

**CITY OF SOUTH JORDAN
PLANNING COMMISSION MEETING AGENDA
CITY COUNCIL CHAMBERS
TUESDAY, FEBRUARY 13, 2024 at 6:30 PM**



Notice is hereby given that the South Jordan City Planning Commission will hold a Planning Commission Meeting on Tuesday, February 13, 2024, in the City Council Chambers, located at 1600 W. Towne Center Drive, South Jordan, Utah with an electronic option via Zoom phone and video conferencing. Persons with disabilities who may need assistance should contact the City Recorder at least 24 hours prior to this meeting.

In addition to in-person attendance, individuals may join via phone or video, using Zoom. Note, attendees joining virtually may make public comments through video conferencing, and participant must have their video on and working to speak. Attendees who wish to present photos or documents to the Planning Commission must attend in person. Those who join via phone may listen, but not comment.

In the event the electronic portion of the meeting is disrupted in any way that the City in its sole discretion deems inappropriate, the City reserves the right to immediately remove the individual(s) from the meeting and, if needed, end virtual access to the meeting. Reasons for removing an individual or ending virtual access to the meeting include but are not limited to the posting of offensive pictures, remarks, or making offensive statements, disrespectful statements, or actions, and other any action deemed inappropriate.

Ability to participate virtually is dependent on an individual's internet connection. To ensure comments are received regardless of technical issues, please have them submitted in writing to City Planner, Greg Schindler, at gschindler@sjc.utah.gov by 3:00 p.m. on the day of the meeting.

Instructions on how to join the meeting virtually are below.

Join South Jordan Planning Commission Electronic Meeting February 13, 2024 at 6:30 p.m.

- Join on any device that has internet capability.
- Zoom link, Meeting ID and Meeting Password will be provided 24 hours prior to meeting start time.
- Zoom instructions are posted <https://www.sjc.utah.gov/254/Planning-Commission>

THE MEETING WILL BEGIN AT 6:30 P.M. AND THE AGENDA IS AS FOLLOWS:

- A. **WELCOME AND ROLL CALL – Commission Chair Michele Hollist**
- B. **PLANNING COMMISSION TRAINING**
 - B.1. Planning Commission Training - Powers and Duties of the Planning Commission
- C. **MOTION TO APPROVE AGENDA**
- D. **APPROVAL OF THE MINUTES**
 - [D.1.](#) January 23, 2023 - Planning Commission Meeting Minutes
- E. **PLANNING COMMISSION BUSINESS**
 - E.1. Elect Planning Commission Chair and Vice Chair for 2024

E.2. Choose Planning Commission Representative for Architectural Review Committee

F. **STAFF BUSINESS**

G. **COMMENTS FROM PLANNING COMMISSION MEMBERS**

H. **SUMMARY ACTION - None**

I. **ACTION - None**

J. **ADMINISTRATIVE PUBLIC HEARINGS - None**

K. **LEGISLATIVE PUBLIC HEARINGS - None**

L. **OTHER BUSINESS**

ADJOURNMENT

CERTIFICATE OF POSTING

STATE OF UTAH)

: §

COUNTY OF SALT LAKE)

I, Cindy Valdez, certify that I am the duly appointed City Deputy Recorder of South Jordan City, State of Utah, and that the foregoing Planning Commission Agenda was faxed or emailed to the media at least 24 hours prior to such meeting, specifically the Deseret News, Salt Lake Tribune and the South Valley Journal. The Agenda was also posted at City Hall, on the City's website www.sjc.utah.gov and on the Utah Public Notice Website www.pmn.utah.gov.

Dated this 8th day of February, 2024.

Cindy Valdez

South Jordan City Deputy Recorder

**CITY OF SOUTH JORDAN
ELECTRONIC
PLANNING COMMISSION MEETING
COUNCIL CHAMBERS
January 23, 2024**

Present: Chair Michele Hollist, Commissioner Nathan Gedge, Commissioner Steven Catmull, Commissioner Laurel Bevans, Assistant City Attorney Greg Simonsen, City Planner Greg Schindler, Deputy City Recorder Cindy Valdez, GIS Coordinator Matt Jarman, IT Director Jon Day, Planner Miguel Aguilera, Meeting Transcriptionist Diana Baun

Others: Julie Gedge, Abbey Gedge, Jackson Gedge, Sam Bishop, Austin Bowthorpe

Absent:

**6:30P.M.
REGULAR MEETING**

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

Chair Hollist welcomed everyone to the Electronic Planning Commission Meeting.

B. MOTION TO APPROVE AGENDA

Commissioner Bevans motioned to amend tonight’s agenda, adding the Oaths of Office for the reappointed commission members as Item C., re-naming subsequent sections in the same order. Chair Hollist seconded the motion; vote was unanimous in favor.

C. OATH OF OFFICE

C.1. Oath of Office for reappointed Commission Members: Nathan Gedge, Steven Catmull and Michele Hollist.

Deputy City Recorder Cindy Valdez issued the Oaths of Office.

D. APPROVAL OF THE MINUTES

D.1. January 9, 2023 Planning Commission Meeting Minutes

Commissioner Nathan Gedge noted that at the January 9 meeting, he motioned to table Commission appointments and elections for 2024 to the next meeting. However, that will need to be pushed to a date in the future after all commission spots are filled and he asked if the minutes would need to be amended to reflect that.

Chair Michele Hollist noted that wouldn't change the minutes, and that could be noted in a new motion later in the meeting.

Commissioner Bevans motioned to approve the January 9, 2023 Planning Commission Meeting Minutes as published. Chair Hollist seconded the motion; vote was unanimous in favor.

E. STAFF BUSINESS

Assistant City Attorney Greg Simonsen wished to personally thank all the returning Planning Commission members for their willingness to serve, and for doing such a great job. He also thanked their families for allowing them to serve the city and their support.

F. COMMENTS FROM PLANNING COMMISSION MEMBERS

Commissioner Gedge motioned to table the election of the 2024 officers and other appointments to a meeting in the future after the full commission has been appointed by the City Council. Chair Hollist seconded the motion; vote was unanimous in favor.

Commissioner Gedge motioned to begin discussions regarding adding a Public Comment section to the Planning Commission agendas, before the Administrative Public Hearing section, working towards aligning the Planning Commission's rules of order with those used by the City Council.

The motion was discussed between the commissioners and staff, with City Planner Greg Schindler noting the reasons he believes public comment was removed from meetings in the past. He feels as long as the commission clearly communicates to commenters whether they have the authority to address their concerns, it would be fine. If the commission does not have the authority to address a concern raised, they can direct staff to take those issues to the appropriate parties and share follow-up instructions with the concerned residents.

Chair Hollist seconded the motion; vote was unanimous in favor.

Commissioner Nathan Gedge gave a brief review of the City Council Meetings from January 16, 2024.

G. SUMMARY ACTION – None

H. ACTION – None

I. ADMINISTRATIVE PUBLIC HEARINGS

I.1. BOWTHORPE SUBDIVISION PRELIMINARY SUBDIVISION

Address: 2555 W 11400 S
File No.: PLPP202300069
Applicant: Austin Bowthorpe

Planner Miguel Aguilera reviewed background information from the Staff Report.

Chair Michele Hollist asked about any shared access agreements granting the property owner access to the private road.

City Planner Greg Schindler directed commissioners to ask the applicant, as that private road is owned by a lot to the south and the applicant would have details on any agreements.

Commissioner Nathan Gedge asked to confirm that, despite the remnant lots size, due to the zoning, all agricultural rights have been removed. The property is still eligible for residential animal rights for things like chickens and other small animals.

Planner Aguilera confirmed that information is correct.

Chair Hollist invited the applicant forward to address the commission.

Austin Bowthorpe (Applicant) – the property belongs to his father, and he confirmed a utility and access easement on the private road. That information was included in the submittal of this application.

Chair Hollist opened the public hearing for comments; there were no comments and the hearing was closed.

Commissioner Steve Catmull asked if the commissioners should be looking at easements and similar items at this stage of their review.

Planner Aguilera noted that those things are generally looked at in his review.

Planner Schindler agreed that it is standard practice for staff to look at those types of things before approvals. Regarding access easements, subdivisions could still be approved without that access but the applicant obviously would have no way to access their new subdivision. Since the city doesn't grant easements on private roads, applicants in that situation are encouraged to work with the owner of the road or land on obtaining access.

Commissioner Gedge motioned to approve File No. PLPP202300069, Preliminary Subdivision Application, based on this evening's testimony and the Staff Report; Chair Hollist seconded the motion.

Roll Call Vote

Yes – Commissioner Gedge

Yes – Chair Hollist

Yes – Commissioner Catmull

Yes – Commissioner Bevans

Motion passes 4-0, unanimous in favor.

J. LEGISLATIVE PUBLIC HEARINGS – *None*

K. OTHER BUSINESS

Commissioner Nathan Gedge noted that the agenda published on the State Website included a Legislative Item; however, that item was not included in the final agenda for tonight's meeting. When that happens, does the commission need to take any action to address or recognize the removal of that item.

City Planner Greg Schindler shared that noticing requirement for the agenda in 10 days before the meeting. If something is dropped from the agenda, no notices are sent out to those related to the change, and the state does not require the published agenda to be changed on their website.

Commissioner Laurel Bevans requested training on subdivision plats and the approvals required on different types of applications.

Planner Schindler agreed to look into that and schedule training as appropriate. The next meeting currently has nothing on the agenda, and the commission and staff discussed the possibility of holding training during that time. They decided to wait until the additional commission members were appointed and sworn in before doing any training so they can be included. Staff will update the commissioners as it gets closer to the meeting of whether the meeting will be canceled and if they will be able to include future commissioners in a training that night.

ADJOURNMENT

Chair Hollist motioned to adjourn the January 23, 2024 Planning Commission Meeting. Commissioner Bevans seconded the motion; vote was unanimous in favor.

The January 23, 2024 Planning Commission Meeting adjourned at 7:05 p.m.