



AGENDA

HIGHLAND CITY PLANNING COMMISSION Tuesday, February 8, 2011 – Regular Meeting 7:00 p.m.

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

CALL TO ORDER: Tim Irwin, Chair

- Roll Call – Jody Bates, Executive Secretary
- Invocation – Commissioner Roger Dixon
- Pledge of Allegiance – Commissioner Christopher Kemp

A. APPEARANCES:

Time has been set aside for the public to express their idea, concerns, and comments on non-agenda items. Speakers will be limited to two minutes.

B. WITHDRAWALS AND CONTINUANCES:

1. TA-11-03 Dave Williamson is requesting to amend the Highland City Development Code Section 3-4108 Conditional Use in the R-1-40 Zone to allow funeral homes subject to a conditional use permit and Section 10-102 Definitions by adding a definition for funeral homes. *Legislative. The applicant is requesting that this item be continued to the February 22, 2011 Planning Commission meeting.*
2. CU-11-01 Dave Williamson is requesting a Conditional Use Permit for a funeral home in the R-1-40 Zone. The property is located west of the southwest corner of 6000 West and SR 92 adjacent to the Highland City Cemetery. *Administrative. The applicant is requesting that this item be continued to the February 22, 2011 Planning Commission meeting.*

C. PUBLIC HEARING ITEMS:

3. TA-11-04 Joe Totorica, Totorica, Inc, is requesting to amend the Highland City Development Code Section 3-4713.5.d.iii relating to building setbacks adjacent to SR 92 and SR 74 in the Town Center Commercial Retail District. The amendment will allow the construction of an Arctic Circle. *Legislative.*

C. OTHER BUSINESS:

4. DR Scott Dunn, Patterson Construction, is requesting to amend the lighting plan for an 8,800 square foot, two story professional office building. The property is located at 11442 North Highland Boulevard, Highland, Utah. *Administrative.*
5. CU Mr. Lafe Harris, BHD Architects, is requesting an extension of a conditional use permit for a church in the R-1-40 Zoning District. The property is located at 9681 North 6900 West. *Administrative.*

D. APPROVAL OF MINUTES:

6. January 11, 2011 – Regular Meeting

E. PLANNING STAFF REPORT:

- Commission Appointments
- City Council Action Update:
 - TA-11-01 Subdivision Hearing Process
 - TA-11-02 Definition of a Family

F. COMMISSION COMMENTS AND SUGGESTIONS:

- Planning Commission Future Discussion Items

G. ADJOURNMENT:

NEXT MEETING: February 22, 2011 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 3rd day of February, 2011. 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 3rd day of February, 2011 the above agenda notice was sent by email to local newspapers located in Utah County and posted on the Highland City website at www.highlandcity.org.

Gina Peterson, City Recorder

Agenda Items #1-2

HIGHLAND CITY PLANNING COMMISSION MEETING FEBRUARY 8, 2011			
REQUEST:	Continuances – Agenda Item #1	TA-11-03	
	Agenda Item #2	CU-11-01	
APPLICANT:	Dave Williamson		
FISCAL IMPACT:	None		
GENERAL PLAN DESIGNATION	CURRENT ZONING	ACREAGE	LOCATION
N/A	N/A	N/A	N/A

DISCUSSION:

The applicant is requesting that the Planning Commission continue the following agenda items to the February 22, 2011 Planning Commission meeting to allow additional time to assemble required materials.

Agenda Item #1 – Case #TA-11-03:

A request to amend the Highland City Development Code Section 3-4108 Conditional Use in the R-1-40 Zone to allow funeral homes subject to a conditional use permit and Section 10-102 Definitions by adding a definition for funeral homes.

Agenda Item #2 – Case #CU-11-01:

A request for a Conditional Use Permit for a funeral home in the R-1-40 Zone. The property is located west of the southwest corner of 6000 West and SR 92 adjacent to the Highland City Cemetery.

By continuing the items to a date specific, additional public notice will not be required. If an item is continued to a date uncertain, additional public notice is required.

RECOMMENDATION:

Staff recommends that the Planning Commission continue the public hearings for agenda items one and two to the February 22, 2011 Planning Commission meeting.

PROPOSED MOTION:

I move that the Planning Commission **CONTINUE** the public hearings for agenda items one and two to the February 22, 2011 Planning Commission meeting.

Agenda Item #3

HIGHLAND CITY PLANNING COMMISSION MEETING FEBRUARY 8, 2011			
REQUEST:	Public Hearing – Amend Highland City Development Code Section 3-4713.5.d.iii relating to building setbacks adjacent to SR 92 and SR 74 in the Town Center Commercial Retail District.		
APPLICANT:	Joe Totorica, Totorica, Inc.		
FISCAL IMPACT:	N/A		
<small>GENERAL PLAN DESIGNATION</small> Mixed Use	<small>CURRENT ZONING</small> Town Center Overlay (TCO)	<small>ACREAGE</small> N/A	<small>LOCATION</small> Parcels adjacent to SR74 and SR92 in the TCO District

BACKGROUND:

The application for this text amendment was submitted on January 26, 2011 by the developer of the proposed Arctic Circle located at the northwest corner of SR 74 and Parkway East. The initial request was to amend the setbacks for this specific property. Staff expanded the request, with the applicant’s permission, to address the setbacks along SR 74 and SR 92.

SUMMARY OF REQUEST:

1. The Town Center Overlay District includes six (6) different sub-districts. The property adjacent to SR 74 and SR 92 is designated Town Center Commercial Retail District (TCR).
2. The Section 3-4713.5.d.iii of the TCR District regulates the location of a building as follows:

“Location. Any portion of all buildings within the Commercial Retail District shall be a maximum of fifteen (15) feet from an existing right-of-way. A building may be located a maximum of twenty (20) feet from the right of way along SR 92 or SR 74 or a maximum of ten (10) feet along Parkway East or Town Center Boulevard guaranteeing massing and pedestrian activity along the planned rights of ways within the Town Center.

A. If a building is located adjacent to a right of way a significant majority if that right of way is closer.”

3. The proposed amendment would modify this section as follows:

“Location. Any portion of all buildings within the Commercial Retail District shall be a maximum of fifteen (15) feet from an existing right-of-way, and the building front and front door shall be a maximum of ten (10) feet from Parkway West, Parkway East or Town Center Boulevard except as follows:

A. For property with frontage on SR 74 or SR 92 there shall be no maximum setback from any street (SR 74, SR 92, Town Center Boulevard and Parkway East), however a pedestrian

connection from the right of way to the building entrance shall be provided. Said pedestrian access shall be a minimum of five (5) foot concrete path.”

ANALYSIS:

- SR 74 and SR 92 are designated as arterial streets. Arterial streets are designed to carry a significant amount of traffic. Average daily traffic trips can range from 15,000 to over 50,000 depending on a number of factors. Typical speed limits are 30 to 45 mph. All development adjacent to SR 74 and SR 92 is required to comply with the Highland City Parkway Detail. This requires a landscape setback of twenty-nine (29) feet from the back of the curb. This typically results in a twenty (20) foot easement. Trees are planted thirty (30) feet apart and the area includes grass. The sidewalk is designed to be meandering throughout the space. Staff believes that the Parkway Detail provides for an appropriate streetscape for arterial streets and that pedestrian movements should be focused on the interior of the Town Center.
- Section 3-610 requires a clear vision area for all intersecting streets and driveways. The current setbacks require a building to be placed within the clear vision area.
- Of the six freestanding buildings that have been constructed only two buildings have been constructed as required by the TCR District.
- The location of retail buildings can have a direct impact on the level of success of a business. Typically buildings that front on to a street with parking between street and building have a higher success rate than buildings that back onto a street and are open to the interior of the development. The commercial developer that represents the Meadows shopping center in American Fork and the Costco shopping center Lehi reports that tenants prefer the Meadow shopping center buildings setback from the State Street rather than the Costco shopping center buildings adjacent to State Street. He further stated that tenants will relocate from the Costco shopping center to the Meadows shopping center when there is an opportunity. Further, he indicated that tenants are willing to pay the higher rent rates for the increased exposure. Variety in the building placement may also improve the streetscape as shown along State Street in American Fork/Lehi.

FINDINGS:

Staff believes the proposed text amendment meets the following findings:

- The proposed amendment is consistent with the purpose of the Development Code and will not adversely affect the community.
- The proposed amendment will assist in Highland City economic development efforts.

CITIZEN PARTICIPATION AND PLANNING COMMISSION ACTION:

A notice of the Planning Commission public hearing was published in the Daily Herald on December 26, 2010. The item was continued by the Planning Commission to the February 8, 2011 meeting at the request of the application. No comments have been received.

RECOMMENDATION AND PROPOSED MOTION:

I move that the Planning Commission accept the findings and recommend approval of case TA-11-04 a request to amend the Highland City Development Code Section 3-4713.5.d.iii relating to building setbacks adjacent to SR 92 and SR 74 in the Town Center Commercial Retail District.

ATTACHMENTS:

Attachment A – Proposed Amendment

ATTACHMENT A

Existing Section 3-4713.5.d.iii

Location. Any portion of all buildings within the Commercial Retail District shall be a maximum of fifteen (15) feet from an existing right-of-way. A building may be located a maximum of twenty (20) feet from the right of way along SR 92 or SR 74 or a maximum of ten (10) feet along Parkway East or Town Center Boulevard guaranteeing massing and pedestrian activity along the planned rights of ways within the Town Center.

A. If a building is located adjacent to a right of way a significant majority if that right of way is closer.

Proposed Section

Location. Any portion of all buildings within the Commercial Retail District shall be a maximum of fifteen (15) feet from an existing right-of-way, and the building front and front door shall be a maximum of ten (10) feet from Parkway West, Parkway East or Town Center Boulevard except as follows:

A. For property with frontage on SR 74 or SR 92 there shall be no maximum setback from any street (SR 74, SR 92, Town Center Boulevard and Parkway East), however a pedestrian connection from the right of way to the building entrance shall be provided. Said pedestrian access shall be a minimum of five (5) foot concrete path.

Agenda Item #4

HIGHLAND CITY PLANNING COMMISSION MEETING FEBRUARY 8, 2011			
REQUEST:	Approval of a revised lighting plan for the Sunset Office Mountain Building #2. (SP-11-03)		
APPLICANT:	Scott Dunn, Patterson Construction		
FISCAL IMPACT:	None		
GENERAL PLAN DESIGNATION	CURRENT ZONING	ACREAGE	LOCATION
Professional Office	Professional Office	0.610	11442 North Highland Boulevard

BACKGROUND:

The property is part of the Professional Office (PO) Zoning District that was approved by the City Council in December 2003. The PO District included a master site plan which was also approved in December of 2003. The master site plan was subsequently amended in February of 2005. The master site plan included 4.51 acres of office uses, 9.655 acres of storage units, and 8.13 acres of open space. The master site plan designates this site for office uses.

The City Council approved a site plan and conditional use permit application for a 9,128 square foot office building on October 5, 2010 (Exhibit F). The Planning Commission approved the architectural plans on September 28, 2010. The building is under construction.

Site plan review is an administrative action. Consideration is limited to compliance with existing development standards and regulations.

SUMMARY OF REQUEST:

1. The applicant is requesting to revise the lighting plan for Sunset Mountain Office Building #2.
2. The approved site plan included twelve (12), 42” tall bollard style lights. All lights are fully shielded and directed downward. Lights mounted on the building are also be directed downward. Light levels did not exceed one (1) foot candle at the property lines.
3. The applicant is requesting that the twelve (12) bollard style lighting be replaced with five (5), 15’ pole lights. The fixtures are fully cut-off (i.e. the fixture does not sag below the housing). A photometric plan has been provided showing that light levels will not exceed one (1) foot candle at the property line.

ANALYSIS:

- Section 3-4915 of the Highland City Development Code requires that the Planning Commission approve all lighting plans. In addition it allows wither pole or bollard style light fixtures. The height of the bollards cannot exceed four (4) feet and the height of the poles cannot exceed fifteen (15) feet.
- All lights will be fully shielded and directed downward. Light levels will not exceed one (1) foot candle at the property lines. Proposed lights mounted on the building will not change. Low level landscape lighting will be used to illuminate the onsite sidewalk.
- Typically the higher the light pole the more coverage that one fixture provides. Bollard lighting can have a reduced impact on adjacent properties. The proposed pole lights are approximately 300 feet from the existing single family homes located to the east. The lights are adjacent to existing or planned commercial uses to the north and south. The property to the west is the Micron facility in the City of Lehi.

FINDINGS:

The proposed lighting plan meets the following finding:

- It meets the requirements of the Highland City Development Code.

RECOMMENDATION AND PROPOSED MOTION:

Staff recommends that the Planning Commission **APPROVE** the amendment to the lighting plan for the Sunset Mountain Office Building #2 subject to the following stipulation:

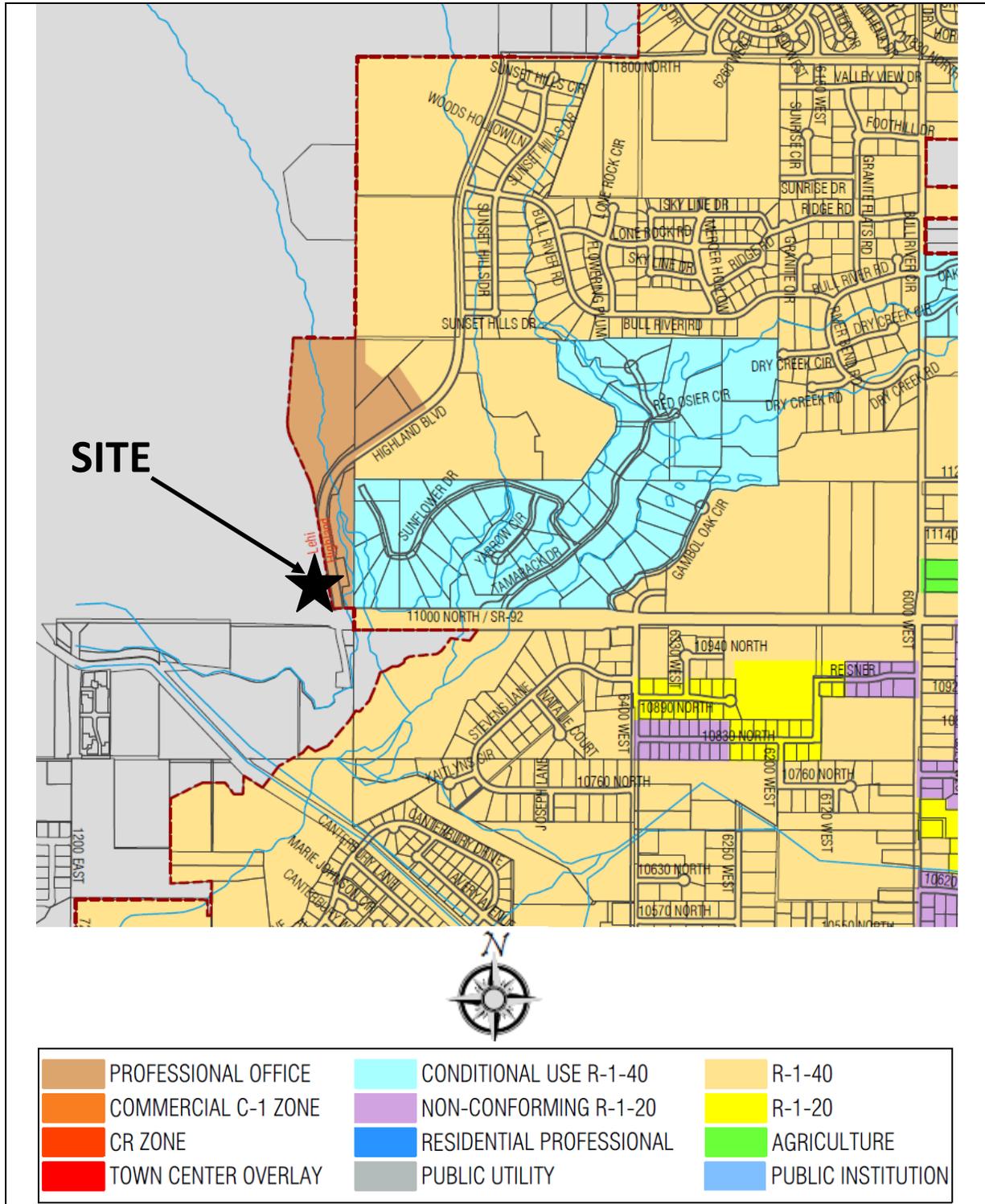
1. All site lighting shall comply with the lighting plan date stamped February 1, 2011.

I move that the Planning Commission accept the findings and **APPROVE** the amendment to the lighting plan subject to the one stipulation recommended by staff.

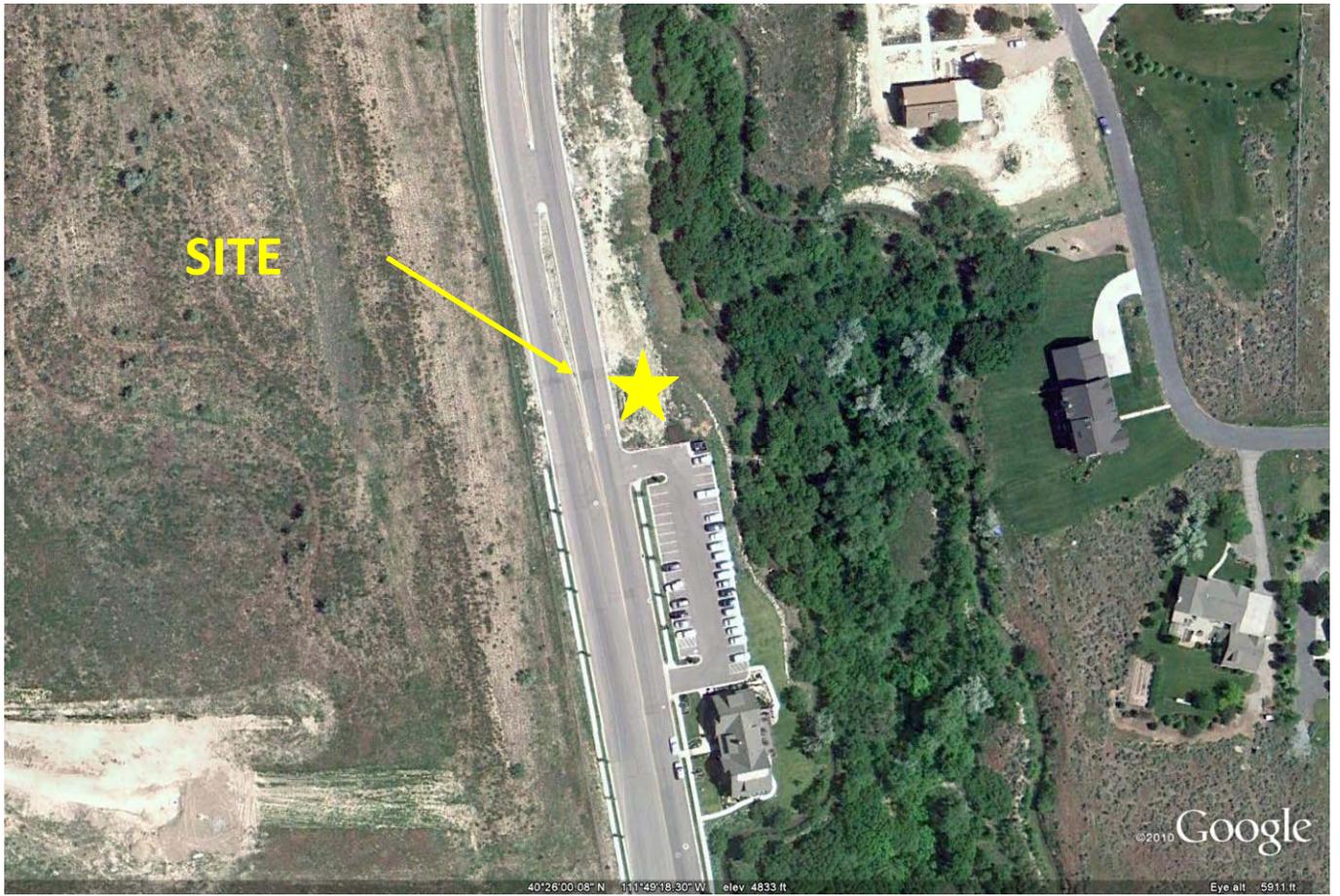
ATTACHMENTS:

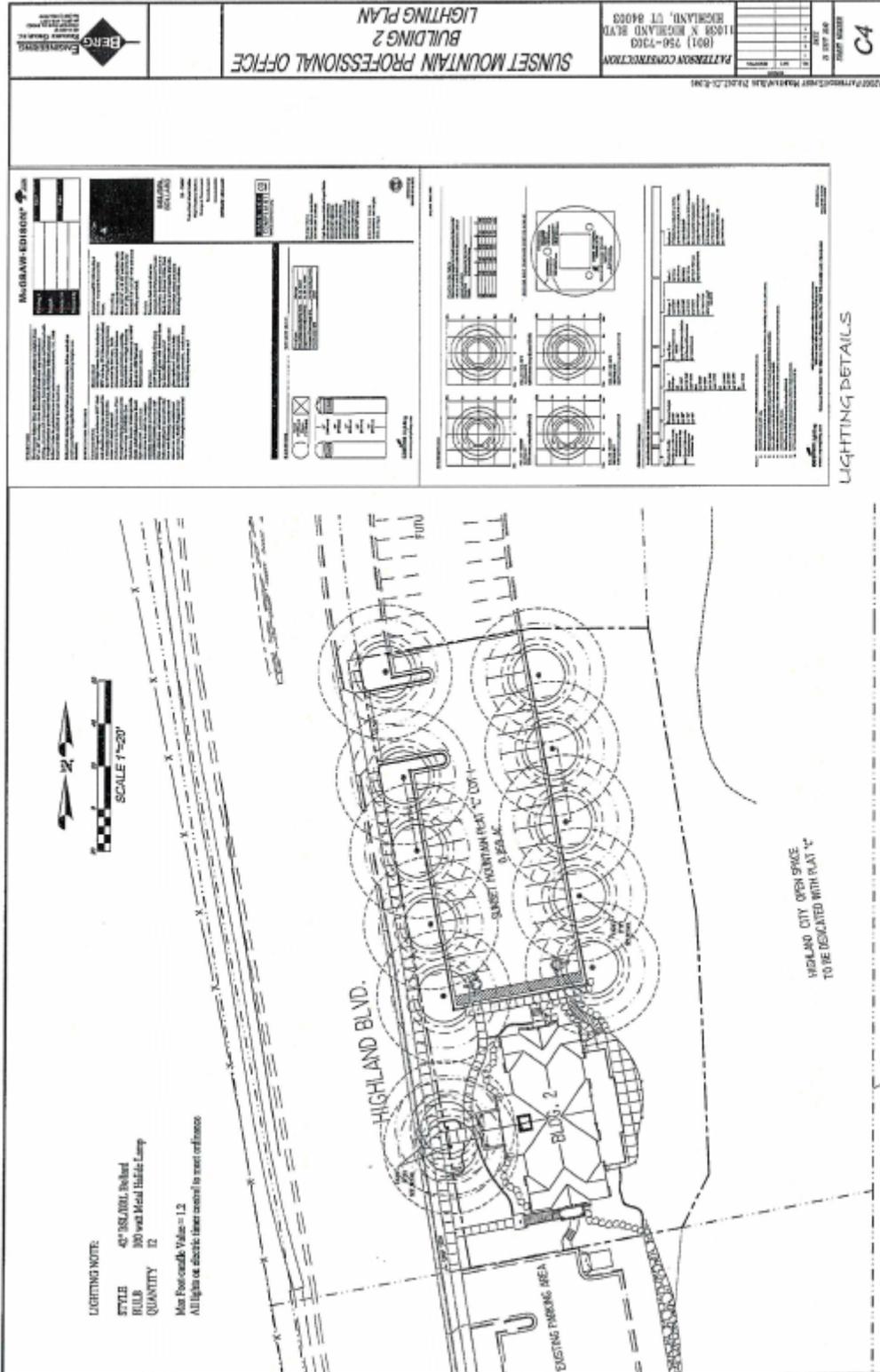
- Attachment A – Zoning Map
- Attachment B – Aerial Photo
- Attachment C – Approved Site Plan date stamped September 23, 2010
- Attachment D – Approved Lighting Plan date stamped September 23, 2010
- Attachment E – Proposed Lighting Plan date stamped February 1, 2011
- Attachment F – Minutes of the October 5, 2010 City Council Meeting
- Attachment G – Site Plan City Council Action Letter dated October 6, 2010

HIGHLAND CITY ZONING MAP



AERIAL





SUNSET MOUNTAIN PROFESSIONAL OFFICE
 BUILDING 2
 LIGHTING PLAN

PATZERSON CONSTRUCTION
 11808 N HIGHLAND BLVD
 HOUSLAND, TX 75840
 (801) 256-7300

DATE	BY	APP'D

PROJECT NUMBER
C4

RECEIVED Approved
 10/15/10
 SEP 23 2010
 AL

Excerpt Minutes of the October 5, 2010 City Council Meeting

Present:

Mayor Lynn V. Ritchie, conducting
Councilmember Brian Braithwaite
Councilmember Tom Butler
Councilmember Larry Mendenhall
Councilmember Kathryn Schramm
Councilmember Scott L. Smith

MOTION - Site Plan Approval for a 9,128 square foot office building in the Professional Office Zone at 11442 North Highland Blvd (Agenda Item 4)

Patterson Development is requesting site plan approval for a 9,128 square foot, two story professional office building located at 11442 North Highland Boulevard. This is the second of a planned six building office complex.

Nathan Crane, Community Development Director indicated this property is part of the Professional Office (PO) Zoning District that was approved by the City Council in December 2003. The PO District included a master site plan which was also approved in December 2003. The master site plan was subsequently amended in February 2005. Professional offices require conditional use permit approval in the PO zoning district. A conditional use permit application has been submitted and will be considered as a separate agenda item.

In the PO District the City Council is the approval body for a site plan, after receiving a recommendation from the Planning Commission. The approval body for the architectural plans in the PO District is the Planning Commission. The Planning Commission approved the architectural plans on September 28, 2010. They also recommended the City Council approve the Conditional Use and Site Plan subject to conditions.

It was noted the proposed use is consistent with the General Plan. Mr. Crane outlined compatibility with surrounding Land Uses stating the property to the north is vacant and zoned PO. Another professional office building is shown on the master site plan. The property to the east is zoned R-1-40 (Single Family Residential). There will be approximately 300 feet between the office building and any single family homes. Of this, approximately 90 feet is open space. The property to the south is zoned PO and a professional office building has been constructed. The property to the west is the Micron facility in the City of Lehi.

The site shows twelve, 42" tall bollard style lights. All lights will be fully shielded and directed downward. Lights mounted on the building will also be directed downward. Light levels will not exceed 1 foot candle at the rear property line.

The proposed building is 2,400 square feet larger than what was shown on the master site plan. The PO District does not prohibit changes to the building size as long as all development standards including parking can be met. Parking would be provided as shown on the master site plan. The master site plan identifies 16 spaces for this building. This results in a parking ratio of one space per 400 square feet which does not provide enough parking for professional office uses. As a comparison, the first office building provides one space per 200 square feet. The proposed site plan for approval shows 31 spaces.

This results in one space per 294 square feet. This is a typical ratio for professional office uses. Two handicap spaces have been provided which is consistent with the requirements of the Americans with Disabilities Act. A two foot berm is provided along Highland Boulevard to screen the parking. The site plan shows a connection to a future parking lot for building 3. A cross access agreement will need to be recorded to accommodate this. Sunset Mountain Plat C will also need to be amended to accommodate the additional parking.

Vehicle access will be provided by one existing driveway on Highland Boulevard. This driveway will provide full turning movements. All improvements to Highland Boulevard have been completed with the exception of the sidewalk which will be constructed with this project. The existing driveway provides adequate access to the proposed site. If needed, emergency service personnel can access the building from the site to the south. Due to the construction of SR92, Micron has approached the City to discuss the possibility of extending a road that will connect to Highland Boulevard. The purpose of this road is to allow access to the HOV lane. The proposed road will align with existing driveway. In the future depending on traffic warrants, this intersection may be signalized.

The minimum landscaping requirement in the PO District is 35%. The landscape shows 61% of the site in landscaping which exceeds the minimum requirement. Hardscape details include a walkout patio and connecting sidewalks with pedestrian oriented landscaping. These are consistent with the requirements of the PO District.

The applicant is proposing to share the existing trash enclosure on the adjacent parcel. A reciprocal use agreement will be submitted to address the long term sharing of the enclosure.

Scott Smith talked about parking and asked if there has ever been an issue with parking in the past or if vehicles are allowed to park on Highland Blvd. Matt Shipp stated the curb along Highland Blvd has never been marked for “no parking” and it hasn’t been an issue in the past. He noted there has always been enough parking to accommodate this use.

Kathryn Schramm asked if people from Bull River were notified of this proposal. Mr. Crane indicated that notification is not required for the City Council meeting on a site plan; however the Conditional Use was noticed as required on the Planning Commission level. He stated this did include some people from Bull River; however no one attended the Planning Commission meeting. Kathryn Schramm stated her feeling that they should have been notified regardless. She stated some people in Bull River were very upset when this initial plan was approved and that screening was never done. She stated she hates to see the City Council move forward without getting in touch with people to see if their concerns have been resolved. Mr. Crane noted that the City Council’s ability for approval is based on current development standards in the code.

Brian Braithwaite asked if any councilmember has heard complaints about the existing building. He indicated he has only heard extremely positive comments. He noted this is different from the storage units that Greg Parkinson has complained about.

Kathryn Schramm stated she is going back to her recollection from when the site was proposed. She asked if this proposal is going to be the same type of building as the first one. Mr. Crane indicated the proposal is consistent with what was approved previously, but he reiterated the Planning Commission approves the architecture, not the City Council.

Kasey Wright strongly advised the City Council stating the Conditional Use Permit addresses whether an applicant has met the requirements but to an extent it doesn’t matter a whole lot what the neighbors think if the conditions of the code, as adopted, have been met.

A brief discussion took place about the storage units and Tom Butler recalled that it was part of the master site plan but not this specific site. Mr. Park clarified that concerns arose from Mr. Parkinson when the storage unit company asked for a change to their zone to allow U-haul rentals. He related that the former Community Development Director brought forth a site plan that showed a difference in the storage units and what was actually developed. The former director stated some facts in the meeting that were incorrect based on the fact that he was using the wrong site plan because it had been amended months later. Mr. Park stated that Mr. Parkinson was relying on what the City staff told him in a public meeting. However, in the meantime the storage facility withdrew the request for the U-haul use, so staff has never had another public opportunity to explain the site plan difference and that it was later amended to increase some of the storage units.

At the Mayor's request, Mr. Crane explained how the SR-92 Expressway Lanes will be accessed at Highland Blvd.

Kathryn Schramm stated it seems like the City Council did approve storage units, but not open storage areas for the motor homes and trailers. She asked if Jess Adamson, former mayor, might remember what took place Jess Adamson stated this project was originally presented as a concept master plan. The City Council is now just seeing an application for an office building. He stated also on this site, there has been discussion for elderly housing. This fits in with the master plan that was put into motion several years ago.

MOTION: Larry Mendenhall moved to approve the Site Plan for a 9,128 square foot office building in the Professional Office Zone at 11442 North Highland Blvd subject to the following conditions:

- 1. The development shall conform to the site plan, conceptual landscape plan, and lighting plan date stamped September 23, 2010, except as modified by these stipulations.**
- 2. Final landscape plans shall be approved prior to issuance of a building permit.**
- 3. A cross access agreement shall be recorded prior to the issuance of a certificate of occupancy.**
- 4. All ground mounted mechanical equipment shall be screened. All mechanical equipment and screening shall be shown on the construction plans.**
- 5. Handicap accessible parking shall be provided as required by the American with Disabilities Act.**
- 6. An amended plat shall be approved and recorded prior to issuance of a certificate of occupancy.**
- 7. A minimum of 35% open space shall be provided as part of amendment to Plat C.**
- 8. The civil construction plans shall meet all requirements as determined by the City Engineer.**

And based on the following findings:

- 1. It meets the objectives of the General Plan.**
- 2. It meets the requirements of the PO Zoning District.**
- 3. It meets the requirements of the Highland City Development Code.**

Tom Butler seconded. Those voting aye: Brian W. Braithwaite, Tom Butler, Larry Mendenhall, Kathryn Schramm, and Scott Smith. The motion passed with a unanimous vote.

MOTION - Approving a Conditional Use Permit for a 9,128 square foot office building in the Professional Office zone at 11442 North Highland Blvd (Agenda Item 5)

The applicant is requesting a conditional use permit for a 9,128 square foot, two story professional office building to be located at 11442 North Highland Blvd as outlined above. This is the second of a planned six building office complex. Office Uses are permitted in the PO District subject to a conditional use

permit. The Planning Commission held a public hearing on this item on September 28, 2010 and recommended approval subject to conditions.

MOTION: Tom Butler moved to approve the Conditional Use Permit for a 9,128 square foot office building in the Professional Office zone at 11442 North Highland Blvd subject to the following conditions:

- 1. The development shall conform to the site plan, landscape plan, and lighting plan date stamped September 23, 2010.**
- 2. In accordance with Section 4-109 of the Zoning Ordinance, the Conditional Use Permit shall expire within one year from the date of approval if the use has not commenced.**

Based on the following findings:

- 1. The use will not be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.**
- 2. The use complies with all applicable regulations in the Development Code.**
- 3. Conditions are imposed to mitigate any detrimental effects.**

Kathryn Schramm seconded the motion. Those voting aye: Brian W. Braithwaite, Tom Butler, Larry Mendenhall, Kathryn Schramm, and Scott Smith. The motion passed with a unanimous vote.



October 6, 2010

Mr. Scott Dunn
11038 North Highland Boulevard
Highland, Utah 84003

RE: Sunrise Mountain Office Building #2 – City Council Action
Conditional Use Permit and Site Plan

Dear Scott:

I am pleased to inform you that on October 5, 2010 the City Council took the following actions on the above mentioned requests.

Site Plan – Approved subject to the following stipulations:

1. The development shall conform to the site plan, conceptual landscape plan, and lighting plan date stamped September 23, 2010, except as modified by these stipulations.
2. Final landscape plans shall be approved prior to issuance of a building permit.
3. A cross access agreement shall be recorded prior to the issuance of a certificate of occupancy.
4. All ground mounted mechanical equipment shall be screened. All mechanical equipment and screening shall be shown on the construction plans.
5. Handicap accessible parking shall be provided as required by the Americans with Disabilities Act.
6. An amended plat shall be approved and recorded prior to issuance of a certificate of occupancy.
7. A minimum of 35% open space shall be provided as part of amendment to Plat C.
8. The civil construction plans shall meet all requirements as determined by the City Engineer.

Conditional Use Permit – Approved subject to the following stipulations:

1. The development shall conform to the site plan, landscape plan, and lighting plan date stamped September 23, 2010.
2. In accordance with Section 4-109 of the Zoning Ordinance, the Conditional Use Permit shall expire within one year from the date of approval if the use has not commenced.

The next step in the development process is to review and approval of construction and civil engineering plans. Please contact Jone Varney at (801) 772-4516 for information regarding the building permit and Sarah Bohe at (801) 772-4510 for information regarding the civil plans. It has been a pleasure to work with you on this project. Please let me know if you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Nathan", written in a cursive style.

Nathan Crane, AICP
Community Development Director

Attachments: Approved Plans

cc: File

Agenda Item #5

HIGHLAND CITY PLANNING COMMISSION MEETING FEBRUARY 8, 2011			
REQUEST:	6-Month Extension on a Conditional Use Permit to operate a church located at 9681 North 6900 West.		
APPLICANT:	Lafe T. Harris, Butler Architects representing The Church of Jesus Christ of Latter-day Saints		
FISCAL IMPACT:	None		
GENERAL PLAN DESIGNATION N/A	CURRENT ZONING R-1-40	ACREAGE N/A	LOCATION 9681 North 9600 West

BACKGROUND/DISCUSSION:

February 2, 2010 Mike Davey of Butler Architects, representing the Church of Jesus Christ of Latter-day Saints received City Council approval of a conditional use permit to operate a church located at 9681 North 6900 West.

This property is part of the 9600 North Subdivision which also includes two residential building lots that are owned by the Alpine School District. This subdivision was given City Council approval on February 2, 2010. The subdivision was recorded last month.

Due to coordination between the Church and the School District in the recording of this subdivision plat the Church was not able to start construction before the winter season began. The subdivision has since record the plat and the church feels they will be able to start construction in the spring.

The applicant has requested this extension within the one (1) year of its issuance.

RECOMMENDATION AND PROPOSED MOTION:

Staff recommends pursuant to Highland City Development Code 4-109, the Planning Commission grant a 6-month extension of the Conditional Use Permit for the 9600 North Church Building located at 9681 North 6900 West.

I move that the Planning Commission grant a 6-month extension of the Conditional Use Permit for the Church Building located at 9681 North 6900 West.



B H D A r c h i t e c t s

ARCHITECTS 65 East Wadsworth Park Drive, Suite 205 Draper, Utah 84020 Phone: 801.571.0010 Fax: 801.571.0303 Toll Free: 888.571.0010 butlerarchitects.com

2 February 2011

Nathan Crane, Community Development Director
Highland City Community Development Department
5400 West Civic Center Drive, Suite 1
Highland, Utah 84003

801.571.0010

Re: Conditional Use Permit extension for the LDS Meetinghouse site in 9600 North Subdivision

Nathan -

As the applicant representing the LDS Church, we request the extension of the Conditional Use Permit for the LDS Meetinghouse site in the 9600 North Subdivision, which expires today.

We anticipate that construction on this site will begin some time this spring. We look forward to working with the City in obtaining all the necessary permits as we move closer to construction.

Please let me know if you need any further information in processing this request.

Sincerely,

Lafe T Harris, Principal
B H D Architects



COMMUNITY DEVELOPMENT

MEMORANDUM

DATE: February 8, 2011
TO: Planning Commission
FROM: Nathan Crane, Community Development Director
SUBJECT: Planning Commission Future Discussion Items

At the last meeting, the Planning Commission requested a brief summary of the future discussion items. The purpose of this memorandum is to list these items, provide staff comment, and ensure that all items have been identified.

Master Plan State Training School Property

The Economic Development Committee is beginning to discuss future economic development opportunities throughout the city. One of the parcels they are discussing is this property. The property is designated as Mixed Use Development on the General Plan Land Use Map and is zoned R-1-40 Residential.

Amendments to the Open Space Bonus Density Subdivision Ordinance

With the current issues being discussed by the Council and the Open Space Committee, it may be prudent to resolve these issues prior to making any amendments to the Development Code. Further, there maybe a need to discuss whether or not the City would consider additional open space subdivisions and if so under what circumstances.

Capital Facilities Project

Capital facilities planning is not considered by the Planning Commission. The City has in place other Boards and Committees that discuss these issues.

Amendments to Public, Private, and Individual Utilities Ordinance

Based on the current workload and higher priorities, staff believes this should be addressed in the future.

Highland Glen Park Environmental Assessment

Staff is unclear on the purpose and intent of this item. It is my understanding that this has been on hold.

Red Curbing the Entrances to Churches

Staff is unclear on the purpose and intent of this item, however, this is normally something addressed by the Public Works Department.