



PLANNING COMMISSION MEETING AGENDA

Department of Community and Economic Development
Meeting Date: August 3, 2022

NOTICE is hereby given that the Cottonwood Heights Planning Commission will hold a Work Session Meeting, beginning at 5:00 p.m. in Room 124 (Council Workroom) and a Business Meeting, beginning at 6:00 p.m. in Room 5 (Council Chambers) at 2277 E. Bengal Blvd., Cottonwood Heights, UT 84121, on **Wednesday, August 3, 2022**. The meeting will also be broadcast electronically on Zoom, via the below links. Those interested in attending the meeting and/or making public comments may attend either in person or electronically. The public may remotely hear the open portions of the meeting through live broadcast by connecting to <http://mixlr.com/chmeetings>.

To View the Work Session: Each citizen desiring to view the Work Session must register in advance to view the online video broadcast at the following link:

https://cwh.zoom.us/webinar/register/WN_Fdv1GiNuQiyuN8v_zN2XSg

To View or Participate in the Business Meetings: Citizens will be able to make live verbal comments during the "General Public Comment" or public hearing portions through the City's online video broadcast via Zoom. Each citizen desiring to make a citizen comment must register in advance to view or participate in the online video broadcast at the following link:

https://cwh.zoom.us/webinar/register/WN_jvMFfOkGTpmeD975Vzog5g

5:00 p.m. WORK MEETING

1.0. Review Business Meeting Agenda

The Commission will review and discuss agenda items.

1.1. Additional Discussion Items

The Commission may discuss the status of pending applications and matters before the Commission and new applications and matters that may be considered by the Commission in the future.

6:00 p.m. BUSINESS MEETING

1.0 Welcome and Acknowledgements

1.1 Ex parte communications or conflicts of interest to disclose.

2.0 General Public Comment

(Please note: In order to be considerate of everyone attending the meeting and to more closely follow the published agenda times, public comments will be limited to three minutes per person per item. A spokesperson who has been asked by a group that is present to summarize their concerns will be allowed five minutes to speak. Comments which cannot be made within these limits should be submitted in writing to the Senior Planner at ghulka@ch.utah.gov prior to noon the day before the meeting.)

3.0 Business Items

3.1 Project SPL-22-002

A public hearing to receive comments and take possible action on a city-initiated request for site plan approval of a new public works building at 6579 S. 3000 E. in the Public Facility (PF) zone.

3.2 Project ZTA-19-001

Discussion and possible action on a proposed ordinance update relating to the Sensitive Lands Evaluation & Development Standards (SLEDs) ordinance (Section 19.72 of the zoning ordinance).

4.0 Consent Agenda

4.1 Approval of Planning Commission Minutes

4.1.1 July 6, 2022 Planning Commission Minutes

4.1.2 July 20, 2022 Planning Commission Minutes

5.0 Adjourn

Meeting Procedures

Items will generally be heard in the following order:

1. Staff Presentation
2. Applicant Presentation
3. Open Public Hearing (if item has been noticed for public hearing). Written public comment received prior to the meeting will be distributed to the Planning Commission.
4. Close Public Hearing
5. Planning Commission Deliberation
6. Planning Commission Motion and Vote

Planning Commission applications may be tabled if: 1) Additional information is needed in order to act on the item; OR 2) The Planning Commission feels there are unresolved issues that may need further attention before the Commission is ready to make a motion. **NO agenda item will begin after 9 pm** without a unanimous vote of the Commission. The Commission may carry over agenda items, scheduled late in the evening and not heard, to the next regularly scheduled meeting.

Submission of Written Public Comment

If you are interested in making a public comment, but are unable to attend the meeting, written comments on any agenda item may be submitted to the Cottonwood Heights Community and Economic Development Department up to 12:00 p.m. on the day before the meeting date. Comments should be emailed to ahulka@ch.utah.gov. Comments received by this deadline will be entered into the record and distributed to the Planning Commission prior to the meeting. Comments received after 12:00 p.m. on the day before the meeting date will be distributed to the Commission members after the meeting.

Notice of Compliance with the Americans with Disabilities Act (ADA)

In compliance with the Americans with Disabilities Act, individuals needing special accommodations or assistance during this meeting shall notify the City Recorder at (801) 944-7021 at least 24 hours prior to the meeting. TDD number is (801) 270-2425 or call Relay Utah at #711.

Confirmation of Public Notice

On Friday, July 29th, 2022, a copy of the foregoing notice was posted in conspicuous view in the front foyer of the Cottonwood Heights City Offices. The agenda was also posted on the City's website at www.cottonwoodheights.utah.gov and the Utah public notice website at <http://pmn.utah.gov>.

DATED THIS 29th DAY OF JULY, 2022, Paula Melgar, City Recorder

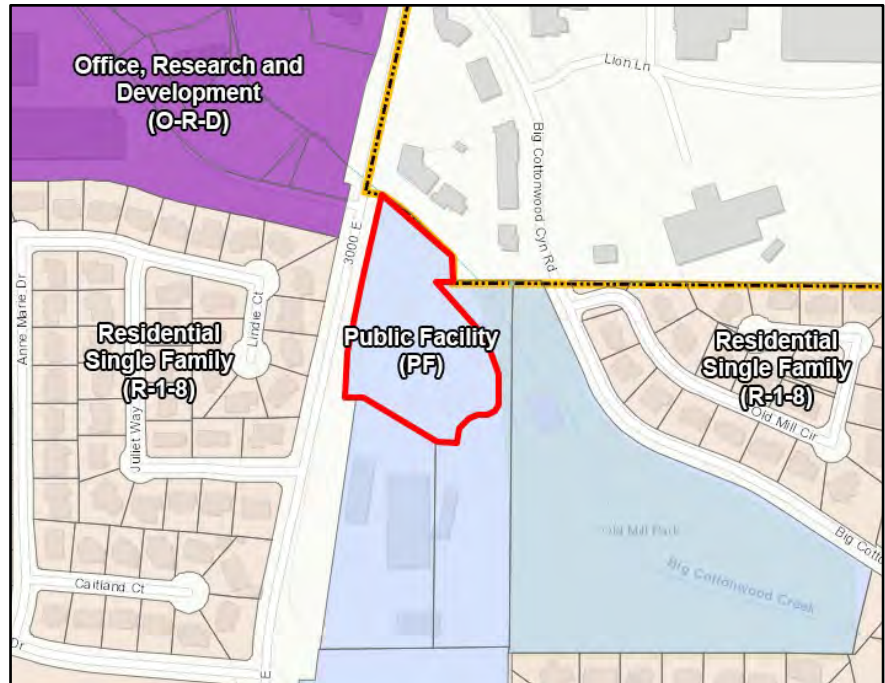
Zoning and Land Use

Zone:

PF – Public Facility

Land Use:

Utility



Zoning Vicinity Map

Request

The Cottonwood Heights Public Works Department has submitted a request for site plan approval of a public works building addition at 3579 S. 3000 E. The proposal includes plans for a 21,645 square foot addition to the existing public works building, a new parking area, landscaping, and frontage improvements. The proposed addition includes vehicle storage space for the City's snowplow fleet and office space for the Public Works department.



3D Rendering of Proposed Building Addition

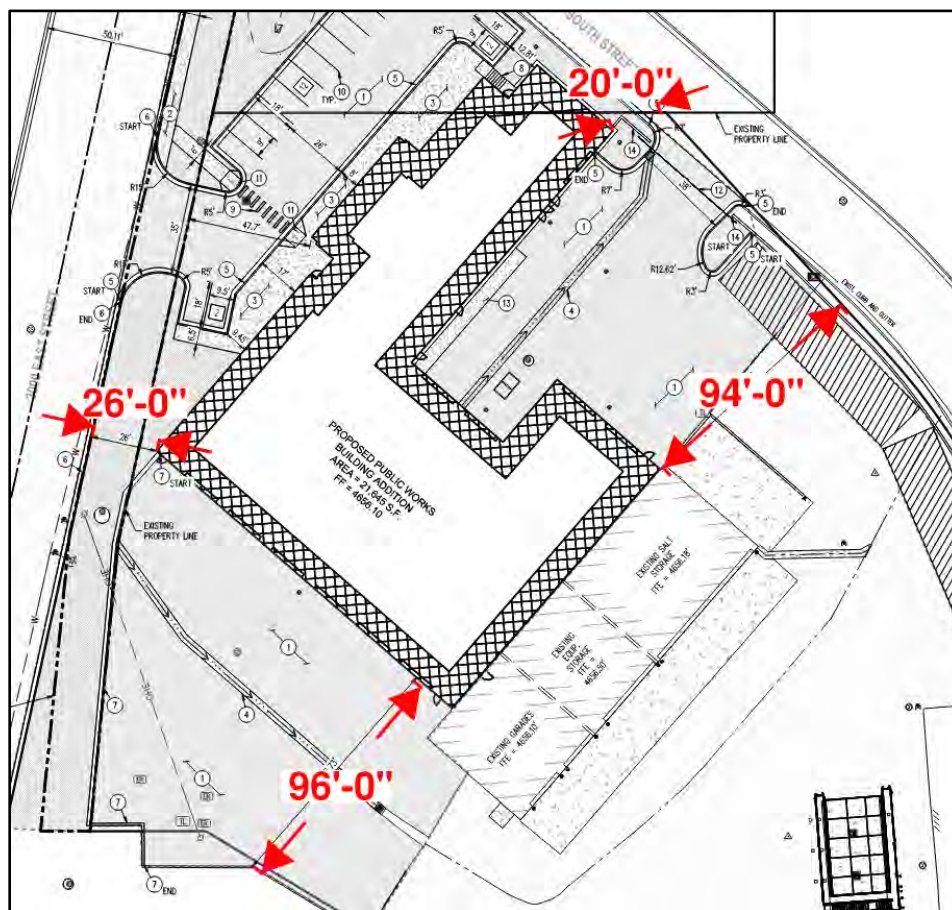
Site plan approval is required for any governmental or quasi-governmental use, per [section 19.87.020](#) of the zoning ordinance. Because public uses are a permitted use in the [Public Facility \(PF\) Zone](#), this application does not require a conditional use permit. Site plan approval is an administrative process to review the application for compliance with the requirements of the zoning ordinance. The Planning Commission should review the application for compliance with code and either approve, disapprove, or recommend modifications to the site plan to bring it into compliance with code.

Analysis

Public Facilities (PF) Zone Requirements

Setbacks

Setback	Required (PF Zone)	Proposed
Front	25'	26'
Side	20'	20'
Rear	30'	N/A (existing)



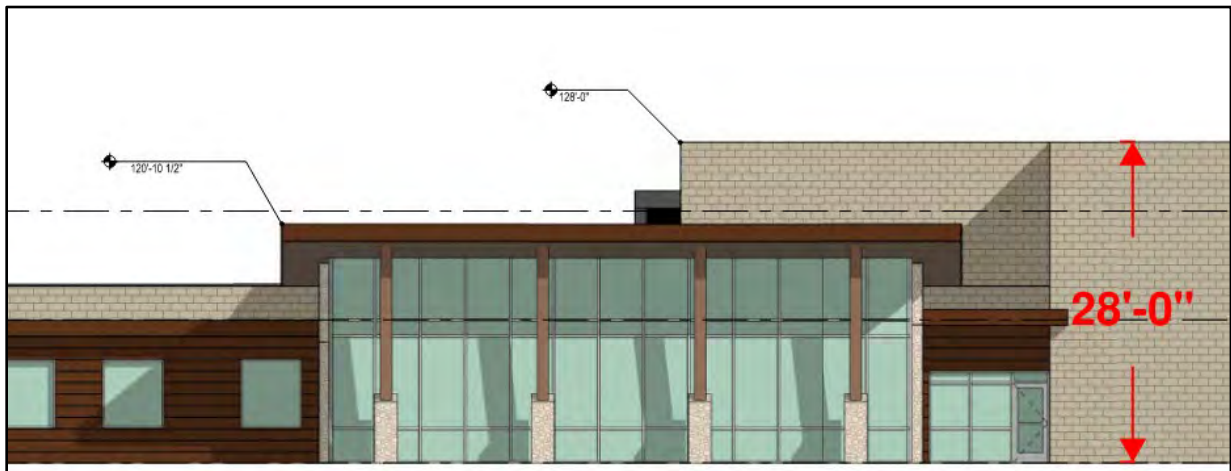
Proposed Site Plan with Setbacks Labeled

Lot Coverage

- **Required:** “The maximum lot coverage in the PF zone is 50%, including all structures.” ([19.43.080](#))
- **Proposed:** The proposed building footprint is 28,387 square feet, or approximately 16% lot coverage.

Maximum Height

- **Required:** “No structure in a PF zone shall contain more than three stories or exceed 35 feet in height, whichever is less.” ([19.43.090](#))
- **Proposed:** The proposed building addition will be 28 feet at the highest point.



Front Entrance with Max Height Labeled

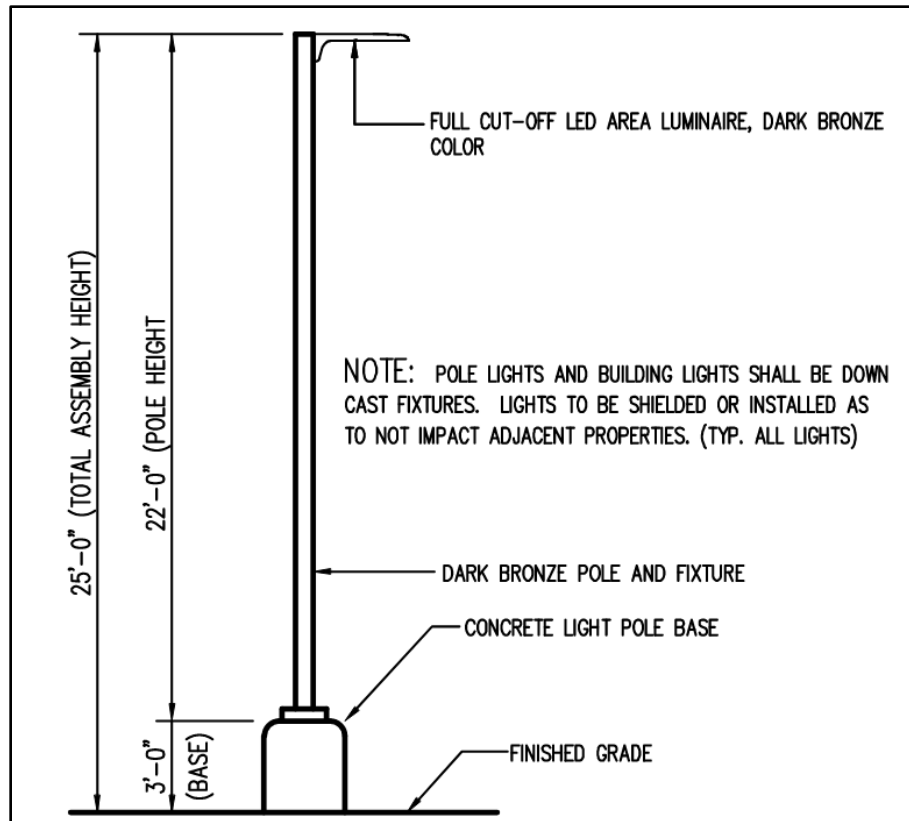
Other Zoning Requirements

Parking

- **Required:** “The city adopts the ITE manual of parking generation rates. The city requirement shall be the average rate of parking for the most intense parking period listed in the most current edition of such publication for each land use” ([19.80.120](#)).
 - The closest applicable land use included in the ITE manual is “Warehousing.” The ITE manual describes a warehousing facility as “primarily devoted to the storage of materials, but they may also include office and maintenance areas.” The parking requirement for a warehousing use is 0.51 parking stalls per 1,000 sq. ft. gross floor area, or 15 stalls for a 28,387 square foot building.
- **Proposed:** 16 stalls (plus room for 12 snow plows in the vehicle storage area).

Lighting (19.77.050)

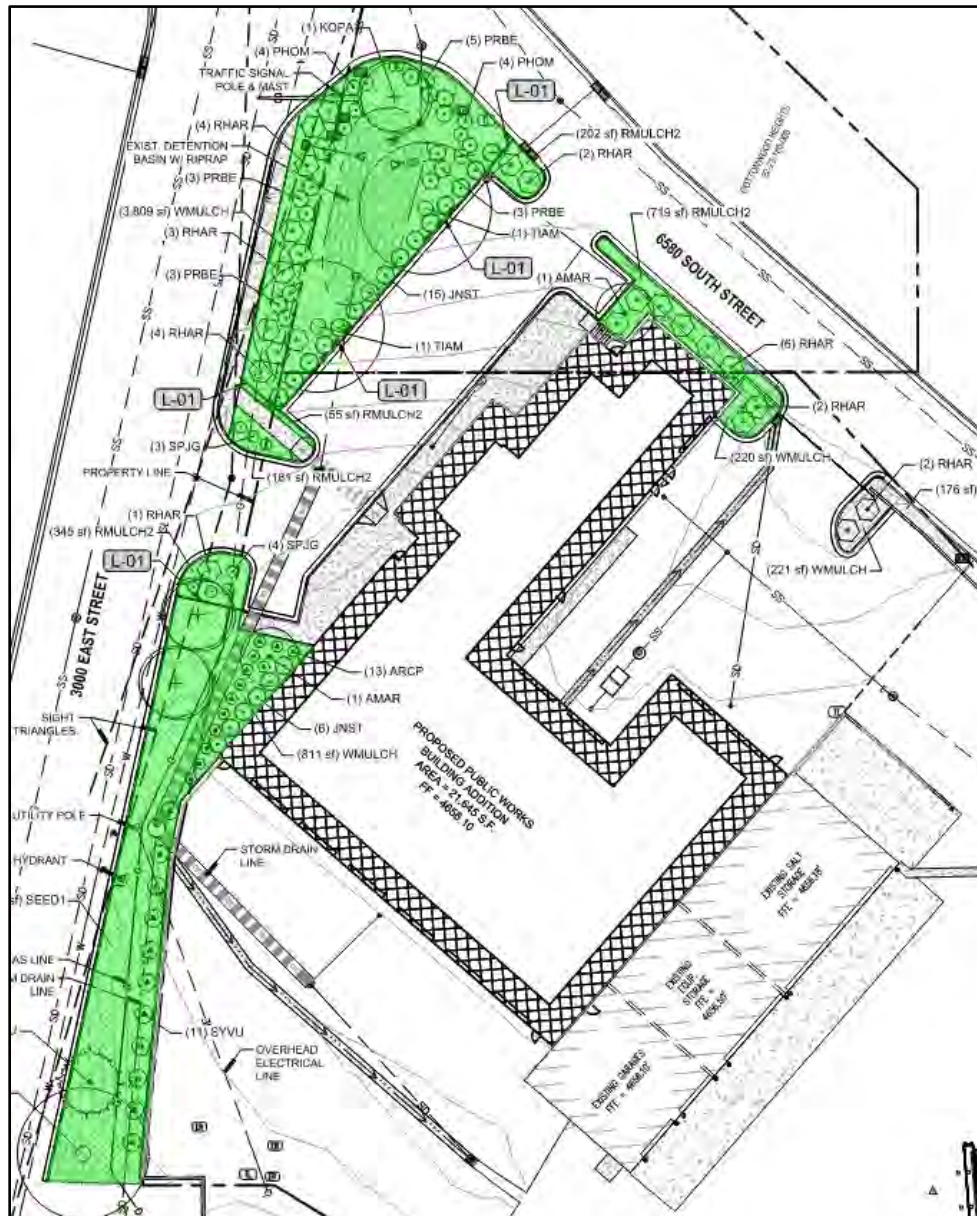
- **Required:** “All outdoor light fixtures that house lamps radiating more than 500 lumens shall be full cutoff and oriented as intended per the manufacturer’s instructions.” “Light fixtures shall not exceed 25 feet in height and shall not exceed 18 feet in activity areas.”
- **Proposed:** Parking lot lights will be full cutoff LEDs, no more than 25 feet in height.

*Light Pole Detail*

- **Required:** “The average illumination at finished grade level shall be between 0.5 and 2.5 foot-candles. No point on the property shall be illuminated greater than 10.0 foot-candles.”
- **Proposed:** The average illumination will be 1.23 foot-candles, with a maximum of 5.3 foot-candles.
- **Required:** “Total site illumination shall not exceed 50,000 lumens per net acre for any property in the NC zones, properties in the PF zone with government buildings, or any non-residential use within residential zones.”
 - The project lighting plan evaluated the 1.75-acre area around the building. 87,500 total lumens are allowed on 1.75 acres.
- **Proposed:** 70,612 total lumens proposed.

Landscaping

- **Required:** “At maturity, the total landscape area is recommended to have enough plant material (perennials and shrubs) to create living plant cover of at least 50% at the ground plane, excluding tree canopies” ([19.70.040.B.2](#)). “In commercial, industrial, institutional, and multi-family development common area landscapes, lawn areas shall not exceed 20% of the total landscaped area, outside of active recreation areas” ([19.70.040.C.3](#)).
- **Proposed:** The landscape area will be adequately covered with a variety of trees, shrubs, and native seed. No lawn areas are proposed for this project.



Site Plan with Landscape Area Highlighted in Green

Criteria for Granting the Site Plan Approval

The city code establishes the criteria by which a site plan approval may be issued:

19.87.060 Application, review and approval.

E. Action. The planning division and the planning commission shall review and take action to approve, disapprove, or to modify any application made to it.

Recommendation

Staff recommends site plan approval of SPL-22-002, with no modifications.

Conclusions - Findings for Approval

- The proposed use described in the report is a permitted use within the Public Facilities (PF) zone.
- A public hearing was held in accordance with local and state requirements.

Model Motions

Approval

I move that we approve project SPL-22-002, based upon the findings for approval outlined in the staff report:

- List any additional modifications...

Denial

I move that we deny project SPL-22-002, based on the following findings:

- List findings for denial...

Attachments

- Proposed Plans

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CITY OF COTTONWOOD HEIGHTS PUBLIC WORKS

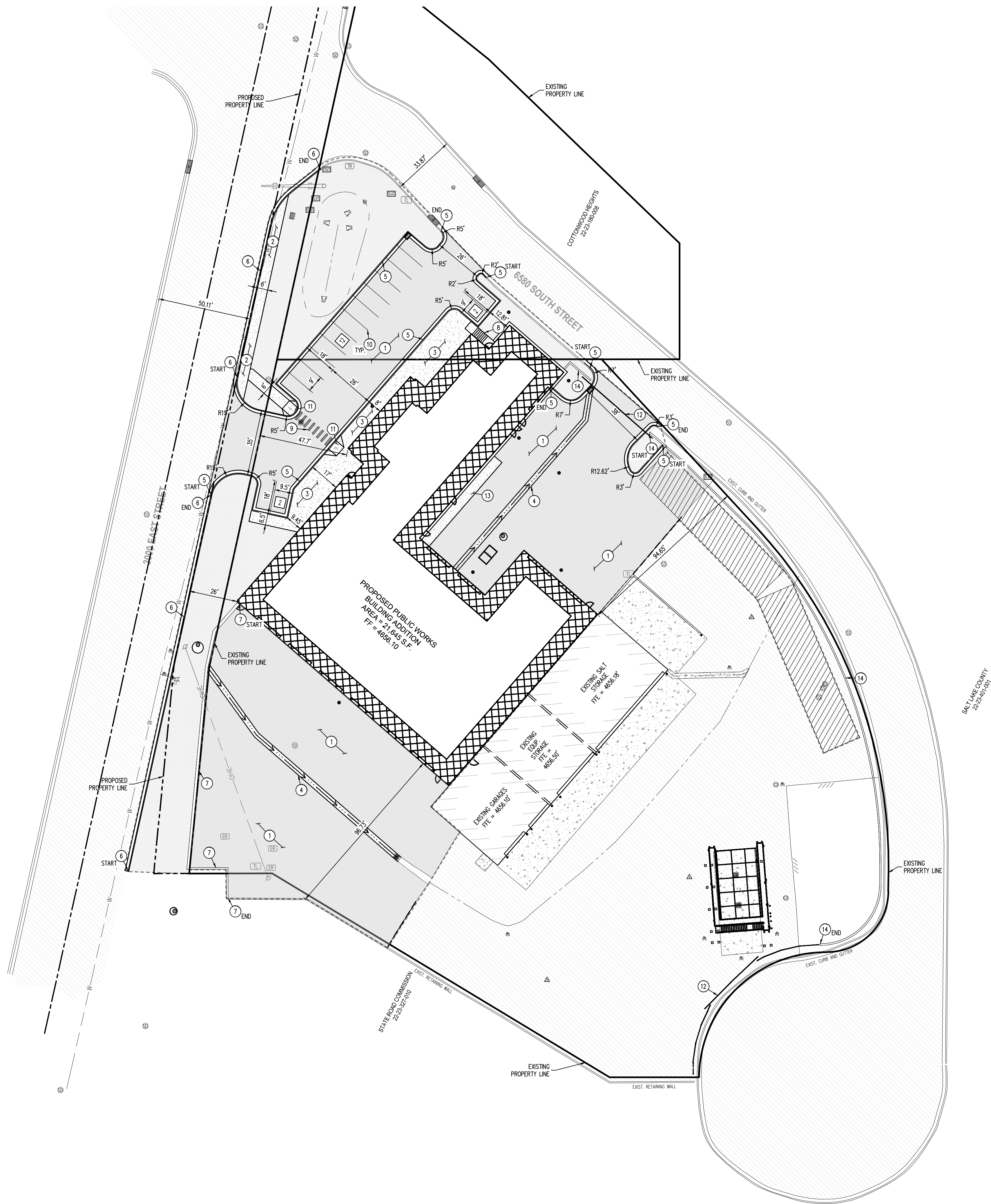
6579 S 3000 E
COTTONWOOD HEIGHTS, UT 84121

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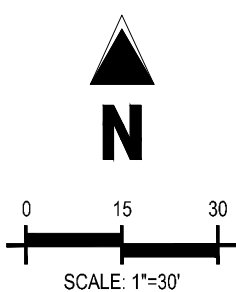
Project No:	CWH000001
Drawn By:	SS
Checked By:	DL
Date:	7/25/2022

SITE PLAN

CS100



- 1 PROPOSED ASPHALT PAVEMENT.
- 2 PROPOSED 6" CONCRETE SIDEWALK.
- 3 PROPOSED CONCRETE FLATWORK.
- 4 PROPOSED 3" CONCRETE WATER WAY.
- 5 PROPOSED 24" CONCRETE CURBS & GUTTER.
- 6 PROPOSED 30" CONCRETE CURBS & GUTTER. MATCH EXISTING.
- 7 PROPOSED CONCRETE RETAINING WALL.
- 8 PROPOSED (8) CONCRETE STAIRS WITH 5' LANDINGS.
- 9 PROPOSED ADA CROSSWALK STRIPING.
- 10 PROPOSED 4" YELLOW STRIPING.
- 11 PROPOSED ADA RAMP.
- 12 PROPOSED GATE.
- 13 PROPOSED CONCRETE APRON.
- 14 PROPOSED WALL.



	CONSTRUCTION LIMIT LINE
	EXISTING PROPERTY BOUNDARY LINE
	PROPOSED PROPERTY BOUNDARY LINE
	RIGHT OF WAY BOUNDARY LINE
	CROWN OF ROAD
	CENTER LINE OF ROAD
	EXISTING EASEMENT LINE
	PROPOSED CENTERLINE
	EXISTING TO REMAIN
	PROPOSED NEW
	EXISTING FENCE
	PROPOSED SWALE FLOW LINE
	EXISTING BOLLARD
	EXISTING SIGN
	PROPOSED STALL COUNT
	PROPOSED CATCH CURB AND GUTTER
	EXISTING CURB AND GUTTER
	PROPOSED SIGN/WALK
	EXISTING SIDEWALK

	ASPHALT PAVING
	STANDARD DUTY CONCRETE PAVING
	HEAVY DUTY CONCRETE PAVING
	LANDSCAPE - SEE LANDSCAPE PLANS

SITE AREA	172,950 S.F. = 3.97 ACRES
PERVIOUS / LANDSCAPE AREA	11,569 S. F. = 0.27 ACRES (7%)
IMPERVIOUS AREA	161,381 S. F. = 3.70 ACRES (93%)
BUILDING FOOTPRINT (INCLUDED IN IMPERVIOUS AREA)	28,387 S. F. = .65 ACRES (16%)
PARKING	16 STALLS

THE BASIS OF BEARING IS BETWEEN THE CENTER OF SECTION 23 AND THE SOUTH $\frac{1}{4}$ CORNER OF SECTION 23 AT S00°35'22"W.

BENCHMARK IS THE CENTER OF SECTION 23 IS 4653.01.

PER FIRMETTE 49035C0313G, EFFECTIVE 9/25/2009

ALL UTILITY LOCATIONS SHOWN ARE BASED ON

1. ALL UTILITY LOCATIONS SHOWN ARE BASED ON MAPS PROVIDED BY THE APPROPRIATE UTILITY COMPANY AND FIELD SURFACE EVIDENCE AT THE TIME OF SURVEY AND IS TO BE CONSIDERED AN APPROXIMATE LOCATION ONLY. IT IS THE CONTRACTOR'S RESPONSIBILITY TO FIELD VERIFY THE LOCATION OF ALL UTILITIES, PUBLIC OR PRIVATE, WHETHER SHOWN ON THE PLANS OR NOT, PRIOR TO CONSTRUCTION. REPORT ANY DISCREPANCIES TO THE ENGINEER PRIOR TO CONSTRUCTION.

2. WHERE A PROPOSED UTILITY CROSSES AN EXISTING UTILITY, IT IS THE CONTRACTOR'S RESPONSIBILITY TO FIELD VERIFY THE HORIZONTAL AND VERTICAL LOCATION AND SIZE OF THE EXISTING UTILITY PRIOR TO CONSTRUCTION OR ALTERNATIVE METHOD. REPORT INFORMATION TO THE ENGINEER PRIOR TO CONSTRUCTION.

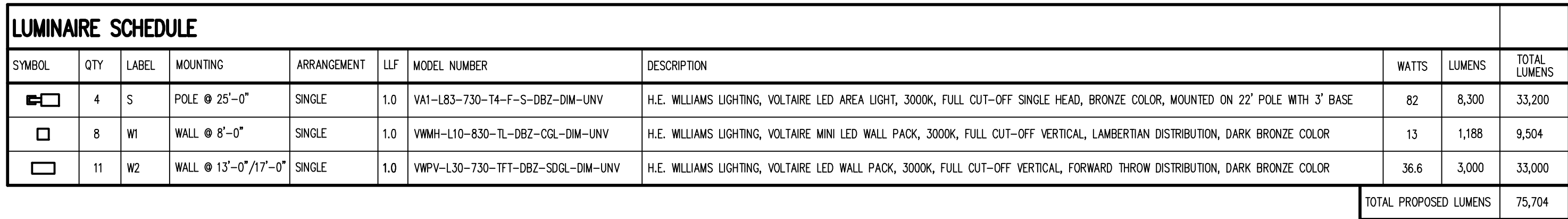


Know what's below.
Call before you dig

NOTE: CONTRACTOR SHALL PROTECT ALL EXISTING SURVEY MONUMENTATION. CONTRACTOR SHALL HAVE LICENSED SURVEYOR REPLACE ANY DAMAGED OR DISTURBED MONUMENTATION AT THEIR COST.

CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL INFORMATION FOR FINAL ACCEPTANCE OF WORK FOR ANY LOCAL, STATE OR FEDERAL AGENCY, UTILITY DISTRICT OR ANY OTHER AGENCY OR DISTRICT HAVING APPROVAL AUTHORITY OVER WORK. THIS INFORMATION MAY INCLUDE, BUT IS NOT LIMITED TO, AS-BUILT PLANS, CERTIFICATIONS, INSPECTIONS AND REPORTS.

SURVEYOR TO OBTAIN AUTOCAD FILE FROM ENGINEER AND VERIFY ALL HORIZONTAL CONTROL DIMENSIONING PRIOR TO CONSTRUCTION STAKING. SURVEYOR MUST VERIFY ALL BENCHMARK, BASIS OF BEARING AND DATUM INFORMATION TO ENSURE IMPROVEMENTS WILL BE AT THE SAME HORIZONTAL AND VERTICAL LOCATIONS SHOWN ON THE DESIGN CONSTRUCTION DRAWINGS. PRIOR TO CONSTRUCTION STAKING ANY DISCREPANCY MUST BE REPORTED TO OWNER AND ENGINEER PRIOR TO CONTINUATION OF ANY FURTHER STAKING OR CONSTRUCTION WORK.



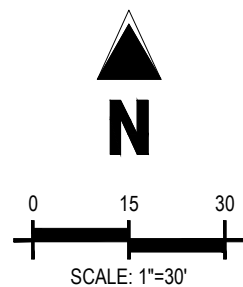
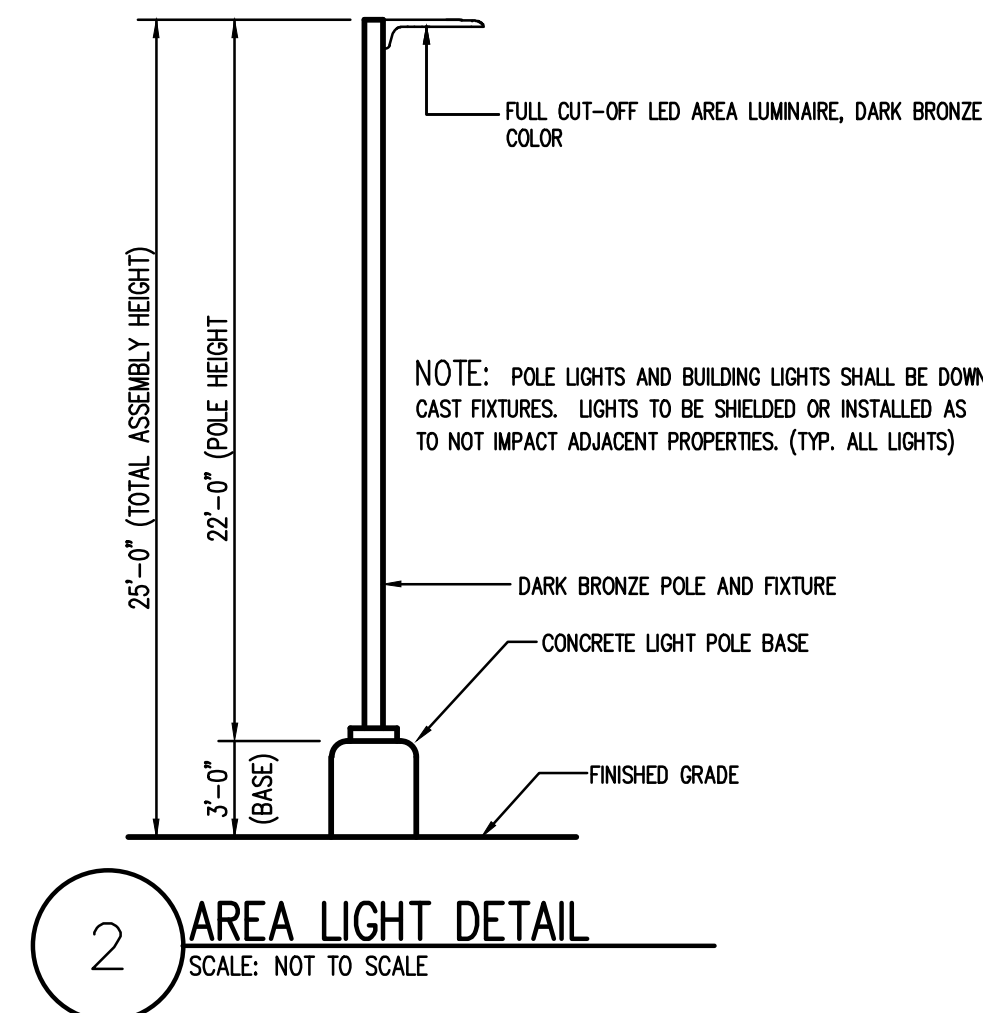
CALCULATION SUMMARY					
LABEL	UNITS	AVG	MAX	MIN	MAX/MIN
ILLUMINATED AREAS	FC	1.23	5.3	0.6	8.83 to 1

TOTAL LUMEN ALLOWANCE

PER CITY OF COTTONWOOD HEIGHTS 19.77.00 LIGHTING REGULATIONS

BASE LUMEN ALLOWANCE:
 ZONE PF WITH GOVERNMENT BUILDING = 50,000 LUMENS PER ACRE
 PROPOSED SITE = 1.75 ACRES = 176,429 SF.
 50,000 X 1.75 = 87,500 BASE LUMENS ALLOWANCE
 TOTAL ALLOWED LUMENS = 87,500

PROPOSED LUMENS:
 (4) TYPE S AREA/SITE FIXTURES X 7,027 LUMENS = 28,108 LUMENS
 (2) TYPE W1 WALL SCIENCE FIXTURE X 1,188 LUMENS = 9,504 LUMENS
 (1) TYPE W2F WALL SCIENCE FIXTURE X 3,000 = 33,000 LUMENS
 TOTAL PROPOSED LUMENS = 70,612 LUMENS
 ALLOWABLE LUMENS = 87,500 LUMENS > PROPOSED LUMENS = 70,612 SITE IS COMPLIANT PER CITY OF
 COTTONWOOD HEIGHTS CODE 19.27.050 LIGHTING STANDARDS. OTHER ZONES, C. ILLUMINATION, S.Y.



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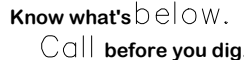
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COTTONWOOD HEIGHTS, UT 84121

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Project No:	CWH00000
Drawn By:	SS
Checked By:	DL
Date:	7/25/2023

PHOTOMETRIC PLAN

CP100



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◆ KEY NOTES:

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CITY OF COTTONWOOD HEIGHTS
6570 S 3000 E

COTTONWOOD HEIGHTS, UT
84121

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No:	CWH000001.30
By:	Michelle Frederick
and By:	Chris Child

FOR PLAN

E101



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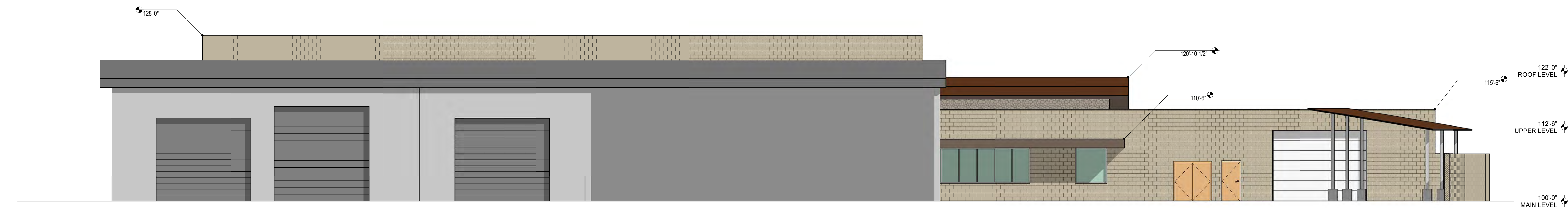
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◆ KEY NOTES:

1. =

COTTONWOOD HEIGHTS PUBLIC WORKS

CITY OF COTTONWOOD HEIGHTS

6579 S 3000 E

84121
COTTONWOOD HEIGHTS, UT

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Project No:	CWH000001.30
Drawn By:	Author
Checked By:	Checker

EXTERIOR ELEVATIONS

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No:	CWH000001.30
By:	Author
and By:	Checker

PRESENTATION

AP101





PLANNING COMMISSION STAFF MEMO

Sensitive Lands Ordinance Amendments

Meeting Date: August 3, 2022

Staff Contact: Andy Hulka, Senior Planner

Samantha DeSeelhorst, Associate Planner & Sustainability Analyst

Summary

Project #:

ZTA-19-001

Action Requested:

Discussion and action on the Sensitive Lands Evaluation & Development Standards (SLEDs) ordinance (Section 19.72 of the zoning ordinance).

Staff Recommendation:

Recommendation of approval to the City Council

Recent Updates

- At the July 6, 2022 meeting, the Planning Commission directed staff to research the feasibility of extending the Riparian Protection Area beyond 125 feet. In response, staff conducted a zone-by-zone analysis on the potential impact of an extension.
 - Staff found an extension to 150 feet (25 feet added to each Buffer Area) to be feasible within zones that require larger lot sizes, but not feasible within zones that have smaller lot size requirements, as an extended Riparian Protection Area coupled with the smaller lot sizes would render standard lots in these zones unbuildable.
 - The Riparian Protection Area has thus been divided into two separate sets of standards, based on the minimum lot size required in each zone.
 - Within the F-20, F-1-43, F-1-21, RR-1-43, RR-1-29, RR-1-21 zones, and CR zones, the Riparian Protection Area has been extended to 150 feet, split into four buffer areas:
 - Area A:** Less than 50 feet;
 - Area B:** 50 feet to less than 75 feet;
 - Area C:** 75 feet to less than 125 feet; and
 - Area D:** 125 feet to less than 150 feet.
 - Within all other zones, the Riparian Protection Area has been left at 125 feet, split into four buffer areas:
 - Area A:** Less than 25 feet;
 - Area B:** 25 feet to less than 50 feet;
 - Area C:** 50 feet to less than 100 feet; and
 - Area D:** 100 feet to 125 feet.
- Updates were made to the verbiage used to describe expanding or replacing a nonconforming structure within the Riparian Protection Area, in order to provide greater consistency with the existing processes outlined in 19.88, "Noncomplying Buildings and Nonconforming Uses."

- Updates were made to clarify that the city may require verification of the exact Riparian Protection Area boundary as deemed necessary by the Development Review Committee (DRC). Although not intended, the previous language connoted that this verification would only be required for uses marked with “Analysis Required” within the Table of Uses, or on an elective basis by property owners. Additionally, licensed surveyors were added as a qualified professional in preparing this boundary.

Staff Recommendation

The Planning Commission should review the attached materials and forward a recommendation to the City Council. **Staff recommends forwarding a RECOMMENDATION OF APPROVAL to the City Council.**

Findings for Approval

1. The proposed ordinance complies with the intent, spirit, and regulations of the zoning ordinance and will be compatible with the goals and objectives of Cottonwood Heights city.
2. The proposed ordinance promotes the health, safety, and welfare of people within and desiring to live within the city.
3. The proposed ordinance has been prepared using guidance and feedback from consultants and subject matter experts in the fields of geology and geotechnical engineering.
4. The planning commission has held a public hearing preceded by all legally required public notice.

Model Motions

Move to Approve

I move to forward a recommendation of approval to the City Council for project ZTA-19-001, based upon the recommended findings outlined in this staff report:

- List any other findings or conditions of approval...

Move to Deny

I move to forward a recommendation of denial to the City Council for project ZTA-19-001, based upon the following findings:

- List findings for denial...

Attachments

1. SLEDs Amendments Executive Summary
2. Draft SLEDs Ordinance

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

3
4 **Wednesday, July 6, 2022**
5 **5:00 p.m.**
6 **2277 East Bengal Boulevard**
7 **Council Workroom**
8

9 ***ATTENDANCE***

10
11 **Members Present:** Chair Jesse Allen, Commissioner Dan Mills, Commissioner Lucy Anderson,
12 Commissioner Jonathan Ebbeler
13

14 **Staff Present:** Community and Economic Development Director Michael Johnson, Senior
15 City Planner Andrew Hulka, Assistant City Planner and Sustainability Analyst
16 Samantha DeSeelhorst, Deputy City Recorder Heather Sundquist, IT Systems
17 Administrator Alex Earl
18

19 **Excused:** Commissioner Chappell
20

21 **WORK MEETING**
22

23 Chair Jesse Allen called the Work Meeting to order at 5:00 p.m.
24

25 Community and Economic Development Director, Michael Johnson reported that two New Planning
26 Commission Members, Mike Shelton and Shawn Steinman, were appointed by the City Manager and
27 approved by the City Council. Both will be present at the next Planning Commission Meeting.
28

29 **1.0 Review Business Meeting Agenda.**
30

31 **1.1 Project ZTA 19-011 – A Public Hearing to Receive Comments and Take Possible**
32 **Action on a Proposed Ordinance Update Relating to the Sensitive Lands**
33 **Evaluation and Development Standards (“SLEDS”) Ordinance (Section 19.72 of**
34 **the Zoning Ordinance).**
35

36 Senior City Planner, Andrew Hulka, presented the Sensitive Lands Evaluation and Development
37 Standards (“SLEDS”) Ordinance and stated that the City is conducting an update to the standards.
38 The update is part of the zoning ordinance that establishes the regulations and policies for reviewing
39 new development, building permits, and areas that include a sensitive lands hazard. Public comment
40 was received as well as Commission input while continuing to provide monthly updates. Public
41 comments included concern regarding the allowance of any one staff member having the ability to
42 unilaterally approve items. Approval remains an open process with the Development Review
43 Commission (“DRC”) providing oversight.
44

1 Changes to the Ordinance included the following:

- 2
- 3 • Definition of 'City';
- 4 • Definition of the Development Review Committee;
- 5 • Clarification regarding 'Non-Habitable Structures';
- 6 • Definition of 'Steep Slopes';
- 7 • Retaining wall restrictions;
- 8 • Minimum Compaction Section update; and
- 9 • Clarification of Permits on existing lots.

10

11 Assistant City Planner/Sustainability Analyst, Samantha DeSeelhorst provided updates on the
12 Riparian Protection Area. She stated that the area essentially begins at the waterway top of bank and
13 has been split into four buffer areas. Each is regulated differently from what is allowed for
14 development. Guiding principles were discussed. Based on feedback received from the Planning
15 Commission and the public, she confirmed that the Riparian Protection Area has been extended from
16 100 to 125 feet. Along with the extension, a fourth buffer area was introduced. A visual
17 representation of the area was displayed. Staff recommended a positive recommendation of approval
18 be forwarded to the City Council with the findings set forth in the Staff Report.

19

20 Commissioner Ebbeler asked if the Riparian Zoning Map and GIS overlay will be updated once the
21 Ordinance is passed. Ms. DeSeelhorst confirmed that the overlay will be updated, and staff will
22 reflect that item in the mapping, which will become part of the Ordinance, if adopted.

23

24 Commissioner Mills appreciated the modifications and asked if there would be anything preventing
25 a configuration of property located in Section C from being subdivided or split between Sections C
26 and D. Mr. Johnson explained that multiple buildings will be required since single properties do not
27 generally cross property lines. Ms. DeSeelhorst commented that regardless of where property lines
28 fall, the Riparian Protection Area is measured from the waterway. Regulations were reviewed.

29

30 Commissioner Anderson questioned the deletion of the term "Rezoning" from Section 19.72.17. Mr.
31 Johnson stated that when conducting fault studies, fault hazards are mitigated from habitable
32 structures and a request for a rezone is not required to be accompanied by a development proposal.
33 The property may be screened for fault lines but must mitigate and provide specific engineering once
34 an actual development is proposed. Mitigation efforts were considered.

35

36 **2.0 Additional Discussion Items.**

37

38 There were no additional discussion items.

39

40 **3.0 Adjournment.**

41

42 *Commissioner Ebbeler moved to adjourn the Work Meeting. Commissioner Anderson seconded*
43 *the motion. The motion passed with the unanimous consent of the Commission.*

44

45 The Work Meeting adjourned at 5:45 p.m.

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

3
4 **Wednesday, July 6, 2022**
5 **6:00 p.m.**
6 **2277 East Bengal Boulevard**
7 **Council Chambers**
8

9 ***ATTENDANCE***

10
11 **Members Present:** Chair Jesse Allen, Commissioner Dan Mills, Commissioner Lucy Anderson,
12 Commissioner Jonathan Ebbeler

13
14 **Staff Present:** Community and Economic Development Director Michael Johnson, Senior
15 City Planner Andrew Hulka, Assistant City Planner and Sustainability Analyst
16 Samantha DeSeelhorst, Deputy City Recorder Heather Sundquist, IT Systems
17 Administrator Alex Earl
18

19 Excused: Commissioner Jessica Chappell
20

21 **BUSINESS MEETING**

22
23 **1.0 Welcome and Acknowledgments.**

24
25 Chair Jesse Allen called the Business Meeting to order at 6:04 p.m. and welcomed those present.
26

27 **1.1 Ex Parte Communications or Conflicts of Interest to Disclose.**

28
29 There were no conflicts of interest disclosed.
30

31 **2.0 General Public Comment.**

32
33 *Ed Primosic*, a 10-year Cottonwood Heights resident, expressed concern with the large parcel of land
34 surrounding and adjacent to the Old Mill. He preferred Big Cottonwood Road be designated as a
35 historic roadway as it represents the last rural-type road on the east side. He reviewed the Future
36 Land Use Map and believed most of the area is owned or controlled by the Walker Family and appears
37 to be designated as mixed-use. Clarity regarding the designation was requested and he strongly
38 recommended that the Planning Commission maintain the current parcel designations and consider
39 luxury housing on the Walker property. He asked if the underground aquifer on the Walker parcel
40 has impacted development.

41
42 There were no further public comments. The public comment period was closed.
43

44 Chair Allen stated that the July 20 Planning Commission Meeting will be held jointly with the City
45 Council at which time the General Plan will be reviewed. Residents were encouraged to attend.
46

1 **3.0 Business Items.**

2
3 **3.1 Project ZTA-19-001 – A Public Hearing to Receive Comments and Take Possible**
4 **Action on a Proposed Ordinance Update Relating to the Sensitive Lands**
5 **Evaluation and Development Standards (“SLEDS”) Ordinance (Section 19.72 of**
6 **the Zoning Ordinance).**
7

8 Senior City Planner, Andy Hulka presented the Staff Report and stated that the request involves a
9 comprehensive update and maps and amendments consisting of the following:

10
11 Development Review Committee (“DRC”) update.

- 12
13
 - Update the definition of “City” (19.72.020) to state that “for the purposes of this chapter and unless otherwise specified, all decisions, approvals, and recommendations by the city shall be made by the Development Review Committee (DRC).”
 - Updated the definition of “DRC” (19.72.020) to state that the DRC consists of members approved by the City Council “by resolution once each calendar year.”

18
19 Non-habitable structures:

- 20
21
 - Remove the line from the Applicability Section (19.72.040) stating that non-habitable structures are not required to comply with the provisions of the chapter.

23
24 Steep Slope update with detailed exceptions:

- 25
26
 - Per the recommendation of the City Engineer, the revised the Slope Development Standards (19.72.050.A) were modified to state that “no development, including all grading, retaining walls, and structures, is permitted on slope areas in excess of 30%”. There were exceptions for isolated slopes that are smaller than two acres in size. Retaining structures are permitted in steep slope areas and limited to four feet in height, not to exceed 12 feet total with terracing.

31
32 Table of Minimum Compaction:

- 33
34
 - Update to the Compaction Table under the Earthwork Section (19.72.050.G) of the Development Standards. Minimum compaction percentages were added for trench backfill and landscape areas.

37
38 Permits on Existing Lots:

- 39
40
 - Changes to Section 19.72.130 “Building Permits on Lots Recorded Prior to the Effective Date of These Ordinances.”
 - A statement was added to clarify that the requirements of this section are in addition to all other applicable requirements detailed in the chapter.
 - Removal of portions of the section that are already required elsewhere in the chapter (all reports are already required to include statements regarding suitability for development, factors of safety, and other disclosures).

- Added the requirement of a Civil Engineer to review all reports, as well as the structural engineer.

Riparian Protection Area Summary:

- The updated SLEDs ordinance introduces a Riparian Protection Area, which begins at a waterway's top of bank and is split into four buffer areas.
- Each buffer area is regulated differently, with the buffer area closest to the waterway being the most restrictive on what is allowed within it.
- The Riparian Protection Area has been designed with five goals in mind:
 1. Ensure the continuation of natural functions and habitat provided by riparian areas.
 2. Guide development in a way that enhances the riparian corridor.
 3. Improve water quality.
 4. Minimize flood hazards.
 5. Protect aesthetic and recreation values associated with riparian corridors.

The Riparian Protection Area was extended from 100 feet from top of bank to 125 feet from top of bank. Along with this extension, an additional buffer area was added for four total buffer areas:

- Area A: 0-25 feet;
- Area B: 25-50 feet;
- Area C: 50-100 feet; and
- Area D: 100-125 feet.

Updates were made to the regulation of structures within the Riparian Protection Area, including:

- Accessory structures located in Area B may not be used for human occupancy;
- The total structural footprint is limited to 2,000 square feet in Area C. Additional square footage beyond this 2,000 square foot maximum must be located in Area D; and
- Regulations addressing coarse woody debris were removed and replaced with a general disclaimer that individuals should assess the presence of coarse woody debris on a case-by-case basis after consulting with a riparian expert.

Chair Allen opened the public hearing.

Woody Noxon stated that SLEDs is a special ordinance and is an evaluation to maximize public safety and a demonstration of Cottonwood Heights and its due diligence. He supported the proposed changes to the DRC and believed the City Council should have the option of adding members as it feels necessary. He expressed concern with the special procedure process to find timely oversight approvals of geologic hazards and the need to conduct a thorough evaluation of sensitive lands. He supported all SLEDs items being completed and approved prior to any development taking place.

1 *Will McCarvill* gave his address as 3607 Golden Hills Avenue and believed the new revision to the
2 DRC section was much improved and supported the clarity of the Riparian Zone Section. He
3 suggested that the Geological Hazard Section be more thorough and detail the DRC's involvement.
4 He commented that it lacks a sense of process and procedure.
5

6 *Mike Young* expressed gratitude for the City's efforts in protecting these important lands. He stated
7 that the Big Cottonwood Canyon Creek area is a river drainage and in an unusual location. He
8 commented that this is an opportunity to ensure that the stream and adjacent land are protected. He
9 emphasized the importance of overall protection to ensure that the area retains its character.
10

11 *Rick Stevenson* gave his address as 3393 Canyon Creek Drive and supported the implementation of
12 Riparian Zone D. He shared photographs of wildlife on his property and stated that less than 1% of
13 the land in Utah is designated as riparian in nature. Of that, 82% of all bird species are dependent on
14 it. Mr. Stevenson stated that his home is located along the stream where an estimated three out of 10
15 experience flooding. That number had since increased to 9 out of 10. He read a comment from Salt
16 Lake County detailing the mitigation of erosion and flood protection through extensive root systems
17 and the stabilization of stream soil through shrubs and trees. He expressed appreciation to the
18 Planning Commission for their efforts.
19

20 *Debra Bush* was present representing the Henry Grove Historical Family Association and expressed
21 support for preservation in the area. In addition to being historical, she believed the property is a
22 natural beauty. She urged the City to preserve the area and retain its park-like setting.
23

24 *Cris Cowley* gave his address as 6589 Canyon Creek Circle and expressed support for the proposed
25 Riparian Protection Area. He suggested that Area A be extended back an additional 25 feet along
26 with the other three areas. During COVID, many found it desirable to be outside on the pathway. He
27 believed the City has an opportunity to create something special along the east side of the creek.
28 Possible amenities were suggested.
29

30 *Ed Primosic* echoed Mr. Cowlie's comments and supported extending each area back an additional
31 25 feet.
32

33 *Dave Clark* identified himself as President of the Old Mill Estates Homeowners Association. He
34 thanked the City for their efforts and stewardship in keeping the citizens' interests at heart in
35 protecting the lands. The creek area is unique and should receive special consideration. Mr. Clark
36 stated that the Riparian Protection Area offers protection to the area. He stressed the importance of
37 the area remaining rural and appreciated the Walker Family for their contributions.
38

39 *Tom Hansel* stated he lives in Old Mill Estates and was in favor of making the four areas larger while
40 maintaining the area's character.
41

42 Commissioner Mills appreciated the citizen input and the progression of the Ordinance. He
43 recommended they continue discussions and felt they were close to making a decision. Involvement
44 of the two new Commissioners was suggested as well as consideration of the addition of 25 feet.
45

46 Commissioner Anderson thanked all involved and believed a decision on the ordinance was close.
47

Commissioner Ebbeler felt that the ordinance was nearly complete and believed the involvement of Commissioner Chappell and her expertise would be favorable prior to a vote.

There were no further public comments.

Commissioner Mills moved to close the public hearing on Project ZTA-19-001. Commissioner Ebbeler seconded the motion.

The Commission invited additional comments to be submitted in writing to City Staff.

Vote on motion: Commissioner Andersen-Aye; Commissioner Mills-Aye; Commissioner Ebbeler-Aye; Chair Allen-Aye. The motion passed unanimously.

Commissioner Mills moved to continue Project ZTA-19-001 to the August 3, 2022, Planning Commission Meeting. Commissioner Ebbeler seconded the motion. Vote on motion: Commissioner Andersen-Aye, Commissioner Mills-Aye, Commissioner Ebbeler-Aye, Chair Allen-Aye. The motion passed unanimously.

4.0 Consent Agenda.

4.1 Approval of Planning Commission Minutes.

4.1.1 April 6, 2022, Planning Commission Minutes.

Commissioner Ebbeler moved to APPROVE the Planning Commission Meeting Minutes of April 6, 2022. Commissioner Mills seconded the motion. The motion passed with the unanimous consent of the Commission.

4.1.2 June 1, 2022, Planning Commission Minutes.

Commissioner Ebbeler moved to APPROVE the Planning Commission Meeting Minutes of June 1, 2022. Commissioner Andersen seconded the motion. The motion passed with the unanimous consent of the Commission.

5.0 Adjournment.

Commissioner Anderson moved to adjourn. Commissioner Ebbeler seconded the motion. The motion passed with the unanimous consent of the Commission.

The Planning Commission Meeting adjourned at 6:55 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, July 6, 2022.*
3

4 Teri Forbes

5 Teri Forbes
6 T Forbes Group
7 Minutes Secretary
8

9 Minutes Approved: _____
10

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD WEDNESDAY, JULY 20, 2022, AT 4:00 P.M. IN THE COTTONWOOD HEIGHTS
CITY COUNCIL WORK ROOM LOCATED AT 2277 EAST BENGAL BOULEVARD**

Members Present: Mayor Mike Weichers, Council Member Douglas Petersen, Council Member Scott Bracken, Council Member Ellen Birrell

Commission Present: Chair Jesse Allen, Commissioner Dan Mills, Commissioner Jonathan Ebbeler, Commissioner Mike Shelton, Commissioner Jessica Chappell, Commissioner Sean Steinman

Staff Present: City Manager Tim Tingey, Community and Economic Development Director Michael Johnson, Associate City Planner and Sustainability Analyst Samantha DeSeelhorst, Senior City Planner Andrew Hulka, Deputy City Recorder Heather Sundquist, System Administrator Alex Earl

1.0 WELCOME – Mayor Weichers.

Mayor Mike Weichers called the meeting to order at 5:06 p.m. and welcomed those present.

1.1 INTRODUCTION OF ATTENDEES

Mayor Weichers introduced City Council Members and Planning Commission Members in attendance.

1.2 GENERAL PLAN HISTORY – Community and Economic Development Director, Michael Johnson.

Community and Economic Development Director, Michael Johnson presented an overview of the statutory requirement for a General Plan as well as Cottonwood Heights' existing General Plan. He stated that a General Plan is an overarching vision document that any city with land use authority uses to guide decisions and policy regarding a variety of functions including:

- Land use;
- Growth and development;
- Housing;
- Transportation;
- Economic development;
- Parks, trails, and open space;
- Water usage; and
- Sustainability.

Mr. Johnson explained that a General Plan is also a high-level document that provides a 20 to 30-year view into the future of a municipality. The State of Utah requires the following elements to be included in all new General Plans:

- General Plans are required to include a Land Use Element, a Transportation Element, and a Moderate-Income Housing Element.
- Cities must facilitate a reasonable opportunity for a variety of housing to meet the needs of people of various income levels.
- Cities must analyze how the municipality will provide a realistic opportunity for the development of moderate-income housing within the next five years.
- Cities must have a plan to implement moderate-income housing strategies.
- The state will review each city's Affordable Housing Plan and may withhold transportation funding from cities that do not comply.

The original General Plan was adopted in 2005 after the City's incorporation and encapsulates the other plans within the City, which were adopted and created through the public process. Recommendations from those plans were utilized as the basis for the current draft. Mr. Johnson reviewed the General Plan timeline. He reported that the project began in 2021 with the review of existing plans to create a baseline for recommendations in the various areas located within the City and included in the General Plan. Staff met with various City committees to receive feedback followed by the publication of a project website sharing preliminary General Plan goals via City social media profiles. A General Plan Steering Committee was created and was comprised of representatives from the City Council, Planning Commission, Open Space Committee, the Business Association, and Ben Hill from the Parks and Recreation Service Area.

The first public Open House was held in March 2022 where conceptual ideas and scenarios were presented for feedback and comments. Mr. Johnson received multiple comments from residents who emphasized the importance of involving the City Council and Planning Commission prior to the implementation of the formal public input process. He considered public input to be critical to the success of any General Plan and felt they had listened closely and implemented feedback.

After the current meeting, Staff will prepare early draft materials to present a complete draft of the General Plan at a September Public Open House. The Planning Commission process will follow at which time public input will be welcomed and forwarded to the City Council who will also receive public input eventually leading to a decision. The City's website was described. Public comments, community ideas, and project boards were provided. Mr. Johnson reported that the Planning Commission and City Council are the City's leadership and land use authority. He emphasized the importance of their ownership and input in the final General Plan.

Mr. Johnson reported that the City is tasked by the State with accommodating growth and housing types but has not yet received specific direction. He asked for input regarding the handling of the rapid growth rate throughout the State and region. Various options were proposed. It was anticipated that the population will double by the year 2040. He emphasized the importance of planning accordingly. An important question the plan seeks to address is how Cottonwood Heights should respond to the rapid growth rate being experienced throughout the State and region. Cottonwood Heights is a mature community with limited growth and development opportunities. Less than 7% of the City is undeveloped and most is concentrated in the 200-acre gravel pit that is situated at the base of Big Cottonwood Canyon.

Concept scenarios were next presented. Mr. Johnson stated that four scenarios were created with one being eliminated prior to public input as it was not viable. The remaining three were presented for public input at the March 2022 Open House. One scenario was not recommended or supported by the public and had since been eliminated. The two options eliminated focused growth and intensity on very few sites as it would create a disproportionate impact on certain areas of the City with traffic and quality of life issues.

The first of the two remaining scenarios included a focus on redevelopment sites, the Fort Union corridor, and appropriate redevelopment to create a Town Center. The gravel pit site may be constructed with higher density in a manner that does not directly impact City residents. A longer-range focus on other Fort Union commercial areas was considered. The second scenario included a focus on spreading growth out to create less of an impact on any one place within the City. This allows for the maintenance of character and viability of the single-family neighborhoods while still focusing growth and development opportunities on the target areas. This will also focus on smaller neighborhood pocket areas. Mr. Johnson recommended that when continuing discussion, the perspective remain long-range and general.

1.3 Cottonwood Heights Tomorrow- Guided Discussion of Cottonwood Heights Tomorrow Draft Materials, by Council District.

Council Member Birrell reported that she has studied the Cottonwood Heights Master Plans extensively and was hopeful that the focus would remain on citizen input and their desires for the City. She commented that the first and second scenarios reflect aggressive growth for the City. She also reviewed the results of the Vision Compensation Survey. While the gravel pit may seem like a natural location for high density, she believed that Scenarios 1 or 2 will be contrary to what the public has been demonstrating. She recommended the discussion include a process that identifies what the existing residents want for the City. It was her understanding the two scenarios are based on the addition of 11,000 households over the next 28 years. She reiterated the need for further discussion to determine reasonable growth. She commented that office space should also be considered and raised the question of the City wanting more office space and commercial.

Mr. Johnson reported that the scenarios came from the City Council and the public. The ideas were intended to encourage discussion. The figures presented are based on growth within the City and State and are obligated to plan for a variety of housing plans to accommodate that growth.

Council Member Bracken stated that the question to the public should be to clarify the growth they wish to see and tie it to a result. If a zero-growth plan is considered, the City will need to consider the resulting consequences while still considering revenue to pay Staff, Police, Fire, and Public Works needs. He believed that the dissemination of information should include defining terms to provide clarity prior to being presented to the public.

Mayor Weichers stated that the purpose of the General Plan should be clarified as well as the State requirements. He noted that if the City is not compliant, the land use may be revoked. Mr. Johnson explained that the purpose of the General Plan is as a City-wide, long-range Master Plan that

focuses on the future of land use, transportation, water, and housing. The plan makes long-range recommendations for how a city is going to address land use challenges and opportunities, transportation issues, the demand for water usage, and to address the housing affordability issue. The State has yet to place a number on planning but has focused primarily on the housing affordability issue and requiring municipalities to plan for a variety of housing types to meet the needs of people of various income levels. A five-year plan must be in place with an implementation strategy. Housing components were reviewed.

Growth was next discussed. Planning Commissioner, Sean Steinman, stated that with the two scenarios and the potential for a zero-growth proposal if there are case studies of cities that have seen zero growth.

Council Member Petersen described a recent conversation regarding growth when former City Treasurer and Financial Reporting Manager, Dave Muir, emphasized that the City will suffer if there is no more growth. He believed that responsible growth in a primarily built-out city will require certain situations be revisited and sustainable growth must be considered.

Council Member Birrell was not advocating zero growth and emphasized the need for attainable housing units. She believed that lower-income individuals and the elderly should be the primary focus.

Commissioner Mills suggested that care be taken when comparing Cottonwood Heights to adjacent municipalities. Proximity to the canyons and views allows the City to attain unique access to the public from a revenue-generating standpoint. He was recently introduced to a concept addressing those who fall within the moderate-income level and supported discussing the conceptual view of what is taking place currently. He expressed concern with a homogenized group within a community and suggested a pathway for those who wish to live in Cottonwood Heights. The use of a main street versus a downtown concept was preferable. He understood that funds will come from property taxes or through a certain amount of economic growth. He suggested caution be used when considering locations and that there be a balance between economic and population needs.

Commissioner Chappell stated that affordability for those entering the home market is important and she supported making the City accessible for the young and old. She liked the idea of making Cottonwood Heights a thriving City with sustainable growth while considering smart, intentional growth that preserves a vibrant community for future generations.

Chair Allen stated that when they only have a perspective of what is in their backyard, they miss the opportunity to plan for an entire community. Without a Master Plan, there may never be an opportunity for smart growth to take place. He considered it short-sighted and unfortunate for those wishing to reside in the City and emphasized the need to plan for smart growth in the right places without negatively impacting the character of neighborhoods. He supported allowing for enough growth to support new business and housing types while determining the best locations.

Commissioner Ebbeler stated that it is important when evaluating their responsibilities and duties to understand the requirements the State has charged the City with when creating a long-range

General Plan and growth and development for all. He emphasized the need to plan for growth while considering current conditions and maintaining realistic development. The Utah Code menu items suggest a change in density to allow affordability for those with moderate income levels. He acknowledged the various housing types and cost benefits in terms of revenue generated from each type of property versus the cost to the City of providing services. It was noted that the greatest cost to the City is single-family homes. The lowest was mixed-use.

Council Member Petersen stated that when considering affordability, the 1700 East Fort Union Boulevard Project included 23 homes with rents of \$2,700 to \$2,800. He did not believe that density necessarily represents affordability and found it difficult to understand how 80% can live. He believed that viability and growth is complex and he was in favor of commercial remaining in the City with the tax base being of utmost importance.

Mayor Weichers stated that those present are elected officials. He understood that the consensus seemed to focus on maintaining the current community while supporting strategic growth. The importance of maintaining Cottonwood Heights as a suburb with growth that does not impact neighborhoods was also stressed.

Council Member Birrell preferred the term “smart growth” and suggested that they utilize the consulting firms the City has retained relative to the General Plan to provide data and examples of what has taken place in other municipalities. Mandates were discussed. Council Member Birrell stressed the need to make the City a place where citizens can visit and have a natural experience.

Commissioner Chappell stated that in addition to serving on the Planning Commission, she is a Professional Structural Engineer and serves on the State Seismic Safety Commission. She reported that in the State there is an issue with injury in a seismic event due to contraction types. She suggested looking at the City and General Plan from the perspective of disaster resilience.

Council Member Bracken stated that prior to asking residents for their input, clarity regarding density should be provided. He asked if the desire is to preserve a cultural feel or if they are seeking more physical aspects. With the shared interest in transit, he understood that it works best when there are more dense locations with greater demand. A need for balance was emphasized.

Mayor Weichers commented that to involve the community more effectively in the process, they should involve and encourage the participation of a Citizen Committee. Mr. Tingey concurred with the importance of engaging and deliberate involvement of citizens in the process. He has been involved in multiple General Plans and emphasized the importance of allowing opportunity within all geographic areas of the City.

Commissioner Ebbeler recommended negotiating density restrictions among other tools available at the City’s disposal. He reported that large cities are moving in the direction of hiring a Chief Resilience Officer to deal with many of the issues discussed. Guidelines and strategic methods for smart growth were described.

Commissioner Steinman stressed the importance when looking at City growth to understand the desires of the citizens relative to their experiences in the County and State. He emphasized the

need to remain thoughtful when understanding those pain points and educating residents when looking at the 30-year plan. When comparing Cottonwood Heights to surrounding cities, they should look at transit, walkability, safety, and focus on how they can be different. He suggested they remain vigilant and strategically share opposition to high-density buildings and instead create development agreements to ensure that appropriate transit is provided. He did not consider density to be a negative since it allows for generations to remain residents of the City. He suggested that thoughtful density be considered.

Council Member Birrell reported that she serves on the local Utah Transit Authority (“UTA”) Advisory Council and has intensely studied transportation over the past three years. Routes have diminished due to poor ridership and UTA has focused on TRAX and FrontRunner. She commented that the idea of transit-orient development and mixed-use will develop the City’s thought pattern in a positive direction. She appreciated the discussion focusing on attainable housing and development and the central part of Fort Union redevelopment.

Mayor Weichers stated the focus of the General Plan update is land use, housing, and transportation. He stated that the consensus of those present was to focus on smart or strategic growth and maintain Cottonwood Heights as a community.

Mr. Johnson recognized that there is a strong interest in maintaining the value of what makes Cottonwood Heights unique with an emphasis on smart growth and related principles. He suggested the City hold district-specific public engagement events where smart growth-type recommendations within those Districts provide feedback to establish a land use and housing vision that is prioritized around smart growth, attainable/affordable housing types, interconnectivity, active transportation, and resiliency. Mr. Tingey suggested augmenting events with specific scientific surveys and taking the two input points to develop the components of the input to continue with even larger public engagement. Staff explained that what is recommended in the District-by-District exercise will inform other elements of the General Plan. Public engagement will continue as will discussion with the Planning Commission and City Council to determine the prevailing desire of each area.

It was the consensus of those present that there was a need to continue to educate and receive public input. Providing examples of density levels and clarity of terms was suggested to provide a more positive educational experience and the creation of an action plan was recommended. The process of holding a General Plan-specific Town Hall Meeting was reviewed. Mayor Weichers stated the purpose must be clear and include the State requirements and expectations of the City while developing a General Plan. He thanked City Staff and the Planning Commission Members for their participation.

2.0 ADJOURN CITY COUNCIL WORK SESSION.

MOTION: Council Member Mills moved to ADJOURN. The motion was seconded by Council Member Birrell. The motion passed with the unanimous consent of the City Council and Planning Commission Members present.

The Work Session adjourned at 7:06 p.m.

I hereby certify that the foregoing represents a true, accurate, and complete record of the Cottonwood Heights City Council Work Session and Business Meeting held Tuesday, July 20, 2022.

Teri Forbes

Teri Forbes
T Forbes Group
Minutes Secretary

Minutes Approved: _____