



# HIGHLAND CITY COUNCIL BRIEF

**Tuesday, May 1, 2018**

**\*AMENDED 04/30/2018**

*please note early start time of 6:00 p.m.*

Highland City Council Chambers, 5400 West Civic Center Drive, Highland Utah 84003

## **6:00 P.M.\* REGULAR SESSION (CITY COUNCIL CHAMBERS)**

Call to Order – Mayor Rod Mann

Invocation – Council Member Kurt Ostler

Pledge of Allegiance – Council Member Tim Irwin

### **1. UNSCHEDULED PUBLIC APPEARANCES**

Time has been set aside for the public to express their ideas, concerns, and comments. (Please limit comments to three minutes per person. Please state your name and address.)

*Natalie Ball, Christopher Howden, Joshua Little and Cody Yeck shared comments regarding zoning compliance and a request to no longer use the R-1-20 zone.*

### **2. PRESENTATIONS**

**a. YOUTH COUNCIL REPORT** – Miranda Mugleston

*Youth City Council May Miranda Mugleston reported on recent youth council activities and upcoming events.*

**b. ARTS COUNCIL UPDATE** – Shauna Larson

*Arts Council Chair Shauna Larson reported on recent activities and upcoming events. She thanked the council for their support and shared how the budget had been spent and pending purchases.*

**c. WATER ADVISORY BOARD UPDATE** – Tavis Timothy

*Water Advisory Board Chair Tavis Timothy provided an overview of the Water Advisory Board and the purpose of the board to act as a policy advisor to the Mayor and Council. A discussion regarding water conservation efforts occurred.*

### **3. PROCLAMATION**

**a. MUNICIPAL CLERK PROCLAMATION** – Rod Mann, Mayor

*The Council declared May 6 through May 12, 2018 as Municipal Clerks Week and extended appreciation to Highland City Municipal Clerk Cindy Quick and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.*

### **4. CONSENT ITEMS**

Items on the consent agenda are of a routine nature or have been previously studied by the City Council. They are intended to be acted upon in one motion. Council members may pull items from consent if they would like them considered separately.

**a. Action: Approval of Meeting Minutes - PASSED**

Regular City Council Meeting April 3, 2018 and City Council Work Session April 10, 2018

*Next step: Minute will become part of the record.*

## **5. PUBLIC HEARING/RESOLUTION: DESIGNATION OF OPEN SPACE PROPERTY FOR DISPOSAL - PASSED**

Fraser and Jennifer Bullock are requesting the disposal of approximately 16,120 square feet of open space. The City Council will hold a public hearing and determine if the property should be disposed. The Council will take appropriate action.

*Next Step: Staff will work with applicant through the design and engineering process. The item will be brought back to a future council meeting to incorporate an additional piece of property to better align connecting property boundaries.*

## **6. PUBLIC HEARING/MOTION: REQUEST BY FRASER AND JENNIFER BULLOCK TO AMEND BEACON HILL THE HIGHLANDS PLAT "H" SUBDIVISION (PA-18-01) - PASSED**

Fraser and Jennifer Bullock are requesting approval to amend Beacon Hill the Highlands Plat "H" subdivision. City Council will hold a public hearing and determine if the request meets the required findings for approval. The Council will take appropriate action.

*Next Step: Staff will work with applicant through the design and engineering process.*

## **7. PUBLIC HEARING/ORDINANCE: REQUEST FROM BLACKSTONE TO AMEND THE DEVELOPMENT CODE PERTAINING TO BALCONIES, WINDOWS AND MINIMUM RESIDENTIAL HEIGHT IN THE TOWN CENTER OVERLAY ZONE (TA-18-02) - PASSED**

Travis Taylor is requesting an amendment to Section 3-4716 of the Development Code pertaining to balconies, windows and minimum residential height in the Town Center Overlay Zone for Blackstone (TA-18-02). City Council will hold a public hearing and determine if the proposed amendment meets the required findings for approval. The Council will take appropriate action.

*Next Step: Staff will work with applicant through the design and engineering process.*

## **8. ACTION: REVISED CONCEPT PLAN FOR AN 80 UNIT MULTI-FAMILY TOWNHOME PROJECT REFERRED TO AS BLACKSTONE - PASSED**

Travis Taylor is requesting approval of a revised concept plan for an 80 unit multi-family development (SP-18-01). The Council will take appropriate action.

*Next Step: Staff will work with applicant through the design and engineering process and will determine the type of fencing to be installed along lots with backyards facing exterior roads.*

## **9. PUBLIC HEARING/MOTION: APPROVAL OF A PLAT AMENDMENT TO SUNSET MOUNTAIN PLAT "B" - PASSED**

Highland Hideaway Storage is requesting approval of an amendment to the Sunset Mountain Plat "B" subdivision located in the Professional Office Zone at 11251 N Sunset Drive (PA-18-02). City Council will hold a public hearing and determine if the proposed amendment meets the required findings for approval. The Council will take appropriate action.

*Next Step: Staff will work with applicant to finalize their site plan with stipulations approved before beginning construction.*

## **10. ACTION: A REQUEST BY COUNCIL MEMBER KURT OSTLER TO RECONSIDER ORDINANCE NO. O-2018-06 - PASSED**

City Council Member Kurt Ostler is requesting that the Council reconsider Ordinance No. O-2018-06 which approved a rezoning for 5.475 acres located at 5959 West 10100 North from R-1-40 to R-1-20 and imposing conditions upon such. The Council will take appropriate action. If approved, the item will be placed on the June 5, 2018 City Council meeting.

*Next Step: The request will be on the City Council agenda for May 15, 2018 for further discussion and action.*

## **11. ACTION: APPROVE AND AUTHORIZE A SURFACE CONTRACT WITH HOLBROOK ASPHALT - PASSED**

City Council will consider the authorization of a contract with Holbrook Asphalt Co. to proceed with the application of HA5 product to several roads throughout Highland. The Council will take appropriate action.

*Next Step: Staff will work with Holbrook Asphalt Co. for the application of HA5 to several roads throughout Highland beginning in June.*

## **12. ACTION: REQUEST TO TRANSITION A PART-TIME LIBRARY POSITION INTO A FULL-TIME POSITION (continued from April 17, 2018) - PASSED**

City Council will consider a request to transition a current part-time library position into a full-time position. The Council will take appropriate action.

*Next Step: Library staff will make the necessary changes to transition the part-time position into a full-time position.*

## **13. MAYOR/COUNCIL AND STAFF DISCUSSION AND COMMUNICATION ITEMS**

### **a. Tentative Budget - Gary LeCheminant, Finance Director**

*Finance Director Gary LeCheminant provided the tentative budget to council and set a public hearing for May 15, 2018 to consider the adoption of the budget. It is anticipated that the final budget will be adopted on June 5, 2018.*

### **b. Developmental Center - Kurt Ostler**

*Council Member Kurt Ostler provided an update from a recent meeting held with all three cities involved in the Developmental Center property. He noted that American Fork City had an interest in locating the center within their city boundaries.*

## **14. FUTURE MEETINGS/UPCOMING EVENTS**

### **a. Future Meetings**

- May 3 – Public Open House, 5:00–8:00 pm
- May 8 - Joint City Council & Planning Commission Work Session, 7:00 pm
- May 15 – City Council Meeting, 7:00 pm
- May 22 – Planning Commission Meeting, 7:00 pm

### **b. Upcoming Events**

- May 3, 10, 17, 24, & 31 – Hooked on Fishing-Youth Fishing Program, 5:30–7:00 pm at Highland Glen Park - 4800 W. Cedar Hills Dr., Highland, UT
- May 9 – Meet the Mayor, 7:00 pm in the Library
- May 20 – Nominations for Grand Marshal(s) due to [Julie@HighlandCity.org](mailto:Julie@HighlandCity.org)

## **15. CLOSED SESSION**

The Highland City Council may temporarily recess the City Council meeting to convene in a closed session to discuss the character, professional competence, or physical or mental health

of an individual, pending or reasonable imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205

*City Council and Mayor held a closed session to discuss the purchase, exchange, or lease of real property; and the character, professional competence, or physical or mental health of an individual; as provided by Utah Code Annotated § 52-4-205.*

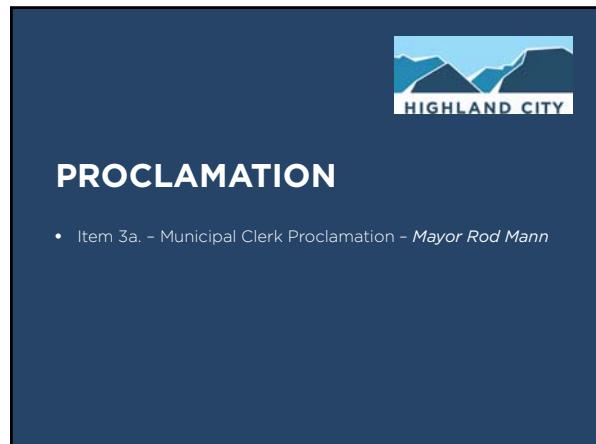
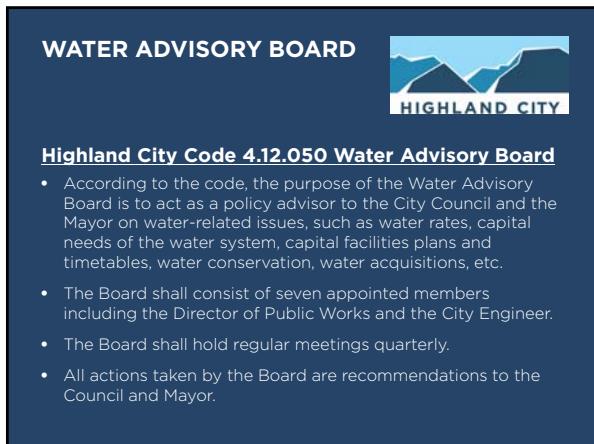
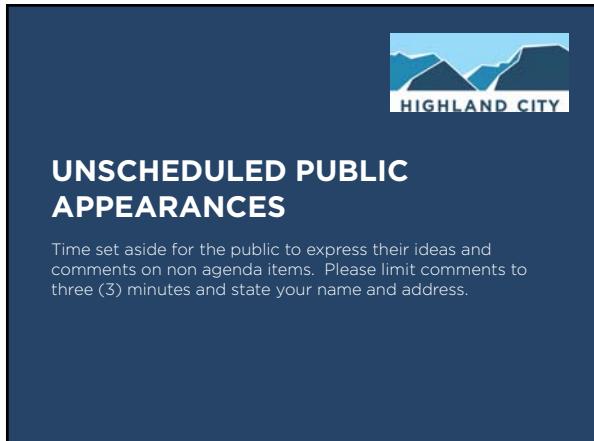
## **ADJOURNMENT**

# COUNCIL VOTING REPORT

		APPROVAL OF CONSENT AGENDA	DESIGNATION OF OPEN SPACE PROPERTY FOR DISPOSAL	APPROVAL OF AMENDMENT TO THE BEACON HILL THE HIGHLANDS PLAT "H" SUBDIVISION (PA-18-01)	APPROVAL OF AMENDMENT TO THE DEVELOPMENT CODE IN THE TOWN CENTER	APPROVAL OF REVISED CONCEPT PLAN FOR BLACKSTONE	APPROVAL OF PLAT AMENDMENT TO SUNSET MOUNTAIN PLAT "B"	APPROVE REQUEST TO RECONSIDER ORDINANCE NO. O-2018-06	APPROVAL AND AUTHORIZATION OF SURFACE CONTRACT WITH HOLBROOK ASPHALT	APPROVAL TO TRANSITION A PART-TIME LIBRARY POSITION INTO A FULL-TIME POSITION
First Name	Last Name	4a.	5	6	7	8	9	10	11	12
Brian	Braithwaite	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Ed	Dennis	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Tim	Irwin	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Kurt	Ostler	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Scott	Smith	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes
<b>Total Voters</b>		<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Pass/Fail</b>		<b>Pass</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>

For a voting history of all council motions in 2018 please go here: <http://bit.ly/HC-CC-Voting-History>

# **STAFF PRESENTATIONS**





## CONSENT ITEMS

- Item 4a. - Approval of Meeting Minutes from April 3, 2018 and April 10, 2018



## DESIGNATION OF OPEN SPACE PROPERTY FOR DISPOSAL

Item 5 – Public Hearing and Resolution  
Presented by – Nathan Crane, AICP  
City Administrator, Community Development Director

### Background



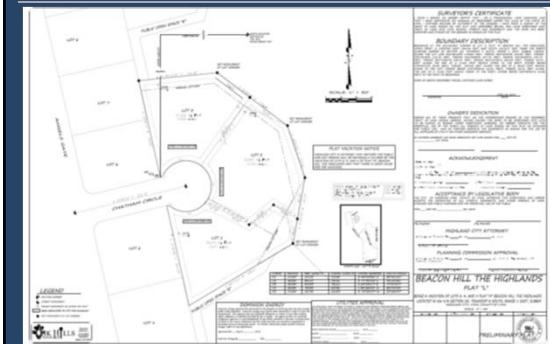
### Background



## AMENDMENT TO THE BEACON HILL THE HIGHLANDS PLAT "H" SUBDIVISION (PA-18-01)

Item 6 – Public Hearing and Motion  
Presented by – Nathan Crane, AICP  
City Administrator, Community Development Director

## Proposed Plat Amendment





## AMENDMENT TO THE DEVELOPMENT CODE IN THE TOWN CENTER OVERLAY ZONE (TA-18-02)

Item 7 – Public Hearing and Ordinance  
Presented by – Nathan Crane, AICP  
City Administrator, Community Development Director

### Background

- Accommodate the revised Blackstone Project
- Eliminate the requirement for balconies
- Modify the window trim requirements – recessed versus “pop outs”
- Reduce the minimum height from 3 stories to 2 stores
- Allows the Council to approve a driveway less than 22' in length
- Removing the requirement for units to qualify for low income housing

### Planning Commission Action

- Public Hearing on April 18, 2018
  - No comments have been received
- Recommend approval



## REVISED CONCEPT PLAN FOR BLACKSTONE

Item 8 - Action  
Presented by – Nathan Crane, AICP  
City Administrator, Community Development Director

### Background

- Conditional Use Permit was approved in September 2015
  - 86 Unit 3 story Townhome project
- In the fall of 2017 the Council approved a revised concept plan that reduced the project to 80 2-story units.
- Final approval

### Revised Concept Plan

Item	Approved	Revised	Date
Number of Units	86	80	
Approved Density	11.08	10.3	
Building Height	3 stories 36' 11"	2 stories	
Percent Landscaping	15%	29.5%	
Parking	293 stalls 172 – two car garage 116 – street stalls	289 stalls 156 – two car garage 2 – one car garage 96 – driveway stalls 35 – street stalls	
Amenities	Two playgrounds, open area and a pool with a clubhouse	One playground and a clubhouse. Private areas.	
Basement	Provided	Provided	

## Site Plan



## Landscape Plan



## Elevations



## Color Renderings



## Recommendation

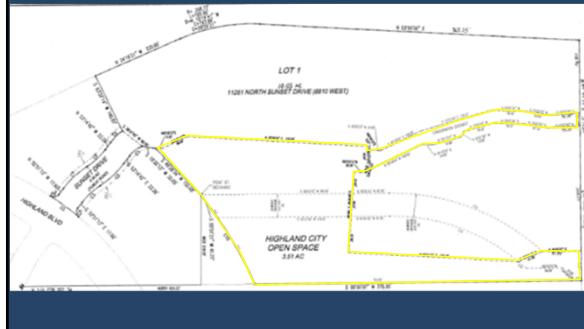
- Staff is recommending approval subject to three standard stipulations.



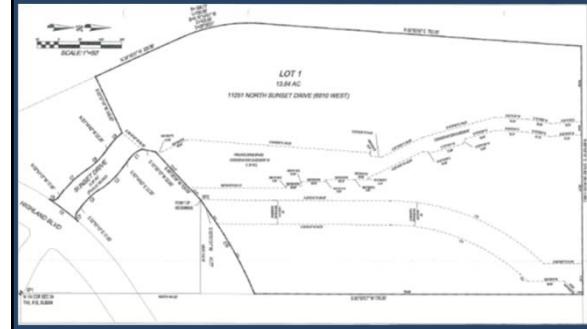
## PLAT AMENDMENT TO SUNSET MOUNTAIN PLAT "B"

Item 9 – Public Hearing and Motion  
 Presented by – Nathan Crane, AICP  
 City Administrator, Community Development Director

## Existing Plat



## Proposed Amendment



## Recommendation

- Staff is recommending approval subject to three standard stipulations.



## A REQUEST TO RECONSIDER ORDINANCE NO. O-2018-06

Item 10 – Action  
Presented by – Kurt Ostler, City Council Member

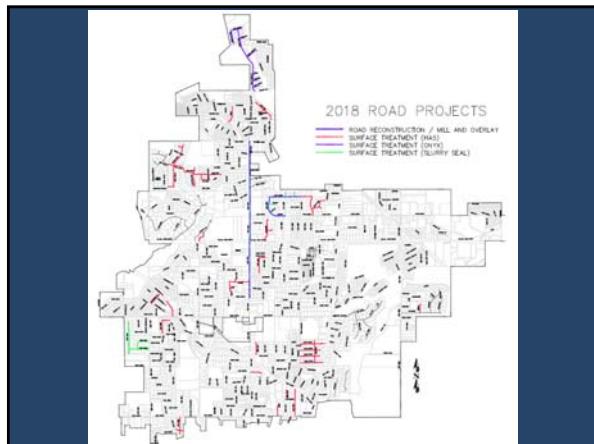


## APPROVE AND AUTHORIZE A SURFACE CONTRACT WITH HOLBROOK ASPHALT

Item 11 – Action  
Presented by – Todd Trane, City Engineer

## 2018 Surface Treatments (HA5)





## MAYOR/COUNCIL AND STAFF DISCUSSION COMMUNICATION ITEMS

- Item 13a. - Tentative Budget – *Gary LeCheminant, Finance Director*
- Item 13b. – Developmental Center – *Kurt Ostler*

## TENTATIVE BUDGET OVERVIEW 5/1/18 FY 2018-2019

Presented by – Gary LeCheminant, Finance Director

## Changes from Work Session

---

- Property Tax +\$31K
- Sales Tax +\$40K
- Interest Earnings +\$5K
- Cemetery Lot Sales +\$20K
- Police Expense -\$70K
- Fire Expense -\$130K
- Transfer to Open Space +\$44K

## Net Change in General Fund

---

- Work Session
  - Revenue \$8.78 Million
  - Expense \$9.10 Million
  - Net (\$321K)
- Tentative Budget
  - Revenue \$8.89 Million
  - Expense \$8.92 Million
  - Net (\$28K)