



HIGHLAND CITY

AGENDA

HIGHLAND CITY PLANNING COMMISSION

Tuesday, November 19, 2019, 7:00 p.m.

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

CALL TO ORDER: Chris Kemp, Chair

- Attendance – Chris Kemp, Chair
- Invocation – Commissioner Tim Ball
- Pledge of Allegiance – Commissioner Jerry Abbott

APPEARANCES:

Time has been set aside for the public to express their ideas, concerns, and comments on non-agenda items. Speakers will be limited to three (3) minutes.

No comments were made

PUBLIC HEARING ITEMS:

1. **PD-19-03** McKay Christensen is requesting approval of a Planned Development (PD) District of approximately 5.80 acres named Apple Creek. The property is located approximately at 5532 W Parkway West Dr. The planned development will include a 36,800 square foot office and commercial space and a maximum of 70 residential units. *Legislative*
FAILED 3:2 *The Commission voted to approve the request, but the motion failed. As such, the Commission is making a recommendation of DENIAL to City Council. Next steps, City Council will review the request on December 3, 2019.*
2. **TA-19-14** SBGS Ridgeline Holdings is requesting approval to amend Section 3-520 Planned Development District in order to modify the residential recreation requirement. *Legislative*
FAILED 3:2 *The Commission voted to deny the request and the motion PASSED. However, Brittney Bills later stated that she intended to deny the request to deny the text amendment and intended on approving the text amendment. This would have caused the motion to change from recommend DENIAL to the Commission is making a recommendation of APPROVAL to City Council. The Council will be made aware of this. Next steps, City Council will review the request on December 3, 2019.*
3. **PP-19-05** Boyer Ridgeview Residential LC is requesting approval of a Preliminary Plat approval for a 265-lot subdivision of approximately 38 acres to be known as Ridgeview Plat A. The property is located approximately at 9800 N North County Blvd. *Administrative*
PASSED 5:0 *The Commission voted to recommend APPROVAL to City Council. Next steps, City Council will review the request on December 3, 2019.*

4. **SN-19-09** Jiffy Lube is requesting approval of a monument sign along Timpanogos Highway located approximately at 5248 W 11000 N. *Administrative*
PASSED 5:0 *The Commission voted to APPROVE the request. Next steps, the applicant will pull a building permit to install the sign.*

OTHER BUSINESS:

5. Approval of the 2020 Planning Commission Meeting Calendar.
PASSED 5:0 *The Commission voted to APPROVE the 2020 Calendar.*

APPROVAL OF MINUTES:

- Approval of the October 22, 2019 meeting minutes.

The Commission approved the October 22, 2019 meeting minutes.

ADJOURNMENT:

NEXT MEETING: ***December 10, 2019*** at 7:00 pm City Council Chambers

Legislative: An action of a legislative body to adopt laws or policies.

Administrative: An action reviewing an application for compliance with adopted laws and policies.

FOR SPECIAL ACCOMMODATIONS

Any individual with a qualified disability may request a reasonable accommodation by contacting the City Recorder at (801) 772-4506 at least 48 hours prior to the Commission meeting.

CERTIFICATE OF POSTING

The undersigned does hereby certify that the above agenda notice was posted in three public places within Highland City limits on this 14th day of November, 2019. These public places being bulletin boards located inside the City offices and located in the Highland Justice Center, 5400 W. Civic Center Drive, Highland, UT; and the bulletin board located inside Lone Peak Fire Station, Highland, UT. On this 14th day of November, 2019 the above agenda notice was posted on the Highland City website at www.highlandcity.org.

Tara Tannahill, Planning Coordinator

Commission Voting Report

First Name	Last Name	APPROVE PD DISTRICT APPLE CREEK	ALTERNATIVE MOTION FOR TEXT AMENDMENT FOR PD DISTRICTS RECREATION	APPROVE PRELIMINARY PLAT FOR RIDGEVIEW PLAT A	APPROVE MONUMENT SIGN FOR JIFFY LUBE	APPROVE 2020 PLANNING COMMISSION CALENDAR	APPROVE OCTOBER 22, 2019 MEETING MINUTES
		1	2	3	4	5	6
Brittney	Bills	No	Yes	Yes	Yes	Yes	Yes
Claude	Jones	Yes	Yes	Yes	Yes	Yes	Yes
Jerry	Abbott	Yes	No	Yes	Yes	Yes	Yes
Tim	Ball	No	Yes	Yes	Yes	Yes	Yes
Ron	Campbell	Yes	Yes	Yes	Yes	Yes	Yes
Total 1 = Yes		3	4	5	5	5	5
Total 2 = No		2	1	0	0	0	0
Total 3 = Abstain							
Total Voters		5	5	5	5	5	5
Total Yes + No		5	5	5	5	5	5
% Yes		60.00%	80.00%	100.00%	100.00%	100.00%	100.00%
% No		40.00%	20.00%	0.00%	0.00%	0.00%	0.00%
% Abstain		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Pass Threshold		80.00%	80.00%	80.00%	80.00%	80.00%	80.00%
Pass/Fail		Fail	Pass	Pass	Pass	Pass	Pass

*Brittney Bills later made a statement for Agenda Item 2 to "deny" the recommend denial and would have recommended approval of the provided text amendment

Welcome to the Highland Planning Commission Meeting



1



PUBLIC APPEARANCES

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

2



PLANNED DEVELOPMENT DISTRICT FOR APPLECREEK

Item #1 - Public Hearing / Action
Legislative

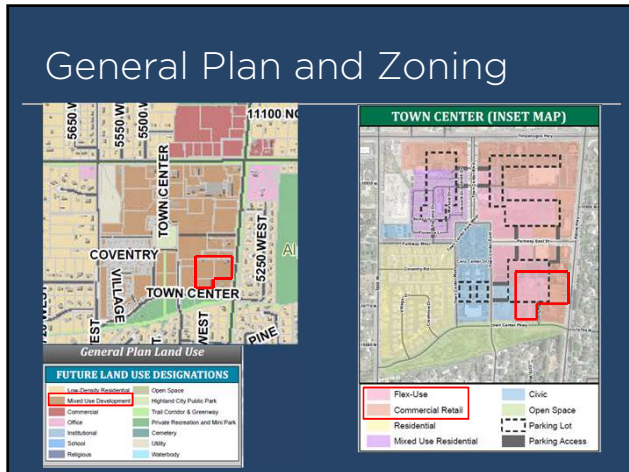
3

Vicinity Map



4

General Plan and Zoning



5

Background

- 2010 City placed a cap on the number of units (342) and maximum density (12 units per acre)
- 2016 City Council removed residential as a permitted or conditional use in the Town Center
 - Specific process included residents and property owners
 - Removed any entitlements for new residential in the Town Center
 - New residential would require a legislative action
- As a follow up to this action, in 2017 City modified the number units permitted in the Town Center to match what was approved in Blackstone and Toscana
- Apple Creek 1 was denied by the Council in 2016
 - 240 units and 10,000 sqft of commercial space

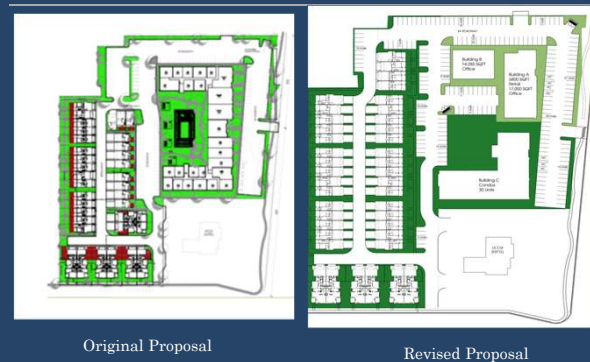
6

Request

- Rezone 5.82 acres from Town Center Flex-use and Town Center Commercial to Planned Development District
- **Legislative Decision**
- Council has the discretion to approve or deny the request

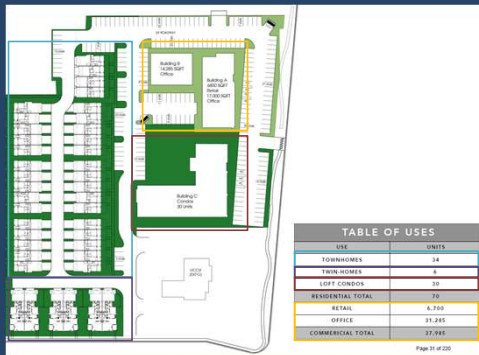
7

Comparison



8

Concept Plan



9

Phasing



Phase 1: Townhome & Twin Homes
Phase 2: Condos/Loft Homes
Phase 3: Commercial Buildings

Courtyard needs to be complete when 50% of the homes are built. Anticipating phase 1.

Question to consider: What will force the development to build the commercial when phase 1 is complete?

10

Density



District	No. of Units	Acres	Units/Acre
Loft/Condo	30	3.32	9.03
Townhome	34	1.70	20
Twin home	6	0.80	7.5
Total	70	5.82	12

Comparison with other TCO:

Toscana	Highland Vista	Apple Creek
17.34 UPA	10.3 UPA	12 UPA

Question to consider: Is 20 UPA for the townhomes appropriate?

11

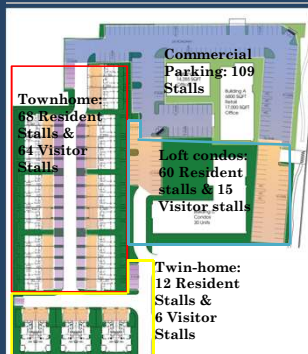
Open space



- Commercial:
 - 13,195 sq ft (22.1)
 - Includes outdoor patio seating for pedestrian use.
- Residential:
 - 62,592 sq ft (45%)
 - Courtyard, BBQ stations, fire pits, and terraced hardscape sitting.
- Recreation area calculation includes areas that don't qualify to count towards the recreation.
- Question to consider:** Does the proposed open space plan meet the requirements for recreation areas? Should the townhome & Twin-homes have a centralized recreation area?

12

Parking Map



- Townhomes (34 Units) :
- 2 stalls/ unit & 1 stall per unit visitor
- Twin-Homes (6 Units):
- 2 stalls/ unit & 1 stall per unit visitor
- Loft Condos (30 Units):
- 2 stalls/unit & 0.50 stalls per unit (15 stalls total)
- Commercial:
- Commercial 3.5 stalls/ 1000 sq ft
 - Retail 4.0 stalls / 1000 sq ft
- **Question to consider:** Is the location and number of visitor stalls adequate for the site?

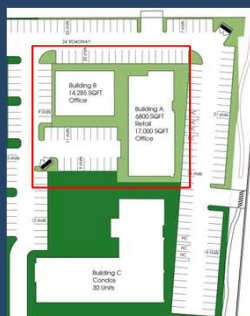
13

Parking Comparison

Use	Development Code Town Center Overlay	Apple Creek
Retail (stalls / 1,000 sq ft)	4.0 (27 stalls)	4.0 (27 stalls)
Office (stalls / 1,000 sq ft)	3.5 (109 stalls)	3.5 (109 stalls)
Commercial Total:	136 Stalls	136 Stalls
Residential (stalls / unit)	3.0 (210 stalls)	Townhomes-2.0 (68 stalls) Twin-homes- 2.0 (12 stalls) Loft/Condos - 2.0 (60 stalls)
Visitor Parking	Included above	Townhomes - driveway & designated stalls (64) Twin-homes - designated stalls (6) Loft/condos - Commercial parking (Potentially 109 stalls - Not included in parking total)
Residential Total:	210 Stalls	210 Stalls
Total Stalls for Site:	346 Stalls	346 Stalls

14

Commercial



- 3.7 Acres
- 38,800 Sq Ft Commercial space
 - 32,000 sq ft office
 - 6,800 sq ft retail
- No restrictions on type of use for each building. Could potentially increase retail use. This would make parking inadequate.
- 40' height.
 - City Council has the ability to approve up to 45'
- Similar to C-1 Zone for permitted and not permitted uses
- Changes:
 - Conditional use - Fitness center
 - Permitted uses- Residential, multifamily attached, mixed-use, live-work, nightly rental

Question to consider: How will the percent of retail and office space be enforced?

15

Residential / Lofts



- 3.3 Acres
- 30 Units
- No one-bedroom units.
- 40' Height.
 - City Council may administratively increase to 45'
- 850 Sq. Ft minimum condo size
- Access will be from Alpine Highway and shared access with 10700 N or Ace Hardware.

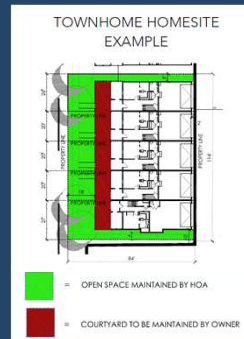
16

Architecture – Loft/Mixed Use Building



17

Townhome



- 1.7 Acres
- 34 Units
- Setbacks:
 - Front – 5'
 - Side – 10' between attached units
 - Rear- None
 - Corner – 5'
- Maximum Height 40'
- Access will be from 10700 N

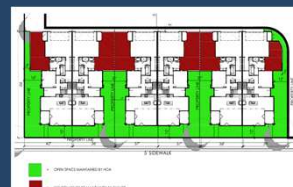
18

Architecture



19

Twin-Home



- 0.80 Acres
- 6 Units
- Setbacks:
 - Front – 10'
 - Side – 10' between attached units
 - Rear- None
 - Corner – 5'
- Maximum Height 40'
- Access will be from 10700 N

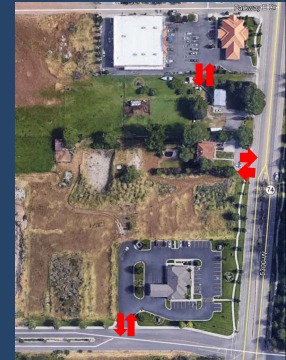
20

Architecture



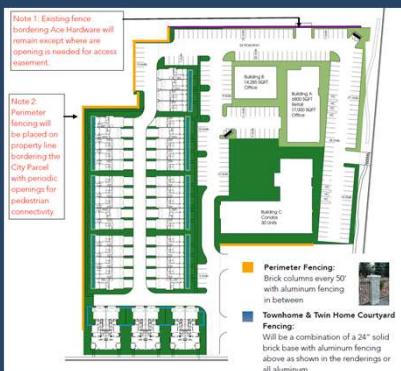
21

Access



22

Fencing Plan



- Development code requires 6' theme wall for nonresidential development that abuts residential. Applicant didn't propose height and materials listed don't match what is allowed in the development code.
- Question to consider:** Is the listed material adequate for fencing and any height requirements?

23

Monument Signs



24

Dumpster & Trash



- Two trash containers for condo and commercial garbage.
- Townhome and Twin-homes will be placed on the rear of the building and stored inside the garage.

25

Citizen Participation

- Neighborhood Meeting: July 9, 2019
 - Three (3) residents attended the meeting
- Planning Commission Meeting:
 - Daily Herald, state posting, and mailed notification to property owners within 500 feet.
- Six written correspondence has been received.

26

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.

27

Recommendation and Proposed Motion

The Planning Commission should hold a public hearing, review the required findings and do one of the following:

- 1) Make recommendation to the City Council; or
- 2) Continue the item to allow the applicant to address concerns raised in the staff report and in the public hearing if applicable.

If the commission chooses to make a recommendation to the City Council, staff has drafted 8 potential stipulations to consider.

28

Discussion Items

1. Is the density of 20 units per acre for the townhomes appropriate as this exceeds any individual project in the town center or the city?
2. Should the townhomes have a centralized recreation area?
3. Should the building height be allowed to be increased to 45 feet? This is 9 feet higher than any existing development.
4. Is the proposed amount of parking sufficient for the development?
5. If a fitness center is approved, is the current parking standards sufficient for the use?
6. Are the setbacks for the twin home and townhome district sufficient for the proposed site?
7. Do the proposed architectural and development standards represent the quality desired for Highland?
8. Does the site have adequate access to ensure adequate circulation?
9. At which point should the main recreation element be completed?
10. Is the location of guest/visitor parking adequate?
11. How will the percent of retail and office space be enforced?
12. Does the proposed open space plan meet the requirements for recreation areas?
13. Does the proposed PD District included sufficient standards to meet the intent of a PD District?

29

APPROVE PD DISTRICT APPLE CREEK

Abbott, Jerry	
Ball, Tim	
Bills, Brittney	
Campbell, Ron	
Carruth, Sherry	
Jones, Claude	
Wright, Audrey	
Kemp, Chris	

0 / 8

Yes = 0 No = 0 Abstain = 0

Fail

30

ALTERNATIVE MOTION FOR PD DISTRICT APPLE CREEK

Abbott, Jerry	
Ball, Tim	
Bills, Brittney	
Campbell, Ron	
Carruth, Sherry	
Jones, Claude	
Wright, Audrey	
Kemp, Chris	

0 / 8

Yes = 0 No = 0 Abstain = 0

Fail

31



TEXT AMENDMENT PD DISTRICT - RECREATION AREAS

Item #2: Public Hearing / Action
Legislative

32

Available PD District Sites



Reminder: PD Districts have to be Mixed-Use Development under the general plan land use map.

33

Background

- Fairfield Cove Planned Development District was approved by City Council on May 21, 2019.
- SGBS Ridgeline purchased the property. During the Preliminary Plat preparation, SGBS Ridgeline felt that a homeowner's association (HOA) would be too costly for six residential lots and community open space wouldn't benefit the community as much as private ownership.

34

Request

Subsequent to the staff report being complete staff has been working with the applicant to address concerns about original proposed wording.

Updated wording:
Section 3-520.5

e. For developments with residential areas of less than two acres, in lieu of providing a recreation area, the City Council may approve the subdivider or developer paying a fee equal to the value of the recreational area required by this section in an amount equal to the cost of the fair market value of the land and the estimated cost of a playground, grass, and sprinkler system as determined by the City Engineer and approved by City Council.

35

Analysis

- The purpose of PD Districts is to provide mixed use development with recreation areas.
- One potential benefit could be to encourage commercial development on smaller parcels that may not be developed as all commercial.
- If approved, the applicant will need to amend the Fairfield Cove PD master plan with these changes. This will be considered on a future agenda after proper public notice.

36

Citizen Participation

- Planning Commission Notice:
 - Daily Herald
 - State and City website
- No written correspondence has been received.

37

Proposed Motion

- I move that the Planning Commission accept the findings and recommend **APPROVAL** of the proposed amendment based on the following findings: (The Commission will need to draft appropriate findings.)
- OR
- I move that the Planning Commission **DENY** case TA-19-14, a request for a text amendment for residential recreation and owners association requirements in the PD District based on the following findings: (The Commission will need to draft appropriate findings.)

38

APPROVE TEXT AMENDMENT FOR PD DISTRICTS RECREATION

Abbott, Jerry	
Ball, Tim	
Bills, Brittney	
Campbell, Ron	
Carruth, Sherry	
Jones, Claude	
Wright, Audrey	
Kemp, Chris	

0 / 8

Yes = 0 No = 0 Abstain = 0

Fail

39

ALTERNATIVE MOTION FOR TEXT AMENDMENT FOR PD DISTRICTS RECREATION

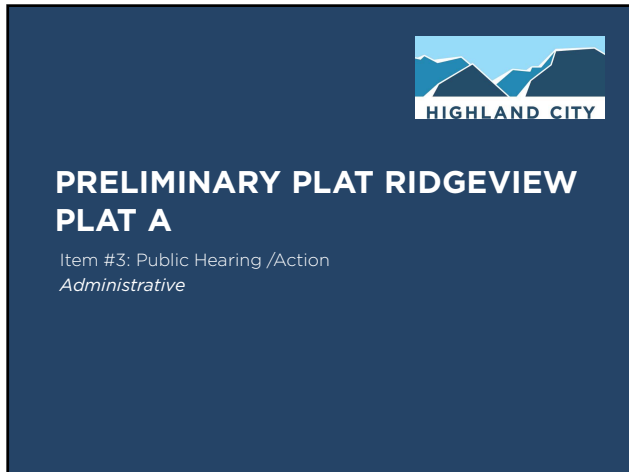
Abbott, Jerry	
Ball, Tim	
Bills, Brittney	
Campbell, Ron	
Carruth, Sherry	
Jones, Claude	
Wright, Audrey	
Kemp, Chris	

0 / 8

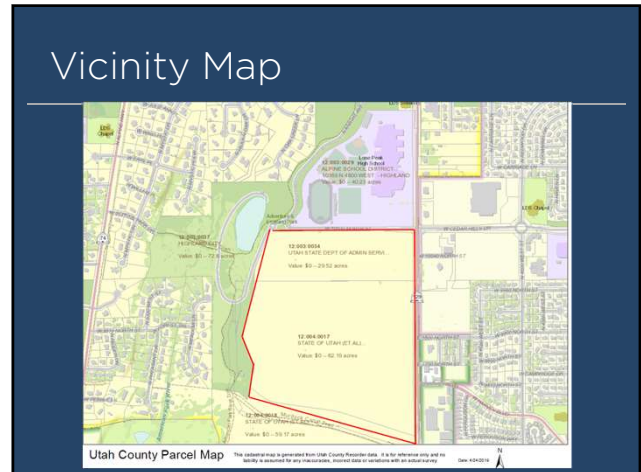
Yes = 0 No = 0 Abstain = 0

Fail

40



41



42

Background

- City Council approved the rezone to a PD District on May 21, 2019.
- Property is 38 acres and located on Canal Blvd & North County Blvd.

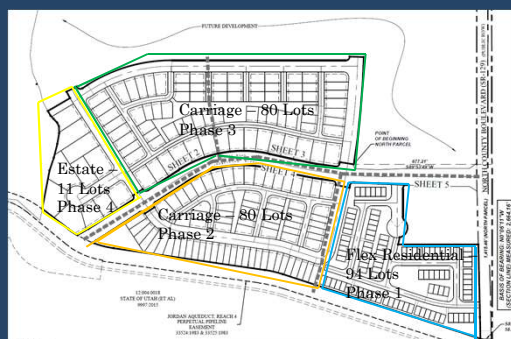
43

Request

- The applicant is requesting approval of a 265-lot subdivision.
- Phase one will include Pods 5, 9, 10 and 14 from the master plan. These pods are Flex Residential, Carriage, and estate lots.
- Each Pod district has their own setbacks, density restrictions, and home style.
- Access will be from Canal Blvd & North County Blvd.

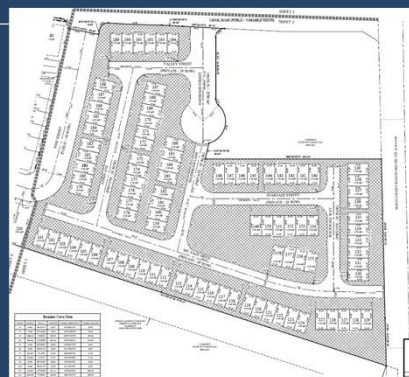
44

Plat



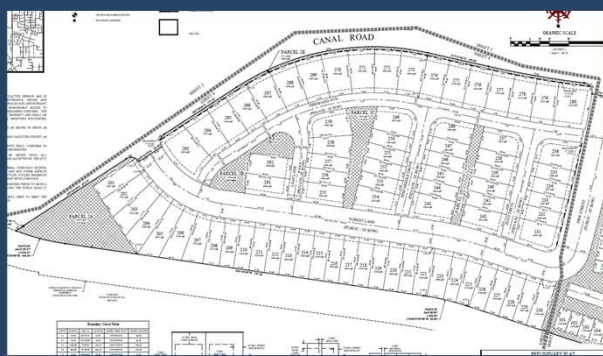
45

Phase 1 Plat



46

Phase 2 Plat



47

Phase 3



48

Phase 4 Plat



49

Pod Overview

Density

Phase	Pod Style	Acreage	No. Lots	Lots / Acre	PD Master Plan Restrictions
Phase 1	Flex Residential	8.18	94	11.5	96 Lot & 12 UPA
Phase 2	Carriage Lots	11.01	80	7.3	112 Lot & 12 UPA
Phase 3	Carriage Lots	14.49	80	5.5	158 Lots & 12 UPA
Phase 4	Estate Lots	4.3	11	2.6	17 Lots & 4 UPA
Total:		37.98	265	6.97	

Home Style

Phase	Style of Home	No. of Lots
Phase 1: Flex Residential	Front Load Townhomes	94
Phase 2: Carriage Lots	Front Load	50
	Paired / Villa Lots	30
Phase 3: Carriage Lots	Cluster/ Age Targeted	80
Phase 4: Estate Lots	Single Family	11

50

Lot Size & Setbacks

Lot Size

Plat A Phase	No. of Lots	Lot Size (Sq. Ft.)	PD Master Plan Lot size
Phase 1: Townhomes	94	1,138	N/A- Density Controlled
Phase 2: Front Load	50	2,640 to 6,405	N/A-Density Controlled
Phase 2: Villa Lots	30	2,695 to 4,687	N/A-Density Controlled
Phase 3: Cluster & Front Load	80	3,275 to 8,630	N/A-Density Controlled
Phase 4: Estate	11	8,433 to 17,900	7,000 sq ft

Setbacks

Plat A Phase	Frontage		Setbacks
	Required	Provided	
Phase 1: Townhomes	N/A	25.29'	Required / Provided 12' Front, 5' between buildings & 10' side street
Phase 2: Front Load	30'	30'	15' Front, 10' Rear, 0' between homes and 5' between buildings
Phase 2: Villa Lots	30'	30'	15' Front, 10' Rear, 0' between homes and 5' between buildings
Phase 3: Cluster & Front load	N/A or 30'	30'	20' Front, 25' Rear, 15/7' Combo Side
Phase 4: Estate	60'	60'	

51

Landscape Plan/Trail Plan



52

Open Space Calculation

- Each development within the flex residential and carriage areas shall provide a minimum of 10% recreation area.
- Phase 1-3 must provide the minimum recreation requirement.

Plat A Phase	Open Space (sq. ft)	% of the net developable area
1: Flex Residential	94,799	36%
2: Carriage Lots	48,608	15%
3: Carriage Lots	44,508	10%
4: Estate Lots	5,678	4%
Plat A Phase total	193,593	17%

53

Guest Parking

- Guest parking is only required for multi-family homes and is not required for single-family homes as per the approved development agreement/master plan. The proposed plat demonstrates meeting the minimum number of guest parking stalls.

Plat A Phase	Provided	Required
1: Flex Residential	206 (driveway & 18 designated)	188
2: Carriage	165 (driveway & 5 designated)	60
3: Carriage	168 (driveway & 8 designated)	0
4: Estate	TBD (possibly 22 for two-car driveway)	0
Total:	539 (not including ph.4)	188

54

Citizen Participation

- Development Review Committee (DRC):
October 2, 2019
 - Highland City Mayor and Cedar Hills Mayor attended
- Planning Commission notice:
 - Daily Herald
 - State and City Posting
 - Mailed to all property owners within 500'
- No written correspondence has been received.

55

Recommendation

- The proposed Preliminary Plat meets the requirements of the approved PD zoning.
- Staff recommends that the Planning Commission accept the findings and recommend approval of the proposed preliminary plat subject to the 8 stipulations recommended by staff.

56

APPROVE PRELIMINARY PLAT FOR RIDGEVIEW PLAT A

Abbott, Jerry	
Ball, Tim	
Bills, Brittney	
Campbell, Ron	
Carruth, Sherry	
Jones, Claude	
Wright, Audrey	
Kemp, Chris	

0 / 8 Yes = 0 No = 0 Abstain = 0 **Fail**

57

ALTERNATIVE MOTION FOR PRELIMINARY PLAT FOR RIDGEVIEW PLAT A

Abbott, Jerry	
Ball, Tim	
Bills, Brittney	
Campbell, Ron	
Carruth, Sherry	
Jones, Claude	
Wright, Audrey	
Kemp, Chris	

0 / 8 Yes = 0 No = 0 Abstain = 0 **Fail**

58



MONUMENT SIGN APPROVAL FOR JIFFY LUBE

Item #4: Action
Administrative

59

Vicinity Map



Utah County Parcel Map

60

Request

- Jiffy Lube located at 5248 W 11000 N is requesting approval of a monument sign.
- Monument signs are permitted in the Commercial C1 zone.
- Must receive approval from Planning Commission if not part of the original site plan.

61

Monument Sign



62

Analysis

- Development code allows 4 feet in height, 5 feet width, and 2 feet for depth for one business. Sign meets these requirements.
- Development Code requires 130 feet from nearest monument sign. Chevron is 146 feet away.
- The sign is out of vehicular site triangle and in the landscaping along SR92 within the business property.

63

Recommendation & Proposed Motion

The Planning Commission should hold a public meeting, accept the findings, and recommend approval of the proposed monument sign with the following stipulations:

1. The monument sign conforms to the monument sign site plan received November 11, 2019 except as modified by these stipulations.
2. A building permit shall be issued and paid for prior to construction/installation of the sign.
3. A final building inspection shall be conducted within 30 days after construction of the sign.
4. The monument sign shall be maintained by the property owner.

64

APPROVE MONUMENT SIGN FOR JIFFY LUBE

Abbott, Jerry	
Ball, Tim	
Bills, Brittney	
Campbell, Ron	
Carruth, Sherry	
Jones, Claude	
Wright, Audrey	
Kemp, Chris	

0 / 8

Yes = 0

No = 0

Abstain = 0

Fail

65

ALTERNATIVE MOTION FOR MONUMENT SIGN JIFFY LUBE

Abbott, Jerry	
Ball, Tim	
Bills, Brittney	
Campbell, Ron	
Carruth, Sherry	
Jones, Claude	
Wright, Audrey	
Kemp, Chris	

0 / 8

Yes = 0

No = 0

Abstain = 0

Fail

66



PLANNING COMMISSION 2020 MEETING CALENDAR

Item #5: Action
Administrative

67

Proposed Calendar

- January 28
- February 25
- March 24
- April 28
- May 26
- June 23
- July 28
- August 25
- September 22
- October 27
- November 17
- December 8

68

APPROVE 2020 PLANNING COMMISSION CALENDAR

Abbott, Jerry	
Ball, Tim	
Bills, Brittney	
Campbell, Ron	
Carruth, Sherry	
Jones, Claude	
Wright, Audrey	
Kemp, Chris	

0 / 8 Yes = 0 No = 0 Abstain = 0 **Fail**

69

ALTERNATIVE MOTION FOR 2020 PLANNING COMMISSION CALENDAR

Abbott, Jerry	
Ball, Tim	
Bills, Brittney	
Campbell, Ron	
Carruth, Sherry	
Jones, Claude	
Wright, Audrey	
Kemp, Chris	

0 / 8 Yes = 0 No = 0 Abstain = 0 **Fail**

70



APPROVAL OF MINUTES

- October 22, 2019

71

APPROVE OCTOBER 22, 2019 MEETING MINUTES

Abbott, Jerry	
Ball, Tim	
Bills, Brittney	
Campbell, Ron	
Carruth, Sherry	
Jones, Claude	
Wright, Audrey	
Kemp, Chris	

0 / 8 Yes = 0 No = 0 Abstain = 0 **Fail**

72

ALTERNATIVE MOTION FOR OCTOBER 22, 2019 MEETING MINUTES	
Abbott, Jerry	
Ball, Tim	
Bills, Brittney	
Campbell, Ron	
Carruth, Sherry	
Jones, Claude	
Wright, Audrey	
Kemp, Chris	

0 / 8

Yes = 0

No = 0

Abstain = 0

Fail