



HIGHLAND CITY

HIGHLAND CITY PLANNING COMMISSION MINUTES

Tuesday, February 23, 2021

Approved March 23, 2021

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

VIRTUAL PARTICIPATION

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

 Zoom: Call 1-346-248-7799 Meeting ID: 879 5015 5460

 Email comments prior to meeting: planningcommission@highlandcity.org

7:00 PM REGULAR SESSION

Call to Order – Jerry Abbott, Chair

Invocation – Commissioner Seth Barrus

Pledge of Allegiance – Commissioner Chris Howden

The meeting was called to order by Planning Commission Chair Jerry Abbott as a regular session at 7:00 pm. The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting. The prayer was offered by Commissioner Seth Barrus and those in attendance were led in the Pledge of Allegiance by Commissioner Chris Howden.

PRESIDING: Commission Chair Jerry Abbott

COMMISSIONERS

PRESENT: Seth Barrus, Sherry Carruth (electronically), Chis Howden, Claude Jones (electronically), Audrey Moore, Mino Morgese, Commission Alt. Tyler Standifird

CITY STAFF PRESENT: City Administrator/Community Development Director Nathan Crane, Planner & GIS Analyst Kellie Bronson, City Attorney Rob Patterson, Planning Commission Secretary Heather White

OTHERS PRESENT: Issac Patterson

1. UNSCHEDULED PUBLIC APPEARANCES

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

None were offered.

2. PRESENTATIONS

a. Annual Open Public Meeting Training – Rob Patterson, City Attorney

Mr. Rob Patterson reviewed the details of the Open Public Meetings Act in the Utah State Code. He explained that the broad purpose of the Open Meetings Act was to hold deliberations and to take actions openly during meetings that were properly noticed and recorded. He mentioned that part of the policy behind open government was GRAMA (Government Records Access Management Act) and said most of the records that the commissioners produced, namely emails, documents provided to them, texts, etc., were public record that anyone could request. He reminded the commissioners to use their city emails for city business.

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 City Council Meeting – January 26, 2021

Commissioner Audrey Moore MOVED to approve the minutes for the January 26, 2021 meeting. Commissioner Chris Howden SECONDED the motion. All present were in favor. None were opposed. The motion carried unanimously.

4. PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - STORAGE FACILITIES IN THE PROFESSIONAL OFFICE ZONE *Legislative*

The Planning Commission will hold a public hearing to consider a request by Isaac Patterson to amend Section 3-4929 in the Development Code relating to storage facilities in the Professional Office Zone. The Planning Commission will take appropriate action.

Ms. Bronson reviewed the details of the text amendment for the PO (Professional Office) zone. She mentioned that every permitted use in the PO zone was a conditional use. She summarized the proposed amendments and explained that the changes would permit two vehicles to be displayed outside of the storage facility with up to six vehicles stored inside the facility.

Applicant Isaac Patterson explained that the vehicles would be under covered parking in the back of the existing storage facility.

Commissioner Standifird asked about the two vehicles in the front of the building. Mr. Patterson explained that there would be two parking stalls in the front for overnight parking specifically for returns and pick-ups.

Commissioner Abbott opened the public hearing at 7:15 pm and asked for public comment. Hearing none, he closed the public hearing at 7:16 PM and asked for additional questions or comments from the commissioners.

Commissioner Moore wondered if the truck rental was only for individuals using storage services at the facility. Mr. Patterson said trucks could be rented by the general public.

Commissioner Chris Howden MOVED that the Planning Commission accept the findings and recommend approval of the proposed amendment to the permitted uses in storage facilities in the PO Zone based on the findings in the report. Commissioner Sherry Carruth SECONDED the motion.

The vote was recorded as follows:

<i>Commissioner Jerry Abbott</i>	<i>Yes</i>
<i>Commissioner Seth Barrus</i>	<i>Yes</i>
<i>Commissioner Sherry Carruth</i>	<i>Yes</i>
<i>Commissioner Chris Howden</i>	<i>Yes</i>
<i>Commissioner Claude Jones</i>	<i>Yes</i>
<i>Commissioner Audrey Moore</i>	<i>Yes</i>
<i>Commissioner Mino Morgese</i>	<i>Yes</i>
<i>Commission Alt. Tyler Standifird</i>	<i>Yes</i>

The motion carried 5:0.

5. PUBLIC HEARING/ORDINANCE: GENERAL PLAN AMENDMENT - NEIGHBORHOOD OPTION TRAILS *Administrative*

The Planning Commission will hold a public hearing to consider a request by the City Council to amend the General Plan to reclassify Neighborhood Option Trails in the Trails Master Plan to Neighborhood Trails. The Planning Commission will take appropriate action.

Ms. Bronson explained that the city council amended the Trails Master Plan in 2013 to include six types of trails. As part of the amendment, a process was created for city property within an open space subdivision to be sold which included the removal of Neighborhood Option Trails without having to go through the general plan amendment process. Since then, and due to a lot of controversy with Neighborhood Option Trails, the current council found it beneficial to reclassify Neighborhood Option Trails to Neighborhood Trails. She explained that the amendment would require a general plan amendment process if any trail was to be removed. Mr. Crane explained that the council would not sell or get rid of any paved trail. He believed that the council wanted to construct proposed trails on the map. He said the amendment would not eliminate the possibility for residents to request the removal of a section of trail.

Commissioner Abbott opened the public hearing at 7:23 PM and asked for public comment. Hearing none, he closed the public hearing at 7:24 PM.

Commissioner Barrus asked how this amendment would affect the current referendum. Mr. Crane explained that it would not be affect. He said the council decided to change the policy because they were not interested in selling or abandoning any other trails without going through the amendment process with public hearings and public comment. Mr. Rob Patterson added that the council already changed the ordinance that allowed the petition process and that the Neighborhood Option category didn't mean anything.

Commissioner Chris Howden MOVED that the Planning Commission accept the findings and recommend approval of the General Plan amendment to reclassify Neighborhood Option Trails to Neighborhood Trails in the Trails Master Plan. Commissioner Audrey Moore SECONDED the motion.

The vote was recorded as follows:

<i>Commissioner Jerry Abbott</i>	<i>Yes</i>
<i>Commissioner Seth Barrus</i>	<i>Yes</i>
<i>Commissioner Sherry Carruth</i>	<i>Yes</i>
<i>Commissioner Chris Howden</i>	<i>Yes</i>
<i>Commissioner Claude Jones</i>	<i>Yes</i>
<i>Commissioner Audrey Moore</i>	<i>Yes</i>
<i>Commissioner Mino Morgese</i>	<i>Yes</i>

The motion carried 5:0.

6. DISCUSSION: SHIPPING CONTAINERS – *Kellie Bronson, Planner & GIS Analyst*

Ms. Bronson explained that staff was looking for direction regarding shipping containers. She explained that the city received weekly questions and complaints from people asking if shipping containers were allowed. She said the current city code didn't enforce anything and asked the commissioners to consider the following relating to shipping containers: easement, setbacks, time limits for having them on property, number of containers allowed on property. Mr. Crane explained that this wasn't for temporary use containers. He said the city needed to discuss whether the shipping containers were allowed in the city and how they could be used. Mr. Rob Patterson mentioned that some cities allowed them, and others didn't.

Commissioner Barrus wondered if staff looked into CCR's for ideas. Ms. Bronson said they didn't because CCR's were not filed at nor policed by the city.

Commissioner Abbott talked about shipping containers used for retaining walls versus those placed in the front of the house on an easement. He didn't think they should be allowed in front yards, on easements, or within setbacks. He thought back yards were okay.

Commissioner Standifird thought there could be flexibility if shipping containers were being used for temporary storage with a time limit.

Commissioner Barrus did not like the idea of banning people from having things on their property if those items were not dangerous. He liked Commissioner Abbott's idea of not having the containers in the front yard or driveway, off setbacks, and not within easements. He thought pods were a completely different thing than shipping containers. He didn't mind having a time limit for pods.

Commissioner Morgese wondered if the ordinance would only be for residential zones. Ms. Bronson explained that commercial property would have to go through a site plan process. She said the complaints were from different people in residential zones.

The commission discussed setbacks and suggested using the same setbacks for a home. Commissioner Abbott mentioned that shipping containers might be used for auxiliary buildings which would change setback requirements.

Commissioner Standifird suggesting limiting the containers to a ratio compared to lot size.

Commissioner Jones suggested allowing one container per acre and not permit any on any property less than one acre.

Commissioner Barrus asked for more detail about the calls to the city.

Ms. Bronson encouraged commissioners to watch for shipping containers, take pictures, and call staff with comments. Commissioner Abbott suggested sending staff an email and copy the planning commission.

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

- March 2, City Council Meeting, 7:00 pm, City Hall
- March 16, City Council Meeting, 7:00 pm, City Hall
- March 23, Planning Commission Meeting, 7:00 pm, City Hall

Commissioner Abbott asked about receiving emails from people who were in litigation with the city. Mr. Rob Patterson explained that emails from someone who had threatened or in the process of suing the city should not be responded to by the commissioners. He encouraged them to forward those emails to himself or Mr. Crane.

Commissioner Abbott asked about Lehi Lake. Mr. Crane mentioned that it was under construction and that Lehi was trying to finish it this summer. He said Council Member Kurt Ostler would have more information.

Mr. Crane mentioned that the water supply was at 60% capacity. He said Highland used all the water reserve last year. He thought it was going to be a tough water year.

Commissioner Moore asked about Mountain Ridge Park. Mr. Crane explained that a detailed budget would be reviewed by the council on March 2nd or 16th.

ADJOURNMENT

Commissioner Mino Morgese MOVED to adjourn the regular meeting. Commissioner Howden SECONDED the motion. All were in favor. The motion carried unanimously.

The meeting adjourned at 7:55 pm.

I, Heather White, Planning Commission Secretary, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on February 23, 2021. This document constitutes the official minutes for the Highland City Planning Commission Meeting.

/s/Heather White
Planning Commission Secretary