HIGHLAND CITY

AGENDA

HIGHLAND CITY PLANNING COMMISSION
Tuesday, September 9, 2014 – Regular Meeting 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 Jay Roundy
- Pledge of Allegiance – Commissioner Chris Kemp

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.

WITHDRAWALS AND CONTINUANCES:

None

PUBLIC HEARING ITEMS:

None

OTHER BUSINESS:

- Parkway Detail, Park Strip Requirements, Sidewalks – The Commission will review the current regulations regarding the Parkway Detail, Park Strips, and Sidewalks.

APPROVAL OF MINUTES:

- August 26, 2014 – Regular Meeting

PLANNING STAFF REPORT:

COMMISSION COMMENTS AND SUGGESTIONS:

ADJOURNMENT:

NEXT MEETING: ***October 28, 2014*** at 7:00 pm City Council Chambers

Legislative: An action of a legislative body to adopt laws or polices.
Administrative: An action reviewing an application for compliance with adopted laws and polices.

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 4th day of September, 2014. 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 4th day of September, 2014 the above agenda notice was posted on the Highland City website at www.highlandcity.org.

Katie Liddiard, Planning Coordinator

DRAFT

Highland City Planning Commission
August 26, 2014

The regular meeting of the Highland City Planning Commission was called to order by Planning Commission Chair, Christopher Kemp, at 7:00 PM. on August 26, 2014. An invocation was offered by Commissioner Steve Rock and those assembled were led in the Pledge of Allegiance by Commissioner Abe Day.

PRESENT:	Commission Chair: Christopher Kemp Commission Vice Chair: Tim Heyrend Commissioner: Sherry Carruth Commissioner: Abe Day Commissioner: Steve Rock Commissioner: Scott Temby
EXCUSED:	Commissioner: Brady Brammer
STAFF PRESENT:	Community Development Director: Nathan Crane Planning Coordinator: Katie Liddiard Secretary: Heather White
OTHERS:	Mayor Mark Thompson, Steve Davies, Brian Garrett

Mr. Crane introduced the recently hired Planning Coordinator Katie Liddiard. Commission Chair Kemp welcomed Ms. Liddiard.

Commissioner Heyrend arrived at 7:03 PM.

PUBLIC APPEARANCES

Chair Kemp asked for public comment. Mayor Thompson explained that the tree-lined streets in Highland were very nice, but were causing considerable heaving on some of the sidewalks. He said what the city currently had was failing in almost every subdivision. He also mentioned that sprinklers were an issue. He asked the Planning Commission to consider solutions and to make a recommend that solved the problems but also looked nice. Chair Kemp asked that the discussion be added to a future agenda along with a discussion regarding materials permitted within park strips.

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PUBLIC HEARING ITEMS

1. **FP-14-10:** *Ed Gifford on behalf of Brian and Lisa Garrett is requesting a Preliminary and Final Plat approval for a two lot subdivision on 5901 W and 9600 N.*

Chair Kemp opened the public hearing for Case FP-14-10 at 7:06 PM. He asked Mr. Crane to review the details of the request. Mr. Crane reviewed the background and details of the plat. He mentioned that an existing home on Lot 1 would remain and a new home would be built on Lot 2. He pointed out that 5910 West was owned by American Fork. He discussed the required public utilities easement.

Chair Kemp asked for comment from members of the Planning Commission.

Commissioner Heyrend wondered if the lot still met the minimum lot size with the 2-foot right-of-way dedication along 5910 West. Mr. Crane explained that the property was in the R-1-20 Zone and that each lot met the minimum lot size.

Chair Kemp asked for public comment. Hearing none, he closed the public hearing at 7:10 PM and called for a motion.

MOTION: Commissioner Scott Temby moved that the Planning Commission accept the findings and recommend approval of case FP-14-10, a request for approve of a two lot subdivision, subject to the following stipulations recommended by staff:

1. **The final plat shall be in substantial conformance with the preliminary plat date stamped August 21, 2014.**
2. **A utility marker shall be used to identify the private utility easement.**
3. **All required right-of-way dedications and public improvements shall be dedicated/installed as required by the Community Development Director/City Engineer.**
4. **The civil construction plans shall meet all requirements as determined by the Community Development Director/City Engineer.**

Commissioner Steve Rock seconded the motion. All present were in favor. The motion carried with one absent.

2. **FP-14-12:** *Steve Davies on behalf of Jon and Shalane Kerr is requesting a Preliminary and Final Plat approval for a one lot subdivision on 5895 W and 11800 N.*

Chair Kemp opened the public hearing for Case FP-14-12 at 7:11 PM. He asked Mr. Crane to review the details of the request. Mr. Crane reviewed the details of the plat. He said the existing home would be removed and a new home would be built. He pointed out that because there was an existing home, there was an existing galvanized culinary water line that would be capped off

at the main and a new line installed. He also mentioned that there were irrigation lines along the front of the property. He said the property owner would need to meet with the Alpine Irrigation Company.

Chair Kemp asked for public comment. Hearing none, he closed the public hearing at 7:13 PM. He asked for additional comment or questions from members of the Planning Commission.

Commissioner Rock wondered if the complete foundation and footings would be removed from the property. Mr. Crane explained that it would be.

Commissioner Heyrend mentioned that there was vacant property in the area. He wondered if the proposed plans for the lot would interfere with potential subdivisions in the future. Mr. Crane reviewed the details of the applicant's property. He said he had considered potential development for the area and didn't think it would be a problem in the future.

Commissioner Heyrend wondered if the lot could be subdivided if the zoning was changed. Mr. Crane considered the lot dimensions and said it might be subdivided if it was rezoned for R-1-20 and could meet all the requirements.

Chair Kemp asked for additional questions. Hearing none, he called for a vote.

MOTION: Commissioner Steve Rock moved that the Planning Commission accept the findings and recommend approval of case FP-14-12 a request for approval of a one lot subdivision subject to the following stipulations recommended by staff:

1. **The final plat shall be in substantial conformance with the preliminary plat date stamped August 21, 2014.**
2. **Final landscape plans shall be reviewed and approved prior to recordation of the final plat.**
3. **Prior to final plat recordation, the applicant shall provide a letter of approval from the Alpine Irrigation Company.**
4. **All required right-of-way dedications and public improvements shall be dedicated/installed as required by the Community Development Director/City Engineer.**
5. **The civil construction plans shall meet all requirements as determined by the Community Development Director/City Engineer.**

Commissioner Sherry Carruth seconded the motion. All present were in favor. The motion carried with one absent.

APPROVAL OF MINUTES

The Planning Commission reviewed the minutes from July 8, 2014. Chair Kemp asked for questions or comments. Hearing none, he called for a motion.

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MOTION: Commissioner Scott Temby moved to approve the minutes from July 8, 2014 substantially in form and content as submitted. Commissioner Abe Day seconded the motion. All present were in favor. The motion carried with one absent.

PLANNING STAFF REPORT

Mr. Crane reported that the pressurized irrigation detail was recently changed. He explained that the change would allow Highland to place a meter on pressurized irrigation in the future if the city chose to do so. Chair Kemp wondered about the current water situation in the city. Mayor Thompson reviewed the Highland water suppliers and current usage rates. He said this year was better than previous years. Chair Kemp wondered if residents could be better about turning sprinkler systems off when it rained. Mayor Thompson explained that residents needed to be educated.

Mr. Crane reported that the Pace Manor Final Plat was approved by the City Council. He reported that the Development Code was amended to allow for riding arenas as recommended by the Planning Commission, and a Sanitary Sewer Management Plan was approved and would be posted on the website.

COMMISSION COMMENTS AND SUGGESTIONS

Chair Kemp asked if the recently received letter regarding the fence at the Ashford Memory Care Center needed to be addressed. Mr. Crane explained that Mayor Thompson and a councilmember would be meeting with them to discuss the situation. Chair Kemp mentioned that he lived in the area and had been approached by many of the residents wanting a solid fence. He said he personally was opposed to an open fence. He said the parking lot faced north and was filled with snow in the winter as well as a considerable amount of trash constantly brought by the wind.

Commissioner Temby wondered if the City had a way to enforce building commitments. Mr. Crane explained that bonds ensured that builders did what they needed to do. He said temporary occupancy certificates would influence bank sign-offs as well as sign-offs from licensing needed to operate facilities. He said cities could also revoke conditional use permits, if needed.

Commissioner Heyrend asked if there was additional discussion regarding a CVS Pharmacy coming to Highland. Mr. Crane explained there was nothing at this point.

Commissioner Day asked if anything was being done to increase the marking for Highland. Mr. Crane explained that an Economic Development Committee had been formed. He said the committee was trying to market Highland, especially with the coming holiday season.

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ADJOURMENT

MOTION: Commissioner Heyrend moved to adjourn. Commissioner Day seconded the motion. All present were in favor. The motion carried.

Meeting adjourned at 7:35 PM.

Minutes approved on _____

Certified correct by H. White, Planning Commission Secretary