



HIGHLAND CITY

HIGHLAND CITY PLANNING COMMISSION AGENDA

Tuesday, March 23, 2021

Approved April 27, 2021

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

VIRTUAL PARTICIPATION

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

 Zoom: Call 1-346-248-7799 Meeting ID: 895 2644 1484

 Email comments prior to meeting: planningcommission@highlandcity.org

7:05 PM REGULAR SESSION

Call to Order – Commissioner Audrey Moore

Invocation – Commissioner Tyler Standifird

Pledge of Allegiance – Commissioner Mino Morgese

The meeting was called to order by Planning Commissioner Audrey Moore as a regular session at 7:05 PM. The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting. The prayer was offered by Commissioner Tyler Standifird and those in attendance were led in the Pledge of Allegiance by Commissioner Mino Morgese.

PRESIDING: Commissioner Audrey Moore

COMMISSIONERS

PRESENT: Sherry Carruth (electronically), Chis Howden (electronically), Claude Jones (electronically), Mino Morgese (electronically), Tyler Standifird

CITY STAFF PRESENT: City Administrator/Community Development Director Nathan Crane, Planner & GIS Analyst Kellie Bronson, Planning Commission Secretary Heather White

OTHERS PRESENT: Kareena Elisaia, Joe Ham, Daniel Schmidt, Marsh Meier

1. UNSCHEDULED PUBLIC APPEARANCES

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

None was offered.

2. CONSENT ITEMS

Items on the consent agenda are of a routine nature or have been previously studied by the Planning Commission. They are intended to be acted upon in one motion. Commissioners may pull items from consent if they would like them considered separately.

- a. **Approval of Meeting Minutes** *Administrative*
Regular Planning Commission Meeting – February 23, 2021

Commissioner Morgese MOVED to approve the minutes for the February 23, 2021 meeting. Commissioner Carruth SECONDED the motion. All present were in favor. None were opposed. The motion carried unanimously.

3. PRELIMINARY/FINAL PLAT CONCURRENT REVIEW: HIGHLAND MARKETPLACE *Administrative*

The Planning Commission will hold a public hearing to consider a request by MNG Management LLC for approval of a 7-lot subdivision to be known as Mid-town Highland Marketplace Subdivision. The property is located at the northwest corner of Alpine Highway and Timpanogos Highway. The Planning Commission will take appropriate action.

Ms. Bronson explained that the Highland Marketplace master site plan was approved by the town council on 2-2-21. She said the property was in the Commercial Retail (CR) Zone. She mentioned that access to the property was from Alpine Highway and Timpanogos Highway.

Commissioner Morgese wondered if the city had heard back from UDOT (Utah Department of Transportation). Ms. Bronson said she had sent them information via email but had not hear back yet.

Commissioner Moore opened the public hearing at 7:19 PM and asked for public comment. Hearing none, she closed the public hearing at 7:20 PM. She asked for additional questions or comments.

Commissioner Morgese wondered if there were any changes to the retail drop-off plan. Ms. Bronson explained that the retail was located on Lot 5 and no changes were made to the site plan.

Commissioner Standifird wondered if there were considerations for parking and access points so that traffic issues could be fixed. Mr. Crane explained that the city review of the site plan was limited to the back portion. He said the city had done what could be done to improve what was already there and the internal circulation. He said access on SR-74 (Alpine Highway) and SR-92 (Timpanogos Highway) was controlled by UDOT.

Commissioner Standifird asked about tenets in the Marketplace property. Joe Ham with MNG explained that they had not contracted yet with any grocery stores because of the pandemic and the economy. He said they were in contract for the building to the north and that it would be office use.

Commissioner Morgese asked about access to the residential road. Ms. Bronson confirmed that there would not be access to the residential road on the west side of Lot 2. She mentioned that the fire chief reviewed the plans and did not submit comments.

Commissioner Chris Howden *MOVED* that the Planning Commission accept the findings and recommend approval of the Highland Marketplace Preliminary/Final Plat subject to the following three stipulations recommended by staff:

1. *The final plat shall be in substantial conformance with the preliminary plat received March 18, 2021.*
2. *All public improvements shall be installed as required by the City Engineer.*
3. *The civil construction plans shall meet all requirements as determined by the City Engineer.*

Commissioner Tyler Standifird *SECONDED* the motion.

The vote was recorded as follows:

<i>Commissioner Jerry Abbott</i>	<i>Absent</i>
<i>Commissioner Seth Barrus</i>	<i>Absent</i>
<i>Commissioner Sherry Carruth</i>	<i>Yes</i>
<i>Commissioner Chris Howden</i>	<i>Yes</i>
<i>Commissioner Claude Jones</i>	<i>Yes</i>
<i>Commissioner Audrey Moore</i>	<i>Yes</i>
<i>Commissioner Mino Morgese</i>	<i>Yes</i>
<i>Commissioner Tyler Standifird</i>	<i>Yes</i>

The motion carried 6:0.

4. SITE PLAN: HIGHLAND TOWN PLAZA WEST PAD *Administrative*

The Planning Commission will consider a request by Daniel Schmidt on behalf of WPI Enterprises, Inc., for approval of a Site Plan and architectural review of a retail building located at approximately 5513 W 11000 N. The Planning Commission will take appropriate action.

Ms. Bronson reviewed the details of the application. She mentioned that the developer had requested to purchase 2,433 square feet of Highland City land to the west of the property to be included as part of the site plan. She said the purchase would be considered at the March 30th council meeting and was needed to allow them to build according to the proposed site plan. She reviewed access for the property and mentioned that 46 parking stalls would be provided. Ms. Bronson explained that the developer tried at length to contact UDOT regarding another access from Timpanogos Highway, which was denied. Rocky Mountain Power also denied additional access. She said that after discussing different options, city staff reached out to UDOT and had not yet received approval. The site plan was with the existing access and would move forward unless they heard otherwise. Ms. Bronson reviewed the traffic flow plan for the drive thru. She mentioned that people did not always park in the designated Meiers parking area. She reviewed the landscaping plan and architectural plan.

Daniel Schmidt representing WPI Enterprises, Inc. thought the architecture complimented the existing buildings. He said the proposed building could host four, maybe five, businesses.

Commissioner Morgese voiced concern with the Meiers parking lot. Ms. Bronson said it was a concern for staff as well, so a traffic plan was requested from the developer.

Marsh Meier, owner of Meiers Meats explained that several year ago Mr. Schmidt wanted to change the plat. He said the original plat had two entrances. They negotiated and Mr. Meier was told that WPI would work hard to get a second entrance; a service entrance from SR 92. Mr. Meier signed off on the building. He said he was sorry he did. He said FiiZ was a disaster for them. He talked about traffic issues in the parking lot. He said

customers said they had to wait 15 minutes to back out. He said the traffic was impeding their business. Mr. Meier was opposed to putting any more traffic in the area.

Commissioner Moore asked about the area where the snow cone business was in the past. She thought the area was treated more like employee parking and suggested parking signage. Mr. Meier said employees were now parking by Wendy's and that the snow cone business would not be coming back because parking was too hectic. He was not opposed to expansion but thought one entrance was not enough for five more businesses.

Commissioner Moore wondered who owned the entrance. She asked about a parking area near Toscana. Mr. Crane said that it was a city entrance. He said it serviced a well site as well as two cell towers. He said the other parking area was owned by WPI. Mr. Schmidt explained that the area near Toscana was striped a couple years ago and used for overflow. He said there was an intent for a new building at that location in the future. He said there was an area on the existing asphalt that they would restripe for people to use. He explained that they worked with Mr. Meier regarding the traffic and stacking issues. He said the problem started with the pandemic when restaurants were shut down. He did not think it would be a problem in the future. Mr. Schmidt talked about efforts made trying to obtain additional access. He thought the general increase in traffic on SR 92 would warrant an additional light in the future which may help them gain another access to the property.

Commissioner Moore thought part of the problem was high-density housing around the area. She thought foot traffic would increase. She wondered if there were plans for additional signage. Mr. Schmidt said they would restripe and could place a sign if it would be helpful.

Commissioner Standifird agreed that the Meiers parking was a traffic nightmare. He asked about using the parking on the east side. Mr. Schmidt talked about the required number of stalls for food stores versus general warehouse uses. He said the lack of development allowed Meiers customers to park on the north, but the designated parking was the area on the east side. Mr. Schmidt said pull-up and take-out stalls were being used more and thought they were more convenient than a drive thru. He said they had been monitoring and had not noticed quite as much stacking as there had been in the past.

Commissioner Morgese suggested that the median north to south be removed to create natural flow to the new structure that was being proposed. Mr. Schmidt said they were open to discussing it with the city. He said it was originally created to allow pedestrian access from SR 92 to Meiers. He preferred to develop the plat as proposed and then address traffic if it was an issue.

Commissioner Standifird wondered if Mr. Meier thought the stacking was an issue before the pandemic. Mr. Meier was not sure. He said cars had always lined up on hot and sunny days. He said the FiiZ owner was frustrated too.

Commissioner Carruth thought the stacking was a problem even before the pandemic. She talked about the traffic issues and was concerned with more businesses that would use one entrance.

The commissioners discussed options to improve traffic flow. They discussed signage, arrows, and educating the general public.

Commissioner Standifird MOVED that the Planning Commission accept the findings and approve the architectural plans of the Highland Town Plaza West pad subject to the two (2) stipulations recommended by staff.

- 1. Architecture, materials, and colors shall comply with the site plan and building elevations dated March 1, 2021 except as modified by these stipulations.*
- 2. All signage shall require a separate permit and meet the requirements of the Development Code.*

Commissioner Howden *SECONDED* the motion.

The vote was recorded as follows:

Commissioner Jerry Abbott	Absent
Commissioner Seth Barrus	Absent
Commissioner Sherry Carruth	Yes
Commissioner Chris Howden	Yes
Commissioner Claude Jones	Yes
Commissioner Audrey Moore	Yes
Commissioner Mino Morgese	Yes
Commissioner Tyler Standifird	Yes

The motion carried 6:0.

Commissioner Howden moved that the Planning Commission accept the findings and recommend approval of the site plan for Highland Town Plaza West pad subject to the five (5) stipulations recommended by staff and two (2) additional stipulations:

1. Development of the site shall comply with the site plan and building elevations dated March 1, 2021 except as modified by these stipulations.
2. All signage shall require a separate permit and meet the requirements of the Development Code.
3. Final civil engineering plans shall be reviewed and approved by the City Engineer. The site shall meet all requirements of the City Engineer.
4. The site plan shall include a pedestrian connection for SR92 to the building entrance. Said access shall be a minimum of five (5) foot concrete path.
5. The site plan shall be modified to exclude the City property if a purchase agreement is not approved by the Council.
6. A canopy to be added on the west side of the building.
7. Directional signage plan to address drive thru and user circulation and user parking to be approved by staff and installed prior to issuance of certificate of occupancy.

Commissioner Jones *SECONDED* the motion.

The vote was recorded as follows:

Commissioner Jerry Abbott	Absent
Commissioner Seth Barrus	Absent
Commissioner Sherry Carruth	Yes
Commissioner Chris Howden	Yes
Commissioner Claude Jones	Yes
Commissioner Audrey Moore	Yes
Commissioner Mino Morgese	No
Commissioner Tyler Standifird	Yes

The motion carried 5:1.

5. MINOR SUBDIVISION FINAL PLAT: HIGHLAND TOWN PLAZA *Administrative*

The Planning Commission will hold a public hearing to consider a request by Daniel Schmidt on behalf of WPI Enterprises, Inc., for approval of a proposed 3-lot subdivision located at approximately 5513 W 11000 N. The Planning Commission will take appropriate action.

Ms. Bronson explained that this was the same project as the previous discussion, but the developer wanted to subdivide the land. She said the proposed subdivision would simply realign the lines to where they should have been.

Commissioner Moore opened the public hearing at 8:26 PM and asked for public comment. Hearing none, she closed the public hearing at 8:27 PM and asked for a motion.

Commissioner Standifird MOVED that the Planning Commission accept the findings and recommend approval of the Highland Town Plaza subdivision plat subject to the four (4) stipulations recommended by staff.

- 1. The recorded plat conforms to the final plat date stamped March 1, 2021 except as modified by these stipulations.*
- 2. All public improvements shall be installed as required by the City Engineer and City Fire Marshall.*
- 3. The civil construction plans shall meet all requirements as determined by the City Engineer.*
- 4. Lot 1 shall be modified to exclude the City property if a purchase agreement is not approved by the Council.*

Commissioner Moore SECONDED the motion.

The vote was recorded as follows:

<i>Commissioner Jerry Abbott</i>	<i>Absent</i>
<i>Commissioner Seth Barrus</i>	<i>Absent</i>
<i>Commissioner Sherry Carruth</i>	<i>Yes</i>
<i>Commissioner Chris Howden</i>	<i>Yes</i>
<i>Commissioner Claude Jones</i>	<i>Yes</i>
<i>Commissioner Audrey Moore</i>	<i>Yes</i>
<i>Commissioner Mino Morgese</i>	<i>Yes</i>
<i>Commissioner Tyler Standifird</i>	<i>Yes</i>

The motion carried 6:0.

ADJOURNMENT

Commissioner Mino Morgese MOVED to adjourn the regular meeting. Commissioner Jones SECONDED the motion. All present were in favor. The motion carried unanimously.

The meeting adjourned at 8:29 PM.

I, Heather White, Planning Commission Secretary, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on February 23, 2021. The document constitutes the official minutes for the Highland City Planning Commission Meeting.

/s/Heather White
Planning Commission Secretary