



PLANNING COMMISSION MINUTES

Wednesday, January 07, 2026

Approved February 04, 2026

The following are the minutes of the Herriman Planning Commission meeting held on **Wednesday, January 7, 2026, at 6:00 p.m.** in the Herriman City Council Chambers, 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: Chair Andrea Bradford

Commissioners Present at Work Meeting: Brody Rypien, Darryl Fenn, Jackson Ferguson, Heather Garcia, Adam Jacobson, Alternate Forest Sickles, Alternate Preston Oberg

Excused: Andy Powell

Staff Present: Planning Manager Clint Spencer, Planner II Amanda Hamilton, Deputy Recorder Angela Hansen, Planner I Laurin Hoadley, Communications Specialist Mitch Davis, Staff Engineer III Josh Petersen, Assistant City Manager Wendy Thomas (online), Community Development Director Blake Thomas, Planning Director Michael Maloy, City Attorney Todd Sheeran, and Deputy Recorder Shaylene Serawop

6:00 PM WORK MEETING (Fort Herriman Conference Room)

Chair Andrea Bradford called the meeting to order at 6:06 p.m.

1. Commission Business

1.1. Review of City Council Decisions – Michael Maloy, Planning Director

Planning Director Michael Maloy reported that the City Council had only one meeting in December. He noted that there was a swearing-in ceremony on Monday for new Council members, which had an unusually large turnout. He mentioned that there are currently two former commissioners serving the City Council, making it an exciting new year for the city.

1.2. Review of Agenda Items – Planning Staff

Planning Manager Clint Spencer reviewed the agenda items for the meeting. He explained that the first item was a conditional use amendment for the Jordan Valley Water Conservation District. The contractor had built a temporary structure on the site to assist with construction of new buildings, which required additional approval. The temporary structure was described as a steel frame with stretch canvas over it, with a concrete pad underneath. Spencer noted that the structure would remain in place for approximately three years during construction.

Commissioner Jackson Ferguson noted that the structure appeared to be a "scrub structure," which he had used before on projects in California.

For the second agenda item, Spencer explained it concerned the Commercial Flex (CF) Zone sign entrance sign ordinance. He described how this amendment came about due to a sign along Mountain View that was shining into residents' windows. The amendment would solidify resolutions reached with the developer and apply to future signs to prevent problems for residential neighborhoods. Spencer also noted that since the CF zone had been adopted without sign ordinance provisions, the amendment would include similar standards to the C-2 zone.

1.3. Review and Discuss the Utah Open and Public Meetings Act in Compliance with Utah Code Section 52-4-104 – Todd, City Attorney

City Attorney Todd Sheeran presented this annual training in place of Matthew Brooks. He covered several key topics related to the Utah Open and Public Meetings Act, focusing on the importance of maintaining transparency, understanding the definitions and requirements of public meetings, and the implications of closed meetings and communications to ensure compliance with the Act.

1.4. Review and Discuss Pending Land Development Code Amendments to (1) Permit Detached Accessory Dwelling Units, and (2) Modify Fence Regulations in Herriman City – Michael Maloy, Planning Director

Planning Director Michael Maloy discussed two pending code amendments. Regarding Detached Accessory Dwelling Units (ADUs), Maloy explained that the current draft would require a minimum lot size of 6,000 square feet to align with existing internal ADU requirements; previous drafts had considered 5,000 square feet. The City Council expressed concerns about allowing both internal and detached ADUs on the same lot. The draft includes an owner-occupancy provision requiring owners to live in either the main home or the ADU, and it expressly prohibits short-term rentals. Commissioners discussed utility requirements, parking standards, and enforcement challenges. Planner I Laurin Hoadley noted the current code includes a "certificate of notice" process permitting family members to live in second kitchens without those being considered rentals. As for Fence Regulations, Maloy mentioned he would send an overview of the proposed fence ordinance amendments but did not discuss the details due to time constraints.

2. Adjournment

Commissioner Adam Jacobson moved to adjourn the meeting at 7:06 p.m. Seconded by Commissioner Heather Garcia and all voted aye.

7:00 PM REGULAR PLANNING COMMISSION MEETING (Council Chambers)

3. Call to Order

Chair Andrea Bradford called the meeting to order at 7:12 p.m.

3.1. Invocation, Thought, Reading and/or Pledge of Allegiance

Mr. Jacob Field led the audience in the Pledge of Allegiance

3.2. Roll Call

Full quorum present.

3.3. Conflicts of Interest

No conflicts of interest were noted.

3.4. Approval of Minutes for November 05, 2025, and November 19, 2025, Planning Commission Meeting

Commissioner Heather Garcia motioned to approve the Minutes for the November 05, 2025, and November 19, 2025, Planning Commission meeting; Commissioner Forest Sickles seconded and all voted aye.

4. Administrative Items

Administrative items are reviewed based on standards outlined in the ordinance. Public comment may be taken on relevant and credible evidence regarding the application compliance with the ordinance.

4.1. Review and Consider a Conditional Use Permit Amendment to allow the placement of a temporary building to facilitate the construction of required water utility infrastructure on Jordan Valley Water Conservancy District property located at 15305 S 3200 West in the A-1-43 Agricultural Zone.

Applicant: Jacob Field, Gerber Construction (Authorized Agent)

Acres: ±110.88

File No: C2025-159

Planning Manager Clint Spencer explained that the Jordan Valley Water Conservation District had already been granted permission to construct multiple buildings on their property. During construction, the contractor placed a large temporary canvas building on the property to facilitate construction, which required a separate conditional use permit.

Spencer showed the location of the tent structure on a map, noting it was west of where the main buildings were being constructed. He mentioned that a concrete slab had been built underneath the tent. He explained that per city code 10-16, any temporary structure must be removed upon completion or abandonment of construction work. Staff recommended that the applicant also be required to remediate the site back to its vegetated state after removal.

Spencer recommended approval of the conditional use permit amendment.

Commissioner Adam Jacobson moved to approve item 4.1 Review and Consider a Conditional Use Permit Amendment to allow the placement of a temporary building to facilitate the construction of required water utility infrastructure on Jordan Valley Water Conservancy District property located at 15305 S 3200 West in the A-1-43 Agricultural Zone. With staff's recommendations 1. 5,000 sq feet concrete pad 2. Temporary Building must be removed upon completion or abandonment of construction work. 3.Remove all associated features, replant.

Commissioner Darryl Fenn seconded the motion.

The vote was recorded as follows:

<i>Commissioner Darryl Fenn</i>	<i>Aye</i>
<i>Commissioner Jackson Ferguson</i>	<i>Aye</i>
<i>Commissioner Heather Garcia</i>	<i>Aye</i>
<i>Commissioner Brody Rypien</i>	<i>Aye</i>
<i>Commissioner Adam Jacobson</i>	<i>Aye</i>
<i>Commissioner Andy Powell</i>	<i>Absent</i>
<i>Alternate Commissioner Forest Sickles</i>	<i>Aye</i>
<i>Alternate Commissioner Preston Oberg</i>	<i>Not voting</i>

The motion passed unanimously.

5. Legislative Items

Legislative items are recommendations to the City Council. Broad public input will be taken and considered on each item. All legislative items recommended at this meeting will be scheduled for a decision at the next available City Council meeting.

- 5.1. **Review and consider a recommendation to amend Chapter 10-27 Signs of City Code to permit and regulate commercial signs in the C-F Commercial Flex Zone and update development standards for illuminated signs in all zoning districts were permitted in Herriman. (Public Hearing)**
Applicant: Herriman City
File No: Z2025-162

Planning Manager Clint Spencer presented this amendment which addressed two issues:

1. The CF zone was adopted a few months ago without sign regulations, so this amendment would establish sign standards similar to the C-2 zone.

- 2. Recent issues with commercial signage affecting adjacent residential properties prompted regulations to restrict when illuminated signs can face residential areas.

Spencer explained the amendment would require sign details, lighting plans, and renderings showing brightness for any illuminated sign facing residential properties. The Planning Commission would have final approval authority for such signs.

Commissioner Jackson Ferguson asked if a volt metric plan should be added as a requirement. Spencer confirmed it was already part of the review process under "lighting plan."

Chair Bradford opened the public hearing.

Quince Underwood, a Herriman resident, expressed concerns about light pollution from electronic billboards along Mountain View corridor, particularly for nearby residential developments, and urged the Commission to consider the impact on quality of life.

Commissioner Adam Jacobson moved to close the public hearing, Seconded by Commissioner Heather Garcia and all voted Aye.

Commissioner Heather Garcia expressed concerns about signs in the CF zone located close to residential areas, particularly with small setbacks. Spencer clarified that electronic signs must be 500 feet from residential properties, while flat or wall signs must be 200 feet away or across the street from residential development.

Planner I Laurin Hoadley noted that current ordinance already prohibits illumination of flat signs facing dwellings on adjacent properties, and this amendment would create an additional buffer.

Commissioner Brody Rypien moved to forward a positive recommendation of approval to City Council of item 5.1 Review and Consider a recommendation to amend Chapter 10-27 Signs of City Code to permit and regulate commercial signs in the C-F Commercial Flex Zone and update development standards for illuminated signs in all zoning districts were permitted in Herriman.

Commissioner Forest Sickles seconded the motion.

The vote was recorded as follows:

<i>Commissioner Darryl Fenn</i>	<i>Aye</i>
<i>Commissioner Jackson Ferguson</i>	<i>Aye</i>
<i>Commissioner Heather Garcia</i>	<i>Aye</i>
<i>Commissioner Brody Rypien</i>	<i>Aye</i>
<i>Commissioner Adam Jacobson</i>	<i>Aye</i>
<i>Commissioner Andy Powell</i>	<i>Absent</i>
<i>Alternate Commissioner Forest Sickles</i>	<i>Aye</i>
<i>Alternate Commissioner Preston Oberg</i>	<i>Not Voting</i>

The motion passed unanimously.



6. Chair and Commission Comments

7. Future Meetings

7.1. Next City Council Meeting: January 14, 2026

7.2. Next Planning Commission Meeting: January 21, 2026

8. Adjournment

Commissioner Forest Sickles moved to adjourn the meeting at 7:27 p.m. Seconded by Commissioner Heather Garcia and all voted aye.

I, Shaylene Serawop, Deputy City Recorder for Herriman City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on January 7, 2026. This document constitutes the official minutes for the Herriman City Planning Commission Meeting.



Shaylene Serawop

Deputy City Recorder