

1 **MINUTES OF THE COTTONWOOD HEIGHTS CITY**
2 **PLANNING COMMISSION WORK MEETING**

3
4 **Wednesday, January 6, 2021**

5 **5:00 p.m.**

6 **Conducted Electronically**
7

8 **ATTENDANCE**
9

10 **Members Present:** Chair Chris Coutts, Jesse Allen, Jessica Chappell, Dan Mills, Douglas
11 Rhodes, Bob Wilde
12

13 **Staff Present:** CED Director Michael Johnson, Deputy City Recorder Heather Sundquist,
14 Senior City Planner Andrew Hulka, Associate City Planner Samantha
15 DeSeelhorst, City Attorney Shane Topham
16

17 **Others Present:** Thurmond Dressen, Applicant
18

19 **WORK MEETING**
20

21 Chair Chris Coutts called the Work Meeting to order at approximately 5:00 p.m. and read a
22 statement regarding conducting the meeting from an anchor location.
23

24 **1.0 Planning Commission Business.**
25

26 **1.1 Review Business Meeting Agenda.**
27

28 The agenda items were reviewed and discussed.
29

30 **(Project CUP-20-016) – A Public Hearing to Receive Comments and Take Possible**
31 **Action on a Request from Thurman Dressen, on Behalf of Joe Coccimiglio, for**
32 **Conditional Use Approval of a Bed and Breakfast at 6632 South Highland Drive, in**
33 **the Residential Office (RO) Zone.**
34

35 Assistant City Planner, Samantha DeSeelhorst, shared slides related to a public hearing to receive
36 comments and take possible action on a request from Thurmond Dressen, on behalf of Joe
37 Coccimiglio, for conditional use approval of a bed and breakfast located at 6632 South Highland
38 Drive in the Residential Office (RO) Zone.
39

40 *(verbatim)*

41 Ms. DeSeelhorst: Okay, so this application is a conditional use application. Let me change my
42 screen a little bit so you can see the whole thing. A conditional use application for a bed and
43 breakfast on Highland Drive, 6632 South Highland Drive, in the Residential Office (RO) Zone.
44 Staff is recommending approval of this application, with an added condition, and I'll kind of get
45 to that a little bit later in the presentation. As a bit of ordinance review, bed and breakfasts are
46 allowed in the Residential Office (RO) Zone, which again, is our underlying zone here. As a

1 conditional use, the code defines them as a dwelling occupied as a permanent residence by an
2 owner or renter, which serves breakfast and provides or offers sleeping accommodations. Kind of
3 comparing that definition with what we've received from the applicant in the application and
4 narrative, the applicant has confirmed that a permanent resident will reside in the basement of the
5 home and will sign a yearly contract to live there.

7 Staff has included a recommended condition of approval that the applicant demonstrate this
8 occupancy by a permanent resident prior to the business license renewal each year so that we can
9 verify that that condition is being met. The applicant has also confirmed that the permanent
10 resident will prepare and serve breakfast for the guests and the floor plan indicates multiple
11 bedroom areas that accommodate the permanent resident as well as the guests.

13 Looking a little bit at the site plan, the applicant is not proposing any expansion to the building or
14 alteration of site components. Their proposed bed and breakfast use would be entirely contained
15 within the existing home there. If alterations are made in the future, relevant permits and review
16 would be needed to make sure everything's compliant. The only thing that I would mention here,
17 is that due to the change of use, our Building Department will require several building code
18 upgrades that are made. A building permit and inspection for these code upgrades will be required,
19 but they won't affect the building's footprint.

21 As far as parking goes, there is existing off-street parking available on the north side of the property
22 and we have a basic map here on the screen that shows these parking areas. Based on the City
23 standards for parking that we get from the ITE Parking Manual, it's sufficient based on the
24 proposed use. So, it provides the two spaces for residents and 3 spaces for guests.

26 As far as public comment goes, staff has received one phone call comment and two written
27 comments. The written comments were forwarded to the Commission Members, but I wanted to
28 kind of go through the content of these comments. Some of the concerns were repeated multiple
29 times. So, the first kind of nature of concern that was expressed was: what is the difference
30 between a short-term rental and a bed and breakfast? This is a great question. Whereas a short-
31 term rental requires no on-site management or presence, the bed and breakfast has that requirement
32 for a permanent resident to live on the property. Again, staff has recommended a condition of
33 approval that the applicant provide evidence of this upon the business license renewal each year
34 since that is a really important component of the differentiation between bed and breakfast and
35 short-term rental.

37 The next kind of common concern that was brought up was again: will there be any changes to the
38 building footprint or a new building constructed? Again, the applicant's not proposing a new
39 structure or any changes to the footprint at this time. Change review does require those code
40 upgrades but they don't affect the building size or height.

42 And then, the third concern that was brought up was related to code enforcement. There were
43 some concerns expressed over some code enforcement items, namely—I think I have a slide
44 here—some shipping containers that were on-site at the address and then also some possible
45 listings of this property on short-term rental sites. These photos don't call out the address
46 explicitly, so it's not a firm indication of its listing, but a possible concern there. As far as code

1 enforcement issues go, any open code enforcement cases and issues would need to be resolved
2 before staff will issue the business license. A business license is required before they can begin
3 operating, so we would make sure to address those issues before issuing that license. If violations
4 occur after issuance, we will address them through subsequent code enforcement cases, but these
5 were some good concerns that were brought up and something I'm sure you guys will consider in
6 your discussion.

7
8 Kind of moving forward toward the end, this isn't really needed until the Business Meeting, but
9 we have some model motions. Again, staff does find that the conditional use application
10 requirements are met, as outlined in the Staff Report and in City Code, but we are recommending
11 approval with the condition that the applicant demonstrates the occupancy by the permanent
12 resident annually at business license renewal. So, that hopefully gives kind of an overview of this
13 application. If you guys want me to go back to any slides, just let me know.

14
15 Commissioner Bob Wilde: Do we know who the current resident is?

16
17 Ms. DeSeelhorst: I don't have that information. It could be something you request of the applicant.
18 I believe they will be attending tonight.

19
20 Commissioner Douglas Rhodes: Is there anything the applicant would need to change? I
21 mean, if they decide to change from a bed and breakfast down the road to a short-term rental,
22 would they have to reapply?

23
24 Ms. DeSeelhorst: So, a short-term rental isn't possible at this address just based on the zoning.
25 For them to do a short-term rental, they would need to be zoned multi-family, part of a condo
26 project with eight or more units, and fronting on a private street. So, those seem like pretty unlikely
27 odds. Theoretically, if something were to change and down the road that became possible, we
28 could look at that, but I think it's highly unlikely at the time that they'd be eligible for that.

29
30 Commissioner Rhodes: So, being an Airbnb, is that a short-term rental or is that something
31 different?

32
33 Ms. DeSeelhorst: Airbnb is a platform where a lot of short-term rental users advertise their short-
34 term rentals. Theoretically, if this conditional use permit were approved, the applicant could list
35 the licensed bed and breakfast probably on a platform like that, but I think in general, the listings
36 that are seen on those sites tend to be short-term rentals, so. Again, there were some concerns
37 brought up over, well is this going to just be a short-term rental, and staff does find it important to
38 verify that the distinguishing factor of the permanent resident is met, which we're hoping to
39 address through that recommended condition.

40
41 Commissioner Rhodes: Okay.

42
43 Commissioner Wilde: What's staff's position on the shipping containers?

44
45 Ms. DeSeelhorst: So, staff has been following up with the applicant to make sure that those are
46 removed. And again, we would require full removal before we'll issue the business license for

1 this proposed use. Shipping containers are not allowed in the City unless they are part of a
2 permitted construction project. So, they're not allowed at this site. This is a code enforcement
3 issue that we're working through and would be sure to resolve in full before issuing.

4
5 Mr. Dressen: Yeah, sorry. I'm on the call. We do have a plan in place. We'll have them out in
6 the next 30 days to get the shipping containers out. They were in flux going to our other property
7 in Garden City and then with COVID, we just haven't taken occupancy at our other place yet. And
8 they'll be out of there shortly.

9
10 Chair Coutts: Thank you for your comment. I'm going to ask you, just for a point of order, that
11 you—in the Work Session it's our chance to just discuss things. If we have a question for you,
12 we'll ask for your input.

13
14 Mr. Dressen: I apologize.

15
16 Chair Coutts: Thank you for that. That's okay.

17
18 Commissioner Wilde: Do we have any reason to dispute the information that the shipping
19 containers were asked to be removed in October?

20
21 Ms. DeSeelhorst: Staff was not made aware of a code enforcement time—or code enforcement
22 case at that time. We're following up with it now and we'll be sure they're removed before issuing
23 that license since that's kind of an option for control that we have there. I can't speak too much to
24 past code enforcement cases.

25
26 Commissioner Wilde: But this would be an existing code enforcement case, wouldn't it?

27
28 Ms. DeSeelhorst: Yeah. And we can follow up with our Code Enforcement Department to make
29 sure that it's closed out properly. We were not aware until that public comment came through that
30 there was a potential case. That's something that we can verify with code enforcement and find
31 out the status of that and again, make sure it's resolved before moving forward.

32
33 Commissioner Wilde: Is there any reason this is not a current enforcement issue that they should
34 deal with before we consider this application?

35
36 Ms. DeSeelhorst: Procedurally, staff felt it appropriate to require that enforcement before the
37 business license, but I can differ to Shane or perhaps Mike on that if needed.

38
39 Michael Johnson: I think it would be the Commission's decision. If you want to wait for that to
40 resolve before taking action, we would—we could continue this. Procedurally, holding the license
41 on compliance achieves the same effect. They don't get to operate any new use until that's
42 resolved, but that's the Commission's decision, I think.

43
44 Commissioner Wilde: Didn't we see an application on the same property in the semi-recent past?

1 Ms. DeSeelhorst: You did. We had a rezone application at this property earlier with an approved
2 rezone from R-1-8 to RO. Received a recommendation of approval from the Commission and
3 then it was approved by the City Council.
4

5 Commissioner Wilde: Is anyone concerned that they're in the process of advertising this property
6 for this use at the present time, even though this application hasn't been granted?
7

8 Commissioner Mills: I just pulled up the Airbnb, Bob, and I mean, my concern is that there's three
9 other listings that are within 10 houses of this location that are already an area that—I think if
10 we're trying to control this, I'd love to see us control all of it and making sure that from a code
11 enforcement standpoint, we're on top of this stuff, so. I'm not concerned as much about the bed
12 and breakfast, but I am concerned that if a shipping—if shipping containers have been there for
13 that long, I hope that we're on top of this stuff and that we make sure that we're careful and
14 methodical about this.
15

16 I still share the concerns we talked about when we talked about this property the last time, about
17 the parking situation. If they've got two different—I mean, there could be a situation. They've
18 got two rooms for rent, there's four vehicles, plus the potential person that is living there that's
19 going to say, "Well, I've got one vehicle and then a significant other that's also part of those that
20 are hosting." So, six vehicles, you know, I—that's a squeeze on a corner lot like that. And one of
21 the major thoroughfares through a neighborhood that I think could teeter a little bit in terms of
22 Cottonwood Heights. I think if we're supportive in terms of how this little gateway into this little
23 neighborhood goes, I think this neighborhood will regenerate and potentially thrive and if not, it
24 just—I would hate to see it languish, so. I don't know what that means from a policy standpoint,
25 but I do mean—I do feel like we need to be very vigilant about how we proceed with this project.
26

27 Commissioner Wilde: I share your concern and every time we have a parking issue come up, I'm
28 reminded of the Even Stevens situation, where they came in and said, "Oh, we have plenty of
29 parking. People will be very transient and just grab their sandwiches and leave." If you go down
30 to that location now, every single surrounding business has a sign which says: No Even Stevens
31 Parking. And so, the fact that someone says that it's going to be okay, does not in my mind
32 necessarily mean that it's going to be okay.
33

34 Ms. DeSeelhorst: I appreciate the sensitivities—oh. Continue.
35

36 Commissioner Rhodes: I was just going to say, my question, if it's a bed and breakfast, why do
37 they have two cars each? I mean, they're just—it's like going to a hotel. You usually don't take
38 two cars to a hotel.
39

40 Ms. DeSeelhorst: Right. As far as the parking goes, what we do use is the 4th Generation ITE
41 Parking Generation Manual and that's what we can go by and require. Based on the numbers in
42 that manual, they have sufficient parking in this proposal. So, I think it's definitely something
43 important to be sensitive to, but we also, you know, want to make sure we're being consistent with
44 the manual we're using and enforcing it that way.
45

1 Chair Coutts: Thank you, Sam. You know, that was a question I had looking at the site aerial and
2 their parking. The scale of that image, you know, typically a width of a parking stall—Jesse,
3 correct me if I'm wrong—is 11 feet. Or is that depth?

4
5 Commissioner Allen: Usually 8x—or 9x18.

6
7 Chair Coutts: So, is this pad area 36 feet across? Because I looked at it from both perspectives
8 and it seemed awfully tight for 4 cars. And with 2 shipping containers, it's clearly not possible.

9
10 Ms. DeSeelhorst: I haven't measured the—I haven't put it to scale. I'm happy to in the interim
11 between our meetings, run a calibration on it and see if I can get you an estimate there. Or if you
12 request information from the applicant, perhaps they know, but I'm not positive on that.

13
14 Chair Coutts: Okay. Because I think this speaks to a lot of the issues we're talking about right
15 here and part of it's the degradation of the neighborhood, is if—what happens is they're constantly
16 parking on the street and this is an entry area to this whole neighborhood. It's an issue.

17
18 Commissioner Allen: Does the bed and breakfast that serves—when you have to serve breakfast,
19 does the Health Department get involved in the inspection of the kitchen in a bed and breakfast?
20 And if so, has that been done?

21
22 Ms. DeSeelhorst: So, the Health Department is usually consulted at the business license point. I
23 would follow up with our Business Development Specialist to see if that's something she required
24 on our other bed and breakfast. But if it were required, we would need their sign off before we
25 could issue the business license.

26
27 Commissioner Allen: So, speaking of the other bed and breakfast, I'm not sure which one you're
28 referring to, but we did have a bed and breakfast come before the Commission about 6 months
29 ago, I think.

30
31 Ms. DeSeelhorst: Correct.

32
33 Commissioner Allen: And you can find—you can rent that now on Airbnb for \$198—\$196 a
34 night, and they don't mention anything about breakfast. And I do worry that, you know, there was
35 concern expressed that that was just a mechanism for them to get approval, and then they were just
36 going to rent it as a short-term rental. And I know that—so we've put into place this recommended
37 condition of having someone live at the premise. I just worry that we're maybe going to fall for
38 the same thing again.

39
40 Ms. DeSeelhorst: Sure. The definition in the City Code is somewhat vague in the sense that it
41 doesn't give exact direction on how the breakfast needs to be served or a mechanism for us to
42 maybe verify that, but I understand the concern and it is something that we can follow up with
43 code enforcement, as appropriate, if we find it's not being met. But yeah. I understand your
44 concern there.

45
46 Chair Coutts: Sam, is there a full kitchen in the basement of this house?

1
2 Ms. DeSeelhorst: I'm happy to pull up the floor plan or I'm sure the applicant could verify for us.
3 I believe there was a kitchen area on both floors.
4

5 Chair Coutts: Okay. I think we probably need to verify that, if the kitchen is as they describe—
6 the coming from the basement and being served in the basement.
7

8 Ms. DeSeelhorst: So, I don't know if you guys are able to see this floor plan image. It's maybe a
9 little bit hard to zoom in, but here we have the permanent resident space and then a kitchen. And
10 then on the upstairs rental area, looks like a living room and also—
11

12 Mr. Johnson: It's still just showing the parking layout.
13

14 Ms. DeSeelhorst: Oh, sorry. Let me switch the screen that it's sharing then. Thanks, everybody.
15 Okay. It told me I switched it. Are you guys seeing a floor plan now? Okay. Awesome. Thanks
16 for bearing with me. I'll try to maybe zoom in a little bit more. So, on the upstairs area that would
17 be for the bed and breakfast guests, it looks like a kitchen is marked here. And then on the
18 permanent resident area, it looks like there's also a kitchen area.
19

20 Chair Coutts: Thank you, Sam. Any other questions on this item?
21

22 Mr. Johnson: I measured that driveway quick. It's about 44 feet wide.
23

24 Chair Coutts: Thank you.
25

26 Ms. DeSeelhorst: Oh, thanks, Mike.
27

28 Chair Coutts: Jessica, I think you were trying to go ahead.
29

30 Commissioner Chappell: Yeah. And then—I'm going to see—can you hear me right now?
31

32 Ms. DeSeelhorst: Yeah. We can hear you. You're good.
33

34 Commissioner Chappell: Okay. Great. I was just—the question that came to me was on signage.
35 You know, I do see like a private residence on an Airbnb and the bed and breakfast [inaudible] be
36 specifically different? Is that way off base to say this should be advertised as a commercial
37 business if everybody has that qualification?
38

39 Ms. DeSeelhorst: Sure. So, signage is not mentioned as explicitly as part of the definition.
40 Signage in the Residential Office (RO) Zone, I believe requires ARC and Planning Commission
41 approval, so that would probably be a separate process in and of itself. I don't believe any signage
42 is proposed at this time. I'm not sure if we are able to require that, but that is a good consideration.
43

44 Commissioner Allen: It seems like further definition of the bed and breakfast should be addressed
45 in the code going forward, because I mean, I've designed a bed and breakfast in Jackson and, you
46 know, there's quite a bit that has to go into these. And I mean, for one thing, you wouldn't have

1 individual kitchens in each of the units if you were planning on serving breakfast to everyone.
2 And you know, I think we were set up on the project on 3000 East, where they each have their
3 own individual kitchen. Probably should've been a sign that they were going to be rented
4 individually. I just think this is going to continue to become—be used as a mechanism to
5 accomplish this goal of getting short-term rentals approved and we probably should address it
6 going forward. I don't know what that means for this one, but it seems problematic.
7

8 Ms. DeSeelhorst: I think that's a good consideration and certainly we identify kind of, issues in
9 the code as we use it and I think that's a good thing to look at if we're so directed. I think most
10 likely for the current application, we would need to use what we have in the code as it exists, but
11 I understand the concern for moving forward.
12

13 Mr. Johnson: I think my opinion on this one, we treat it like every conditional use. So, if there
14 are concerns or perceived negative impacts that can be mitigated, which it sounds like there are,
15 then the Commission can impose conditions. And if they cannot be reasonably mitigated, then
16 that would be the rationale for a vote of denial. Otherwise, it's entitled to approval. But you're
17 right, I think the code definition of bed and breakfast was made long ago, probably before Airbnb
18 was a thing or was certainly so prevalent. So, that probably does need to be revisited or revised in
19 these zones where we do see these, you know, these projects that frankly are concerning. We have
20 the concern here that it will be used for Airbnb and the mechanism we have right now is
21 enforcement after the fact when we can prove it, rather than you know, a better definition or set of
22 regulations upfront.
23

24 Commissioner Wilde: My problem with enforcement after the fact, is that it then puts the burden
25 of proof on the City and if you're going to enforce before the fact, then the burden of proof is on
26 the applicant.
27

28 Commissioner Mills: I feel like we're fairly unified in terms of how we're feeling from a
29 Commission standpoint and I realize that we need to use the law as it sits right now, but I'm with
30 Jesse and with Jessica and Bob on this. I like Jessica's point that you know, if you're going to
31 commit to this world, maybe signage is more appropriate. You're in a line of businesses, act like
32 a business, don't act like a residential property.
33

34 And to Jesse's point, it's not that—I'm less troubled by the location and more troubled by the fact
35 that I would love to see more architectural change. To me, it looks like a chopped-up house, not
36 like something that's committing itself to be a bed and breakfast, so. And I don't know what that
37 looks like in the code, but I—you know, to Bob's point, rather than doing it retrospectively, I
38 would love for us to have something that says, listen, if it's showing up in Airbnb, or however, it
39 needs to be phrased, that we allow for code enforcement with teeth to say, "If we see things that
40 show up there, that's the evidence that we need." So, anyway. I know that's forward-thinking,
41 but relative to this project, I still share the concern that there's no sidewalk on this property, it has
42 a very buffered turn as it comes into the corner. It's not a typical Utah corner street and that makes
43 the parking unique, I believe. And it's also a gateway into a residential neighborhood. I would
44 share the concerns of everybody that lives in that neighborhood that how this looks and how this
45 is handled and how the parking looks is significant.
46

1 Chair Coutts: Any further discussion on this item? Okay, let's—we do have this one on our
2 Business Meeting Agenda, so I'd suggest we move on.

3
4 Ms. DeSeelhorst: I will stop sharing.

5
6 *(end of verbatim)*
7

8 **(Project ZTA-20-007) Planning Commission Rules and Procedures.**
9

10 Senior City Planner, Andrew Hulka, reported that a copy of the Planning Commission Rules and
11 Procedures had been included in the packet for review. He noted that it had been a number of
12 years since the Rules and Procedures were reviewed and staff wanted to ensure that they were
13 updated. Staff conducted an internal review and the proposed updates included:

- 14
15 • Updates to the calendar. There are several months where meetings take place on the third
16 Wednesday of the month. This is not reflected in the current meeting schedule;
17 • Addition of language related to digital meetings;
18 • Clarification that four Commission Members are needed for a quorum; and
19 • Additional references, where applicable, to sections of the Zoning Ordinance.
20

21 Commissioner Mills asked for a redline version of the Planning Commission Rules and
22 Procedures. Mr. Hulka commented that a redline version could be sent out to the Planning
23 Commission once the final redlines had been determined.
24

25 Commissioner Wilde expressed concern with the time allowed for written comment submissions
26 for public hearings. Comments are received until the afternoon of the Planning Commission
27 Meeting. He suggested that written comments be submitted 48 hours before the meeting. Chair
28 Coutts noted that the Commission does not always receive packets with enough time to fully
29 review all of the information. City Attorney, Shane Topham reported that there was a provision
30 where the cut off for the submission of materials was the Friday before a meeting. Deadlines could
31 be imposed on applicants but he did not believe an earlier cut-off could be imposed on those
32 participating in public hearings.
33

34 The Commissioners discussed whether it would be possible to ask for written comments 48 hours
35 in advance. Ms. DeSeelhorst noted that there may be open meeting requirements for a public
36 hearing. Mr. Topham reported that they were required to hear everyone that wanted to speak.
37 However, there could be more controls placed on applicant submissions. Mr. Hulka added that
38 the Planning Commission Rules and Procedures include a section titled Submission Deadlines. It
39 was related to submissions from the applicant rather than public comments. Chair Coutts stated
40 that there was language related to comment submissions in the meeting notices. The language
41 existed but it was not in the Planning Commission Rules and Procedures document.
42

43 Commissioner Wilde suggested that the written submissions be submitted by noon the day before
44 the meeting. This would give the Planning Commission the opportunity to properly review all
45 comments and submissions. Mr. Hulka wondered whether it was the desire of the Planning
46 Commission to update the meeting agendas and ask that written submissions be submitted by noon

1 the Friday before a meeting. Mr. Topham was concerned about altering the submission deadline
2 for public hearings.

3
4 Chair Coutts commented that the Planning Commission always wanted to hear and accept public
5 comment. The Commissioners also wanted the opportunity to read through comments beforehand.
6 She believed a review of the existing Utah laws related to public meetings would be appropriate.
7 Mr. Hulka took note of the Commissioner comments. He reported that staff would do some more
8 research and make updates based on the feedback.

9
10 Mr. Topham stated that at public hearings, the Planning Commission is required to hear everyone
11 that wanted to speak. Public hearings typically take place for rezones and General Plan
12 amendments. However, the Planning Commission was not required to take public comment and
13 a meeting could be conducted without a public comment session. Rules could be constructed to
14 control how public comments and applicant submissions take place, which may include a deadline
15 for written submissions.

16
17 Chair Coutts wondered if the Planning Commission would see a redline version of the Planning
18 Commission Rules and Procedures document. Mr. Johnson stated that the redline version could
19 be distributed to the Commissioners.

20
21 **(Project GPA-20-001) Cottonwood Heights Park, Trails, and Open Space Master**
22 **Plan.**
23

24 Mr. Hulka presented an update on the Cottonwood Heights Parks, Trails, and Open Space Master
25 Plan. Staff had been working closely with the Parks, Trails, and Open Space Committee. They
26 had provided feedback that was being incorporated into the draft document. An interactive online
27 map had been created to provide Commissioners with information. Eventually, a final version
28 would be prepared. Mr. Hulka reported that the online interactive map was broken down into
29 several sections, which included:

- 30
31
 - Existing open space;
 - 32 • Future open space;
 - 33 • Existing trails; and
 - 34 • Proposed trails.

35

36 The Existing Open Space section showed a map with all of the formal City parks as well as private
37 open spaces, such as HOA open space and public amenities in various apartment complexes. There
38 were also semi-public open spaces, such as church fields, school fields, country clubs, and golf
39 courses. This was done for reference to provide a better understanding of what open space is
40 available to different groups within the community.

41
42 The Future Open Space section showed potential future development opportunities as well as
43 possible open space for preservation or acquisition. It included open space opportunities for Fort
44 Union, Gravel Pit and Old Mill, Ferguson Canyon Overflow trailhead and park, City Hall, and the
45 foothills east of Wasatch Boulevard.

1 The Existing Trails section listed some of the trails that currently exist in the area, such as Ferguson
2 Canyon Trail, Big Cottonwood Canyon Trail, the trail around Crestwood Park, and the East Jordan
3 Canal Trail. Several neighborhood connections had also been mapped out.

4
5 The Proposed Trails section included some potential trails. However, most of the proposed trails
6 would run through private property. Additional planning, public outreach, and design would be
7 required before development or construction could begin. Mr. Hulka discussed potential
8 connections, such as a new trail along the freeway, a multi-use path along Fort Union and Wasatch
9 Boulevard, a trail along Little Cottonwood Creek, and natural trails connecting to the Bonneville
10 Shoreline Trail on the east side of the City.

11
12 Mr. Hulka reported that the Park, Trails, and Open Space Master Plan would also include the
13 concept of different planning areas throughout the City. They would consist of neighborhoods
14 surrounding activity centers, parks, schools, and commercial areas. These areas would provide a
15 better understanding of the amenities that exist and the improvements that could be made.

16
17 The interactive online map would be sent to Commissioners following the Planning Commission
18 Meeting. Chair Coutts noted that as the Planning Commission, they had a direct impact on the
19 development of new neighborhoods and subdivisions. She felt it was important to better
20 incorporate these planning efforts into developments. Commissioner Chappell appreciated the
21 information shared by Mr. Hulka. Commissioner Mills praised the formatting of the interactive
22 online map. He noted that it was important to continue thinking about connectivity. Mr. Hulka
23 reported that the technology had been created by GIS Specialist, Melissa Blue. He was excited
24 about the interactive online map and asked for feedback from Commissioners.

25 26 **1.2 Additional Discussion Items.**

27
28 No additional items were discussed.

29 30 **2.0 Adjournment**

31
32 ***Commissioner Allen moved to adjourn. The motion passed with the unanimous consent of the***
33 ***Commission.***

34
35 The Work Session adjourned at 6:00 p.m.

1 **MINUTES OF THE COTTONWOOD HEIGHTS CITY**
2 **PLANNING COMMISSION BUSINESS MEETING**

3
4 **Wednesday, January 6, 2021**

5 **6:00 p.m.**

6 **Conducted Electronically**
7

8 **ATTENDANCE**
9

10 **Members Present:** Chair Chris Coutts, Jessica Chappell, Dan Mills, Douglas Rhodes, Bob
11 Wilde
12

13 **Staff Present:** CED Director Michael Johnson, Deputy City Recorder Heather Sundquist,
14 Senior City Planner Andrew Hulka, Associate City Planner Samantha
15 DeSeelhorst, City Attorney Shane Topham
16

17 **Others Present:** Thurmond Dressen, Applicant
18

19 **BUSINESS MEETING**
20

21 Chair Chris Coutts called the Business Meeting to order at approximately 6:00 p.m.
22

23 **1.0 Welcome and Acknowledgments.**
24

25 Chair Chris Coutts welcomed those in attendance and read the opening statement regarding the
26 current COVID-19 situation.
27

28 **1.1 Ex Party Communications or Conflicts of Interest to Disclose.**
29

30 No conflicts of interest were disclosed.
31

32 **2.0 General Public Comment**
33

34 Chair Coutts opened the public comment session.
35

36 Pat Dennis, who lives on Top of the World Drive, commented that she works reasonably close
37 with the Midvale Planning Committee. She was pleased and surprised at their ability to get
38 developers to do what they want them to. She made note of the View 78 development. Ms. Dennis
39 suggested that the Planning Commission chat with the Midvale Planning Committee. She also
40 noted that in her work, documents are examined on a two-year rotating basis. She believed a
41 schedule would be beneficial for the Planning Commission. It could also prevent some of the
42 issues mentioned during the Work Session about the bed and breakfast code. Ms. Dennis discussed
43 the possibility of a dog park in the area above Top of the World Drive. She felt it would need to
44 be fenced for safety. Additionally, many comments indicated that people wanted a small dog area
45 in their local parks rather than the creation of one large dog park.
46

1 There were no further comments. The public comment session was closed.

2 3 **3.0 Business Items**

4 5 **3.1 (Project CUP-20-016) – A Public Hearing to Receive Comments and Take** 6 **Possible Action on a Request from Thurman Dressen, on Behalf of Joe** 7 **Coccimiglio, for Conditional Use Approval of a Bed and Breakfast at 6632** 8 **South Highland Drive, in the Residential Office (RO) Zone.** 9

10 Assistant City Planner, Samantha DeSeelhorst, shared slides related to a public hearing to receive
11 comments and take possible action on a request from Thurmond Dressen, on behalf of Joe
12 Coccimiglio, for a conditional use approval of a bed and breakfast, located at 6632 South Highland
13 Drive in the Residential Office (RO) Zone.

14
15 *(verbatim)*

16
17 Ms. DeSeelhorst: Thank you. We'll go ahead and share this presentation. Okay. I want to
18 check at this point. Is everybody seeing the presentation? Okay. Thank you. Awesome. So, this
19 application is a conditional use application for a bed and breakfast, as Commission Chair Coutts
20 mentioned. It's located at 6632 South Highland Drive. We see it highlighted here with this red
21 box, as a bit of context. Staff is recommending approval of this application with an added
22 condition that I will address subsequently.

23
24 As a bit of ordinance review, bed and breakfasts are allowed in the underlying Residential Office
25 (RO) Zone. They have a unique definition that states they are defined as a dwelling occupied as a
26 permanent residence by an owner or renter, which serves breakfast and provides or offers sleeping
27 accommodations. If we compare this definition with what we have received from the applicant in
28 the application and narrative, we see that the applicant has confirmed a permanent resident will
29 reside in the home and will sign a yearly contract. We have recommended a condition of approval
30 that the applicant demonstrate this occupancy annually when they renew their required business
31 license. The applicant has also confirmed the resident will prepare and serve the required breakfast
32 to the guests and the provided floor plan does indicate multiple bedroom areas, satisfying the
33 sleeping accommodations requirement of the definition.

34
35 Looking a little bit at the project site, the applicant is not proposing any expansion to the building
36 or alteration of the site. The proposed bed and breakfast would be contained within the existing
37 building and the existing home located here. If alterations are proposed down the road, we would
38 require the proper permits and review. I do want to note that due to the change of use, there are
39 several building code upgrades which will need to be made. A building permit and inspection will
40 be required to satisfy this requirement, but these code upgrades won't affect the building footprint.

41
42 In terms of parking, there is existing off-street parking available on the north side of the property.
43 The applicant has prepared this parking map that we see here. It shows parking for the permanent
44 resident kind of in the yellow color and then parking for the bed and breakfast guests in the red.
45 Based on the parking standards that the City has adopted, this is sufficient parking for this proposed
46 use, with two spaces for the resident and three for the guests.

1
2 In terms of public comment, up to this point, staff has received one phone call comment and two
3 written comments. These written comments have been forwarded to the Commission, but I wanted
4 to kind of go through some of the nature of the concerns that were voiced. The first concern that
5 was brought up was kind of inquiring about the difference between a short-term rental and a bed
6 and breakfast. The important kind of distinguishing factor here is that a short-term rental doesn't
7 require any on-site management, but a bed and breakfast, as we saw in the definition, requires that
8 a permanent resident live at the property. So again, staff has recommended a condition of approval
9 that the applicant continually demonstrate evidence of this permanent resident when they go to
10 renew their business license.

11
12 The second nature of concern that was brought up related to the building footprint. Several folks
13 were wondering whether a new building was going to be constructed or significant changes would
14 be made. No changes have been proposed at this time and the only anticipated changes that staff
15 is aware of are those required building code upgrades that won't affect the building's size or height.

16
17 And then, finally, there were some concerns brought up about code enforcement and I'm actually
18 going to just move forward one slide to kind of discuss those. There were some concerns about
19 some shipping containers that were located at the project address and then also potential use of
20 this property as a short-term rental. In terms of code enforcement, any open code enforcement
21 issues must be resolved before staff will issue the required business license that's needed to
22 operate. If violations happen after this is issued, assuming if it is approved, these violations will
23 be addressed through subsequent code enforcement efforts. I don't know if this is the point that
24 the Planning Commission would like to take additional public comment, or I can continue. I'll
25 differ to the Commission on that.

26
27 Chair Coutts: Thank you, Sam. I think we'd like to hear from the applicant.

28
29 Thurmond Dressen: Hi guys. How are you?

30
31 Chair Coutts: Good. Thanks for joining us.

32
33 Mr. Dressen: Yeah. Thank you. Hey, yeah. Thanks for taking my application here. I'm glad
34 we got these things—I was able to listen in on the last call and some of these things came up. As
35 far as the container situation, that was a semi—anyways. We have a property up in Garden City,
36 which I think I explained before, that we are waiting to take occupancy. It should've been you
37 know, five months ago, but just with COVID and the winter season, we've been unable to grab
38 that yet. We're hoping that happens this week and we'll get those gone within the next couple
39 weeks. And I assumed that I wouldn't be able to get the license until those were for sure out of
40 the way there. And then, as Sam's—Samantha's already said with everything else, yeah. I mean,
41 that's what we plan on doing is having a person kind of living in the basement with a lease and
42 part of their agreement to live there would be to you know, provide breakfast in the mornings and
43 kind of be an on-site property manager for us.

44
45 Commissioner Bob Wilde: How many tenants do you anticipate on a given day?

1 Mr. Dressen: So, we'll have up to 3 bedrooms, so it would be 6 people max and to be honest, I
2 mean, I'm assuming to have roughly 50% occupancy, you know, depending on the season and
3 everything else like that. So, my guess would be, you know, if you average it out, maybe 3 a day.

4
5 Commissioner Wilde: Who is the current resident?

6
7 Mr. Dressen: So, it's my nephew, I call him, but Hunter. And him and his wife are newlyweds,
8 and they live down there in the basement.

9
10 Commissioner Wilde: And you currently have it advertised, right?

11
12 Mr. Dressen: I do not currently have it advertised. So, I know that screenshot Samantha had—
13 that's actually funny. That is my Cottonwood Heights place. So, I live in Cottonwood Heights as
14 well. I live over in the Whitmore Estates behind the Whitmore Library and I had thrown that on
15 Vrbo as a 6-month lease. So, I just threw it on there to grab some more traffic and somebody
16 booked it through Vrbo, but I did a 6-month on that, and I'm pretty sure 6-month is okay.

17
18 Commissioner Wilde: And that rental was before any approval?

19
20 Mr. Dressen: So, that was—so that rental, yes, was before any approval, but it's a 6-month rental,
21 which is not like a short-term rental. But I did list it on Vrbo if that makes sense. So Vrbo is not
22 necessarily just for short-term rentals. You could do six-month, one year, whatever on there. And
23 it was my basement for not actually even this property. It was my basement in Cottonwood
24 Heights, up the street.

25
26 Chair Coutts: I was muted. Sorry about that. Any other questions for the applicant,
27 Commissioners? While they're thinking, I have one. So, it says here this application is on behalf
28 of Joe Coccimiglio. I hope I said that right.

29
30 Mr. Dressen: Close enough. He won't take offense.

31
32 Chair Coutts: Thank you. I'm glad. So, what is the relationship there? Is he the property owner
33 or are you the property owner?

34
35 Mr. Dressen: He's the property owner, yeah, and long-time friend of mine.

36
37 Chair Coutts: And have you looked into any Health Department requirements for operating a bed
38 and breakfast?

39
40 Mr. Dressen: You know, I haven't, and I figured that was going to be like Samantha said, in the
41 next steps. You know, with COVID right now, that was definitely you know, a big concern of
42 ours. We were planning on maybe doing single-serve options that were just kind of grab and go,
43 but yeah. That's what I figured it was this process first and then whatever we need to do with the
44 Health Department, we're happy to make sure that we get along there. And I know you had the
45 question of asking if there was a second kitchen in the basement. There is a second full kitchen in
46 the basement. Dishwasher, fridge, stove, everything there.

1
2 Chair Coutts: Thank you. Okay. Well, if there aren't any other direct questions from the
3 Commission, we'll thank you for being here and for your time. And then we will go ahead and go
4 into our Planning Commission discussion.

5
6 Mr. Dressen: Thanks.
7

8 Commissioner Wilde: Before we do that, I'd like to have another question. Is there a reason why
9 you didn't check all these boxes and get all these issues resolved before you came to the
10 Commission with this application?

11
12 Mr. Dressen: I apologize. What issues are we talking about?
13

14 Commissioner Wilde: Well, my understanding is that those shipping containers were asked to be
15 removed in October.
16

17 Mr. Dressen: Yeah. So, that's something I didn't know was a conditional like for this particular
18 thing. And it sounds like it maybe wasn't maybe for me to get my business license or get the final
19 approval it is. And it's something I've been working on, honestly because I know that. So, it's
20 something I've been working on. The guy I talked to in October, he said just get it done. He didn't
21 give me a timeframe or anything along those lines. And I don't mean to throw him under the bus,
22 but it is something we have been working on, but I didn't want to just move it temporarily
23 somewhere else and actually didn't have anywhere else temporarily to move it. So, I was waiting
24 until we closed on our place in Garden City.
25

26 Commissioner Wilde: So, what do you do when you get more than 3 cars?
27

28 Mr. Dressen: So, if you look at the map—so, you can actually [inaudible] there because I think
29 Mike was kind enough to measure that out for us. And at the 45 feet, you could fit 5 cars wide. If
30 you look where the resident parking is, it's actually—so we have 2 containers there that are 20x20.
31 So, you could actually—I mean, you could fit probably 12 cars on that space there. We're not
32 going to you know, line it up for 12 cars, but the resident—I was planning on parking on this far
33 wall, that they could park 2 there. And then, you can actually park 2 next to there. So, I mean,
34 you could fit very easily 7 cars there without any craziness going on. And if it was two people
35 that showed up, you know, for one-bedroom, I could ask them to park in that spot, you know, in
36 front and back of each other.
37

38 Chair Coutts: Thank you. We'll let you know if we have any other questions as we have our
39 discussion.
40

41 Mr. Dressen: Thanks.
42

43 Chair Coutts: All right, Commissioners. So, let's restate what we're being asked for here. It's a
44 conditional use for a bed and breakfast on this property in the Residential Office (RO) Zone. You
45 know, as stated, there are a couple of—I'm trying to get my screen back here—conditions that
46 have been suggested by staff as well as some things that have come up in our discussion related to

1 Building Code updates, a resolution of a current code enforcement situation, which would also
2 play to having enough parking available and then, I'd like to add clarification of any oversight by
3 the Health Department for this use. If anyone has it up in front of them, the conditions specifically
4 from the City—

5
6 Ms. DeSeelhorst: Sure. I have the—are you guys seeing the staff recommendation and model
7 motions?

8
9 Chair Coutts: Oh, good. Thanks for bringing that up. Sorry. I went to my—

10
11 Ms. DeSeelhorst: Yeah. Oh, no worries. I do have that there. I'm not sure if you still wanted to
12 open the public hearing and take comment before moving forward with a motion, but once you are
13 ready for the motion, I do have this one here that includes the one recommended condition of
14 approval. And then, of course, if you have others you want to add.

15
16 Chair Coutts: Perfect. Thanks, Sam. No, I think I just wanted to get it out on the table what we're
17 being asked here before we finish our discussion. And yes, thank you. We do need to have public
18 comment. So, Commissioners, any other discussion before we go to public comment?

19
20 Commissioner Wilde: I always get concerned when we're asked to approve something in advance
21 and then we'll just wait and see that the ordinance enforcement people are going to take care of it.
22 And I guess, I'm less than trusting on those.

23
24 Commissioner Dan Mills: I think I'm with Bob on this one and I don't know if this is appropriate,
25 but I'd love to see some good faith by the developer and the—at the very least, if there was a
26 request that these be removed, just in deference to the neighbors and our constituency, the people
27 that live in that neighborhood, maybe rather than having the cart go before the horse, you do this
28 in a step-wise fashion that he shows good faith by getting those shipping containers and we revisit
29 the motion at that time. I don't know if that would be in order or not.

30
31 CED Director Michael Johnson: Commissioner Mills, this is Mike. I think we're supportive of
32 that. I don't necessarily like the rationale that we're waiting to move into a place in another city,
33 so we're using this property illegally to store something. So, we would be supportive of that.

34
35 Commissioner Mills: Would that require a motion, Mike, to table this? Because we don't have a
36 motion at this point. We're just having a discussion, correct?

37
38 Chair Coutts: Correct.

39
40 Mr. Johnson: Yeah. I mean, whatever the Commission decides tonight, approval, denial or
41 continuance requires a motion to that effect.

42
43 Mr. Topham: I think that if you're going to continue, continue it to a date certain.

44
45 Chair Coutts: Thank you, Shane. Well, let's—thank you, Commissioner Wilde, Commissioner
46 Mills. It's a good discussion point. Let's go ahead and open up the public hearing for this

1 particular item. If we have anyone who's joined us who would like to comment from the public.

2
3 Mr. Johnson: We have two. The first to raise their hand was Lisa Motto-Russo. I will add Lisa
4 now. She shouldn't—

5
6 Chair Coutts: Lisa, go ahead when you're ready.

7
8 Lisa Motto-Russo: Thank you very much. I am curious about signage and what that looks like
9 for our neighborhood.

10
11 Chair Coutts: Thanks, Lisa. I think we could probably address this, at least generally. It's in the
12 Residential Office (RO) Zone, so it would be—code wise, would have to meet those signage
13 requirements. Mike, maybe you can refer her more specifically or Sam or Andy.

14
15 Mr. Johnson: Yeah. Sam's got those details, I know.

16
17 Ms. DeSeelhorst: Yeah. So, in the Residential Office (RO) Zone, that's one where signage
18 requires Architectural Review Commission and Planning Commission approval as well as a
19 building permit, and there are certain standards for sizing. I believe off the top of my head, the
20 wall signs are limited, to I think six square feet. There's no signage proposed as part of this
21 application. If there were signage down the road proposed, we'd go through that process with the
22 ARC and the Commission.

23
24 Ms. Motto-Russo: Can I—can you hear me?

25
26 Chair Coutts: Yeah, Lisa. You still have—by the way, I didn't say this before you started.
27 Typically, in our public comment, we give three minutes and allow you to comment. If we have
28 an answer, we'd be happy to answer it, but it's not really intended to be kind of a back-and-forth
29 Q&A, but we do want to hear your concerns.

30
31 Ms. Motto-Russo: Okay. I was just curious if—because you said down the road, would another
32 meeting like this take place or it would just happen without any public?

33
34 Ms. DeSeelhorst: Sure. If I might answer that if that's all right. That type of application would
35 require another meeting. In our City, we take public comment on conditional use permits, so it
36 would be a similar process where we would hold a meeting with the Architectural Review
37 Commission to look at signage, and then we would hold a meeting with the Planning Commission
38 to look at signage. And it would be a similar process to what you're experiencing tonight.

39
40 Ms. Motto-Russo: Thank you.

41
42 Chair Coutts: And Lisa, at any point in time, you are welcome to call City staff, Planning Staff,
43 and they're happy to share with you all of that information and details and point you directly to
44 the language and you know, kind of what can happen. Thanks for joining us.

45
46 Mr. Johnson: We also have—it just says Liz N. So, I will add Liz to the meeting now.

1
2 Chair Coutts: Thanks. Go ahead, Liz, when you're ready.

3
4 Ms. Nelsen: Okay. I actually sent an email in. Am I allowed to comment?

5
6 Chair Coutts: Sure. You're here. You've joined us.

7
8 Ms. Nelsen: So, I thought it was interesting he said that his nephew Hunter was going to live there
9 as the permanent resident because he actually lived there and it was my understanding that he
10 asked them to move. So, they have not been there. And I thought—I would just like to address
11 that. Also, he said it was a 6-month rental, but we see different cars up there every couple of days.
12 So, I'm just questioning the validity of the comment that he had it up for a 6-month rental, which
13 is why I'd appreciate if you would table it, because I feel like things are not consistent in what he
14 says. That's all.

15
16 Ms. DeSeelhorst: Can I address just the 6-month component? Would that be acceptable,
17 Commissioner Chair Coutts?

18
19 Chair Coutts: You're—yes. Go ahead, Sam.

20
21 Ms. DeSeelhorst: So, I believe the 6-month rental period was referring to a different property. I
22 don't have information on the first part of the question, about the permanent resident and the
23 history there, but I think the 6-month was actually referring to a separate property, not the subject
24 property for this application.

25
26 Commissioner Wilde: Where is the other property?

27
28 Ms. DeSeelhorst: I don't have that information.

29
30 Chair Coutts: He told us it was behind—he's near Whitmore Library. But I think Sam's got the
31 right point, which is it's not this property, but I think what the point that we're hearing from Liz,
32 who I'm assuming is a neighbor, is that there's maybe a little bit of a lack of trust moving forward.
33 And this came out in some of our discussion as far as just code compliance issues that are existing.
34 That's sort of what I'm hearing here, but I'm getting ahead of myself. Mike, do we have any other
35 public comment?

36
37 Mr. Johnson: Yes. So, we have Pat Dennis. Pat should be on now.

38
39 Chair Coutts: Okay. Go ahead Pat, when you're ready.

40
41 Ms. Dennis: I just—it's nervous talking to you folks a little bit, but I just wanted to say thank you
42 for all your service. I forgot to add that on my last comments. My father was a Commissioner
43 back east and it's work with not much pay if any, and I appreciate all that you do. Thank you.

44
45 Chair Coutts: Thank you, Pat. We'll take your comment like that any time.

1 Mr. Johnson: That's all the people in the meeting tonight, so I don't think we have any more
2 comments.

3
4 Chair Coutts: Okay. Thank you, Mike. I will go ahead and close the public comment for this
5 item. So, Commissioners, we have options that we discussed before we opened the public
6 comment period here and some of the issues were discussed. Is anyone prepared to make a motion
7 or continue the discussion?

8
9 Commissioner Mills: I move that we table Project CUP-20-016 to our meeting in April.

10
11 Chair Coutts: April? That's three months out. Is that what you're thinking?

12
13 Commissioner Mills: Yes. I'd take a friendly amendment if there needs to be an adjustment to
14 that.

15
16 Chair Coutts: That would be April 7th, according to my calendar, if I'm looking at the right date.
17 2021. We have a motion. Discussion to the motion? I guess I would question why April? Why
18 go so far out, Dan?

19
20 Commissioner Mills: I'm anxious to see if we can get some goodwill on behalf of the applicant.
21 I think that the shipping containers, as Bob pointed out, is just one issue. The response we're
22 getting from the adjacent residents—let's give him a chance to legitimately get his ducks in a row.
23 And I share the concern that Mike expressed that if you know, we're held hostage by what's
24 happening in another city, I just—I think in a month and maybe even in two months, we may hear
25 another dog ate my homework excuse. And I think we give the guy the benefit of the doubt and I
26 think April gives him a reasonable window to do that.

27
28 Chair Coutts: Thank you. Any other discussion on the motion?

29
30 Commissioner Wilde: I second the motion.

31
32 Chair Coutts: Okay. We have a motion and a second. Okay. If you're ready, we will go ahead
33 and take a vote on the motion. Give me a minute. I'm not actually seeing everybody all at once
34 on my screen. And I will—

35
36 Ms. DeSeelhorst: And I can stop sharing too if that helps.

37
38 Chair Coutts: Okay. Thanks. I'm not navigating as well tonight as usual. Let's see.
39 Commissioner Chappell?

40
41 Commissioner Chappell: I am for the motion.

42
43 Chair Coutts: Commissioner Rhodes?

44
45 Commissioner Rhodes: Yes.

1 Chair Coutts: Commissioner Wilde.

2
3 Commissioner Wilde: Yes.

4
5 Chair Coutts: Commissioner Mills?

6
7 Commissioner Mills: Commissioner Mills, yes.

8
9 Chair Coutts: And Commissioner Coutts, yes. Motion passes and that item is tabled until April.
10 And hopefully, that gives you a chance to clear up some of your code issues and maybe answer
11 some of the questions that have come up regarding code resolution, building code updates, and
12 any kind of other Health Department or other items that'll—that you'll face as a bed and breakfast
13 owner as well as creating some goodwill in the neighborhood. Thank you. I think we look forward
14 to having another bed and breakfast as long as it's done well and is an addition to what's happening
15 in Cottonwood Heights.

16
17 *(end of verbatim)*

18
19 ***Commissioner Mills moved to continue Project CUP-20-016 to the April Planning Commission***
20 ***Meeting. Commissioner Wilde seconded the motion. Vote on motion: Commissioner Mills-***
21 ***Aye, Commissioner Wilde-Aye, Commissioner Chappell-Aye, Commissioner Rhodes-Aye, Chair***
22 ***Coutts-Aye. The motion passed unanimously.***

23
24 **4.0 CONSENT AGENDA**

25
26 **4.1 Approval of Planning Commission Minutes.**

27
28 **• December 2, 2020, Planning Commission Minutes.**

29
30 Chair Coutts felt that the Work Meeting portion of the December 2, 2020, Planning Commission
31 minutes needed additional editing. She noted that the Business Meeting portion was acceptable.

32
33 ***Commissioner Wilde moved to approve the December 2, 2020, Planning Commission minutes.***
34 ***Commissioner Rhodes seconded the motion. Vote on motion: Commissioner Mills-Aye,***
35 ***Commissioner Wilde-Aye, Commissioner Chappell-Aye, Commissioner Rhodes-Aye, Chair***
36 ***Coutts-Nay. The motion passed 4-to-1.***

37
38 **5.0 ADJOURNMENT**

39
40 ***Commissioner Rhodes moved to adjourn. Commissioner Chappell seconded the motion. The***
41 ***motion passed with the unanimous consent of the Commission.***

42
43 The Planning Commission Meeting adjourned at 6:42 p.m.

1 *I hereby certify that the foregoing represents a true, accurate, and complete record of the*
2 *Cottonwood Heights City Planning Commission Meeting held Wednesday, January 6, 2021.*
3
4

5 Teri Forbes

6 Teri Forbes

7 T Forbes Group

8 Minutes Secretary

9
10 Minutes Approved: February 3, 2021