CITY COUNCIL AND
PLANNING COMMISSION
SPECIAL WORK MEETING AGENDA
Thursday, January 4, 2018

NOTICE IS HEREBY GIVEN that the Herriman City Council shall assemble for a
meeting in Herriman City Hall, located at
5355 West Herriman Main Street, Herriman, Utah.

6:00 PM - WORK MEETING:

1. Council/Planning Commission Business
   1.1. Annual Open Meetings Act Training – John Brems, City Attorney
   1.2. Discussion relating to the General Plan Process

2. New Items of Subsequent Consideration (Other)

3. Calendar
   3.1. Meetings
       • January 10 – City Council Work Meeting 5:00 p.m.; City Council Meeting 7:00 p.m.
       • January 18 – Planning Commission Meeting 7:00 p.m.

4. Adjournment

In accordance with the Americans with Disabilities Act, Herriman City will make reasonable accommodation for participation in the meeting. Request assistance by contacting Herriman City at (801) 446-5323 and provide at least 48 hours advance notice of the meeting.

ELECTRONIC PARTICIPATION: Members of the City Council and Planning Commission may participate electronically via telephone, Skype, or other electronic means during this meeting.

I, Jackie Nostrom, certify the foregoing agenda was emailed to at least one newspaper of general circulation within the geographic jurisdiction of the public body, at the principal office of the public body, on the Utah State Public Notice website www.utah.gov/pmn/index.html and on Herriman City’s website at www.herriman.org

Posted and Dated this 28th day of December, 2017

Jackie Nostrom, MMC
City Recorder
DATE: December 21, 2017

TO: The Honorable Mayor and City Council Planning Commission

FROM: Michael Maloy, City Planner
      Bryn McCarty, Assistant City Planner

MEETING: Joint Work Meeting Agenda 01/04/2018

REQUEST: Discussion of the General Plan Process

Summary

Staff will present the legal process for amending the General Plan. This includes the required legal notices and public hearings.

We will also discuss a possible public process to complete the new General Plan. The City Council should direct staff and the Planning Commission on how to proceed with the General Plan.

Discussion

Outlined below is the legal process that must be followed in order to amend the General Plan. These are the minimum legal requirements for amending a General Plan. The City can always choose to do additional outreach, hearings, open houses, notices, etc.

1. Before preparing a proposed general plan amendment, the City shall provide 10 calendar days notice of its intent to prepare a comprehensive general plan amendment. The notice shall include a map of the area that will be affected by the general plan. The notices shall be sent to:
   a. each affected entity (including the WFRC, adjacent Cities, State, and utility companies)
   b. the Utah Public Notice Website

2. The City begins works on the general plan amendment. This work can be completed by staff or a hired consultant.

3. The ordinance requires that the City hold at least one open house prior to the first public hearing.

4. When a draft of the plan is complete, the Planning Commission shall provide notice and
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hold a public hearing. The notice shall be posted in the newspaper, City website, and Utah Public Notice website.

5. The Planning Commission shall hold a public hearing and then make a recommendation to the City Council.

6. The City Council shall hold a public meeting and act on the general plan amendment. A decision to adopt or amend the general plan is a decision regarding a legislative application as described in subsection 10-5-6-A. At the public meeting, the city council may adopt the amendment as proposed, adopt an amended proposal, or reject the amendment.

7. Any person adversely affected by a final decision of the city council to amend the general plan may appeal that decision to the district court as provided in Utah Code § 10-9a-801.

Public Process

The following is a possible public process which is solely the discretion of the City. The Planning Commission and City Council can have as many or as few public meeting as they choose. The City has the discretion on the method of noticing and alerting the public of these meetings.

December 18, 2017 - Posted Notice of Intent to Amend the General Plan
January 4, 2018 - Joint Planning Commission/City Council work meeting to discuss process
January 18, 2018 - PC meeting to discuss General Plan Amendment
February 1, 2018 - PC meeting to discuss General Plan Amendment
February 15 - March 15 - Neighborhood Open House meetings
March 15, 2018 - PC meeting to discuss open house meetings, make any changes to the GP
April 4, 2018 - City-wide open house at City Hall
April 19, 2018 - PC meeting to discuss open house, make any changes to the GP
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Prepare final draft of General Plan

April 23, 2018 - Post Public Hearing Notice for PC

May 3, 2018 - PC holds a Public Hearing on the General Plan
PC directs staff to make any changes

May 17, 2018 - PC makes a recommendation on the General Plan to the City Council

June 1, 2018 - Post Public Hearing notice for City Council (not a required public hearing)

June 13, 2018 - City Council holds a Public Hearing on the General Plan
CC directs staff to make any changes

June 27, 2018 - If no changes are made, then the City Council could approve the General Plan
If changes are requested, then another open house should be held