

1
2 **MINUTES OF THE COTTONWOOD HEIGHTS CITY**
3 **ADMINISTRATIVE HEARING**

4
5 **Wednesday, May 26, 2021**
6 **12:00 p.m.**
7 **Meeting Held Electronically**
8

9 ***ATTENDANCE***

10
11 **Present:** Michael Johnson, Community and Economic Development Director/Hearing Officer
12 Samantha DeSeelhorst Associate City Planner
13

14 **WELCOME AND DETERMINATION**

15
16 Community and Economic Development Director/Hearing Officer, Michael Johnson, welcomed
17 those in attendance. He read in its entirety the declaration giving the Council the authority to hold
18 the meeting via Zoom, pursuant to Utah Code Annotated §52-4-207(4).
19

20 **1.0 BUSINESS ITEMS**

21
22 **1.1 (Project CUP-21-008) Request from Stephen and Ane May to Operate a Short-**
23 **Term Rental at 8140 South Clover Spring Lane, Cottonwood Heights, UT**
24 **84121.**
25

26 Associate City Planner/Sustainability Analyst, Samantha DeSeelhorst, presented the staff report
27 and stated that the request is for Conditional Use Approval of a short-term rental license. She
28 explained that it is similar to others received and approved for this particular project. She
29 confirmed that it is in a multi-family zone and meets all requirements. Staff recommended
30 approval with conditions set forth in the staff report.
31

32 Mr. Johnson opened the public hearing. There were no comments. The public hearing was closed.
33

34 Mr. Johnson reported that he read the staff report and had no specific concerns with the application
35 and supported the recommended conditions.
36

37 ***Mr. Johnson approved #CUP-21-008 pursuant to the following:***
38

39 ***Conditions:***

- 40
41 ***1. The applicant must complete the necessary steps to obtain a business license***
42 ***through the city of Cottonwood Heights. Obtaining a business license will***
43 ***indicate final approval of the short-term rental application. The short-term rental***
44 ***property will not be considered legal until a business license is obtained.***
45
46 ***2. The short-term rental property is required to maintain compliance with all***
47 ***sections and subsections of chapter 19.89 and chapter 5.85 of the Cottonwood***

1 *Heights Municipal Code, as hereafter amended from time to time, and all other*
2 *legal requirements and applicable laws.*

- 3
- 4 3. *Occupancy in any short-term rental property shall not exceed the lesser of: (a) up*
5 *to two adults (persons aged 18 and above) and two related children (persons*
6 *under age 18) per bedroom, or (b) a total occupancy (adults and children) of no*
7 *more than 12 persons in the entire short-term rental property. It is prohibited to*
8 *create artificial divisions or partitions for the purpose of increasing the available*
9 *occupancy of an otherwise standard dwelling unit.*
- 10
- 11 4. *This short-term rental property will be approved for no more than four (4)*
12 *bedrooms. The term “bedroom” means a room designated and used primarily*
13 *for sleeping and rest on a bed.*
- 14
- 15 5. *Upon issuance of a Business License and Conditional Use Permit, the applicant*
16 *must display a copy of the business license inside the main entry of the property.*
- 17
- 18 6. *The facility and its use shall comply with all applicable laws, rules, and*
19 *regulations, including those instituted by the state, county, county health*
20 *department, or the City to mitigate the impact of the COVID-19 pandemic.*

21
22 ***Findings:***

- 23
- 24 1. *The proposed short-term rental meets the applicable provisions of chapter 19.89*
25 *and chapter 5.85 of the Cottonwood Heights Municipal Code.*
- 26
- 27 2. *The proposed project will continue to meet the applicable provisions of Chapter*
28 *19.84, “Conditional Uses,” of the zoning code:*
- 29
- 30 a. *The proposed use is one of the conditional uses specifically listed in the*
31 *zoning district in which it is to be located (19.89.050).*
- 32
- 33 b. *Such use will not, under the circumstances of the particular case, be*
34 *detrimental to the health, safety, comfort, order, or general welfare of*
35 *persons residing or working in the vicinity.*
- 36
- 37 c. *The use will comply with the intent, spirit, and regulations of this title and*
38 *will be compatible with and implement the planning goals and objectives*
39 *of the City.*
- 40
- 41 d. *The use will be harmonious with the neighboring uses in the zoning*
42 *district in which it is to be located.*
- 43
- 44 e. *Nuisances that would not be in harmony with the neighboring uses will*
45 *be abated by the conditions imposed.*
- 46

- 1 *f. Protection of property values, the environment, and the tax base for the*
2 *City will be assured.*
3
4 *g. The use will comply with the City's General Plan.*
5
6 *h. The property will be required to comply with all conditions of approval in*
7 *perpetuity, in accordance with Sections 19.89.160 – Inspections and*
8 *19.89.190 – Violations and penalties of the Cottonwood Heights*
9 *Municipal Code.*

10
11 **2.0 CONSENT AGENDA**

12
13 **2.1 Approval of Minutes for May 26, 2021.**

14
15 *(The Appeals Hearing Officer will approve the minutes of the May 26, 2021, meeting after the*
16 *following process is met. The recorder will prepare the minutes and email them to the hearing*
17 *officer. The hearing officer will have five days to review the minutes and provide any changes*
18 *to the recorder. If, after five days there are no changes, the minutes will stand approved. If*
19 *there are changes, the process will be followed until the changes are made and the hearing*
20 *officer is in agreement, at which time the minutes shall be deemed approved.)*

21
22 **3.0 ADJOURNMENT**

23
24 The Administrative Hearing was adjourned at approximately 12:09 p.m.

1 *I hereby certify that the foregoing represents a true, accurate and complete record of the*
2 *Cottonwood Heights City Administrative Hearing held Wednesday, May 26, 2021.*
3

4 Teri Forbes

5 Teri Forbes

6 T Forbes Group

7 Minutes Secretary

8
9 Minutes Approved: June 7, 2021