COTTONWOOD HEIGHTS CITY
DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT

PLANNING COMMISSION MEETING AGENDA

April 17, 2019

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 and a Business Meeting, beginning at 6:00 p.m. in Room 5 (Council Chambers) located at 2277 E. Bengal Blvd., Cottonwood Heights, Utah on Wednesday, April 17, 2019.

5:00 p.m. WORK MEETING

1.0 Planning Commission Business

1.1. Review Business Meeting Agenda
The Commission will review and discuss agenda items.

1.2. 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 prior to noon the day before the meeting.)

3.0 Business Items

3.1. **(Project ZMA-19-003)**

A public meeting on a request from Eric Despain, representing Robert V Despain Trust and Rola V LLC, for a general plan map amendment from Residential Rural Density to Residential Low Density and a zone map amendment from RR-1-43 (Residential Single Family) to R-1-15 for approximately 5.2 acres of property located at 3662, 3742 and 3804 E. North Little Cottonwood Rd. (Public Hearing was closed by the Planning Commission on April 3, 2019).

3.2 **(Project ZTA-18-002)**

A public hearing on a request from Cottonwood Heights City for a proposed ordinance adopting Chapter 19.77 – "Outdoor Lighting," and amending various other provisions in Title 19 – "Zoning" and Section 12.24.190 – "Street Lighting" relative to outdoor lighting standards.

4.0 Consent Agenda

4.1. Approval of Minutes for January 23, 2019

4.2. Approval of Minutes for February 6, 2019

5.0 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. 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
Written comments on any agenda item should be received by the Cottonwood Heights Community and Economic Development Department no later than the Tuesday prior to the meeting at noon. Comments should be emailed to mtaylor@ch.utah.gov. After the public hearing has been closed, the Planning Commission will not accept any additional written or verbal comments on the application.

Notice of Participation by Telephonic/Digital Means
Planning Commissioners may participate in the meeting via telephonic communication. If a Commissioner does participate via telephonic communication, the Commissioner will be on speakerphone. The speakerphone will be amplified so that the other Commissioners and 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 Friday, April 12, 2019 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 State Public Meeting Notice website at http://pmn.utah.gov.

DATED THIS 12th Day of April, 2019
Paula Melgar, City Recorder

Planning Commission Staff Report

MEETING DATE: April 17, 2019

PROJECT NAME: ZMA-19-003

LOCATION: 3662, 3742 and 3804 E. North Little Cottonwood Rd.

(Parcels 2812101016, 2812176013, and 2812176014)

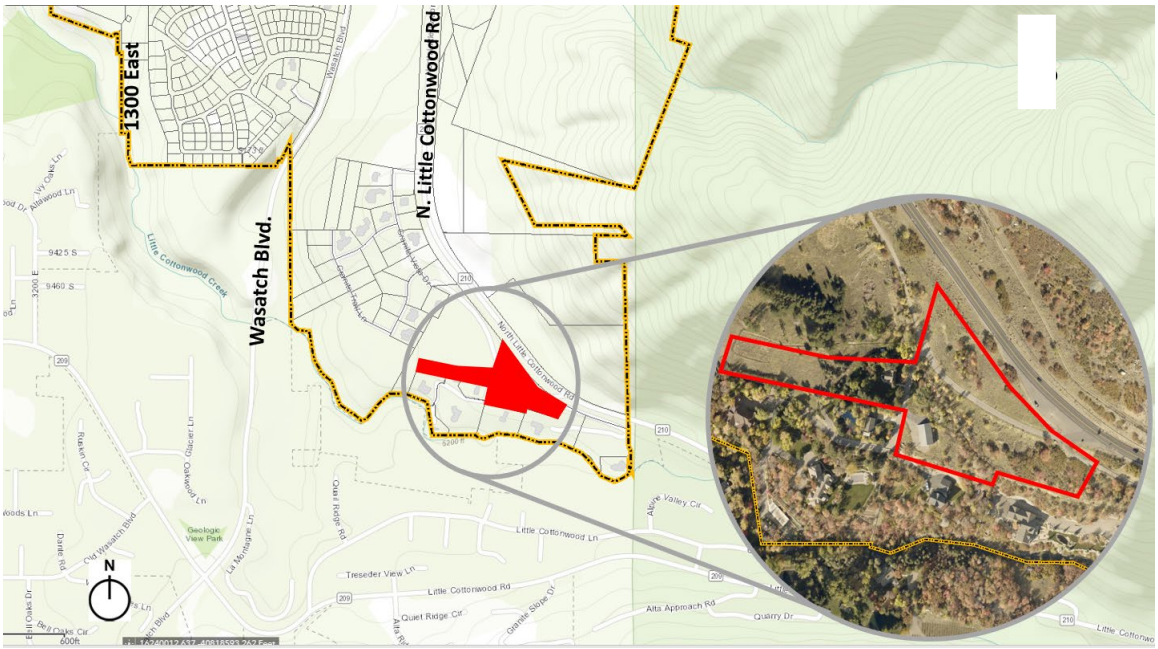
REQUEST: General Plan Map Amendment, Zone Map Amendment

APPLICANT: Eric Despain, for Robert V Despain Trust and Rola V LLC

SUMMARY

Request

The applicant is requesting a General Plan Land Use Map amendment and Zone Map amendment for three parcels, totaling 5.2 acres (outlined in red below) located at 3662, 3742 and 3804 E. North Little Cottonwood Rd.



	Existing	Proposed
Land Use	Residential Rural Density	Residential Low Density
Zoning	RR-1-43 (Rural Residential)	R-1-15 (Residential Single Family)

Recommendation

Based on the findings and analysis in this report, staff recommends that the Planning Commission forward a recommendation of approval to the City Council to amend the General Plan Land Use Map and Zone Map as requested.

CONTEXT & ANALYSIS

Existing Conditions

Subject Properties (Red)
- General Plan: Residential Rural Density
- Zoned: RR-1-43 (Rural Residential – 43,560 min lot size)
- 3662: Vacant
- 3742: Residence/Barn
- 3804: Vacant

West (Yellow)
- General Plan: Residential Low Density
- Zoned: R-1-15 (Residential Single Family – 15,000 sq. ft. min.)
- Use: Residence / Tree Farm
- Planned to become a part of a development with the subject property.

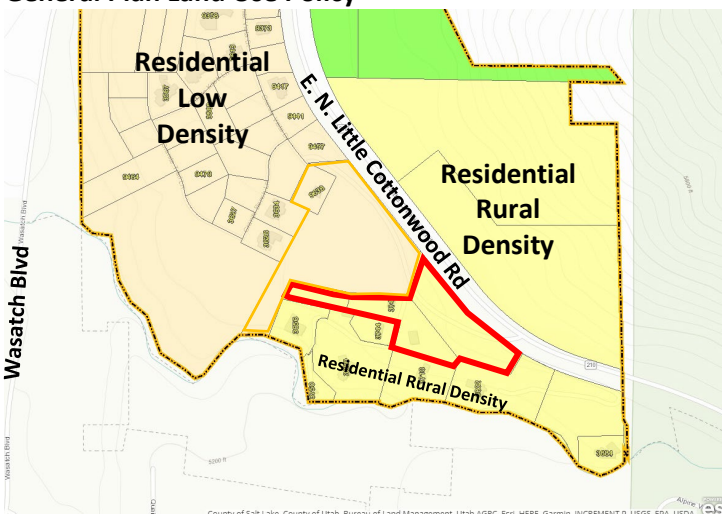
South
- General Plan: Residential Rural Density
- Zoned: RR-1-21 / RR-1-43 (21,000 and 43,560 sq. ft. min lot size)
- Use: Very Low Density - Six Residences

East
- General Plan: Residential Rural Density
- Zoned: RR-1-43 (43,560 sq. ft. min lot size)
- Use: Vacant / 1 Residence

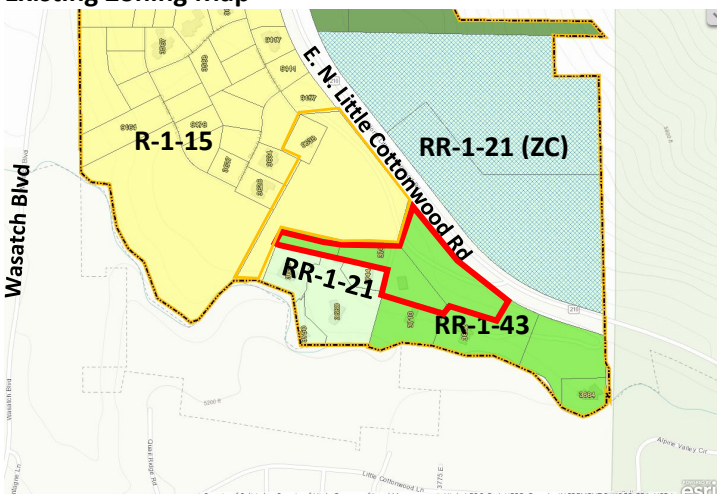
North
- General Plan: Residential Rural Density
- Zoned: RR-1-21 (ZC) (21,000 sq. f.t min lot size)
- Use: Vacant / Hillside

Aerial Photo of Existing Conditions

General Plan Land Use Policy



Existing Zoning Map



GENERAL PLAN LAND USE MAP AMENDMENT

The General Plan land use map identifies preferred land uses throughout the city and is used to guide decision making for rezone applications. The first goal of the General Plan's land use element is to "preserve the quality of life and existing image of the City." One of the objectives of this goal is to "adopt a future land use map that reflects the needs of the community and guides future growth/development, including support of thriving development within existing zoning categories." It further states that the city should "promote a stable economy through a coordinated public land use strategy."

Current Land Use Policy

The land use map designates the current land use of the subject properties as "Residential Rural Density." The General Plan states:

> *"Residential – Rural Density is a very low-density classification that allows residential and/or limited animal and agricultural uses and no more than 2 units per acre."*
>
> *"This land use is reserved for large lot (potentially with animal rights) residential development. Clustering may be allowed within this land use to preserve rural character, sensitive open space, or community park space."*

Despite the stated policy, current zoning allows up to 1 unit per acre. The applicant is requesting that the land use policy be amended to designate this area as "Residential – Low Density". The General plan describe this land use as follows:

> *"Residential – Low Density districts are residential areas that contain between 2.5 and five (5) dwelling units per acre. Properties that are assigned the Residential – Low Density classification are generally (but not necessarily limited to) neighborhoods consisting of single-family dwellings."*

Staff Analysis

The proposed change is estimated to have the following estimated impact on the total number of additional homes that could be constructed as a result of changing the policy and ordinance:

	Existing Zone	Proposed Zone
R-1-43 area only (5.2 acres)	4 Lots	10 Lots
R-1-43 + adjacent R-1-15 area (12.55 acres)	22 Lots	26 Lots

This estimated lot yield considers the addition of public roads and maximizing lot layouts against existing property lines.

Additional Considerations

In determining appropriate land use policy, the following community goals should be considered.

- Community Character
  "Canyon Gateways" The base of… Little Cottonwood Canyons should be considered for gateway enhancements. Preservation of open space should be considered an important part of the gateway experience in these particular areas."

    - Although this proposal would slightly increase density in this area, an overall density impact of four lots should not substantially impact the goals for this area. Development of the property will provide opportunities to formally designate open space areas per the sensitive lands ordinance.
- Transportation
  "All new developments should include appropriate sidewalk facilities…. Create a network of bicycle facilities throughout the City, to serve transportation and recreation needs."
    - Development of this property will provide the city an opportunity to increase sidewalk facilities and improve the pedestrian and bicycle network per the streets and sensitive lands ordinances.
- Open Space & Trails
  "The City should work with private landowners… to encourage responsible development of private land and protection of open spaces along the foothills and in other important areas of the City. The City should explore the effectiveness and applicability of open space preservation tools such as cluster development…. Effectively manage natural open spaces… through implementation of appropriate zoning policies and working with landowners to achieve development consistent with the area's natural characteristics."
    - Regardless of the zoning designation, development of this property will provide an opportunity for the city to increase open space and trail infrastructure available to the city. Development of the property will provide opportunities to formally designate open space areas and trails per the Sensitive Lands ordinance. Their proposed amendment does not significantly affect these opportunities.
- Housing Policies and Affordability
    - Additional housing supply is crucial to keep a growing population housed and suppress unstainable growth in housing prices and rents.

Conclusion: The overall impact will be an increase of density of approximately 4 units. The request to amend the General Plan Land Use Map to the Residential – Low Density designation is consistent with the principles, goals, and objectives contained in General Plan and other principles of quality growth and governance, and is also consistent with the adjacent properties north of the subject property.

ZONING MAP AMENDMENT

Previous Zoning History

Salt Lake County rezoned this property from R-1-43 to R-1-15 in September 2004 (Salt Lake County Recorder's Document #9167056). When the property was annexed into the City, the zoning was reverted to the previous designations. Whether this was intentional or an oversight is unknown at this moment.

Zoning Ordinance Goals for the R-1-15 Zone

R-1-15 is the lowest density zone within the Residential Low Density land use designation. The R-1-15 zone purpose statement reads, in part, that its purpose is to:

> *"The purpose of the R-1-15 zone is to allow for the establishment of single- family homes organized in low-density residential neighborhoods characteristic of traditional suburban residential developments."*

The purpose of the zoning ordinance is to promote the "health, safety, convenience, order, prosperity and welfare of the present and future inhabitants of the city." If the Planning Commission recommends the change to the General Plan Land Use Map, as discussed above, the R-1-15 zone's purposes are will be in line with the General goals.

STAFF ANALYSIS

The request to amend the zone map from RR-1-43 (Rural Residential Density) to R-1-15 (Residential Single Family) is consistent with the goals of the Zoning Ordinance; and with the zoning of developed and undeveloped land northwest of the subject properites. The request has been noticed as required by 19.90.020, and the applicant will be required to meet all relevant portions of chapter 19.90 of the zoning ordinance (Amendments and Rezoning).

RECOMMENDATION

Based on the findings and analysis in this report, staff recommends that the Planning Commission forward a recommendation of approval to the City Council to amend the land use map and zoning map as requested.

FINDINGS FOR RECOMMENDATION

Staff's recommendation of approval of the proposed zone map amendment is based on the following findings:

1. The proposed General Plan Land Use and Zoning Map amendment, and the purposes of the R-1-15 zone, are consistent with the principles, goals, and objectives of the General Plan;
2. The proposed amendment fits in context with the land use and zoning in the area, especially the developed and underdeveloped land north of the subject properties;
3. The proposed amendment is consistent with previous actions taken by Salt Lake County prior to incorporation;
4. The proposed zoning map amendment will be completed in accordance with the procedure as outlined in 19.90.010 "Amendment Procedure" of the Cottonwood Heights Municipal Code;
5. Proper notice was given in accordance with all local and state noticing requirements.
6. The proposed zone map amendment is fiscally more sustainable for the city and tax payer than that rural low-density zones;
7. Future development impacts of the proposed zone will be appropriately mitigated through requisite site plan and permit review, including sensitive lands ordinance provisions;
8. The zone map amendment is done in accordance with the procedure outlined in 19.90.010 "Amendment Procedure" of the Cottonwood Heights Municipal Code;
9. Proper notice was given in accordance with all local and state noticing requirements.

Attachments:

1. Model Motions
2. Applicant Statement

MODEL MOTIONS

- Approval – "I move that we forward a recommendation of approval to the City Council for Project ZMA-19-003 based on the findings listed in the staff report dated April 6, 2019..."
    - List any additional findings…

- Denial – "I move that we forward a recommendation of denial to the City Council for Project ZMA-19-003."
    - List findings for negative recommendation…

Zoning Narrative for Despain Farm Parcels 28-12-176-013-0000, 28-12-176-014-0000 and 28-12-101-016-0000

How will your proposed amendment conform to what is envisioned for the future of the site or area, as expressed in the General Plan?

We own five parcels east of the Granite Oaks subdivision. All these parcels are bordered by single family homes (three of which belong to my sister, brother, and myself). Three of the parcels were rezoned to R1-15 at the time the Granite Oaks subdivision was rezoned (including parcel 28-12-101-016). However, my father did not rezone the parcel on which his house is located, or the parcel east of his house, as he did not plan to re-develop them at that time. My sister and I would like to add these three parcels to the R1-15 zone, so that we can develop an R1-15 subdivision that is well planned and not driven by the current parcel boundaries.

Our 5 parcels are:

28-12-101-007-0000 R1-15 One unit per 15000 square feet
28-12-101-008-0000 R1-15

28-12-176-013-0000 RR 1-43 One unit per acre (43,560 square feet)
28-12-176-014-0000 RR 1-43
28-12-101-016-0000 RR 1-43

To answer this question, I read the entire General Plan. I believe the low density residential single family development aligns with the goals of the plan, specifically section 2.4 describing the desired development of the annexation area in Little Cottonwood. These parcels do not disrupt the viewshed of the foothills or the canyon because they are below the state highway. As we begin to close the tree farm in this area east of Granite Oaks, the need for agricultural uses and animal husbandry will no longer be necessary on these parcels. Parcel 28-12-176-014-0000 could be a good location for an entrance sign to the city, as discussed in section 2.6. In conjunction with a future subdivision development, I think this could be an ideal location for an open space parcel in the subdivision along the highway. Section 2.7 land use map shows these parcels on the boundary of residential low density and rural low density residential. The zoning map (attached) shows these parcels on the boundary of residential low density and rural residential low density. Section 7.2 goals should be well met by low density single family residential owner occupied homes. In section 8.1, I believe we are in annexation area C, which has now completed annexation. Regarding section 8.2 goal number one, I believe that an R1-15 development will enhance the aesthetics of this city gateway and the entrance to Little Cottonwood Canyon better than a development based of mixed zoning or higher density. Section 8.3 recommends area C development of lots ranging from 15000 square feet to one acre, which should be compatible with an R1-15 subdivision.

What level and type of development currently exists in the area?

Low density residential single family homes and a barn consistent with prior agricultural uses.

If approved, how would development of the property under the new zoning be consistent with the existing development?
We want to develop an R1-15 subdivision of low density single family residential homes, similar to the surrounding homes, but with 15,000 square foot lots.

If the amendment is approved, how would subsequent development affect demand on public services and facilities such as utilities, emergency services, schools, etc.? Can you insure that any negative impact will be mitigated? How?
At the time Granite Oaks was developed, all utilities and access from the state highway were improved to handle an R1-15 development of the complete farm. UDOT approved the access to the state highway based on R1-15 development of the entire farm. We have a legal agreement with Granite Oaks to jointly use access points and utilities previously installed during the construction of that subdivision. Completing development of this area will improve the emergency access to the existing homes from the state highway.

If approved, how would the amendment affect public health, safety, and/or general welfare?
An orderly, well planned development will promote the general welfare rather than a development based on inconsistent zoning and arbitrary parcel boundaries. The wildfire risk may be reduced. The access from the state highway to the existing homes will be improved.

Disregarding any specific development that might be envisioned for the property following any proposed rezoning, discuss all the various uses that would be allowed under the current zoning; how would the proposed uses fit better with the area than the uses that are allowed under the current zoning?
The current zoning allows low density single family residential homes, but on a larger lot size than R1-15 (43,560 square feet current zoning versus 15000 square feet with the rezone). With the mixed zone parcels, we can still develop a subdivision, but the lot lines are constrained to the parcel boundaries, which results in a hodge podge subdivision driven by random past decisions, rather than good planning for the area. An initial design by Ensign Engineering resulted in 3 more lots and a clean layout with the rezone. We can share the drawings with you if you would like to see them to get an idea of what the rezone could allow versus the current zoning. The current zoning also allows agriculture and animal husbandry, which were traditional uses on the farm.

What has changed since the zoning classification was established that makes this requested amendment necessary?
After my parents passed away, it now makes sense to include their house in the new development, along with the parcel behind their house.

Disregarding any benefit to the specific property owner or developer, how will your proposal benefit the community as a whole? How will it outweigh any negative impacts of the change that is proposed?

We can develop a beautiful low density residential single family subdivision to complete the area and improve the road access to the existing homes.

How does the proposed amendment further the purposes of the current zoning ordinance as outlined in Title 19.02.020 ("Purpose of provisions")?

The R1-15 subdivision will finish the roads in this area to comply with the UDOT access agreement that provides good access for the area from the state highway. Currently, the back access to Granite Oaks is impassible for much of the year, and the old dirt road prefers a 4 wheel drive vehicle the rest of the year. Also, the subdivision may reduce the wildfire danger and provide a hydrant system to fight fires.

Which of the following has arisen that is not property addressed in the current zoning ordinance or general plan?

The provisions of the zoning ordinance should be brought into conformity with the General Plan (note specific sections of the zoning ordinance and General Plan)

I believe the R1-15 zone is in compliance with the goals of general plan section 8.2 for area C.

A change has occurred in the land market, or other factors have arisen which requires a new form of development, a new type of land use, or a new procedure to meet said change(s)

As we begin to close the tree farm in the east area of the farm, we will no longer need the agricultural and animal husbandry uses of the rural zoning.

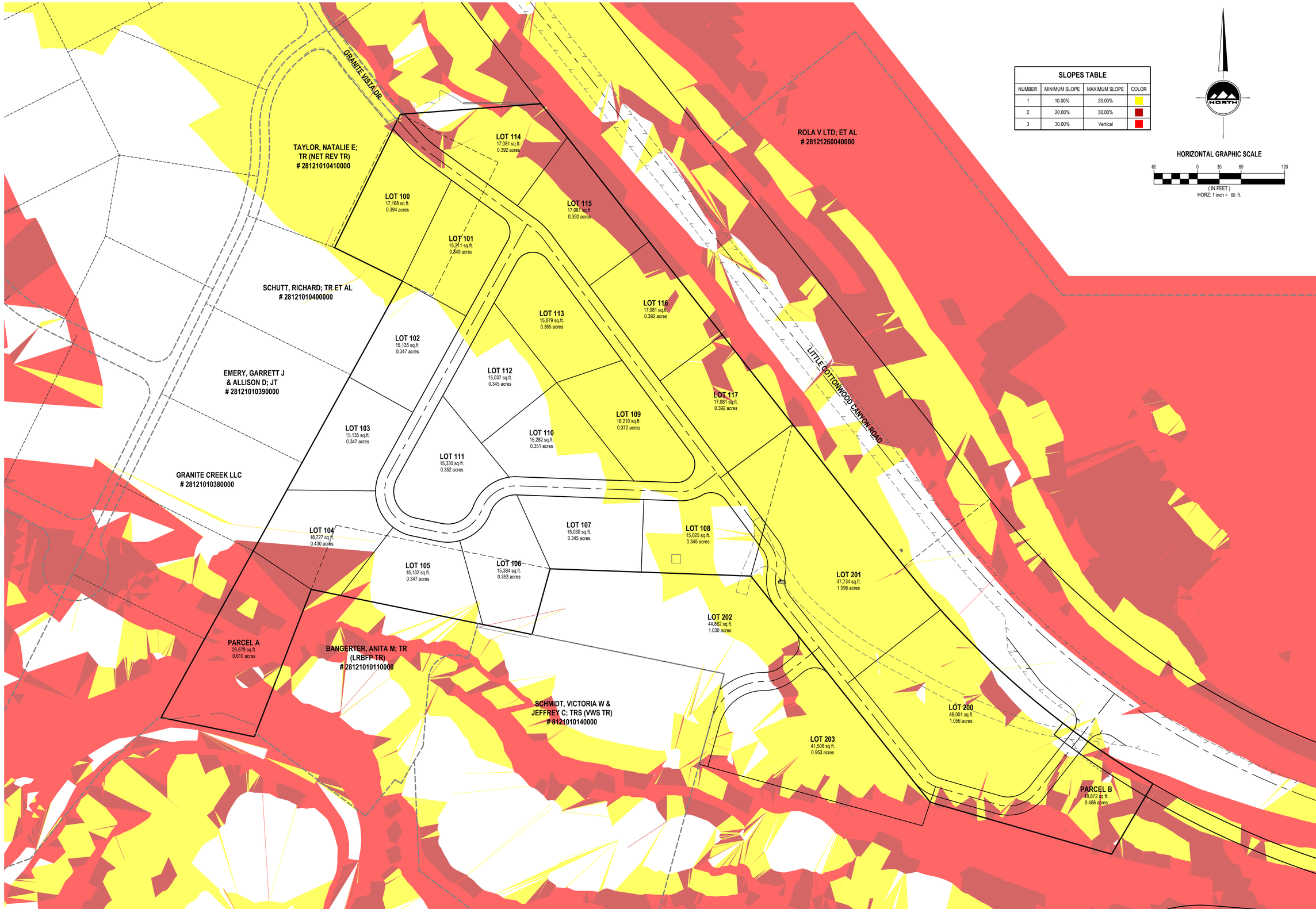
New methods of development or of providing infrastructure make it necessary to alter the zoning ordinance or General Plan to meet these new factors

I don't believe this is the case.

Regarding parcel 28-12-101-016-0000, this parcel was rezoned to R1-15 along with all the other R1-15 property on the farm at the time Granite Oaks applied for rezone with Salt Lake County. The attached documentation shows the public notice of the ordinance change by the county for this parcel and the other parcels. For unknown reason, during the annexation to the city this parcel was brought in as RR1-43, rather than R1-15. We did not realize this discrepancy until we recently met with the city planners who brought this to our attention. We wish to reserve our rights to keep the previous rezoning by the county, but hope this application to rezone will be an expedient and efficient way to resolve the discrepancy.

Thank you for your time and effort in this matter,

Eric Despain
Despain Farm



SLOPES TABLE

NUMBER	MINIMUM SLOPE	MAXIMUM SLOPE	COLOR
1	10.00%	20.00%	
2	20.00%	30.00%	
3	30.00%	Vertical	

ENSIGN
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FOR:

CONTACT:

PHONE:

DESPAIN PROPERTY CONCEPT PLANS

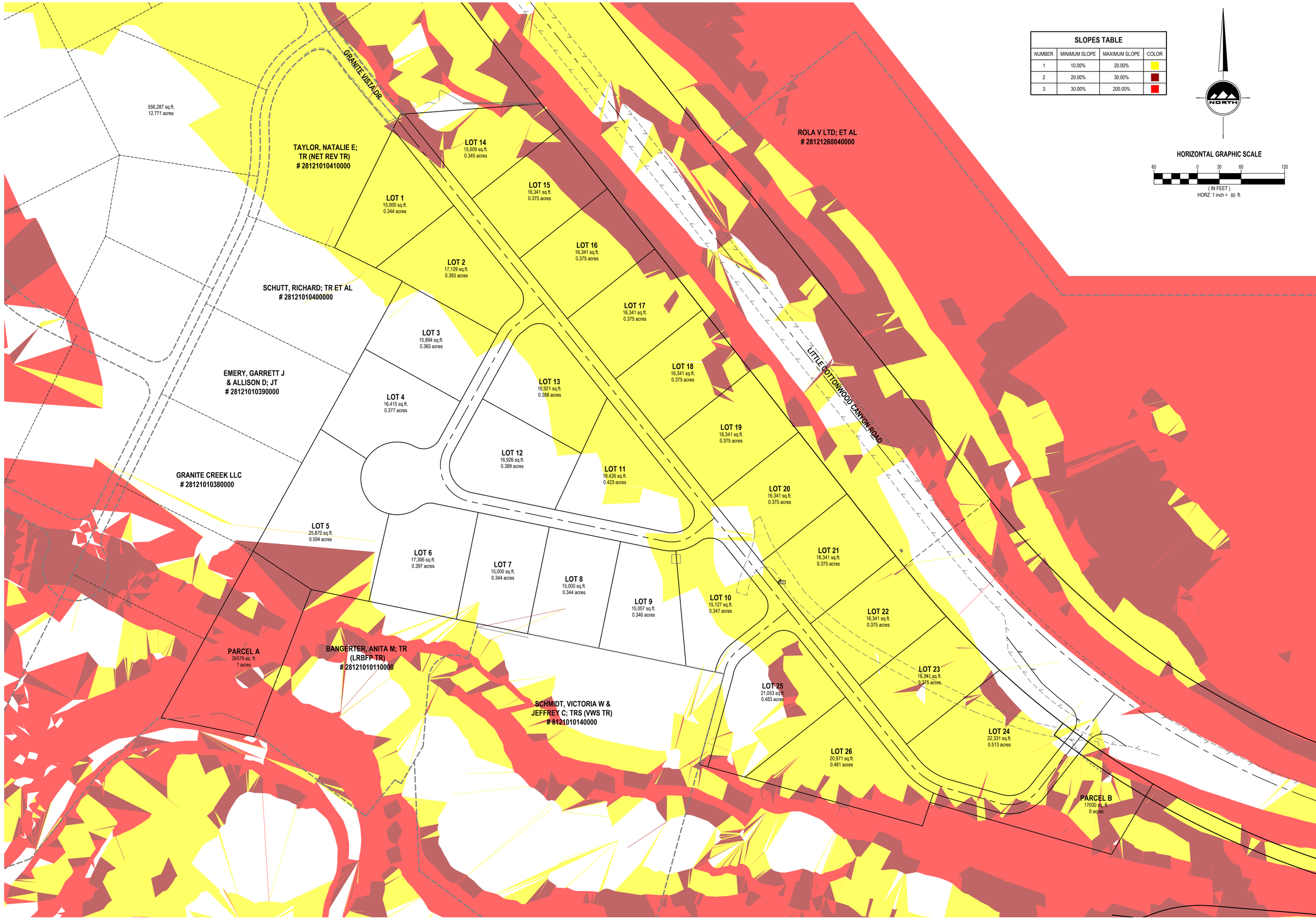
N. LITTLE COTTONWOOD COTTONWOOD HEIGHTS CITY, UTAH

CONCEPT

CONCEPT PLAN
CURRENT ZONEING

PROJECT NUMBER 3019Q	PRINT DATE 1/21/19
DRAWN BY G.OFFERMANN	CHECKED BY
PROJECT MANAGER B.MORRIS	

C-100



SLOPES TABLE

NUMBER	MINIMUM SLOPE	MAXIMUM SLOPE	COLOR
1	10.00%	20.00%	
2	20.00%	30.00%	
3	30.00%	200.00%	

NORTH

HORIZONTAL GRAPHIC SCALE

60 0 30 60 120

(IN FEET)
HORZ: 1 inch = 60 ft.

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DESPAIN PROPERTY
CONCEPT PLANS
N. LITTLE COTTONWOOD
COTTONWOOD HEIGHTS CITY, UTAH

CONCEPT

CONCEPT PLAN
R-1-15 ZONEING

PROJECT NUMBER 3019Q
PRINT DATE 1/2/19
DRAWN BY G.OFFERMANN
CHECKED BY
PROJECT MANAGER B.MORRIS

C-101

DRAFT – For Discussion Purposes Only

Chapter 19.77

OUTDOOR LIGHTING

Sections:

19.77.010 Purpose
19.77.020 Applicability
19.77.030 Lighting Standards
19.77.040 Exceptions
19.77.050 Prohibitions
19.77.060 Street Lighting
19.77.070 Lighting Plan Requirements
19.77.080 Definitions

19.77.010 Purpose

Adequate nighttime lighting is important to allow human activity to safely continue after the sun goes down, but inappropriate lighting practices can result in light trespass, glare, poor lighting color, poor energy conservation, impact wildlife and natural ecosystems, and skyglow. These issues can reduce full enjoyment of private property rights, human health and safety, wasted energy, and poor nighttime ambiance. This ordinance provides regulations that seek to mitigate the above note issues. The means required by these regulations will:

- Improve the enjoyment of personal property,
- Increase the health and safety and residents and others,
- Improve nighttime ambiance and aesthetics,
- Lessen impacts on natural wildlife and ecosystems, and
- Conserve natural resources.

19.77.020 Definitions

The following definitions shall apply to this chapter:

Accent architectural or landscaping lighting. Lighting of building surfaces, landscape features, statues and similar items for decoration or ornamentation.

Activity Area. Walkways and open spaces where people walk or congregate.

Correlated color temperature (CCT). A metric characterizing the color content of the light output of a lamp expressed in units of kelvins (K). CCT information is available on data sheets and product packaging for all lighting sold in the United States.

Flood Light. A fixture or lamp designed to "flood" an area with light.

Foot-candle. A unit of measurement for the total amount of light cast on a surface (illumination). One foot-candle is equivalent to the illumination produced by a source of one candle at a distance of one-foot.

Full Cutoff Light Fixture. A light fixture that restricts a lamp from radiating any illumination above a horizontal plane running through the lowest point on the fixture where light is emitted.

Glare. The sensation produced by a bright source within the visual field that is sufficiently brighter than the level to which eyes are adapted to cause annoyance, discomfort, or loss in visual performance and visibility; blinding light. The magnitude of glare depends on such factors as size, position, brightness of the source, and on the brightness level to which the eyes are adapted.

Hotspot. Hotspot is an isolated pool of bright downlight that creates unneeded contrast resulting in dark areas immediately outside the hotspot area and may also increase glare.

Incandescent lamp or light bulb. An electric light with a wire filament heated to such a high temperature that it glows with visible light (incandescence).

Hot spot. An area of light that exceeds allowed illumination thresholds or produces conditions related to glare.

Illumination or illuminated: A measurement of light expressed in foot-candles (fc) on a given surface resulting from light emitted from a lamp.

Kelvin. Kelvin is a unit of measurement used to measure the correlated color temperature (hue) of a specific light source.

Lamp: Any light source in a self-contained package composed of an envelope (containing gas, filaments, etc.), filament or electrodes, base, contacts, gas and any support structures. The source can be of the incandescent, fluorescent, quartz halogen, LED or arc type. Quite often this term is used interchangeably with light source and is sometimes commonly referred to as the light bulb.

Light Fixture. The assembly that a holds a lamp, or lamps. It includes the elements designed to give light output control, such as a reflector (mirror) or refractor (lens), the ballast, housing, and the attachment parts.

Light trespass. A nuisance condition created when a lamp provides illumination beyond that allowed by this chapter on any property other than the property on which the light is installed.

Lumen. A unit of measurement used to describe the actual amount of visible light which is produced by a lamp as specified by its manufacturer.

Net Acre. The area devoted to outdoor lighting, excluding building footprint of any site.

Qualified lighting professional. Qualified lighting professionals have a professional certification from a legitimate professional organization that requires recertification, current industry involvement and demonstrated knowledge in specific aspects of lighting.

Skyglow. The overhead glow from light emitted sideways and upwards.

Spectrum. See Correlated Color Temperature.

Visual acuity: Sharpness of vision, measured by the ability to discern letters or numbers at a given distance according to a fixed standard.

19.77.030 Applicability

A. **Conformance Required.** Any new outdoor lighting shall be installed in conformance with the provisions of this chapter. In any situation where there is a conflict with Federal or State regulations, and/or applicable sections of adopted building code, the more restrictive provisions shall apply.

B. **Modifications to Existing Structures and Approved Land Uses.** All outdoor lighting fixtures shall be replaced or modified to meet the requirements of this chapter for an entire building and/or site if the cumulative gross floor area or land use increases by 25% or more.

C. **Routine maintenance.** Repairing any component of a light fixture, except the lamp, is permitted for all existing outdoor lighting fixtures. When a lamp needs repair, it shall be replaced in accordance with the provisions of this chapter, unless a manufacture no longer produces lamps for a .

19.77.040 Single-Family Residential Zone Lighting Standards

The following regulations shall apply to all single family residential structures:

A. **Permitted Light Fixture Types.** All outdoor light fixtures that house lamps radiating more than 760 lumens* shall be full cutoff and oriented as intended per manufacturing instructions. *(760 lumens create the equivalent radiance of a 60-watt incandescent light bulb).

B. **Height.** Light fixtures shall not exceed 12 feet in height.

C. **Illumination.**

1. Total site illumination shall not exceed:
    a. 5,000 lumens per net acre in the F-20 zone.
    b. 15,000 lumens per net acre for any single-family residential property east of Wasatch Boulevard.

c. 25,000 lumens per net acre for any residential property, regardless of zoning, or property within the RO zone.

D. **Spectrum.** All lamps shall not exceed 3,000 kelvins in the lighting spectrum.

E. **Automatic Switching Controls.** Outdoor lighting shall have controls that automatically extinguish all outdoor lighting when daylight is available and by 11:00 pm, except for essential security lighting which shall be to a maximum of 25% of the total luminaries used. Security lighting is encouraged to utilize motion activated sensors and be extinguished within two-minutes after motion has ceased.

a. **Exceptions.** Automatic lighting controls are not required for the lighting for steps, stairs, walkways, and building entrances when required by the building code.

19.77.050 Lighting Standards for All Other Zones

The following regulations shall apply to all zones, except single-family residential zones.

A. **Permitted Light Fixture Types.** All outdoor light fixtures that house lamps radiating more than 760 lumens* shall be full cutoff and oriented as intended per manufacturing instructions. *(760 lumens create the equivalent radiance of a 60-watt incandescent light bulb).

B. **Height.** Light fixtures shall not exceed 18 feet in height and shall not exceed 12 feet in activity areas.

C. **Illumination.**

1. The average illumination at finished grade level shall be between 0.5 and 1.5 foot-candles. No point on the property shall be illuminated greater than 10.0 foot-candles.
2. At the property boundary, the illumination at grade level not exceed 0.5 foot-candle.
3. Lighting shall increase its illumination by an even gradient toward activity and driveway entrances to the site. Lighting shall be designed to avoid hotspots that reduce visual acuity.
4. To avoid light trespass, illumination shall not exceed 0.25 foot-candle at five-feet beyond the property boundary measured five-feet above grade level.
5. Total site illumination shall not exceed:
   a. 25,000 lumens per net acre for any residential zone, or within the RO zone.
   b. 50,000 lumens per net acre for any property in the NC zones.
   c. 100,000 lumens per net acre for all other properties in any other zone.

D. **Spectrum.** All lamps shall not exceed 3,000 kelvins in the lighting spectrum.

E. **Walkways.** Pedestrian walkways shall be lighted with bollards or light fixtures at a maximum height of 12 feet.

F. **Automatic Switching Controls.** Outdoor lighting shall have controls that automatically extinguish all outdoor lighting when daylight is available and within one hour after business hours or by 11:00 pm, whichever is sooner, except for essential security lighting which shall be to a maximum of 25% of the total luminaries used, unless the planning commission approves a higher percentage. Security lighting is encouraged to utilize motion activated sensors and be extinguished within two-minutes after motion has ceased.

1. **Exceptions.** Automatic lighting controls are not required for the following:
   a. Lighting for tunnels, parking garages, garage entrances, and similar conditions.
   b. Lighting for steps, stairs, walkways, and building entrances required by the building code.
   c. When the Community and Economic Development Director determines that a specific public safety hazard exists that can only be mitigated using outdoor light.

19.77.050 Exceptions

Exceptions to the lighting standards outlined in section 19.77.030 are permitted for land uses and light fixtures as identified in this section.

A. **Signs:** Signs are regulated by Chapter 19.82 – Signs.

B. **Outdoor Athletic and Recreational Facilities:** Upon time of application, applicant shall submit a plan by a qualified lighting engineer that certifies by written statement that every reasonable effort has been undertaken to mitigate the effects of light on surrounding properties; and

C. **Gasoline Station and Convenience Store Canopies:** Gasoline station and convenience store canopies shall provide adequate lighting for customers, but lighting shall not be so intense as to be as an attention device for the business, as provided in this section.

1. Lighting fixtures in the ceiling of canopies shall be fully recessed in the canopy.
2. Light fixtures shall not be mounted on the top or fascia of such canopies.
3. The fascia of such canopies shall not be illuminated, except for approved signage.
4. Areas around gasoline pump islands and under canopies shall have a minimum illumination at grade level between one (1) and five and one-half (5 1/2) foot-candles. The ratio of average illumination to the minimum illumination at grade in the areas around the gasoline pumps shall not exceed four to one (4:1).

D. **Car-wash Lighting.** See Section 19.76.040.H.

E. **Accent Architectural or Landscaping Lighting.** Buildings light fixtures may illuminate a structure's vertical surfaces and shall be directed downward. Uplighting of vertical surfaces of a building is prohibited. Illumination of vertical surfaces shall not exceed an illumination of five (5) foot-candles. Government and civic buildings, church buildings, public art, and flag poles for national, state and local government flags shall be exempt from this requirement.

F. **Flood Lights.** Full cutoff flood lights shall be angled provided that no light escapes above a twenty-five (25) degree angle measured from the vertical line from the center of the light extended to the ground, and only if the light does not cause glare or light to shine on adjacent property or public rights-of-way. All wall pack light fixtures shall be full cutoff light fixtures.

G. **Swimming Pool Lighting.** Underwater light fixtures are not regulated by this chapter.

H. **Seasonal Lighting.** Temporary exterior lighting intended as holiday/seasonal decorations may be displayed between November 15 and the following January 15, provided that individual lamps do not cause unreasonable light trespass or glare as determined by the Community and Economic Development Director.

I. **Public safety.** Illumination and kelvin thresholds may be exceeded in situations where the Community and Economic Development Director finds that an increased level is crucial to public safety or the activities of law enforcement. In no case shall kelvin levels exceed 5,000.

19.77.060 Prohibited Lighting

The following lighting shall be prohibited:

A. Blinking, flashing, moving, revolving, flickering, changing intensity of illumination, and changing color lights;

B. Uplighting of building and illumination of roofs and internal illumination of awnings;

C. Mercury vapor lights;

D. Search lights, laser source lights, or any similar high-intensity light except in emergencies by police, fire, and other emergency service personnel or at their direction.

19.77.070 Street Lighting

Street lighting shall be governed by Section 12.24.190.

19.77.080 Lighting Plan Requirements

A. **Lighting Plans.** Lighting plans shall be required whenever the applicability provisions apply as described in Section 19.77.20, and shall include the following:

1. A site plan indicating the location of all light fixtures, both proposed and any already existing on the site.

2. A description of each light fixture, lamp, support and shield, both proposed and existing. The description shall include, but is not limited to, manufacturer's catalog cuts and illustrations; lighting fixture lamp types, wattages and initial lumen outputs.
3. Except for single-family residential properties, a photometric plan prepared by a qualified lighting professional.

B. **Lamp or Light Fixture Alteration.** Should any lamp or light fixture be altered after the permit has been issued, a change request must be submitted to the Community and Economic Development Director or designee for approval, together with adequate information to assure compliance with this code, which must be received prior to alteration.

C. **Certification of Installation.** For all projects where the total initial output of the proposed lighting equals or exceeds 75,000 lumens per net acre, certification that the lighting, as installed, conforms to the approved plans shall be provided by a qualified lighting professional before any certificate of occupancy or business license is issued. Until this certification is submitted, approval for use of a certificate of occupancy shall not be issued for the project.

12.24.190 Street lighting.

A. The subdivider shall install street lights. The street lighting shall be 5600 lumens equivalent light-emitting diode (LED) or induction lighting as approved by the city engineer. A 9500 lumens equivalent light-emitting diode (LED) or induction lighting shall be used at intersections as approved by the city engineer. Lighting shall not exceed 3500 kelvins.

B. Street lights shall be on an average no more than 275 feet apart. Placement shall alternate from one side of the street to the other and shall be placed on side property lines. At intersections the street light shall be located near the intersection.

C. ~~The street light fixtures shall be "town and country" or similar lighting fixture with power underground.~~ All lighting fixtures shall be designed and installed in accordance with the city's official street light policy with power underground (see Appendix ##).

D. The lights shall be installed in the space between the curb and sidewalks. In situations where the sidewalk is integral, the street light shall be placed within two feet of the sidewalk.

E. Final placement of street lights shall be approved in writing by the City Engineer or its designee.

DRAFT

MINUTES OF THE COTTONWOOD HEIGHTS CITY PLANNING COMMISSION MEETING

Wednesday, January 23, 2019
5:00 p.m.
Cottonwood Heights City Council Room
2277 East Bengal Boulevard
Cottonwood Heights, Utah

ATTENDANCE

Members Present: Chair Graig Griffin, Chris Coutts, Craig Bevan, Jesse Allen, Doug Rhodes, Alternate Bob Wilde

Staff Present: City Manager Tim Tingey, Community and Economic Development Director Mike Johnson, Senior Planner Matt Taylor, Records Culture and Human Resource Director Paula Melgar, City Attorney Shane Topham

Excused: Sue Ryser and Associate Planner Andrew Hulka

WORK SESSION

Planning Commission Chair Graig Griffin called the meeting to order at 5:11 p.m. and welcomed those in attendance.

1.0 Planning Commission Business.

1.1 Review Business Meeting Agenda.

The agenda items were reviewed and discussed.

1.2 Additional Discussion Items.

Community and Economic Development Director, Michael Johnson, reviewed the staff report and reported that staff received written comments regarding safety and traffic impacts in the area. Acceptable conditions were discussed. The developer was working with UDOT to mitigate site circulation and confirmed that wayfinding signage will be implemented. He noted that there are two separate meetings scheduled between City staff, elected officials, and nearby residents to discuss the issues at a local level.

Commissioner Coutts reviewed the walkability of the project and the proposed amenities. She expressed concern with the parking proposed in the Master Development Agreement and the condominium agreements and the potential for conflicting depictions. The property layout was discussed at length.

The developer, Chris McCandless, reported that he has been involved with the project since 2008. The ADU compliant access was reviewed. Mr. McCandless pointed out that the shared parking shows which parking stalls can be used and by whom. He emphasized that all surface parking stalls are for the condominium units. Additional parking details were addressed.

The applicant, Rebecca Bunya, stated that the hotel is required to comply with what Mr. McCandless has to abide by even though the proposed hotel is not an entirely new development. She was in favor of the symmetry and believed that to allow the windows to have a different proportion than the ones above makes the rooms less custom. Commissioner Allen recommended a trellis element or overhang be placed below to provide more interest at the pedestrian level. Exterior details were discussed.

1.3 Adjournment.

Commissioner Rhodes moved to adjourn the Work Session. Commissioner Coutts seconded the motion. The motion passed with the unanimous consent of the Commission. Commissioner Bevan was not present for the vote.

The Work Meeting adjourned at 5:57 p.m.

BUSINESS MEETING

1.0 WELCOME/ACKNOWLEDGEMENTS

Chair Griffin called the Business Meeting to order at 6:00 p.m. and welcomed those in attendance.

Commissioner Bevan joined the meeting via teleconference.

1.1 Ex Parte Communications or Conflicts of Interest to Disclose.

There were no public comments.

2.0 CITIZEN COMMENTS

There were no citizen comments.

3.0 BUSINESS ITEMS

3.1 (CUP-18-012) Action on a Request by YIP Cottonwood, LLC for a 149-Room Hotel located at 7365 South Canyon Centre Parkway.

Chair Griffin opened the public hearing.

Jim Rock was present representing the Canyon Racquet Club Condominium Association and identified himself as one of the original residents of the property. Additional comments were

submitted regarding the 2014 traffic study and many did not agree that the count was the same then as it is today. The main concern of the residents was with south Wasatch Boulevard. Mr. Rock emphasized that they have been in contact with the HOA's legal counsel who indicated that if a current traffic study is not performed, the City could be potentially liable. The residents were also concerned with the increase in traffic that a third hotel story will bring. Incrementally, the traffic generated will have a greater impact and there is no provision for garbage or recycling within the development. There could potentially be 44 trash and recycling containers either on the sidewalk or in the street on pick up days. He encouraged a meeting between the homeowners and staff in an effort to reach a solution.

Leslie Kovach reported that she lives along the east side of the property. She expressed concern with the proposed hotel having five stories where it is slated for three. The hotel is a 24/7 operation overlooking private homes. She requested that the lighting requirement be removed as well as any signage along the east side. Ms. Kovach was opposed to the proposed height, noise, and garbage collection, which will have a direct impact on her. She also asked that the height be reduced.

Charles Keeney, an owner at the Canyon Racquet Club, expressed concern with safety as a result of at least 1,000 vehicle trips per day upon completion of the hotel.

There were no further comments. The public hearing was closed.

Mr. Johnson presented the staff report and stated that the hotel application was for a Conditional Use Permit and the conditions imposed mitigate the impacts directly created by the proposed use. City staff and officials agree that there will be safety and traffic concerns as the area grows and develops. There are options the City was interested in exploring to resolve some of the issues apart from the hotel application. They were also working with the developer to implement three mitigation solutions that including (1) striping and 'do not block intersection' signage in front of the Canyon Racquet Club Condominiums; (2) wayfinding signage on the site to emphasize safe traffic movement; and (3) working with UDOT on a Corridor Agreement that takes access management into account to ensure safety. Mr. Johnson emphasized that many of the issues are not the direct result of the hotel. He recommended the issues remain separate.

Commissioner Coutts confirmed that they discussed the issues raised at the last meeting and have heard back from both the master developer and hotel developer to mitigate those directly impacted.

Mr. Johnson explained that the project must comply with any relevant conditions from the original Site Master Plan approval, including one that is specific to lighting being full cutoff and shielded from adjacent residences. All standards will apply and be reviewed as part of the building permit application. Wall signage includes standards for lighting in the current City ordinance and will be required to comply as well. Commissioner Allen believed it would be beneficial to specify that there shall be no additional or uplighting of the building on the east side.

The applicant, Rebecca Bunya, reported that there are prototype requirements that are applied to comply with the legal code. They would request a deviation from Marriott standards to comply with the Code, but not for personal issues. Mr. Johnson clarified that to incorporate that portion

into a condition, any east building mounted lighting must be full cut off and shielded from uses across the street. Provisions from the mixed-use ordinance were described.

The Commissioners discussed appropriate lighting cut off times. Commissioner Wilde believed it should be applied to the east side of the building and did not have an issue with the lighting along the west side.

Commissioner Coutts moved to approve Project CUP-18-012, a request by YIP Cottonwood LLC, for a 149-room hotel located at 7365 South Canyon Centre Parkway with the inclusion of the third story subject to the following:

Conditions:

1. ***The applicant shall meet all relevant portions of the Municipal Code.***

2. ***The final plans shall adhere to any relevant conditions of approval for the Master Development Plan as identified in the February 5, 2014, Canyon Centre staff report (CUP-13-011) and shall provide evidence of compliance on the appropriate plans prior to final approval and shall be implemented prior to the issuance of a certificate of occupancy.***

3. ***The development of the parking in front of and adjacent to shown with the hotel includes a continuously accessible pedestrian walkway in front of the hotel that can connect to the future retail and office building.***

4. ***The hotel address the pedestrian level of the east elevation of the building facing Wasatch Boulevard with additional architectural elements attached to the building or landscape structures.***

5. ***Lighting that complies with mixed-use Code 19.36.120 where it faces residential on the east and west face.***

Findings:

1. ***The proposed project meets the applicable provisions of Chapter 19.36 – Mixed Use Zone.***

2. ***That an increased height to three stories will not adversely affect the public health, safety, or welfare as part of this approval.***

3. ***That the proposed project will continue to meet the applicable provisions of Chapter 19.84, "Conditional Uses," of the zoning code:***

    a. ***That the proposed use is one of the conditional uses specifically listed in the zoning district in which it is to be located;***

b. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, comfort, order or general welfare of persons residing or working in the vicinity;

c. That the use will comply with the intent, spirit, and regulations of this title and will be compatible with and implement the planning goals and objectives of the City;

d. That the use will be harmonious with the neighboring uses in the zoning district in which it is to be located;

e. That nuisances which would not be in harmony with the neighboring uses will be abated by the conditions imposed;

f. That protection of property values, the environment, and the tax base for the city will be assured;

g. That the use will comply with the city's General Plan;

h. That existing and proposed utility services will be adequate for the proposed development;

i. That appropriate buffers were approved with the existing site plan; and

j. That operating, and delivery hours will be compatible with adjacent land uses.

Chair Griffin addressed concerns with an increase in traffic counts along Wasatch Boulevard and Fort Union/Cottonwood. The City Engineer was asked to review historical traffic patterns and determined there had not been a significant change. The data reflected that changes are negligible., With respect to traffic outside of the proposed project, the City has no control as they are UDOT-owned roads.

The motion was seconded by Commissioner Rhodes. Vote on motion: Commissioner Coutts-Aye, Commissioner Allen-Aye, Commissioner Bevan-Aye, Commissioner Rhodes-Aye, Chair Griffin-Aye, Bob Wilde-Aye. The motion passed unanimously.

4.0 ADJOURNMENT

Commissioner Coutts moved to adjourn. The motion was seconded by Commissioner Rhodes. The motion passed with the unanimous consent of the Commission.

The Planning Commission Meeting adjourned at 7:15 p.m.

I hereby certify that the foregoing represents a true, accurate and complete record of the Cottonwood Heights City Planning Commission Meeting held Wednesday, January 23, 2019.

Teri Forbes

Teri Forbes
T Forbes Group
Minutes Secretary

Minutes Approved: _____

DRAFT

MINUTES OF THE COTTONWOOD HEIGHTS CITY PLANNING COMMISSION MEETING

Wednesday, February 6, 2019
5:00 p.m.
Cottonwood Heights City Council Room
2277 East Bengal Boulevard
Cottonwood Heights, Utah

ATTENDANCE

Members Present: Chair Graig Griffin, Chris Coutts, Craig Bevan, Jesse Allen, Sue Ryser, Dan Mills, Alternate Bob Wilde

Staff Present: Community and Economic Development Director Mike Johnson, Senior Planner Matt Taylor, Associate Planner Andrew Hulka, Records Culture and Human Resource Director Paula Melgar, City Attorney Shane Topham

Excused: Doug Rhodes

WORK SESSION

Chair Graig Griffin called the meeting to order at 5:00 p.m. and welcomed those in attendance.

New Planning Commission Member, Dan Mills, was introduced. Mr. Mills reported that he is a Physical Therapist by profession and lives in the Old Mill area. He loves Cottonwood Heights and expressed interest in guiding development to meet the goals of the City.

1.0 Planning Commission Business

1.1 Review Business Meeting Agenda.

The agenda items were reviewed and discussed.

1.2 Additional Discussion Items.

Associate City Planner, Andrew Hulka, presented the staff report for SUB-19-001 and stated that the applicant has applied for an exception. Flag lot requirements were reviewed. The City issued a building permit in 2015 and driveway improvements were completed in 2018 but were not constructed per the requirements. Property photographs were displayed and reviewed. Staff recommended the Planning Commission forward a positive recommendation to the City Council as the request is in compliance with all City requirements.

Senior City Planner, Matt Taylor, presented the staff report for ZTA-18-002 and stated that the request is for a proposed ordinance adopting Chapter 19.77-Outdoor Lighting Standards. The action was initiated by the City Council who requested further review of outdoor lighting standards and more comprehensive standards. Light pollution was the initial reason for considering the issue and spillage and dark pockets were identified as concerns. Traditionally, street lights used a yellow colored bulb and were not favorable. The challenge was that the whiter the light, the more the contrast increases, which exacerbated the dark pockets and glare issues. White light tends to scatter and can be intensified with specific weather conditions. It was confirmed that a more yellow bulb was recommended. Staff met with a lighting manufacturer who suggested they adopt a 2700 kelvin level for City streets. They received an initial response from the City Council who came up with a broader alternative. One option was to have all new development, excluding single-family homes, apply the standards.

Commissioner Coutts believed it was counter-productive to exclude single-family if the goal is to make it a City-wide ordinance.

Commissioner Allen suggested there be a buffer zone between Forest Service land and include the City in the ordinance. He believed the biggest offenders of the lighting standards are car dealerships. He was in favor of the exception for uplighting on civic buildings.

Chair Griffin recommended the City reach out to Home Depot's General Manager so that they are able to stock the suggested lighting. Convenience store lighting requirements were also encouraged.

1.3 Adjournment.

Commissioner Bevan moved to adjourn the Work Session. Commissioner Coutts seconded the motion. The motion passed with the unanimous consent of the Commission.

The Work Meeting adjourned at 5:57 p.m.

BUSINESS MEETING

1.0 WELCOME/ACKNOWLEDGEMENTS

Chair Griffin called the Business Meeting to order at 6:00 p.m. and welcomed those in attendance.

New Planning Commissioner, Dan Mills, introduced himself and stated that he is a resident and business owner in Cottonwood Heights. He was excited to see the future of the City and direction it is headed.

1.1 Ex-Parte Communications or Conflicts of Interest to Disclose.

There were no public comments.

2.0 CITIZEN COMMENTS

There were no citizen comments.

3.0 BUSINESS ITEMS

3.1 (SUB-19-001) Flag Lot Exception 8095 South Pinecreek Lane.

Associate City Planner, Andy Hulka, presented the staff report and stated that the request is for a flag lot exception at 8095 South Pinecreek Lane. The request was for an exception of the subdivision ordinance where they are permitted when unusual topographic, aesthetic, or other exceptional conditions exist. These types of exceptions must be approved by the City Council with a positive recommendation from the Planning Commission. He emphasized the importance of there being no substantial detriment to the public good or impairment to the intent of the zoning ordinance.

Flag lot requirements were described. It was reported that the applicant received a building permit for new construction in 2015 and full driveway improvements were not completed until 2018. It was brought to the City's attention that the Code requirements had not been met. Staff recommended forwarding a positive recommendation to the City Council.

The property owner, Trey Turley, expressed appreciation to the City and staff for the manner in which they handled his request and their professionalism. He requested an exception to a landscape barrier from four feet to two feet and to eliminate the visual barrier requirement. The proposed landscape barrier requirements were reviewed. Mr. Turley noted that the surrounding neighbors were in favor of the exception being granted.

Chair Griffin opened the public hearing.

Jason Dunn, a neighbor, expressed support for the request and believed it was an improvement to the area.

There were no further comments. The public hearing was closed.

Commissioner Bevan raised concern with the applicant making the request after completion of the landscaping.

Commissioner Wilde moved to forward a positive recommendation to the City Council of SUB-19-00 for a Flag Lot Exception for property located at 8095 South Pinecreek Lane. Commissioner Bevan seconded the motion.

Commissioner Coutts amended the motion to include an exception to the four-foot buffer of two feet on either side of the 20-foot drive. Commissioner Bevan seconded the motion. Vote on motion: Commissioner Bevan-Aye, Commissioner Coutts-Aye, Commissioner Ryser-Aye, Commissioner Allen-Aye, Commissioner Mills-Aye, Chair Griffin-Aye. The motion passed

unanimously. Alternate Planning Commission Member Bob Wilde did not participate in the vote.

3.2 <u>Project ZTA-18-002 Proposed Ordinance Adopting Chapter 19.77 Outdoor Lighting and Amending Various other Provisions in Title 19 Zoning Relative to Outdoor Lighting Standards.</u>

Mr. Hulka presented the staff report and stated that the request is an effort to resolve issues with light trespass, glare, over-illumination, color tone, hue of light, energy waste, and sky glow. The request was initiated by the City Council who asked that an ordinance be developed to help mitigate the issues identified.

Chair Griffin opened the public hearing.

<u>Dale Chalmers</u> reported that he first got involved with dark skies while employed at Capital Reef National Park. He believed that if Cottonwood Heights created a Dark Sky Ordinance, other cities would follow. A detailed ordinance on the International Dark Sky website was available for cities to duplicate. He believed this was a very small start and should be continued. He encouraged the City to set a timeline for conformity and to adopt a much more detailed ordinance.

Commissioner Ryser encouraged suggestions to be submitted in writing to staff.

Chair Griffin expressed concern with the lighting at Butler Middle School and their electric signage. He wanted to see definitive language for reader board signs and no relief lettering.

Commissioner Mills commented that the electric sign along Wasatch Boulevard and future development of the gravel pit be considered as well.

Community and Development Director, Mike Johnson, stated that they were consolidating the lighting standards from elsewhere in the Code to one place. When the ordinance is reviewed, it will be available in one location.

Commissioner Allen asked about public outreach for the request. Mr. Johnson confirmed that they discussed the creation of a dedicated page on the City's website that will contain research and resources.

Chair Griffin suggested the creation of educational materials or a .pdf document that could be used as a reference for residents purchasing lights.

4.0 <u>CONSENT AGENDA</u>

4.1 <u>Approval of Minutes for January 9, 2019.</u>

Commissioner Coutts moved to approve the minutes of the January 9, 2019, Planning Commission Meeting, with the corrections noted. The motion was seconded by Commissioner

Ryser. The motion passed with the unanimous consent of the Commission. Alternate Planning Commission Member Bob Wilde did not participate in the vote.

5.0 ADJOURNMENT

Commissioner Ryser moved to adjourn. The motion was seconded by Commissioner Bevan. The motion passed with the unanimous consent of the Commission.

The Planning Commission Meeting adjourned at 6:35 p.m.

I hereby certify that the foregoing represents a true, accurate and complete record of the Cottonwood Heights City Planning Commission Meeting held Wednesday, February 6, 2019

Teri Forbes

Teri Forbes
T Forbes Group
Minutes Secretary

Minutes Approved: _____