

1
2 **MINUTES OF THE COTTONWOOD HEIGHTS CITY**
3 **ADMINISTRATIVE HEARING**

4
5 **Wednesday, September 4, 2024**

6 **12:00 p.m.**

7 **City Hall Room 5**

8 **2277 East Bengal Boulevard**

9 **Cottonwood Heights, Utah**

10
11 ***ATTENDANCE***

12
13 **Staff Present:** Michael Johnson, Administrative Hearing Officer
14 Maverick Yeh, Assistant Planner

15
16 **Excused:** Maria Devereux, Deputy Recorder

17
18 **Attendees:** Chad Cordell, Brenda Leonard

19
20
21
22 **ADMINISTRATIVE HEARING**

23
24 **1.0 Business Items**

25
26 Administrative Hearing Officer, Michael Johnson called the meeting to order at 12:00 p.m. and
27 welcomed those present.

28
29 **1.1 (Project CUP-24-013) Request by Chad Cordell, to operate a home business**
30 **(Dunder Cyclery) at 8007 S. Sunnvoak Cir.**

31
32 Assistant Planner Maverick Yeh gave an overview of the project and request.

33
34 The applicant is seeking approval to operate a home-based business within their existing residence.
35 The business will provide bicycle repair services to the local community available by appointment.
36 Per the applicant's narrative, the business owner meets with clients between 9:00 AM and 7:00 PM,
37 Monday through Sunday. Most transactions involve the business owner picking up and delivering
38 customers' bikes. On rare occasions—typically no more than once per week—a customer may drop
39 off a bike, and an appointment is required.

40 The applicant proposes to provide bicycle repair service in their garage. The business does not
41 generate unreasonable noise or odors, as all activities occur within a contained area. The pick-up
42 and drop-off area includes three parking spaces in the property's driveway. He noted, the zoning
43 designation of the property is R-2-8 (Residential Multi-Family). Home occupations with clients are
44 listed as a conditional use in the R-2-8 zone, as referenced in §19.31.020. C. Home occupations are
45 allowed only if the proposed business is clearly secondary and incidental to the primary use of the
46 property as the applicant's permanent and full-time place of residence. .

47
48 Administrative Hearing Officer, Michael Johnson, opened the public comment period and closed the
49 public comment period. No comments were made. Two written public comments were submitted to
50 the hearing officer.

1 Administrative Hearing Officer, Michael Johnson, explained he has reviewed the staff report and
2 application and finds it is in compliance.

3
4 ***Administrative Hearing Officer, Michael Johnson moved to APPROVE Project CUP-24-013 based***
5 ***upon the recommended findings for approval as outlined in the staff report, with the following***
6 ***Conditions of Approval, to include reviewing chemical storage and bike wash station(s), and Storm***
7 ***Water Manager and County Health Dept. review as part of the business license process.***
8

9 **Conditions of Approval**

- 10
11 1. The applicant shall obtain and maintain an approved business license with Cottonwood
12 Heights.
13 2. Customers must use provided parking. Customers must be made aware of these parking
14 restrictions.
15 3. The applicant shall adhere to the business hours of 9:00 AM to 7:00 PM, Monday through
16 Sunday, by appointment only (including customer drop off the bike), as outlined in the
17 written narrative within the official project file.
18 4. Approval of this home occupation is subject to review upon complaint.
19 5. No more than one non-resident employee is permitted at this business.
20 6. Any business activity conducted outside the dwelling shall not violate the rule of the use
21 being clearly incidental and secondary to the use of the dwelling for dwelling purposes.
22

23 **2.0 Consent Agenda**

24
25 **2.1 Approval of Administrative Hearing Officer Minutes from September 4, 2024.**

26
27 ***Hearing Officer Johnson moved to APPROVE the Minutes of the September 4, 2024 meeting, after***
28 ***the following process is met. The City Recorder will prepare the minutes and email them to the***
29 ***Hearing Officer. The Hearing Officer will have five days to review the minutes and provide any***
30 ***changes to the Recorder. If, after five days there are no changes, the minutes will stand approved.***
31 ***If there are changes, the process will be followed until the changes are made and the Hearing***
32 ***Officer is in agreement, at which time the minutes shall be deemed approved.***
33

34 **3.0 Adjournment**

35
36 The Administrative Hearing adjourned at approximately 12:12 p.m.

37 ***I hereby certify that the foregoing represents a true, accurate, and complete record of the***
38 ***Cottonwood Heights City Administrative Hearing held Wednesday, September 4, 2024.***
39

40 **Maria Devereux**

41 Maria Devereux
42 Deputy Recorder