



# HIGHLAND CITY PLANNING COMMISSION AGENDA

## Tuesday, August 23, 2022

Highland City Council Chambers, 5400 West Civic Center Drive, Highland Utah 84003

### VIRTUAL PARTICIPATION

YouTube Live: <http://bit.ly/HC-youtube>

Email comments prior to meeting: [planningcommission@highlandcity.org](mailto:planningcommission@highlandcity.org)

### 7:00 PM REGULAR SESSION

Call to Order – Jerry Abbott, Chair

Invocation – Commissioner Tracy Hill

Pledge of Allegiance – Commissioner Jerry Abbott

### 1. SWEARING IN NEW PLANNING COMMISSIONERS

Stephannie Cottle, City Recorder, will issue the Oath of Office to Chris Dayton as a new Commissioner Alternate.

Chris Dayton took the Oath of Office as a Planning Commissioner.

### 2. UNSCHEDULED PUBLIC APPEARANCES

Please limit comments to three minutes per person. Please state your name.

### 3. CONSENT ITEMS

Items on the consent agenda are of a routine nature or have been previously studied by the Planning Commission. They are intended to be acted upon in one motion. Commissioners may pull items from consent if they would like them considered separately.

#### a. Approval of Meeting Minutes *Administrative*

Regular Planning Commission Meeting – July 26, 2022

**APPROVED 6:0**

### 4. SITE PLAN/ARCHITECTURAL REVIEW – HIGHLAND GROVE PLAZA

*Legislative – Kellie Smith, Planner & GIS Analyst*

The Planning Commission will consider a request by Jean Shoaei representing Seeg Office Highland LLC, for approval of site and architectural plans for an office building located at approximately 10806 N 5400 W. The Planning Commission will take appropriate action.

The Planning Commission shared their support for the architectural elevations. There was discussion regarding parts of the site and landscaping plans that needed to be updated before the plans are presented to the City Council. The Commission also expressed support for the extensive amount of xeriscaping and waterwise plants being used in the landscaping.

### Architectural Plan - **APPROVED 6:0 with stipulations:**

1. *Architecture, materials, and colors shall be consistent with the building elevations dates August 22, 2022 except as modified by these stipulations.*
2. *All signage shall require a separate permit and meet the requirements of the Development Code.*
3. *The portico entrance element must face the right of way on the west side of the building as required in section 3-4713 of the Development Code.*

### Site Plan - **RECOMMENDED APPROVAL 6:0**

1. *Development of the site shall comply with the site plan received August 23, 2022 except as modified by these stipulations.*
2. *Final civil engineering plans shall be reviewed and approved by the City Engineer. The site shall meet all requirements of the City Engineer.*
3. *The landscaping plan be updated to reflect the site plan of the building fronting N Town Center East.*
4. *The site plan must include the continuation of the wider sidewalk and tree grates along N Town Center East.*

## **5. PUBLIC HEARING: GENERAL PLAN AMENDMENT – MODERATE INCOME HOUSING** *Legislative – Kellie Smith, Planner & GIS Analyst*

The Planning Commission will hold a public hearing to consider a proposal by Highland City staff to amend the Moderate Income Housing element of the General Plan to update strategies and include an implementation plan. The Planning Commission will take appropriate action.

The Planning Commission held a public hearing. There was no public comment on the proposed amendment. The Commissioners discussed each of the implementation plans. The Commission Chair expressed support for detached accessory dwelling units as being an option for senior housing. Minor changes were recommended for the implementation plans for senior housing and accessory dwelling units. **RECOMMENDED APPROVAL 6:0**

## **6. PLANNING COMMISSION AND STAFF COMMUNICATION ITEMS**

The Planning Commission may discuss and receive updates on City events, projects, and issues from the Planning Commissioners and city staff. Topics discussed will be informational only. No final action will be taken on communication items.

### **a. Future Meetings**

- September 6, City Council, 7:00 pm, City Hall
- September 20, City Council, 7:00 pm, City Hall
- September 27, Planning Commission, 7:00 pm, City Hall
- October 4, City Council, 7:00 pm, City Hall

*Legislative: An action of a legislative body to adopt laws or policies.*

*Administrative: An action reviewing an application for compliance with adopted laws and policies.*

## **ADJOURNMENT**

In accordance with Americans with Disabilities Act, Highland City will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by contacting the City Recorder at (801) 772-4505 at least three days in advance of the meeting.

**ELECTRONIC PARTICIPATION**

Members of the Planning Commission may participate electronically via telephone, Skype, or other electronic means during this meeting.

**CERTIFICATE OF POSTING**

I, Stephannie Cottle, the duly appointed City Recorder, certify that the foregoing agenda was posted at the principal office of the public body, on the Utah State website (<http://pmn.utah.gov>), and on Highland City's website ([www.highlandcity.org](http://www.highlandcity.org)).

Please note the order of agenda items are subject to change in order to accommodate the needs of the Planning Commission, staff and the public.

**Posted and dated this agenda 18<sup>th</sup> day of August, 2022.**

**Stephannie Cottle, City Recorder**

**THE PUBLIC IS INVITED TO PARTICIPATE IN ALL PLANNING COMMISSION MEETINGS.**