

**MINUTES OF THE CITY OF HOLLADAY  
PLANNING COMMISSION MEETING**

**Tuesday, January 8, 2013  
5:30 p.m.  
Holladay Municipal Center  
4580 South 2300 East**

**ATTENDANCE**

**Planning Commission Members:**

Lori Khodadad, Chair  
Spence Bowthorpe  
Les Chatelain  
John Garver  
Matt Snow  
Brad Wright

**City Staff:**

Paul Allred, Community Development Director  
Craig Hall, City Attorney  
Rick Whiting, City Planner

**CONVENE REGULAR MEETING**

Chair Khodadad called the meeting to order at 5:30 p.m.

**1. Planning Commission Training**

City Attorney, Craig Hall, conducted training for the Commissioners. Several topics were addressed including Conditional Use Permits, appropriate conduct during Planning Commission meetings and correct steps to making motions.

Mr. Hall concluded the training and left the meeting at 6:10 p.m.

It was agreed that training should continue regularly. The next training session should be scheduled in April of this year and should ideally be conducted quarterly.

**2. Approve Minutes of the December 11, 2012 Meeting.**

The minutes were reviewed and modified.

*Commissioner Chatelain moved to approve the minutes of December 11, 2012, with the corrections noted. Commissioner Garver seconded the motion. Vote on motion: Brad Wright-Aye, Les Chatelain-Aye, Spence Bowthorpe-Aye, John Garver-Aye, Lori Khodadad-Aye, Matt Snow-Aye. The motion passed unanimously.*

**OTHER BUSINESS**

**3. Updates or Follow-Up on Items Currently in the Development Review Process.**

Mr. Allred reported that staff continues to work on the RO (Residential Office) Zone. He indicated that he and Pat Hanson recently took photos of residences that were converted to offices

both in the City and near the border. The next step was to survey what other cities are doing in terms of ordinances and codes.

Mr. Allred reported that the Text Amendment to the R-M zone which would add Assisted Living Type II as an allowed use, (which the Commission recommended to the City Council on December 11, 2012) - would be reviewed by the City Council on Thursday this week with a possible vote on Thursday next week.

**4. Report from Staff on Upcoming Applications.**

Mr. Allred reported that staff continues to receive positive feedback about the Cottonwood Mall.

Mr. Allred reported that the Highland Drive Review Committee, appointed by the City Council and chaired by Mayor Webb, had met twice this year, so far. They are discussing the future implications of road design, traffic and land use along the corridor.

He also indicated that the City Council at their annual retreat had requested that the Planning Commission work on revising the General Plan. An outside consultant may be needed to assist the City in accomplishing the work.

**5. Discussion of Possible Future Amendments to Code.**

**ADJOURN**

*Commissioner Chatelain moved to adjourn. Commissioner Wright seconded the motion. Vote on motion: Brad Wright-Aye, Les Chatelain-Aye, Spence Bowthorpe-Aye, John Garver-Aye, Lori Khodadad-Aye, Matt Snow-Aye. The motion passed unanimously.*

The Planning Commission Meeting adjourned at 6:43 p.m.

*I hereby certify that the foregoing represents a true, accurate and complete record of the City of Holladay Planning Commission Meeting held Tuesday, January 8, 2013.*

Richard K Whiting  
City Planner

Minutes approved: January 15, 2013