



**COTTONWOOD HEIGHTS CITY**  
DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT

**APPEALS HEARING OFFICER MEETING AGENDA**  
September 12, 2019

Notice is hereby given that the Cottonwood Heights Appeals Hearing Officer will hold a Business Meeting (Room 124, Council Conference Room) beginning at **5:00 p.m. on Thursday, September 12, 2019**, located at 2277 E. Bengal Blvd., Cottonwood Heights, Utah.

**5:00 p.m. BUSINESS MEETING**

**1. Welcome and Acknowledgements**

**2. Action Items**

**2.1. (Project AHO-19-004)**

Action on a request from Joann and Randy Meitler for the expansion of a non-complying structure at 6991 S. Chris Ln., within the R-1-8 (Single Family Residential) zone.

**3. Consent Agenda**

**3.1. Approval of September 12, 2019 Minutes**

*(The Appeals Hearing Officer will approve the minutes of the September 12, 2019 meeting after the following process is met. The recorder will prepare the minutes and email them to the hearing officer. The hearing officer 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 hearing officer is in agreement, at which time the minutes shall be deemed approved.)*

**Adjournment**

**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). Each speaker during the public hearing will be limited to three minutes.
4. Close Public Hearing
5. Appeals Hearing Officer Deliberation
6. Appeals Hearing Officer Decision

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

**Submission of Written Public Comment**

*Written comments on any agenda item should be received by the Cottonwood Heights Community and Economic Development Department no later than the day prior to the meeting at noon. Comments should be emailed to [ahulka@ch.utah.gov](mailto:ahulka@ch.utah.gov). After the public hearing has been closed, the Appeals Hearing Officer will not accept any additional written or verbal comments on the application.*

**Notice of Participation by Telephonic/Digital Means**

*The Appeals Hearing Officer may participate in the meeting via telephonic communication. If the Appeals Hearing Officer does participate via telephonic communication, the Officer will be on speakerphone. The speakerphone will be amplified so that the all other persons present in the room will be able to hear all discussions.*

**Notice of Compliance with the American 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 September 6<sup>th</sup>, 2019 by 5:00 p.m. a copy of the foregoing notice was posted in conspicuous view in the front foyer of the Cottonwood Heights City Offices, Cottonwood Heights, Utah. The agenda was also posted on the City's website at [www.ch.utah.gov](http://www.ch.utah.gov) and the State Public Meeting Notice website at <http://pmn.utah.gov>.*

DATED THIS 6<sup>th</sup> DAY OF SEPTEMBER 2019

Paula Melgar, City Recorder