



HIGHLAND CITY PLANNING COMMISSION AGENDA

Tuesday, January 24, 2023

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

7:00 PM REGULAR SESSION

Call to Order – Audrey Moore, Chair

Invocation – Commissioner Jerry Abbott

Pledge of Allegiance – Commissioner Trent Thayn

1. UNSCHEDULED PUBLIC APPEARANCES

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

2. ANNUAL OPEN & PUBLIC MEETING TRAINING

City Attorney Rob Patterson will present a training on the Open and Public Meetings Act (OPMA).

Rob Patterson presented the training. Commissioner Thayn asked about the public process for work sessions. The City Attorney stated that a work session is handled as a regular public meeting. The public is permitted to watch and listen.

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** *General City Management - Heather White, Planning Commission Secretary*

Regular Planning Commission Meeting – December 13, 2022

APPROVED 7:0

4. PUBLIC HEARING/ORDINANCE: GENERAL PLAN AMENDMENT - MODERATE INCOME HOUSING ELEMENT

General Plan Update (Legislative) - Kellie Smith, Planner & G/S Analyst

The Planning Commission will hold a public hearing to consider a request by Highland City Staff to update the Moderate Income Housing Element of the General Plan to be compliant with Utah State Code. The Planning Commission will take appropriate action.

The Planning Commission held a public hearing on January 24, 2023. No resident comment was made. Commissioners discussed which strategies they wanted to keep and strategies that they wanted to remove.

The Planning Commission **voted 6:1 to recommend APPROVAL** of the proposed amendment with a change to only include strategies E, N, and U and remove the density phrase from the 2024 benchmark. The Planning Commission also noted that the definition of a municipal employee for strategy N would be defined later.

5. PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - MODEL HOMES

Development Code Update (Legislative) - Kellie Smith, Planner & GIS Analyst

The Planning Commission will hold a public hearing to consider a proposal by Highland City Staff to amend several sections of the Development Code relating to model homes in residential zones. The Planning Commission will take appropriate action.

The Planning Commission held a public hearing on January 24, 2023. No resident comment was made. Commissioners discussed landscaping and xeriscaping requirements for the model homes. Staff clarified that the model home would be expected to meet typical landscaping requirements for the residential zone. Commissioner Abbott asked about ADA regulations for model homes. The City Attorney said he would do research and be prepared with potential requirements before the amendment is reviewed by the City Council.

The Planning Commission **voted 7:0 to recommend APPROVAL** of the proposed amendment.

6. PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - RECORD DRAWINGS

Development Code Update (Legislative) - Kellie Smith, Planner & GIS Analyst

The Planning Commission will hold a public hearing to consider a proposal by Highland City Staff to amend Section 5-9-111 of the Development Code to clarify details regarding record drawings or as-builts for completed subdivisions. The Planning Commission will take appropriate action.

The Planning Commission held a public hearing on January 24, 2023. No resident comment was made. The Planning Commission discussed the liability of correct survey points, and potentially having City Staff do the survey points rather than the developer.

The Planning Commission **voted 6:1 to recommend APPROVAL** of the proposed amendment.

7. 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

- February 7, City Council, 7:00 pm, City Hall
- February 21, City Council, 7:00 pm, City Hall
- February 28, Planning Commission, 7:00 pm, City Hall
- March 7, 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, Kellie Smith, the City Planner, 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).

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 19th day of January, 2023.

Kellie Smith, City Planner

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