



## HIGHLAND CITY

# HIGHLAND CITY COUNCIL BRIEF

Tuesday, May 21, 2019

**Agenda Amended May 20, 2019\***

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

### **7:00 PM REGULAR SESSION** (CITY COUNCIL CHAMBERS)

Call to Order – Mayor Rod Mann

Invocation – Grace Maggard

Pledge of Allegiance – Council Member Brian Braithwaite

### **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.)

*Neal Evans asked that the Council keep Highland's open space and low density feel. He felt they should only sell open space property when they were completely ready with what they are willing to sell and the price of the land. He also felt that the funding increase should be a property tax increase in the general fund instead of being dedicated to public safety.*

### **2. CONSENT ITEMS \*(5 minutes)**

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 5:0**

Special City Council Meeting April 25, 2019

*Next step: Approved minutes will become part of the permanent record.*

#### **b. ACTION: Designation of Open Space Property for Disposal and Removal of Neighborhood Option Trails in the Beacon Hill the Highlands Subdivision - PASSED**

City Council should determine whether the property should be disposed and the neighborhood option trails removed. The Council will take appropriate action.

*Next step: The property will be sold and the trail will be removed. Staff will work with the applicant to complete the process.*

#### **c. ACTION/RESOLUTION: Utah County Community Development Block Grant Program Interlocal Agreement – PASSED 5:0**

City Council will consider authorizing the Mayor to sign the Utah County Community Development Block Grant Program Interlocal Agreement. The Council will take appropriate action.

*Next step: The City will be eligible to apply for the Community Development Block Grant Program.*

#### **d. ACTION: Approval of Contract with Eckles Paving – PASSED 5:0**

City Council will consider authorizing the Mayor to sign a contract with Eckles Paving for the road patching portion of the 2019 Road Preservation Project for \$74,963.04. The Council will take appropriate action.

*Next step: Staff will work with Eckles Paving to complete the road patching project.*

**e. ACTION: Approval of Contract with M&M Asphalt Services – PASSED 5:0**

City Council will consider authorizing the Mayor to sign a contract with M&M Asphalt Services for construction of the 2019 Road Crack Seal Project for \$60,500. The Council will take appropriate action.

*Next step: Staff will work with M&M Asphalt Services to complete the crack seal project.*

**f. ACTION: Approval of Contract with Morgan Pavement and Holbrook Asphalt Co. – PASSED 5:0**

City Council will consider authorizing the Mayor to sign a contract with Morgan Pavement for \$115,003.90 for the Onyx Seal Coat and Holbrook Asphalt Co. for \$182,311.27 which includes Bonded Matrix Overlay and HA5 Seal Coat as part of the 2019 Road Preservation Project. The Council will take appropriate action.

*Next step: Staff will work with Morgan Pavement for the onyx seal coat project and Holbrook Asphalt Co. for the bonded matrix overlay and HA5 seal coat projects.*

**3. PUBLIC HEARING/ORDINANCE: DEVELOPMENT CODE AMENDMENT**

**\*(15 minutes) – PASSED 4:1**

City Council should conduct a public hearing and consider approving an amendment to Section 3-510 of the Development Code relating to the total acreage requirement in the Planned Development (PD) District. The Council will take appropriate action.

*Next step: Amendments to Section 3-510 will become part of the Development Code.*

**4. PUBLIC HEARING/RESOLUTION: ADOPTING THE TENTATIVE HIGHLAND CITY BUDGET FOR FISCAL YEAR 2019-2020 \*(45 minutes) – PASSED 5:0**

The City Council will conduct a public hearing and consider adopting a resolution approving the tentative budget for fiscal year 2019-2020, and setting a date of June 18, 2019 for approval of the Final Budget for that fiscal year. The Council will take appropriate action.

*Next step: Staff will continue tweaking the tentative budget as directed by Council and bring back the Final Budget for fiscal year 2019-2020 at the June 18, 2019 City Council meeting for approval.*

**5. PUBLIC HEARING/ORDINANCE: APPROVAL OF PLANNED DEVELOPMENT**

**\*(45 minutes) – PASSED 3:2**

The City Council will consider approving a request from Andrew Simonsen for a Planned Development (PD) District of approximately 2.85 acres named Fairfield Cove. The property is located approximately at 10272 N 4800 W. The planned development will include retail and 9 Residential living units. The Council will take appropriate action.

*Next step: Council amended the PD to include commercial and up to 6 single family lots. Staff will work with the applicant through the design and engineering process.*

**6. PUBLIC HEARING/ORDINANCE: APPROVAL OF PLANNED DEVELOPMENT**

**\*(45 minutes) – PASSED 5:0**

The City Council will consider approving a request from the Boyer Group for a Planned Development (PD) District of approximately 115 acres named Ridgeview. The property is located approximately at 9900 N on North County Boulevard. The planned development will include retail and 699 residential living units. The Council will take appropriate action.

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

**7. MAYOR/COUNCIL AND STAFF DISCUSSION AND COMMUNICATION ITEMS**

*There were none*

**8. FUTURE MEETINGS**

**a. Future Meetings**

- **\*May 22, Funding Increase Open House, 7:00 pm, City Hall**
- May 28, Planning Commission Meeting, 7:00 pm, City Hall
- **\*May 30, Funding Increase Open House, 7:00 pm, City Hall**
- June 4, City Council Meeting, 7:00 pm, City Hall

## **9. CLOSED SESSION**

The Highland City Council may temporarily recess the City Council meeting to convene in a closed session to discuss the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205

*City Council, Mayor, and staff held a closed session to discuss the purchase, exchange, or lease of real property as provided by Utah Code Annotated § 52-4-205.*

## **ADJOURNMENT**

## COUNCIL VOTING REPORT – MAY 21, 2019

		APPROVE CONSENT ITEMS A, D, E, and F	APPROVE CONSENT ITEMS B and C	APPROVE AMENDMENT TO SECTION 3-510 OF THE DEVELOPMENT CODE	APPROVE THE TENTATIVE BUDGET AND SET A DATE OF JUNE 18, 2019 FOR APPROVAL OF THE FINAL BUDGET	APPROVE PD DISTRICT FOR FAIRFIELD WITH SIX HOMES AND 25 FEET SIDEYARD SETBACKS	APPROVE PD DISTRICT FOR RIDGEVIEW
First Name	Last Name	2a, d, e, f	2b, c	3	4	5	6
Brian	Braithwaite	Yes	Yes	Yes	Yes	No	Yes
Ed	Dennis	Yes	Yes	Yes	Yes	Yes	Yes
Tim	Irwin	Yes	Yes	Yes	Yes	Yes	Yes
Kurt	Ostler	Yes	Yes	No	Yes	No	Yes
Scott	Smith	Yes	Yes	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>Pass/Fail</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>

## Welcome to the Highland City Council Meeting

May 21, 2019



## 7:00 PM REGULAR SESSION

Call to Order – Mayor Rod Mann

Invocation – Council Member Kurt Ostler

Pledge of Allegiance – Council Member Brian Braithwaite



## UNSCHEDULED PUBLIC APPEARANCES

Time set aside for the public to express their ideas and comments on non agenda items. Please limit comments to three (3) minutes and state your name and address.



## CONSENT ITEMS *(15 MINUTES)*

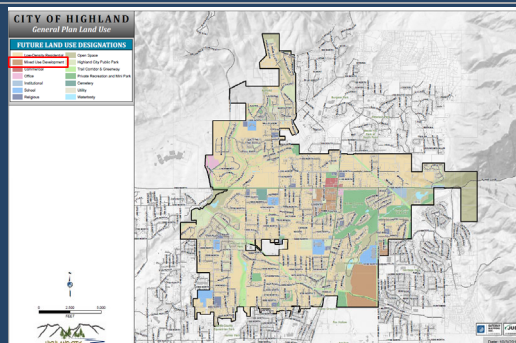
- Item 2a. – Approval of Meeting Minutes from April 25, 2019
- Item 2b. – Designation of Open Space Property for Disposal and Removal of Neighborhood Option Trails in the Beacon Hill the Highlands Subdivision
- Item 2c. – Utah County Community Development Block Grant Program Interlocal Agreement
- Item 2d. – Approval of Contract with Eckles Paving
- Item 2e. – Approval of Contract with M&M Asphalt Services
- Item 2f. – Approval of Contract with Morgan pavement and Holbrook Asphalt



## DEVELOPMENT CODE AMENDMENT *(15 MINUTES)*

Item 3 – Public Hearing / Ordinance  
Presented by – Tara Tannahill, Planner and GIS Analyst

## Background



## New Section 3.510

### General Provisions

- ~~a. PD District may only be applied to a parcel or a combination of parcels totaling at least ten (10) acres.~~
- -a. A PD District shall only be located in the mixed use land use category.
- -b. All PD District may have a mix of residential and non-residential uses including office, retail, and business park uses. PD District with only non-residential uses are permitted.
- -c. All approved plans (site plans, subdivisions, buildings, documents and permits, etc.) shall conform to the approved PD Narrative.

## Planning Commission Action

- Planning Commission Public Hearing: April 30, 2019
  - Voted 6 to 1 to recommend approval of the text amendment.



## ADOPTING THE TENTATIVE HIGHLAND CITY BUDGET FOR FISCAL YEAR 2019-2020

Item 4 – Public Hearing / Resolution  
Presented by – Gary LeCheminant, Finance Director

## General Fund Budget Assumptions

- 3% Potential Salary Merit Increase
  - \$21,661
- Dental Premiums—0% increase
- Medical Premiums—4.9% increase
  - \$6,838

## General Fund Budget Assumptions

- \$100K for use of previous years revenue for the 6800 West road project
- \$200K from county ¼% sales tax
  - \$100K to major road fund
  - \$50K to Open Space trails
  - \$50K to General Funds Parks Dept. for trails

## General Fund Budget Assumptions

- Transfer \$108K from PI for watering park grass and park strips
- \$701K revenue increase from either a property tax increase or a fee for LPPSD
- \$701K increase in LPPSD expenses
  - \$5.6K for Admin
  - \$535.9K for Fire
  - \$159.3K for Police

### General Fund Budget Assumptions

- Bond Payments from \$834K to \$972K
- Park and Public Safety Impact Fees
  - FY 2018----\$474K
  - FY 2019----\$361K
  - FY 2020----\$302K
- Building Permits
  - FY 2018---96 Permits
  - FY 2019---65 Permits
  - FY 2020---55 Permits

### General Fund Budget FY 2020

- Total Revenue \$9,664,826
- Total Expenses \$9,649,824
- Net Revenue \$15,002
- Current Cash Balance--\$2,310,000
- Forecasted FY 2019 Exp. \$8,916,000
- Avg. Exp. Per month \$743,000
- Cash Coverage—3.1 months

### GF Budget Comparison Normalized

- FY19 Revenue Budget - \$8,410,306
- FY19 Expense Budget - \$8,852,052
  - Net (\$441,746)
- FY19 Revenue Forecast - \$8,533,227
- FY19 Expense Forecast - \$8,558,127
  - Net (\$24,900)
- FY20 Revenue Budget - \$8,663,826
- FY20 Expense Budget - \$8,648,824
  - Net \$15,002

### Special Revenue and Enterprise Funds

### Library Fund

- Revenue--\$355,048
- Expense--\$355,282
- Indirect Overhead Charge--\$8,724
- Insurance Charge--\$1,175
- Part Time Staff--\$131,013 (up \$11,798 from current year budget)

### Sanitary Sewer

- Sewer Fund Budget FY 2020
- Revenue \$2,234,690
- Expense \$2,368,064
- Current Cash Balance - \$4,239,000
  - \$460,000 is impact fee collections
  - Planned Projects:
    - Lift station capital projects
    - Pipe rehabilitation & replacement
    - AF lift station
    - Forcemain

## Pressurized Irrigation

- Press. Irrigation Fund Budget FY 2020
- Revenue \$2,396,187
- Expense \$2,308,850
- Current Cash Balance – \$3,317,000
  - \$655,000 is impact fee collections
  - Planned Projects (next 2-5 years):
    - Upper and Lower Pond Expansions
    - CUP/Murdock Canal Connections
    - Zone Modifications (PRVs)
    - Water meters

## Storm Sewer

- Storm Sewer Fund Budget FY 2020
- Revenue \$529,822
- Expense \$537,077
- Current Cash Balance – \$1,392,000
  - Planned Projects:
    - Mercer Hollow Drainage Realignment and Lining
    - Country French Detention Reconstruction

## Culinary Water

- Culinary Fund Budget FY 2020
- Revenue \$921,464
- Expense \$1,229,710
- Current Cash Balance – \$2,965,000
  - Planned Projects:
    - Major well maintenance
    - Pipe for southeast area

## Utility Transportation Fund

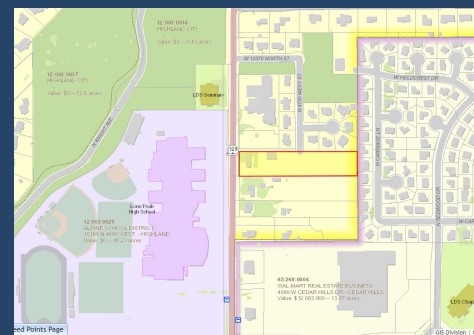
- Transportation Fund Budget FY 2020
- Revenue \$1,020,000
- Expense \$1,019,155
  - 6400 West, 5870 West, 10500 North, 6000 West
- Current Cash Balance – \$702,000
  - Money collected from September to May and spent June to August.



## APPROVAL OF PLANNED DEVELOPMENT - FAIRFIELD COVE

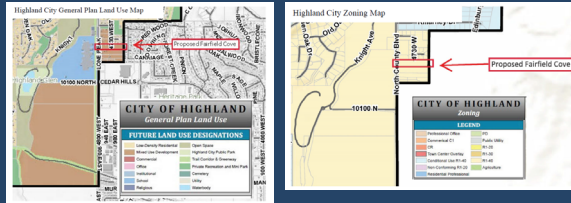
Item 5 – Public Hearing / Ordinance  
Presented by – Tara Tannahill, Planner and GIS Analyst

## Vicinity Map

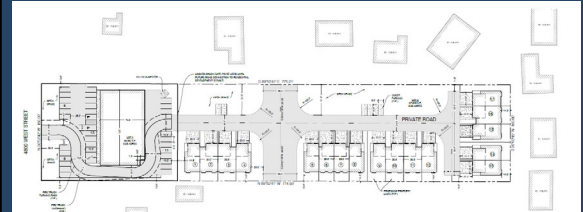




## Land Use Map and Zoning



## Concept Plan 3.26.19



March 26, 2019 Planning Commission voted 7 to 0 to continue the item.

## Updated Concept Plan 4.11.19



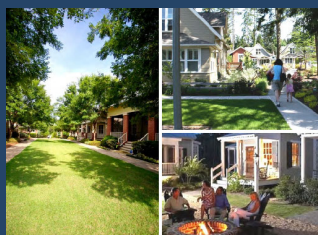
April 30, 2019: Planning Commission voted 7 to 0 to recommend detail

## Residential District Concept Plan 5.15.19



Front Setback	Rear Setback*	Perimeter Setback	Side setback	
20 Feet	25 Feet	10 Feet	10 Feet	* 50 feet between homes in the Wildrose Subdivision and Fairfield Cove

## Recreational Area



- .77 acres has been provided which is 38.5%. This is above the 20% PD District requirement.
- Majority of the greenspace around the homes are community common area.
- Fencing will only be permitted on the perimeter of the property.

## Architecture Style



## Commercial District



- Permitted, conditional use, and prohibited uses are similar to C-1 Zone.
- Building will be a maximum of 9,500 square feet
- Maximum of 5 business available
- Access will be from 4800 West.
- Parking is 4.20 stalls per 1,000 square feet of useable commercial space.

## Recreational Area



- .11 acres has been provided which is 13.2%. Above the 10% PD District requirement.
- Pergola with picnic tables for patrons to eat at.

## Architecture Style



## Citizen Participation

- Neighborhood meeting
  - Applicant hosted a neighborhood meeting on February 9, 2019. No residents attended.
- Planning Commission and City Council appropriate notification: Daily Herald, state website, and mailed notification
  - Five letters and one petition has been received not in favor.

## Required Findings

The following findings are required for a PD District to be approved:

1. The proposed PD is consistent with the General Plan;
2. That there are or will be adequate public facilities, including but not limited to: transportation, water, wastewater, and public safety facilities, etc.
3. The proposed PD will result in compatible land use relationships and acceptable land use with existing and planned land use in the area; and;
4. The development standards of the proposed PD are consistent with or exceed the desired quality of development for the area.

## Planning Commission Action

- April 30, 2019
  - Voted 7 to 0 to recommend denial
  - The applicant has made some minor revisions to the plan for council to consider

## Recommendation

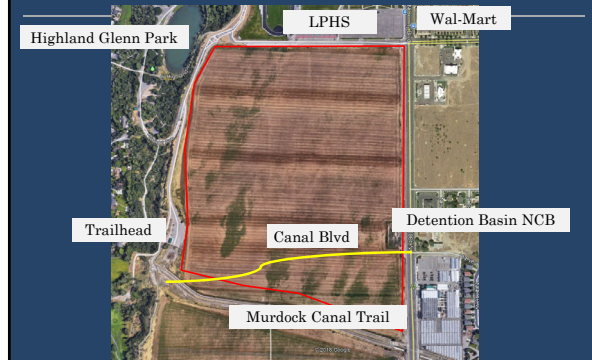
The City Council should hold a public hearing, accept the findings, and determine whether or not to approve the proposal.



## APPROVAL OF PLANNED DEVELOPMENT - RIDGEVIEW

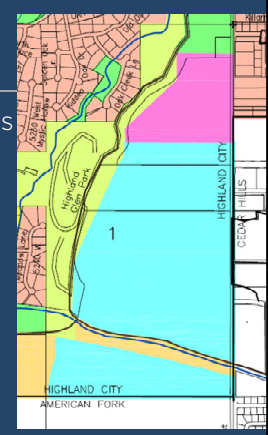
Item 6 - Public Hearing / Ordinance  
Presented by - Tara Tannahill, Planner and GIS Analyst

## Existing Conditions

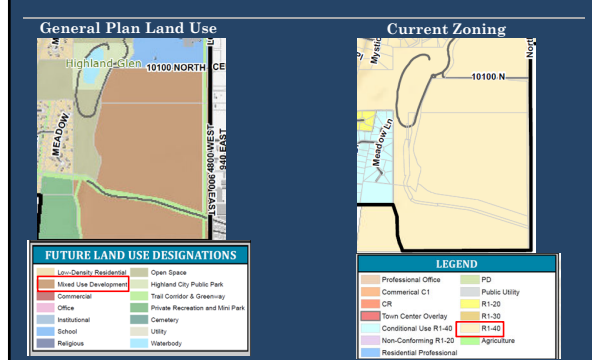


## 1995 Land Use Map

- Open Space Business
- Park District
- Business Parks and Mixed Uses



## Land Use Map and Zoning



## 2013 Design West USDC Plan - Overview



- Residential
  - 61.7 acres
  - 1,072 units
    - 630 Apartments, 225 Single family lots, 50 townhomes, 200 senior apartments
- Retail
  - 6.15 acres (134,000 sqft)
- Office
  - 1.54 acres (40,200)
- Community Based Development
  - 2.84 acres
- Roads
  - 48 acres

## January 15, 2019 Concept Plan



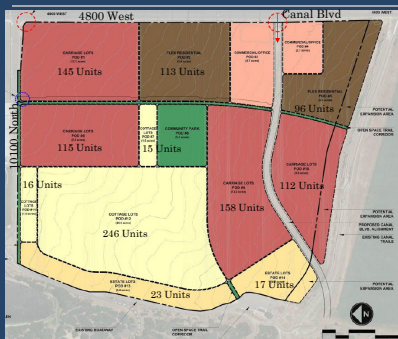
- Started collaborating with the City January 2019.
- 775 Residential Units
  - Included Apartments

## Current Concept Plan



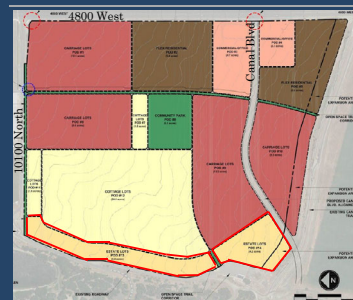
- 699 Residential Dwelling Units Maximum.
- 3 entry monument signs.
- Main access: Canal Blvd, 4800 West, and 10100 North
- 4 residential pod types.
- Pod boundaries may be adjusted:
  - Overall area of pods shall not increase more than 15%.
  - Estate lot pod areas cannot be reduced by more than 5%.
- Provided a theme wall and fencing plan

## POD Overview



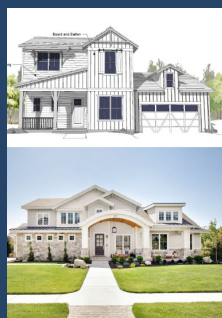
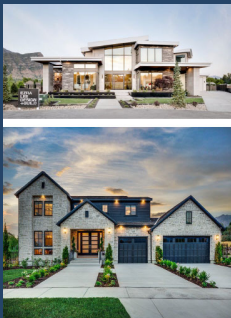
- 699 residential dwelling units maximum
- Carriage: (Red)  
12 units / acre max
- Flex Residential: (Brown)  
12 units / acre max
- Cottage: (Light Yellow)  
10 units / acre max
- Estate: (Dark Yellow)  
4 units / acre max
- Commercial: (Orange)  
4 units / acre max

## Estate Pods

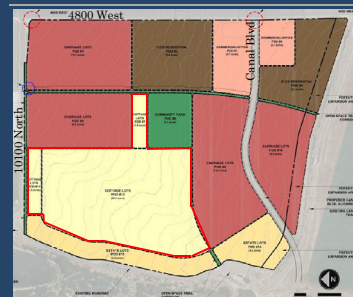


- Back up to Highland Glen Park.
- 40 Lots Maximum.
- Density is 4 units / acre.
- Single-family detached residential homes.
- Built in Phase 3.

## Estate Lots Architecture



## Cottage Pods



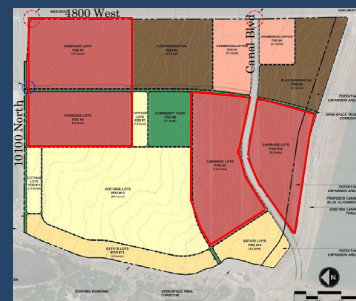
- 277 Lots Maximum.
- Density is 10 units / acre.
- Single-family detached residential homes.
- Built in Phase 2 and 3.



## Cottage Lots Architecture



## Carriage Pods



- 530 Lots Maximum.
- Density is 12 units / acre.
- Shared Driveway: twin homes, or single-family homes on lots less than 35 feet wide.
- Built in Phase 1, 2, and 5.
- Front porches face the open space or street.
- Age targeted residential homes available in these pods.
- Added Amenities:
  - Clubhouses
  - Common open space
  - Other amenities

## Carriage Lots Architecture



## Flex Residential Pods



- 209 Lots Maximum.
- Density is 12 units / acre.
- Townhomes with linear groupings from 2- 8 units.
- Built in Phase 1 and 2.
- Front porches face the open space or street.

## Flex Residential Architecture

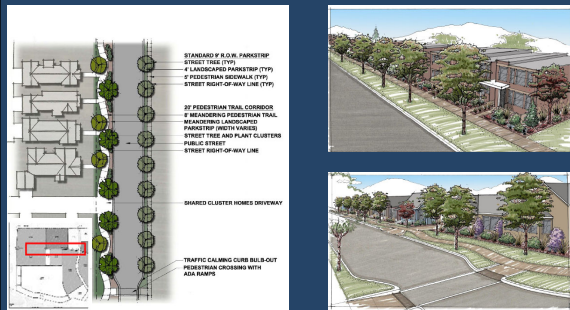


## Residential Recreation

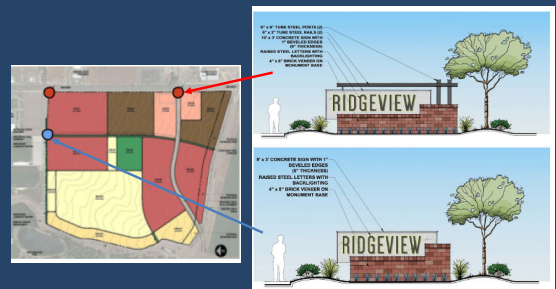


- PD District Requirement: 20% of the net developable area is to be open space.
- Flex and Carriage Pods will have a minimum 10% recreation area.
- Community Park in the center of the development
  - 4 acres and built in phase 2
  - Trail system connecting to Murdock Canal Trail
  - Playground
  - Pergola/pavilion
  - Four benches
  - Basketball court
  - Two pickleball courts
- Walkway installed leading to Highland Glen Park.
- HOA will maintain open space.

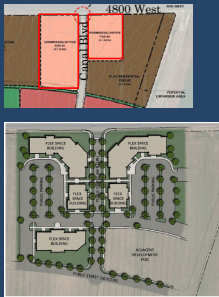
## Trail Corridor



## Monument Sign



## Commercial Pod



- 7.4 acres with 30 Lots Maximum.
- Density is 12 units / acre.
- Built in phase 6 (final phase).
  - If not developed after eight years after approval can be transitioned to Residential Flex.
- Parking standards have been created (4.0 or 5.0 stalls per 1,000 square feet).
- Setbacks are determined by the IBC.
- Maximum height is 45 Feet.

## Commercial Architecture



## Traffic Study

- Traffic Study completed April 29, 2019
  - Existing street system has been designed to accommodate the proposed development.
  - Mitigation measures identified in the report are currently under design.

## Citizen Participation

- Work session: January 15, 2019
- The Boyer Group presented an update at City Council February 19, 2019
- Two Open Houses:
  - January 30, 2019
  - March 27, 2019
- Planning Commission and City Council appropriate notification: Daily Herald, state website, and mailed notification.
  - One not in favor has been received.

## Planning Commission Action

- Held a public hearing on April 30, 2019 and voted 7-0 to recommend approval of the proposal.

## Staff Recommendation

- City Council approve the proposal subject to the stipulations recommended by the Planning Commission and Staff listed in the staff report.
- Subsequent to preparation of the staff report staff is recommending the addition of the following stipulations:

## Additional Stipulations

14. The maximum number of units shall not exceed 699 over the total project area of 115 acres.
16. The maximum number of attached units in any one building shall be six.
17. The maximum building height of all residences in the cottage area shall be 35 feet.
18. Where possible, the developer or assignee shall prioritize the connection the existing perimeter open space and trail improvements.
19. The City Council shall administratively approve any conversion of the commercial area to residential.
20. Restaurant uses shall meet the same parking standards as retail uses.

## Questions?



## MAYOR/COUNCIL AND STAFF DISCUSSION COMMUNICATION ITEMS



## FUTURE MEETINGS

- Item 8a. – Future Meetings
  - May 22, Funding Increase Open House, 7:00 pm
  - May 28, Planning Commission Meeting, 7:00 pm
  - May 30, Funding Increase Open House, 7:00 pm
  - June 4, City Council Meeting, 7:00 pm



## **CITY COUNCIL CLOSED SESSION**

*The Highland City Council may temporarily recess the City Council meeting to convene in a closed session to discuss the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205*