

MINUTES OF THE COTTONWOOD HEIGHTS CITY ARCHITECTURAL REVIEW COMMISSION MEETING HELD THURSDAY, NOVEMBER 19, 2020 AT 6:00 P.M. THE MEETING HELD ELECTRONICALLY, WITHOUT A PHYSICAL LOCATION DUE TO THE CURRENT COVID-19 PANDEMIC AND AS AUTHORIZED BY THE GOVERNOR'S EXECUTIVE ORDER DATED 18 MARCH 2020

Members Present: Chair Scott Peters, Jonathan Oldroyd, Stephan Harman, Robyn Taylor-Granda, Niels Valentiner

Staff Present: Senior Planner Andrew Hulka, Deputy Recorder Heather Sundquist, Associate Planner and Sustainability Analyst Samantha DeSeelhorst

Others: Austin Day, Melvin Sweeney, Paul Slotemaker

BUSINESS MEETING

Chair Scott Peters called the meeting to order at approximately 6:05 p.m.

Chair Peters read in its entirety the determination giving the Council the authority to hold the meeting via Zoom, pursuant to Utah Code Annotated §52-4-207(4).

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 to disclose.

2.0 Discussion Items

2.1 (Project SPL-20-009) Action on a Request by Custom Carports, on Behalf of Hillrise Apartments, for a Certificate of Design Compliance for the Installation of Carports at 6895 South 2300 East.

Associate Planner and Sustainability Analyst, Samantha DeSeelhorst presented the staff report and stated that the request is for a Certificate of Design Compliance for carports located at Hillrise Apartments. The proposal involves an update to the site with the addition of 12 carports to be constructed of galvanized metal with ash gray trimmed roofing. Ms. DeSeelhorst explained that the RM Zone requires all non-residential carports to be reviewed by the Architectural Review Commission, ("ARC"). Staff found all requirements to have been met and recommended approval with the condition that the applicant obtain an approved building permit for all carport work prior to beginning construction.

Commissioner Valentiner expressed concern with the proposed design, which appeared to be a shed roof. Ms. DeSeelhorst reported that staff found the proposed materials to be aesthetically compatible with the new apartment buildings most recently added to the Hillrise project as well as the existing carports on the site.

Senior City Planner, Andrew Hulka clarified that this is a unique proposal and would not normally come before the ARC for review. The subject property is not located in the Gateway Overlay District and there are no specific guidelines regarding carports in the zoning ordinance. There are rules for residential, but not commercial or multi-family developments. He explained that it is a policy decision by previous staff who chose to present it to the ARC for approval.

MOTION: Commissioner Oldroyd moved to issue a Certificate of Design Compliance for Project SPL-20-009 subject to the following:

Conditions:

1. The applicant shall obtain an approved Building Permit for all carport work prior to construction.

Commissioner Harman seconded the motion. The motion passed with the unanimous consent of the Commission.

2.2 (Project SPL-20-010) Action on a Request from Wasatch Sign and Lighting, on Behalf of Lynn Curtis, for a Certificate of Design Compliance for the Installation of Monument and Wall Signage at 7904 South 7918 South Highland Drive.

Ms. DeSeelhorst presented the staff report and stated that the proposal is for two wall signs as well as a single monument sign. The intention was to help clients at the existing business navigate the site and differentiate between the two businesses. The site includes the Children's Academy Pre-School in the rear of the parking lot that is licensed by the City for infants through pre-school aged children. The front of the site is occupied by Children's Academy Creekside, which provides childcare for older, school-aged children. Ms. DeSeelhorst noted that the proposed wall signs will be located on the front of each building with the proposed monument sign to be located in the front of the site in an existing landscaping bed. A visual rendering was displayed. Staff recommended approval with the condition that signage also be approved by the Planning Commission and that the applicant obtain an approved Building Permit for all signage.

Melvin Sweeney from Wasatch Sign appreciated the efforts of the Commission during the pandemic and stated that the applicant has been working to obtain their signage for the past year. The building signage is 1' by 6' and non-illuminated. The monument sign would be externally illuminated.

MOTION: Commissioner Harman moved to issue a Certificate of Design Compliance SPL-20-010 subject to following:

Conditions:

1. The project signage shall receive Planning Commission approval.
2. The applicant shall obtain an approved building permit for all signage.

Commissioner Taylor-Granda seconded the motion. The motion passed with the unanimous consent of the Commission.

2.3 (Project WT-20-001) Action on a Request by SQF, LLC for a Certificate of Design Compliance for Two New Small Cell Facilities located in the City Right-of-Way.

Mr. Hulka presented the staff report and stated that there are two separate applications regarding small cell facilities. In both cases, they include wireless cellphone poles located in the public right-of-way. He noted that multiple facilities in the Gateway Overlay District require ARC approval. The first application was for two new facilities located at 1869 East Fort Union and 7069 South Highland Drive and two 35-foot tall poles with a streetlight and stealth design. The City has a new ordinance pertaining to small cell facilities that is governed by State Code and City Code. He confirmed that the proposed facilities cannot be placed in a location that can create a safety hazard or obstruct traffic. The height may not exceed 50 feet and must meet the minimum height required for the operation of the facility.

The Code specifies that if these types of facilities are located in a historic or design district they must go through the applicable review process. Staff recommended approval with the following conditions:

1. The facilities shall be painted to meet the City's streetlight specifications.
2. The lighting shall meet the outdoor lighting requirements with a maximum 5,600 lumens and 3,500 kelvin.
3. All other design fixtures shall meet the Subdivision and Outdoor Lighting Ordinance.
4. The applicant shall the obtain correct permits.

Commissioner Valentiner was concerned that a private company was placing the small cell tower in a public right-of-way and increasing the clutter. He asked for clarification regarding the size of the receivers and transmitters. Mr. Hulka stated that the applicant must enter into a Master License Agreement with the City and pay the fees to the City for use of City property. They are required by Code to be designed for co-locations to allow space for additional cell companies to add antennae to eliminate the need for additional poles.

Paul Slotemaker was present on behalf of the applicant SQF, LLC. He reported that they partner with wireless companies throughout the country to assist with wireless installation and communications. What is proposed is a small cell pole measuring 35 feet in the right-of-way that is intended to support the new 5G technology. Mr. Slotemaker indicated that this type of technology is fast but does not travel long distances. It typically has a coverage area of a 1,000-foot radius. The advantage of the pole is its ability to support multiple wireless companies reducing multiple poles in the right-of-way. Mr. Slotemaker confirmed that the Federal

Communications Commission (“FCC”) does place limits on the size of equipment on the pole to still be considered a small cell facility.

In response to a concern regarding adding poles to the proposed pole, Mr. Hulka stated that anything that enlarges the footprint or height will be required to follow this same process. The dimensions of the proposed pole were discussed. He confirmed that pole materials are a high-density elastomer. It was suggested that a decorative base be added to the proposed pole to create a more aesthetically pleasing design.

Chair Peters believed that creating a Master Plan, especially in the Gateway District, would be beneficial. Commissioner Valentiner encouraged additional discussion as they anticipate poles to be spread through the City.

Mr. Slotemaker expressed appreciation to the Commission for their and would prepare a design that can support multiple carriers and potentially eliminate clutter in the right-of-way. He reiterated that the poles require a certain line of sight, especially with the 5G frequency.

MOTION: Commissioner Valentiner moved to continue Project WT-20-001 to December 17, 2020 subject to the following:

Conditions:

1. Staff shall review the potential for a Master Plan.
2. The applicant shall present a design for two different pole sizes.
3. The Master Plan shall address locations, spacing, height, configuration, and the architectural design of the poles.

Commissioner Oldroyd seconded the motion. The motion passed with the unanimous consent of the Commission.

2.4 (Project WT-20-002) Action on a Request by ExteNet Systems for a Certificate of Design Compliance for Upgrades to Five Existing Small Cell Facilities located in the City Right-of-Way.

Mr. Hulka presented the staff report and stated that there are currently five existing facilities in the Gateway District. They were constructed prior to the current Code which clarifies that in Historic and Design Districts, they must be reviewed with the applicable Code. Potential locations were identified. Mr. Hulka explained that the applicant has proposed to add antennae below the light fixture to add the 5G equipment. He noted that the height and location will not change. What is proposed is a design discussion to ensure that the pole color and fixture style are consistent.

The applicant, Richard Lee, reported that the State passed SB-189, which allows carriers to occupy space in the right-of-way. Power meters are located above ground due to Rocky Mountain Power restrictions. Small cell sites cover a small range and are designed as an infill to be placed in high

traffic areas. They are proposing to upgrade the five sites to 5G, which will enhance the speed and capacity of the network. All of their sites have a decorative base and are consistent throughout the City. The pole configuration was described. Mr. Lee remarked that it is not inconceivable that with a given set of antennae, they would be able to provide service for more than one carrier. He confirmed that there are two sights where the light fixtures were not installed but have been ordered.

Commissioner Valentiner raised concerns with power lines being located on the exterior of the poles. Mr. Lee stated that from an engineering perspective and meeting Rocky Mountain Power requirements, power lines cannot be run through the center and wiring must be fully accessible past the meter. The alternative was to either have an external conduit into the meter base or add another piece of furniture to the landscape and install a meter pedestal box standing four feet in height. He believed that as people become accustomed to seeing small cell poles, they will become familiar and accepted as landscape. He pointed out that the antennae design includes less separation, are black in color, and screened.

MOTION: Commissioner Valentiner moved to issue a Certificate of Design Compliance for Project WT-20-002 subject to the following:

Conditions:

1. The poles must be painted with textured black paint to match City streetlights.
3. Streetlighting shall be 5,600 lumens equivalent LED lighting and no more than 3,500 kelvin, as required by the City subdivision ordinance (12.24.190) and the City's Outdoor Lighting Ordinance (19.77).
4. Light fixtures must be full cut-off.
3. Obtain a Building Permit and Right-of-Way Permit from the City for each location prior to construction.
4. Include the addition of light fixtures where they are presently not located.
5. Antennae shall be black in color with a cover or screen.

Commissioner Harman seconded the motion. The motion passed with the unanimous consent of the Commission.

3.0 Consent Agenda

3.1 Approval of Minutes for November 19, 2020.

Commissioner Harman moved to approve the minutes of November 19, 2020, once the following process is met: The Recorder will prepare the minutes and email them to each member of the Commission. The members will have five days to review the minutes and provide any changes to the Recorder. If, after five days there are no changes, the minutes will stand approved. If there are changes, the process will be followed until the changes are made and the Commission agrees, at which time the minutes shall be deemed approved. Commissioner Valentiner seconded the motion. The motion passed with the unanimous consent of the Commission.

4.0 Adjournment

Commissioner Valentiner moved to adjourn. The motion was seconded by Commissioner Harman. The motion passed with the unanimous consent of the Commission.

The Architectural Review Commission Meeting adjourned at approximately 7:49 p.m.

I hereby certify that the foregoing represents a true, accurate, and complete record of the Cottonwood Heights Architectural Review Commission Meeting held Thursday, November 19, 2020.

Teri Forbes

Teri Forbes
T Forbes Group
Minutes Secretary

Minutes Approved: December 18, 2020