

1 **Highland City Planning Commission**  
2 **June 11, 2013**  
3

4 The regular meeting of the Highland City Planning Commission was called to order by Planning  
5 Commission Vice Chair, Tim Heyrend, at 7:04 p.m. on June 11, 2013. An invocation was offered by  
6 Commissioner Temby. Commissioner Heyrend led those assembled in the Pledge of Allegiance.  
7

8 **PRESENT:** Commissioner: Tim Heyrend  
9 Commissioner: Abe Day  
10 Commissioner: Steve Rock  
11 Commissioner: Scott Temby  
12

13 **EXCUSED:** Commissioner: Chris Kemp  
14 Commissioner: Sherry Carruth  
15 Commissioner: Jay Roundy  
16

17 **STAFF PRESENT:** Community Development Director: Nathan Crane  
18 Treasurer: Jill Ballamis  
19 Secretary: Sam Smith  
20

21 **OTHERS:** Rob Clauson.  
22

23 **A. APPEARANCES**  
24

25 Commissioner Heyrend invited comments from the public regarding items not on the agenda. Hearing no  
26 comments Commissioner Heyrend continued with the scheduled agenda items.  
27

28 **B. WITHDRAWALS AND CONTINUANCES**  
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- 30 1. TA-13-05 The Highland City Council is requesting to amend Chapter 6 Guarantee of Performance  
31 of the Highland City Development Code relating to the requirements for public improvement  
32 performance guarantees. ***This item will be continued to the July 9, 2013 Planning***  
33 ***Commission Meeting. Legislative.***  
34

35 **MOTION: Commissioner Temby moved that the Planning Commission continue this item to the**  
36 **July 9, 2013 Planning Commission Meeting. Seconded by Commissioner Rock. Unanimous vote,**  
37 **motion carried.**  
38

39 **C. PUBLIC HEARING AND LEGISLATIVE ACTION**  
40

- 41 2. PP-13-03 A request by Bark Brockbank MRFP, LLC is requesting preliminary plat approval for a  
42 60 unit attached single family active adult community subdivision located on approximately 7.49  
43 acres. The property is generally located north of the northeast corner of 11800 North and  
44 Highland Boulevard. *Administrative.*  
45

46 Nathan Crane, Community Development Director, explained that this is the age restricted housing of the  
47 Skye Estates Planned Development. This housing was restricted to sixty units. The density is 7.54 units  
48 per acre. It will be age restricted through the CC&Rs to ownership or rental privileges to ages fifty five  
49 and above.

1 This is a townhome style project. There will be some limited common area behind the townhomes. Each  
2 unit will have a building pad that is 2,260 square feet. The buildings may vary slightly, but that is the  
3 maximum building pad. There will be 400 square feet of private open space. The units are single story  
4 with a basement. There are four different building types; nine twin units, eleven triple units, and two quad  
5 units. Mr. Crane reviewed the landscaping on the overhead presentation. The landscaping, with the  
6 exception of the private open space, will be owned and maintained by a private HOA. The landscaping  
7 will be installed in conjunction with the corresponding building. Each home will feature a two car garage.  
8 The architecture was reviewed on the overhead presentation.

9  
10 There are fourteen guest parking spaces provided for the community. The streets in the development are  
11 private and will be owned and maintained by the HOA. Access to the development will be provided  
12 through Grant Boulevard, which is a new street being installed. A secondary fire access point will be gated  
13 and for emergency access only. Unit nine, a single building unit, will serve as a temporary detention basin  
14 until a more permanent solution for the surrounding property is available. The maintenance of lot nine  
15 will be provided by the HOA. A theme wall to match the Skye Estates development will be installed along  
16 Highland Boulevard along with the Parkway Detail. Water shares will be provided as a part of this plat.

17  
18 A Development Review Committee meeting was held on May 22, 2013; a radius notification was mailed to  
19 surrounding property owners. A radius notification, an ad in *The Daily Herald*, and a posting on the City  
20 website gave notice of the Planning Commission public hearing this evening. No comments have been  
21 received.

22  
23 Mr. Crane stated that approval of the preliminary plat is being recommended subject to the ten stipulations  
24 as outlined in the staff report. He indicated that Rob Clauson is here representing the development and  
25 available to answer questions.

26  
27 Commissioner Heyrend asked if there is a deceleration lane coming off of Highland Boulevard onto  
28 Brunswick Drive. Mr. Crane indicated that there is not, but it is something we could talk to engineering  
29 about. All of the right of way and improvements are already in in this area.

30  
31 Commissioner Day asked what the timeline is for the development. Rob Clauson said the plan is to  
32 develop the active adult community all at once.

33  
34 Commissioner Day asked for the overall square footage of the homes. Mr. Crane stated the unit sizes will  
35 range from 1,600 to almost 1,800 square feet on the main floor. Mr. Crane clarified that a few units have a  
36 small loft area of about 300 square feet that is its own story.

37  
38 Commissioner Rock referred to the note about the HOA being responsible for road maintenance and  
39 inquired if this included snow removal. Mr. Clauson said snow removal would be managed by the HOA  
40 in this community up to the driveway.

41  
42 Commissioner Rock asked if there will be a community dumpster. Mr. Crane explained each unit will have  
43 a garbage can. Mr. Crane also mentioned that no on-street parking will be permitted in this community.

44  
45 Commissioner Temby asked if a deceleration lane would be at the City's expense. Mr. Crane said it would  
46 at this point.

47  
48 Commissioner Heyrend asked where visitors would park. Mr. Crane explained that each driveway has two  
49 spaces and there are fourteen additional visitor spaces.

50

1 Commissioner Temby asked when the clubhouse would be built and available. Mr. Clauson indicated it  
2 would be immediately, as well as the park. These were a part of the requirement of phase one.

3  
4 Further discussion took place about a deceleration lane at this time.

5  
6 Mr. Crane expressed that a recommendation from the traffic study was consideration for re-stripping left  
7 and right turn lanes for westbound approach at 11800 North and Highland Boulevard.

8  
9 Commissioner Heyrend opened the public hearing at [7:27:16 PM](#).

10  
11 Hearing no comments from the public, Commissioner Heyrend closed the public hearing.

12  
13 **MOTION: Commissioner Day moved that the Planning Commission accept the findings and**  
14 **recommend APPROVAL of case PP-13-03 a request for preliminary plat approval for the Skye**  
15 **Estates Active Adult Community subject to the ten stipulations recommend by staff with an**  
16 **additional recommendation to City Council to look at a deceleration lane coming off of Highland**  
17 **Boulevard.**

18  
19 1. The recorded plat shall conform to the final plat date stamped June 5, 2013 except as modified  
20 by these stipulations.

21 2. Development shall conform to the Skye Estates PD-1 Zoning District, Preliminary Plat and  
22 Preliminary Landscape Plan date stamped March 13, 2013.

23 3. Water shares shall be dedicated, or documentation of dedication shall be provided, prior to  
24 recordation of the final plat as required by the Development Code.

25 4. All required public improvements shall be installed as required the City Engineer.

26 5. The civil construction plans shall meet all requirements as determined by the City Engineer.

27 6. A note shall be added to the Final Plat and the Covenants, Conditions, and Restrictions for the  
28 adult active community stating the Homer Owner's Association shall be responsible for the  
29 maintenance of all private drives including repaving the private drives after a leak or break is  
30 repaired.

31 7. The developer shall establish an irrevocable maintenance fund to ensure the maintenance of the  
32 private streets.

33 8. On street parking shall be prohibited on all private streets.

34 9. The final landscape plans shall be revised and approved as required by the Community  
35 Development Director and City Engineer prior to issuance of any construction permits.

36 10. The final plat shall be revised as required by the Community Development Director and City  
37 Engineer prior to approval.

38  
39 **Commissioner Heyrend recommended to include a note on the plat that the HOA will maintain**  
40 **the temporary detention pond. Commissioner Day was okay with adding this to the motion.**

41  
42 **Seconded by Commissioner Rock. Unanimous vote, motion carried.**

43

44 **D. OTHER BUSINESS**

45

46 No other business items for discussion.

47 **E. COMMISSIONERS COMMENTS AND SUGGESTIONS**

48

1 Commissioner Day asked Mr. Crane if there is a way to create a temporary toll on specific road areas that  
2 need improvement and impose that toll on those that use the road and fixate that to a website that shows  
3 how much money that has been earned that is allocated for that specific project. Mr. Crane explained that  
4 is something that would need to be discussed with the City Council.

5 **F. PLANNING STAFF REPORT**

6

- 7 • Recent City Council Actions

8

9 The preliminary plat for the Timp Cove subdivision was approved by City Council.

10

11 The Council is looking at another phase in Beacon Hill; plat C which would include approximately  
12 twenty five lots.

13

14 Council approved the increase of accessory building size from five to seven percent. Mr. Crane  
15 indicated that the Council would like staff and the Commission to look in the future at changing  
16 the accessory structure percentage in the R-1-40 zone as well.

17

18 Mr. Crane introduced Samantha Smith as the new Planning Technician. He also mentioned the  
19 addition of the new City Administrator, Aaron Palmer. Mr. Palmer has been with the City about  
20 three months. At the request of the Commission, Mr. Crane reviewed the candidates for Mayor  
21 and City Council. The primary election will be August 13, 2013.

22

23 **ADJOURNMENT**

24

25 **MOTION: Commissioner Rock moved to adjourn. Motion was seconded by Commissioner**  
26 **Temby. Unanimous vote, motion carried.**

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28 **Meeting adjourned at [7:37:17 PM](#).**