



## HIGHLAND CITY


# HIGHLAND CITY PLANNING COMMISSION AGENDA

## Tuesday, October 25, 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 – Audrey Moore, Chair

Invocation – Commissioner Claude Jones **Commissioner Tracy Hill**

Pledge of Allegiance – Commissioner Christopher Howden

### 1. UNSCHEDULED PUBLIC APPEARANCES

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

### 2. 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 – September 27, 2022

**APPROVED 6:0**

### 3. PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - DAYCARES, PRESCHOOLS, AND IN-HOME INSTRUCTION

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

The Planning Commission will hold a public hearing to consider a request by Highland City Staff to amend several sections of the Development Code to add regulations for daycares, preschools, and in-home instruction. The Planning Commission will take appropriate action.

**The Planning Commission held a public hearing on October 25, 2022. There was no public comment on the proposed amendment. Some Commissioners expressed that they did not think that residential daycares were a needed use. Other Commissioners shared opinions that there is a need and it is vital to communities to provide affordable childcare.**

**After much discussion, the Planning Commission voted 5-0 to recommend APPROVAL of the amendment proposed by staff with the following changes:**

- All daycares be required to provide a traffic flow and parking plan.*
- The maximum number of children allowed in a residential daycare be reduced to 12.*
- The regulation that the number of caregivers is limited to the minimum required by*

*the State be removed.*

- *In-home instruction (including residential preschools) be allowed a maximum of 12 students per day provided that no student attend for longer than 4 hours.*

The Planning Commission discussed and was in favor of allowing additional teachers or instructors for in-home instruction that are not bona fide residents of the home. This detail was missed when the motion was made.

**4. PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - SEWER LIFT STATIONS** *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 5-9-107 Underground Utilities and Sanitary Sewer relating to sewer lift stations. The Planning Commission will take appropriate action.

The Planning Commission held a public hearing on October 25, 2022. There was no resident comment. The Commission shared concerns regarding private sewer lift stations still being permitted. They feared that if the lift station required maintenance, and the homeowner's association associated with the private development did not have the funds to repair it, that it would fall to the City.

The Planning Commission **voted 5-0 to recommend APPROVAL** of the proposed amendment with the provision that private lift stations must prove adequate provisional funding for maintenance and repair in perpetuity. The proposed ordinance has been updated to reflect this change.

**5. PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - PARK OR PLANTER STRIPS** *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 3-621 Park or Planter Strips to clarify that the maintenance is the responsibility of the adjacent property owner. The Planning Commission will take appropriate action.

The Planning Commission held a public hearing on October 25, 2022. The Planning Commission **voted 5-0 to recommend APPROVAL** of the amendment with the wording being changed to "property owner directly adjacent to that sidewalk." A stipulation was included in the recommended approval that staff would bring the list of tree types and other vegetation back to the Planning Commission to be reviewed at a future date.

**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**

- November 1, City Council, 7:00 pm, City Hall
- November 15, Planning Commission, 7:00 pm, City Hall
- December 6, City Council, 7:00 pm, City Hall
- December 13, Planning Commission, 7:00 pm, City Hall

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

*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](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 20<sup>th</sup> day of October, 2022.

**Kellie Smith, City Planner**

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