

# COTTONWOOD HEIGHTS CITY PLANNING COMMISSION MEETING AGENDA

August 2, 2023



Notice is hereby given that the **Cottonwood Heights Planning Commission** will convene on **Wednesday, August 2, 2023** at **Cottonwood Heights City Hall** (2277 E. Bengal Blvd., Cottonwood Heights, UT 84121) for its **Work Session** and **Business Session** meetings.

1. Work Session – **5:00 p.m.** – City Council Work Room
2. Business Session – **6:00 p.m.** – City Council Chambers

Both sessions 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/planningcommission](http://www.ch.utah.gov/planningcommission), and clicking on “**Planning Commission Zoom Links.**” Alternatively, the public can also hear audio of the open portions of the meeting by connecting to the live broadcast at <https://www.youtube.com/@CottonwoodHeights/streams> or <http://mixlr.com/chmeetings>.

## **5.00 p.m. Work Session**

### **1.0 Transportation Master Plan Discussion**

*Introduced to the Planning Commission earlier this summer, the Transportation Master Plan outlines mobility goals, projects, and policies for Cottonwood Heights. Public Works Department staff will provide the Commission with an update on this effort in preparation for a public hearing on the project this fall.*

### **2.0 Review Business Session Agenda**

*The Commission will review and discuss agenda items.*

### **3.0 Additional Discussion Items**

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

### **4.0 Adjourn**

## **6:00 p.m. Business Session**

### **1.0 Welcome and Acknowledgements**

- 1.1 Ex parte communications or conflicts of interest to disclose

### **2.0 General Public Comment**

*This is an opportunity for individuals to make general public comments that do not relate to any projects scheduled for public hearing under the “Business Session” section of this agenda. Please see the Public Comment Policy on the reverse side of this agenda for more information.*

### **3.0 Business Items**

- 3.1 Project SUB-23-003

*A public hearing and possible action on a subdivision amendment to combine the two adjacent parcels at 6796 S. Manorly Cir. into a single lot. This amendment represents a change to the existing Cottonwood Manor Subdivision, which requires a public hearing and Planning Commission approval.*

### **4.0 Consent Agenda**

- 4.1 Approval of Planning Commission Minutes from July 5, 2023

### **5.0 Adjourn**

Next Planning Commission Meeting: September 6, 2023

### **Public Comment Policy**

Verbal public comments are accepted during the “General Public Comment” component of the 6:00 p.m. Business Session (but not during the 5:00 p.m. Work Session). Please note that public comment periods are an opportunity for individuals to share public comments as they see fit but are not an opportunity for “question and answer” dialogue. Questions should be directed to city staff at [planning@ch.utah.gov](mailto:planning@ch.utah.gov).

Verbal comments provided during the public comment period will be limited to three minutes per individual, or five minutes per a spokesperson who has been asked by a group that is present to summarize their concerns.

Alternatively, written comments submitted to staff via email at [planning@ch.utah.gov](mailto:planning@ch.utah.gov). For written comments to be entered into the record and distributed to the Planning Commission prior to the meeting, they must be submitted to staff by 12:00 p.m. MST on Tuesday, August 1, 2023, the day prior to the meeting. Comments received after this deadline will be distributed to the Planning Commission after the meeting.

### **Meeting Procedures**

Items will generally be heard in the following order:

1. Commission Chair Introduces Item
2. Staff Presentation
3. Applicant Presentation (If applicable)
4. Commission Chair Opens Public Hearing (If item has been noticed for public hearing)
5. Commission Chair Closes Public Hearing
6. Planning Commission Deliberates
7. Planning Commission Motions and Votes on Item

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 9:00 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 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 28, 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](http://www.cottonwoodheights.utah.gov) and the Utah public notice website at <http://pmn.utah.gov>.

DATED THIS 28<sup>TH</sup> DAY OF JULY, 2023

Attest: Paula Melgar, City Recorder