



HIGHLAND CITY

HIGHLAND CITY COUNCIL BRIEF

Tuesday, May 2, 2023

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

VIRTUAL PARTICIPATION



YouTube Live: <http://bit.ly/HC-youtube>



Email comments prior to meeting: council@highlandcity.org

6:00 PM WORK SESSION – PARKS IMPACT FEE – Lewis, Young, Robertson, & Burningham

Fred Philpot explained that the 2023 Parks Impact Fee Analysis was prepared using a methodology which included level of investment as a new focus for parks. The proposed parks impact fee will be increase 8% for a single-family home and 2% for a multi-family home.

7:00 PM REGULAR SESSION

Call to Order – Mayor Kurt Ostler

Invocation – Council Member Scott L. Smith

Pledge of Allegiance – Council Member Sarah D. Petersen

1. UNSCHEDULED PUBLIC APPEARANCES

Please limit comments to three minutes per person. Please state your name.

Dennis Kave expressed his concern about the City's water conservation ordinance as it relates to his ability to qualify for rebates through Central Utah Water Conservancy District.

2. PRESENTATION/DISCUSSION

a. Parks Division Operations Building – Alan Shurtliff and Chad Poulson, Pontis Architectural Group/Andy Spencer, City Engineer/Public Work Director

Alan Shurtliff and Chad Poulson will present options for the construction of the Parks Maintenance Building. The City Council will discuss the architectural concept options for the Parks Maintenance Building. The Council will take no action as this will be a discussion item only.

Alan Shurtliff, Chad Poulson and Andy Spencer presented two architectural options for the Parks Division Operations Building. City Council preferred the timber framed building as it matches the Community Center and is more consistent with the look of a municipal building.

3. 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. **Approval of Meeting Minutes** *General City Management - Stephanie Cottle, City Recorder - PASS 5:0*
Regular City Council Meeting - February 21, 2023, City Council Work Session - March 14, 2023, and Regular City Council Meeting - March 21, 2023
Next step: The approved minutes will become part of the permanent record.

- b. **ACTION: Final Plat - Abbies Acres Land Use (Administrative)** - Kellie Smith, Planner & GIS Analyst - **PASS 5:0**
The City Council will consider a request by Corey Jones, representing Bon-Co Real Estate, LLC for final plat approval of a 6-lot subdivision located at approximately 4922 W 11000 N. The City Council will take appropriate action.
Next step: Staff will work with Corey Jones and Bon-Co Real Estate, LLC through the design and engineering process.

4. **PUBLIC HEARING/ORDINANCE: PLANNED DEVELOPMENT MAJOR AMENDMENT - APPLE CREEK/TEN700** *Planned Development Update (Legislative) Kellie Smith - Planner & GIS Analyst - FAIL 3:2 (Brittney P. Bills, Scott L. Smith, and Sarah D. Petersen voted no)*
The City Council will hold a public hearing to consider a proposal by Todd Amberry representing Hillwood Homes at Ten Seven Hundred LLC to create an encroachment allowance allowing for a roof overhang and other similar encroachments onto adjacent private lots in the Apple Creek Planned Development. The City Council will take appropriate action.
Next step: Todd Amberry and Hillwood Homes at Ten Seven Hundred LLC will either comply with the previously approved planned development requirements or exercise the option of an appeal.

5. **ACTION: ZONING APPROVAL - BLISS BEAUTY LOUNGE, LLC** *Land Use (Administrative) - Kellie Smith, Planner & GIS Analyst - PASS 5:0*
The City Council will consider a request by Garon Larson to allow Bliss Beauty Lounge, LLC—a business offering facials, makeup, and hair styling services—as a permitted use in the Residential Professional Zone. The City Council will take appropriate action.
Next step: Staff will work with Garon Larson through the licensing process for Bliss Beauty Lounge.

6. **ACTION: PRELIMINARY PLAT - WILLIAMS VIEW** *Land Use (Administrative) - Kellie Smith, Planner & GIS Analyst - PASS 5:0*
The City Council will hold a public meeting to consider a request by Chris Howden for preliminary plat approval of a 14-lot subdivision in the R-1-40 Zone located at approximately 11240 N 6000 W. The City Council will take appropriate action.
Next step: Staff will work with Chris Howden through the design and engineering process.

7. **PUBLIC HEARING: FY2023-2024 OPEN SPACE TENTATIVE BUDGET** *General City Management - Tyler Bahr, Finance Director - PASS 5:0*
The City Council will consider the FY2023 tentative budget for the Highland Open Space Special Service District. The Council, acting as Highland Open Space Special Service District Board, will take appropriate action.
Next step: The final budget for the Open Space Special Service District will be considered after a public hearing to be held on June 20, 2023.

8. **ACTION: APPROVAL OF FY2024 LONE PEAK PUBLIC SAFETY DISTRICT BUDGET** *General City Management - Tyler Bahr, Finance Director - PASS 5:0*

The City Council will consider the FY2024 tentative budget for Lone Peak Public Safety District (“the District”). The Council will take appropriate action.

Next step: The Lone Peak Public Safety District will adopt their final budget on May 10, 2023. This will be incorporated into the Highland City budget, which will be considered after a public hearing to be held on June 20, 2023.

9. PUBLIC HEARING: FY2023-2024 (FY2024) TENTATIVE BUDGET *General City Management - Tyler Bahr, Finance Director - **PASS 5:0***

The City Council will consider the FY2024 tentative budget. The Council will take appropriate action.

Next step: The final budget for Highland City will be considered after a public hearing to be held on June 20, 2023.

10. PUBLIC HEARING/ORDINANCE: HIGHLAND/LEHI BOUNDARY ADJUSTMENT *Land Use (Legislative) - Stephannie Cottle, City Recorder - **PASS 5:0***

The City Council will hold a public hearing and consider the adoption of an ordinance adjusting the common boundaries between Highland City and Lehi City. The Council will take appropriate action.

Next step: Staff will work with Lehi City to complete the final documents necessary for recordation with Utah County.

11. PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - FENCES *Development Code Update (Legislative) - Kellie Smith, Planner & GIS Analyst - **CONTINUED 5:0***

The City Council will hold a public hearing to consider a proposal by Highland City Staff to amend Chapter 3-612 Fences, Retaining Walls, Theme and Screen Walls in the Development Code relating to municipal fencing, how fence height is measured, and adjusting fence design requirements adjacent to trail corridors. The City Council will take appropriate action.

Next step: This item and associated public hearing has been continued to the May 16, 2023 meeting.

12. RESOLUTION: INTERLOCAL AGREEMENT FOR EVERBRIDGE MASS NOTIFICATION SYSTEM *General City Management - Erin Wells, City Administrator - **PASS 5:0***

The City Council will hold a public meeting to consider approving the interlocal agreement with Utah County and several cities within Utah County regarding the use of the Everbridge mass notification system.

Next step: Highland City will continue to offer text and email notices to residents through Everbridge Mass Notification System.

13. EXPEDITED

a. PUBLIC HEARING/ORDINANCE: Text Amendment - Storm Drainage *Development Code Update (Legislative) - Kellie Smith, Planner & GIS Analyst - **CONTINUED 5:0***

The City Council will hold a public hearing to consider a proposal by Highland City Staff to amend Section 5-9-105 Storm Drainage in the Development Code to update regulations regarding drainage being directed toward the right-of-way. The City Council will take appropriate action.

Next step: This item and associated public hearing has been continued to the May 16, 2023 meeting.

14. MAYOR/COUNCIL AND STAFF COMMUNICATION ITEMS

The City Council may discuss and receive updates on City events, projects, and issues from the Mayor, City Council members, and city staff. Topics discussed will be informational only. No final action will be taken on communication items.

a. Water Conservation Ordinance - Kellie Smith, Planner & GIS Analyst

Kellie Smith, Planner & GIS Analyst reviewed a prior Council decision to not adopt an ordinance which would require residents to follow certain regulations from Central Utah Water Conservancy District in order to qualify for rebate programs such as "Flip Your Strip". Council agreed that they were comfortable with their previous decision, as Council wanted to allow residents more options with their front yard landscaping.

b. Fiber Next Steps Discussion - Rob Patterson, City Attorney and Jay Baughman, Assistant City Administrator/Community Development Director

This item will be discussed at the May 16, 2023 City Council Meeting.

c. North Pointe Solid Waste Special Service District - Council Member Scott L. Smith

Council Member Scott L. Smith reported that North Pointe Solid Waste Special Service District has raised their dumping fees. They are also updating their master plan which could be an increase to cities.

d. Flooding Update - Andy Spencer, City Engineer/Public Works Director

Andy Spencer, City Engineer/Public Works Director provided an update on the flow of water from American Fork river. A bridge at West Park Road has been repaired to help with flooding in that area. Public Work staff from Highland, American Fork, and Cedar Hills are watching the debris basin at the mouth of the canyon.

e. Alpine Food Storage Update - Kurt Ostler, Mayor

Mayor Kurt Ostler reported that Alpine Food Storage has passed their building and fire inspection in their new building. They are still waiting for their business license. They will be moving product to their new location over Memorial Day weekend and plan to be open for business in June.

f. Future Meetings

- May 10, Lone Peak Public Safety District Board Meeting, 7:30 am, City Hall
- May 10, Budget Open House, 5:00 pm, City Hall
- May 16, City Council Work Session & Regular Meeting, 7:00 pm, City Hall
- May 17, Community Budget Presentation, 6:00 pm, City Hall
- May 23, Planning Commission Meeting, 7:00 pm, City Hall

15. CLOSED SESSION

The City Council may recess to convene in a closed session to discuss items, as provided by Utah Code Annotated §52-4-205.

ADJOURNMENT