

**CITY OF SOUTH JORDAN
ELECTRONIC
PLANNING COMMISSION MEETING
COUNCIL CHAMBERS
JANUARY 14, 2025**

Present: Chair Michele Hollist, Commissioner Laurel Bevans, Commissioner Nathan Gedge, Commissioner Sam Bishop, Commissioner Steven Catmull, Assistant City Attorney Greg Simonsen, City Planner Greg Schindler, Deputy City Recorder Cindy Valdez, Deputy City Engineer Jeremy Nielson, Planner Miguel Aguilera, IT Director Matt Davis, GIS Coordinator Matt Jarman

Others: John Davis, Christy Butler, Matt Butler, Kurt Utley, Max Bordahk, Mitch Brown

**6:32 P.M.
REGULAR MEETING**

A. WELCOME AND ROLL CALL – *Chair Michele Hollist,*

Chair Michele Hollist welcomed everyone to the Planning Commission Meeting and noted that all Planning Commissioner's were present. All five active members of the commission were present. It was noted that Commissioner Wimmer, representing District Three, had resigned. The commission anticipates filling the vacancy in the upcoming meetings, but sufficient members were present to conduct business.

B. MOTION TO APPROVE AGENDA

Commissioner Bevans motioned to approve tonight's agenda as published. Chair Hollist seconded the motion; vote was 5-0, unanimous in favor.

C. APPROVAL OF THE MINUTES

C.1. Decembet 14, 2024 - Planning Commission Meeting Minutes

Commissioner Catmull noted corrections to the minutes, which were primarily related to capitalization and grammar. These were non-material adjustments.

Commissioner Gedge motioned to approve the December 14, 2024 Planning Commission Meeting Minutes with grammer correction made by Commissioner Catmull. Chair Hollist seconded the motion; vote was 5-0, unanimous in favor.

STAFF BUSINESS

Commissioner Hollist stated that there were several items to address during the meeting, including the election of officers for the year, as it was the first meeting of the year. She explained that the commission typically elects a chair, vice chair, and an Architectural Review Committee (ARC) representative. She noted that this structure could change if the commission begins adopting bylaws, but for the time being, the current structure would suffice unless there were any objections.

D.1. Elect Commission Chair

Chair Hollist opened the floor for nominations for the position of commission chair.

Commissioner Catmull nominated Commissioner Gedge as Chair. Commissioner Hollist seconded the motion. The vote was 4 to 0 in favor; Commissioner Gedge abstained from the vote.

Chair Hollist will conduct the rest of tonight's meeting and Commissioner Gedge will start the Chair position at the next Planning Commission Meeting being held on January 28, 2025.

D.2. Elect Commission Vice Chair

Commissioner Gedge nominated Commissioner Hollist as Vice Chair. Commissioner Bevans seconded the motion. The vote was 4 to 0 in favor; Commissioner Hollist abstained from the vote.

D.3. Choose ARC Representative

Commissioner Hollist nominated Commissioner Bevins as our ARC representative for 2025. Commissioner Catmull seconded the motion. The vote was 5-0 unanimous in favor.

Commissioner Gedge said I would like to remind everyone of the State of The City, the mayor's address tomorrow evening and I believe it's being held at the South Jordan Community Center.

Commissioner Catmull said. I went to the Utah Trails Network meeting today, and it was very similar to the other planning meetings we have, although this one is driven by the parents, by UDOT. And so it's about building regional trails throughout the state of Utah, how to fund it, prioritize it. And so we, like the other exercises, will draw on a map areas that we think are of interest as destinations or intermediate steps and pathways, we think to get there, and all that goes into all the other feedback and will come out eventually is trails that can be funded for ardscape, so if you like asphalt, and with certain standards that are seen as regional, so, across city, cross county. And so the legislature has funded, every year a certain number of or certain amount of dollars to invest in this, towards this and the comprehensive transportation plan. So really interesting to see things that could be destinations like downtown daybreak, and how to how to connect that with everything else. So there were a couple of people from South Jordan staff there. Jeremy was there. So Jeremy and I can't remember the other individual, but we're just thankful for the opportunity to provide feedback to those larger bodies.

D. COMMENTS FROM PLANNING COMMISSION MEMBERS

E. SUMMARY ACTION – *None*

F. ACTION - *None*

H. ADMINISTRATIVE PUBLIC HEARINGS

H.1. DAYBREAK VILLAGE 11B PLAT 1 PRELIMINARY SUBDIVISION

Address: Generally 11480 South 7000 West

File No: PLPP202400224

Applicant: Perigee Consulting on behalf of Miller Family Real Estate

Planner Greg Schindler reviewed background information on this item from the staff report.

Commissioner Catmull said you were mentioning in your presentation called out the South Valley Water Reclamation. Is that just land that's owned, or was there a facility or something?

Planner Schindler said it used to be a facility that was referred to as the poop farm. that was I think maybe Jeremy knows a little bit more, but I believe it's cleaned up now, and it's proposed to be, at some point a master plan community as well, but not by daybreak. It's a different developer. So it's currently called shoreline.

Kurt Utley (Applicant) said I am with Larry H Miller Real Estate and I would like to say thank you for the consideration, and I am happy to answer any questions you may have.

Commissioner Hollist opened the Public Hearing to comments. There were none. She closed the Public Hearing.

Commissioner Bishop said I am curious about the garages. It's normal in Daybreak currently for the front door to face the street and the garage to face the alley. But I didn't see that here. I was just curious how that's going to work.

Kurt Utley said that's correct. There's a handful of lots that are on the far western edge that will be front loaded, so those would be handled similarly to some of the front loaded houses and lots that we had in some of the earlier phases of Daybreak. The garage will be pushed back so that it's not part of the home, so it'll still meet the guidelines that we have set up in the PC zone.

Commissioner Gedge motioned to approved File No PLPP202400224 Daybreak Village 1 1B Plat 1 Preliminary Subdivision. Commissioner Hollist seconded the motion; Roll call vote was 5 - 0 unanimous in favor.

Roll Call Vote

Yes – Commissioner Gedge

Yes – Chair Hollist

Yes – Commissioner Bishop

Yes – Commissioner Catmull

Yes – Commissioner Bevans

H.2. PARKWAY PLAZA SITE PLAN APPLICATION

Address: 1801 W South Jordan Parkway

File No: PLSR202400072

Applicant: Max Bordahk

Planner Miguel Aguilera reviewed background information on this item from the staff report.

Commissioner Hollist said can you go back to the slide that showed the traffic flow?

Planner Miguel Aguilera said so, this was just highlighting the blue suites that are going to be what the restaurants are. The orange is going to be the what the retail space are. The arrows indicates the driveway aisles for the pickup or the drive up window and then the entrance up to the north west. The Northwest is going to be what they're going to build to expand that, because right now it looks more like a driveway, like a residential driveway entrance. UDOT has given them permission to expand it into an actual access way.

Commissioner Hollist said so, to confirm this does not exit out onto 10400 S.

Planner Aguilera said so it is a right out only, and I believe it's also a right in, because there is a medium there.

Chair Hollist said can you confirm that is in between the two buildings, where there is an arrow pointed up. Is there is sufficient access that cars using the drive through on the right could turn and exit out, as cars came in to exit the building or access the building on the left.

Planner Aguilera said this was brought up with engineering. We did have concerns about that. Originally, the site plan had parking, I think maybe on both sides. So during the review process, they kept the parking only on one side. But perhaps Jeremy can speak more to the safety of that, but during the review process, once they submitted this site plan with the modified parking, they didn't express any further concerns about the safety there.

Commissioner Gedge said to follow up on this. So again, the right in, right out on the western part of the property that's shown there,, aren't we supposed to have two access points for a development property like this, and if so, why is that waived or not applicable?

Planner Aguilera said I'm not sure about the requirement for access points.

Commissioner Gedge said I was just wondering if you know if there's a traffic collision right there, someone's coming in, everybody inside this property is going to be stuck. Did fire sign off on this. I'm assuming they signed off on it, but that's just one concern I have. And then the second one would be so that access is crossing the UDOT property. This is a conditional access permits being granted, so who controls that condition of the conditional access permit? Who can revoke that? Is it solely UDOT and so are we approving something that can be built and then no

longer access, I am I'm just a little concerned about that. Could you can address those two items of the multiple access points in the conditional access permit?

Planner Aguilera said I'm not too familiar with the conditional access permit. Jeremy, do you know more about that, how UDOT works with giving those out and how they handle it if they have to revoke that in the future?

Assistant City Engineer Nielson said I don't know the details of that conditional access permit, other than what was in the packet indicating that it appeared it either was approved or was in the process of being approved to be able to have that access across their property. Regarding the single access, I don't remember exactly if it's required to have two accesses, but I can say it has been reviewed by fire and all the different groups, and this has been approved. UDOT wouldn't approve a second access any closer to that intersection at Redwood road. That would be a big City concern, and so this single access point is is the best scenario for for what we're doing here.

Commissioner Catmull said are there any easements on the property? I couldn't see any, but I just want to double check to see if you're aware of any.

Planner Aguilera said no there weren't any. The only ones which really are not on the property were like the UDOT parcels adjacent to South Jordan Parkway.

Commissioner Catmull said the garbage dumpsters that are shown on the south side in the center appear to be projected into the rear landscape buffer, is that allowed by city code as an element of the landscape design.

Planner Aguilera said that was pointed out during the review process and it was not an ideal location for the dumpsters by the building department, but they didn't hold up the review or the application because of the location of the dumpsters, as to whether or not it can be part of the buffer, that's a little unclear to me. I would have to look through the code for that specifically, but it was not pointed out as an issue holding the application from moving forward.

Commissioner Catmull said I was looking at that last night, because it's a little unusual, we usually see it like we see the other item that we're going to be reviewing today.

Planner Aguilera said I'm not sure if the applicant would be willing to adjust their site plan slightly to move those dumpsters up, or if it's going to be a concern for residents to have a dumpsters nearby, or if it turns out the landscape does have to go all the way across there without being impeded by those dumpsters.

Commissioner Catmull said it would be right there next to the residential zone, right?

Planner Aguilera said that is correct, but there would also be a masonry fence or a wall, essentially separating this property from the nearby residences.

Commissioner Catmull said I was looking at as what is allowed. And unfortunately I have a little bit of a concern from what I am my reading of the code about the location of the dumpsters or receptacles. Did we review the tree percentage and type of requirements for the commercial

zones? I believe it's like 70% ever green, or 30% evergreen, 70% deciduous. I'm specifically focused on that South boundary. I don't know where else it was on the landscape, but I just want to make sure that it butts right next to residential on both sides, and that we are very particular about meeting that requirement, because that is a desirable type of buffer.

Planner Aguilera said they do meet the requirements for the trees and numbers and percentage between deciduous and evergreen trees. I don't have the exact numbers with me right now, but I think the number required was a total of 24 trees, or somewhere around there. And they do exceed that by a few, at least 30% of those trees being evergreen trees.

Max Bordahk (Applicant) – said my partner is here with me tonight. I know the dumpster is a concern. And to be honest, we didn't think it'd be a problem. It was already reviewed. If it's a problem with the code, we might be willing to move it somewhere. What if we put a large enclosure around it, so we would have a six foot masonry wall separating the property lines. We we're thinking maybe 10 feet around the dumpster, or something like that. we're willing to do that for you guys. We have our civil engineer with us as well, and he said the only actual place we can move the dumpster is onto the front of the building, and that will be right on the street view, which I don't know if the city would want that. Our best case scenario, is to build a higher fence and a higher wall against the whole situation. So if there's winds or any type of situation causing that to overflow, we would have coverage. If you guys would like, we can also think of something to cover that up.

Commissioner Hollist said what would be allowed as far as fence height? I know that there are particulars. Would that even be permitted?

Planner Aguilera said I do believe the maximum allowed is six feet. But I'm gonna look at the code again to be sure.

Commissioner Catmull said I spent way too much time last night reading about these things, but I did stumble upon that and I believe it is six foot is in residential, but commercial it can go higher. I know we've had items where we did go higher, but can someone confirm that.

Assistant said so if that's the case, I was thinking maybe 15 feet to the West and 15 feet to the East of the dumpster, so go higher than the six foot.

Engineer Mitch Brown said somebody asked about the easements. There is an existing sewer easement on the east side of the property. It's a 20 foot wide easement underneath the parking stalls on the east side. Unfortunately, because that easement is there, we can't move the dumpster over there because the Sewer District doesn't allow permanent structures within their easement. So that eliminates the east side. The west side and the south side are both residential. The north side is obviously fronting South Jordan Parkway. There was a comment about the UDOT access, and off the top my head I think it's 660ft., or something like that. UDOT won't grant a secondary access to this site, they will only grant this one on the west side. In fact, we originally submitted to UDOT earlier, with an access in the middle, which they denied. So this is where UDOT wants their access.

Commissioner Hollist said do you have any idea what the tenants will be there yet?

Max Bordahk said we are still talking to them. But 33% of the total space can be occupied by food establishments. In the other spaces we have some interest in medical, post office, like a UPS or FedEx store, they have expressed some interest. We have a lot of interest besides food. I think we're not going to have any problem filling those spaces. We might consider a pizza joint, like a walk in one without a lobby, something like a Pizza Hut, or Papa John's, something along those lines. But, beyond that there will probably be two drive through spots.

Commissioner Bevans said I know when we saw this last it was just a rezone, but it looks like you have kind of changed what these buildings look like. Can you go over a little bit of what you've changed?

Max Bordahk said we included the UDOT parcels up to the north part of the property. The building sizes were bigger before, there was a total of 11,000 square feet, now we're down to 8,000, and we went down from four drive thru's to two drive thru's. We also pushed the buildings up to the front, as you know, per City's request.

Commissioner Bevans said did you change the location of the drive throughs as well?

Max Bordahk said the reason why we changed the drive thru was because of UDOT. We had the drive thru entrance in the middle of the building, but they didn't allow us to put it there because it had to be a certain amount of feet away from the site.

Commissioner Catmull said is the reason that the dumpsters can't be moved is that because the parking constraint size?

Mr. Brown said I think it's like easement issues on the front, and the other reason is the parking requirements.

Assistant said well, so we can't go on the East because of the sewer easement, but it can be moved anywhere on the south side, or the east side, or the North really, we just have to consider the dumpster truck being able to access the dumpster.

Mr. Brown said due to the parking situation we've actually redesigned this probably eight times. It's just the whole situation with engineering and architectural. It's been kind of a headache trying to figure out what's the best option. And at the end, we came up with as the best option.

Max Bordahk said if a temporary structure were to be granted around the dumpsters instead of a permanent one, it could be moved east, pending the sewer districts permitting that we would lose a minimum one parking stall there, which we've already met but we don't want to lose any more parking stalls.

Mr. Brown said if we would need to lease the spot, it becomes much harder for a lot of companies to come in, so that would constrain us on leasing out the property itself. So that's why I'm saying there's so many different situations and problems that come with just moving the dumpsters around. That is why we were doing our best to keep it in the correct spot, and based off everyone's perspective, this is the best situation.

Commissioner Bevans said do we know when pick up of those dumpsters would be?

Max Bordahk said usually, when they pick up it's early in the morning or late at night. It's one of those options. I mean, I don't know if we can set something up where we can work with dumpster companies to pick up super early in the morning or late at night.

Commissioner Bevans said that's between you and the company you decide to have service, correct?

Max Bordahk said yes.

Commissioner Bevans said that is my concern, if that is picked up during business hours that would potentially block traffic in and out.

Max Bordahk said the best potential would probably be after eight o'clock or nine o'clock, so it's not disturbing anyone.

Commissioner Bishop said I was looking at the sidewalk access, we'd love it if people walked here and we've got one little sidewalk. It looks like it is connecting into the west building, so I was trying to figure out if there was anything else we could do here to make it a sidewalk.

Assistant said this relies on the fact that that it is UDOT property. That situation is based on City Codes and how much we need for a landscape buffer and what part is UDOT property. We can't really do anything other than that, because they need that bike lane and all those situations, and we still have to fix all of that. There is a lot that goes into that situation. We understand what you're saying, but it's out of our hands, because that is a UDOT situation.

Commissioner Gedge said are you talking between the buildings itself and not actually on South Jordan Parkway?

Commissioner Bishop said I was thinking about the five foot sidewalk that's come comes down to the west side building, because I am somebody who likes to get around on foot. Sometimes you get to a place like this and you just feel like you weren't supposed to be there it can be scary.

Commissioner Hollist said that is a legitimate point. There probably will be foot traffic.

Commissioner Gedge said what is the required sidewalk along South Jordan Parkway? Can you explain what those minimums are for the sidewalk that's along South Jordan Parkway, just along the bike lane and the roadway itself?

Assistant City Engineer Nielson said typical sidewalk widths are between four and six feet wide. We have some that are wider than that, but not less than four feet.

Commissioner Bishop said I'm talking particularly about the bit that cuts down and is running north to south on the map.

Assistant said the right out is kind of to the east of that? That can be extended it is not a problem for us at all.

Commissioner Hollist said it is a crosswalk to access the building on the west, but then have a point where it's obvious you want pedestrians to cross over to the other building.

Max Bordahk said I'm not sure why there's no sidewalk there, but maybe it's based off the code with the exit coming out, and with cars coming out close to the drive thru I'm not sure if they allow someone to walk in front of that. I would have no problem adding another one. It's just the concern of would it be safe. Because I think what the architect was going for is to get into the property, kind of more on a west side, and then they kind of maneuver around where they where they need to go it's not a really long walk from there.

Commissioner Hollist said how would you feel about a marked pedestrian access from where the cars come in. That just makes it clear where they want you to walk.

Commissioner Bishop said I guess really my point was looking at this, I feel like it's not really intended for pedestrians.

Max Bordahk said I understand your concern. That's not a problem we can fix that. That's not a situation that we're worried about. But if you wanted to add another sidewalk to the other building, it would fall right in front of the drive thru exit.

Planner Schindler said is it a possibility that you could put a second one on the east end of that east building? So when they come in, they'd be walking down the side of the building? So they could either go to one building or the other.

Max Bordahk said that comes with the landscape situation you guys have. I don't know if its okay for you guys or whatnot. I'm saying that's another thing that could be of concern based off the code, because we're cutting into the landscape.

Planner Schindler said I was thinking, about coming down on the east side of that building, where you show landscaping. Miguel, is there something in the Code I don't know about that they have to have landscaping up against the building. So could that be a sidewalk on that east side of the building? Could it connect straight out to the road as well?

Planner Aguilera said So, yeah, that would be obvious that it is required in the code.

Chair Hollist opened the Public Hearing to comments.

Stan Balfour (South Jordan) said we own the house and property to the west. In the fall of 2023 we talked about the possibility of an eight foot fence. What is the requirement on it now? is it six or is eight? Because on 10400 South we have an eight foot fence, right? Depending on if it's a pizza place or something, that's one thing. But, has there been any discussion about Bingham High School? Because now they come down the northern sidewalk to McDonald's to the intersection. But as we remember when we were teenagers, some will go to the intersection, but

some will not. Of course, that is a main artery so has there any been any discussion about the safety of that?

Commissioner Hollist closed the Public Hearing.

Commissioner Hollist said I think that Mr. Balfour commented about safety and Bingham and that is what we were talking about with the pedestrian accessibility. I totally share his concern that students might feel like they can just cross 10400 S. With that being said, they have a light access on 2200 West with a pedestrian crosswalk that hopefully they would use to sidewalk on the south side, or they could walk down to Redwood road and hopefully use it there as well.

Commissioner Gedge said I recognize 10400 S Parkway is a UDOT road, but if it does become a issue there could be a dialog with with the city to install a fence or something so students can't cross our jaywalk. I've seen it in other cities, but I know people who cross obviously can't have it where you have a cross street access, but maybe at certain conflict point to prevent jaywalking. Obviously, it's going to take one incident and there's going to be a public clamor. And obviously, we need to work with the school as well to tell their students to use the crosswalks at 2200 W.

Commissioner Hollist said I do think we've identified a concern that we have, and it sounds like the applicant is open to mitigating it. I would like to have some sort of a requirement that city staff could review on the final plan, that a thoughtful pedestrian flow be included, and that markings as appropriate and indicates where pedestrian foot traffic should flow in this complex. There was also a comment about an eight foot fence. What is the requirement? What is planned at this time?

Planner Aguilera said the code that I looked at right now, and perhaps Greg can comment on this, it says that it shall be a six foot high decorative precast concrete fence when adjacent to an agricultural or residential lot or properties. So I'm not sure if that code language allows for higher fencing.

Planner Schindler said what section are you looking at, because I found something different.

Planner Aguilera said I'm looking at Section G of fencing part two.

Planner Schindler said in fencing section that G2 it says; with the six foot high fence, a higher fence may be required or allowed in unusual circumstances. So it could go higher, but it doesn't say how high.

Commissioner Gedge said I recall our conversation from the rezone, and our discussion was, it always eight feet, or was about eight feet..

Planner Schindler said because the commission is the approving body for the site plan. That means it's up to you. It's not something they have to go to City Council for.

Commissioner Gedge said one thing on that eight feet. We need to make sure that the applicant is agreeable to an eight foot fence before we would make that a part of the motion.

Commissioner Hollist said I could call them up. I just like to put it out on the record before we do that. I think I'd be more inclined to go for a one height fence than to do eight feet everywhere instead of some additional height with the dumpster. I do still have some concerns about the dumpster location, but based on the conversation this evening and the fact that we received no written comments.

Commissioner Catmull said, did we resolve the landscape offer because we have to follow the City Code.

Commissioner Hollist said in 17, 3c it says the following: May be projected into any yard required, area and commercial zones, minor utility or irrigation equipment or facilities, and I would consider a dumpster in minor utility.

Commissioner Gedge said yes, because garbage disposal is a utility.

Commissioner Catmull said I am open to that.

Commissioner Gedge said we are setting a standard that garbage collection is a utility for future applications, so we are just consistent for future applications.

Commissioner Catmull said and that's the point, because one of the reasons this is happening is because we're trying to maximize the building area, so when we do that do we do we want to consider that a minor utility.

Commissioner Gedge said I would argue, like your residential utility bill from the city includes garbage collection, so I would say it falls under minor utility based on how the city invoices that along with water today.

Commissioner Bevans said I do see and share the concern. I don't love that location. I think it's awkward at best. But if that's the best we've got, like you said infill projects do create some difficult and particular issues.

Commissioner Catmull said getting that on the record, we don't want to set a precedence that this is a in a less tricky situation.

Commissioner Hollist said then we should cite the easement significantly limiting what's possible, and the fact that all other boundaries are residential.

Commissioner Hollist said we ready for the applicant to discuss the fence?

Commissioner Gedge said on the dumpster, I guess on the fence side. Are you going to ask about the eight foot around the property as well? Does that alleviate the concerns that you had with any flow of smell into with having raised eight feet across the property?

Commissioner Catmull said yes, because it has to be covered anyway. There is also that accessory building that is already there, and there is no one that's commented on that tonight. I

know we've been careful about odor is it can be a detrimental effect. And if there's restaurants, there's gonna be all kinds of odors coming all different directions.

Planner Schindler said can I add one more thing? Maybe there's another solution, but I don't know if it's where the sewer easement goes or if it comes straight in off of that. It seems like they might have to lose that one parking space. But it's not the north parking space along there. It is behind that that easement and there's probably enough room to put the dumpster in the in that landscape area. You would have to have that parking space or something a little bit wider so that the dump truck can back up and pick it up, or come in from whichever way they do it, to pick up the garbage. We do have other areas in the city where the dumpster has been adjacent to a street and so forth. And if it is built with masonry to match the same kind of colors that the building has, and then also you can screen it with landscaping that has to be in its required landscaping area. You can put a screen of evergreen trees and things that will screen it completely. I have seen some at the district that's been done like that. It's not fronting on 11400 south but there are those main roads that go through the district, and those have some of the dumpsters that are right on those roads, but they're concealed by landscaping so and they're not really noticeable. So it's another option that maybe you might want to look at. I know that they are barely meeting the parking requirement, so to have another parking space gone cut out way, do we want more parking or a dumpster in a different location?

Commissioner Catmull said that spot in the upper right parking, I can't imagine someone parking there they would have to be desperate.

Commissioner Gedge said guess the only concern I might have is having it that close to a water source with the trash. Hopefully there's no seepage or leakage from the container. But that would be an environmental concern, the proximity to a waterway.

Commissioner Hollist said there is also an easement right there, So, it's really wedged in there.

Commissioner Gedge said just adding another layer on top of that, right? And then also you have the canal road as well, and you're putting a closure where undesirables may use that after hours, you know, for homelessness, or whatever it might be, just concerns with that location.

Chair Hollist said I can see it attracting unwanted dumping.

Commissioner Bevans said but take away a parking spot, like the applicant said, it could limit their ability to fill those with the current applicants that they have. So I think with citing the easement, this is probably the best spot for it, without causing undue burden on the applicants and their development.

Commissioner Hollist asked the applicant to come to make sure he was ok with the 8 foot fence.

Max Bordahk said we already discussed it over a year ago for the entire property. So I think that bodes well with the garbage being back where it is, and provide an additional buffer there too.

Commissioner Hollist said are you also okay with the desire that we have for adequate pedestrian access markings?

Max Bordahk said yes, we are.

Commissioner Bevans said I definitely appreciate the thoughtfulness that went into this site plan, and I do appreciate you changing the drive throughs from being away from the residential backyards, so that was a welcome change with this site plan.

Commissioner Gedge motioned to approve the Parkway Plaza, site plan, application, File Number, PLSPR 202400072, noting the agreement that the perimeter fencing will be eight feet in height and the discussion regarding appropriate pedestrian access and direction will be properly noticed and implemented during the construction phase before business occupation by the City staff. Commissioner Hollist seconded the motion. Roll call vote was 5-0 unanimous in favor.

Roll Call Vote

Yes – Commissioner Gedge

Yes – Chair Hollist

Yes – Commissioner Bishop

Yes – Commissioner Catmull

Yes – Commissioner Bevans

H.3. MODERN & CHIC SITE PLAN APPLICATION

Address: 1750 W Shields Lane

File No: PLSPR202400187

Applicant: John Davis

Planner Miguel Aguilera reviewed background information on this item from the staff report.

Commissioner Gedge said can you just clarify the delivery types of vehicles that would be accessing the once or twice per month? What types of vehicles.

Planner Aguilera said they are going to be carrier vehicles. They said they would not expect semi trucks or large vehicles like that. But they probably answer more to what specific vehicles they usually will expect.

Commissioner Gedge said for future meetings. Any arc meeting that's applicable to the items that we are reviewing. Can we have Architectural Review Meeting Minutes included in our staff packet?

Planner Schindler said yes, we can do that.

Commissioner Bevans said what's the fencing between this property and the daycare?

Planner Aguilera said so the this daycare site plan had a six foot tall vinyl fence on their site plan. This site plan does not specify that they're going to provide their own fencing. In addition to that, fencing from the daycare code does not require fencing to be between these two

properties, since they will be in the same zone, but but the Ever Brook site plan does say a six foot vinyl fence.

Commissioner Gedge said what about the vehicular traffic along Shields Lane, right here, as we're adding another property, and of course, with the expansion across on the south side with Merritt medical, are there any concerns that we may make this property right in, right out, so we're avoiding the conflicts. Especially, with the gas station right next to it and the daycare on one side, and of course, Merit Medical on the other side. Are there any concerns, and will that be evaluated by staff at a later date?

Assistant City Engineer Nielson said is, it is on our radar. We are watching it there. There have not been any incidents to date that are concerning or that would have been mitigated with the restricted access. But it is, it is something we'll be watching, because that access is close to Redwood road. And so there may come a time where it will need to be restricted.

Commissioner Gedge said just as you're walking up and you'll introduce yourself to the before us, what are the hours of operation? How many customers do you expect daily?

Christy Butler (Applicant) said currently in our current space we are open 9 to 3pm there's a possibility of extended hours, maybe to 5 to 6pm in the evening. We have about eight employees that would be working on the site daily. I don't know that I could accurately predict the amount of retail traffic at this time.

Commissioner Bevans said is this like an actual retail store they can come in and shop, or is it just a pickup after they order online?

Christ Butler said there is going to be a retail store so they can pick up online orders as well as shop in store.

Commissioner Hollist opened the Public Hearing to comments. There were none. She closed the Public Hearing.

Commissioner Gedge said I do like this fit here, because we have the daycare alongside that we've approved is being built. We have a food slash gas establishment on the other side, and then we have a retail in the middle. I think this is a great location for this type of use.

Commissioner Bevans said I have to admit, I did not know what this was. I'd never heard of this company before this application came through and I did my Googling, and now my daughters have an order coming to our house, so I think this will be wonderful, and it looks like it's a well thought outside plan, and it'll be a good addition to our city.

Commissioner Gedge motioned to approve File No. PLSPR02400187 Modern & Chic Site Plan Application. Commissioner Hollist seconded the motion; Roll Call Vote was 5 to 0 unanimous in favor.

Roll Call Vote

Yes – Commissioner Gedge
Yes – Chair Hollist
Yes – Commissioner Bishop
Yes – Commissioner Catmull
Yes – Commissioner Wimmer
Yes – Commissioner Bevans

I. LEGISLATIVE PUBLIC HEARINGS

J. OTHER BUSINESS

J.1. Planning Commission Discussion regarding Commission Rules for 2025.

The Planning Commissioner's had a discussion and changes made are reflected in attachment A.

ADJOURNMENT

Chair Hollist motioned to adjourn the January 14, 2025 Planning Commission Meeting. Commissioner Bevans seconded the motion. Vote was 5 to 0 unanimous in favor;.

The Planning Commission Meeting adjourned at 8:45 p.m.

This is a true and correct copy of the January 14, 2025 Planning Commission minutes, which were approved on January 28, 2024.

City of South Jordan Planning Commission

By-laws and Rules of Procedure

A. ORGANIZATION

1. Appointment Selection of the Chair and Deputy Chair Officers.

a. At ~~one of the last-first~~ regularly scheduled meetings of each year, the Commission shall have an agenda time to appoint select a new Chair and Deputy Vice Chair officers for the next calendar year. ~~Appointees shall assume their duties as of the first regularly scheduled meeting in January.~~

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b. Appointment Selection of the Chair and Deputy Vice Chair officers shall be ~~donemade~~ separately through open nomination for appointment selection from any Commissioner. If only one Commissioner is nominated ~~for appointment~~ for either position, an approval vote of the Commission shall determine the appointmentsselection. If more than one Commissioner is nominated for ~~either appointmentan office~~, a simple majority of the Commissioners present during a ~~silent~~ vote shall determine the appointeeselectec. Any ~~Commissioner commissioner~~ may serve more than one term and/or in ~~both appointed positions a Commission office~~ if properly nominated and appointedselected.

~~b.c.~~ In the event of any officer vacancy, the commission will follow the process described in Section A.1.b.

2. Duties of the Chair.

- a. ~~To review and approve agendas prior to Commission meetings;~~
- b. To call meetings of the Commission to order on the day and time scheduled and proceed with the order of ~~business;business.~~
- c. To receive and submit, in the proper manner, all motions, recommendations, and propositions presented by the ~~Commissioners;Commissioners.~~
- d. To put to vote all issues and items which are properly moved upon, or necessarily arise in the course of the proceedings and to announce the result of any such actions ~~taken;taken.~~
- e. To inform the Commission, when necessary, ~~on of~~ any point of order or practice. In the course of discharge of this duty, the Chair shall have the right to call upon legal counsel or staff for ~~advice;advice.~~
- f. ~~To authenticate by signature all of the acts, findings, orders, and proceedings of the Commission;~~

- g. To maintain order at all meetings of the Commission including the maintenance of a respectful, orderly, appropriate, and professional ~~atmosphere;~~atmosphere.
 - h. To move the agenda along, reduce redundancy by limiting time allowed for comment, whenever possible, set guidelines for public input, and reference handouts and procedures during ~~meetings;~~meetings.
 - i. Recognize speakers and Commissioners prior to receiving comments and ~~presentations;~~presentations.
 - j. Ensure the legal due process to all items and people involved in each item of each meeting agenda; and
 - ~~k. Facilitate the elimination of any and all public clamor during meetings.~~
 - ~~l. Ensure that a quorum will be present prior to public notice for a commission meeting being posted.~~
 - ~~k.m. Coordinates with City Staff to ensure that mandatory training is completed.~~
3. Duties of the ~~Deputy-Vice~~ Chair. The ~~Deputy-Vice~~ Chair shall have and ~~perform~~perform all of the duties and functions of the Chair in the absence of the Chair.
4. Temporary Chair.
- a. In the event of the absence or disability of the Chair and ~~Deputy-Vice~~ Chair, and with a proper quorum present, a temporary Chair shall be ~~appointed~~ selected to conduct business prior to any agenda item to serve as the temporary Chair until the return of the either the Chair or ~~Deputy-Vice~~ Chair.
 - b. The temporary Chair shall be nominated and ~~appointed~~selected in the same manner as the regular nomination and ~~appointment~~selection of the Chair.
5. Quorum. The number of Commissioners necessary to constitute a quorum is ~~three~~four (34) or more. No action of the Commission shall be official or have any effect except when a quorum of the Commissioners are present. While City of South Jordan encourages the physical attendance of all of its Commissioners at the meeting anchor location, there is, from time to time, a need for Commissioners to connect to meetings via electronic means. Acceptable means of electronic connection include telephone, computer, satellite, or wireless communications. At a minimum, one Commissioner must be physically in attendance at the meeting anchor site. Commissioners must give notice to the Commission secretary forty-eight (48) hours in advance of the meeting as to what electronic means they intend to utilize to attend the meeting. The Commission secretary must give proper public notice of the meeting twenty-four (24) hours in advance which shall include the name and connection method of all Commissioners who intend to connect electronically to the meeting. Once four

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(4) or more Commissioners are in attendance at the meeting, either physically or electronically, the Commission is considered to be in full quorum.

6. Placing Items on the Agenda. A request for an item to be on a Commission meeting agenda may be initiated by the Chair, three Commissioners, the staff

with the support of the Chair, the Mayor, the City Council, or an applicant that has submitted a complete application.

B. MEETINGS

1. Meeting Schedule.

a. At one of the last regularly scheduled meetings of each year, the Commission shall have an agenda item to determine the General Meeting schedule for the following calendar year. Meetings of the Commission are typically held on the 2nd and 4th Tuesdays of each month, with the exception of those meetings rescheduled or cancelled, are to begin promptly at 7:00 p.m., and are to be held in the City Council Chambers of City of South Jordan Hall. Alteration to the time of day or place a meeting is to be held may be made through special notice and advertisement of the meeting which states the specific alteration(s).

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b. The determination of the General Meeting Schedule shall take into consideration the dates for which meetings will be scheduled, conflict with City observed holidays, and the possibility of special meetings or the cancellation of meetings to avoid conflicts.

c. Following determination of a General Meeting Schedule, the Commission shall approve the schedule through the proper approval process. Following approval, the adopted meeting schedule shall be posted by the Commission Secretary in the Community Development Department, distributed to each Commissioner, and advertised in a newspaper of general circulation throughout the City.

d. Open Meetings. Every meeting of the Commission is to be open to the public and conducted in accordance to the Utah State Open and Public Meetings Act (U.C.A. 52-4-1 et. Seq.).

2. General Order of Business. The business of the Commission at its meetings shall generally be conducted in accordance with the following order, unless otherwise specified

- Roll Call
- Pledge of Allegiance
- Invocation/Inspirational Thought
- Public Forum

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- Agenda Items and Public Hearings
- General Plan and Amendments
- Conditional Use Permit Applications
- Rezoning Applications
- Annexation Applications Subdivision
- Applications
- Site Plan Review
- Code Amendments
- Commission New Business
- Minutes
- Reports of Officials and Staff
- Discussion Items
- Adjournment

3. Public Forum. This portion of the Commission agenda is designed to allow members of the general public to address the Commission regarding issues which are not listed on the posted agenda and shall adhere to the following parameters:
- a. Time Limit. This portion of the agenda should not last more than approximately 30 minutes combined for all speakers. Speakers should limit their comments, under the jurisdiction of the Chair, to approximately two minutes. Speakers declaring their representation of a group of the general public present may be allotted an extended amount of time to address the Commission, at the discretion of the Chair, so long as the extension does not limit the ability or time for other members of the general public to address the Commission.
 - b. Speaker Sign-In. All persons wishing to be heard shall place their name onto the designated sign-in sheet at the entrance to the meeting. The Commission Chair shall review the sign-in sheet and call each individual to the speaker's podium to address the Commission. If no names appear on the sign-in sheet, it shall be to the discretion of the Chair to discontinue the public forum portion of the meeting or allow members of the general public present but no signed-in to address the Commission.
 - c. Speakers to be Heard. Speakers wishing to be heard shall make their comments from the speaker's podium within the City Council chambers, or other locations of the meeting, with the exclusion of recognized exceptions due to a disability of the speaker. All comments shall be directed towards the Commission and should be made in a respectful and concise manner.
 - d. Written Comments. Members of the general public may, and are encouraged to submit written comments relating to any item of City business to the Community Development Department, prior to the close of business on the day of a Commission meeting, and said comments may be read and distributed to the Commission for their review. The Commission may conduct discussion as deemed appropriate regarding any comments submitted.

- e. Repetitious Comments. Members of the general public addressing the Commission shall not present the same, or substantially same items or arguments to those provided by other members of the general public. Once an item has been heard by the Commission and determined to necessitate an action or necessitate no action the same, or substantially

same, item may not be presented by the same member of the general public or any other.

- 4. Procedure of Consideration of Agenda Items. The following procedure will normally be observed for all agenda items, however, it may be rearranged at the discretion of the Chair for an individual item, for the expeditious conduct of business:

- a. Introduction of the item by the Chair;
- b. Staff presentation and recommendation;
- c. Presentation of the proposal by the applicant(s);
- d. Public Hearing to be conducted according to paragraph B5 below.
- e. Commission discussion. The discussion shall be confined to the Commission unless any Commissioner requests specific additional information from staff, the applicant(s), or a member of the general public present who is or may be directly involved or impacted by the issue under consideration; and
- f. Motion and Vote. The Chair may outline the possible actions of approval, approval with conditions, tabling, or denial prior to entertaining a motion. Voting shall be in accordance with section F below.

- 5. Public Hearings.

- a. Procedure

- 1. Opening of the public hearing by the Chair.
- 2. Testimony by citizens present to discuss the item through comment or testimony of facts or arguments;
- 3. Rebuttal and concluding comments by the applicant; as the burden of proof rests with the applicant and is therefore given an opportunity to provide closing comments and testimony;
- 4. Closure of the public hearing by the Chair.

- b. Public Comment During Public Hearings. Comments, testimony, and presentations from the public shall be respectful, pertinent, relevant,

concise, and confined within a two-minute timeframe. A spokesman for a group of citizens wishing to make similar comments regarding the agenda item should be allowed a reasonable amount of additional time. Public comments should be non-repetitious. The Commission Chair shall have the ability to discontinue the receipt of public comment at his/her discretion if the commentary and testimony becomes repetitious, disrespectful, rude, or otherwise rowdy. All public comment shall be directed toward the Commission and may only be received in writing or from the speaker's podium, with the exclusion of recognized exceptions due to a disability of the speaker, within the location of the meeting. Public comment not originated from the podium shall not be accepted or considered by the Commission.

- c. Commission Action. No Commission action shall be taken in a formal public hearing. Comments from the public shall be received and weighted but not responded to by the Commission during the public hearing.

- 6. Continuance of Agenda Items. Review of any agenda item being held or noticed to be held by the Commission at any meeting of the Commission may, by order or notice of continuance, be continued or re-continued to any subsequent meeting.

- 7. Adjournment. No Commission meeting shall be permitted to extend past 10:00 p.m. unless a unanimous vote of the Commissioners present determines an extension of the meeting past 10:00 p.m. With such a vote, the motion for extension shall include a specific amount of time for the extension of the meeting and a determination of which remaining agenda items are to be considered in the extension. Remaining agenda items for any meeting not extended past 10:00 p.m., or otherwise not fully addressed within the extended time, shall have a motion for continuance made upon them, either to the next regularly scheduled meeting or to a specially called meeting, prior to the meeting's adjournment. No item on a noticed agenda shall be left without action being taken regarding that item, through formal action or continuance, prior to the adjournment of any meeting.

c. **RIGHTS AND DUTIES OF THE COMMISSIONERS.**

- 1. Meeting Attendance. Every Commissioner shall attend each meeting of the Commission unless excused or unable to attend due to extenuating circumstances. Any Commissioner expecting to be absent from a meeting of the Commission shall notify the Community Development Department and/or the Chair.
- 2. Conflict of Interest.
 - a. If any Commissioner has a conflict of interest with an item on an agenda, the Commissioner shall declare the conflict before any testimony for that item is heard. The Commissioner may then choose to step down from the Commission table and withdraw from discussion and voting on the agenda item. Following action by the Commission on the agenda item, the Commissioner may return to the Commission table and resume his/her duties as a Commissioner. In the event the commissioner declines his/her option to step down after declaring a conflict of interest, the Chair shall ask if any Commissioner wishes to request a vote on the conflict.

- (1) If a request is made, the Commissioner making the request shall detail his/her request including any request to have the Commissioners step

down and/or withdraw from discussion or voting. The remaining Commissioners, other than the Commissioner declaring the conflict of interest, shall vote as to the request. A simple majority of the remaining Commissioners voting in favor of the request shall approve the request. The Commissioner declaring the conflict of interest shall then comply with the approved request. If an approval is not achieved, the Commissioner declaring a conflict of interest may proceed under his/her own recognizance.

- (2) If no such request is made, the Commissioner declaring a conflict of interest may proceed under his/her own recognizance.

- b. Any Commissioner who feels he/she, or another Commissioner, may have an actual, apparent, or reasonably foreseeable conflict of interest shall declare such feelings. Such declarations shall be determined and handled as in Section C-2-a herein.
- c. No Commissioner with an actual, or possible, conflict of interest shall, at any time before, during, or after the meeting, attempt to use his/her influence with another Commissioner with regard to the agenda item in question.
- d. Conflicts of interest are determined to be any personal, familial, or financial tie between the Commissioner and the applicant or the item of any manner of business.
- e. A Commissioner may appear before the Commission through his/her employment or as an advocate or agent for a proponent, or as the applicant, only after declaring his/her conflict of interest and stepping down from the Commission table.
- f. A Commissioner shall not sell or offer to sell services, or solicit prospective clients or employment, by starting an ability to influence Commission decisions or on the basis of being a Commissioner.
- g. A Commissioner must not use the power of his/her appointed office as a Commissioner to seek or obtain any special advantage.

3. Not to Vote Unless Present. No Commissioner shall be permitted to vote on any question, matter of business, or agenda item unless the Commissioner is present at the meeting in which the vote is taken and the result is announced regarding the issue. No Commissioner shall give his/her proxy to any other person to vote on any issue.
4. Special Meetings. A Special meeting may be requested by any Commissioner to hear matters of Commission business. It shall be at the discretion of the Chair to grant or deny such a request and schedule such a meeting, as necessary.
5. Quorum. A simple majority of the total of the Commissioners present shall constitute a quorum for the transaction of business. Any Commissioner choosing to abstain from a

vote on an agenda item shall be included when in consideration of a quorum. Any Commissioner disqualified under the terms of a conflict of interest shall not be included when considering the presence of a quorum. When a conflict of interest results in a lack of Commissioners present to approve a motion, the issue, at the discretion of the Chair, may be heard by the Commission but may not have action taken upon it until an adequate amount of Commissioners can be present to properly vote on the issue.

6. Lack of a Quorum. No matters of business shall be heard, unless caused by a conflict of interest disqualification, unless a proper quorum is present. In the event a quorum is not present for a scheduled meeting of the Commission, the meeting shall be canceled, only after a reasonable allowance of time for a quorum to arrive through a motion for adjournment. No second shall be required for such motion. In such an event, a proper quorum shall ratify the motion to adjourn due to lack of quorum before any matters of business are heard at the next scheduled Commission meeting.

7. Commissioner Decorum.

a. Appearance. Commissioners in attendance at each meeting shall portray an appropriate appearance as a representative of City of South Jordan to conduct the meeting in a serious, respectful, and sincere manner.

b. Actions. At no time shall any Commissioner make any comments, gestures, or other similar actions which is or can be portrayed to be demeaning, insulting, or disrespectful of the other Commissioners, staff, applicant(s), or any member of the general public.

D. ORDER AND DECORUM.

1. General Decorum. The atmosphere of a Commission meeting shall be conducted with the utmost respect for and by all parties. All those in attendance shall conduct themselves in a courteous, mindful, professional, sincere, and appropriate manner for the nature of the proceedings. Things and actions such as booing, hissing, cheering, clapping, throwing objects, obscene gestures, harassing comments, or other similar or obnoxious behavior shall not be tolerated.

2. Public Clamor. Public Clamor shall not be allowed in any meeting of the Planning Commission, nor during any portion of any meeting.

3. Due Process. The Commission Chair shall conduct each meeting in such a manner so as to afford due process throughout the proceedings.

4. Chair's Authority. It shall be the authority and discretion of the Commission Chair to order the removal of any individual member of the general public present at a Commission meeting, groups of the general public, or the removal of the general public present in its entirety, for the duration of the discussion and consideration regarding any single agenda item, or for the remainder of the meeting, if said person or groups of people become rude, disrespectful, disruptive, or otherwise rowdy towards the Commission, any single Commissioner, staff, the applicant, or other members of the general public.

5. Chair's Adjournment. In the event of refusal to leave the meeting by any member of the general public under the authority granted under Section D-4 herein, it shall be the authority and discretion of the Commission Chair to promptly adjourn any meeting of the Commission when said meeting becomes out of hand, unruly, overly disruptive, or otherwise inhibitive to the conduct of the City's business until such time as business can be conducted in an appropriate manner.

E. MOTIONS.

1. Making a Motion. Any Commissioner, including the Chair, may make or second any motion.
2. Findings. Motions for approval, denial, or approval with conditions should state reasons, issues, and facts leading to the motion within the motion.
3. Motions Repeated. Motions may be repeated for clarification, further understanding, or consideration at the request of any Commissioner, or by staff for the purpose of clarification for the official record.
4. Legal Counsel. Any Commissioner may request legal advice from the City legal counsel in the preparation, discussion, and/or deliberation of any motion.
5. Second Required. Each motion of the Commission must be seconded with the exception of a motion to adjourn the Commission meeting.
6. Withdrawing a Motion. After a motion has been stated, the motion resides in the possession of the Commission but may be withdrawn by the author of the motion at any time prior to the motion being put to vote. Withdrawal of a second shall become automatic with the withdrawal of the motion.
7. Motion to Table. A motion to table an agenda item shall be accompanied by the reasoning and rationale for the tabling, such as further study or pending further information or review, and whenever possible, a specific date for which the issue would be reheard.
8. Amending Motions. When a motion is pending before the Commission, any Commissioner may suggest a motion amendment to the author of the motion at any time prior to the motion being put to vote. The amendment must be accepted by the author of the motion and the author of the second in order to amend a motion. Amendments to an amended motion shall be handled in the same manner.
9. Reconsideration of Motions. Any Commissioner who voted in favor of any approved motion may offer a motion to reconsider the motion at any time during the meeting in which the vote took place or during the review of the minutes of the meeting in which the vote took place. A motion to reconsider must pass an approval vote in order to reconsider the action taken. If reconsideration finds that the previously approved motion should stand, no formal vote shall be necessary. If the former motion is to be amended or made void, the reconsideration motion shall be put to a formal vote of the Commission.

10. Motion to Recess. Any Commissioner may offer a motion for recess, and have said motion considered and voted upon, at any point during a Commission meeting. Any such motion shall contain a specific time to reconvene the meeting. No such recess shall be made for a period of time greater than one hour.
11. Dead Motions and New Motions. In the event that a seconded motion does not carry due to the lack of an adequate sustaining vote, the motion is determined to be dead and the discussion and consideration of the agenda item shall continue until another motion and second are offered and approved.
12. Motion to Adjourn. A motion to adjourn shall be required to conclude every Planning Commission meeting, following the addressing of each item on the agenda for that specific meeting. No second shall be required for a motion to adjourn so long as the Chair declares the meeting closed.

F. VOTING.

1. Changing a Vote. No Commissioner shall be permitted to change his/her vote once the Chair has declared the result of the decision.
2. Abstention. Any Commissioner may choose to abstain from voting on any agenda item if the Commissioner perceives a personal legal implication or other conflict. Commissioners wishing to abstain may remain at the Commission table and participate in the discussion. Reasoning for abstention is not required to be revealed prior to the vote being taken, but must be disclosed as a part of the Commissioner's vote for abstention in order to ensure that no conflict of interest has occurred. Without limitation, Commissioners may abstain from voting to approve the Commission minutes for any Commission meeting at which that Commissioner was not present.
3. Process of Voting. Any agenda item requiring a vote of the Commission to determine a decision or a recommendation, with the exception of those items requiring a roll call vote, shall be conducted follow the Chair's recognition of a motion and a second regarding the agenda item and the allowance for Commission discussion, by:
 - a. The Chair's request for "All those in favor of the motion regarding...";
 - b. The simultaneous vocalization of "Aye" by the Commissioners voting in favor of the motion;
 - c. The Chair's request for "All those opposed to the motion regarding...";
 - d. The simultaneous vocalization of "Nay" by the Commissioners voting in opposition to the motion;
 - e. the Chair's request for "All those wishing to abstain from voting on the motion regarding...";
 - f. The simultaneous vocalization of "Abstain" by the Commissioners wishing to abstain from voting on the motion; and

g. The Chair's declaration of the voting results.

4. Unanimous or Total Votes. At any time during the voting procedure, described in Section F-3 herein, that a unanimous vote occurs or all Commissioners declare their vote prior to the completion of the process in its entirety, the Chair may immediately supersede the procedure, declare the result of the vote, and proceed with the remainder of the agenda.

5. Roll Call Vote. A roll call vote shall be held to vote on motions made regarding:

a. The approval of an agenda item where the Commission is the designated approving body;

b. Recommendations to the City Council regarding ordinances, amendments to the City Code, adoption or amendment of the General Plan, or the adoption or amendment of any City master plan; or

c. The adoption of any Commission resolution.

6. Conducting a Roll Call Vote. When a roll call vote is necessary, the Planning Commission Chair shall, following a motion, second, and Commission discussion, request a vote individually from each Commissioner present. Each Commissioner shall, when called upon, declare their vote orally by stating "Aye" if voting in favor of the motion being considered, "Nay" if voting in opposition of the motion being considered, or "I abstain from voting due to" When a roll call vote is necessary, each Commissioner's vote shall be recorded individually in the official minutes of the meeting.

G. SUSPENSION OF RULES.

1. Non-Exclusive Rules. The rules set forth are not exclusive and do not limit the inherent power or general legal authority of the Commission, or its Chairperson, to govern the conduct of Commission meetings as may be considered appropriate from time to time or in particular circumstances for the purposes of orderly and effective conduct of the affairs of the City.

2. Amendment and adoption of Commission by-laws to supersede those contained herein shall follow the same procedure as the adoption of these by-laws. A motion may be made by any Commissioner to review the by-laws for amendment at any time following their inception. A sustaining vote shall be required to open the review of the by-laws for amendment.

3. The adoption of these by-laws, and any successors, shall be done only after the publication of a notice of review and adoption of these by-laws in a newspaper of general circulation within the City at least 14 days prior to the meeting in which the adoption will be considered.

4. The general public shall have the opportunity to review and comment upon these by-laws prior to the adoption by the Commission.

H. RECORDING OF BY-LAWS.

1. These by-laws, and all subsequent amendments, shall be recorded by the City Recorder and copies of which shall be distributed to each Commissioner and the Community Development Department.

Approved by the Santaquin City Planning Commission this 12th day of November, 2019



Trevor Wood, Planning Commission Chair



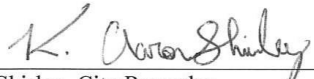
Kira Petersen, Deputy Recorder

Attest:

Approved by the City of South Jordan Council this 17th day of December, 2019



Kirk Hunsaker, Mayor

Attest: 

Aaron K. Shirley, City Recorder