



HIGHLAND CITY

HIGHLAND CITY PLANNING COMMISSION WORK SESSION MINUTES

Tuesday, August 29, 2023

Approved November 28, 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: planningcommission@highlandcity.org

6:04 PM SPECIAL WORK SESSION

Call to Order – Audrey Moore, Chair

The meeting was called to order by Commissioner Audrey Moore as a work session at 6:04 PM. The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting.

PRESIDING: Commissioner Audrey Moore

COMMISSIONERS

PRESENT: Jerry Abbott, Tracy Hill, Chris Howden Claude Jones, Debra Maughn, Audrey Moore, and Trent Thayn

CITY STAFF PRESENT: City Administrator Erin Wells, Assistant City Administrator/Community Development Director Jay Baughman, Planning Commission Secretary Heather White

OTHERS PRESENT: Jon Hart

Commissioner Howden arrived at 6:08 PM.

1. DISCUSSION – ACTIVE TRANSPORTATION PLAN (ATP)

Discuss direction from the City Council to make recommendations about trails in the ATP more practical and realistic.

Commissioner Moore called the meeting to order and explained that the commissioners were asked to discuss and refine the active transportation plan as well as identify specific problems. Commissioner Abbott thought it was important to have a realistic trail plan rather than having trails indicated on a map where they could never be due to land ownership or rough terrain. He thought the street plan was fine, but portions of the trail system were unrealistic. He talked about the need to coordinate with Alpine.

Commissioner Moore wondered if there was an updated map that showed recently sold city property. Mr. Baughman said the city was trying to deal with the issue one subdivision at a time and there was not an updated map yet. The commissioners talked about the usefulness of having a map that showed city owned property, right-of-ways, raw land, etc. as it related to the trail plan and agreed that it was needed before they could put together an accurate plan for trails. Commissioner Thayn also asked to have an executive summary that explained the intent of the map and plan. The commissioners talked about the need for a plan that worked with future development regardless of where it was in the city. They talked about walking/biking all the trails as indicated on the trails map in the current general plan. Staff suggested that the commissioners refer to the county parcel maps for finding land ownership. Staff said they would also check with engineering to see what map layers the city already had in order to show city owned property and easements. They said any questions regarding the feasibility of a future trail would be best answered by the parks and trails superintendent.

It was decided that Commissioner Howden would assign different areas of the trail to planning commissioners within the next seven days. They would note which portions of the proposed trail system were possible, impossible, not likely, etc. Staff would work on getting a color coded map to reflect private property, city owned property, right-of-ways, and easements. Any information should be emailed to: planning@highlandcity.org.

2. DISCUSSION – ACESSORY DWELLING UNITS (ADUs)

Discuss the possibility of a text amendment to Development Code 3-4109, 10-102

Commissioner Howden explained that he thought a size restriction for ADUs should be discussed.

Commissioner Abbott suggested the following regulations:

- same setbacks as the main house
- 1000 square foot limit
- main house or ADU is owner occupied
- detached
- limit the number properties that can have ADUs based on lot square footage

Some commissioners thought parking could be an issue with ADUs.

Commissioner Howden explained that the state was not mandating ADUs, but he thought it might be good to recommend to the council. He pointed out that there were many good residents who had lived in the city for 40-60 years and that it would be wonderful if they could stay. Commissioner Moore pointed out that there were no assisted living facilities in Highland.

Commissioner Thayn asked that the upcoming city survey include questions regarding ADUs. He was interested in pushing the detached portion while staying with the current city code regulations because it already limited size. He said there were many attached ADUs in the city that looked bad.

Commissioner Hill stressed that the city did not want housing that looked like college dorms and suggested closely reviewing regulations.

The commissioners briefly discussed the issue of separate metering. Ms. Wells explained that Highland did not want to do separate meters on one property. She said the city survey would go out in November, but a draft would be started soon. She thought the council would address ADUs once they had a draft document to review as well as survey results.

The commissioners were asked to review the email thread regarding ADUs and the list of items. Commissioner Thayn volunteered to write the draft document which would be sent to commissioners within the next couple of months for review.

ADJOURNMENT

The meeting was adjourned at 6:58 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 August 29, 2023. The document constitutes the official minutes for the Highland City Planning Commission Meeting.

/s/Heather White
Planning Commission Secretary