

COTTONWOOD HEIGHTS CITY PLANNING COMMISSION MEETING AGENDA



October 2, 2024

Notice is hereby given that the **Cottonwood Heights Planning Commission** will convene on **Wednesday, October 2, 2024**, 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 the city’s YouTube channel at <https://www.youtube.com/@CottonwoodHeights/streams>. **Please see the reverse side of this agenda for instructions on how to make public comment.**

5:00 p.m. Work Session

1.0 Review Business Session Agenda

The commission will review and discuss agenda items.

2.0 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 Items” 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 Planning Commission Chair and Vice Chair Elections

This item constitutes the annual election of a planning commission chairperson and vice chairperson. The terms of these individuals shall be one year, and selected individuals shall not hold the position for more than two consecutive terms.

3.2 Project SUB-24-007

A public hearing and possible action on a request from Rodger and Diane Uhrhahn for a subdivision amendment to the Uhrhahn Subdivision (7484 S. 2300 E.). The purpose of this subdivision amendment is to divide ownership within existing townhomes. No new development is proposed.

4.0 Adjourn

Next Planning Commission Meetings: October 16, 2024 & October 29, 2024 (Joint Form-Based Code Work Session)

Public Comment Policy

Individuals may provide public comment verbally or via writing.

Verbal comments are accepted in person at the 6:00 p.m. Business Session, but not at the 5:00 p.m. Work Session. At the Business Session, public comment may be given during two intervals:

1. General Public Comment Period – An opportunity for general comments not relating to specific projects on the meeting agenda.
2. Specific Project Public Hearings – An opportunity for comments relating to specific projects on the meeting agenda which were noticed as public hearings.

Please note that verbal comments must be provided by attending the meetings in-person. Verbal comments cannot be provided via the electronic broadcast of planning commission meetings on the city's YouTube channel.

Verbal comment periods are an opportunity for individuals to share 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. 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** may be submitted to staff via email at 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, October 1, 2024, 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 considered in the following order: 1. Chair introduction of item, 2. Staff presentation, 3. Applicant presentation, if applicable, 4. Chair opens public hearing, if applicable, 5. Chair closes public hearing, if applicable, 6. Planning commission deliberation, 7. Planning commission motion and vote on item.

Applications may be tabled if additional information is needed in order to act on the item; or if 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)

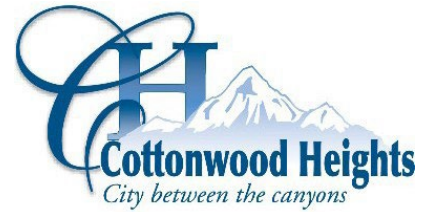
In compliance with the Americans with Disabilities Act, individuals needing special accommodations or assistance during this meeting shall notify the City Recorder at (801) 944-7021 at least 24 hours prior to the meeting. TDD number is (801) 270-2425 or call Relay Utah at #711.

Confirmation of Public Notice

On Friday, September 27, 2024, 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 27TH DAY OF SEPTEMBER, 2024, Attest: Maria Devereux, Deputy City Recorder

COTTONWOOD HEIGHTS CITY PLANNING COMMISSION STAFF REPORT



October 2, 2024

Summary

Project Number:
SUB-24-007

Subject Properties:
7484-7486 S. 2300 E.
7494-7496 S. 2300 E.

Action Requested:
Subdivision Amendment

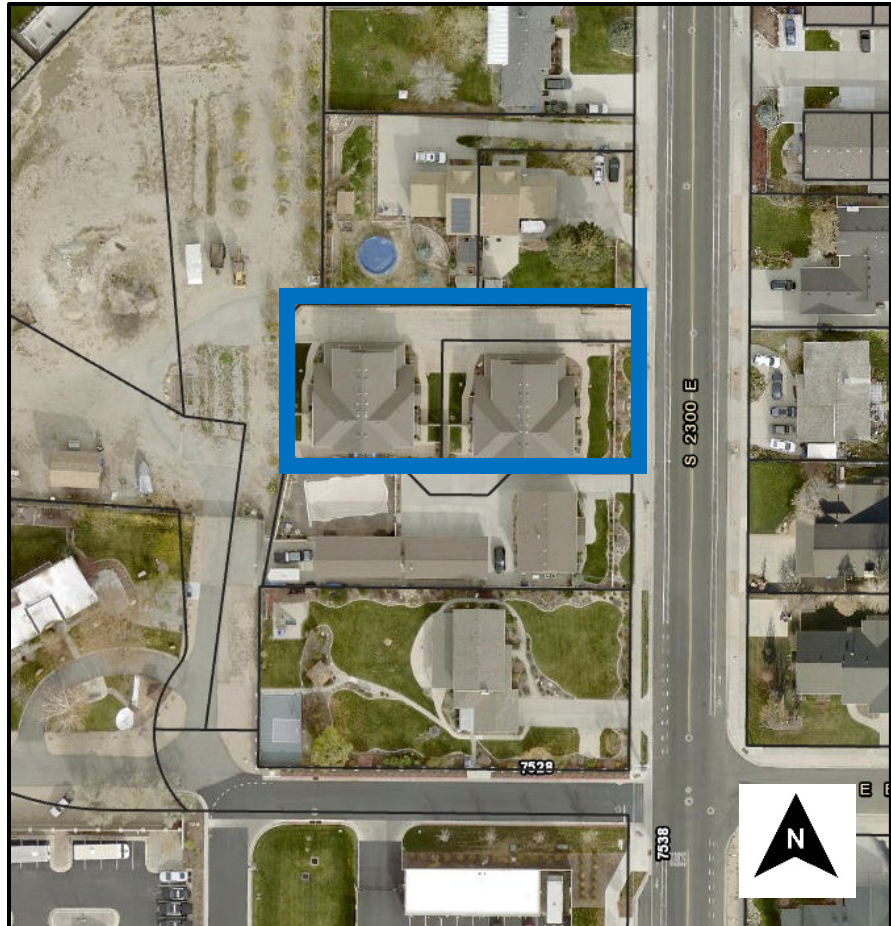
Applicant:
Rodger and
Diane Uhrhahn

Recommendation:
APPROVE

Context

Property Owner:
Rodger and
Diane Uhrhahn

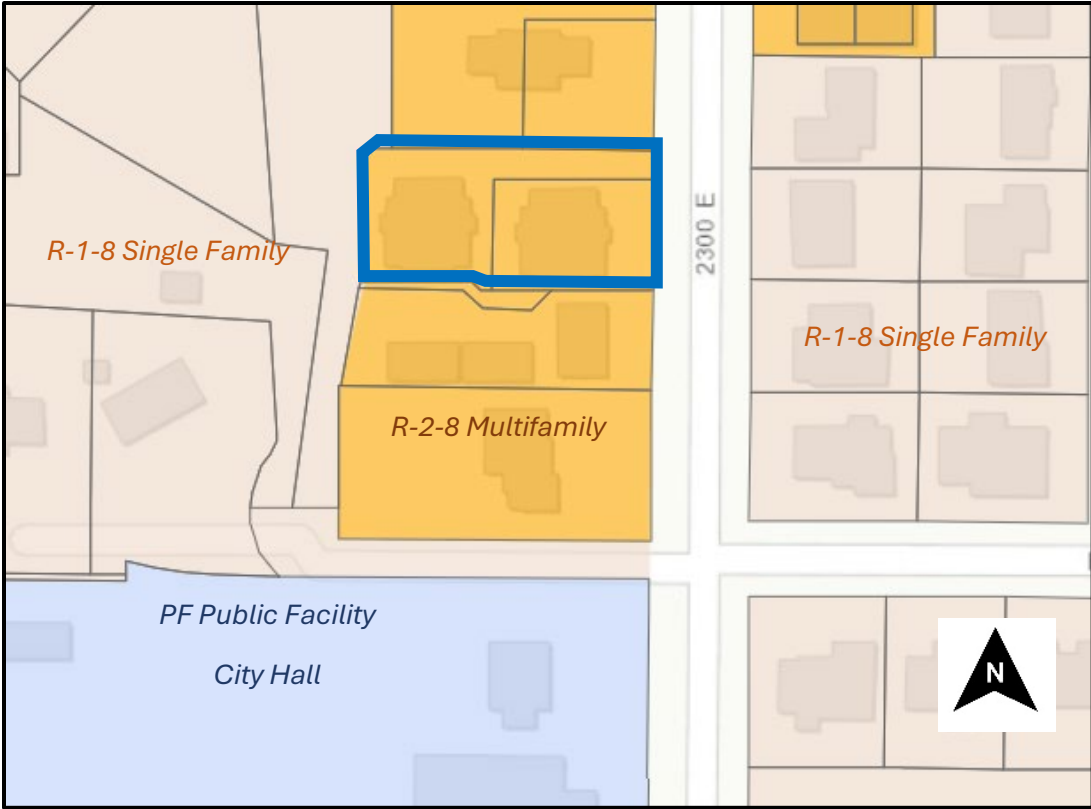
Acreage:
Total: 0.41 acres



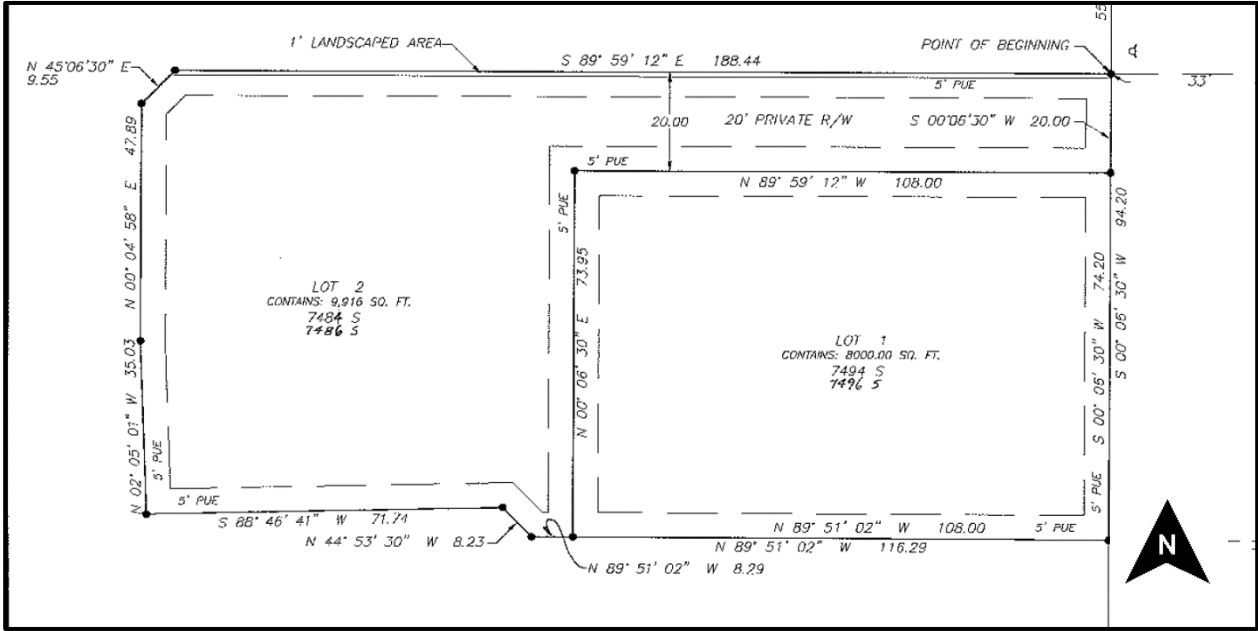
Request

Currently, the Uhrhahn Subdivision consists of two lots, each containing a two-family dwelling.

Project SUB-24-007 proposes to modify the existing Uhrhahn Subdivision plat by dividing the existing two-family dwellings into condominium units and creating a common area out of existing yard and driveway space (see pg. 3). No new development or site alteration is proposed.



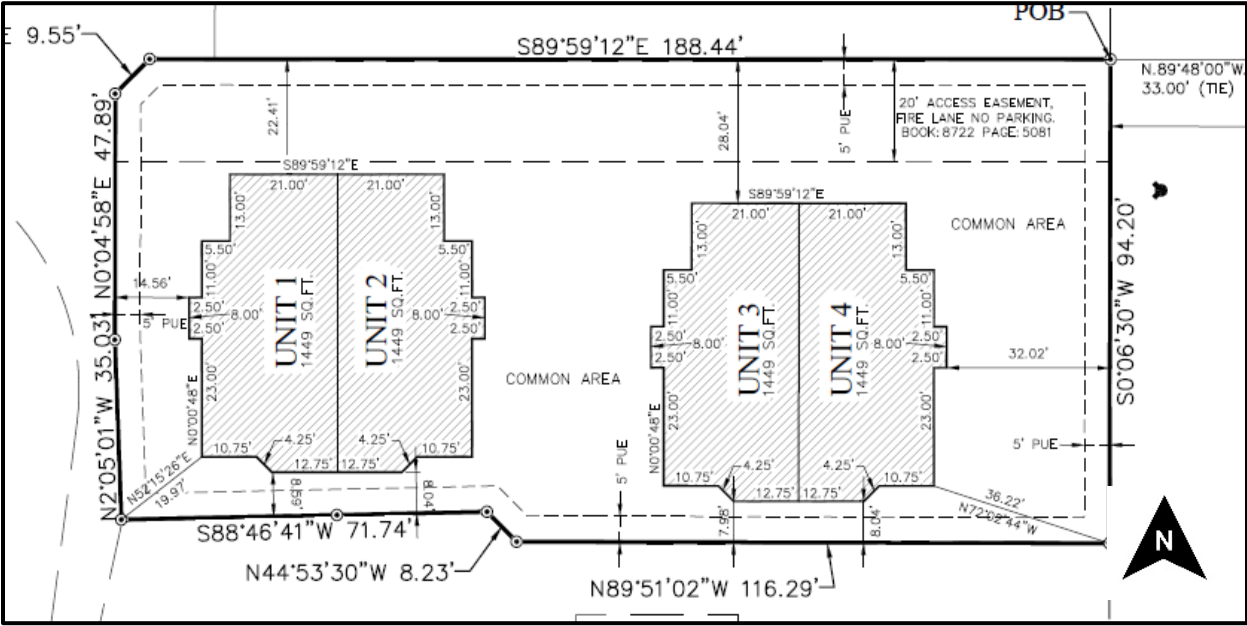
Zoning Map of Uhrhahn Subdivision (outlined in blue polygon) and surrounding area



Current Uhrhahn Subdivision property layout



Satellite view with current property lines outlined in red



Proposed Urhahn Amended Subdivision (preliminary plat)

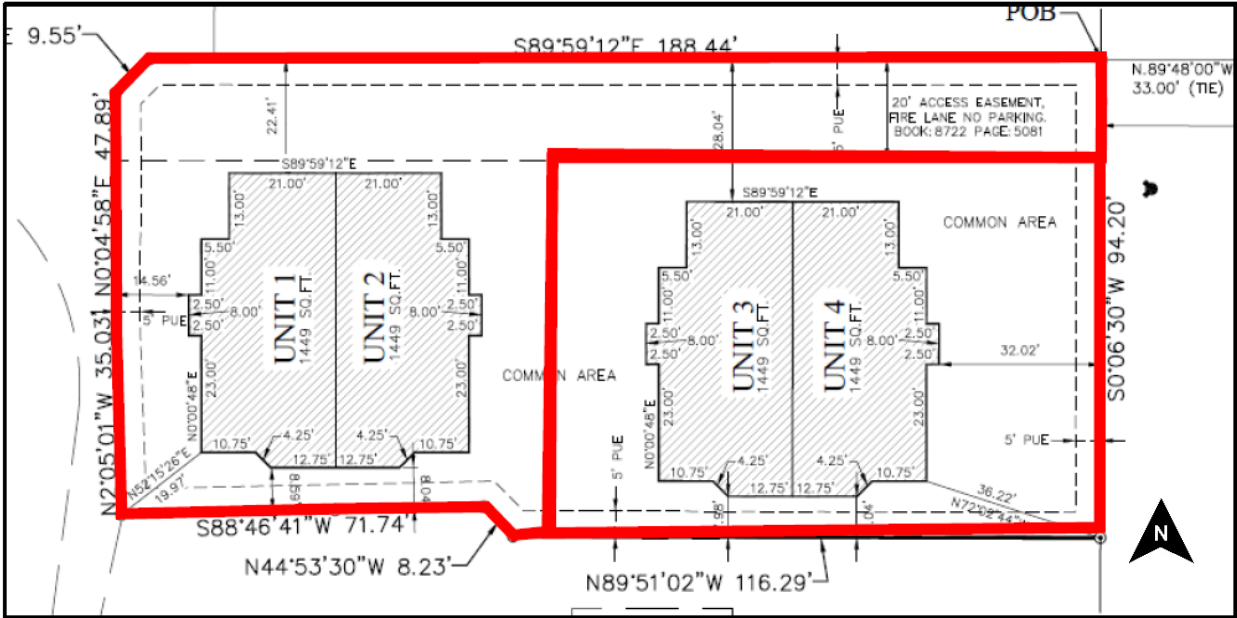
Each unit within each duplex is proposed to become its own condominium with lot lines following the outline of the buildings. Yard area would become a common area. All proposed PUE modifications would require approval from utilities before final plat recordation.

Analysis & Findings

Staff has conducted a preliminary review of the project and **does not find substantial issues with the proposed plat amendment.**

However, the applicant’s proposal to create one single common area for all four units conflicts with the underlying zoning of the property, which only allows one two-family detached dwelling per property. The current proposal would functionally create two two-family detached dwellings on one lot.

As such, the applicant will be required to update the plat to show two distinct common area parcels, in line with the existing lot lines shown on page 2, while still showing each two-family dwelling divided into separate condominium units (see exhibit below). This necessary change constitutes a technical amendment that can be made subsequent to preliminary plat approval and prior to final plat recordation.



Subdivision Amendment Procedure

12.26.010 Plat Vacation Process

- A. The planning commission may, with or without a petition, consider any proposed vacation, alteration, or amendment of a subdivision plat, any portion of a subdivision plat, or any street, lot, or alley contained in a subdivision plat at a public hearing.
- B. If a petition is filed, the planning commission shall hold a public hearing within 45 days after receipt of a petition.

12.26.020 Notice Of Hearing For Plat Change

- A. The planning commission shall cause notice of the proposed plat change to be mailed to each owner of real property located within 400 feet of the property that is the subject of the proposed plat change, addressed to the owner’s mailing address appearing on the most recent assessment rolls of the Salt Lake County Assessor.

- B. The notice shall include the date, place, and time when the hearing will be held to consider such proposed plat change.
- C. If the proposed change involves the vacation, alteration, or amendment of a street, the planning commission shall also cause notice of the date, place, and time of the hearing regarding the matter to be given as required by UTAH CODE ANN. § 10-9a-609.5, as amended.

Findings

Findings of fact include:

1. *A public hearing is being held in accordance with local and state requirements;*
2. *The application was made pursuant to 12.26 of Cottonwood Heights City Code;*
3. *The public will not be materially injured by the proposed amendment, and there is good cause for the amendment; and*
4. *Public noticing for this project was provided in accordance with 12.26 of Cottonwood Heights City Code.*

If approved by the Planning Commission, **this project will then undergo a full technical review** for compliance with all city standards prior to final plat approval and recordation. Technical correction items will be identified in this review and provided to the applicant.

Recommendation & Model Motions

Based on the findings and analysis presented herein, staff recommends that the Planning Commission approve SUB-24-007.

Approval

I move to approve project SUB-24-007 based on the findings and recommendations listed in the staff report dated October 2, 2024...

- *List any additional findings or recommendations for approval...*

Denial

I move to deny project SUB-24-007 based on the following findings:

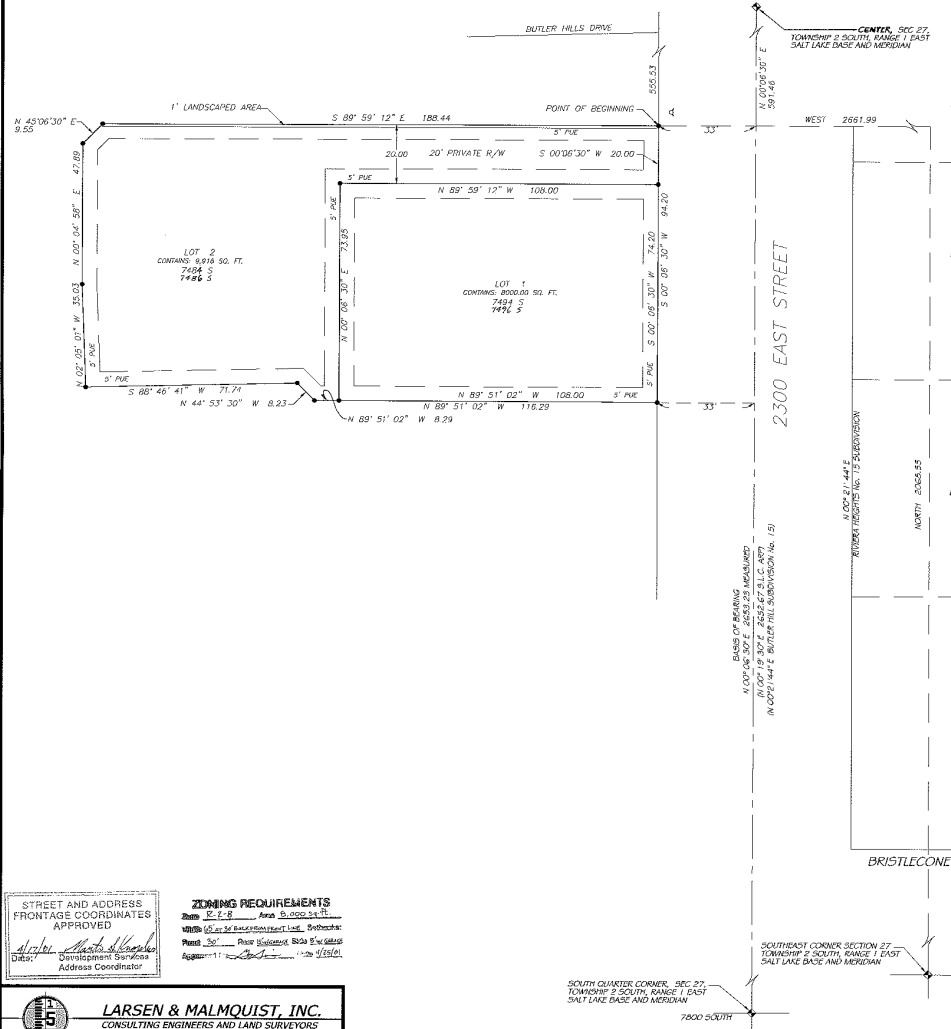
- *List findings for denial...*

Attachments

1. Current Subdivision Plat (Uhrhahn Subdivision)
2. Proposed Condominium Plat (Uhrhahn Amended Subdivision)

UHRHAHN SUBDIVISION

LOCATED IN THE SOUTHWEST QUARTER OF SECTION 27, TOWNSHIP 2 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN



ZONING REQUIREMENTS
 STREET AND ADDRESS FRONTAGE COORDINATES APPROVED
 APPROVED: *[Signature]*
 DATE: *[Date]*

LARSEN & MALMQUIST, INC.
 CONSULTING ENGINEERS AND LAND SURVEYORS
 1974 WEST 7300 SOUTH, SALT LAKE CITY, UTAH 84119
 PHONE: (801) 972-2024 FAX: (801) 972-2089

PLANNING COMMISSION
 APPROVED THIS 24 DAY OF MAY A.D. 2001 BY THE SALT LAKE COUNTY PLANNING COMMISSION.
 CHAIRMAN, SALT LAKE COUNTY PLANNING COMMISSION

BOARD OF HEALTH
 APPROVED THIS 26 DAY OF MAY A.D. 2001
 CHAIRMAN, BOARD OF HEALTH

PLANNING & DEVELOPMENT SERVICES DIVISION
 I HEREBY CERTIFY THAT THIS OFFICE HAS EXAMINED THIS PLAT AND IT IS CORRECT IN ACCORDANCE WITH INFORMATION ON FILE IN THIS OFFICE.
 DATE: 4-27-01
 DIRECTOR

APPROVAL AS TO FORM
 APPROVED AS TO FORM THIS 24 DAY OF MAY A.D. 2001
 SALT LAKE COUNTY DISTRICT ATTORNEY

SALT LAKE COUNTY MAYOR
 PRESENTED TO THE SALT LAKE COUNTY MAYOR THIS 24 DAY OF MAY A.D. 2001 AT WHICH TIME THIS SUBDIVISION WAS APPROVED AND ACCEPTED.
 MAYOR OR DESIGNEE

RECORDED # 7868827
 STATE OF UTAH, COUNTY OF SALT LAKE, RECORDED AND FILED AT THE REQUEST OF UHRHAHN CONSTRUCTION
 DATE: 5-4-2001 TIME: 3:32 PM BOOK: 2001P, PAGE: 103
 \$39.00
 SALT LAKE COUNTY RECORDER

22-27-330-009, 017, 018 \$32.00
 22-27-32
 2001P-103

SURVEYOR'S CERTIFICATE

I, M. CARL LARSEN, do hereby certify that I am a Registered Land Surveyor, and that I hold certificate No. 142765 as prescribed under the laws of the State of Utah. I further certify that by authority of the Owners, I have made a survey of the tract of land shown on this plat and described below, and have subdivided said tract of land into lots and streets, hereafter to be known as UHRHAHN SUBDIVISION and that same has been correctly surveyed and staked on the ground as shown on this plat. I certify lot 1 & lot 2 meet the frontage width and area requirement of the applicable zoning ordinance.

BOUNDARY DESCRIPTION

LEGAL DESCRIPTION

BEGINNING AT A POINT ON THE WEST RIGHT OF WAY LINE OF 2300 EAST STREET, SAID POINT BEING NORTH 2088.555 FEET AND WEST 2961.916 FEET FROM THE SOUTHWEST CORNER OF SECTION 27, TOWNSHIP 2 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN; AND FINISHING THENCE SOUTH 00° 08' 30" WEST ALONG SAID WEST RIGHT OF WAY LINE 94.20 FEET; THENCE NORTH 89° 51' 02" WEST 116.29 FEET; THENCE NORTH 44° 53' 30" WEST 8.23 FEET TO A POINT ON A WOOD FENCE, THENCE SOUTH 88° 48' 41" WEST ALONG SAID FENCE 71.74 FEET; THENCE NORTH 02° 05' 01" WEST 35.03 FEET; THENCE NORTH 00° 04' 58" EAST 47.89 FEET; THENCE NORTH 45° 05' 30" EAST 9.55 FEET; THENCE SOUTH 89° 59' 12" EAST 188.44 FEET TO THE POINT OF BEGINNING.
 CONTAINS: 2 LOTS, 0.41 ACRES OR 17,817.39 SQ. FT. SITUATE IN SALT LAKE COUNTY, UTAH

[Signature] 4/16/01
 M. CARL LARSEN LS#142765 DATE

OWNER'S DEDICATION

Know all men by these presents that WE, the 2 undersigned owner (3) of the above described tract of land, having caused same to be subdivided into lots and streets to be hereafter known as the UHRHAHN SUBDIVISION

do hereby dedicate for perpetual use of the public all parcels of land shown on this plat as intended for Public use. In witness whereof WE have hereunto set our hands this 2 day of May A.D., 2001
N.U. Investment Uhrhahn Construction & Design
by Wolfgang Uhrhahn by Wolfgang Uhrhahn
sec. president sec. treasurer

ACKNOWLEDGMENT

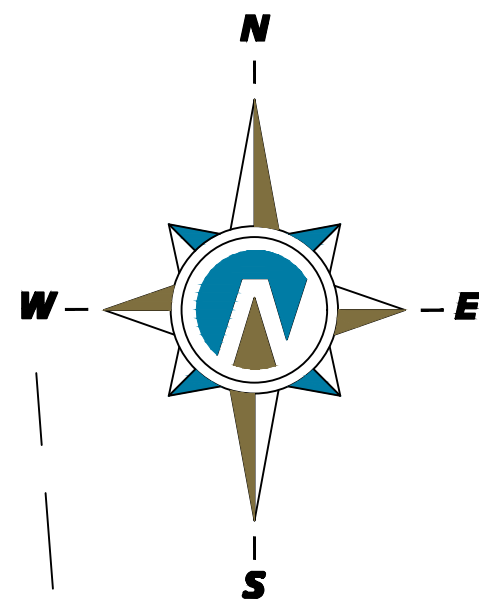
ON THE 2 DAY OF May 2001 PERSONALLY APPEARED BEFORE ME, Wolfgang Uhrhahn WHO BEING BY ME DULY SWORN OR AFFIRMED, DID SAY THAT he IS/ARE THE Secretary-Treasurer OF Uhrhahn Construction & Design AND THAT THE WITHIN OWNER'S DEDICATION WAS SIGNED IN BEHALF OF SAID corporation BY AUTHORITY OF resolution/bylaws AND THE SAID Wolfgang Uhrhahn ACKNOWLEDGED TO ME THAT SAID corporation EXECUTED THE SAME.
 MY COMMISSION EXPIRES: 12-17-03 NOTARY PUBLIC RESIDING IN SALT LAKE COUNTY

ON THE 2 DAY OF May A.D., 2001 PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, IN AND FOR SAID COUNTY OF SALT LAKE IN SAID STATE OF UTAH, THE SIGNER () OF THE ABOVE OWNER'S DEDICATION, SIGNED IT FREELY AND VOLUNTARILY AND FOR THE USES AND PURPOSES THEREIN MENTIONED.
 MY COMMISSION EXPIRES: 12-17-03 NOTARY PUBLIC RESIDING IN SALT LAKE COUNTY

UHRHAHN SUBDIVISION
 LOCATED IN THE SOUTHWEST QUARTER OF SECTION 27, TOWNSHIP 2 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN

LEGEND

- SECTION MONUMENT
STREET MONUMENT
SET 5/8" REBAR AND CAP
EXISTING FIRE HYDRANT
CENTER LINE
SUBDIVISION BOUNDARY
NEW PROPERTY LINE
EASEMENT LINE
SECTION LINE
EXISTING RIGHT OF WAY
EXISTING PROPERTY LINES
Fence Line
Private Area
Common Area



UHRHAHN AMENDED SUBDIVISION

BEING LOCATED IN THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 27, TOWNSHIP 2 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN

7400 SOUTH STREET

FOUND CENTER OF SECTION 27, TOWNSHIP 3 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN

LOT 103 BUTLER HILLS VIEW SUBDIVISION

22-27-330-024 ELANA ABATOUS ENTRY NO.13376835 BOOK:11008 PG:1615

22-27330-025 ISAAC AUSTIN ROYCE ENTRY NO.13203785 BOOK:10902 PG:1152

POB

N.89°48'00"W. 33.00' (TIE)

2300 EAST STREET N.00°06'30"E. 1901.97'

50'06'30"W 94.20'

7800 SOUTH STREET

FOUND SOUTH QUARTER CORNER SECTION 27, TOWNSHIP 3 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN

COMMON AREA EASEMENT

BEGINNING AT A POINT THAT IS SOUTH 00°06'30" WEST 684.79 FEET AND NORTH 89°51'55" WEST 162.20 FEET FROM THE CENTER OF SECTION 27, TOWNSHIP 2 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, AND RUNNING THENCE SOUTH 00°06'30" WEST 68.41 FEET; THENCE NORTH 89°48'00" WEST 79.74 FEET; THENCE NORTH 12°22'04" EAST 67.72 FEET; THENCE SOUTH 89°59'11" EAST 65.36 FEET TO THE POINT OF BEGINNING.

GENERAL NOTES

- 1. THE BASIS OF BEARING FOR THIS SURVEY WAS ESTABLISHED BETWEEN FOUND BRASS CAP MONUMENTS OF THE 7400 SOUTH STREET AND 7800 SOUTH STREET WITH 2300 EAST STREET INTERSECTING AS SHOWN ON THIS SURVEY PLAT.
2. ALL COMMON AREAS TO BE OWNED AND MAINTAINED AS PER THE COVENANTS, CONDITIONS AND RESTRICTIONS RECORDED WITH THIS PLAT.
3. THERE IS NO CITY MAINTENANCE ON PRIVATE STREETS.

N45°06'30"E 9.55'

S89°59'12"E 188.44'

N2°05'01"W 35.031' N0°04'58"E 47.89'

N0°00'48"E 19.97'

N88°46'41"W 71.74'

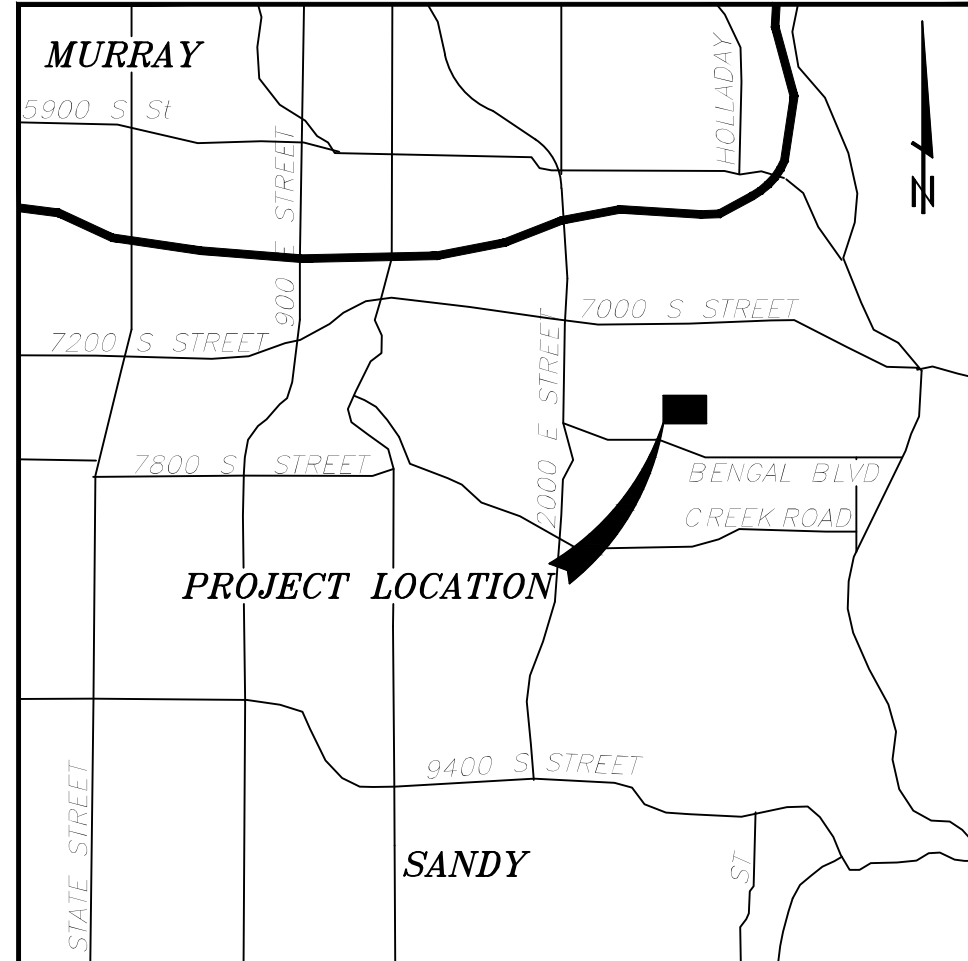
LOT 5 EAGLE RETREAT PLANNED UNIT DEVELOPMENT

N89°51'02"W 116.29'

LOT 6 EAGLE RETREAT PLANNED UNIT DEVELOPMENT

UNIT 1 1449 SQ.FT. UNIT 2 1449 SQ.FT. UNIT 3 1449 SQ.FT. UNIT 4 1449 SQ.FT. COMMON AREA

VICINITY MAP



NOTE: Staff has identified a technical correction that will need to be made prior to plat recordation. the applicant will be required to update the plat to show two distinct common area parcels, in line with the existing lot lines shown on page 2, while still showing each two-family dwelling divided into separate condominium units. See page 4 for example exhibit.

