

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK MEETING
HELD TUESDAY, OCTOBER 4, 2016 AT 6:00 P.M. IN THE COTTONWOOD HEIGHTS
CITY COUNCIL CONFERENCE ROOM LOCATED AT 2277 EAST BENGAL
BOULEVARD, COTTONWOOD HEIGHTS, UTAH**

Members Present: Mayor Pro Tem Scott Bracken, Councilman Mike Peterson, Councilman Mike Shelton, Councilman Tee Tyler

Staff Present: City Manager John Park, Assistant City Manager Bryce Haderlie, City Attorney Shane Topham, City Recorder Paula Melgar, Community and Economic Development Director Brian Berndt, UFA Fire Chief Mike Watson Finance Director Dean Lundell, Police Chief Robby Russo, Public Works Director Matt Shipp, Public Relations Specialist Dan Metcalf.

Also Present: Mayor Kelvyn Cullimore participated in the meeting via speaker phone.

In the absence of Mayor Cullimore, Mayor Pro Tem Scott Bracken called the meeting to order at 6:00 p.m.

1. Review of City Hall Ribbon Cutting and Open House.

The Business Meeting Agenda was reviewed. Mayor Pro Tem Bracken reported that the City Hall Ribbon Cutting and Open House was a very positive experience for all. It was estimated that approximately 350 citizens were in attendance. The Public Works vehicles being present was impressive and showed the community that they are ready to serve.

Event Coordinator, Ann Eatchel, commented that the event was a success and the committee was outstanding. Gratitude was also expressed to the Youth City Council for their efforts as well. Ms. Eatchel kept mementos from the event and planned to incorporate a time capsule of the night's events.

Staff commended Ms. Eatchel for her hard work and effort putting together a very successful event.

Mayor Kelvyn Cullimore joined the meeting via phone and remarked that the Open House was a great success. There was a lot of participation and many positive comments.

2. Public Relations Report.

Public Relations Specialist, Dan Metcalf, presented the Public Relations Report and media coverage of the following:

KSL Channel 5 News – Reported on the fall colors and snow topped mountain photos.

KSL News Radio – The importance of first responders having access to a drug overdose medication.

Radio – Confirmed Cottonwood Heights residents were without power.

ABC 4 Utah – Report on the Medical Marijuana Bill and steps to follow.

KSL Channel 5 News – Cottonwood Heights garage fire displaces a family. The cause is not yet known.

KSL Channel 5 News – Report on the new Cottonwood Heights City Hall Grand Opening.
FOX 13 News – Former USC football player Osa Masina’s appearance in court.

Mr. Metcalf reported that he attended the PIO Conference in St. George where they received great information. He reported that there have been problems with the City website. It is currently being worked on. It was noted that the newsletter will work more efficiently once the issues are resolved. The Citizen Dashboard will be launched on October 13th.

3. Planning and Economic Development Report.

a. Cottonwood Heights Planning Commission Meeting of October 5, 2016.

Community and Economic Development Director, Brian Berndt, reported on the October 5, 2016 Planning Commission Meeting and stated that nuisance issues will be discussed that were continued from the previous meeting.

Action items scheduled included the Little Willow Subdivision and an amendment to the Little Willow Subdivision Plat located at 8562 South Little Willow Circle. Site plan approval was scheduled for the proposed Public Works salt storage structure at 6579 South 3000 East.

b. Monthly Development Report.

Mr. Berndt presented the Monthly Development Report and gave updates on the development projects for September 2016. He first described the McCormick rezone located in District 1. Mayor Cullimore suggested that the height of an accessory structure be complementary to the main structure. The City Council concurred and suggested that it also be in accordance with the lot size. It was agreed that the height should be a consideration in relation to the main structure on lots smaller than one acre.

The Code describing the guest house use was discussed. City Attorney, Shane Topham, recommended reviewing the definition as stated in Chapter 19.04. Mr. Berndt agreed to report back to the City Council regarding possible wording sections and a table format display detailing how surrounding cities may determine acceptable sizes and setbacks of guest houses in their cities.

Mayor Cullimore suggested imposing some sort of moratorium allowing time for the issue to be resolved.

c. Zoning Definition for Accessory Buildings.

Mr. Berndt gave updates on the possible text changes for an accessory building in Title 19. Details regarding what is acceptable was discussed in detail. Footprint, height, and square footage were addressed. The process includes a site inspection by staff in order to determine compliance.

4. Public Safety Reports.

a. Unified Fire Authority.

UFA Chief, Mike Watson, reported on the week's events. Sunday included Station 116 being dispatched to the mouth of Little Cottonwood Canyon to assist a hiker who broke his ankle and needed help getting out of the canyon area. Another hiker's leg became trapped beneath a large boulder. The crew from 108 was flown in with airbags to remove the boulder but they quickly ran out daylight and a storm came in. A pilot from the Department of Public Safety was able to fly in and rescue the patient and personnel from the mountain.

b. Police Department.

Police Chief Robby Russo reported that a suspect whose behavior has been escalating over the past several months was caught in a compromising position at the Maverik. The individual was identified and a warrant is out for his arrest. Another incident included a flasher who exposed himself near the school. An individual was found matching his description.

Chief Russo reported that camera equipment at the City Hall has been installed but has not yet been activated.

5. Public Works Report.

a. Public Works Update.

Public Works Director, Matt Shipp, reported that the shed will not be in place by the time they need to order salt. The salt will be placed on the pad and the shed will be built around it. The vehicles are still on schedule and training was ongoing. Potholing, crack sealing, and tree trimming was ongoing throughout the City. It was reported that the street sweeper is out in full force.

Mr. Shipp reported that Permit Officer has closed nine permits with Salt Lake Public Utilities after a visit last week. The patching trailer is in town and training will begin next week.

Councilmember Tyler asked who would be responsible to remove and replace dead trees along the north and south running sidewalk on Highland Drive near La Cresta. Staff believed it was the City's responsibility and will list it as a priority.

6. City Manager/Assistant City Manager Report.

a. New City Hall Report.

City Manager, John Park, presented the City Manager's Report and stated that SR-209 will be replaced and closed by UDOT for two days next year. He presented a progress report on the remaining punch list items that still require attention for City Hall. The cold issue has been resolved. The cement that needs to be replaced was discussed as well as the new pad for the ballot box. Instruction pertaining to the audio, security, and HVAC systems needs to take place. All other items were being attended to.

Councilman Petersen reported that the neighbors near the City Hall are pleased with the negotiations with the City and the accommodations that have been made.

b. Review of Staff Communications.

It was reported that each week staff provides an informational report from each department to update the Council Members on the day-to-day activities of the City. The report is available online.

Councilmember Tyler mentioned that UTA recently announced that they are adding several new routes with some providing transportation to the canyons. Mr. Park reported that the City is trying not to have any bus stops near snow tracks.

7. Mayor/City Council Reports.

a. Neighborhood Improvement Grant-Councilman Tee Tyler.

Councilman Tyler described the proposed neighborhood improvement. Betty Connor from District 4 communicated that there are properties in the City that have ignored their landscaping and have become unsightly. Councilman Tyler asked what legal action the City can take to improve the situation. He distributed a handout entitled “Make 12 Better” program.

The City Council discussed options and programs that could be considered. Mr. Topham discussed ways to handle the situation and described the problem of using public money for private property. He suggested their recourse would be to proceed under the nuisance ordinance.

b. Dog Parks – Councilman Mike Peterson.

Councilman Peterson reported on a meeting held September 30, 2016 with several dog park advocates. He commented that the City is conceptually supportive of a County-Wide Master Plan for Dog Parks.

Staff agreed to look at four items which included a formal GRAMA request for maps of the City’s open space, another GRAMA for the budget of the Bark in the Park event, a request for ownership of the triangle property, and a letter Salt Lake County sent addressing water retention issues associated with the property. East of the retention basin there is an additional piece of property that could be considered although the property owner has already stated that he is not willing to sell.

Staff pointed out that there are concerns with following through on the site and because it is fairly small. If it was developed it would be the only dog park on the east quadrant and would be completely overrun. Mr. Park stated that part of the problem with the property in question is that there is a lease for parking for Snowbird.

Mayor Pro Tem Bracken reported that he attended a CH2 Meeting and spoke with the Recreation Department on the City’s transition and other things the Rec Center has been doing and will continue to do that will allow them to set next year’s budget appropriately.

Mayor Pro Tem Bracken reported that the Pickle Ball Courts are getting a shade canopy. The water will also be shut off in the parks throughout the City the third week of October. The Big Cottonwood Marathon organizers will be coming in to present a check to the foundation from the proceeds of the race.

It was suggested that during the Bark in the Park event that the pavilion be reserved for the City. The Monster Mash is scheduled to take place on Friday, October 28th. Mayor Pro Tem Bracken discussed the transition of lights and decorations for the New City Hall. The triangle trees have grown to the point that it has become difficult for the Rec Center equipment personnel to do.

8. Calendar of Events.

Councilmember Schedules for the next week/2016 Calendar:

- a. Oct. 12 – City Council/Historic Committee Meeting 5:30 p.m. Union Cemetery.
- b. Oct. 13 – Youth City Council Annual Dinner 6:00 p.m. City Hall.
- c. Oct. 28 – Monster Mash on Ice 5:00 7:00 p.m. CH Rec. Center.
- d. Dec. 6 – City Employees Christmas Party.

9. Closed Meeting to Discuss Litigation, Property Acquisitions and the Character and Professional Competence or Physical or Mental Health of an Individual.

Councilman Tyler moved to close the Work Session and open the Closed Meeting to discuss personnel issues at 8:29 p.m. Councilman Peterson seconded the motion to close the Work Session and open the Closed Meeting. The motion passed with the unanimous consent of the Council.

The Work Meeting adjourned at 8:29 p.m.

F. Yard space for one building only.
No required yard or other open space around an existing building, or which is hereafter provided around any building for the purpose of complying with the provisions of this title shall be considered as providing a yard or open space for any other building; nor shall any yard or other required open space on an adjoining lot be considered as providing a yard or open space on a lot whereon a building is to be erected or established. This section shall be so construed to mean only one main building may be permitted on one lot, unless otherwise provided in this title.

G. Front yard measurement from map. Wherever a front yard is required for a lot facing on a street for which an official map has been recorded in the office of the city recorder, the depth of such front yard shall be measured from the mapped street line provided by the official map.

19.76.030 Structures, bulk and massing requirements.

A. Dwellings, including guest homes, on lots.

1. Every dwelling shall be located and maintained on a lot, as defined in this title. Except for group dwellings and guest houses, not more than one dwelling structure shall occupy a lot.

2. Guest houses shall be a permitted use in the following zones:

- (a) R-1-8; R-1-10; and R-1-15
- (b) RR-1-21; RR-1-29; and RR-1-43
- (c) F-1-21; and F-1-43
- (d) F-20

3. The guest house shall be a detached accessory use to a principal residence and shall be located in the rear yard of the *principal lot*.

4. The maximum allowed area of the guest house shall not exceed 25% of the area of the rear yard.

5. The floor area of the guest house and principal residence combined shall not exceed the maximum impervious surface coverage for the site.

6. The rental or lease of a guest house, or the use of a guest house as a permanent residence for a second family on the premises shall be prohibited.

7. Installation of separate utility meters for the guest house is prohibited.

8. All bulk and massing requirements for accessory buildings, as per the applicable zone, shall be applicable to the guest house.

B. Accessory buildings—Area of coverage and building area.

No accessory building or group of accessory buildings in any residential zone shall cover more than 25% of the rear yard. The maximum area of any accessory building shall not exceed 800 (1000 maybe acceptable) square feet or 40% of the footprint of the main structure not including exterior deck areas or appurtenances, whichever is less. No accessory building or structure may be erected on a vacant lot. Accessory buildings and structures shall be placed in the rear yard only.

C. Public use—reduced lot area and yards. The minimum lot area and minimum yard requirements of this title may be reduced by the planning commission for a public use. The planning commission shall not authorize a reduction in the lot area or yard requirements if rule 19.76.030(H), “Additional height allowed when,” is in use, or unless the evidence presented is such as to establish that the reduction will not, under the circumstances of the particular case, be detrimental to the health, safety or general welfare of persons residing or working in the vicinity, or injurious to property or improvements in the vicinity.

D. Structure height — Vertical

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Community Development Activity Report



August 2016

DISTRICT 1

Councilman Mike Shelton

NEW			
File:	ZMA-16-001	Name:	McCormick Rezone
Address:	6958 S 1700 E / 1690 E Fort Union Blvd	Applicant:	Tori McCormick
Type of Application:	Rezone	Current Zoning:	R-1-8 (MU proposed)
PC Date:	October 19, 2016	Staff Contact:	Mike Johnson
Rezone of two existing R-1-8 properties to Mixed Use			
<i>Public Hearing Scheduled for October 19, 2016</i>			

File:	HOC 16-004	Name:	Daycare
Address:	1761 E Cloverdale Rd	Applicant:	Angela Lancaster
Type of Application:	Home Occupation Daycare	Current Zoning:	R-1-8
PC Date:	September 7, 2016	Staff Contact:	Mike Johnson
Home daycare with up to 12 clients			
<i>Hearing continued to 10/05 to deal with unsafe property conditions</i>			

File:	SPL-15-001	Name:	Wasatch Exotic Pet Care
Address:	1621 E 7200 S	Applicant:	Laurel Harris
Type of Application:	Site Plan Approval	Current Zoning:	CR
ARC Date:	June 15, 2015	Staff Contact:	Mike Johnson
Building renovation and expansion			
<i>Under construction</i>			

File:	CUP-15-005	Name:	Felt Dentist Office
Address:	6800 S Highland Dr	Applicant:	Eric Felt
Type of Application:	CUP / Site Plan Approval	Current Zoning:	RO
PC/CC/ARC/BOA Date:	PC Hearing July 15, 2015	Staff Contact:	Brian Berndt
Conditional Use and Site Plan Approval for a New Dental Office			
<i>Building permit application in review / out for corrections</i>			

File:	SPL 14-001	Name:	RAM Real Estate Office Building
Address:	1385 East Fort Union Blvd	Applicant:	Tony Baros
Type of Application:	Conditional Use Amend.	Current Zoning:	NC
PC/CC/ARC/BOA Date:	August 6, 2014	Staff Contact:	Mike Johnson
Reconstruction of a 13,400 s.f. office building.			
<i>Building under construction</i>			

File:	CUP 15-011	Name:	Meyer Office Buildings
Address:	7884 S Highland Drive	Applicant:	Tony Baros
Type of Application:	Conditional Use Permit	Current Zoning:	R-O
PC/CC/ARC/BOA Date:	PC September 2, 2015	Staff Contact:	Mike Johnson
CUP & Site Plan Approval for two administrative office buildings			
<i>Buildings under construction</i>			

Building Permits

Permit #	Status	Name/Description	Permit Type Summary	Parcel Address
Commercial Permits				
BP-14-0444	Issued	New Admin. Office – Title Company	New Commercial	1385 E Fort Union Blvd
BP-15-0294	Issued	Addition – Wasatch Exotic Pet Care	Commercial Addition	1892 E Fort Union Blvd
BP-16-0028	Issued	New Admin. Office Building	New Commercial	7884 S Highland Drive #1
BP-16-0029	Issued	New Admin. Office Building	New Commercial	7884 S Highland Drive #2
BP-16-0096	In Review	New Dental Office Building	New Commercial	6800 S Highland Drive
BP-16-0313	Closed	Tenant Improvement	Tenant Improvement	1275 E Fort Union Blvd #150
BP-16-0306	Issued	TI – Ski n' See	Tenant Improvement	1844 E Fort Union Blvd
BP-16-0349	Closed	TI – Intermountain Pilates	Tenant Improvement	7076 S Highland Drive
BP-16-0466	In Review	TI – Intermountain Pilates Ph. II	Tenant Improvement	7076 S Highland Drive
Residential Permits				
BP-14-0507	Stop-Work	Single Family Dwelling	New SFD	1388 E Milne Ln
BP-15-0490	Issued	Single Family Dwelling	New SFD	7149 S Garrett Town Cove
BP-15-0491	Issued	Single Family Dwelling	New SFD	7167 S Garrett Town Cove
BP-16-0015	Issued	Single Family Dwelling	New SFD	1451 E Lexi Ln
BP-15-0577	Issued	Single Family Dwelling	New SFD	7755 S Forest Bend Dr
BP-16-0109	Issued	Single Family Dwelling	New SFD	1726 E Siesta Dr
BP-16-0093	Issued	Single Family Dwelling	New SFD	1785 E Meadow Downs Wy
BP-16-0168	Issued	Single Family Dwelling	New SFD	1463 E Lexi Ln

NEW

File:	CUP-16-009	Name:	Zaferan Expansion
Address:	2578 E Bengal Boulevard	Applicant:	Mohsen Panah
Type of Application:	CUP / Site Plan Approval	Current Zoning:	Neighborhood Commercial
PC Date:	August 31, 2016	Staff Contact:	Mike Johnson
Expansion of existing restaurant building to add another restaurant and second-story apartment unit			
<i>PC Approval 9/14/2016 – Applicant can submit building permit application</i>			

File:	SUB 16-004	Name:	Gullickson Subdivision
Address:	7985 S Deercreek Rd	Applicant:	Jeff Gullickson
Type of Application:	Expansion of NCU	Current Zoning:	R-1-8
PC Date:	N/A (Minor Sub)	Staff Contact:	Mike Johnson
2 lot subdivision, with a flag lot			
<i>Waiting for corrections from applicant</i>			

File:	SUB 16-005	Name:	Schults Subdivision
Address:	7981 S Royal Ln	Applicant:	Gregory & Judy Schults
Type of Application:	Subdivision	Current Zoning:	RR-1-21
PC Date:	N/A (Minor Sub)	Staff Contact:	Mike Johnson
2 lot subdivision, with a flag lot			
<i>Waiting for corrections from applicant</i>			

File:	SP-16-001	Name:	Willow Creek Vet. Sign Program
Address:	2055 E Creek Rd	Applicant:	Rick Campbell
Type of Application:	Program for Signs	Current Zoning:	RR-1-21
PC/CC/ARC/BOA Date:	April 6, 2016	Staff Contact:	Mike Johnson
Application for a site-wide sign program, including the conversion of two monument signs to larger monuments			
<i>Building Permit Issued</i>			

File:	SUB-15-004	Name:	Mackintosh Subdivision
Address:	7572 Cory Hill Cir	Applicant:	Dan Mackintosh
Type of Application:	Minor Subdivision	Current Zoning:	R-1-8
PC/CC/ARC/BOA Date:	Administrative	Staff Contact:	Mike Johnson
Four-lot minor subdivision			
<i>Project Approved; Improvements under construction</i>			

District 2 Building Permits

Permit #	Status	Name/Description	Permit Type Summary	Parcel Address
Residential Permits				
BP-15-0047	Issued	Single Family Dwelling	New SFD	2075 E Cottonwood Cove Ln
BP-15-0404	Issued	Single Family Dwelling	New SFD	8165 S Newbury Grove Ln
BP-15-0518	Issued	Single Family Dwelling	New SFD	8127 S Newbury Grove Ln
BP-15-0548	Issued	Single Family Dwelling	New SFD	8154 S Newbury Grove Ln
BP-15-0564	Issued	Single Family Dwelling	New SFD	8153 S Newbury Grove Ln
BP-16-0030	Issued	Single Family Dwelling	New SFD	2216 E Cottonwood Cove Ln
BP-16-0129	Issued	Single Family Dwelling	New SFD	8118 S Newbury Grove Ln
BP-16-0309	In Review	Single Family Dwelling	New SFD	2397 E Creek Rd
BP-16-0436	In Review	Single Family Dwelling	New SFD	2838 E Bridgewater Dr
BP-16-0429	In Review	Single Family Dwelling	New SFD	2380 E Royal Ln
BP-16-0410	Issued	Single Family Dwelling	New SFD	8139 S Newbury Grove Ln

District 2 Building Permits

Permit #	Status	Name/Description	Permit Type Summary	Parcel Address
Commercial Permits				
BP-16-0421	Issued	Signs – Willow Creek Pet Center	Signs	2055 E Creek Rd
BP-16-0477	In Review	TI – Photopia	Tenant Improvement	7815 S Highland Dr

NEW

File:	SPL-16-001	Name:	Public Works Site Plan Approval
Address:	6579 S 3000 E	Applicant:	Cottonwood Heights
Type of Application:	Site Plan Approval	Current Zoning:	PF
PC Date:	September 14, 2016	Staff Contact:	Brian Berndt
Approval of Site Plan for Proposed Site Storage and Public Works Building			
<i>Hearing held on 9/14/16; Action scheduled for 10/5/2016</i>			

File:	CUP-16-010	Name:	Corporate Center CUP Modification
Address:	2750 E Cottonwood Pkwy	Applicant:	Jeff Gochmour
Type of Application:	CUP Modification	Current Zoning:	ORD
PC Date:	August 31, 2016	Staff Contact:	Brian Berndt
Modification of previous CUP to add approximately 100 additional parking stalls underground			
<i>PC Approved 8/31/2016</i>			

File:	BOA-16-008	Name:	Expansion of Noncomplying Bldg
Address:	2177 E Lonsdale Dr	Applicant:	Jeff Larsen
Type of Application:	Expansion of NCU	Current Zoning:	R-1-8
BOA Date:	09/01/2016	Staff Contact:	Mike Johnson
Expansion of a non-complying building			
<i>BOA Approved 09/01/2016</i>			

File:	BOA 16-006	Name:	Expansion of Noncomplying Bldg
Address:	6743 S 2240 E	Applicant:	Nuriya Bajrektarevic
Type of Application:	Expansion of NCU	Current Zoning:	R-1-8
BOA Date:	07/07/2016 (tentative)	Staff Contact:	Mike Johnson
Request for Expansion of Noncomplying Building			
<i>BOA approved on 07/07/2016</i>			

File:	CUP 16-006	Name:	Beckstrand & Assoc. CUP & Site Plan
Address:	6322 S 3000 E	Applicant:	Beckstrand & Associates
Type of Application:	CUP & Site Plan	Current Zoning:	O-R-D
PC Date:	07/06/2016	Staff Contact:	Brian Berndt
Conditional use permit and site plan approval			
<i>PC approved on 07/06/2016</i>			

File:	CUP 16-005	Name:	Cottonwood Dental S.P.A.
Address:	7167 S Highland Drive	Applicant:	Lloyd Architects
Type of Application:	Conditional Use Permit	Current Zoning:	Regional Commercial (CR)/Gateway
PC Date:	07/06/2016 (tentative)	Staff Contact:	Mike Johnson
Construction of a new dental office			
<i>Building Permit in Review; Site Plan Modification Submitted by Applicant</i>			

File:	SPL 15-003	Name:	City Municipal Building
Address:	2277 East Bengal Blvd	Applicant:	City of Cottonwood Heights
Type of Application:	Site Plan	Current Zoning:	Public Facilities (PF)
PC Date:	Hearing October 1, 2014	Staff Contact:	Brian Berndt
<i>Building Complete</i>			

District 3 Building Permits				
Permit #	Status	Name/Description	Permit Type Summary	Parcel Address
BP-16-0197	Issued	New Office Building – Cornerstone Phase 2	New Commercial	2750 E Cottonwood Parkway
BP-16-0283	Issued	Office Remodel	Tenant Improvement	2750 E Cottonwood Pkwy #660
BP-16-0344	Issued	TI – Mercato	Tenant Improvement	2750 E Cottonwood Pkwy #500
BP-16-0349	In Review	TI – Master Control	Tenant Improvement	6350 S 3000 E
BP-16-0330	In Review	New Dental Office Building	New Commercial	7167 S Highland Drive
BP-16-0340	In Review	SFD	New SFD	7435 S Butler Hills Drive
BP-16-0400	In Review	Single Family Dwelling	New SFD	2533 E 6485 S
BP-16-0428	In Review	TI – Raymond James	Tenant Improvement	2750 E Cottonwood Pkwy #520
BP-16-0418	Issued	ADA Upgrades	Site Upgrade	2330 E Fort Union Blvd

File:	HOC-16-001	Name:	Middlemiss Home Preschool
Address:	3571 E Summer Hill Dr	Applicant:	Dana Middlemiss
Type of Application:	CUP – Home Preschool	Current Zoning:	R-1-8
PC Date:	PC Hearing March 2, 2016	Staff Contact:	Mike Johnson
Proposal to operate a residential preschool with up to 12 students			
<i>Planning Commission decision being appealed to the BOA; Decision scheduled 08/04/2016</i>			

File:	SUB-16-001	Name:	Oak Leaf Hills Subdivision
Address:	7941 S Wasatch Blvd.	Applicant:	Calvin Robinson
Type of Application:	Minor Subdivision	Current Zoning:	R-1-8
PC Date:	N/A - Administrative	Staff Contact:	Brian Berndt
2 Lots on 1.76 acres			
<i>No activity; applicant may withdraw</i>			

File:	SUB-15-007	Name:	Lindgren's Legacy
Address:	8466 S Danish Road	Applicant:	Dave Yorgasen
Type of Application:	Minor Subdivision	Current Zoning:	R-1-8
PC Date:	N/A	Staff Contact:	Mike Johnson
3-lot Subdivision			
<i>Plat recorded; Site improvements under construction</i>			

File:	SUB-15-002	Name:	DW Homes Preliminary Plat
Address:	7350 S Wasatch Blvd	Applicant:	Nick Mason, David Weekley Homes
Type of Application:	Preliminary Plat Approval	Current Zoning:	MU
PC/CC/ARC/BOA Date:	PC Action April 15, 2015	Staff Contact:	Mike Johnson
Preliminary Plat approval of a 17-lot subdivision. Site Plan and conditional use already approved on January 7, 2015.			
<i>Lots 2-14 under construction or in review; Lot 1 complete</i>			

File:	PUD 14-001	Name:	Giverny PUD
Address:	9160 South Wasatch Blvd	Applicant:	Richard Cook
Type of Application:	Planned Unit Development	Current Zoning:	R-1-8
BOA Date:	March 26	Staff Contact:	Mike Johnson
This is a request for a 169-lot planned unit development on approximately 45 acres. Proposed lots range in size from 4,500 s.f. to over 15,000 s.f. Approximately 32% of the project is dedicated to open space. All proposed roads are private.			
<i>Waiting for Final Plat and Development Bond</i>			

File:	ZMA 15-003	Name:	Kessler Rezone
Address:	9361 S No Lit Cottonwood	Applicant:	Grant Kessler
Type of Application:	Zone Map Amendment	Current Zoning:	F-20
PC Date:	September 2, 2015	Staff Contact:	Brian Berndt
Rezone of 15 acres to RR-1-21 with development agreement.			
<i>Council approved on May 24, 2016</i>			

File:	ZMA 15-004	Name:	Despain Rezone
Address:	3801 E No Lit Cottonwood	Applicant:	Susan Despain
Type of Application:	Zone Map Amendment	Current Zoning:	F-20
PC Date:	September 2, 2015	Staff Contact:	Brian Berndt
Rezone of 11 acres to RR-1-21; amended to RR-1-43 with development agreement.			
<i>Council approved on May 24, 2016</i>			

DISTRICT 4**Councilman Tee Tyler**

NEW			
File:	SD-13-002	Name:	Little Willow 2-lot Subdivision
Address:	8562 S Little Willow Cir	Applicant:	Joe Salisbury
Type of Application:	Minor Subdivision	Current Zoning:	R-1-8
PC Date:	October 5, 2016	Staff Contact:	Brian Berndt
Approval of a 2-lot subdivision			
<i>PC held hearing in 2013 without any action being taken; Action is scheduled to be taken 10/5/16</i>			

File:	CUP-14-009	Name:	Canyon Centre Heights Modification
Address:	7359 S Wasatch Blvd	Applicant:	Tony Baros
Type of Application:	Revised Architecture	Current Zoning:	MU
PC Date:	September 14, 2016	Staff Contact:	Brian Berndt
Modification of architecture on previously approved multi-family apartment building at Canyon Centre			
<i>PC Approved Revised Certificate of Design Compliance 9/14/2016</i>			

File:	BOA 16-007	Name:	HOC-16-001 Appeal
Address:	3571 E Summer Hill Dr	Applicant:	Joe Thomas
Type of Application:	BOA Appeal	Current Zoning:	R-1-8
BOA Date:	07/07/2016	Staff Contact:	Mike Johnson
Appeal of the Planning Commission approval of HOC-16-001; Home preschool at 3571 E Summer Hill Drive			
<i>BOA Upheld Planning Commission Approval – No Further Appeal Submitted</i>			

File:	CUP 16-008	Name:	Alpha Coffee
Address:	Racquet Club Dr	Applicant:	Carl Churchill
Type of Application:	CUP	Current Zoning:	NC
PC Date:	07/06/2016	Staff Contact:	Brian Berndt
Change of use from dental office to coffee shop within existing building; no exterior changes			
<i>Building Permit in Review</i>			

File:	CUP-16-002	Name:	Canyon Centre Phase III
Address:	7350 S. Wasatch Blvd.	Applicant:	Kenney Nichols
Type of Application:	Conditional Use Permit	Current Zoning:	Mixed Use
PC Date:	March 2, 2016	Staff Contact:	Brian Berndt
New restaurant (Bambu), approximately 4,800 s.f., single-story building on Canyon Centre Lot 3			
<i>Building permit out for 3rd building review</i>			

File:	SUB-16-002	Name:	Honeycomb Subdivision
Address:	7824 S Honeycomb Rd	Applicant:	Michael Brodsky; Hamlet Homes
Type of Application:	Minor Subdivision	Current Zoning:	R-2-8
PC Date:	April 20, 2016	Staff Contact:	Mike Johnson
Lot Split			
<i>Plat recorded; Building permits issued</i>			

File:	BOA-16-002	Name:	First Empire LLC Variance
Address:	3516 E 8740 S, Lot 1	Applicant:	Lane Halversen
Type of Application:	BOA - Variance	Current Zoning:	R-1-8
BOA Date:	March 10, 2016	Staff Contact:	Mike Johnson
Variance to front setback due to location of fault			
<i>Building under construction</i>			

District 4 Building Permits

Permit #	Status	Name/Description	Permit Type Summary	Parcel Address
Residential Permits				
BP-15-0029	Issued	Single Family Dwelling	New SFD	8330 S Danish Rd
BP-15-0135	Issued	Single Family Dwelling	New SFD	8118 S Danish Rd
BP-15-0382	Issued	Single Family Dwelling	New SFD	3778 E Timberline Dr
BP-15-0496	Issued	Single Family Dwelling	New SFD	9479 S Granite Trail
BP-16-0059	Issued	Single Family Dwelling	New SFD	7392 S Canyon Centre Parkway #3
BP-16-0060	Closed	Single Family Dwelling	New SFD	7392 S Canyon Centre Parkway #2
BP-16-0076	Issued	Single Family Dwelling	New SFD	7392 S Canyon Centre Parkway #4
BP-16-0136	Issued	Single Family Dwelling	New SFD	3588 E Granite Knob Ln
BP-16-0179	Issued	Single Family Dwelling	New SFD	7392 S Canyon Centre Parkway #8
BP-16-0180	Issued	Single Family Dwelling	New SFD	7392 S Canyon Centre Parkway #7
BP-16-0123	Issued	Single Family Dwelling	New SFD	7392 S Canyon Centre Parkway #6
BP-16-0232	Issued	Single Family Dwelling	New SFD	7392 S Canyon Centre Parkway #5
BP-16-0227	Issued	Single Family Dwelling	New SFD	8754 S Sutton Way
BP-16-0277	Issued	Single Family Dwelling	New SFD	7392 S Canyon Centre Parkway #9
BP-16-0278	Issued	Single Family Dwelling	New SFD	7392 S Canyon Centre Parkway #10
BP-16-0339	Issued	Single Family Dwelling	New SFD	7392 S Canyon Centre Parkway #11
BP-16-0438	In Review	Single Family Dwelling	New SFD	7392 S Canyon Centre Parkway #12
BP-16-0448	In Review	Single Family Dwelling	New SFD	7392 S Canyon Centre Parkway #14
BP-16-0449	In Review	Single Family Dwelling	New SFD	7392 S Canyon Centre Parkway #15
BP-16-0476	In Review	Single Family Dwelling	New SFD	7392 S Canyon Centre Parkway #13
Commercial Permits				
BP-16-0110	In Review	Canyon Centre Parking Structure	New Commercial	7350 S Wasatch Blvd
BP-16-0108	In Review	New Restaurant -- Bambu	New Commercial	7307 S Canyon Centre Pkwy
BP-16-0395	In Review	Tenant Improvement	Tenant Improvement	7260 S Racquet Club Dr
BP-16-0481	In Review	TI -- Lock n' Load Java	Tenant Improvement	7260 S Racquet Club Dr

CITY-WIDE

Mayor & Council

File:	Multiple	Name:	Zoning Ordinance Rewrite
Address:	Citywide	Applicant:	Cottonwood Heights
Type of Application:	Zoning Text Amendment(s)	Current Zoning:	N/A
PC/CC/ARC/BOA Date:	Various	Staff Contact:	Brian Berndt
Mixed Use, Supplementary & Qualifying and Definitions Sections – Revised Accessory Building language in Supplementary and Definitions			
<i>Mixed Use, Supplementary & Qualifying and Definitions awaiting Council review / approval</i>			

LONG-RANGE PLANNING PROJECTS

Project Name:	Fort Union Boulevard Area Plan		
Project Location:	Fort Union Boulevard, Union Park Avenue to Wasatch Boulevard		
Type of Project:	Small Area Plan		
Staff Contact:	Brian Berndt	Timeline: (if applicable)	
Draft Plan scheduled for final Planning Commission hearing 10/5/2016			

ECONOMIC DEVELOPMENT PROJECTS

Project Name:	Local Business Outreach		
Project Location:	Citywide		
Type of Project:	Fort Union Group/Business Outreach		
Staff Contact:	Brian Berndt	Timeline: (if applicable)	Ongoing
<ul style="list-style-type: none"> The first Bites in the Heights restaurant tour was held from Aug. 20-31. The mayor held a CEO luncheon at the Old Mill office building to meet some of the high-level CEOs in the city, and establish a rapport to discuss business needs. The CHBA held an after-hours event at the Salt Mine co-working space. Those who attended the event enjoyed networking, touring the facility and some really good sushi. Many CH businesses got involved with the annual golf tournament, either as sponsors or players, or by donating prizes. Those who attended felt the event said they had a good time. CHED officials were invited to attend the Regence BlueCross/BlueShield farmer's market. Other businesses in the city are using the department to promote their event through the social media pages and email newsletter. 			

Cottonwood Heights City
"Make 12 Better" Program

suggestion
DRAFT

In an effort to enhance and beautify the residential neighborhoods of Cottonwood Heights City, your City Council is initiating an annual program entitled "Make 12 Better".
Here is how it will work:

1. Annually in the months of March and April, citizens in each district of our city may nominate an individual home for an exterior landscaping makeover/improvement. Two homes per district will be selected based upon financial need, neighbor input, health related issues of the owners, etc. Additionally, the Mayor may add four more homes for an exterior landscaping makeover/improvement also. (Making 12 total homes to be improved.)
2. For those homes selected, a combination of equipment and work hours to accomplish the agreed upon exterior only landscaping makeover/improvement will be provided by
 - A. Cottonwood Heights Public works Department
 - B. Neighbors of the property selected
 - C. Youth City Council
3. Work on all 12 properties to begin in May and be completed by June 30th each year. A cost per home, per makeover will have a limit of \$1000.00 cost to Cottonwood Heights City.

COTTONWOOD HEIGHTS PUBLIC WORKS TRANSITION PLAN APRIL 1 - NOVEMBER 1																																												
CURRENT WEEK	April 4 - 8				April 11 - 15				April 18 - 22				April 25 - 29	May 2 - 6	May 9 - 13	May 16 - 20	May 23 - 27	May 30 - June 3	June 6 - 10	June 13 - 17	June 20 - 24	June 27 - July 1	July 4 - 8	July 11 - 15	July 18 - 22	July 25 - 29	August 1 - 5	August 8 - 12	August 15 - 19	August 22 - 26	August 29 - September 2	September 5 - 9	September 12 - 16	September 19 - 23	September 26 - 30	October 3 - 7	October 10 - 14	October 17 - 21	October 24 - 28	October 31 - November 4	November 7 - 11			
TASK IN PROGRESS																																												
TASK COMPLETED																																												
TASK BEHIND SCHEDULE																																												
DEADLINE																																												
STARTED																																												
CALENDAR DATES LAPSED																																												
TerraCare Transition																																												
Terminate Contract with Terracare through Council Approval process																																												
Negotiate the purchase of TerraCare equipment per paragraph (b) of Section 7.9 of the original contract--																																												
Have equipment evaluated and determine what will stay in the fleet and what must go.																																												
Meet with Terracare to develop transitional plan--																																												
— in house development of transitional plan																																												
— negotiation with Terracare																																												
Closeout Terracare contract																																												
Equipment Purchase/Lease																																												
Establish list of equipment that is needed and when it will be needed.																																												
— Large equipment and timeline																																												
— small equipment/handtools list created																																												
Sweeper rent with option to buy																																												
Vactor truck purchase (lease/contract)																																												
Terminate sweeper contract (month to month contract)																																												
Rent loaders October to mid march																																												
Sander Stands Ordered																																												
HGAC Contract Approved																																												
Truck Delivery Schedule																																												
3 Ford F-550 trucks																																												
3-10 wheeler dump trucks																																												
3-Bobtail trucks																																												
Seattle Ten Wheeler																																												
4- 4x4 Bobtail trucks																																												
Facility																																												
Talk to Ross																																												
Follow-up with Cate Equip as alternate location																																												
Contact commercial realtors																																												
Email area city managers																																												
Commit to a site																																												
Facilities at City Property																																												
Utility Location and service confirmation																																												
Temporary Office ordered and set																																												
Connex storage buildings aquired and delivered																																												
Shop planning, bidding and acquisition																																												
Site grade and prep																																												
Salt storage construction																																												
Shop construction																																												
Personnel																																												
Establish list of positions needing to be filled and when they need to be hired.																																												
Public Works Director Advertisement and Hire																																												
CDL license—requirements																																												

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Cottonwood Heights

Weekly Update for the Week of Sept. 25 – Oct. 1, 2016

City Manager

1. Attended the PIO conference in St. George. Very informative and helpful. Networked a lot and shared good ideas to make our PR better.
2. Nothing by video, pictures, press kits, press releases, and a lot of preparation for open house and ribbon cutting. I thought we had a very good attendance.

Administrative Services

1. The Art show is underway at Whitmore Lib. We are very excited because we have a record number of artists and pieces to display. We want to invite all council members and staff to come to the open house on October 20th. This will be a fun family night that will include a hand drawn photo booth, and a professional artist showing his work.
2. The children's show will be on October 15th at Butler Middle. It will be a great show! Production meetings are also underway for next year's summer musical, ANNIE.
3. The City Hall Ribbon Cutting and Open House was a smashing success that drew far more attendees than anticipated. Thanks to everyone that participated and made it possible.

Police

1. Preparations for the City Hall Ribbon Cutting and Open House. Extra effort was put into the SWAT van to have it ready for the open house (see pictures below).

Public Works

1. Public Works tirelessly worked to prepare the new city hall for the Ribbon Cutting and provided ongoing assistance to clean up the old city hall.

Pictures



Figure 1 - Council Members Shelton, Tyler and Peterson model with the loader that will be used to load salt into trucks during snow removal operations



Figure 2 - Flag ceremony performed by Cottonwood Heights Police and Unified Fire during the New City Hall ribbon cutting ceremony



Figure 3 - There was a great turnout at the ribbon cutting ceremony on Thursday, September 29th



Figure 4 - Mayor Kelvyn Cullimore speaking at the Ribbon Cutting Ceremony



Figure 5 -Governor Gary Herbert speaking at the Ribbon Cutting



Figure 6 - Metal framing in the SWAT truck



Figure 7 - Wiring and ceiling in the SWAT truck



Figure 8 - Ceiling and walls being covered

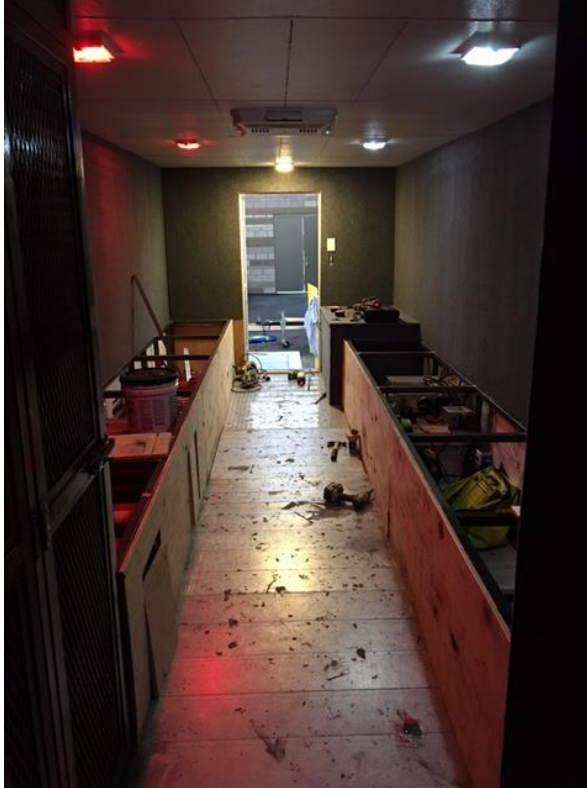


Figure 9 - Wall carpet installed for sound absorbtion

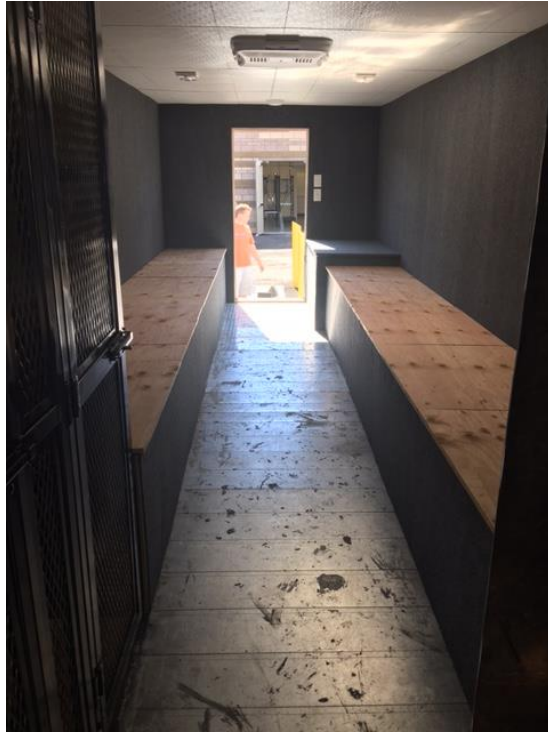


Figure 10 - Ongoing interior work on SWAT truck



Figure 11 - Carpeting is completed in the truck