



COTTONWOOD HEIGHTS CITY
DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT
ADMINISTRATIVE HEARING MINUTES

September 2, 2020

Cottonwood Heights Community and Economic Development Director, Michael Johnson held an Administrative Hearing Meeting on **Wednesday, September 2, at 12:01 p.m.** In view of the current COVID-19 pandemic, this meeting occurred electronically, without a physical location, as authorized by the Governor’s Executive Order dated March 18, 2020 and related legislation enacted by the Utah Legislature since that date.

Staff Present: Community and Economic Development Director Michael Johnson, Assistant Planner Samantha DeSeelhorst, Deputy City Recorder Heather Sundquist.

Other Present: Applicant Tricia Mulford

CED Director Michael Johnson read the below Determination Considering an Anchor Location Disclosure into record as required.

DETERMINATION OF THE COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR CONCERNING AN ANCHOR LOCATION
Pursuant to UTAH CODE ANN. 52-4-207(4), the chair (or acting chair) of the Cottonwood Heights Community & Economic Development Director hereby determines that conducting this Administrative Hearing meeting at an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location. The World Health Organization, the President of the United States, the Governor of Utah, the Salt Lake County Mayor and Health Department, and the Mayor of this city have all recognized that a global pandemic exists related to the new strain of a coronavirus named SARS-CoV-2. Due to the state of emergency caused by the global pandemic, I find that conducting a meeting at an anchor location under the current state of public health emergency constitutes a substantial risk to the health and safety of those who may be present at the location. According to information from state epidemiology experts, Utah is currently in an acceleration phase, which has the potential to overwhelm the state’s healthcare system.

CED Director Michael Johnson welcomed those attending the meeting and gave an overview of the Administrative Hearing procedure.

ADMINISTRATIVE HEARING MEETING

1.0 Business Items

(Project CUP-20-015)

Request from Tricia Mulford to operate a short-term rental at 3571 E. Lost Spring Lane, Cottonwood Heights, UT 84121.

Associate Planner Samantha DeSeelhorst gave an overview of the application and stated that staff has reviewed the application and it meets all the requirements for a short term rental. It is the recommendation of staff that the application be approved with the following conditions:

1. The applicant must complete necessary steps to obtain a business license through the city of Cottonwood Heights. Obtaining a business license will indicate final approval of the short-term rental application. The short-term rental property will not be considered legal until a business license is obtained.

2. The short-term rental property is required to maintain compliance with all sections and subsections of chapter 19.89 and chapter 5.85 of the Cottonwood Heights Municipal Code, as

hereafter amended from time to time, and all other legal requirements and applicable laws.

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

CED Director Michael Johnson stated that he has read the staff report and agrees with the findings.

There was no written or public comment received for this application.

The application was approved.

2.0 Consent Agenda

2.1. Approval of Minutes for September 2, 2020

(The Director will move to approve the above-mentioned minutes after the following process is met. The recorder will prepare the minutes and email them to the Director and present staff members. The Director and 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 Director and members agree, at which time the minutes shall be deemed approved.)

3.0 Meeting was adjourned at 12:06pm