



CEDAR HILLS

PLANNING COMMISSION MEETING OF THE CITY OF CEDAR HILLS Tuesday, June 23, 2026 6:00 p.m.

Notice is hereby given that the Planning Commission of the City of Cedar Hills, Utah, will hold a **Planning Commission Meeting on Tuesday, June 23, 2026 beginning at 6:00 p.m.** at the Civic Center, 3925 W Cedar Hills Drive, Cedar Hills, Utah. This is a public meeting, and anyone is invited to attend.

PLANNING COMMISSION MEETING

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

SCHEDULED ITEMS & PUBLIC HEARINGS

3. Approval of the minutes from the April 28, 2026 Planning Commission meeting
4. Review/Recommendation and Public Hearing on amendments to City Code Title 10-5-5(B)(3) related to Rear Setback Areas
5. Review/Recommendation and Public Hearing on amendments to City Code Title 10-5-26 related to Signs
6. Review/Recommendation and Public Hearing on amendments to City Code Title 10-5-32 related to Accessory Dwelling Units

ADJOURNMENT

7. Adjourn.

Posted this 18th day of June, 2026

/s/ Colleen A. Mulvey, City Recorder

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

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

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



PUBLIC MEETING AND PUBLIC HEARING ETIQUETTE

Please remember all public meetings and public hearings are recorded

- All comments **must** be recognized by the Chairperson and addressed through the microphone.
- Please do not approach the Council/Commission dais without permission from the Chairperson.
- When speaking to the Council / Planning Commission, please stand, speak slowly and clearly into the microphone, and state your name and address for the recorded record.
- Be respectful to others and refrain from disruptions during the meeting. Please refrain from conversation with others in the audience as the microphones are very sensitive and can pick up whispers in the back of the room.
- Keep comments constructive and not disruptive.
- Avoid verbal approval or dissatisfaction of the ongoing discussion (i.e., booing or applauding).
- Exhibits (photos, petitions, etc.) given to the City become the property of the City.
- Please silence all cellular phones, electronic devices or other noise making devices.
- Be considerate of others who wish to speak by limiting your comments to a reasonable length and avoiding repetition of what has already been said. Individuals may be limited to three minutes and group representatives may be limited to five minutes.
- Refrain from congregating near the doors or in the area outside the council room to talk as it can be very noisy and disruptive. If you must carry on conversation in this area, please be as quiet as possible. (The doors must remain open during a public meeting/hearing.)

Public Hearing v. Public Meeting:

If the agenda item is a **public hearing**, the public may participate during that time and may present opinions and evidence for the issue for which the hearing is being held. In a public hearing there may be some restrictions on participation such as time limits.

Anyone can observe a **public meeting**, but there is no right to speak or be heard there - the public participates in presenting opinions and evidence at the pleasure of the body conducting the meeting.



The City of Cedar Hills

TO:	Planning Commission
FROM:	Sarah Sampson, Zoning Official/Associate Planner
DATE:	June 23, 2026

Planning Commission Agenda Item

SUBJECT:	Review/recommendation and Public Hearing on amendments to City Code Title 10 Chapter 5 Section 5B3: Rear setback area
APPLICANT PRESENTATION:	n/a
STAFF PRESENTATION:	Sarah Sampson, Zoning Official/Associate Planner
BACKGROUND AND FINDINGS: The 2021 International Swimming Pool and Spa code updated the barrier requirements for swimming pools and spas, allowing for specific safety covers in lieu of fences, or walls as a barrier. To bring our code into alignment with Adopted ISPSC code it is proposed to add language specific to approved barriers.	
PREVIOUS LEGISLATIVE ACTION: N/A	
FISCAL IMPACT: N/A	
SUPPORTING DOCUMENTS: Proposed code amendment to Title 10 Chapter 5 Section 5B3: Rear Setback Area	
RECOMMENDATION: Staff recommends that the Planning Commission review and recommend the proposed Code changes to the City Council.	
MOTION: To recommend/not recommend the City Council of Cedar Hills adopt the proposed amendments to City Code 10-5-5B3 subject to the following conditions: {LIST ANY CONDITIONS NECESSARY FOR ADOPTION}	

10-5-5: DEVELOPMENT IN REQUIRED SETBACK AREA (REQUIRED YARD AREA):

B. Rear Setback Area (Rear Yard Areas):

3. Private swimming pools and similar uses shall be allowed in a rear yard, provided they are located at least thirty feet (30') from any dwelling on an adjoining lot and at least ten feet (10') from any property line. Swimming pools and spas shall be enclosed within a fence, ~~or wall~~ or barrier that complies with the current ISPSC code and all other which conforms to International Building Code requirements.



The City of Cedar Hills

TO:	Planning Commission
FROM:	Sarah Sampson, Zoning Official/Associate Planner
DATE:	June 23, 2026

Planning Commission Agenda Item

SUBJECT:	Review/recommendation and Public Hearing on amendments to City Code Title 10 Chapter 5 Section 26: Signs
APPLICANT PRESENTATION:	n/a
STAFF PRESENTATION:	Sarah Sampson, Zoning Official/Associate Planner
BACKGROUND AND FINDINGS: HB 33, passed in the 2026 Legislative Session, effective May 6, 2026 which requires amendments to our current code. Updates include the need to designate a location where removed temporary signs will be deposited for safekeeping, reasonable attempts to make contact with the sign owner within 2 days of removal and allows for signs to be placed in park strips IF the strip is adjacent to the sign owners property and the property owner is expected by ordinance or agreement to maintain the property. The House Bill specifically designates this information for political signs, but we have chosen to extend the regulations to ALL temporary signs.	
PREVIOUS LEGISLATIVE ACTION: N/A	
FISCAL IMPACT: N/A	
SUPPORTING DOCUMENTS: N/A	
RECOMMENDATION: Staff recommends that the Planning Commission review and recommend to the City Council the proposed changes to City Code Title 10 Chapter 5 Section 26: Signs.	
MOTION: To recommend/not recommend the City Council of Cedar Hills adopt the proposed amendments to City Code 10-5-26 subject to the following conditions: {LIST ANY CONDITION NECESSARY FOR ADOPTION}	

10-5-26: SIGNS:

A. Purpose And Intent: The City Council finds that unregulated signage can be detrimental to public safety, that it can result in visual blight and negatively impact local property values, and that it can displace alternative land uses.

1. It is the purpose of this section to promote public safety and to foster an appealing cityscape, and in accordance with the State and Federal Constitutions, the General Plan, and for the general welfare [1](#) ; and

2. To promote the health and well being of the public generally, pedestrians and motorists, by minimizing obstruction, visual or otherwise, distraction, and related safety and traffic hazards within the city; and

3. To preserve and enhance the beauty of the city by minimizing visual clutter and regulating physical characteristics of and placement of signage within the city.

B. General Provisions:

1. Signage shall be regulated within each zone of the city. Signage in residential zones shall have specific limitations as set forth herein. Signage in commercial/industrial zones shall have specific limitations as set forth herein.

2. Signs shall be deemed either permanent or temporary. Both temporary and permanent signs are allowed in all zones, except where specifically prohibited. A permit shall be required for all permanent signs, except as otherwise provided herein.

3. All signage shall be reasonably secured and maintained so as to withstand normal weather conditions including, but not limited to, wind, rain, snow and so forth. Signs, whether temporary or permanent, shall be constructed in such a way so as to preserve the public safety and shall be maintained in such a manner so as to prevent disrepair and visual blight.

4. All signage shall be generally prohibited from being posted or left behind on public property, in any public right of way, on utility poles, historical markers, on publicly owned property, including trees, and on street and traffic signs.

a. Exception: Where the city has traditionally allowed public property to be used as an open public forum, ~~temporary noncommercial signage shall be allowed only if the signage is handheld or personally attended signage in such areas shall be regulated in a content-neutral manner and may be subject only to reasonable time, place, and manner restrictions~~, and where said signage presentation does not block public rights of way, disrupt the peace, incite to violence, or cause any other public disturbance.

b. Exempt: Signage dedicated for government use including traffic signs, traffic lights, street signs, directional signs, public safety signs and related signage shall be exempt from the prohibition against signage in any public right of way. (Ord. 8-16-2011A, 8-16-2011)

c. Exempt Temporary Signage: Temporary signage used for government purposes that is informational in nature or related to events, elections, recreation, or other city programming may be placed on public property or in the public right of way. Such temporary signage shall be limited to three feet (3') in height, and five feet (5') in length. Signage may be posted no more than fourteen (14) days before the occurrence of an event and shall remain for no more than ~~one business~~fourteen (14) calendar days after the occurrence of an event; no more than two (2) signs shall be permitted in any location; and where said signage presentation does not block public right of way, disrupt the peace, incite to violence, or cause any other public disturbance. Such exception does not apply to the roundabout portion of 4600 W. Cedar Hills Drive, where signs shall be limited to one at any given time. (Ord. 10-20-2015C, 10-20-2015)

5. All signage shall be subject to a discontinued use limitation, whereupon the owner of said signage shall remove such no later than sixty (60) days after a discontinued use. A "discontinued use" shall include the expiration of a permit, abandonment of the sign, or the completion of an event or sale for which the sign was posted. "Discontinued use" shall not include the involuntary destruction of a sign in whole or in part due to fire or other calamity unless the sign has been abandoned.

C. Signs In Residential Zones:

1. In residential zones, signage may be placed in accordance with the lesser of the following setback limitations:

a. Signage may be placed on a lot in accordance with the front, side, and rear yard limitations of the applicable zone, if there be such, and may conform to setback limitations provided for accessory buildings, so long as such placement conforms to all setback and placement limitations for accessory buildings as set forth in the zoning code; or

b. Signage may be placed no closer than three (3) linear feet from the sidewalk, curb, or street (whichever is farthest) three (3) linear feet from the edge of the lot, and three (3) linear feet from a neighboring lot.

2. Except for window signs, all signage on any residential lot shall be limited to a maximum elevation or height of six feet (6'). Where a building on a residential lot has more than one level, window signs shall be allowed on each level of the building.

3. Any window sign shall not exceed twenty five percent (25%) of a window display area and shall not exceed a total window display area for all windows of thirty two (32) square feet. In multiple- unit residential buildings, the total window display area allowed shall apply to each individually rented or owned unit and not to the building as a whole.

4. Commercial signage on a residential lot shall be limited to a cumulative display area of thirty two (32) square feet for temporary commercial signs, plus an additional six (6) square feet for a permanent commercial sign if a variance has been granted for a business use on the residentially zoned lot.

5. Noncommercial signage on a residential lot shall be limited to a cumulative display area equal to that permitted for any commercial signage on the same lot.

6. The display area of a two (2) faced sign with identical copy on both sides shall be counted as the display area of only one of the faces.

D. Signs In Commercial And Industrial Zones:

1. In commercial or industrial zones, signage may be placed in accordance with the lesser of the following setback limitations:

a. Signage may be placed on a lot in accordance with the front, side, and rear yard setback limitations of the applicable zone, if there be such; or

b. Signage may be placed no closer than three (3) linear feet from the sidewalk curb, or street (whichever is furthest), three (3) linear feet from the edge of the lot, and three (3) linear feet from a neighboring lot.

2. All signage on a commercial or industrial lot shall be limited to a maximum elevation or height of thirty feet (30').

3. Any window sign on a commercial or industrial lot shall not exceed fifty percent (50%) of a window display area and shall not exceed a total window display area for all windows of one hundred (100) square feet. Where a building on a commercial lot has more than one level, window signs shall be allowed on each level of the building.

4. Commercial signage on a commercial or industrial lot shall be limited to a cumulative display area of twenty five percent (25%) of the facade of the building or structure it represents or which is found on the commercial lot, or to ninety (90) square feet, whichever is greater.

5. Noncommercial signage on a commercial or industrial lot shall be limited to a cumulative display area equal to that permitted for any commercial signage on the same lot.

6. The display area of a two (2) faced sign with identical copy on both sides shall be counted as the display area of only one of the faces. (Ord. 8-16-2011A, 8-16-2011)

E. Signs In Public Facility Zone:

1. In the Public Facility Zone, signage may be placed in accordance with the lesser of the following setback limitations:

a. Signage may be placed on a lot in accordance with the front, side, and rear yard setback limitations of the applicable zone, if there be such; or

b. Signage may be placed no closer than three (3) linear feet from the sidewalk curb, or street (whichever is furthest), three (3) linear feet from the edge of the lot, and three (3) linear feet from a neighboring lot.

2. All signage on a lot in the Public Facility Zone shall be limited to a maximum elevation or height of twenty feet (20').

3. Marquee digital signs may be allowed in the Public Facility Zone, subject to the following conditions:

a. Sign is owned, operated, and maintained by a public school. Any messages displayed on a digital marquee should be those that relate with such property type of events/activities, with the exception of public service announcements.

b. Sign does not illuminate into adjacent residential lots. Only indirect and diffused lighted signs are permitted in the PF Zone. Lights that are not an integral part of a sign must be directed away from surrounding properties and oncoming traffic. No flashing or rotating lights are permissible.

c. Electronic displays shall not include animation, full motion video, flashing, strobing, racing, blinking, changes in color, fade in or fade out in any manner imitating movement, or any other means not providing constant illumination.

d. Each message shall be illuminated for at least eight (8) seconds before transitioning to a new message.

e. Operation and illumination of sign shall not occur between the hours of nine o'clock (9:00) P.M. and six o'clock (6:00) A.M. (Ord. 06-19-2018A, 6-19-2018)

F. Permanent Signs:

1. Permit and fee required.

2. Any sign that is permanently constructed, attached, or intended to remain for more than one hundred twenty (120) days shall be deemed permanent and requires a permit. Permanent signs shall be subject to a fee.

3. A sign shall be deemed permanently constructed if, standing alone, it exceeds thirty two (32) square feet in display area, or exceeds six feet (6') in height, or weighs more than twenty (20) pounds.

4. A sign shall be deemed attached if it is connected to or protruding from any building or similar structure, interior window signs excluded.

5. A sign intended for use during a specified, limited time, which is posted more than sixty (60) days before the occurrence of an event or sale and which shall remain for more than sixty (60) days after the occurrence of an event or sale or commencement thereof shall be deemed permanent.

Exempt: ~~Any signage related to issues on the ballot for an upcoming election, whether a primary or general election, are hereby deemed temporary despite the actual number of days displayed and are deemed to have satisfied any permit and fee requirements. Said signage is subject to the discontinued use provision set forth above. Any sign that meets the definition of a temporary sign under this section shall be regulated as a temporary sign regardless of the message displayed. No sign shall be classified as temporary or permanent based on the content of the message.~~

6. The City finds that permanent signage requires review by the Zoning Administrator to ensure that the constructed sign will be structurally safe and durable so as to preserve and promote public safety.

7. Permanent signage shall be subject to the discontinued use provision set forth above.

G. Temporary Signs:

1. No permit or fee required.

2. Any sign that is not permanently constructed or attached as defined above, or that is intended for use during a specified, limited time of one hundred twenty (120) days or less shall be deemed temporary and shall not require a permit or be subject to a fee. All temporary signage shall be subject to the discontinued use provision set forth above.

3. Temporary signs shall be regulated without regard to the content of the message displayed. No category of temporary signs, including political or election-related signs, shall be subject to different time, place, or manner restrictions than other temporary signs.

4. Temporary signs shall not be prohibited in a park strip if the poster of the sign :

_____ a. is the owner or lawful occupany of the property that is adjacent to the park strip;
and _____ b. is required be local ordinance or an agreement to maintain the park strip; or
_____ c. obtains consent to post the sign from the person described in Subsection (4)(a)

H. Window Signs:

1. No permit or fee required. No time limitation.

2. A window sign is any copy posted on or sign posted inside of a window of a building, house, or similar structure. No permit or fee is required to post a window sign. Window signs shall not be limited to a specific number of days allowed for display; however said signage shall be removed upon discontinued use. Window signs shall be subject to the display area limitations and size limitations set forth above under signs in residential and commercial/industrial zones.

I. Sexually Oriented Business Signs: Commercial signage for a sexually oriented business shall be prohibited off site from the actual lot where the business is lawfully located. Said signage shall be limited to alphanumeric copy only and shall be limited to a display area of thirty two (32) square feet. (Ord. 8-16-2011A, 8-16-2011; amd. Ord. 06-19-2018A, 6-19-2018)

J. Prohibited Signs:

A-FRAME SIGN: Any sign or structure composed of two (2) sign faces mounted or attached back to back to form a triangular vertical cross section through the faces or structure over three feet (3') in height and three feet (3') in width from grade.

ABANDONED SIGN: Any sign or structure that no longer correctly directs or influences a person, identifies or advertises a bona fide business, lessor, service, owner, product, or activity.

ANIMATED OR FLASHING SIGN: A sign that includes movement or optical illusion of movement or rotation of any part by mechanical, artificial or atmospheric means or a sign that displays flashing or intermittent lights. Time and temperature devices and banners and flags shall be exempted from this definition.

BALLOON OR INFLATABLE SIGN: Any device supported by heated air, forced air, or other gases for the purpose of drawing attention.

BILLBOARD: A high profile freestanding ground sign on one or more poles, typically located along freeways or major highways, but not limited thereto, designed or intended to direct attention to a business, product, or service that is not sold, offered, or existing on the property where the sign is located.

MARQUEE SIGN: Any sign attached to, in any manner, or made part of a marquee. A marquee is a permanent rooflike structure projecting beyond a building or wall of the building, generally designed and constructed to provide protection from the weather.

MOTION SIGN: A sign that has motion either constantly or at intervals or that gives the impression of movement through intermittent flashing, scintillating, or varying the intensity of illumination whether or not said illumination is reflected from an artificial source or the sun.

PENNANT SIGN: A sign made of lightweight plastic, fabric, or other material whether or not containing a message of any kind, suspended from rope, wire, or string, usually in series, designed to move in the wind.

PROJECTING SIGN: A sign attached perpendicular to a building structure and extending in whole or in part more than twelve inches (12") beyond the wall to which it is attached.

ROOF SIGN: A sign erected and constructed wholly on and over the roof of a building, supported by the roof structure, and extending vertically above the highest portion of the roof or which does not lie flat on the roof.

ROTATING SIGN: Any sign or portion of a sign that moves in a revolving or similar manner.

SNIPES SIGNS: Any sign typically made of non- or semi-durable material, mounted to a tree, to a utility pole, or to the ground by nails, staples, a wire frame, or similar device within a right-of-way, including public and private parking strips and medians, or on public property. (Ord. 8-16-2011A, 8-16-2011; amd. Ord. 3-20-2012C, 3-20-2012; Ord. 06-19-2018A, 6-19-2018)

K. Issuing A Permit: Permit issuance is subject to the following application process and review:

1. Application Process: The City shall prepare a "sign permit request" form, which shall request the applicant or agent's name, telephone number, address, where the proposed sign(s) will be placed, whether the sign is intended to remain for more than one hundred twenty (120) days, whether the sign is intended to serve commercial purposes, to identify zoning restrictions, and which may include, but is not limited to, a site plan, sign layout, a sign depiction, elevation of existing and future buildings, and any other reasonably related information necessary for the Zoning Administrator to be able to determine whether the

sign complies with the design and placement requirements set forth in this chapter. Proposed signs that are larger and that are intended to remain for a longer period of time will require more information to assist the Zoning Administrator in determining whether the sign will be safe and durable.

2. Application; Fee: Applications will not be accepted without the accompanying fee for a permanent sign.

3. Fees: Permanent signage shall be subject to a permit application fee as determined by the City Council (see City fee schedule).

4. Form: The sign permit request form shall include a checkbox with a statement indicating that, if checked, the applicant agrees to allow the City to enter and remove the sign for which the permit is requested if the sign's removal period expires, in lieu of prosecution by the City Prosecutor and in lieu of a fine.

5. Review: If the Zoning Administrator determines that a sign permit request is incomplete, or that signage will conflict with the provisions of this chapter because of ~~illegal content or~~ nonconforming proposed design and placement, the request shall be returned to the applicant as incomplete. The applicant may revise and resubmit the amended sign permit request with additional information as necessary.

6. Granting Or Denial Of Permit Request: The Zoning Administrator shall make a decision to grant or deny a sign permit request in accordance with this chapter and other applicable City, State, and Federal laws and ordinances. No sign permit shall issue unless the sign permit request and sign comply with the provisions of this chapter.

7. Permanent Signs: The Zoning Administrator shall issue a decision to grant, deny, or return as incomplete the sign permit request within thirty (30) days of submission.

8. Appeal: An applicant wishing to appeal the Zoning Administrator's decision to reject a permit application to the Planning Commission has ten (10) days to do so [2](#) . The planning commission, on administrative appeal, shall review the applicant's sign permit request form for completeness in an open and public meeting at which the applicant shall be allowed to appear and present and then determine whether the applicant's proposed sign complies with the design and placement requirements set forth in this chapter, and subsequently return a decision either to uphold or reverse the Zoning Administrator's decision within twenty (20) days.

L. Permit Limitations:

1. Transferability: Permits, permit numbers, permit applications, and supporting information shall not be transferable to other sites or signs and shall be valid only for a

specific sign at the designated location. If at any time a sign or sign structure is altered, removed, or relocated in a manner different from the terms of an issued sign permit, such existing sign permit will become void and a new application must be made for the sign as altered or relocated.

Exception: Signs associated with a business that has its ownership transferred with no proposed alteration to the business name, building, or signage shall, upon notification to the City, have its permits transferred to the new business owner without need of a new application.

2. Expiration: A permit shall expire and become null and void if work on the sign is not commenced within sixty (60) days from the date of the permit or if work is suspended or abandoned. In such case, a new permit shall be obtained, and where the permit is for a permanent sign, a new fee shall be paid.

3. Written Suspension Of Permit: The City may in writing suspend or revoke a permit issued under provisions of this section whenever the permit is issued on the basis of a material omission or misstatement of fact or in violation of any ordinance.

4. Nuisance: No permit for a sign may be deemed to constitute permission or authorization to maintain a public or private nuisance, nor shall any permit issued hereunder constitute a defense in any action to abate a nuisance.

M. Removal Of Signs:

1. Zoning Administrator: The Zoning Administrator is hereby authorized to require removal of any sign. Before bringing action to require removal of any sign, the Zoning Administrator shall give written notice to the owner of the sign or the owner of the premises on which such sign is located. The notice shall state the violation charged and the reasons and grounds for removal, specifying the deficiencies or defects and what repairs, if any, will make the sign conform to the requirements of this chapter. The notice shall also specify that the sign must be removed or made to conform with the provisions of this chapter within the notice period. Service of notice shall be made personally on the owner or lessee, or by certified mail addressed to the owner or lessee at the address specified in the permit or the last known address. Enforcement and removal of signs under this section shall be conducted in a content-neutral manner.

2. Notice Period: The notice period for permanent signs shall be fifteen (15) days. The notice period for temporary signs shall be ~~three (3)~~ five (5) days.

3. Prosecution: If the owner or lessee of the premises upon which the sign is located has not demonstrated to the satisfaction of the Zoning Administrator that the sign has been

removed or brought into compliance with the provisions of this chapter by the end of the notice period, the Zoning Administrator shall first submit an order for removal by the City, and if necessary, due to inability to access the sign for removal, submit the violations to the City Prosecutor for prosecution. If the City removes the sign, any and all prosecution charges shall be dropped.

4. Continuous Violation: Re-erection of any sign or substantially similar sign on the same premises after a notice of violation has been issued shall be deemed a continuation of the original violation.

5. Removal Of Temporary Signs: The Zoning Administrator may remove any illegal temporary sign which is maintained or re-erected after the expiration of the notice period, if the owner or lessee of the premises has been issued a notice of violation at least once before for the same violation involving the same or similar sign. When temporary signs are removed by City staff, reasonable efforts to notify the responsible party shall be notified made within two (2) business days of the reason for the removal, ~~and~~ the location from which the sign was removed and the location where the sign may be retrieved. Removed signs shall be made available for the responsible party to pick up for ~~three (3)~~ five (5) calendar days. After that time, removed signs will be destroyed.

6. Safety Hazard: Notwithstanding other provisions of this subsection, the Zoning Administrator may cause the immediate removal, ~~following notice to the owner of the sign or the property on which it is located of any unsafe or defective sign that creates an immediate hazard to persons or property. Of any sign that poses a safety hazard to traffic, pedestrian, or a line-of-sight hazard.~~

7. Costs Of Corrective Action: The costs of removal of a sign by the City shall be borne by the owner of the sign.

8. Storage and Retrieval of Removed Signs:

a. Designated Location: Any sign removed by the City shall be stored at a designated location determined by the City including but not limited to a City facility, public works yard or other secure location.

b. Notice to Owner: If the removed sign contains contact information or if the identity of the owner can be reasonably determined, the City shall make a reasonable effort to notify the owner of the removal. Such notice may be provided by telephone, email or other available means and shall include:

1. the reason the sign was removed;

2. The location from which the sign was removed; and

3. The location where the sign may be retrieved.

N. Requirement Of Conformity:

1. No sign for which a permit is issued after the effective date of this chapter, may be placed or maintained in the City except as provided in this chapter.
2. All signs maintained contrary to the provisions of this chapter are declared to be nonconforming and, as such, may be dealt with or removed as provided herein.
3. Any sign that poses a public safety hazard may be removed as specified herein.

O. Nonconforming Signs:

1. Nonconforming signs which preexist the effective date hereof shall be removed upon their discontinued use according to the general discontinued use provision set forth above.
2. Nonconforming signs which become unsafe due to natural wear and tear shall be deemed a discontinued use and subject to removal without an option to repair or replace with a similar nonconforming sign.
3. Except as provided for in the Utah Code Annotated, billboards shall be generally prohibited. Signs which constitute billboards prior to the effective date hereof are protected only insofar as provided for in the Utah Code Annotated. Titles within the Utah Code Annotated which protect billboards include, but are not limited to, title 72, chapter 7, which is the Protection of Highways Act and title 10, chapter ~~9a~~20, which is the Municipal Land Use, Development, and Management Act 3.

P. Enforcement: A violation of this section is punishable as a Class C misdemeanor and shall be punishable by a fine of not more than five hundred dollars (\$500.00) when a person fails to alter or repair or remove a noncompliant sign after notice of a violation.

Q. Noncommercial Copy: ~~Notwithstanding any provision of this chapter to the contrary, to the extent that this chapter allows a sign containing commercial copy, it shall allow a sign containing noncommercial copy to the same extent. Any signage containing obscenity, defamation, fighting words, true threats or anything like unto it is prohibited as a matter of law. Any sign permitted under this chapter may display a noncommercial message in lieu of any other message. The message displayed in a sign shall not be regulated based on its content, except as otherwise permitted under applicable law for categories of unprotected speech, including obscenity, defamation, or true threats.~~

R. Applicability Of The Zoning Code: The regulations of this section are in addition to those set forth in the planning and zoning provisions of this chapter and any other ordinances adopted by the City Council, and do not contain any rights not otherwise granted under the provisions and procedures contained in this chapter or any other ordinances.

S. Applicability Of The Utah Code: The provisions of this section are enforceable only in accordance with the governing and enabling provisions of the Utah Code Annotated. It is the intent of the drafters herein that this section comply with such governing provisions.

T. Scope: The requirements of this chapter shall not be construed so as to prohibit or limit other applicable provisions of this chapter/title, this Code, or the Utah Code Annotated (UCA). In the instance where provisions of this chapter conflict with other provisions of this Code, the terms of this chapter shall govern. In the instance where provisions of this chapter conflict with provisions of the Utah Code, the Utah Code shall govern.

U. Interpretation:

1. In interpreting and applying the provisions of this chapter, the sign regulations contained herein shall be interpreted by the Zoning Administrator. If the Zoning Administrator determines that an application needs further interpretation, he may request Planning Commission review of the proposal.

2. The Zoning Administrator and Planning Commission shall seek to administer this section in a content neutral manner.

V. Variances: For rules regarding variances, see Utah Code Annotated section ~~10-9a-702~~ 10-20-1102. (Ord. 8-16-2011A, 8-16-2011; amd. Ord. 06-19-2018A, 6-19-2018)

Notes

1 1. UCA §§ ~~10-9a-102, 10-20-101~~ ~~10-9a-104~~ 10-20-103, 10-8-26, 10-8-28.

2 1. UCA § ~~10-9a-704~~ 10-20-1104.

3 1. UCA § ~~10-9a-512~~ 10-20-607



The City of Cedar Hills

TO:	Planning Commission
FROM:	Sarah Sampson, Zoning Official/Associate Planner
DATE:	June 23, 2026

Planning Commission Agenda Item

SUBJECT:	Review/recommendation and Public Hearing on amendments to City Code Title 10 Chapter 5 Section 32: Accessory Dwelling Unit
APPLICANT PRESENTATION:	n/a
STAFF PRESENTATION:	Sarah Sampson, Zoning Official/Associate Planner
BACKGROUND AND FINDINGS: SB 284, which passed in the most recent legislative session, requires changes to City ADU code to be in compliance. Cities are now prohibited from requiring a conditional use permit for detached ADU's in residential zones. Detached ADU's 650 sq. ft. or larger will require 2 on-site parking spaces and detached ADU's 649 sq. ft. or smaller will require one on-site parking space. In addition, the legislative changes allow cities to prohibit: 1. Detached ADU's from being larger than the main-dwelling. 2. Detached ADU's from being placed in front-yard areas of a lot. 3. Detached ADU's can be prohibited if the unit will not have adequate access to required utilities that are part of the project improvement that do not have the capacity to support the addition. 4. Detached ADUs from being rented for less than 90 consecutive days 5. More than one ADU per lot. Staff has reviewed the legislation and the recommended code changes are attached.	
PREVIOUS LEGISLATIVE ACTION: N/A	
FISCAL IMPACT: N/A	
SUPPORTING DOCUMENTS: N/A	
RECOMMENDATION: Staff recommend that the Planning Commission review and recommend to the City Council the proposed changes to City Code Title 10 Chapter 5 Section 32: Accessory Dwelling Unit.	
MOTION: To recommend/not recommend the City Council of Cedar Hills adopt the proposed amendments to City Code 10-5-32 subject to the following conditions: {LIST ANY CONDITION NECESSARY FOR ADOPTION}	

10-5-32: **ACCESSORY DWELLING UNIT:**

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

B. Permitted: Accessory dwelling units are permitted within all residential zones within the City unless otherwise prohibited by City Code or a development agreement. All accessory dwelling units are subject to compliance with the conditions and criteria hereinafter set forth. Homeowners associations within the City shall not prohibit accessory dwelling units in residential zones where accessory dwelling units are otherwise allowed as a conditional use. No more than one (1) accessory dwelling unit, whether internal or detached, shall be permitted per lot or parcel.

1. Conditions And Criteria:

a. Registration: Accessory dwelling units shall be required to submit a registration fee with a completed registration form including a site plan that shows property lines and dimensions, the location of existing buildings and building entrances, proposed additions, location of parking for tenants, and the dwelling is owner occupied.

b. Failure To Complete Registration: If the property owner does not complete the registration as outlined above, the accessory apartment shall not be considered legal or approved. Failure to comply with the provisions of this code may result in a lien against a property that contains an accessory dwelling unit according to Utah Code Annotated section 10-9a-530.

a. Conditional Use Permit: Accessory dwelling units may be permitted as a conditional use, upon approval of the Zoning Administrator and building official. Conditional use permit is subject to fees paid.

bc. Time Limit: An accessory dwelling unit conditional use permit registration shall be shall be valid for the year in which it is first issued. Thereafter, the conditional use permit registration shall be automatically renewed for the next succeeding year upon receipt of: 1) the initial one time registration fee; 2) evidence that the primary dwelling is occupied by the owner; and 3) a determination by the City that all conditions of approval remain in effect.

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

~~de.~~ Appearance: The outside appearance of a single family home with an accessory apartment shall not be changed from that of a single family home. ~~A maximum of one accessory apartment may be allowed in a single-family home within all single-family residential zones.~~ Accessory apartments shall not be calculated as additional density. No accessory apartment may be allowed in any multi-family dwelling unit, or on any lot or parcel that cannot satisfy the parking requirements.

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

~~fg.~~ Address: The principal dwelling unit and the accessory apartment shall have the same address number, but shall refer to the principal dwelling as unit “A” and the accessory apartment as unit “B”; unit then should have an external entrance to the accessory apartment. Address must be located in a visible location on the street frontage side of the home.

~~gh.~~ Interior Access: When an accessory apartment is located within the main dwelling, an interior access shall be maintained.

~~hi.~~ Building Codes: Accessory dwelling units with all applicable Building, Health, and Fire Codes at time of approval.

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

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

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

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

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

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

- ~~1. the primary dwelling is served by a failing septic tank.;~~
- ~~2. the detached accessory dwelling unit will not have adequate access to a required utility service that is a project improvement, including sanitary sewer, culinary water, electrical or stormwater~~
- ~~3. a utility service that is a system improvement, including sanitary sewer, culinary water, electrical, or stormwater, to which the detached accessory dwelling unit is required to connect does not have sufficient capacity to support the addition of the detached accessory dwelling unit to the utility service system improvements.~~

~~tm.~~ Parking: One off-street parking space shall be provided for tenant parking for all internal accessory dwelling units, in addition to those already required for a single-family dwelling. ~~Two (2) off-street parking spaces shall be assigned to a detached accessory dwelling unit that is 650 square feet or larger. One (1) off-street parking space shall be assigned to a detached accessory dwelling unit that is smaller than 650 square feet. A minimum of two (2) parking spaces shall be required for all accessory dwellings not internal to the single-family dwelling.~~ No parking spaces may be located within a front or side yard, except within an approved driveway. Tandem parking within a driveway is allowed to meet parking requirements. Tenants shall comply with all other parking regulations of section [5-2-5](#) of this Code.

~~m.~~ Accessory Dwelling Unit Registration: Any person owning an existing accessory dwelling unit that has not previously been permitted by the City, or any person constructing or causing the construction of a residence that has an accessory dwelling unit, or any person remodeling or causing the remodeling of a residence for an accessory dwelling unit, shall register the accessory dwelling unit with the Zoning Administrator. This shall be in

addition to a building permit for the work to be performed. In order to meet the requirements of the registration, the applicant shall:

—— (1) Submit a registration fee with a completed registration form including a site plan that shows property lines and dimensions, the location of existing buildings and building entrances, proposed additions, location of parking for tenants, and the dwelling is owner occupied;

—— (2) Pay building permit fees, if applicable, for the construction of a new dwelling, or the remodeling of an existing dwelling, in accordance with the established fees and charges, and

—— (3) Make all corrections identified as necessary to comply with International Residential and Building Code requirements, as identified by the building official or his designee. Include safety items required by code such as; carbon monoxide detectors, working smoke detectors, ground fault circuit interrupter protected outlet on existing wiring, street addressing, functioning and safe electrical and plumbing, hand rails and occupancy separation doors as required by International Residential and Building Code.

~~n. Failure To Complete Registration: If the property owner does not complete the registration as outlined above, the accessory apartment shall not be considered legal or approved. Failure to comply with the provisions of this code may result in a lien against a property that contains an accessory dwelling unit according to Utah Code Annotated section 10-9a-530.~~

en. Sale Of Single Family Dwelling: Accessory apartment registration permit shall become null and void upon the sale of the single-family dwelling in which it is located, unless a new permit is applied for and obtained by the purchaser(s) of the single-family dwelling in which said accessory apartment rental is located.

po. Not Intended For Sale: The accessory apartment shall not be sold or detached by deed and shall only be rented.

qp. Exceptions: The provisions of subsections B1c, B1e, and B1i of this section shall not apply to an existing non-conforming rental dwelling unit that existed prior to July 17, 2018, and converts the basement into an owner occupied accessory apartment. (Ord. 07-17-2018A, 7-17-2018; amd. Ord. 05-18-2021A, 5-18-2021; Ord. 10-19-2021B, 10-19-2021; Ord. 03-07-2023C, 3-7-2023)