AGENDA
HIGHLAND CITY PLANNING COMMISSION
Tuesday, October 22 2019, 7:00 p.m.

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

CALL TO ORDER: Chris Kemp, Chair
- Attendance – Chris Kemp, Chair
- Invocation – Commissioner Brittney Bills
- Pledge of Allegiance – Commissioner Ron Campbell

APPEARANCES:

Time has been set aside for the public to express their ideas, concerns, and comments on non-agenda items. Speakers will be limited to three (3) minutes.

PUBLIC HEARING ITEMS:

1. **FP-19-05** Scott Dunn is requesting approval of a Preliminary / Final Plat approval for a 1-lot subdivision of approximately .58 acres to be known as Chidester Subdivision Plat A. The property is located approximately at 5833 W 9600 N. **Administrative**

2. **PP-19-05** Boyer Ridgeview LC is requesting approval of a Preliminary Plat approval for a 267-lot subdivision of approximately 38 acres to be known as Ridgeview Plat A. The property is located approximately at 9800 N North County Blvd. **This item will be continued to the November 19, 2019 meeting. Administrative**

3. **TA-19-13** Highland City is requesting approval to amend Article 3 Appeal Authority in order to modernize the language to be consistent with State Law and modern practice. **Legislative**

APPROVAL OF MINUTES:

- Approval of the September 24, 2019 meeting minutes.

ADJOURNMENT:

NEXT MEETING: **November 19, 2019** at 7:00 pm City Council Chambers

*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.*

FOR SPECIAL ACCOMMODATIONS
Any individual with a qualified disability may request a reasonable accommodation by contacting the City Recorder at (801) 772-4506 at least 48 hours prior to the Commission meeting.

CERTIFICATE OF POSTING

The undersigned does hereby certify that the above agenda notice was posted in three public places within Highland City limits on this 17th day of October, 2019. These public places being bulletin boards located inside the City offices and located in the Highland Justice Center, 5400 W. Civic Center Drive, Highland, UT; and the bulletin board located inside Lone Peak Fire Station, Highland, UT. On this 17th day of October, 2019 the above agenda notice was posted on the Highland City website at www.highlandcity.org.

Tara Tannahill, Planning Coordinator
DATE: October 22, 2019
TO: Planning Commission
FROM: Tara Tannahill
Planner and GIS Analyst
SUBJECT: PUBLIC HEARING - Scott Dunn is requesting Preliminary/Final Plat Approval for a 1-lot subdivision. The property is approximately 0.55 acres and is located at 5833 W 9600 N. Administrative

PURPOSE:
The Planning Commission will hold a public hearing to consider a request by Scott Dunn for minor subdivision approval of a one lot subdivision located at 5833 W 9600 N. The Planning Commission will take appropriate action.

BACKGROUND:
The property is approximately 0.55 acres and located north of 5833 W 9600 N. The applicant is requesting to create a 1-lot subdivision.

The applicant currently owns 1.50 acres in Highland City. The applicant is requesting to have .55 acres along 9600 North remain with Highland and the back 1 acre to go to American Fork.

The property is designated as Low Density Residential on the General Plan Land Use Map. The current zoning is R-1-20. The R-1-20 District allows for one home per 20,000 square feet of land within the development. The minimum lot width is 115 feet.

SUMMARY OF THE REQUEST:

1. The applicant is requesting approval of a 1-lot subdivision. The lot is 0.55 acres or approximately 23,846 square feet.

2. Access to the site will be from 9600 North.
CITIZEN PARTICIPATION:

Notice of the October 1, 2019 Development Review Committee meeting was mailed to all property owners within 500 feet of the proposed site on September 16, 2019. Two residents attended the meeting.

Notice of the Planning Commission meeting was published in the Daily Herald on October 6, 2019 and posted on the state website October 3, 2019. Notification of the public hearing associated with this meeting was mailed to all property owners within 500 feet of the proposed site on October 7 2019. No written correspondence has been received.

ANALYSIS:

- The General Plan designation for this property is Low Density Residential. The surrounding properties are zoned R-1-40 and R-1-20. The proposed subdivision is in conformance with the General Plan and compatible with the surrounding uses.

- Access to the site will be from 9600 North and the existing home will remain.

- The standard ten (10) feet public utility easements have been included on the plat.

- The setbacks for each lot meets R-1-20 standards for setbacks of 30’ for the front, 30’ for the rear, and 15’ for the sides.

- The lots frontage is 120.11’, which is above the 115’ requirement for R-1-20.

- Proposal meets all criteria for a 1-lot subdivision within the R-1-20 zone.

CONCLUSION:

With the proposed stipulations, the proposed Preliminary/Final Plat appears to meet the required findings for approval.

RECOMMENDATION AND PROPOSED MOTION:

The Planning Commission should hold a public hearing, accept the findings, and recommend approval of the proposed plat with the following stipulations:

1. The recorded plat conforms to the final plat date stamped July 10, 2019 except as modified by these stipulations.
2. All public improvements shall be installed as required by the City Engineer.
3. The civil construction plans shall meet all requirements as determined by the City Engineer.
I move that the Planning Commission accept the findings and recommend approval of the Preliminary Plat subject to the three (3) stipulations recommended by staff.

**FISCAL IMPACT:**

This action will not have a financial impact on this fiscal year’s budget expenditure.

**ATTACHMENTS:**

1. Vicinity Map
2. Proposed Plat
DATE: February 26, 2019
TO: Planning Commission
FROM: Tara Tannahill, Planner/GIS Analyst
SUBJECT: Continuance of Application - Agenda Item #2

BACKGROUND:
Staff is requesting that the public hearing for this item to be continued to the November 19, 2019 Planning Commission meeting to allow staff additional time to complete the review and the applicant to address the comments.

PROPOSED MOTION:
I move that the Planning Commission continue the public hearing for case PP-19-05 a request for preliminary plat approval for a 267 lot subdivision to the November 19, 2019 Planning Commission meeting.
PURPOSE:
The Planning Commission will hold a public hearing to consider a request to amend Article 3 Appeal Authority of the Highland City Development Code. The Planning Commission will take appropriate action.

BACKGROUND:
Staff has been working with the City Attorney to update Article 3 Appeal Authority in the Development Code. The purpose of the update is to modernize the language to be consistent with State Law and be consistent with modern practice.

SUMMARY OF THE REQUEST:
1. Staff is proposing to amended Article 3 Appeal Authority to modernize the language to be consistent with State Law and modern practice.

ANALYSIS:
- The updates to the Municipal and Development Code for the Appeal authority are needed to modernize the language to be consistent with State Law and modern practices.

CITIZEN PARTICIPATION:
Notice of the Planning Commission meeting was published in the Daily Herald on October 6, 2019 and posted on the state website October 3, 2019. No written correspondence has been received.

RECOMMENDATION AND PROPOSED MOTIONS:
I move that the Planning Commission accept the findings and recommend APPROVAL of the proposed amendment.

ALTERNATIVE MOTION:
I move that the Planning Commission recommend **DENIAL** of case TA-19-13 based on the following findings: (The Commission will need to draft appropriate findings.)

**FISCAL IMPACT:**
This action will not have a financial impact on this fiscal year’s budget expenditures.

**ATTACHMENT:**
1. Proposed Ordinance
ORDINANCE NO. 2019-**

AN ORDINANCE OF THE HIGHLAND CITY COUNCIL AMENDING
HIGHLAND CITY DEVELOPMENT CODE ARTICLE 3 APPEAL

WHEREAS, all due and proper notices of public hearings and public meetings on this Ordinance held before the Highland City Planning Commission (the “Commission”) and the Highland City Council (the “City Council”) were given in the time, form, substance and manner provided by Utah Code Section 10-9a-205; and

WHEREAS, the Commission held a public hearing on this Ordinance on October 22, 2019 and

WHEREAS, the City Council held a public hearing on this Ordinance on November 12, 2019.

NOW, THEREFORE, BE IT ORDAINED BY THE Highland City Council as follows:

SECTION 1. That Article 3 Appeal Authority is hereby by amended as shown on “Exhibit A” attached hereto and incorporated herein by reference.

SECTION 2. That the Mayor, the City Administrator, the City Recorder and the City Attorney are hereby authorized and directed to execute all documents and take all steps necessary to carry out the purpose of this Ordinance.

SECTION 3. This Ordinance shall become effective immediately after posting.

SECTION 4. If any provision of this Ordinance is for any reason held by any court of competent jurisdiction to be unenforceable, such provision or portion hereof shall be deemed separate, distinct, and independent of all other provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

PASSED AND ADOPTED by the Highland City Council, November 12, 2019

HIGHLAND CITY, UTAH

_________________________________
Rodney W. Mann, Mayor

ATTEST:

_________________________________
Cindy Quick, City Recorder
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Article 3 Appeal Authority

2-301 Appeal Authority

The position of appeals hearing officer is created pursuant to authority granted by the Municipal Land Use, Development, and Management Act, UTAH CODE ANN. 10-9a-101 et seq. (the “Act”).

2-302 Appointment and Term

1. The Appeal Authority shall be appointed by the Mayor with the advice and consent of the City Council.

2. The Appeal Authority shall serve at the pleasure of the City Council pursuant to a written agreement between the City and the Appeal Authority, whose initial terms shall automatically renew unless terminated for any reason by either party giving 30-day notice.

3. The appeals hearing officer shall either be law trained or have significant experience with land use laws and the requirements and operations of administrative hearing processes.

4. The Appeal Authority shall be considered an independent contractor; and as such will enter into a yearlong contract for services at the beginning of each appointed term. Terms for compensation and reimbursement will be determined and agreed upon in the aforementioned contract. The terms and conditions of the contract shall ultimately be approved by the City Council prior to any individual entering into an agreement with the City to serve as the Appeal Authority.

5. The Mayor may, from time to time and with the advice and consent of the City Council, appoint an Appeal Authority pro tempore on a temporary basis when necessitated by the absence, unavailability, incapacity, conflict of interest or disqualification of the regularly appointed Appeals Hearing Officer. Each Appeal Authority pro tempore shall, as a minimum, have qualifications which are similar to the regularly appointed Appeal Authority.

2-303 Powers and Duties

1. The Appeal Authority is the city’s appeal authority pursuant to section 10-9a-701 of the Act, and shall have the following powers and duties:
2. Hear and decide appeals where it is alleged that there is an error in any order, requirement, decision or determination made by a land use authority in the enforcement or interpretation of this title or of any ordinance adopted pursuant thereto. Appeals may not be used to waive or modify the terms or requirements of this title.

3. Authorize variances from the terms of this title pursuant to the procedures and standards set forth in Utah State Code Section 10-9a-702 as amended.

2-304 Organization and Procedure

1. The Appeal Authority may adopt reasonable policies and procedures in accordance with City ordinances to govern the conduct of its meetings and hearings and for any other purposes considered necessary for the functioning of the position of Appeal Authority.

2. The Appeal Authority shall hold meetings as needed to consider matters within its purview under the City's land use ordinance. The Appeal Authority meetings shall be held as deemed necessary by the Appeal Authority. All meetings shall be properly noticed and held in accordance with the Open Meetings Law set forth in Utah Code Annotated section 52-4-1 et seq.

3. Written minutes of all meetings of the Appeal Authority shall be prepared and filed in the Office of the City Recorder for review and access by the public in accordance with Utah State Law.

4. The decision of the Appeal Authority takes effect on the date when the Appeal Authority issues a written decision.

2-305 Variances

1. Any person or entity desiring a waiver or modification of the requirements of this title as applied to a parcel of real property that he or she owns, leases or holds some other beneficial interest may apply to the Appeal Authority for a variance from the terms of this title. The variance procedures in this section are intended to provide a narrowly circumscribed means by which relief may be granted from unforeseen particular applications of this title that create unreasonable hardships.

2. The Appeal Authority may approve, conditionally approve, or deny, upon application, such variances from the terms of this title as outlined in set forth in Utah State Code Section 10-9a-702 as amended.
3. Variance applications shall be made in the Community Development Department on an application form with required documentation and accompanied with the appropriate fees as required. After the Zoning Administrator has determined that the application is complete, a public meeting shall be scheduled with the Appeal Authority.

4. The Appeal Authority shall set a meeting on the appeal as soon as practicable after receiving and reviewing the appeal. The Zoning Administrator shall notify the applicant of the date, time, and place of the public meeting at least 3 business calendar days before the meeting and notify them of any final action on a pending application.

5. The decision of the Appeal Authority takes effect on the date when the Appeal Authority issues a written decision. The Appeal Authority shall decide all variances brought before it within a reasonable time.

2-306 Appeals

1. An applicant or any person adversely affected by the land use authority's decision administering or interpreting a land use ordinance may, within the applicable time period, appeal that decision to the appeal authority by alleging that there is error in any order, requirement, decision, or determination made by the land use authority in the administration or interpretation of the land use ordinance. Planning Commission recommendations to the City Council are not appealable and therefore may not be appealed to the Appeal Authority.

2. An appeal shall be made in writing within ten (10) days of the administrative decision by the city land use authority and shall be filed with the Community Development Department on an application form with required documentation and accompanied with the appropriate fees as required.

3. The appeal shall specify the decision appealed, the alleged error made in connection with the decision being appealed, and the reasons the appellant claims the decision to be in error, including every theory of relief that can be presented in district court. The appellant has the burden of proving the decision appealed is incorrect.

4. An appeal to the Appeal Authority shall stay all further proceedings concerning the matter about which the appealed order, requirement, decision, determination, or interpretation was made until such time a decision is rendered by the Appeal Authority.

5. Upon receipt of an appeal of an administrative decision, the appeals hearing officer
shall schedule and hold a public meeting in accordance with the standards and procedures set forth in this Section. Notification of the date, time and place of the hearing shall be given to the appellant, the respondent (i.e., the land use applicant) and the city at least 7 seven calendar days before the public meeting.

6. All appeals shall be heard within 180 days after the filing of the appeal. Appeals not heard within this time frame due to the appellant’s failure to expeditiously pursue its appeal will be considered void and withdrawn by the appellant.

7. The Appeal Authority shall determine the correctness of the land use authority's interpretation and application of the plain meaning of the land use regulations and interpret and apply a land use regulation to favor a land use application unless the land use regulation plainly restricts the land use application. The Appeal Authority shall uphold the decision unless it is not supported by substantial evidence in the record or it violates a law, statute, or ordinance in effect when the decision was made. The appeals hearing officer shall render a written decision on the appeal. Such decision may reverse or affirm, wholly or in part, or may modify the administrative decision.

**2-307 Appeals From Appeal Authority Decisions**

The City or any person adversely aggrieved by a decision of the Appeal Authority, may have and maintain a plenary action for relief therefrom in any court of competent jurisdiction, provided petition for such relief is presented to the court within thirty (30) calendar days after the date of such decision.
8.16.060 Hearing Of Appeals
HMC (Ord. 1995-6 § 1(part))

Article 3 Appeal Authority

2-301 Establishment Of Appeal Authority
There is hereby created an Appeal Authority to be appointed by the Mayor with the advice and consent of the City Council. It is the intent of this establishment to appoint a person or person(s) who will not personally benefit from decisions associated with the interpretation of the ordinances of Highland City. In establishing an Appeal Authority, the City Council may:

1. Designate a separate appeal authority to hear requests for variances than the appeal authority it designates to hear appeals;
2. Designate one or more separate appeal authorities to hear distinct types of appeals of land use authority decisions.

(Amended: 5/16/06)

2-302 Term Of Office
The Appeal Authority shall serve at the pleasure of the City Council pursuant to a written agreement between the City and the Appeal Authority, whose initial terms shall automatically renew unless terminated for any reason by either party giving 30 day notice.

2-303 Organization And Procedure

1. The Appeal Authority shall set a meeting on the appeal as soon as practicable after receiving and reviewing the appeal.
2. All meetings shall be open to the public.
3. A decision of an appeal authority takes effect on the date when the appeal authority issues a written decision, within a reasonable time period thereafter. (Amended: 5/16/06)

2-304 Duties And Powers

1. The Appeal Authority shall have the following powers and duties:
   1. To act in a quasi-judicial manner; and
   2. To serve as the final arbiter of issues involving the interpretation or application of land use ordinances; and
2. The Appeal Authority shall hear and decide on the following:
   1. Requests for variances from the terms of the land use ordinances; and
   2. Appeals from decisions applying the land use ordinances.
3. The authority may not entertain an appeal of a matter in which the appeal authority, or any participating member, had first acted as the land use authority.

(Amended: 5/16/06)

2-305 Appeals To The Appeal Authority
1. As a condition precedent to judicial review, the applicant, a board or officer of the municipality, or any person adversely affected by the land use authority’s decision administering or interpreting a land use ordinance may, within ten (10) calendar days, appeal that decision to the appeal authority by alleging that there is error in any order, requirement, decision, or determination made by the land use authority in the administration or interpretation of the land use ordinance.

2. The appeal authority shall determine the correctness of a decision of the land use authority in its interpretation and application of a land use ordinance.

3. The Appeal Authority shall review the matter and will defer to the original Land Use Authority's determination of factual matters.

4. Only those decisions in which a land use authority has applied a land use ordinance to a particular application, person, or parcel may be appealed to an appeal authority.

5. For every appeal, the applicant shall present to an appeal authority every theory of relief that it can raise in district court.

6. The City may not require an adversely affected party to pursue duplicate or successive appeals before the same or separate appeal authorities as a condition of the adversely affected party’s duty to exhaust administrative remedies.

7. The Appeal authority shall conduct each appeal and variance request as described by this ordinance.

8. The appeal authority shall respect the due process rights of each of the participants.

9. Land use decisions specified by the City Council may be appealed directly to the district court.

(Amended: 5/16/06; 4/3/07)

2-306 Variances

1. Any person or entity desiring a waiver or modification of the requirements of a land use ordinance as applied to a parcel of property that he owns, leases, or in which he holds some other beneficial interest may apply to the applicable appeal authority for a variance from the terms of the ordinance.

   1. The appeal authority may grant a variance only if:

      1. Literal enforcement of the ordinance would cause an unreasonable hardship for the applicant that is not necessary to carry out the general purpose of the land use ordinances;
      2. There are special circumstances attached to the property that do not generally apply to other properties in the same zone;
      3. Granting the variance is essential to the enjoyment of a substantial property right possessed by other property in the same zone;
      4. The variance will not substantially affect the general plan and will not be contrary to the public interest; and
      5. The spirit of the land use ordinance is observed and substantial justice done.

2. In determining whether or not enforcement of the land use ordinance would cause unreasonable hardship under Subsection (2)(a), the appeal authority may not find an unreasonable hardship unless the alleged hardship:

   1. Is located on or associated with the property for which the variance is sought; and
   2. Comes from circumstances peculiar to the property, not from conditions that are general to the neighborhood.
3. In determining whether or not enforcement of the land use ordinance would cause unreasonable hardship under Subsection (2)(a), the appeal authority may not find an unreasonable hardship if the hardship is self-imposed or economic.

4. In determining whether or not there are special circumstances attached to the property under Subsection (2)(a), the appeal authority may find that special circumstances exist only if the special circumstances:
   1. Relate to the hardship complained of; and
   2. Deprive the property of privileges granted to other properties in the same zone.

5. The applicant shall bear the burden of proving that all of the conditions justifying a variance have been met.

6. Variances run with the land.

7. The appeal authority may not grant a use variance.

8. In granting a variance, the appeal authority may impose additional requirements on the applicant that will:
   1. Mitigate any harmful affects of the variance; or
   2. Serve the purpose of the standard or requirement that is waived or modified.

(Amended: 5/16/06)
2-307 Interpretation Of Land Use Ordinance

1. Any person alleging there was an error in any order, requirement, decision, or determination made by the land use authority in the administration or interpretation of the land use ordinance may request an interpretation and decision from the Appeal Authority in accordance with 2-305.

2. The Appeal Authority may grant a waiver to the decisions of the Land Use Authority only as follows:
   1. If the decision or requirement by the Land Use Authority conflicts with the intent or literal interpretation of the land use ordinances; or
   2. If the decision or requirement by the Land Use Authority conflicts with state or local laws.

(Amended: 5/16/06)
2-308 District Court Review Of Appeal Authority Decisions

1. Any person or entity adversely affected by any decision of the Appeal Authority may petition the District Court for a review of the decision within 30 days.

2. In the petition for review, the petitioner may only allege that there was an error in any order, requirement, decision, or determination made by the land use authority in the administration or interpretation of the land use ordinance.

3. The petition is barred unless it is filed within 30 days after the Appeal Authority’s decision becomes effective.

4. The Appeal Authority shall transmit to the reviewing court the record of its proceedings including its minutes, findings, orders, and, if available, a true and correct transcript of its proceedings. If the proceeding was tape-recorded, a transcript of that tape recording is a true and correct transcript for purposes of this subsection.

5. Review of the Appeal Authority’s decision shall be done by the court in the manner and upon the standards provided by law.

6. The appellant has the burden of proving that the land use authority erred by substantial evidence.
7. No person may challenge in district court the land use decision made under this ordinance, until that person has exhausted the person’s administrative remedies as provided in this ordinance.

(Amended: 5/16/06)

2-309 Definitions

Appeal Authority: The person appointed by the Mayor with the advice and consent of Council to hear appeals from person(s) who have been affected by the implementation of the land use ordinances.

Land Use Authority: For the purpose of this ordinance the land use authority is anyone who has the authority to interpret or implement the city ordinances as defined by the Land Use Ordinance.

Land Use Code: The legislatively adopted document referred to as the Development Code.

(Amended: 5/16/06)
The regular meeting of the Highland City Planning Commission was called to order by Planning Commission Vice Chair, Ron Campbell at 7:00 PM on September 24, 2019. An invocation was offered by Commissioner Abbott and those assembled were led in the Pledge of Allegiance by Commissioner Carruth.

PRESENT: Commissioner: Ron Campbell
Commissioner: Jerry Abbott
Commissioner: Tim Ball
Commissioner: Brittney Bills
Commissioner: Sherry Carruth
Commissioner: Claude Jones
Commission Alternate: Audrey Wright

EXCUSED: Commissioner: Christopher Kemp

STAFF PRESENT: Community Development Director: Nathan Crane
Planner: Tara Tannahill
Planning Commission Secretary: Heather White

OTHERS: Sterling Gardner, Deborah Llewellyn, John Janson, Megan Ryan, Nancy Snell, Sandra Lucas

PUBLIC APPEARANCES
Commissioner Campbell asked for public comment. None was offered.

PUBLIC HEARING ITEMS
1. FP-19-04

Sterling Gardner is requesting approval of a Preliminary/Final Plat approval for a 2-lot subdivision of approximately 1.68 acres to be known as Arabian Meadows Subdivision.

The property is located at approximately 10530 N 6000 W.

Ms. Tannahill presented the details of the Preliminary/Final Plat application. She said the proposal met the requirements for a 2-lot subdivision in the R-1-40 district.

Commissioner Campbell opened the public hearing at 7:05 PM.
Resident Deborah Llewellyn was in favor of the project as long as it followed city ordinances. Commissioner Campbell asked for additional comments. Hearing none, he closed the public hearing at 7:06 PM. He called for a motion.

**MOTION:** Commissioner Wright moved to accept the findings and recommend approval of the Preliminary/Final Plat subject to the three following stipulations recommended by staff:

1. The recorded plat conforms to the final plat date stamped August 27, 2019 except as modified by these stipulations.
2. All public improvements shall be installed as required by the City Engineer.
3. The civil construction plans shall meet all requirements as determined by the City Engineer.

Commissioner Carruth seconded the motion. All were in favor. The motion carried unanimously.

2. **GP-19-01**
   
   *In accordance with SB 34, Highland City is requesting to amend the Moderate Income Housing (MIH) section and qualified subsection of the General Plan.*

Consultant John Janson explained that in 2019 the Legislature passed SB 34 which added to the foundation of HB 259 and SB 136. He said it added elements that reinforced transportation-efficient land use into cities’ general plans and provided specific strategies cities must consider adopting in their MIH (Moderate Income Housing) plans. He presented proposed revisions to sections of Highland’s 2008 General Plan which included revisions to the Executive Summary, Glossary of Terms, Community Profile and Demographics, Land Use Element, Affordable Housing Element, and Senior Housing sections. He mentioned that each city was required to submit their revised housing plan to the State by December 1. He reviewed four suggested strategies:

1. Examine regulations for Senior Housing projects in the land use code and the specific examination of parking requirements for such.
2. Examine the regulations in the mixed-use zones in the land use code to provide for a variety of housing types.
3. Examine any potential programs or partnerships with MAG (Mountainland Association of Governments).
4. Examine the regulations in the Accessory Dwelling Unit ordinance in the land use code for potential modifications and incentives to encourage a variety of housing options for residents.

Mr. Janson explained that the expectation was the city would work on the four strategies and make progress. He explained that at least three strategies were required.

Commissioner Campbell opened the public hearing at 7:26 PM and asked for public comment. Hearing none, he closed the public hearing at 7:27 PM and asked for comments from the Commissioners.
Commissioner Wright asks if the proposed goals addressed attached and detached accessory dwelling units. Ms. Tannahill pointed out that the city was looking at updating the basement apartment ordinance. Mr. Janson explained that there might be a variety of things that could be done and that reviewing building codes could be part of that. Mr. Crane explained that the proposed amendments were an example of things that Highland could consider while writing the MIH plan. He explained that Highland was unique with large lots and that an accessory building could potentially be a full-sized home. He said the suggested amendments needed to be applied uniquely to the city. He pointed out that Highland did not currently allow detached accessory dwelling units. Mr. Crane suggested updating the code for basement apartments then consider detached buildings. Commissioner Abbott pointed out that the square footage of an accessory building would also affect rent and that it was something to keep in mind for the MIH plan.

The Commissioners reviewed each goal:

1. Examine regulations for Senior Housing projects in the land use code and the specific examination of parking requirements for such – The Commissioners discussed the potential to review parking requirements associated with senior housing projects which might then allow additional units within the projects.

2. Examine the regulations in the mixed-use zones in the land use code to provide for a variety of housing types – Commissioner Abbott thought the city was already working towards this goal with recently approved developments. He did not think the goal meant for the city to rezone everything.

3. Examine any potential programs or partnerships with MAG (Mountainland Association of Governments) – Mr. Crane explained that the goal meant that Highland would reach out to MAG to see if there were any potential programs. Commissioner Campbell thought working with MAG would be a win/win situation.

4. Examine the regulations in the Accessory Dwelling Unit ordinance in the land use code for potential modifications and incentives to encourage a variety of housing options for residents – The Commissioners discussed how this might be a subset of the goal #2.

Commissioner Bills thought the goals were good planning and that it was a good idea to constantly consider goals for the city. She thought Highland was already doing some of the things listed. She said the goals were good to consider as they re-evaluated planning Highland in the best way for residents.

Commissioner Campbell asked for additional comments. Hearing none, he called for a motion.

MOTION: Commissioner Jones moved that the Planning Commission accept the findings and recommend approval of the proposed amendment. Commissioner Abbott seconded the motion. Commissioner Campbell, Commissioner Abbott, Commissioner Ball, Commissioner Bills,
Commissioner Carruth, Commissioner Jones, and Commissioner Wright were in favor. None were opposed. The motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Commissioner Abbott moved to approve the July 9, 2019 and the August 27, 2019 minutes. Commissioner Wright seconded the motion. All were in favor. The motion carried unanimously.

ADJOURNMENT

MOTION: Commissioner Jones moved to adjourn the meeting. Commissioner Bills seconded the motion. All present were in favor. The motion carried.

The meeting was adjourned at 7:48 PM.