard regarding impervious coverage. Depending on the zone, only a certain percentage of lot coverage can be impervious (rooftop, concrete, etc.), and the landscaping can only have a certain percentage of grass or sod. The balance of landscaping must be xeriscape or drought-tolerant landscaping. As part of Goal 4, Staff would review the land development code from a water conservation standpoint and recommend any specific changes.

In response to a follow-up question from Chair Steinman, Mr. Spung reported that less than 1% of the City remained undeveloped. However, Cottonwood Heights is constantly developing. The typical lifespan of a commercial building is 20 to 30 years, and new standards would apply when properties are redeveloped.

Chair Steinman stated that he was comfortable with the current draft with the proposed minor changes and asked about next steps. Mr. Spung reported that the item would need to be noticed for a public hearing at a future Planning Commission meeting. Mr. Taylor will make the proposed changes and present the final version at that meeting. The Commission could then forward a recommendation to the City Council. Chair Steinman asked that Staff research what would be required to gain representation with the Salt Lake City Department of Public Utilities. Cottonwood Heights is the City Between the Canyons and impacts two waterways, and he believes it would be advantageous to work toward that goal.

In response to a question from Commissioner Shelton, Mr. Spung stated that he would communicate with the Utah Department of Natural Resources regarding the noticing issue. He did not believe there would be any repercussions for adopting the plan in January.

Commissioner Mills moved TABLE the draft Water Use and Preservation Element of the General Plan to the January 7, 2026, Planning Commission Meeting. Commissioner Poulson seconded the motion. The motion passed with the unanimous consent of the Commission.

#### 4.0 Consent Agenda

#### 4.1 Approval of November 5, 2025, Planning Commission Meeting Minutes.

Commissioner Mills moved to APPROVE the Consent Agenda. Commissioner Anderson seconded the motion. The motion passed with the unanimous consent of the Commission.

#### 5.0 Adjourn.

Commissioner Anderson moved to ADJOURN the Business Session. Commissioner Mills seconded the motion. The motion passed with the unanimous consent of the Commission.

The Business Session adjourned at 6:37 p.m.

I hereby certify that the foregoing represents a true, accurate, and complete record of the Cottonwood Heights City Planning Commission Work Session and Business Session held on Wednesday, December 3, 2025.

### Terí Forbes

Teri Forbes T Forbes Group Minutes Secretary

