

COTTONWOOD HEIGHTS CITY ARCHITECTURAL REVIEW COMMISSION MEETING AGENDA May 25, 2023



Notice is hereby given that the **Cottonwood Heights Architectural Review Commission** will convene at 6:00 p.m. on **Thursday, May 25, 2023** at **Cottonwood Heights City Hall** (2277 E. Bengal Blvd., Cottonwood Heights, UT 84121) for its regularly scheduled **Public Meeting**.

The public meeting will also be broadcast electronically on Zoom. **For those who wish to attend virtually, please register in advance** for these meetings by visiting: www.ch.utah.gov/architecturalreviewcommission, and clicking on “ARC Zoom Links.” Alternatively, the public can also hear audio of the open portions of the meeting by connecting to the live broadcast at <http://mixlr.com/chmeetings>.

6:00 p.m. Public Meeting

1.0 Welcome and Acknowledgements

- 1.1 Ex parte communications or conflicts of interest to disclose

2.0 Business Items

- 2.1 Project SPL-23-001

Review and potential action on a Certificate of Design Compliance request by Sandy Rudolph for a detached garage at 1399 E. Fort Union Blvd.

3.0 Consent Agenda

- 3.1 Approval of Minutes for May 25, 2023

The Architectural Review Commission will move to approve the minutes of May 25, 2023 after the following process is met. The recorder will prepare the minutes and email them to each member of the Commission. The members will have five days to review the minutes and provide any changes to the recorder. If, after five days, there are no changes, the minutes will stand approved. If there are changes, the process will be followed until the changes are made and the Commission agrees, at which time the minutes shall be deemed approved.

4.0 Adjourn

- 4.1 Next meeting is scheduled for June 22, 2023, pending agenda items.

Public Comment Policy

As a public meeting, not a public hearing, public comments are not accepted during Architectural Review Commission Meetings. Individuals with questions regarding an Architectural Review Commission application should direct their inquiries to staff prior to the meeting, by emailing planning@ch.utah.gov.

Meeting Procedures

Items will generally be heard in the following order:

1. Staff Presentation
2. Applicant Presentation (If Applicable)
3. Architectural Review Commission Deliberation
4. Architectural Review Commission Motion and Vote

Architectural Review Commission applications may be tabled if: 1) Additional information is needed in order to act on the item; or 2) The Architectural Review Commission finds there are unresolved issues that may need further attention before the Commission is ready to make a motion. No agenda item will begin after 9:00 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.

Notice of Participation by Telephonic/Digital Means

Architectural Review Commission members may participate in the meeting via telephonic/digital communication. If a Commissioner does participate via telephonic/digital communication, the Commissioner will be on speakerphone/Zoom. The communication will be amplified so that all other Commissioners and all other persons present in the room will be able to hear all discussions.

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 Thursday, May 18, 2023, 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 18TH DAY OF MAY 2023, Paula Melgar, City Recorder

COTTONWOOD HEIGHTS CITY ARCHITECTURAL REVIEW COMMISSION STAFF REPORT



May 25, 2023

Summary

Project Number:
SPL-23-001

Subject Property:
1399 E. Fort Union
Blvd.

Action Requested:
Certificate of Design
Compliance for
Detached Garage

Applicant:
Sandra Rudolph

Recommendation:
Approve



Subject Property Streetview

Context

Property Owner:
Sandra Rudolph

Acres:
0.41

Parcel:
22-21-305-075-0000

Zoning:
Neighborhood
Commercial (NC)
with Gateway
Overlay District



Subject Property Aerial

Overview

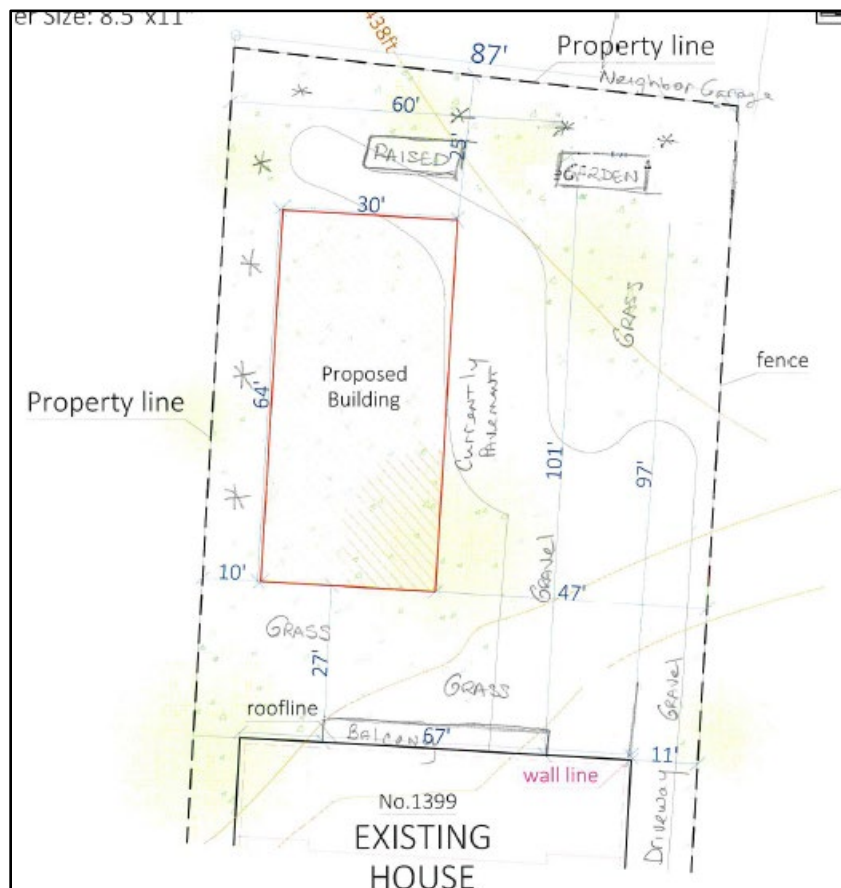
History

The subject property is utilized for an insurance office and private residence, which is compliant with the underlying Neighborhood Commercial zoning. The property is also located within the Gateway Overlay District, which requires all exterior changes to be reviewed by the Architectural Review Commission (ARC). In 2021, the ARC reviewed an exterior remodel project for the main building on this property, with a Certificate of Design Compliance issued on April 21, 2021. Once completed, the project won the city's 2021 Landscape Beautification Award for commercial properties.

Request

The applicant has requested a Certificate of Design Compliance for a detached garage in the rear yard of the subject property. As part of this project, the applicant also plans to install wood and galvanized metal fencing, measuring 10' in height along the west (side) property line, and 6' in height along the north (rear) property line. The applicant will also remove the aging lawn along the north property line and install updated landscaping, including raised beds and Swedish Columnar Aspen trees.

The overall intention for this project is to clean up the backyard by providing an enclosed space for storage, as well as to address frequent trespassing by improving the property's security. The applicant's full narrative has been included as an attachment to this report.



Proposed Detached Garage (Indicated by Red Border)

Analysis

Staff has analyzed this request for compliance with City Code and City Design Guidelines, and **finds the project to be compliant** with both.

City Code Compliance

Staff finds that the project complies with the development standards found in City Code. The garage meets all required setbacks, does not exceed maximum height allowances, and does not exceed maximum lot coverage allowances. The fencing complies with the requirements for commercial screening, and the landscaping meets the requirements for the underlying Neighborhood Commercial Zone.

Building Setbacks

	Minimum Requirement	Provided
Setback from Main Building	6'	27'
East Side Setback	10'	47'
West Side Setback	10'	10'
Rear Setback	25'	25'

Building Height

	Maximum Allowed	Provided
Building Height	35'	20' 4"

Lot Coverage

	Maximum Allowed	Provided
Lot Coverage	50%	~21%

Fencing Height

	Maximum Allowed	Provided
Fencing Height	12'	6-10'

Landscaping

	Minimum Requirement	Provided
Site Landscaping Percentage	0%	~30%
Residential Buffer	8'	12'
Lawn Use	Cannot Increase Lawn Amount	Reducing Lawn Amount

Design Guidelines Compliance

Staff finds that the project complies with the relevant City Design Guidelines. The scope of Cottonwood Heights' Design Guidelines mainly applies to new site development, such as when a new primary building is being constructed, rather than to minor additions such as a detached garage project. However, staff finds that this project complies with those guidelines which are relevant to a smaller scope.

1. **Guideline:** In multiple-building developments, similar materials and colors should be used and specified.

Staff Finding: The applicant has proposed a color palette for the detached garage which is cohesive with that of the main building.

2. **Guideline:** Building materials and colors should complement the natural environment, while adhering to all necessary design guidelines.

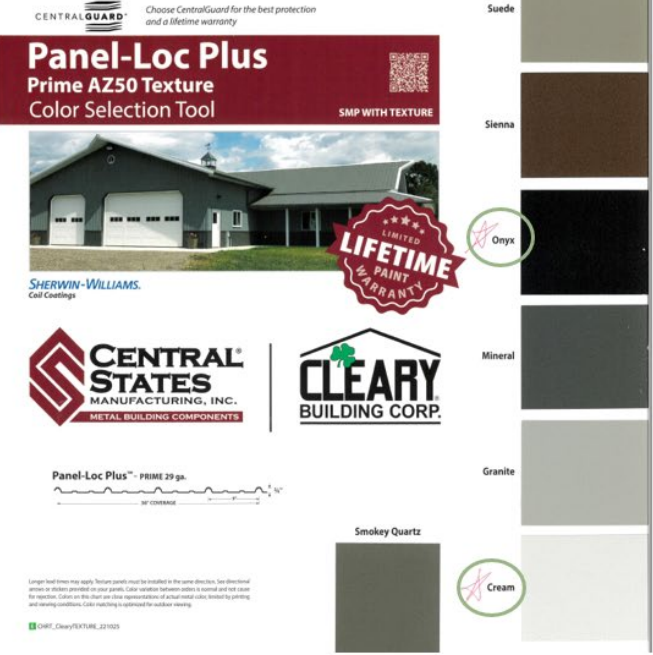
Staff Finding: The applicant has utilized neutral colors, avoiding bright or garish tones.

3. **Guideline:** Buildings should include a recognizable base and top, with the base heavier than the top in appearance.

Staff Finding: The proposed building includes a recognizable base and top, with the base being a heavier tone, and the top being lighter.

4. **Guideline:** No more than five total materials may be used throughout a building's exterior design.

Staff Finding: The proposed building does not utilize more than five total finishes.



Proposed Materials (Onyx and Cream Panel-Loc)



Existing Main Building



Proposed Detached Garage

5. **Guideline:** Overall building height should be in correspondence with the ordinance for the desired land use.

Staff Finding: Buildings in the Neighborhood Commercial (NC) Zone can be constructed up to 35'. Staff finds that the shorter height of the proposed structure (20' 4") is an appropriate scale for an accessory building.

6. **Guideline:** Maintenance is required to ensure an appealing and safe environment.

Staff Finding: Staff finds that this project represents an effort to maintain the property in good order, and to prevent trespassing and potential vandalism.

7. **Guideline:** Landscaping should contribute to the overall appearance and function of the site as well as the streetscape.

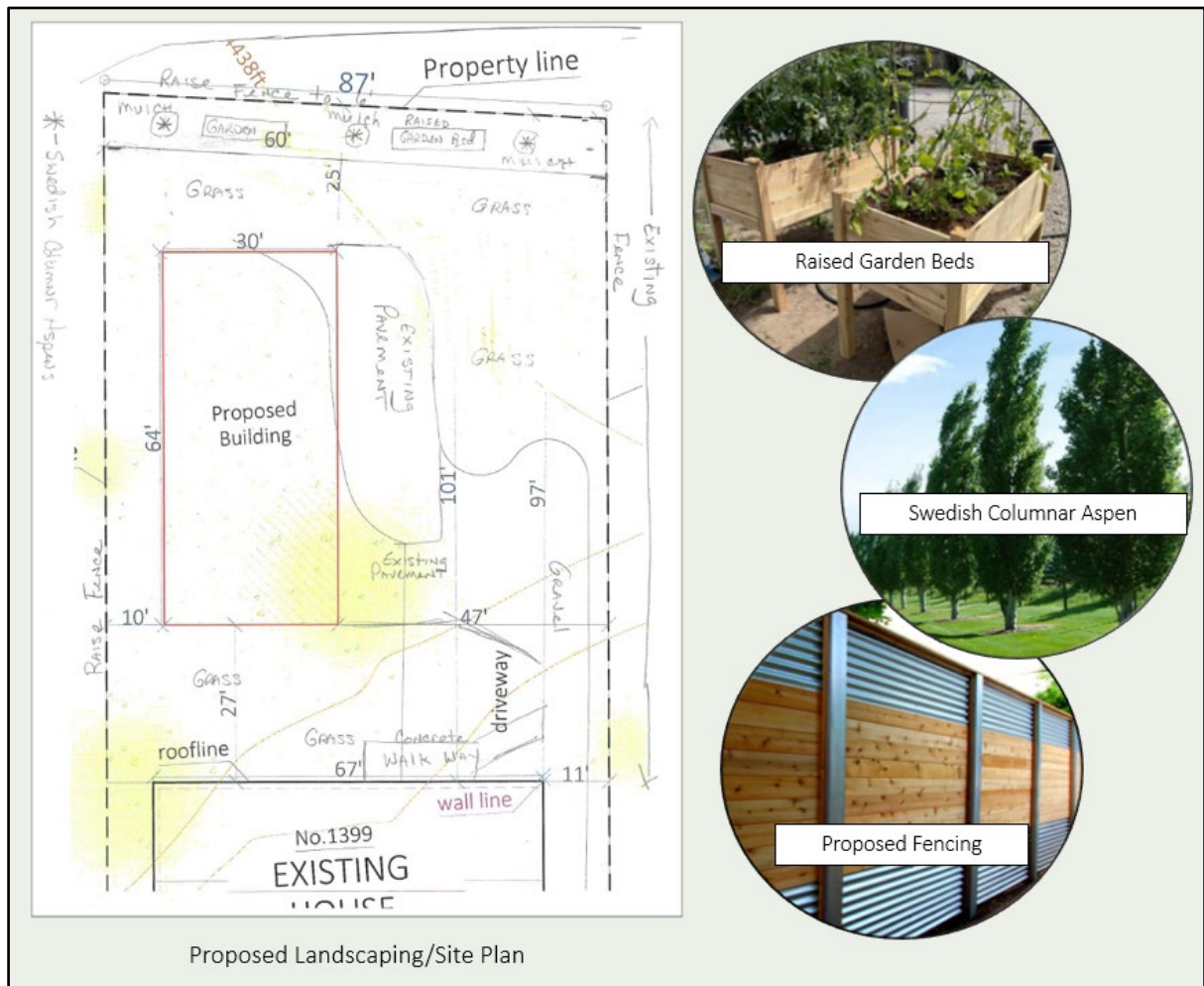
Staff Finding: Staff finds that replacing aging lawn with raised planter beds and trees contributes to the overall appearance of the site, is consistent with the city's policies for water conservation, and provides more functionality for the property owner. The applicant has proposed to remove six existing trees for the construction of the detached garage, and plans to plant three new trees. Staff has included a recommended condition of approval that the applicant plant at least five new trees total, finding this to be a reasonable ratio to fit within the remaining yard space.

8. **Guideline:** Landscaping must be designed and use plants that are high-quality and easily maintained.

Staff Finding: The applicant has proposed to convert a portion of the existing lawn into a 12' planting bed along the rear property line, and install raised beds as well as Swedish Columnar Aspens (*Populus tremula* 'Erecta'). The Swedish Columnar Aspen is categorized as being fast-growing, easily transplanted to urban environments, and well adapted to cold climates, according to the American Society of Consulting Arborists (ASCA). Staff finds that this tree choice adheres to the requirement for high-quality and easily maintained species.

9. **Guideline:** Use a variation of both deciduous and evergreen plant materials and design landscaping in a manner that will be appealing throughout all seasons of the year.

Staff Finding: The applicant has proposed planting three Swedish Columnar Aspens, which is a deciduous tree species. Staff has included a recommended condition of approval that the applicant provide some evergreen plant material as well, whether in tree or shrubbery form.



Architectural Review Commission Authority

Prior to issuing a Certificate of Design Compliance, the ARC must determine that four review criteria are met. **Based on the analysis provided above, staff finds that the project meets these criteria in full.**

1. The proposed work must comply with the applicable design guidelines for that overlay district;
2. The integrity of an individual historic structure is preserved, if applicable;
3. The design of new buildings or additions must be compatible with surrounding gateway properties; and,
4. The overall character of the Gateway Overlay District is protected.

Recommendation & Conditions of Approval

Staff recommends approval of the project, with the following condition:

1. For the removal of six trees, at least five new trees shall be planted on site.
2. Some evergreen plant material should be provided, whether in tree form (counting toward the five tree minimum), or shrubbery form.

Model Motions

Approval

I move to issue a Certificate of Design Compliance for project SPL-23-001

- Add any additional conditions of approval...

Denial

I move to deny a Certificate of Design for project SPL-23-001 based on the following findings:

- List reasons for denial...

Attachments

1. Applicant Narrative
2. Proposed Materials Board
3. Proposed Structure Renderings
4. Full Size Version of Proposed Site/Landscaping Plan

April 24, 2023

Architectural Review Plan

This is a plan to build a garage to put my personal vehicles and trailers and storage. It does conform to the City's general plan / zoning for this Neighborhood Commercial Property.

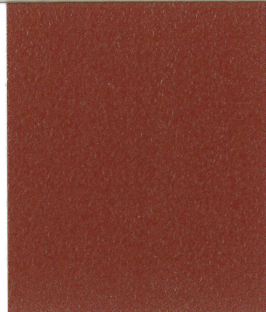
The ARC commission purpose is to enhance the visual appeal of the City by using high quality and sustainable architectural and site design. I purchased the property in 2021, I designed to home to be high in design and used very quality products and I would like to have the garage have a very similar look as much as possible.

The nearby structures are a 3 story building and parking lot to the West of where I propose the building be built and 3 residential homes to the North and East of my property.

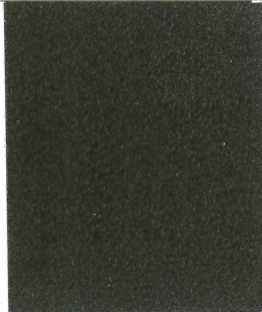
The layout of the garage provides security for my personal vehicles and overall storage. The entrance to the property which will remain the same is on the East side of the home to the backyard and will not change. So, when entering the backyard and exiting the backyard there is no safety concerns or issues with pedestrians. Because it is a home based business, all of my clients use the front circular driveway and also use that for parking.



Basil



Roma



Sumatra



Choose CentralGuard for the best protection
and a lifetime warranty

Panel-Loc Plus

Prime AZ50 Texture

Color Selection Tool



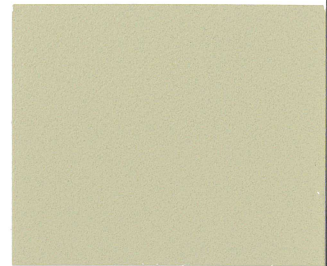
SMP WITH TEXTURE



SHERWIN-WILLIAMS.
Coil Coatings



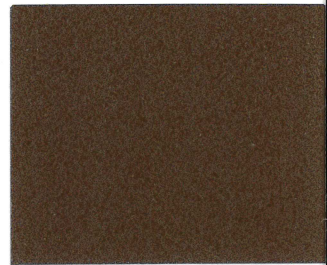
Linen



Suede



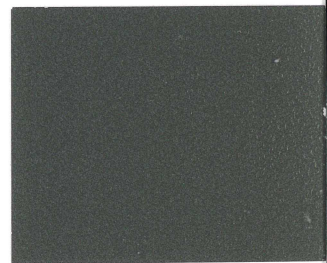
Sienna



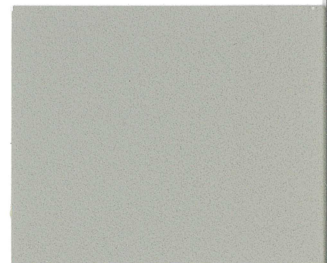
Onyx



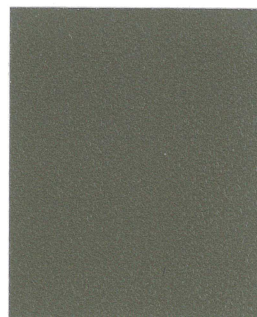
Mineral



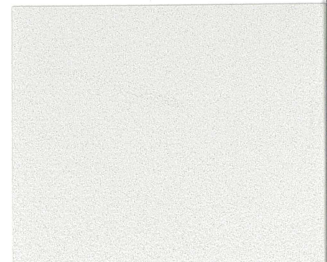
Granite



Smokey Quartz



Cream



Panel-Loc Plus™ - PRIME 29 ga.



Longer lead times may apply. Texture panels must be installed in the same direction. See directional arrows or stickers provided on your panels. Color variation between orders is normal and not cause for rejection. Colors on this chart are close representations of actual metal color, limited by printing and viewing conditions. Color matching is optimized for outdoor viewing.



* - Swedish Glenmar Hspans

