



HIGHLAND CITY

HIGHLAND CITY PLANNING COMMISSION AGENDA

Tuesday, December 19, 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

7:00 PM REGULAR SESSION

Call to Order – Chair Audrey Moore

Invocation – Commissioner Claude Jones

Pledge of Allegiance – Commissioner Christopher Howden

1. UNSCHEDULED PUBLIC APPEARANCES

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

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](#) *General City Management – Jay Baughman, Assistant City Administrator / Community Development Director*
Planning Commission Meeting – November 28, 2023

3. [PUBLIC HEARING: DEVELOPMENT CODE CHANGES](#) *Land Use*

(Administrative) Rob Patterson, City Attorney

The Planning Commission will hold a public hearing to consider amendments to multiple sections of the City's Development Code, including changes to subdivisions review procedures, subdivision requirements and standards, the powers and duties of Planning Commission and staff, and the creation of a new administrative board.

4. [PUBLIC HEARING: DESIGN CRITERIA FOR PUBLIC IMPROVEMENTS](#)

[UPDATE](#) *Land Use (Administrative) Jay Baughman, Assistant City Administrator / Community Development Director*

The Planning Commission will hold a public hearing to consider updating the Highland City Design Criteria Manual and Standard Drawings, which consists of revised subdivision infrastructure improvement standards and specifications, including but not limited to standard road cross-sections, road alignment and connectivity requirements, and utility lines and facility standards.

4. PLANNING COMMISSION AND STAFF COMMUNICATION ITEMS

The Planning Commission may discuss and receive updates on City events, projects, and issues from the Planning Commissioners and city staff. Topics discussed will be informational only. No final action will be taken on communication items.

a. Future Meetings

- January 16, City Council, 7:00 pm, City Hall
- January 23, Planning Commission, 7:00 pm, City Hall

Legislative: An action of a legislative body to adopt laws or policies.

Administrative: An action reviewing an application for compliance with adopted laws and policies.

ADJOURNMENT

In accordance with Americans with Disabilities Act, Highland City will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by contacting the City Recorder at (801) 772-4505 at least three days in advance of the meeting.

ELECTRONIC PARTICIPATION

Members of the Planning Commission may participate electronically during this meeting.

CERTIFICATE OF POSTING

I, Stephannie Cottle, City Recorder, certify that the foregoing agenda was posted at the principal office of the public body, on the Utah State website (<http://pmn.utah.gov>), and on Highland City's website (www.highlandcity.org).

Please note the order of agenda items are subject to change in order to accommodate the needs of the Planning Commission, staff and the public.

Posted and dated this agenda on the 14th day of December 2023

Stephannie Cottle, CMC, City Recorder

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL PLANNING COMMISSION MEETINGS.



HIGHLAND CITY

HIGHLAND CITY PLANNING COMMISSION MINUTES

Tuesday, November 28, 2023

Waiting Formal Approval

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 WORK SESSION - ACCESSORY DWELLING UNITS (ADUs)

Call to Order – Chair Audrey Moore

Invocation – Commissioner Trent Thayn

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, Liz Rice

Commissioner Howden thought it was important to discuss details concerning detached accessory dwelling units. He said there were many neighbors who would need to leave Highland as they aged because they couldn't keep up with the maintenance of larger yards. Commissioner Moore agreed and said she thought it was important to not only address the issue for an aging population, but also for a younger population who might not be able to afford housing.

Commissioner Jones arrived at 6:07 PM.

Commissioner Howden proposed that the city allow some sort of detached dwelling unit with the following regulations:

- use same utility metering as the main house

- smaller in size – maximum 1,000 sf (square feet)
- other structures (barn or garage) could house an ADU with a maximum of 1,000 sf
- at least one of the living units (main house or ADU) needed to be owner occupied
- limit one ADU per residential lot
- permitted on lots only within the R-1-40 zone
- current city code would apply to detached ADUs, except include a requirement for off-street parking
- building materials of the detached ADU would need to be complimentary to the main house
- minimum setback 20 ft (feet)
- maximum height 25 ft
- ADU property could not be sold off or separated in any way from the main house – no flag lots
- Implement an impact fee for a detached ADU

Commissioner Howden explained that the current code for ADUs required some kind of attachment to the main house. Commissioner Abbott thought that the city would need to impose an impact fee for basement apartments if they were to apply an impact fee for ADUs. Most of the commissioners agreed that an impact fee for detached ADUs was not appropriate unless it was imposed for all types of ADUs.

They discussed the need for parking regulations and some voiced concerns with parking issues associated with ADUs. They also discussed the importance of being able to drive emergency vehicles near an ADU as well as being able to maneuver emergency equipment into an ADU.

It was suggested that the detached ADU square footage be part of the total out building square footage.

Additional discussion was needed regarding the maximum square footage of an ADU. Some commissioners thought 1,000 sf might be too small and that 1,200 or 1,500 sf might be a better size. It was explained that the idea was to keep the size of ADUs smaller in order to limit the number of people that could live in each one. Commissioner Abbott mentioned that a big family could live in 1,500 sf, but 1,000 sf might be better suited for two people. He said the intent of an ADU was for a retired couple or a student. He said the owner occupancy provision would limit rentals.

There was concern with possible issues regarding height of an ADU and further discussion was needed.

They discussed different scenarios about ADUs. Ms. Wells wondered how the city would handle a situation in which someone wanted to convert a garage to an ADU. Commissioner Abbott said that only the maximum square footage of an ADU would be able to be converted into living space.

Commissioner Howden said he would create a proposal for ADUs then email it to the commissioners for review by the end of next week. He suggested that further discussion take place at the next Planning Commission meeting.

The meeting adjourned at 7:00 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 November 28, 2023. The document constitutes the official minutes for the Highland City Planning Commission Meeting.

/s/Heather White
Planning Commission Secretary



HIGHLAND CITY

HIGHLAND CITY PLANNING COMMISSION MINUTES

Tuesday, November 28, 2023

Waiting Formal Approval

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

7:02 PM REGULAR SESSION

Call to Order – Chair Audrey Moore

Invocation – Commissioner Trent Thayn

Pledge of Allegiance – Commissioner Jerry Abbott

The meeting was called to order by Commissioner Audrey Moore as a work session at 7:02 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, City Attorney Rob Patterson, Planning Commission Secretary Heather White

OTHERS PRESENT: Jon Hart, Liz Rice

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** *General City Management – Heather White, Planning Commission Secretary*
Planning Commission Work Session – August 29, 2023 and Regular Planning Commission Meeting – August 29, 2023
- b. **ACTION: 2024 Planning Commission Meeting Schedule** *General City Management – Jay Baughman, Assistant City Administrator/Community Development Director*
The Planning Commission will consider the 2024 Regular Meeting Schedule. The Commission will take appropriate action.

Commissioner Howden MOVED to approve Consent Items a and b.

Commissioner Thayn SECONDED the motion.

The vote was recorded as follows:

<i>Commissioner Jerry Abbott</i>	<i>Yes</i>
<i>Commissioner Tracy Hill</i>	<i>Yes</i>
<i>Commissioner Christopher Howden</i>	<i>Yes</i>
<i>Commissioner Claude Jones</i>	<i>Yes</i>
<i>Commissioner Debra Maughn</i>	<i>Yes</i>
<i>Commissioner Audrey Moore</i>	<i>Yes</i>
<i>Commissioner Trent Thayn</i>	<i>Yes</i>

The motion carried 7:0

3. PLANNING COMMISSION AND STAFF COMMUNICATION ITEMS

The Planning Commission may discuss and receive updates on City events, projects, and issues from the Planning Commissioners and city staff. Topics discussed will be informational only. No final action will be taken on communication items.

- a. **Development Oversight Review Committee** – *Jay Baughman, Assistant City Administrator/Community Development Director*

Mr. Patterson mentioned that the approval of SB 174 created subdivision process changes. He explained that if a zoning change was needed, the process did not change. However, if a proposed subdivision met code, the council would not review it. He explained that according to SB 174, a preliminary plat may be approved by the planning commission and a final plat would be approved by city staff instead of a public body. Because of the new process, the city was considering the formation of a Development Oversight Review Committee. The committee would consist of two planning commission members, city engineer, city attorney, and the community development director.

Commissioner Howden wondered if staff could require changes during the final approval process. Mr. Patterson explained that staff should not be making changes or additional requests. He said staff might make recommendations, but they shouldn't make changes for the final plat.

The commissioners liked the idea of having commission members as part of the new committee. It was suggested that commissioners who attended the meeting in which a specific preliminary plat was approved also attend the Development Oversight Review Committee for the final plat approval of the same subdivision. Some voiced concern with the availability of commissioners during business hours. It was decided that two commissioners would attend the committee meetings depending on availability. Priority would be given to commissioners who attended the meeting when preliminary plat was approved. Timing of committee meetings was discussed. Commissioner Thayne voiced concern with scheduling during lunch. Ms. Wells said she envisioned committee meetings being shorter and held only as needed.

b. General Plan Update Proposal Review Committee – *Jay Baughman, Assistant City Administrator/Community Development Director*

Mr. Baughman mentioned that Highland received three proposals from firms to update the General Plan. He asked for at least two commissioners to be involved in an ad hoc committee to review proposals. Commissioner Maughn, Commissioner Moore, and Commissioner Howden volunteered to be on the committee.

ADJOURNMENT

Commissioner Howden moved to adjourn the meeting. Commissioner Jones seconded the motion. All were in favor. The motion carried.

The meeting was adjourned at 7:28 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 November 28, 2023. The document constitutes the official minutes for the Highland City Planning Commission Meeting.

/s/Heather White
Planning Commission Secretary



PLANNING COMMISSION AGENDA REPORT ITEM #3

DATE: December 19, 2023
TO: Members of the Planning Commission
FROM: Rob Patterson, City Attorney
SUBJECT: **Text Amendment** - Subdivision Code and Related Code Amendments
TYPE: **LEGISLATIVE:** Public Hearing and Motion

PURPOSE:

The Planning Commission will hold a public hearing to consider amendments to multiple sections of the City's Development Code, including changes to subdivisions review procedures, subdivision requirements and standards, the powers and duties of Planning Commission and staff, and the creation of a new administrative board.

STAFF RECOMMENDATION:

The Planning Commission will consider the amendments, hold a public hearing, and recommend adoption of the text amendment with any changes suggested by the Commission.

BACKGROUND:

S.B. 174 and H.B. 406 changed state law regarding the process and standards by which subdivisions for residential developments are approved. The City is required to implement these changes by February 1, 2024. The Planning Commission discussed the proposed changes during its November 28, 2024, meeting.

SUMMARY OF THE REQUEST:

The proposed amendments to the City's Development Code are extensive, as the process and many of the standards by which subdivisions are reviewed and approved are being amended to conform to state law. As part of the review of the subdivision code, several related sections related to subdivisions, construction, and improvement standards were amended to bring the code into conformance with current practices. Below is a summary of the major changes:

1. Planning Commission (Chapter 2, Art. 2)
 - a. Removed ex officio council member from Commission
 - b. Alternate members serve one-year terms, subject to reappointment or appointment as regular member (probationary period)
 - c. Clarified Commission powers and duties, particularly granting the Commission the power to approve preliminary subdivision plats

2. New Development Administration Board (Chapter 2, Art. 6)
 - a. New 5-member board, 3 staff (attorney, engineer, development director) and 2 Commission members
 - b. Establishes the Board's makeup, duties, and powers, including the power to approve final plats.
3. Pre-application Process (Chapter 2, Art. 7)
 - a. Now optional for subdivisions, but there are new requirements for a subdivision pre-application review, including a concept plan.
 - b. City is required to provide materials, checklists, and standards to applicant with the pre-application meeting.
4. Open Space Process (Chapter 3, Art. 4.8 & Art. 4.8.1; Chapter 5, Art. 4.4)
 - a. Ensured all open space zoning and subdivision procedures are marked as legacy ordinances that are being retained solely as references, and that no new open space subdivisions will be created.
5. Subdivision Procedures (Chapter 5)
 - a. Established a review process to ensure an application is "complete" prior to substantive review (Art. 4-101)
 - b. Established the new review cycle process with appropriate deadlines (Art. 4-102)
 - i. Applicant submits Application/Review response
 - ii. City reviews and provides comments (15/20/25 business days, for preliminary residential plats/final residential plats/non-residential or geological hazard subdivisions)
 - iii. Applicant prepares review response
 - c. Established approval standards (Art. 4-103)
 - d. Clarified and updated all application and submittal requirements for minor and major subdivisions
 - e. Minor subdivisions are limited to "lot splits" where no more than 2 lots are created and no major road or utility extension is required
 - f. All other subdivisions are considered major subdivisions that require preliminary plat approval from the Planning Commission after a public hearing
 - g. Planning Commission approves preliminary plats for major subdivisions after a public hearing
 - h. Development Administration Board approves final plats for minor and major subdivisions after a public meeting
6. Subdivision Standards
 - a. New requirements for subdivision improvement plans
 - b. Municipal utility easements – replaces PUEs along sides and rear of lots, so it is easier to vacate
 - c. Street requirements – 32' of asphalt for residential roads, blocks no longer than 1320 feet, with crosswalk/pedestrian access in middle (down from 1500

- feet)
- d. Driveway standards incorporate new City standards on driveways and provide regulations and restrictions on where driveways can connect (can't cross parkway detail or open space/conservation areas, can't connect to Highland Boulevard, 4800 West north, 11800 North, 6800 West from 9600 North south)
 - e. Incorporated the traffic calming and pedestrian safety manual
 - f. Updated standards for design and study of streetlights, sewer, and water (culinary and PI)
 - g. Updated process for managing and covering ditches and obtaining approval of modifications to water conveyance facilities
 - h. Specifically authorized the addition of plat notes to a plat, require them to be treated as covenants running with the land enforceable by the City
7. Subdivision Bonding Requirements
- a. 110% for performance guarantee, with 100% of the cost of improvements plus 10% administration fee
 - b. 10% warranty bond

ANALYSIS:

- The proposed amendments conform to the new requirements of state law, as amended by SB 174 and HB 406.
- Recommendation of the adoption of the amendments will help ensure the City's subdivision process is in place by February 1, 2024.

CITIZEN PARTICIPATION:

Notice of the City Council public hearing was given as required by Section 10-9a-205 Utah Code annotated. No comments were received.

FISCAL IMPACT:

This action will not have a financial impact on this fiscal year's budget expenditures.

MOTION TO APPROVE:

I move that the Planning Commission recommend approval of the proposed amendments to the Highland City Development Code.

ATTACHMENTS:

1. Attachment 1 – Proposed Text Amendment

Chapter 2 Municipal Planning

Article 1 General Plan
Article 2 Planning Commission
Article 3 Appeal Authority
Article 4 Zoning Administrator
Article 5 Planning Administrator
[Article 6 Development Administration Board](#)
Article ~~7~~⁶ Development Review Procedures

Chapter 2, Article 2 Planning Commission

2-201 Establishment Of Planning Commission
2-202 Term Of Office
2-203 Organization
2-204 Employees; Expenditures
2-205 Duties And Powers

2-201 Establishment Of Planning Commission

There is hereby created a Planning Commission. The Planning Commission shall consist of seven members to be appointed by the Mayor with the advice and consent of the City Council from among qualified electors of the City, ~~and one member of the City Council appointed by the Mayor who shall serve as an ex-officio non-voting member.~~ Members shall be selected without respect to political affiliation and shall serve with [such compensation as the City Council may approve, plus out compensation, except reimbursement](#) for reasonable expenses incurred in performing their duties as members of the Commission. The Mayor may also appoint, with the advice and consent of the City Council, no more than two alternate members who shall sit as members of the Planning Commission in the temporary absence of a regular member. Alternate members shall sit on a rotating basis under a procedure to be established by the Commission. At least 4 members of the Commission must be present to form a quorum. [Current City Council members may not be appointed to or serve on the Planning Commission.](#)

2-202 Term Of Office

1. Each [regular](#) member ~~and alternate member~~ of the Planning Commission shall serve for a term of four years and until ~~his~~^{their} successor is appointed; provided, that the first appointments shall be for such terms that the term of at least one member shall expire annually.
2. [Alternate members shall serve for a term of one year, subject to reappointment as an alternate member for additional one-year terms or appointment as a regular member, at the discretion of the Mayor in accordance with this Article.](#)
3. The term of office for each member shall commence on the first day of February in the year in which such member is appointed. ~~The ex-officio member shall serve at the pleasure of the Mayor.~~

- ~~1.4.~~ The City Council may remove any member of the Planning Commission for cause, and after public hearing, if a hearing is requested by the member. Any vacancy occurring on said Commission by reason of death, resignation, removal or disqualification shall be filled in the same manner as an original appointment for the unexpired term.

2-203 Organization

1. At its first meeting in ~~February~~ July of each year, the Planning Commission shall elect one of its members as Chair and a second member as Vice-Chair. The Chair shall serve for a term of one year and until a successor is chosen in the same manner. A vacancy in the position of Chair shall be filled for the unexpired term by election at the next meeting of the Planning Commission. A person may be elected to serve consecutive terms as Chair.
2. The Chair shall preside at all meetings of the Planning Commission. In the absence of the Chair, the Vice-Chair shall preside. If both the Chair and Vice-Chair are absent, the Commission may select one of its members as Chair Pro-Tem to preside at any meeting.
3. The Planning Commission shall adopt rules consistent with this Code for its own organization and for the transaction of business. Meetings of the Planning Commission shall be held monthly or more frequently as the Commission deems advisable. Reports of official acts and recommendations of the Planning Commission shall be made by ~~the~~ the Planning Administrator ~~Chair~~ in writing to the City Council and shall indicate how each member of the Commission voted with respect to such act or recommendation. Any member of the Commission may also make a concurring or dissenting report or recommendation to the City Council whenever he or she so desires.

~~2-204 Employees; Expenditures~~

~~With the approval of the City Council, the Planning Commission may appoint such other employees and staff as it may deem necessary for its work and may contract with city planners and other consultants, provided its expenditures shall be within the amounts appropriated for that purpose by the City Council.~~

2-2045 Duties And Powers

The minimum number of affirmative votes required to make a recommendation to the City Council, or any other approval as outlined in this Code, shall be a majority of the members present but shall never be less than four (4) affirmative votes.

The Planning Commission shall have the following powers and duties:

1. The Planning Commission, as provided by Sections 2-101 to 2-103, shall prepare and recommend to the City Council, a General Plan and amendments to the General Plan.
2. The Planning Commission may make reports and recommendations relating to the planning and development of the City to public officials and agencies, and other organizations and citizens. ~~The Planning Commission, its members and employees, in the~~

~~performance of its functions, may enter upon any land at reasonable times to make examinations and surveys.~~

3. The Planning Commission shall prepare regulations governing the subdivision of land within the City or amendments to such regulations and to submit said regulations or amendments to the City Council for adoption.
4. The Planning Commission shall review and decide applications for the ~~and recommend approval or denial of all~~ subdivisions of land as provided in ~~Sections 5-101 to 5-129~~ Chapter 5.
5. The Planning Commission may, or by order of the City Council shall, make and recommend to the City Council a zoning plan, including both the full text of the zoning regulations and maps and amendments thereto. The zoning regulations, including the maps, may be amended from time to time by the City Council. However, all proposed amendments shall be first submitted to the Planning Commission for its recommendation which shall be returned to the City Council for its consideration within thirty days.
6. The Planning Commission shall hear and decide ~~all~~ applications for conditional use permits and other land use applications for which the Planning Commission is authorized by this Code to act as the land use authority. ~~except as otherwise provided in this code. (e.g. Commercial Zone)~~
7. The Planning Commission, by order of the City Council, shall make and recommend to the City Council a multi year improvement program which shall set forth an orderly program for the acquisition of land, buildings and other facilities that are needed for City purposes.
8. The Planning Commission may conduct hearings and meetings with interested property owners, land use applicants, officials, and citizens in the process of carrying out its functions.

Chapter 2, Article 5 Planning Administrator

2-501 Planning Administrator

2-502 Powers And Duties Of Planning Administrator

2-501 Planning Administrator

There is hereby created the office of Planning Administrator. The Zoning Administrator shall be the Planning Administrator, unless ~~the~~ the Planning Commission, by and with the consent of the City Council, ~~may~~ appoints a different Planning Administrator. It shall be the duty and function of the Planning Administrator to assist the Planning Commission in the performance of its duties.

2-502 Powers And Duties Of Planning Administrator

The Planning Administrator shall have the following powers and duties:

1. To review all applications which the Planning Commission is required to review and to advise the Planning Commission regarding the completeness of said application and any plans, documents, or other supplementary data submitted therewith.
2. To respond to requests for information from citizens and officials regarding the details of the City's General Plan, subdivision requirements, and the activities of the Planning Commission.
3. To make technical studies relating to amendments of the General Plan and Development Code.
4. To cooperate and coordinate his-their work with the City engineer, Zoning Administrator, planning consultants and other municipal officers and employees.
5. To assist the Planning Commission in updating the General Plan in carrying any part of the Plan into greater detail.
6. To assist the Planning Commission in the preparation of its annual multi year improvement program for the City.
7. To enforce the provisions of the Development Code relating to subdivisions and other developments. Whenever violations occur, to consult with the City attorney, post or issue citations and to prepare exhibits, testimony, and other data which may be needed in such enforcement.
8. To deliver to and record with the county recorder and any other state or federal agency all plats, maps, agreements and other documents relating to annexation of land, or the approval of subdivision, condominium projects or similar large-scale developments as are required to be delivered or recorded under the terms of this Code or any other provision of law.

Chapter 2, Article 6 Development Administration Board

2-601 Development Administration Board

2-602 Organization and Meetings

2-603 Voting

2-604 Duties and Power

2-601 Development Administration Board

There is hereby created a Development Administration Board. The Development Administration Board shall consist of five members as follows:

1. City Community Development Director;
2. City Engineer;
3. City Attorney;
4. Two additional members consisting of current members of the Planning Commission. All Planning Commission members may serve on the Development Administration Board, provided that only two such members may participate at a time in any particular meeting or decision of the Board.

2-602 Organization and Meetings

The Development Administration Board shall meet from time to time according to the needs of the City and the schedule, policies, and procedures adopted by the Board. All meetings shall comply with the requirements of the Utah Open and Public Meetings Act, Title 52, Chapter 4, Utah Code Ann. At least four members of the Board, including one member who is a Planning Commission member, must be present to form a quorum. Electronic meetings may be held according to the City's ordinances and policies regarding electronic meetings.

2-603 Voting

The minimum number of affirmative votes of members of the Development Administration Board required to take any formal action regarding a land use application or other matter delegated to the Board shall be a majority of the members present, but shall never be less than three (3) affirmative votes.

2-604 Duties and Powers

The Development Administration Board shall have the following powers and duties:

1. Make reports and recommendations related to the planning and development of the City to the Planning Commission and City Council.
2. Conduct meetings and adopt rules, policies, and procedures consistent with this Code to govern its operations and meetings and the submission and review of land use applications.

3. Review, hear, and decide all applications for final subdivision plat approval and such other land use applications and matters for which the Board is authorized by this Code to act as the land use authority or to otherwise review or decide.

Chapter 2, Article ~~6~~7 Development Review Procedures

2-~~7~~601 Pre-Application

2-~~7~~602 Neighborhood Notification Meeting

2-~~601~~701 Pre-Application

1. Prior to application for any general plan amendment, rezoning request, conditional use permit, ~~subdivision plat~~, design review, or any other review or permit process not otherwise provided for in the development code, a pre-application review with City Staff will be required. Prior to application for any subdivision plat, a pre-application review with City Staff is available at the request of the applicant. The purpose of the pre-application review is:
 - a. To familiarize City Staff with the request;
 - b. To determine application requirements, provide the applicant with access to or copies of applicable land use regulations, standards, and application forms and checklists, and familiarize the applicant with the review process and procedures;
 - c. To identify land use and development policies that may affect the outcome of the request;
 - d. To permit a cursory technical review at a conceptual stage to identify conflicts in objectives and to identify potential solutions for those conflicts;
 - e. To identify important features that may require additional mitigation or preservation efforts or are subject to state, federal or other special regulation, including those regulations set forth in Chapter 8, such as natural vegetation, ponds, streams, ditches, flood plains, wetlands, wildlife habitats, view sheds, trees, green spaces, scenic points, historic sites, and areas with geologic hazards or topographical challenges; and
 - f. To identify the requirements for citizen participation and familiarize the applicant with related issues.
2. If an applicant requests pre-application review for a subdivision, the applicant shall provide the City Staff with a concept plan of the subdivision. The concept plan shall not limit either the applicant's or the City's right to modify or request modifications of the proposed subdivision in the future in accordance with applicable land use regulations and standards. A concept plan submitted to the City shall be a public record. The City shall schedule the pre-application review meeting with the applicant within fifteen business days of the applicant's request and submission of a concept plan.
- ~~2.3.~~ The pre-application review requirement is designed to provide the applicant with helpful information and suggestions before he or she incurs the expense and time involved in submitting an application. As part of pre-application review, City staff may make recommendations, suggestions, and dispense information regarding City ordinances,

standards, and the General Plan, but such comments shall not be binding on the City nor limit the City from requiring compliance with all applicable land use regulations and standards, and City staff may not make final decisions regarding any application. Only the designated land use authority City Council and Planning Commission may make formal recommendations or final, binding decisions. There shall be no right to appeal the pre-application review process.

~~3.4.~~ Pre-application review shall not constitute the submission of a land use application for purpose of entitlement to review or vested rights. Entitlement to review and the vesting of right to approval under applicable ordinances, regulations, and standards is established by submission of a complete application and payment of application fees, subject to a finding of compelling, countervailing public interests or the initiation of proceedings to amend this Code or other applicable ordinances, regulations, and standards at the time of the application.

2-~~602-702~~ Neighborhood Notification Meeting

The Neighborhood Notification Meeting is an opportunity for the applicant to meet with citizens and other interested parties to share details of the applicant's request and receive comments regarding the proposal. Neighborhood Notification Meetings shall conform to the following standards:

1. Neighborhood Notification meetings shall be required for all rezonings and general plan amendments. For all city-initiated applications, the usual Planning Commission public hearing shall serve as the neighborhood meeting. Neighborhood Notification meetings are not required for any other land use application or approval.
2. The neighborhood meeting shall be held a minimum of ten (10) calendar days prior to the first public hearing before the Planning Commission. The Planning Administrator shall notify applicants when they may proceed with a neighborhood meeting.
3. Neighborhood Notification Meetings shall be scheduled between Tuesday and Thursday after 6:00 pm. The applicant shall arrange for the facilities and bear all costs associated with the meeting, including all required notifications.
4. Neighborhood Notification meetings shall be advertised as follows:
 - a. Mail Distribution — Notices must be mailed to all property owners within 500 feet of the subject property at least 10 days prior to the neighborhood meeting or hearing. Staff will review a copy of the draft letters prior to mailing. The applicant is responsible for the mailing of the notices and shall provide information to the Planning Administrator that the mailings have been completed.
 - b. On-site Posting – The applicant shall post a 4' X 4' sign upon the subject property at least 10 days prior to the neighborhood meeting. The applicant is responsible for site postings and shall provide a dated picture of said sign placed on the property to the Planning Administrator. The applicant must make a reasonable effort to maintain the visibility of the sign during the notification period.

5. Within four (4) business days following any neighborhood meeting, the applicant shall provide a report summarizing any questions, issues or concerns expressed at the meeting and copy of the sign-in sheet from the neighborhood meeting showing all who attended.
6. The Applicant must publish neighborhood notification meeting proceedings to become part of the Planning Commission and City Council minutes which are posted on the city website.
7. Disclosure must be made that the applicant does not represent the City and if residents have questions they should call the City.

Chapter 3 Zoning – General Requirements

Chapter 3, Article 4.8 Open Space Density Bonus (Legacy)

3-4802 Purpose, Limitations of Article

1. The intent of the open space ordinance is to offer developers the opportunity to plan higher quality developments with a wider variety of plans meeting requirements, but the ordinance does not guarantee approval, and it is the responsibility of the developer to demonstrate to the Planning Commission and City Council that their proposal is better for the City of Highland than the traditional R-1-40 zone. For the good and enhancement of Highland City, this provision is intended to:
 - a. Encourage better utilization of land through the creation and preservation of open spaces;
 - b. Promote imaginative, well designed subdivisions which preserve and encourage the creation of open space and respect the physical qualities of the land;
 - c. Develop a sense of community and insure compatibility with surrounding neighborhoods; and
 - d. Preserve existing features and natural habitat.
2. Previous Open Space Subdivisions were approved as follows: The Planning Commission may recommend and The City Council may approve Open Space Subdivisions in the R-1-40 zone.
- ~~2.3.~~No new Open Space Subdivisions shall be created or approved on or after January 1, 2024. This Article is retained within this Code as a legacy ordinance that serves solely as reference for existing Open Space Subdivisions.

Chapter 3, Article 4.8.1 Parkland Bonus Overlay (Legacy)

3-4812 Purpose, Limitations of Article

1. The intent of the parks open space ordinance is to offer developers the opportunity to plan higher quality developments with a wider variety of plans at the same time providing parkland in those areas required in the Parks Master Plan, but the ordinance does not guarantee approval, and it is the responsibility of the developer to demonstrate to the Planning Commission and City Council that their proposal is better for the City of Highland than the traditional R-1-40 zone and an outright purchase of parkland. For the good and enhancement of Highland City, this provision is intended to:
 - a. Encourage better utilization of city park funds by receiving park sites through dedication as opposed to purchase;
 - b. Promote imaginative, well designed subdivisions which provide flexibility in the creation of parkland; and
 - c. Develop a sense of community and insure compatibility with surrounding neighborhoods.
2. Previous Parkland Bonus Overlay Subdivisions were approved as follows: The Planning Commission may recommend and The City Council may approve Parkland Bonus Overlay Subdivisions in the R-1-40 zone.
- ~~2.3.~~ No new Parkland Bonus Overlay Subdivisions shall be created or approved on or after January 1, 2024. This Article is retained within this Code as a legacy ordinance that serves solely as reference for existing Parkland Bonus Overlay Subdivisions.

Chapter 3, Article 6 Supplementary Regulations

3-626 Driveway Regulations

1. Driveways and other accesses that provide vehicular access from a public or private road shall conform to all requirements of the applicable zoning district, the clear view requirements set forth in Section 3-610, and the city's adopted engineering, design, and construction standards and specifications.
2. Driveways and other accesses that provide vehicular access from a public or private road shall be planned and designed in connection with any site plan or building permit that requires or necessitates the driveway or access.
3. Driveways and other accesses that provide vehicular access from a public or private road shall not be permitted to cross or be constructed upon a landscape easement, parkway detail, conservation or open space area, or any land reserved or dedicated for stormwater, drainage, or flood control purposes.
4. After January 1, 2024, No new driveways or other accesses that provide vehicular access from a public or private road shall be permitted to connect to the following roads:
 - a. Highland Boulevard
 - b. 4800 West from SR-92 north to Highland City boundary
 - c. 11800 North
 - ~~a.~~d. 6800 West from 9600 North south to Highland City boundary

Chapter 4 Conditional Use Procedures

4-104 General Requirements

1. Prior to submitting an application for a conditional use permit, the applicant shall meet with City Staff for a pre-application review as set forth in 2-~~76~~01.

Chapter 5 Subdivisions

Article 5-1 General Provisions

Article 5-2 Control And Application

Article 5-3 (Reserved)

Article 5-4 ~~Optional~~ Subdivision [Requirements and](#) Procedures

~~Article 5-5 (Reserved)~~

~~Article 5-6 (reserved)~~

~~Article 5-7 (Reserved)~~

Article 5-~~8~~5 General Requirements Of All Subdivisions

Article 5-~~9~~6 Public Improvements

Article 5-~~10~~7 Adjusting Property Boundaries; Amending A Recorded Plat

Chapter 5, Article 1 General Provisions

5-1-101 Short Title

5-1-102 Purpose

5-1-103 Interpretation

5-1-104 Definitions

5-1-105 Considerations

5-1-106 General Responsibilities

5-1-107 Appeal of Decisions

5-1-107 Appeal Of Planning Commission Decisions

5-1-108 Appeal Of City Council Decisions

5-1-101 Short Title

This Title shall be known as the "Highland City Subdivision Ordinance." This Title shall also be known as Highland City Code. It may be cited and pleaded under either designation.

5-1-102 Purpose

1. The purpose of this TitleChapter, and any rules, regulations and specifications hereafter adopted, are to promote the public health, safety and general welfare through provisions designed to:
 - a. Provide for the harmonious and coordinated development of the City, and to assure sites suitable for building purposes and human habitation.
 - b. Ensure adequate open space for traffic, recreation, light and air.
 - c. Facilitate the conservation of, or production of, adequate transportation, water, sanitation, drainage and energy resources.
 - d. Avoid scattered and premature subdivisions which would cause insufficient public services and facilities, ensure that new subdivisions are responsible for their impact to public services and facilities, and avoid ~~or necessitate~~ an excessive and unfair expenditure of public funds for the supply of such public services and facilities.
 - e. Preserve outstanding natural, cultural, or historic features.
2. This Code is designed to inform the subdivider and public of the requirements and conditions necessary to obtain approval of a subdivision. To this end, this Code requires all subdividers and the public to comply with all requirements, ~~where possible, are~~ expressly delineated in this TitleChapter, as well as all requirements established in the City's general and master plans, or other applicable and ordinances, including the City's development and municipal codes, and the City's adopted design, construction, and engineering standards and specifications, including the City's design criteria for public improvements and the City's standard drawings. ~~However, since it is impossible to cover every possibility and there are some aspects which do not lend themselves to being easily~~

~~articulated, this Title allows the Planning Commission and City Council~~ The City may to impose reasonable conditions upon a subdivider or other land use applicant in order to effectuate and carry out the terms, conditions, requirements, and intent of the City's land use regulations, in addition to those expressly required to the extent, so long as such conditions do not conflict with any requirements set forth in this Title Code, Utah State law, or other applicable ordinances or laws.

5-1-103 Interpretation

In their interpretation and application, the provisions of this Title shall be considered as minimum requirements. Where the provisions of this Title Chapter impose greater restrictions than any statute, other regulation, ordinance, or covenant, the provisions of this Title Chapter shall prevail. Where the provisions of any statute, other regulation, ordinance, or covenant impose greater restrictions than the provisions of this Title Chapter, the provision of such statute, other regulation, ordinance or covenant shall prevail.

5-1-104 Definitions

Whenever any word or phrase used in this Title Chapter is not defined herein, but is defined in related sections of the Utah Code or in other sections of the Highland Municipal or Development Code, such definitions are incorporated herein and shall apply as though set forth herein in full, unless the context clearly indicates a contrary intention.

Unless a contrary intention clearly appears, words used in the present tense include the future, the singular includes the plural, the term "shall" is always mandatory and the term "may" is permissive. The following terms as used in this Title shall have the respective meanings hereinafter set forth.

1. **Agricultural Use** means land used for the production of food through the tilling of the soil, the raising of crops, breeding and raising of domestic animals and fowl, except household pets, and not including any agricultural, industry or business.
2. **Agricultural Industry or Business** means the processing of raw food products by packaging, treating and/or intensive feeding. Agricultural industry includes, but is not limited to, animal feed yards, the raising of furbearing animals, food packaging and/or processing plants, commercial poultry or egg production, commercial greenhouses, and similar uses as determined by the Planning Commission.
3. **Alley** means a public way which generally affords a secondary means of vehicular access to abutting properties and not intended for general traffic circulation.
4. **Arterial Street, Major** means a street for which the principle function is movement of large volumes of traffic from collector streets. Providing access to abutting land is a secondary function.
5. **Arterial Street, Minor** means a street for which the principle function is movement of traffic. Providing access to abutting land is a secondary function.

6. **City** means Highland City.
7. **City Administrator** means the administrative official as appointed from time to time by the Highland City Council. The City Administrator shall also be the Zoning Administrator and City Planner.
8. **City Attorney's Office** means the City Attorney's Office of Highland City, as may be appointed from time to time.
9. **City Council** means the City Council of Highland City.
10. **City Mayor** means the Chief Executive Officer of Highland City.
11. **City Recorder** means the Highland City Recorder.
12. **Clustering** means the congregation of housing lots so as to provide open space lands in a development.
13. **Collector Street** means a street which carries traffic from minor streets to the arterial street system, including the principle entrance streets of residential developments and the primary circulating streets within such developments.
14. **Community Development Office** means the City Zoning Administrator's Office in Highland City.
15. **Concept Plan** means a schematic drawing prior to preliminary plat for major subdivisions or prior to final plat in the case of minor subdivisions to enable the subdivider to save time and expense in reaching general agreement with the Planning Commission as to the form of the plat and the objectives of these regulations.
16. **Consolidated Fee Schedule** means the schedule of fees adopted from time to time by resolution of the City Council setting forth the various fees charged by the City.
17. **Cul-de-sac** means a minor street with only one outlet and having an appropriate terminal for the safe and convenient reversal of traffic.
18. **Dedication of Land** refers to land set aside by the subdivider to be used by the public, such land being conveyed to the City.
- 18.19. **Development Administration Board** means the board created by Chapter 2, Article 6.
- 19.20. **Dwelling Unit** means a building arranged or designed to be occupied by only one family; a structure having only one dwelling unit. The intent of this definition is to preclude additional dwelling units for rental purposes.
- 20.21. **Easement** means an interest in property owned by another that entitles its holder to a specific use on, under, or above said property.

~~21.~~22. **Final Plat** means a map of ~~a subdivision~~land subdividing the land into lots, roads, and other delineations, and providing or recording all other relevant property interests, notes, conditions, and restrictions as may be required by this Chapter or agreed to by the subdivider, , required of all minor subdivisions and major subdivisions prepared for final approval and recordation, which has been accurately surveyed and drawn, so that streets, alleys, blocks, lots and other divisions thereof can be identified and recorded; such plat being in conformity with the ordinances of the City and Title 57, Utah Code Annotated, 1953, as amended.

~~22.~~23. **Fire Department** means the appropriate Fire Department serving Highland City.

~~23.~~24. **Flood Control and Storm Drainage Ordinance** means the Highland Flood Control and Storm Drainage Ordinance as presently adopted and amended in the future.

~~24.~~25. **Flood, One Hundred Year** means a flood having a one percent chance of being equaled or exceeded in any given year.

~~25.~~26. **Flood, Ten Year** means a flood having a 10 percent chance of being equaled or exceeded in any given year.

~~26.~~27. **Flood Plain, One Hundred Year** means that area adjacent to a drainage channel which may be inundated by a 100 year flood.

28. **Grading/Site Development Ordinance** means the Highland City Development Ordinance as presently adopted and as amended in the future.

~~27.~~29. **Land Use Authority** means the person, board, commission, agency, or body designated by this Code to act upon a subdivision application.

~~28.~~30. **Lot** means a parcel of land occupied or capable of being occupied by one building or a group of buildings together with such yards, open spaces and yard areas as are required by this Title and the Zoning Code, and having full frontage on and unrestricted access to a dedicated street.

~~29.~~31. **Lot Split** shall refer to the division of a property which may be divided into no more than ~~three~~two legal size lots.

~~30.~~32. **Major Street Plan** means the plan which defines the future alignments of streets and their rights-of-way, including maps or reports or both, which has been approved by the Planning Commission and City Council ~~as provided in Title 10, Chapter 9, Sections 23 and 25, Utah Code Annotated 1953, as amended.~~

~~31.~~33. **Master Plan or General Plan** means the City's general plan and all parts and plans adopted therein, a future land use and development plan, a transportation or circulation plan, or another plan of general applicability for the City adopted by the City Council, as provided in Title 10, Chapter 9, Sections 20 and 21, Utah Code Annotated 1953, as amended.

34. Minor Street means a street for which the principle function is access to abutting land. Traffic movement is a secondary function.

~~32.35.~~ **Municipal Utility Easement** means the same as the term is defined in Utah Code section 10-9a-103(40).

~~33.36.~~ **Natural Drainage Course** means any natural watercourse which is open continuously for flow of water in a definite direction or course.

~~34.37.~~ **Official Street Map** means the public street map adopted by the City Council ~~as provided in Title 10, Chapter 9, Sections 23 through 25, Utah Code Annotated 1953, as amended.~~

~~35.38.~~ **Open Space Subdivision.** A subdivision where the City's density requirement is accomplished through perpetual open space. No new open space subdivisions are permitted on or after January 1, 2024.

~~36.39.~~ **Owner** means the owner in fee simple of real property as shown in the records of the Utah County Recorder's Office and includes the plural as well as the singular, and may mean either a natural person, firm, association, partnership, private corporation, public or quasi-public corporation, or any combination thereof.

~~37.40.~~ **Parcel of Land** means a contiguous quantity of land, in the possession of, or owned by, or recorded as the property of, the same owner.

~~38.41.~~ **Planning Commission** means the Highland City Planning Commission.

~~39.42.~~ **Preliminary Plat** means the detailed map of a proposed ~~land division or~~ subdivision that demonstrates the subdivision's compliance with zoning regulations, establishes the layout of the proposed lots, roads, and major utility facilities, and provides such other information as required by this Chapter.

43. Protection Strip means a strip of land bordering a subdivision, or a street within a subdivision, which serves to bar access of adjacent property owners to required public improvements installed within the subdivision until such time as the adjacent owners share in the cost of such improvements.

~~40.44.~~ **Public Utility Easement** means the area on a recorded plat map or other recorded document that is dedicate to the use and installation of public utility facilities.

~~41.45.~~ **Public Way** means any road, street, alley, lane, court, place, viaduct, tunnel, culvert or bridge laid out or erected as such by the public, or dedicated or abandoned to the public, or made such in any action by the subdivision of real property, and includes the entire area within the right-of-way.

~~42.46.~~ **Public Works Department** means the Public Works Department of Highland City.

47. Reservation of Land refers to land set aside for public use within a subdivision, such land to be developed and maintained by the subdivider or by the residents of the subdivision.

48. Review Comments refers to requests issued to an applicant by the City as part of the review cycle process, including requests for modifications to plats, plans, designs, reports, and studies submitted with the application, requests to supplement any incomplete information, document, or material submitted with or that was required to have been submitted with the application, and requests to correct any other deficiency with an application to ensure compliance with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.

49. Review Cycle refers to the process described in Utah Code section 10-9a-604.2, as amended, and Section 5-4-307 of this Code, consisting of one full cycle of a subdivision applicant's submittal of a complete application, the City's review of that application, the City's response to that application, and the applicant's reply to the City's response.

43.50. Review Response refers to the applicant's response to the City's review comments, including a written response addressing each review comment and the submission of revised, modified, or corrected plats, plans, and other information, documents, and materials.

51. Right-of-Way means a strip of land used or intended to be used as a street, sidewalk, sanitary or storm sewer, drainage, utilities or other uses approved by the City Council.

52. Staff means all city employees and city contractors who are authorized by the City to review or make recommendations or decisions regarding land use applications. Includes the Zoning Administrator, City Attorney, and City Engineer.

53. Sensitive Lands Submittal means the information, studies, reports, and materials required to be submitted by the applicant pursuant to Chapter 8 of this Code.

44.54. Sensitive Lands Report means the report, analysis, or recommendation issued by the Zoning Administrator and City Engineer pursuant to Chapter 8 of this Code.

45.55. Sidewalk means a passageway for pedestrians, excluding motor vehicles.

46.56. Street means a public or private way primarily used or intended to be used for passage or travel by motor vehicles and to provide access to abutting properties.

47.57. Subdivider means the owner of the real property proposed to be subdivided, including any successors or assigns.

58. Subdivision means any land, ~~vacant or unimproved, which that~~ is divided, ~~resubdivided,~~ or proposed to be divided into two or more lots, parcels, sites, units, plots, or interests for the purpose, ~~whether immediate or future, for~~ offer, sale, lease, or development, either on the installment plan or upon any and all other plans, terms and conditions ~~including resubdivision~~. Subdivision includes the division or development of residential and

nonresidential usesland, including commercial and industrial zoned land, whether by deed, metes and bounds description, devise and testacy, succession, intestacy, lease, map, plat, foreclosures, or other recorded instrument, regardless of whether the division includes all or a portion of a parcel or lot.

~~48.~~59. **Subdivision Improvement Plans** means the civil engineering plans, grading and landscaping plans, drawings, details, specifications, and other technical or engineered plans or designs associated with required infrastructure, municipally controlled utilities, and public landscaping required for a subdivision.

~~49.~~60. **Subdivision, Major** means all subdivisions including but not limited to subdivisions of ~~four~~three or more lots, any size subdivision consisting of or including multi-family or condominium-type development with two or more units per lot or parcel, or any size subdivision requiring any new street or extension of the local governmental facilities.

~~50.~~61. **Subdivision, Minor** means any subdivision of land that results in ~~three~~two or fewer lots, provided that each lot thereby created has frontage on an improved public street or streets, and providing further that there is not created by the subdivision any new street or streets.

~~51.~~62. **Survey Monument** means mark affixed to a permanent object along a line of survey to furnish a survey control.

~~52.~~63. **Transfer Development Rights.** The ability to transfer the right to develop property from one area of the city to another area of the city

~~53.~~64. **Water Company and Improvement Districts** means the Highland Water Company, Timpanogos Special Sewer District, and any other water or sewer improvement district existing or hereinafter organized, whichever has jurisdiction over the land proposed to be subdivided.

~~54.~~65. **Zoning Code** means the Highland City Zoning Ordinance, including Chapter 3 of this Code, as presently adopted and as amended in the future.

5-1-105 Considerations

1. The General Plan shall guide the use of all land within the corporate boundaries of the City. The size and design of lots, the nature of utilities, the design and improvement of streets, the type and intensity of land use, and the provisions for any special facilities in any subdivision shall conform to the land uses shown and the standards established in the General Plan, the Zoning Code, and this Development Code.
2. Trees, native land cover, natural watercourses, and topography shall be preserved when possible. Subdivisions shall be so designed as to prevent excessive grading and scarring of the landscape in conformance with the City Development Code. The design of new subdivisions shall consider, and relate to, existing street widths, alignments and names.

3. Community facilities, such as parks and recreation areas, and transportation facilities shall be provided in the subdivision in accordance with General Plan standards, this Title, and other applicable ordinances. This ~~Title~~Chapter establishes procedures for the referral of information on proposed subdivisions to interested boards, bureaus, and other governmental agencies and utility companies, both private and public, so that the extension of community facilities and utilities may be accomplished in an orderly manner, coordinated with the development of the subdivision. In order to facilitate the acquisition of land areas required to implement this policy, the subdivider may be required to dedicate, grant easements over or otherwise reserve land for schools, parks, playgrounds, public ways, utility easements, and other public purposes as specified.
4. Subdivision Plats which incorporate areas which in the judgment of the City ~~Council~~ include land features which are either environmentally or historically unique and which if modified would alter the nature and character of the community in an adverse manner, may be defined as either Public or Private Conservation Areas. The Conservation area may include natural water courses, old growth wooded areas, unique land features, and natural historical landmarks, which make a material contribution to the nature and character of the community. ~~The City Council, with the advise of the Planning Commission, shall insure that the c~~Conservation areas ~~shall be~~ is protected by deed restrictions, conservation easements, subdivision CCR's, or public dedications (or a combination of these) as the City ~~Council~~ may deem appropriate. Documents necessary to create and protect the conservation area must be recorded at the time of subdivision plat recording.

5-1-106 General Responsibilities

1. The subdivider shall prepare a plat consistent with the standards contained herein and shall pay for the design and inspection of the public improvements required. The subdivider shall not alter the terrain or remove any vegetation from the proposed subdivision site or engage in any site development until he or she has obtained the necessary approvals as outlined herein.
2. The City Zoning Administrator shall review the plats for design, for conformity to the General Plan and to the Zoning Code; for the environmental quality of the subdivision design; and shall process the subdivision plats and reports as provided for in this ~~Title~~Chapter.
3. Plats of proposed subdivisions shall be referred by the Zoning Administrator to such City departments and special districts, governmental boards, bureaus, utility companies, and other agencies which will provide public and private facilities and services to the subdivision for their information and comment. The City Zoning Administrator coordinates the comments received from all public and private entities and shall decide which agencies to refer proposed subdivision plats.
4. The City Administrator may request the City Engineer to make comments as to engineering requirements for street widths, grades, alignments and flood control, whether the proposed public improvements are consistent with this Code and other applicable

ordinances and for the inspection and approval of all construction of public improvements. Street layout and overall circulation shall be coordinated.

5. The Planning Commission ~~shall act as an advisory agency to the City Council. It is~~ charged with making investigations, reports, and recommendations on proposed subdivisions as to their conformance to the General Plan and Zoning Code, and other pertinent documents. The Planning Commission shall ~~also recommend approval,~~ approve ~~able~~ with conditions, or disapprove ~~al~~ of the ~~final preliminary~~ plats, as provided for in this Chapter to the City Council.
6. The City Attorney may be consulted by the Zoning Administrator to approve the form of the final plat if it is correct and acceptable that the subdivider dedicating land for use of the public is the owner of record, and that the land is free and clear of unacceptable encumbrances according to the title report, which shall be submitted by the subdivider.
7. For the purpose of administering the subdivision process, the City Zoning Administrator should act as liaison between the subdivider, Planning Commission, staff, and the Development Administration Board. The City Zoning Administrator shall also provide regular reports to the City Council regarding the status of current subdivisions and other developments. Prior to preliminary approval for a subdivision, the City Zoning Administrator shall review the proposed plat and request written comments from the City Council on the plat. The comments shall then be forwarded to the Planning Commission for evaluation. Upon approval of the Final Plat by the Planning Commission, the final plat will be sent to the City Council.
8. The City Council has final jurisdiction in the ~~approval of subdivision plats; the~~ establishment by ordinance of requirements for and design standards of, public improvements, ~~;~~ and the acceptance of lands and public improvements that may be proposed for dedication outside of the dedication or provision of lands and public improvements required by this Chapter and the City's design standards and specifications, and the approval of development agreements or similar arrangements that contain terms or allow uses that are not expressly provided for or permitted by this Chapter.

5-1-107 Appeal of Decisions

1. Recommendations and reports from staff, the Development Administration Board, or the Planning Commission may not be appealed unless such recommendation or report consists of a final decision on a land use application.
2. Recommendations and legislative decisions made by the City Council may not be appealed.
3. Except as otherwise provided herein, a land use applicant or adversely affected party, including the City, may appeal any final decision by staff, the Development Administration Board, the Planning Commission, or the City Council on a land use application to the Appeal Authority per the requirements of Chapter 2, Article 3 of this Code.

4. Disputes arising from subdivision improvement plans related to a City requirement for pavement on a residential roadway in excess of 32 feet may be appealed per the requirements of Utah Code section 10-9a-604.2(8) and section 10-9a-508(5).

~~5-1-107 Appeal Of Planning Commission Decisions~~

1. ~~Appeal may be made to the City Council from any decision, determination or requirement of the Planning Commission by filing with the City Recorder a notice thereof in writing within 10 business days after such decision, determination or requirement is made. Such notice shall set forth in detail the action and grounds upon which the subdivider, or other interested person, deems himself or herself aggrieved. Planning Commission recommendations to the City Council and other actions by the Planning Commission that do not result in a final decision are not subject to direct appeal, either to the City Council or to the City Appeal Authority.~~

~~The City Recorder shall set the appeal for hearing before the City Council to be held within 45 days from the date of receipt of the appeal. Such hearing may, for good cause, be continued by order of the City Council. Written notice of the date set for hearing the appeal shall be mailed to the appellant at least 10 days before the appeal hearing date. After hearing the appeal, the City Council may affirm, modify, or overrule the decision, determination or requirement appealed and enter any such order or orders as are in harmony with the spirit and purpose of this Title. The filing of an appeal shall stay all proceedings and actions in furtherance of the matter appealed, pending a decision of the City Council.~~

~~5-1-108 Appeal Of City Council Decisions~~

~~The appellant may appeal any decision of the City Council to the Appeal Authority per the requirements of Chapter 2, Article 3 of this Code.~~

Chapter 5, Article 2 Control And Application

5-2-101 Subdivision Control

5-2-102 Required Plat Approval

5-2-103 Transfer Of Land — Issuance Of Building Permits

5-2-104 Transfer Of Land — Viodable

5-2-105 Penalties

5-2-101 Subdivision Control

1. ~~Except for a "Lot Split",~~ It shall be unlawful for any owner of any land within the corporate limits and jurisdiction of the City to subdivide such land, regardless of the method of the subdivision, for nonagricultural uses unless and until:
 - a. A plat of such subdivision is made in accordance with the requirements set forth herein;
 - b. Approval of such plat is secured as provided herein; and
 - c. Copies of such plat are recorded in the Office of the Utah County Recorder ~~by the City Recorder.~~
2. This shall not restrict or prevent a division of land, if such division is expressly exempted under Utah State Code from subdivision and subdivision plat requirements.

5-2-102 Required Plat Approval

A plat of any subdivision shall not be recorded until it has been submitted and approved as provided herein. A plat shall not be approved if such plat is in conflict with any provision or portion of the General Plan, Official Map, Major Street Plan, Master Transportation Plan, Zoning Code, Development Code, this Title, or any other State law or City ordinance.

5-2-103 Transfer Of Land — Issuance Of Building Permits

Land shall not be transferred, sold, or offered for sale, nor shall a building permit be issued for a structure thereon, until a final plat of a subdivision shall have been recorded in accordance with this Title Chapter and the provisions of the Utah State Code, and until the improvements required in connection with the subdivision have been constructed or guaranteed as provided herein. Building permits shall not be issued without written approval of such public agencies as may be required by the Zoning Administrator. A building depending on public water, sewer, energy facilities, or fire protection shall not be permitted to be occupied until such facilities are provided and operational.

5-2-104 Transfer Of Land — Viodable

A person shall not offer to sell, contract to sell, sell, deed or convey any property contrary to the provisions of this Title.

5-2-105 Penalties

It shall be a Class “B” misdemeanor for any person to fail to comply with the provisions of this Code. In addition to any criminal prosecution, the City may pursue any other legal remedy to ensure compliance with this Code including, but not limited, to injunctive relief.

Chapter 5, Article 4 ~~Optional~~ Subdivision Requirements and Procedures

5-4-100 General Subdivision Review Procedures~~Blank (Removed 10/7/08)~~

5-4-200 Minor Subdivision ~~Option~~Process

5-4-300 Major Subdivision ~~Option~~Process

5-4-400 Open Space Subdivision Option (Legacy)

5-4-100 ~~Blank (Removed 10/7/08)~~ General Subdivision Review Procedures

5-4-101 Review for Completeness

1. The Zoning Administrator shall review each application for a minor subdivision or for a major subdivision preliminary or final plat to determine whether the application is complete for purposes of further substantive processing and review.
 - a. An application shall be deemed to be complete for the purposes of further substantive processing and review if the application contains all information and materials identified on or required by the application form.
 - b. A defect, deficiency, or error in information and materials submitted with an application that causes the application to not comply with this Chapter or any other governing law, land use regulation, applicable land use decision, ordinance, or standard shall not render the application incomplete unless such defect, deficiency, or error reasonably prohibits or precludes substantive review of the application or a material portion thereof.
2. If the Zoning Administrator determines that the plat application is complete, the Zoning Administrator shall:
 - a. notify the applicant that the application is complete;
 - b. circulate and review the plat application in accordance with Section 5-4-102; and
 - c. for minor subdivisions, mail the notice described in Section 5-4-204.
3. If the Zoning Administrator determines that the plat application is incomplete or deficient with respect to a specific and objective application requirement imposed by this Chapter or another governing law, land use regulation, applicable land use decision, ordinance, or standard, the Zoning Administrator shall notify the applicant of the deficiency, with a description of the information, documents, and materials required to correct the deficiency. The plat application shall not be deemed complete and shall not be entitled to substantive processing or review until the applicant corrects the deficiency and submits all required information, documents, and materials.
4. The decision of the Zoning Administrator regarding an application's completeness may be appealed by the applicant to the Development Administration Board. The appeal shall

be in writing and filed within ten (10) calendar days of the Zoning Administrator's decision.

5-4-102 Review Cycle Process for Plat Applications

1. For each complete subdivision application, the City shall review the plat, plans, and other application materials through the review cycle process forth in this Section and Utah Code section 10-9a-604.2 to ensure compliance with all requirements of this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.
2. A review cycle begins with the City's receipt of either a complete application for a new application or a complete review response submitted as part of a prior review cycle.
3. The City may issue review comments with each review cycle to correct any deficiencies with the plat, subdivision improvement plans, and related information, documents, and materials.
 - a. The City shall complete its review and shall issue review comments within the following timeframes:
 - i. For preliminary plats and preliminary subdivision improvement plans for single-family, two-family, and townhome subdivisions that do not involve property within identified geological hazard areas, the City shall have fifteen (15) business days after receipt of the complete application or complete review response to complete its review and to issue review comments.
 - ii. For final plats and final subdivision improvement plans for single-family, two-family, and townhome subdivisions that do not involve property within identified geological hazard areas, the City shall have twenty (20) business days after receipt to complete its review and to issue review comments.
 - iii. For all other plats and subdivision improvement plans for other subdivisions, the City shall have a reasonable timeframe to complete its review and to issue review comments, not to exceed twenty-five (25) business days.
 - b. Review comments issued by the City shall be specific, include citations to the law, ordinance, regulation, decision, standard, or specification justifying the review comment, and shall be compiled and logged into a single index of requested modifications for the application.
 - c. The City's failure to issue a review comment regarding a specific deficiency or defect of the preliminary plat, subdivision improvement plans, or related information, documents, and materials submitted by the applicant shall waive the City's right to require that the deficiency or defect be corrected, unless:

- i. The modification or correction required by the review comment is necessary to protect public health and safety or to enforce state or federal law;
 - ii. The modification or correction required by the review comment is necessitated by the applicant's review response or other adjustment to the proposed subdivision plat, plans, or related materials;
 - iii. The modification or correction required by the review comment is necessitated by the applicant's update to the proposed phasing of the development that adjusts the needed infrastructure; or
 - iv. The applicant does not submit a revised plan in response to the City's review comments within twenty (20) business days after the City issued its review comments.
4. The applicant shall provide a complete review response in response to the City's review comments, consisting of revised plats, plans, information, documents, or materials together with a written explanation identifying and explaining the applicant's revisions and reasons for declining to make revisions, if any.
 - a. The applicant's written explanation shall be comprehensive and specific, including citations to the relevant law, ordinance, regulation, decision, standard, or specification and including an index of requested revisions or additions for each required correction.
 - b. The applicant's failure to address a review comment shall render their review response incomplete. The review cycle is not complete, and the subsequent review cycle or action shall not begin until all review comments are addressed and the applicant submits a complete review response.
5. The City may not require more than four review cycles, provided that the City may restart the review cycle process at the first review cycle, if the applicant makes a material change to a plan set. Such restarted review cycle process shall apply only to the portion of the plan set that the material change substantively affects.

5-4-103 Final Decision on Plat Application

1. After conducting a public meeting or public hearing, as required by this Article, the land use authority shall approve, approve with conditions, or deny a subdivision plat application.
2. If the land use authority finds and determines that the plat and subdivision improvement plans comply with and conform to the requirements of Utah State Code, this Chapter, and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards, the land use authority shall approve the plat and subdivision improvement plans.

3. In approving a plat or subdivision improvement plans, the land use authority may impose conditions on the approval to ensure compliance with the requirements of Utah State Code, this Chapter, and all other governing laws, land use regulations, applicable land use decision, ordinances, and standards.
4. If the land use authority finds and determines that the plat or subdivision improvement plans do not comply with or conform to the requirements of Utah State Code, this Chapter, and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards, and such noncompliance cannot be corrected by the imposition of conditions on the approval of the plat or plans, the land use authority shall reject and disapprove the final plat or subdivision improvement plans.
5. The Zoning Administrator shall notify the applicant, in writing, of the land use authority's final decision regarding the plat application, any conditions of approval, and the basis for any rejection or disapproval.

5-4-200 Minor Subdivision ~~Option~~Process

5-4-201 Purpose

5-4-202 Applicability

5-4-203 Filing Minor Subdivision Application~~Plat~~

5-4-204 ~~Zoning Administrator's~~ Review for Completeness

5-4-205 Standards and Required Conditions And Improvements

5-4-206 ~~Planning Commission Action~~ Review of Minor Subdivision

5-4-207 ~~City Council Action~~ Action on Minor Subdivision

~~5-4-208 Disapproval By The City Council~~

5-4-209 ~~8~~ Appeal Of ~~City Council~~ Decisions

5-4-210 ~~Bond Agreement Assurance~~ Or Improvements Required

5-4-211 ~~10~~ Recording Of Plat

5-4-212 ~~12~~ Expiration Of Final Approval

5-4-201 Purpose

The intent of the minor subdivision process is to allow for small subdivisions to be processed as quickly as possible. Minor subdivisions include “lot splits” and other~~those~~ developments of ~~three~~ two or fewer lots for single-family residential development purposes, which developments meet the requirements of this Code. In this process, the preliminary and final plats, required for most subdivisions, are simplified and combined.

5-4-202 Applicability

1. The procedures set forth in this ~~Chapter~~ Article shall govern the processing of, and the requirements pertaining to, minor subdivisions, and shall take precedence over any other provisions of this Code to the contrary.

~~1.2.~~ All other provisions of this Code and other City ordinances and standards not expressly superseded by this Article, including but not limited to the requirements of Chapter 5, Article 5 General Requirements of All Subdivisions, and Chapter 5, Article 6 Public Improvements, shall apply to minor subdivisions.

5-4-203 Filing Minor Subdivision Application~~Plat~~

1. Prior to filing an application for a minor subdivision, the subdivider ~~shall~~ may meet with the Zoning Administrator, or other City staff as appropriate, for pre-application review per Section 2-~~7~~ 601.

2. After completing pre-application review, if applicable, the subdivider of a minor subdivision shall file an application with the Zoning Administrator on a form prescribed by the City and submit ~~information required by staff as needed and described in detail in the Final Plan and Plat Submittal Requirements to be obtained from the City.~~ all information, documents, materials required by this Code and the City's application form and required to ensure the subdivision complies with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.

3. No separate preliminary plat is required to be submitted or approved for a minor subdivision prior to the submission of a final plat and related subdivision improvement plans.
4. The application form shall specify the requirements, information, documents, and materials required to be submitted in order for the preliminary plat application to be complete. At least the following information, documents, and materials shall be required as part of the application to be submitted by the subdivider:
 - a. A complete application form;
 - b. Owner's affidavit;
 - c. Project narrative;
 - d. Legal description of the property being subdivided;
 - e. ALTA survey;
 - f. Title report for the property being subdivided;
 - g. Sensitive lands submittals, in accordance with Chapter 8;
 - h. Proposed final plat, in accordance with Section 5-4-311;
 - i. Proposed subdivision improvement plans, in accordance with Section 5-4-312;
 - j. Vicinity map indicating the exact location of the property and each other property within 1/2 mile of the property being subdivided;
 - k. Property ownership map and list of names and addresses of each owner of record of each other property within 500 feet of any portion of the property being subdivided, and pre-addressed and pre-stamped envelopes for each such owner;
 - l. All applicable fees.
5. The application form ~~requirements~~ may be amended, added to, and updated by the City Administrator or designee as necessary to ensure that minor subdivision applicants are informed as to the requirements for an application to be complete and to ensure that the City can when additional information may be necessary to successfully evaluate each development application for compliance with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.
6. The applicant shall submit electronic and/or paper copies of the minor subdivision application and related materials in the form, method, size, and standard specified by the City.
- ~~2.7.~~ The subdivider shall pay all application fee(s) as published in the Consolidated Fee Schedule for the minor subdivision application. These fees shall not be refunded or

waived in the event the subdivider does not obtain approval of the minor subdivision plat or does not proceed with the subdivision.

5-4-204 Zoning Administrator's Review for Completeness, Notice of Plat

1. The Zoning Administrator shall review the minor subdivision application to determine whether the application is complete for the purposes of further substantive processing and review pursuant to Section 5-4-101, solicit staff and City Council comments and then prepare a report on the conformity of the minor subdivision plat to the provisions of the General Plan, the Zoning Code and all other applicable requirements of this and other ordinances and regulations of the City. This report and the minor subdivision plat shall then be presented to the Planning Commission.
- 1.2. If the Zoning Administrator determines that the minor subdivision plat is complete, the Zoning Administrator shall mail a notice to each owner of property within 500 feet of any portion of the property being subdivided, which notice shall describe the property being subdivided, contain a depiction of the proposed subdivision, and explain that written objections to the proposed minor subdivision may be submitted to the City within twenty (20) business days after the day on which the applicant submitted the application.

5-4-205 Standards and Required Conditions And Improvements

The following requirements shall be satisfied as part of the review process prior to approval of the minor subdivision, and may be imposed as a condition of approval of a minor subdivision:

1. Not more than ~~three-two~~ lots ~~shall be are~~ created in the minor subdivision, and the lots created ~~shall~~ encompass all of the property being subdivided.
2. The area to be subdivided ~~shall be is~~ immediately adjacent to existing streets and utilities and shall not involve or require, ~~as determined by the Zoning Administrator,~~ the extension of any such streets or utilities.

~~The minor subdivision shall conform to the general character of the surrounding area.~~

3. The subdivider provides or agrees to provide all necessary public landscaping improvements and infrastructure improvements, as required by this Code and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards, and the subdivider prepares and obtains approval of subdivision improvement plans for such improvements. Such improvements include the improvement of all streets on which the subdivision fronts with curb, gutter, sidewalk, asphalt, and other required street improvements, and the connection of each lot to existing utilities, including culinary water, pressurized irrigation, sewer, power, and gas.
- 3.4. The subdivision improvement plans, and the design, construction, installation, and inspection of all required improvements, shall conform to this Code and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.

5. The minor subdivision and ~~L~~lots created therein do not ~~shall not~~ adversely affect adjoining property in a manner prohibited by applicable Utah State Code or Highland City land use regulations, applicable land use decisions, ordinances, and standards.
6. The minor subdivision and lots created therein ~~and shall~~ conform to the applicable provisions of ~~this~~ Zoning Code, including all zoning regulations for the applicable zoning district and the requirements of Chapter 5, Article 5 of this Code.
- 4.7. The minor subdivision satisfies the requirements of Chapter 8 related to sensitive lands.
- 5.8. Municipal and public ~~U~~tility easements and all rights of way and easements or other interests of record are identified, preserved, and ~~shall be~~ dedicated, as necessary.
9. Any redevelopment of the minor subdivision or any lot created therein shall be processed under the Major Subdivision Process.
- 6.10. The form of the proposed final plat conforms to the City's standards and contains all necessary plat notes and conditions of approval.

5-4-206 Review of Minor Subdivision~~Planning Commission Action~~

The minor subdivision application, final plat, subdivision improvement plans, and related information, documents, and materials shall be reviewed as a final plat in accordance with the process set forth in Section 5-4-102. ~~Within a reasonable time after the filing of a minor subdivision Plan, the Planning Commission shall hold a public hearing and act thereon. The applicant shall provide a legible vicinity map indicating the exact location of their property and each property within 3 mile (1,320 feet). The map shall include the address of the subject property and shall be part of each notice required for the public hearing. If the Planning Commission shall find that the proposed Plan complies with the requirements of this Code and that it is satisfied with the Plan of the subdivision, it shall recommend to the City Council approval or approval with conditions the proposed plan. If the Planning Commission shall find that the proposed Plan does not meet the requirements of this Code, it shall recommend disapproval of such Plan.~~

5-4-207 Action on Minor Subdivision~~City Council Action~~

1. Upon the completion of the fourth or final review cycle under Section 5-4-102, if the applicant has not materially changed the final plat or subdivision improvement plans, the applicant may request that the minor subdivision application be submitted for decision.
2. The Development Administration Board shall be the land use authority for minor subdivision applications and shall consider and issue an approval, approval with conditions, or denial of the minor subdivision application pursuant to Section 5-4-103 at a public meeting.
3. The Zoning Administrator shall notify the applicant, in writing, of the Development Administration Board's decision, any conditions of approval, and the basis for any rejection or disapproval.

- ~~1. The City Council shall not be bound by the recommendations of the City staff, the Planning Commission, and may set its own conditions and requirements consistent with this Code.~~

~~Within a reasonable time following the recommendation of approval of the minor subdivision Plan by the Planning Commission, the City Council shall consider the Final Plat. If the City Council determines that the Final Plat is in conformity with the requirements of this Code, other applicable ordinances and any reasonable conditions as recommended by the City Staff, Planning Commission, City Zoning Administrator or on its own initiative, and that it is satisfied with such plat of the subdivision, it shall approve the Final Plat.~~

~~5-4-208 Disapproval By The City Council~~

~~If the City Council determines that the Final Plat is not in conformity with this Code or other applicable ordinances, it shall disapprove the Final Plat specifying the reasons for such disapproval. Within 180 calendar days after the City Council has disapproved any plat, the subdivider may file with the Zoning Administrator a Preliminary Plan altered to meet the requirements of the City Council. If the Revised Preliminary Plan meets the conditions of the City Council, the Zoning Administrator shall submit the Revised Preliminary Plan to the Planning Commission for comments and recommendations before presenting it to the City Council. After 180 calendar days, any prior Planning Commission approval on this subdivision application shall be null and void. A Preliminary or Final Plan shall not have any force or effect until the Final Plat has been approved by the City Council and recorded among the land records of Utah County.~~

~~5-4-209~~ Appeal Of ~~City Council~~ Decisions

A subdivider may appeal any final decision of the Development Administration Board ~~City Council~~ to the Appeal Authority as described in Section 5-1-107 and Chapter 2, Article 3 of this Code. ~~Such appeal shall be made within twenty-one (21) calendar days of the rendering of a decision by the City Council.~~

~~5-4-210~~ Bond Assurance Agreement Or Improvements Required

Prior to recordation of an approved plat, the subdivider shall comply with the requirements of Sections 5-4-~~318-317~~ through 5-4-3~~1924~~ and Chapter 6, Guarantee of Performance, in this Code.

~~5-4-211~~ Recording Of Plat

After ~~City Council~~ approval and either, completion of the required public improvements and provision of improvement warranty assurances or provision of improvement completion and improvement warranty assurances, as provided in this Chapter, ~~and filing of the bond agreement the plat may be signed and and signing of the plat by the City Mayor, the plat shall be presented by the City Recorder~~ to the Utah County Recorder for recordation.

~~5-4-211~~ Expiration and Extension Of Final Approval

1. If the recording requirements set forth above are not met by the subdivider within 180 calendar days from the date of ~~City Council~~ approval, such approval shall expire, and the approved final plat and subdivision plans shall become be null and void. The applicant shall be required to reapply for minor subdivision approval and pay all associated fees.
2. ~~This~~ The 180-day time period may be extended by the ~~City Development Administration Board Zoning Administrator~~ for up to one additional period of 180 calendar days if the subdivider petitions the City for an extension prior to the expiration date and pays extension fees and the subdivider demonstrates good cause for the extension and that substantial effort is being made to complete the subdivision in accordance with the conditions and the requirements of this Chapter.
3. The ~~Zoning Administrator~~ Development Administration Board shall not grant a subdivision extension if:
 - a. the subdivision no longer conforms to meets current land use regulations, applicable land use decisions, or other applicable City ordinances and standards~~zoning ordinances~~;
 - b. surrounding property has received final approval for a subdivision and/or has otherwise developed in a manner that results ~~resulting~~ in new alignments, development requirements, or similar considerations that restrict or require alteration of the approved final plat or subdivision improvement plans;
 - c. geological, ~~or~~ geophysical, or other conditions have changed or been identified that require compliance with Chapter 8;
 - ~~a.d.~~ the subdivider desires or has attempted to modify the proposed minor subdivision proposal has changed since the initial Preliminary Approval and Final plat Recommendation~~approval~~. Extension requests for the City Council Final Approval after the first extension has been granted shall be submitted to the City Council directly for approval and after payment of extension fees.

5-4-300 Major Subdivision ~~Option~~Process

5-4-301 Pre-Application Review

5-4-302 Preliminary Plat~~n~~ — Purpose

5-4-303 Preliminary Plat — Application~~And Fees~~

5-4-304 Preliminary Plat — Preparation And Required Information

5-4-305 Preliminary Plat — Subdivision Improvement Plans

5-4-30~~5~~6 Preliminary Plat — Review for Completeness ~~Evaluation Of Preliminary Plat~~

5-4-307 Preliminary Plat — Substantive Review

5-4-30~~6~~8 Planning Commission Action—Preliminary Plat — Decision on Application

5-4-307 City Council Action—Preliminary Plat

5-4-30~~9~~8 Preliminary Plat — Effect Of Approval, Expiration ~~Of The Preliminary Plat~~

5-4-309 Concurrent Review

5-4-310 Final Plat — Application

5-4-31~~0~~10 Final Plan And Plat - Preparation And Required Information

5-4-31~~1~~2 Final Plat — Subdivision Improvement Plans~~Data To Accompany Final Plan~~

5-4-312 Soil Report

5-4-313 Final Plat — Review for Completeness ~~Evaluation Of Final Plan And Plat~~

5-4-314 Final Plat — Substantive Review~~(Reserved)~~

5-4-315 City Council Action—Final Plat — Decision on Application

5-4-316 Disapproval By The City Council

5-4-31~~7~~6 Appeal Of City Council Decisions

5-4-318 Performance Bond—Subdivider

5-4-31~~9~~7 Completion of Improvements, Assurances~~Performance Bond—Contractor~~

5-4-32~~0~~18 Copy Of Owner's Payment Bond Required

5-4-321 Blank (Amended 8/21/07)

5-4-32~~1~~9 Final Plat — Recordation~~ing Of Plat~~

5-4-32~~3~~0 Final Plat — Expiration Of Final Plat Approval

5-4-301 Pre-Application Review

Prior to submission of an application for preliminary plat approval of a major subdivision, the subdivider ~~shall~~may meet with the Zoning Administrator, or other City staff as appropriate, for pre-application review per Section 2-~~7~~601.

5-4-302 Preliminary Plat~~n~~ — Purpose

The purpose of the preliminary plat process is to require formal preliminary approval of a major subdivision in order to minimize changes and revisions which might otherwise be necessary on the final plat and to plan for the roadway, utility, and other improvements necessary for the function and connectivity of the overall subdivision for phased projects. The preliminary plat and all information and procedures relating thereto, shall, in all respects, be in compliance with the provisions of this Title Chapter and any other applicable ordinances, regulations, and standards.

5-4-303 Preliminary Plat — Application~~And Fees~~

1. After completing pre-application review, if applicable, T~~he~~ subdivider of a major

subdivision, shall file an application for preliminary plat approval with the Zoning Administrator on a form prescribed by the City and submit all information, documents, materials required by this Code and the City's application form and required to ensure the subdivision complies with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.

2. The application form shall specify the requirements, information, documents, and materials required to be submitted in order for the preliminary plat application to be complete. At least the following information, documents, and materials shall be required as part of the application to be submitted by the subdivider; ~~together with such prints and data for a preliminary plat as may be required from time to time by the City Zoning Administrator. At the same time,~~

a. A complete application form;

b. Owner's affidavit;

c. Project narrative;

d. Project data information;

e. Legal description of the property being subdivided;

f. ALTA survey;

g. Title report for the property being subdivided;

h. Sensitive lands submittals, in accordance with Chapter 8;

i. Preliminary plat, in accordance with Section 5-4-304;

j. Preliminary subdivision improvement plans, in accordance with Section 5-4-305;

k. Vicinity map indicating the exact location of the property and each other property within 1/2 mile of the property being subdivided;

l. Property ownership map and list of names and addresses of each owner of record of each other property within 500 feet of any portion of the property being subdivided, and pre-addressed and pre-stamped envelopes for each such owner;

m. All applicable fees.

3. The application form may be amended, added to, and updated by the City Administrator or designee as necessary to ensure that applicants are informed as to the requirements for an application to be complete and to ensure that the City can successfully evaluate each application for compliance with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.

4. The applicant shall submit electronic and/or paper copies of the preliminary plat

application and related materials in the form, method, size, and standard specified by the City.

- ~~4.5.f~~ The subdivider shall pay all application fee(s) as published in the Consolidated Fee Schedule for the preliminary plat application. These fees shall not be refunded or waived in the event the subdivider does not obtain approval of the preliminary plat or does not proceed with a final plat application.

5-4-304 Preliminary Plat – Preparation And Required Information

1. The preliminary plat shall be clearly and legibly drawn ~~with approved water proof drawing ink~~ at a scale not less than one inch equaling 100 feet. The Plan shall be so drawn that the top of the sheet is north. Dimensions shall be in feet and decimals thereof and bearings in degrees, minutes and seconds.
2. The preliminary plat shall contain the details, designs, and information required by this Code, the City's application form, and as may be required to ensure the subdivision complies with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards, including the following:
 - a. Legal description of the property being subdivided;
 - b. Zoning of the property and all abutting and/or adjacent properties;
 - c. Dimensions and size of the property being subdivided;
 - d. Layout, dimensions, and location of current and proposed lots, parcels, streets, and other areas, including:
 - i. Current and proposed lots, parcels, open space, conservation areas, and similar property divisions;
 - ii. Current and proposed dedications for public use and other easements, including for utilities, water conveyance facilities, and access;
 - iii. Current and proposed streets and other pedestrian circulation elements, with their proposed classification and width;
 - ~~i-iv~~ Current and proposed water wells, ditches, drainage, and detention/retention areas;
- ~~1. All property owners within 500' of the proposed subdivision shall be notified prior to presentation of the Preliminary Plan to the Planning Commission. Applicants are required to provide the City with pre-addressed labels of all real property owners within 500 feet of the proposed property to be taken from the most current County Assessor's roll a minimum of 12 days prior to the scheduled planning meeting. The applicant shall provide a legible vicinity map indicating the exact location of their property and each property within 3 mile (1,320 feet). The map shall include the address of the subject property and~~

~~shall be part of each notice required for the public hearing.~~

~~The applicant shall submit information required by staff as needed and described in detail in the Preliminary Plat Submittal Requirements to be obtained from the City. The requirements may be amended, added to, and updated by the City Administrator when additional information may be necessary to successfully evaluate each development.~~

5-4-305 Preliminary Plat – Subdivision Improvement Plans

The preliminary subdivision improvement plans shall contain the plans, maps, details, designs, and information required by this Code, the City's application form, and as may be required to ensure the subdivision complies with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards, including the following:

1. Proposed construction phasing;
2. Fences and walls;
3. Freestanding signage;
4. Utility, service, and public infrastructure facilities and improvements, including fire hydrants, backflow prevention, water, sewer, stormwater, natural gas, telephone, energy, and telecommunication lines and extensions;
5. Preliminary drainage plan and storm drain calculations, including existing and proposed drainage channels, ditches, water conveyance facilities, and retention/detention areas;
6. Landscaping plan;
7. Grading plan with topographic contours;
8. Circulation plan showing streets, trails, sidewalks, and other vehicular and pedestrian circulation elements, with proposed cross-sections and other design considerations.

5-4-306~~5~~ Evaluation Of Preliminary Plat – Review for Completeness

The Zoning Administrator shall review the preliminary plat application to determine whether the application is complete for the purposes of further substantive processing and review pursuant to Section 5-4-101.

- ~~a. The Zoning Administrator shall cause the application for preliminary plat approval to be checked for completeness and general compliance with these regulations, design standards and other applicable ordinances.~~
- ~~2. If the Preliminary Plat application meets all the applicable regulations and standards, the Zoning Administrator shall forward the application to the Planning Commission for consideration.~~
- ~~3. In the event of a dispute between the applicant and the Zoning Administrator regarding~~

~~the application's completeness or compliance with all applicable regulations and standards, the applicant may request that the Zoning Administrator forward the application to the Planning Commission for review with the Zoning Administrator's objections and comments.~~

5-4-307 Preliminary Plat – Substantive Review

The preliminary plat application, preliminary plat, preliminary subdivision improvement plans, and related information, documents, and materials shall be reviewed in accordance with the process set forth in Section 5-4-102.

5-4-306~~8~~ Planning Commission Action—Preliminary Plat – Decision on Application

- ~~1. The Planning Commission shall recommend approval, conditional approval or disapproval applications for Preliminary Plat approval after reviewing the application and conducting a public hearing. In cases of conditional approval or disapproval, the specific conditions or reasons for disapproval will be stated in the motion of the minutes of the Commission meeting.~~
- ~~2. The Planning Commission shall recommend approval of an application for Preliminary Plat approval if all requirements set forth in the Development Code are complied with.~~
- ~~3. The Planning Commission may recommend denial if the Planning Commission finds that the plat does not meet the requirements of the development code or the subdivider has otherwise failed to conform to the requirements of the development code.~~

~~The City shall notify the subdivider, in writing, of the action taken by the Planning Commission.~~

1. Upon the completion of the fourth or final review cycle under Section 5-4-102, if the applicant has not materially changed the preliminary plat or preliminary subdivision improvement plans, the applicant may request that the preliminary plat application be submitted for decision.
2. The Planning Commission shall be the land use authority for major subdivision preliminary plat applications, and shall consider and issue an approval, approval with conditions, or denial of the preliminary plat application pursuant to Section 5-4-103 after conducting a public hearing.
3. Notice of the public hearing shall be posted at least 10 calendar days in advance of the public hearing and shall be mailed at least 10 calendar days in advance of the public hearing to each owner of property within 500 feet of any portion of the property being subdivided, which notice shall describe the property being subdivided, contain a depiction of the proposed subdivision, and provide the date, time, and address of the public hearing.
4. The Zoning Administrator shall notify the applicant, in writing, of the Planning Commission's decision, any conditions of approval, and the basis for any rejection or

disapproval.

5-4-307 City Council Action – Preliminary Plat

- ~~1. Upon receipt of a recommendation from the Planning Commission, the City Council shall approve, conditional approve or disapprove applications for Preliminary Plat approval after reviewing the application and conducting a public meeting. In cases of conditional approval or disapproval, the specific conditions or reasons for disapproval will be stated in the motion of the minutes of the Council meeting.~~
- ~~2. The City Council shall approve an application for Preliminary Plat approval if all requirements set forth in the Development Code are complied with.~~
- ~~3. The City Council may deny an application if it finds that plat does not meet the requirements of the development code or the subdivider has otherwise failed to conform to the requirements of the development code.~~
- ~~4. The City shall notify the subdivider, in writing, of the action taken by the City Council.~~
- ~~5.1. The Preliminary Plat application can be refiled at any time if revisions can resolve the reasons for denial as originally proposed. The refile of the Preliminary Plat application for the same tract, or any portion thereof, shall follow the procedures and requirements specified in this chapter and shall be treated as a new application.~~

5-4-3098 Preliminary Plat – Effect Of Approval, Expiration Of The Preliminary Plat

1. The approval or approval with conditions of the Ppreliminary Pplat shall be authorization for the subdivider to proceed with the preparation of the Ffinal Pplat and final subdivision improvement plans.
2. The Ppreliminary Pplat approval shall be valid for one year from the date of approval. The final plat and final subdivision improvement plans shall be submitted and applied for prior to the expiration of the one-year period.
3. For phased developments, a Ppreliminary Pplat approval shall be-remain valid for five years from the date of approval so long as a Ffinal Pplat for at least one phase of the subdivision is submitted and applied for within one year after Preliminary Plat approval. The final phase of the development shall be submitted and applied for prior to the expiration of the five-year period.
- ~~3.4. If the final plat and final subdivision improvement plans are not submitted and applied for within the time periods described herein, the approval shall expire, and the approved preliminary plat and preliminary subdivision improvement plans shall become null and void. The applicant shall be required to reapply for preliminary plat approval and pay all associated fees.~~
4. Preliminary Pplat approval may, upon written application to the Council by the subdivider and payment of an application fee, be extended by the Planning Commission

for an additional one (1) year if the subdivider petitions the City for an extension prior to the expiration date and pays extension fees and the subdivider demonstrates good cause for the extension and, in the opinion of the Council, there is no change in conditions within or adjoining the preliminary plat which would warrant a revision of the original preliminary plat and the applicant demonstrates to the commission that substantial effort is being applied to create a final plat.;

5. The Planning Commission shall not grant an extension of preliminary plat approval if:

- a. the subdivision no longer conforms to current land use regulations, applicable land use decisions, or other applicable City ordinances and standards;
- b. surrounding property has received final approval for a subdivision and/or has otherwise developed in a manner that results in new alignments, development requirements, or similar considerations that restrict or require alteration of the approved preliminary plat or preliminary subdivision improvement plans;
- c. geological, geophysical, or other conditions have changed or been identified that require compliance with Chapter 8;
- b.d. the subdivider desires or has attempted to modify the proposed subdivision since the preliminary plat approval.

4.5. Preliminary pPlat approval shall in no way relieve the subdivider of his-their responsibility to comply with all required conditions and ordinances, and to provide the improvements and easements necessary to meet all City standards.

5-4-309 Concurrent Review

- 1. An applicant may request concurrent review of a preliminary and final plat for non-residential subdivisions and apartments, condominiums and townhome projects if a site plan has been approved previously so long as they contain all the information that would be required by these regulations.
- 1. A request for concurrent review shall be processed as a final plat except that the City Council shall receive a recommendation from the Planning Commission prior to consideration of the application.

5-4-310 Final Plat – Application

- 1. An application for approval of a final plat shall not be filed unless there is an approved Preliminary Plat for the proposed subdivision as provided in this Chapter.
- 2. After obtaining preliminary plat application approval, the subdivider of a major subdivision shall file an application for final plat approval with the Zoning Administrator on a form prescribed by the City and submit all information, documents, materials required by this Code and the City's application form and required to ensure the subdivision complies with this Chapter and all other governing laws, land use regulations,

applicable land use decisions, ordinances, and standards.

3. The application form shall specify the requirements, information, documents, and materials required to be submitted in order for the final plat application to be complete. At least the following information, documents, and materials shall be required as part of the application to be submitted by the subdivider:
 - a. A complete application form;
 - b. Owner's affidavit;
 - c. Project narrative;
 - d. Project data information;
 - e. Legal description of the property being subdivided;
 - f. Sensitive lands submittals, in accordance with Chapter 8;
 - g. Final plat, in accordance with Section 5-4-311;
 - h. Subdivision improvement plans, in accordance with Section 5-4-312;
 - i. Any information, document, or material required as a condition of approval of the preliminary plat;
 - j. Vicinity map indicating the exact location of the property and each other property within 1/2 mile of the property being subdivided;
 - k. Property ownership map and list of names and addresses of each owner of record of each other property within 500 feet of any portion of the property being subdivided, and pre-addressed and pre-stamped envelopes for each such owner;
 - l. All applicable fees.
4. The application form may be amended, added to, and updated by the City Administrator or designee as necessary to ensure that applicants are informed as to the requirements for an application to be complete and to ensure that the City can successfully evaluate each application for compliance with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.
5. The applicant shall submit electronic and/or paper copies of the preliminary plat application and related materials in the form, method, size, and standard specified by the City.
- 1-6. The subdivider shall pay all application fee(s) as published in the Consolidated Fee Schedule for the final plat application. These fees shall not be refunded or waived in the event the subdivider does not obtain approval of the final plat or does not record the final plat.

5-4-3101 Final ~~Plan And~~ Plat — Preparation And Required Information

~~The applicant shall submit information required by staff as needed and described in detail in the Final Plan Submittal Requirements Checklist which may be obtained from the City. The requirements may be amended, added to, and updated by the City Administrator when additional information may be necessary to successfully evaluate each development.~~

1. ~~The final plat~~ The actual Plan drawing shall be made on a scale large enough to clearly show all details, drawn so that the top of the sheet is north, and the workmanship on the finished drawing shall be neat, clear and readable. Dimensions shall be in feet and decimals thereof and bearings in degrees, minutes and seconds.
2. The printing or reproduction process used shall not incur any shrinkage or distortions and the reproduced tracing furnished shall be of good quality, to true dimension, clear and readable and in all respects comparable to the original Plan so that the lines, dimensions and marking will not rub off or smear.
3. The final plat shall be in substantial conformance to the approved preliminary plat and shall conform to all conditions of approval of the preliminary plat.
4. The final plat shall contain the details, designs, and information required by this Code, the City's application form, and as may be required to ensure the subdivision complies with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards, including the following:
 - a. Legal description of the property being subdivided;
 - b. Dimensions and size of the property being subdivided;
 - c. The location of the subdivision within the City, ~~shall be~~ shown by a small scale vicinity map on the first sheet.
 - d. Layout, dimensions, and location of lots, parcels, streets, and other areas, including:
 - i. All lots, numbered consecutively, with their locations and dimensions;
 - ii. All parcels, open space, conservation areas, detention/retention areas, and similar property divisions or interests, with their locations and dimensions;
 - iii. All dedications of property for public use;
 - iv. All public utility easements and municipal utility easements for each lot and otherwise;
 - v. All other easements of record or created by the plat, including for utilities, water conveyance facilities, and access;

- vi. All streets and other vehicular and pedestrian circulation elements;
- e. City approved plat notes, approval blocks, typical lot diagram with building envelope and setbacks, and other required details and form requirements for the final plat;
- a.f. Certification by a State of Utah Professional Land Surveyor;

5-4-312~~1~~ Final Plat – Subdivision Improvement PlansData To Accompany Final Plan

- 1. ~~At the time a Final Plan of a subdivision is submitted to the Zoning Administrator, the subdivider shall submit therewith the following documents:~~
- 2. ~~The applicant may include Covenants, Conditions, and Restrictions (CC&R's) with any subdivision. If CC&R's are included with a subdivision the applicant shall submit one copy for staff review. Staff shall review the CC&R's to determine any potential conflicts with city ordinances. In all cases city ordinances shall govern and in no case will the city enforce CC&R's however they may be enforced through civil litigation by an Architectural Review Committee or Home Owners Association assembled by the developer or property owners within the subdivision. These documents may include the landscaping requirements and may also include other conditions or restrictions as determined by the subdivider.~~

5-4-312 Soil Report

- 1. The final subdivision improvement plans shall contain the plans, maps, details, designs, and information required by this Code, the City's application form, and as may be required to ensure the subdivision complies with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.
- 2. The final subdivision improvement plans shall conform to the approved preliminary plat and preliminary subdivision improvement plans.
- 3. The final subdivision improvement plans shall include at least the following:
 - a. Civil drawings for infrastructure improvements, including sewer, street and right-of-way, pressurized irrigation, storm-water and drainage, and culinary water;
 - b. Drainage plan and storm drain calculations;
 - c. Landscaping plan with public landscaping improvements;
 - d. Grading plan;
 - e. Drawings and plans for any mitigation, revegetation, slope correction, or other work required by Chapter 8;
 - f. Retaining wall, sign, and fence designs and plans;

g. Geotechnical Report;

a.h. A soil report, based upon adequate test borings and excavations, prepared by a civil engineer specializing in soil mechanics and registered by the State of Utah, shall be required following preliminary plat approval for review by the City Engineer in connection with a final plat application. If the soil report indicates the presence of critically expansive soils, high water table or other soil problems which, if not corrected, would lead to structural defects of the proposed buildings, damage to the buildings from the water or premature deterioration of the public improvements, a soil investigation of each lot in the subdivision may be required by the City Engineer. The soil investigation shall recommend corrective action intended to prevent damage to the proposed structure or public improvements. The fact that a soil report has been prepared shall be noted on the Final Plat ~~and a copy attached to the Final Plat application.~~

5-4-313 Final Plat – Review for Completeness-Evaluation Of Final Plan And Plat

The Zoning Administrator shall review the final plat application to determine whether the application is complete for the purposes of further substantive processing and review pursuant to Section 5-4-101.

- ~~1. The Zoning Administrator shall check the Final Plan for completeness and general compliance with this Title, the Final Plan Checklist and for incorporation of any changes required during the Preliminary Plan procedure. If the submission appears to not be complete, not in general compliance with, or does not incorporate required changes, the Zoning Administrator shall notify the applicant in writing and specify the respects in which it is deficit. If the submission appears to be complete, in general compliance and incorporates required changes, the Zoning Administrator shall refer the Plan and application to the City Engineer and other applicable agencies for their approval or direct the applicant to secure such approvals.~~
- ~~2. Upon receipt of the Final Plan and other data submitted therewith, the City Engineer shall examine such to determine that the subdivision, as shown, is substantially the same as it appeared on the Preliminary Plan and any approved alterations thereof. If the City Engineer shall determine that full conformity therewith has been made, it shall so certify on said Plan and shall transmit said Plan back to the Zoning Administrator who shall bring it before the City Council.~~
- 3.1. ~~In the event of a dispute between the applicant and the Zoning Administrator, City Engineer, or other City staff regarding the application's completeness or compliance with all applicable regulations and standards, the applicant may request that the Zoning Administrator forward the application to the City Council for review with the City staff's objections and comments.~~

5-4-314 (Reserved)Final Plat – Substantive Review

The final plat application, final plat, subdivision improvement plans, and related information, documents, and materials shall be reviewed in accordance with the process set forth in Section 5-

4-102.

5-4-315 ~~City Council Action~~ – Final Plat – Decision on Application

- ~~1. An application for approval of a Final Plat shall not be filed unless there is an approved Preliminary Plat for the proposed subdivision as provided herein.~~
 - ~~2. An applicant for Final Plat approval shall comply in all respects with the provisions of this chapter and all other applicable chapters of the Highland City Code.~~
 - ~~3. An applicant shall submit all of the documents, information, data, and other requirements for Final Plat approval, including fees, to the Zoning Administrator and shall furnish all information and materials needed to satisfy the requirements of this chapter.~~
 - ~~4. In addition to the requirements of the preceding paragraphs, the applicant shall provide to the Zoning Administrator any additional information, documents, or other material relevant to the application that city staff reasonably believes is necessary in order for the council to evaluate, analyze, and understand the subject matter of the application.~~
 - ~~5. An application for Final Plat approval shall not be deemed to have been filed or properly submitted until all of the above listed requirements have been complied with. Compliance shall be determined by the Zoning Administrator.~~
 - ~~6. The procedure for approval, amendment, or disapproval of final plat applications shall be as follows:~~
 - ~~a. The Zoning Administrator shall bring the application for Final Plat approval to the City Council, and the City Council shall approve, conditional approve or disapprove applications for Final Plat approval after reviewing the application and conducting a public meeting. In cases of conditional approval or disapproval, the specific conditions or reasons for disapproval will be stated in the motion of the minutes of the Council meeting.~~
 - ~~b. The City Council shall approve an application for Final Plat approval if all requirements set forth in the Development Code are complied with, it conforms to the approved preliminary plat and has been approved by culinary water and sanitary sewer authority.~~
 - ~~c. The City Council may deny an application if it finds that plat does not meet the requirements of the development code or does not conform to the approved preliminary plat or has not been approved by the culinary water or sanitary sewer authority.~~
1. Upon the completion of the fourth or final review cycle under Section 5-4-102, if the applicant has not materially changed the final plat or subdivision improvement plans, the

applicant may request that the final plat application be submitted for decision.

2. The Development Administration Board shall be the land use authority for major subdivision final plat applications, and shall consider and issue an approval, approval with conditions, or denial of the final plat application pursuant to Section 5-4-103 at a public meeting.
- ~~1.3.~~ The Zoning Administrator shall notify the applicant, in writing, of the Development Administration Board's decision, any conditions of approval, and the basis for any rejection or disapproval.

5-4-316 Disapproval By The City Council

~~If the Council disapproves the final plat, the minutes shall state the reasons for such denial. The final plat application may be refiled at any time if revision can resolve the reasons for the denial as originally proposed. The refile of a final plat application for the same tract, or any portion thereof, shall be treated as a new application and will follow the procedures and requirements specified in this chapter.~~

5-4-317-316 Appeal Of City ~~Council~~ Decisions

A subdivider may appeal any final decision of the Planning Commission or Development Administration Board ~~City Council~~ to the Appeal Authority in the time and manner described in Section 5-1-107 and Chapter 2, Article 3 of this Code.

5-4-318 Performance Bond – Subdivider

~~Prior to recordation of a final plat, after it has received City Council approval, the subdivider shall complete all of the public improvements required in the subdivision. Prior to recordation, the subdivider shall enter into a performance bond agreement with the City to insure completion of all public improvements required to be installed in the subdivision per Chapter 6, Guarantee of Performance, in this Code.~~

5-4-319-317 Completion of Improvements, Assurances, ~~Performance Bond~~ – Contractor

1. Prior to recordation of a final plat, after it has received City approval, the subdivider shall complete one of the following within the timeframes specified in this Chapter:
 - a. Complete and install all public landscaping and infrastructure improvements required by the final plat and the subdivision improvement plans and provide a warranty assurance, per Chapter 6; or
 - ~~a.b.~~ Provide a performance guarantee and warranty assurance for any remaining or incomplete public landscaping or infrastructure improvements required by the final plat and the subdivision improvement plans, per Chapter 6.
2. All public improvements required under this Title Code shall be installed by a contractor or subcontractors licensed by the State of Utah.

3. Prior to the installation of such improvements, the subdivider, contractor, or subcontractor shall obtain the necessary permits from the City and file a performance bond-guarantees and warranty assurances, as necessary, in an amount equal to 120 percent of the cost of installation of the improvements per Chapter 6, Guarantee of Performance, in this Code.

5-4-~~320~~ 318 Copy Of Owner's Payment Bond Required

1. Prior to the issuance of any permits to install any public improvements, the subdivider shall file with the City a copy of the bond required by Section 14-2-1, Utah Code Annotated 1953, as amended, which requires prompt payment for material furnished and labor performed under the subdivider's contract with the contractor.
- ~~1.2.~~ The City may condition or withhold release of a portion of a performance guarantee or warranty assurance to discharge or settle any construction, contractor, material, labor, tax, or other liens or claims related to work performed by the subdivider, contractor, or subcontractor related to the installation of public landscaping, public infrastructure improvements, or property dedicated or granted to the City.

5-4-~~321~~ Blank (Amended 8/21/07)

5-4-~~322~~ 319 Final Plat – Recordationing Of Plat

After City Council approval, completion of the required public improvements or filing of the bond-agreement-assurances described in Section 5-4-316~~8~~, above, and Chapter 6, Guarantee of Performance, in this Code, satisfaction of all other city requirements, and signing of the plat by the Mayor~~City~~, the plat, and any other instrument required to be recorded with the plat, such as covenants, conditions and restrictions for the subdivision, shall be presented by the City Recorder~~by the City~~ to the Utah County Recorder for recordation.

5-4-~~323~~ 320 Final Plat – Expiration Of Final Plat Approval

1. The final plat approval shall be valid for one year from the date of approval. The final plat must be recorded, in accordance with the requirements set forth in Section 5-4-317 prior to the expiration of the one-year period.~~If the requirements set forth in the subdivision approval above are not met by the subdivider within 180 calendar days from the date of City Council approval, such approval shall be null and void.~~
2. If the final plat is not recorded within the time periods described in this Chapter, the approval shall expire, and the approved final plat and final subdivision improvement plans shall become null and void. The applicant shall be required to reapply for final plat approval and preliminary plat approval, if necessary, and pay all associated fees.
3. Final plat approval may be extended by the Development Administration Board for an additional one (1) year if the subdivider petitions the City for an extension prior to the expiration date and pays extension fees and the subdivider demonstrates good cause for

the extension and that substantial effort is being applied to complete or assure the remaining improvements and record the final plat in accordance with the conditions of approval and the requirements of this Chapter.

4. The Development Administration Board shall not grant an extension of final plat approval if:

- a. the subdivision no longer conforms to current land use regulations, applicable land use decisions, or other applicable City ordinances and standards;
- b. surrounding property has received final approval for a subdivision and/or has otherwise developed in a manner that results in new alignments, development requirements, or similar considerations that restrict or require alteration of the approved preliminary plat or preliminary subdivision improvement plans;
- c. geological, geophysical, or other conditions have changed or been identified that require compliance with Chapter 8;
- d. the subdivider desires or has attempted to modify the proposed subdivision since the preliminary plat approval.

~~4.5. This time period may be extended by the Zoning Administrator one time, for up to 180 days if the subdivider petitions the Zoning Administrator for an extension prior to the expiration date and pays extension fees. The Zoning Administrator shall not grant a subdivision extension if: the subdivision no longer meets current zoning ordinances; surrounding property has received final approval and/or has developed resulting in new alignments, development requirements, or similar; geological or geophysical conditions have changed or been identified; the proposal has changed since the previously approved Final Approval. One additional extension request for City Council Final Approval may be submitted to the City Council directly for approval and after payment of extension fees for the second extension request. The subdivider must petition for an extension, prior to the expiration of the original 180 day period and pay extension fees. An extension may be granted only if the City Council finds that it will not be detrimental to the City and if the planned uses have not changed. The City Council shall not grant a subdivision extension if the subdivision no longer meets current zoning ordinances. The City Council may not grant a subdivision extension if the surrounding property has received final approval and/or has developed resulting in new alignments, development requirements, or similar; or, geological or geophysical conditions have changed or been identified. If any of the fees charged as a condition of subdivision approval, including but not limited to, inspection fees, parks fee, flood control fees, impact fees as well as the amounts the City uses to estimate bonds to insure completion of improvements, have increased, the City Council-Development Administration Board shall require that the subdivider pay such increases as a condition of granting the extension.~~

5-4-400 Open Space Subdivision Option (Legacy)

5-4-401 Purpose

5-4-402 Land Area

- 5-4-403 Density: Number Of Lots
- 5-4-404 Permitted Uses
- 5-4-405 Minimum Lot Area
- 5-4-406 Minimum Percentage Of Open Space
- 5-4-407 Location Of Open Space
- 5-4-408 Site Planning Procedures
- 5-4-409 Ownership And Maintenance Of Open Space

5-4-401 Purpose, Limitations of Section

1. The open space subdivision option was previously used and This provision is intended to promote imaginative, well designed subdivisions, which preserve and encourage the donation of open space and respect the physical qualities of the land. The Planning Commission may recommend and the City Council approve Open Space Subdivisions in the R-1-40 zone and in the R-1-20 zone, provided the following conditions are met:
- ~~1.2.~~ No new subdivisions shall be created or approved pursuant to the Open Space Subdivision Option set forth in this Section on or after January 1, 2024. This Section 5-4-400 et seq. is retained within this Code as a legacy ordinance that serves solely as reference for existing Open Space Subdivisions.

~~Chapter 5, Article 5-5 (Reserved)~~

~~Chapter 5, Article 5-6 (reserved)~~

~~Chapter 5, Article 5-7 (Reserved)~~

Chapter 5, Article 58 General Requirements of All Subdivisions

5-~~85~~-101 Subdivision Layout

5-~~85~~-102 Site Development Permit

5-~~85~~-103 Blocks

5-~~85~~-104 Lots

5-~~85~~-105 Streets

5-~~85~~-106 Protection Strips

5-~~85~~-107 Dedication And Reservation

5-~~85~~-108 Landscaping

5-~~85~~-109 (Blank, Deleted 4/20/04)

5-~~85~~-110 Neighborhood Box Units

5-~~85~~-111 Watercourses

5-~~85~~-112 Water Rights To Be Conveyed To City

5-~~85~~-113 Solar Access And Orientation

5-58-101 Subdivision Layout

1. The subdivision layout shall conform to the official General Plan, ~~and~~ all applicable Zoning Regulations, and the requirements of this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.
2. Where trees, groves, waterways, scenic points, historic spots, other City assets and landmarks, flood hazards, environmentally sensitive areas such as wetlands, areas with potential geologic hazards or topographical challenges, or other features or land subject to state, federal, or other special regulation, including those regulations set forth in Chapter 8, as determined by the City, are located within a proposed subdivision, the subdivider shall identify and provide means to study, analyze, preserve, mitigate, eliminate, and/or protect these features as part of the proposed subdivision.
3. Whenever a tract to be subdivided adjoins or embraces any part of an existing or proposed street so designated on the major street plan, such part of the public way shall be platted and dedicated, and improved by the subdivider in the location and at the width specified.
4. The subdivision layout shall include as part of the Preliminary Plat all of the property within the lots or parcels proposed to be subdivided that are owned by or under common ownership or control of or with the subdivider. The subdivision layout shall not propose a remnant parcel unless the subdivider provides a road and utility plan as part of the Preliminary Plat that adequately provides for the future development of the remnant parcel or the remnant parcel is restricted from development by easement, deed, or dedication. A remnant parcel is a tract of land that is capable of further subdivision but is not proposed to be developed as part of the Preliminary Plat.

5-58-102 Site Development Permit

The Zoning Administrator, after receiving a subdivision plat application, shall indicate to the subdivider whether special site development considerations are required prior to the subdivider altering the terrain or vegetation on the proposed subdivision site. Such considerations shall include those addressed by Chapter 8.

5-58-103 Blocks

1. Lots having double frontage shall not be approved except where necessitated by topographic or other unusual conditions. The width of each block shall be sufficient for an ultimate layout of two tiers of lots therein of a size required by the provisions of this Title, unless the general layout of the vicinity, lines of ownership, topographical conditions or locations of arterial streets or freeways justify or make necessary a variation from this requirement.
2. Blocks shall not exceed ~~1500~~ 1320 feet in length. In any block over ~~900~~ 660 feet in length, there ~~shall be~~ a crosswalk or pedestrian way shall be provided in accordance with generally acceptable ~~T~~transportation ~~P~~practices, the City's Traffic Calming and Pedestrian Safety Manual, and other City land use regulations, standards, and specifications.

5-58-104 Lots

1. All subdivisions shall result in the creation of lots which are developable and capable of being built upon. Other than lots or parcels designated and intended to be as non-buildable and/or dedicated for open space, conservation, drainage areas, or similar purposes, A subdivision shall not create lots ~~(other than lots or parcels designated as non-buildable or dedicated for open space, conservation, drainage areas, or similar purposes)~~, and no building permit shall be issued for any such lots, where improvement, construction, or other development otherwise allowed by the applicable zoning regulations is impractical or prohibited due to size, shape, steepness of terrain, location of watercourses, problems of sewerage or driveway grades, or other physical conditions, including those conditions or features addressed by Chapter 8, or due to encumbrances or other legal impediments, such as utility or conservation easements.
2. All lots or parcels created by the subdivision shall have access to a dedicated street improved to standards hereinafter required. Private streets shall not be permitted. Any exception to this requirement shall require the recommendation of the Planning Commission and the legislative approval of the City Council, finding and determining that ~~unless the Planning Commission finds that~~ the most logical development of the land requires that lots be created which are served by a private street or other means of access, with and makes such findings memorialized in writing with the reasons stated therein. Land designated as public right-of-way shall be separate and distinct from lots adjoining such right-of-way and not be included in the area of such lots.

3. The minimum area and dimensions of all lots shall conform to the requirements of the Zoning Code for the district in which the subdivision is located.
4. The side lines of all lots, so far as possible, shall be at right angles to the street which the lot faces, or approximately radial to the center of curvatures, if such street is curved. Sidelines of lots shall be approximately radial to the center of curvature of a cul-de-sac on which the lot faces. The [City Planning Commission](#) may allow exceptions to this requirement where considerations for solar orientation are involved.
5. Corner lots for residential use shall be platted wider than interior lots in order to permit conformance with the required street setback requirements of the Zoning Code.
6. A lot shall not be divided by a City limit line. Each such boundary line shall be made a lot line.
7. Remnants of property shall not be left in the subdivision which do not conform to lot requirements or are not required or more suitable for a common open space, private utility or public purpose.
8. Lot numbers shall begin with the number "1" and shall continue consecutively through the subdivision, without omissions or duplications; block designations shall not be used. Temporary address as approved by the City shall be noted.
9. Except as specifically authorized by this Title and the Zoning Code, not more than one dwelling unit shall occupy any one lot.
10. [The arrangement, location, and design of lots shall comply with the limitations imposed by the City's adopted standards, specifications, and regulations related to the installation, location, ownership, maintenance, and provision of public and private infrastructure and utility facilities.](#)
- 9.11. [Finished floor elevations, and grading around the structure and site, must meet or exceed the current requirements of building code, as most recently adopted. Lots shall be graded and developed to satisfy this requirement.](#)

5-58-105 Streets

1. All street shall be designated and constructed with the [following](#) street classification requirements [described herein and in accordance with the City's adopted design and construction standards and specifications. In the event of a conflict between this Chapter and a design or construction standard or specification adopted by the City, the more restrictive standard shall govern. In the event that neither standard is more restrictive, the City Engineer shall determine the standard that shall govern:](#)

STREET CLASSIFICATION

Minimum Requirements	Major Arterial	Minor Arterial	Major Collector	Minor Collector	Street	Cul-de Sac
Rights-of-way Width	100 ft.	90 ft.	74 ft.	66 ft.	56 ft.	56 ft.
Pavement	62 ~~F~~ ft.	62 ft.	58 ft.	44 ft.	3 ~~2~~ 4 ft.	30 <u>ft.</u> * <u>*with alternate curb options</u>
~~*with alternate curb options~~						

2. A traffic study and/or transportation planning, performed by a licensed professional traffic engineer and reviewed and accepted by the City or the City's designated consultant, shall be required in the following circumstances:

- a. All new non-residential developments;
- b. All new residential developments with at least 20 lots or units;
- c. ~~Where~~ When the Zoning Administrator or City Engineer determines that a subdivision will have a material ~~potential~~ impacts on the existing street system that has not been previously studied or planned for ~~are considered to be great;~~
- d. ~~or in~~ When a subdivision presents the case of unique or unusual circumstances concerning access, topography, or street layout; ~~and~~
- a.e. When otherwise required by the City's adopted design standards and specifications ~~a Transportation Planning/Engineering Study may be required.~~

2.3. The following principles shall govern street names in a subdivision:

- a. Each street which is a continuation of, or an approximate continuation of, any existing dedicated street shall be given the name of such existing street. When any street forms a portion of a proposed street previously ordered by the City Council

to be surveyed, opened, widened or improved, the street shall be given the name established in said Council order.

- b. The names of newly created streets of a non-continuous or noncontiguous nature shall not duplicate or nearly duplicate the name of any streets in the City or in unincorporated areas of Utah County.
- c. The words "Street," "Avenue," "Boulevard," "Place," "Way," "Court," or other designation of any street shall be spelled out in full on the plat and shall be subject to approval by the Planning Commission. Any named street shall also have the proper south or west coordinate as approved by the City Engineer.

~~3.4.~~ Street patterns in the subdivision shall be in conformity with the plan for the most advantageous development of the property and to avoid detrimental impacts to the overall City circulation network~~adjoining areas and the entire neighborhood or district~~. The following principles shall be observed:

- a. Where appropriate to the design and terrain, proposed streets shall be contiguous and in alignment with existing planned or platted streets with which they are to connect.
- b. Proposed streets shall be extended to the boundary lines of the land to be subdivided, unless prevented by topography or other physical conditions, or unless in the opinion of the Planning Commission, such extension is not desirable or needed for the coordination of the subdivision with the existing layout or the most advantageous future development of adjacent tracts.
- c. Dead-end streets, intended as access to future development parcels, shall be a maximum of one lot depth in length. With Planning Commission City approval, any dead-end street longer than one lot depth shall have a minimum of a 40-foot radius temporary turnaround area with an all-weather surface and shall not exceed 600 feet in length.
- ~~e.d.~~ Any street exceeding 600 feet shall have at least two points of independent access.
- ~~d.e.~~ Proposed streets shall intersect one another as nearly at right angles as topography and other limiting factors of good design permit. "T" intersections rather than "cross" intersections shall be used wherever possible for local streets.
- e.f. Excessively long and straight connecting local residential streets, conducive to high speed traffic, shall be avoided, unless the streets are designed with traffic control and safety features, and crosswalks or pedestrian ways are provided, in accordance with generally acceptable transportation practices, the City's adopted Traffic Calming and Pedestrian Safety Manual, and the City's other adopted standards and specifications~~prohibited according to the Planning Commission's judgment~~.

~~f.g.~~ Alleys shall not be permitted in residential subdivisions except when approved for access to lots abutting an arterial. Alleys in nonresidential subdivisions may be permitted.

~~g.h.~~ Cul-de-sacs shall not exceed 600 feet in length and shall have a minimum terminal radius of 50 feet. Driveways, mailboxes, fire hydrants, or any other obstruction to the terminal of a cul-de-sac shall be designed in such a way as to provide an area for the piling of snow.

~~h.i.~~ Homes shall face local residential streets, and lots shall be designed and platted to allow residential lots to have driveways and vehicular access onto local residential streets. It is not desirable to have lots with road frontage on front and back unless one is an arterial or major collector and proper screening is used.

~~j.~~ Streets, dead-end streets, stub streets, or other access points shall not be permitted or required if the continuation of the street or access point would violate Municipal Code 12.08.050, except as provided therein.

~~i.k.~~ Private driveway connections to collector and arterial streets shall be avoided.

~~4.5.~~ Subdivisions adjacent to arterials and freeways shall be designed as specified in the major street plan and as determined by the Planning Commission. The following principles and standards shall be observed:

- a. Street design shall have the purpose of making adjacent lots, if for residential use, desirable for such use by cushioning the impact of heavy traffic and of minimizing the interference with traffic on an arterial. The number of intersecting streets along an arterial shall be held to a minimum.
- b. A landscaped pedestrian way along arterial streets shall be not less than twenty feet in width measured from top back of curb and at least five feet of landscaped planter shall be located between the curb and sidewalk. A meandering sidewalk shall not be less than five feet in width. The design and improvement of the pedestrian way and meandering sidewalk shall be in conformance with the City's adopted parkway detail specification.
- c. Design of lots abutting arterial streets shall conform to one of the following alternatives:
 - i. Lots may be platted along a frontage street which is separated from the arterial street by at least 10 feet of permanent landscaping, subject to approval by the Planning Commission. Frontage roads shall enter arterial by means of intersections designed with turning and stacking capacity adequate for the traffic volume as estimated by the Planning Commission.
 - ii. Double frontage lots shall be platted with a minimum depth of 110 feet and a minimum width of 75 feet. In cases where homes are sited on double frontage lots with the rear yard adjacent to the arterial, a concrete or

masonry wall shall be constructed abutting the sidewalk. Access shall not be allowed from double frontage lots directly onto arterial streets. Accessory buildings shall not be allowed within 25 feet of any dedicated street in a residential zone.

- iii. Lots may be platted on cul-de-sacs extending toward an arterial from a minor collector within the subdivision. A concrete or masonry wall shall be required along the rear yards of lots platted on such cul-de-sacs or as required by the Planning Commission.
- iv. Lots and streets shall be designed and platted to avoid driveway access onto arterial streets. If the subdivider demonstrates that there is no feasible alternative, a lot may front onto an arterial, provided that ~~On lots with available access only onto an arterial,~~ a circular drive or some other type of vehicular maneuvering area or other City-approved driveway access shall be provided on the lot to enable vehicles to enter traffic moving forward rather than backing.
- d. When any lot borders an arterial, the subdivider may be required to execute and deliver to the City an instrument, deemed sufficient by the City Attorney's Office, prohibiting the right of ingress and egress from the arterial to the lot, and a legal document sufficient to guarantee maintenance of landscaping. The subdivider shall also be required to install such paving as necessary to construct the arterial or to bring the arterial up to standard width and shall install curb, gutter and sidewalk, along the arterial.

5-~~58~~-106 Protection Strips

Protection strips shall not be permitted under any circumstances.

5-~~58~~-107 Dedication And Reservation

- 1. In order to satisfy increased recreation facility needs created by a new development, an impact fee shall be paid for the acquisition and development of park land. The fee shall be on a per dwelling unit basis and shall be based on the Parks, Recreation and Trails Element of the General Plan and The Parks, Recreation and Trails Capital Improvement Program and Impact Fee Analysis. The fee shall be listed in the Consolidated Fee Schedule and may change from time to time due to changes in the Impact fee analysis. The fee shall be deposited in a designated account with monies expended only for planned park and recreation facilities identified in the Capital Improvement Program. ~~The must be paid prior to recordation of a subdivision plat.~~
- 2. The ~~City Planning Commission~~ may, at its discretion, allow ~~require~~ the dedication of land or other facilities for park and recreational purposes in lieu of some or all of the fee. Land to be dedicated may include all of the proposed park or recreation facility, or may include only part of a facility. Such partial dedication may be supplemented by additional land on

adjoining property not owned by the subdivider. ~~The subdivider shall be notified, prior to final plat approval, if dedication of land is to be required in lieu of some or all of the fee.~~

3. All land to be dedicated or facilities to be constructed for park or recreational purposes shall be found to be suitable by the Planning Commission, the Zoning Administrator, City Council, and the City Engineer as to location, parcel size and topography, type, and nature for the park and recreation purposes for which it is indicated in the General Plan or any planned community plan, prior to the City's acceptance of such land or facilities. Such purposes may include active recreation facilities such as playgrounds, play fields, structures, and other recreational facilities, pedestrian or bicycle paths, and areas of particular natural beauty and wooded areas to be developed or left in their natural state.
4. When park or recreational facilities approved for dedication are completed and accepted, a deed shall be conveyed to the City, after which the supervision and maintenance shall be the responsibility of the City. When park or recreational facilities are reserved, the developer shall establish conditions as to ownership, maintenance and use of such areas as deemed necessary by the Planning Commission-City to assure preservation of the intended use.

~~The provisions of this section shall not normally apply to commercial or industrial subdivisions; however, the Planning Commission may recommend as a condition of approval, that a commercial or industrial subdivider dedicate to the City that portion of a stream bed or drainage channel falling within an industrial subdivision when such portion forms part of an open space network designated in the General Plan or a planned community plan.~~

~~In addition to subdivisions, the provisions of this Section requiring the payment of a fee, or dedication in lieu of a fee, shall apply to all residential developments which require conditional use approval. Such developments shall include, but not be limited to, condominiums, planned unit developments, dwelling groups, and mobile home parks. However, open space normally provided in these types of developments may apply toward the required fee or dedication of land up to a maximum of 50 percent of the required fee. The percentage of credit shall be determined by the Planning Commission prior to final approval of a development plan. The fee shall be paid prior to issuance of a building permit for the first dwelling unit in the development.~~

~~If the subdivider or developer feels that the impact of the proposed subdivision or other residential development is substantially different than that presumed by this Section, the subdivider or developer may apply for a hearing before the Planning Commission to request a modification of the fee, or in lieu of, the dedication requirement of this Section. The request for the hearing shall be made prior to final approval by the Planning Commission of the subdivision or conditional use approval of the residential development. The Planning Commission may recommend the modification only if the subdivider or developer proves that what is required under this Section bears no reasonable relationship to the need for parks and recreation facilities created by the~~

~~subdivision or development. If the Planning Commission recommends such a modification, the request shall be submitted to the City Council for final determination.~~

5-~~58~~-108 Landscaping

1. Whenever, in the opinion of the ~~land use authority~~Planning Commission, the cuts and fills in a hillside subdivision are of sufficient size or visibility to demand special treatment, the subdivider shall be required to landscape such areas with suitable permanent plant materials and to provide for their maintenance.
2. The subdivision shall be so designed as to either preserve, or provide for, the greatest amount of on-site vegetation.
- ~~2.3.~~The requirements of this section shall be in addition to, and shall not supersede, limit, or replace, the requirements of Chapter 8.

5-~~58~~-109 Public Utility and Municipal Utility Easements(Blank, Deleted 4/20/04)

1. The subdivider shall dedicate and provide public utility easements and municipal utility easements within each lot within the subdivision, according to this Code and the City's standards and specifications.
- ~~1.2.~~The subdivider, public utility companies, entities with a valid franchise agreement with the City, and other persons who have obtained the City's written consent may use municipal utility easements within a lot for any purpose that a public utility easement may be used or for such purposes as the City has expressly authorized in writing.
3. All restrictions and limitations on private use of, construction on or within, or encroachment upon or within a public utility easement shall apply to a municipal utility easement. The owner of the property encumbered by the municipal utility easement shall not interfere with the lawful and authorized use of a municipal utility easement, and such owner shall bear the risk of loss or damage to any improvements to land that interfere with the easement rights described herein, as though the municipal utility easement were a public utility easement subject to Utah Code section 54-3-27.

5-~~58~~-110 Neighborhood Box Units

If the Postal Service requires Neighborhood box units, mail boxes in new subdivisions shall be consolidated in centralized locations no further than 500 feet from any dwelling which the box unit is designed to serve. Boxes shall not be located on corners, but shall be located at mid-block on a property line. The boxes shall serve only those on same side of the street so that no street crossings are necessary to retrieve mail.

5-~~58~~-111 Watercourses and Water Conveyance Facilities

1. The subdivider shall dedicate a right-of-way or other property for storm drainage conforming substantially with the lines of the limits established for future development of the American Fork River Walkway, or any other natural watercourse or channel, stream, creek, irrigation ditch, drainage area, or flood plain that enters or traverses the

subdivision. The subdivider shall also dedicate rights-of-way or other property interest for any pipe, conduit, channel, and retention or detention area as approved by the City Engineer for flood control and drainage. All such facilities shall be designed, constructed, and maintained in accordance with the City's adopted design and construction standards and specifications.

2. ~~As a condition for subdivision approval,~~ As a requirement or condition for approval of a subdivision or of a building permit, all ~~all~~ canals and ditches within ~~the~~the proposed subdivision or within the lot or parcel associated with the building permit used for the distribution of irrigation water shall be covered or piped. Ditches contiguous to the land being developed ~~proposed subdivision~~ may be required to be piped, if the proposed development will impact the use of or access to such ditches, including situations in which streets or driveways may cross the ditch. Irrigation easements shall be maintained or dedicated for existing ditches and water conveyance facilities and for all new water conveyance facilities along a suitable grade ~~are required, whether the system is built or the fee described below is paid.~~ No ~~open~~ ditches within a subdivision shall be allowed to remain open unless accepted and required by the Planning Commission and approved by the irrigation company and the City Council. Appropriate grates, gates, vents, valves, drains and other control structures shall also be required. In compliance with Section 73-1-15.5, UCA 1953, as amended, the developer shall be responsible for obtaining written approval from all affected irrigation companies for any proposed work related to a ditch or other water conveyance facility before final subdivision approval is granted or a building permit is issued; provided, however, the developer shall also meet the specifications for pipe or covering size and requirements adopted by the City, as reasonably required by the irrigation company, and as required established and approved by the City Engineer in accordance with the provisions of by state law.

- 1.3. ~~The Planning Commission and City Council may allow payment of a fee in lieu of providing a piped water distribution system. Such fee shall be based on one hundred (100) percent of the estimated the cost of installation of pipe sized for flood irrigation, unless otherwise approved by the City Council and shall be paid to the City. The estimated cost shall be determined by the City Engineer and shall include interest, if any, and engineering fees. Fees and water shares thus collected shall be held and used for a water system and shall be credited to the parcels of land from which they originated as a prior right. Fencing of property from canals and major ditches that are permitted to remain open may be required recommended by the City Planning Commission and irrigation company and approved by the City Council, subject to the concurrence of the irrigation company, as described in this Code. Canals and ditches within a defined conservation area need not be fenced, piped, or covered if the City Council determines that these improvements would destroy the purpose of the conservation area. The City Council may prohibit fencing of ditches and canals. All fences and retaining walls shall comply with the City's fence regulations set forth in this Code.~~

5-58-112 Water Rights To Be Conveyed To City

Developer/Subdivider Requirements:

1. It is the intent of Highland City to assure each current and future lot owner reasonable access to adequate irrigation water to make that lot productive; and, to initiate a program to provide funding and adequate water resources for a more efficient irrigation water distribution system.
2. All developers of subdivisions and all ~~or~~ land owners requesting a building permit, within the boundaries of Highland City shall convey to Highland City adequate irrigation water for the property being developed, and shall provide and install an adequate distribution system to serve the subdivision or land being built on as recommended by the Planning Commission and approved by the City Council in accordance with the City's adopted design and construction standards and specifications with appropriate easements along a suitable grade by which to convey the water to each lot. Adequate water is defined as providing 3.0 acre-feet per acre of water for the irrigation season (April 15 ~~–~~ October 1) each year, with at least 50% of said water right to be a stored water right. A combination of water shares may be used to meet this requirement. Underground water rights may be used at a value to be recommended by the City Engineer and approved by the City Council provided that such rights are an underground water well right used on the property for which the water is to be conveyed and not based on a change application from outside of Highland, or a change application from an irrigation water right. The following table defines acceptable shares of irrigation company stock per developed acre and their relative yield:
 - a. All land owners requesting connection to the Highland City Culinary Water system are required to provide water to the city at a ratio of one acre foot per acre of stored water per acre of property, except those parcels of land which were included in the original boundaries of the Highland Water Co. Stored water is defined as an underground water right accepted pursuant to the provisions of the Highland Development Code or a stored surface right as permitted by Highland Development Code.

IRRIGATION COMPANY	ACRE-FOOT YIELD PER ACRE
American Fork	2.0
Lehi Irrigation	2.0
Highland Conservation	1.0
Provo Res. Water Users Full Season	4.0 (Effective 3/7/2000)
Provo Res. Water Users Late Season	2.5

Winn Ditch	0.06
Other Surface and Underground Water Rights	As approved by the City Council

3. Because of the restrictions on transfer of Highland Conservation District (District) water, transfer of any such water to Highland City shall be made by an irrevocable assignment in a form acceptable to the City Council and the District which provides that the City may at any time transfer the water to other property it owns or controls in the District. Any and all use of such water by the City shall be governed by the Agreement between the City and the District and any assignment of District water to the City shall be conditioned on compliance with all terms and conditions of the Agreement. Transfer or assignment of District water shall not be effective unless approved in writing by the District.
4. For purposes of this section an acre is defined to be 43,560 square feet. Acreage shall be computed to two decimal places (e.g. 0.52 ac.). If fractional shares cannot be provided then the number of shares required shall be determined by rounding up to the nearest whole share.
5. ~~The City intends to establish a pressurized irrigation system. When such a system is constructed to serve~~ any land for which water rights or shares have previously been transferred to the City as a condition of annexation, subdivision approval, or issuance of a building permit is sought to be built upon, subdivided, or otherwise developed, the water rights or shares so transferred to the City shall be credited to that land. This shall not relieve the builder, subdivider, or developer of the obligation to extend and construct such facilities as may be necessary to connect the development to the City's pressurized irrigation system or to provide any additional water rights or shares required by this Chapter.-

Highland City will enter into an agreement with the developer of the subdivision and the owners of lots in the subdivision for the use of the water transferred to the city pursuant to this Code. The agreement shall provide that the developer or lot owners may continue to use the water to irrigate the land in the subdivision provided that the users of the water pay all assessments made thereon and that such agreement may be terminated by the City at any time if the City Council determines that the water should be used for another purpose.
6. As a condition of subdivision approval, annexation, or issuance of a building permit the developer/owner shall enter into a contract with Highland City that any shares of irrigation stock or other water rights in excess of that required by this Code, held by the owner of such property on June 20, 1991, shall remain in Highland City. Developer/owner shall also agree to notify the City Zoning Administrator of any transfer of said water shares or stock. If the owner fails or refuses to agree as provided in this subsection; has subsequent to June 20, 1991 sold water shares or water rights outside of Highland without first contacting with the City as provided in this subsection; the

developer/owner shall, upon the City's discovery of such failure or refusal, pay to the City for such shares or water rights twice the market value per share. The intent of this subsection is to retain in Highland all irrigation water rights currently in Highland.

7. The City Council may accept payment to the City of an amount equal to the market value of the required water shares or other water rights in lieu of providing water rights as required by this section under the following conditions: (a) it would be an unusual hardship to require the developer to provide water shares or other water rights; or (b) it would be in the best interest of the City to accept payment rather than requiring transfer of water shares or other water rights. The market value of the water shares or other water rights shall be determined by the City Council and shall include the estimated cost to the City of locating and purchasing equivalent water shares or other water rights. The determination of whether to accept payment in lieu of transfer of water shares or other water rights shall be at the discretion of the City Council and the City Council may require a developer to obtain water shares or other water rights at the developer's expense and transfer those shares or rights to the City. The developer shall bear all costs and shall be solely responsible for any applications necessary to allow the shares or rights to be used by the City. It is the policy of Highland City not to accept any fee in lieu of providing water rights if, after January 1, 1982, water has been sold or transferred from ~~of~~ the land being developed, or where there is a violation of ~~for as a result of violations as described in~~ subsection 5-8-112(1)(~~gf~~), so as to leave inadequate water rights with the land necessary to meet the dedication ~~adequate water right~~ standards as defined in this Section. All fees paid pursuant to this paragraph shall be used for irrigation water purchase, costs incurred in development of a distribution system, or culinary water needs in the future.
8. Unless water rights for the area being subdivided have previously been conveyed to the City, the City ~~Council~~ shall require, as a condition of approval of the subdivision, all subdividers to convey to the City water rights capable of producing sufficient water to irrigate the area within the subdivision during the period April 15 to October 1 of each year.

9. Building Permit Requirements:

- a. ~~As a condition for the issuance of residential or commercial building permits for lots which are not in platted subdivisions, all canals and ditches used for the conveyance of irrigation water on or across the property shall be covered or piped. Ditches contiguous to the property may be required to be piped. No open ditches shall be allowed unless accepted and recommended by the Planning Commission and approved by the Irrigation Company and City Council. Appropriate grates, gates, vents, valves, drains and other control structures as deemed necessary by the City Engineer shall also be required. In compliance with Section 73-1-15, UCA 1953, as amended, an applicant for a building permit will be responsible for obtaining written approval from all irrigation companies involved as to size and specification of pipe and need for control structures before issuance of the~~

~~building permit; provided, however, if an irrigation company unreasonably refuses to give such approval, the City Council may nevertheless authorize issuance of the building permit.~~

~~In lieu of the builder providing a distribution system to the property, the Planning Commission may approve a fee equivalent to the estimated cost of a piped system and require that it be paid to the City. The fee shall be based on one hundred (100) percent of the estimated cost of installation of pipe sized for flood irrigation, unless otherwise approved by the City Council. The estimated cost shall be determined by the City Engineer and shall include interest, if any, and engineering fees. Fees thus collected shall be held and used for a future water system and shall be credited to the parcels of land from which they originated as a prior right. Irrigation easements along a suitable grade are required whether the system is built or in lieu fee paid. In the cases of building lots larger than one acre, the Planning Commission may recommend and the City Council may approve reasonable modifications to the requirements of this subsection.~~

~~As a further condition for the issuance of building permits on lots not in an approved subdivision, the builder or owner shall transfer to the City adequate water rights.~~

5-~~58~~-113 Solar Access And Orientation

1. The street orientation in a subdivision shall be encouraged to run predominantly east/west in order to maximize the amount of solar energy available to each structure, as topography and property lines allow.
2. It is recommended that structures be oriented so that the longest axis is aligned due east/west, or 15E plus or minus from east/west and that a minimum of 80 percent of the structures within a given subdivision should be so aligned to maximize the amount of solar energy available to each structure.
3. It is recommended that solar access be established for each dwelling such that the southern elevation and roof of the dwelling is not shaded by the neighboring structure or trees and other landscaping in their natural state from 10 a.m. to 2 p.m. on December 21, Mountain Standard Time.
4. It is recommended that each dwelling be located within a pyramidal envelope on the lot such that it will not penetrate the planes of the envelope. This building envelope is determined by 45E angle planes drawn from the horizontal at the mean grade along each boundary of the lot and each adjacent public right-of-way centerline. These planes slope inward to the center of the lot. To allow for greater flexibility in siting the dwelling on the lot, another set of planes of 60E angle sloping from the lot boundaries to the center of the lot are designated for the south, east and west sides of the lot.

5. Solar access may be secured for any dwelling by negotiating a solar easement with the landowner(s) to the south. See Appendix II, "Model Easement," as passed by the Utah Legislature in March, 1979.

5-5-114 Conditions of Approval and Plat Notes

1. The City may impose conditions on the approval of any subdivision to ensure such subdivision conforms to the requirements of this Code and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards. The validity of a subdivision is contingent on the subdivider's compliance with such conditions of approval, and the City may withhold future approvals, including but not limited to releases of assurances under Chapter 6 and issuance of building permits, to enforce the requirements of this Code and conditions of approval.
2. The City may require the inclusion of notes on a plat to document, provide notice of, and to record special conditions, covenants, restrictions, terms, agreements, or other considerations associated with the plat. Plat notes recorded with a plat shall be binding as covenants in favor of the City running with the land to all future owners of any portion of the property within the subdivision plat affected by the notes, and the City shall have the right to enforce plat notes against all such owners of property.
- ~~4.~~3. All easements, interests, or property reserved or dedicated by a plat shall indicate to which person or entity the reservation or dedication is made. Where no person or entity is so indicated, the City shall be presumed to be the recipient of the dedication and shall have the right to enforce and protect such dedications as the City determines is necessary.

Chapter 5, Article ~~9-6~~ Public Improvements

- 5-~~69~~-101 Design Standards
- 5-~~69~~-102 Required Improvements
- 5-~~69~~-103 Streetlights
- 5-~~69~~-104 Curb, Gutter, Sidewalk And Asphalt Paving
- 5-~~69~~-105 Storm Drainage
- 5-~~69~~-106 Drainage Into Irrigation Ditches
- 5-~~69~~-107 Underground Utilities ~~And Sanitary Sewer~~
- 5-~~69~~-108 (~~Reserved~~)Sanitary Sewer
- 5-6-109 Water
- 5-~~69-109-110~~ Fencing Or Piping Of Hazards
- 5-~~69~~-1110 Monuments
- 5-~~69~~-1124 Record Drawings

5-~~69~~-101 Design Standards

1. Standards and specifications for design, construction, improvements specifications, and inspection of street improvements, curbs, gutters, sidewalks, culinary and pressurized irrigation water lines and facilities, sewage lines and facilities, fire hydrants, and standards for design, construction specifications and inspection of storm drainage and flood control facilities, landscaping and grading of public property or rights of way, and all other public landscaping, improvements, or facilities that will be operated, overseen, or owned by the City, or that are required by this Code, shall be prepared by the City Engineer or designee. Standards for water distribution and sewage disposal facilities shall be prepared by the Water Company and City Sewer Division and similar standards for fire hydrants by the Fire Department. All such standards, specifications, and amendments thereto, which are under the control of the City, shall be submitted to the Zoning Administrator and adopted by the City Council before becoming effective. All subdividers shall comply with the standards adopted by the City Council and all standards established by such departments and other agencies or entities having jurisdiction.
2. The design, layout, construction, improvement, and development of ~~the all~~ subdivisions in relation to streets, blocks, lots, open spaces, drainage and flood control, and other design factors shall be in harmony with the requirements of this Code and the design standards and specifications recommended by the Planning Commission, by the Zoning Administrator, the City Engineer, and other City departments and agencies as approved by the City Council and all standards established by other agencies or entities having jurisdiction. Subdivision plats and subdivision improvement plans shall conform to and incorporate all designs, standards, specifications, and other requirements of such approved standards and specifications.
- ~~2.3.~~ All improvements shall be constructed and installed according to the approved subdivision improvement plans.

5-~~69~~-102 Required Improvements

1. The subdivider shall improve, or agree to improve all streets, pedestrian ways or easements in the subdivision and on streets which abut, or serve as access to, the subdivision. Permanent improvement work shall not be commenced until the subdivision improvement plans ~~and profiles~~ have been approved by the City Engineer and, if applicable, performance guarantees and warranty assurances ~~a bond agreement has have~~ been executed between ~~provided by~~ the subdivider and the City.
2. Improvements shall be installed to permanent line and grade and to the satisfaction of the City Engineer and in accordance with the standard specifications adopted by the City Council. Cost of inspection shall be paid by the subdivider as outlined in the Consolidated Fee Schedule.
3. Notwithstanding the fact that the land on which the improvements will be located is dedicated at the time of the recording of a plat, the City shall not be responsible for the improvements, their construction, etc., until such time as there is an official acceptance of the property and the improvements by the City. Such acceptance shall be made as follows:
 - a. The City Engineer or designee shall have inspected the improvements and determined that they meet City standards.
 - b. The subdivider shall deed the property to the City by warranty deed for official acceptance by the City Council.
 - c. The subdivider shall provide a current title report, and a property tax clearance if determined to be necessary by the City Attorney's Office, showing that the warranty deed is signed by all of the owners of the property and that there are not any unacceptable encumbrances on the property.

5-~~69~~-103 Streetlights

1. As a part of the Ppreliminary and Ffinal proposed subdivision engineering improvement plans, lighting of all streets in accordance with the provisions of this Chapter shall be provided.
2. In commercial, industrial, and all ~~other~~ residential subdivisions, standard streetlights, yard lights and/or both shall be required. City shall have the discretion to determine the appropriate lighting for each such subdivision in accordance with this Chapter and the City's adopted design and construction standards and specifications, including the requirements set forth herein. ~~Said standard streetlights and yard lights shall conform to the requirements of this Section.~~

2.3. Streetlights:

- a. Streetlight plans shall conform to the following standards:
The location, height and overhang of each light. Unless otherwise approved by the

~~Planning Commission~~City, streetlights shall be required at all intersections within the subdivision.

~~a.b.~~ Streetlights shall be placed on the development side of the street per the City's standard design, type, and spacing, including on UDOT-owned or controlled streets.

~~b.c.~~ Streetlight Size of lights in lumens and type of luminator; 9500 lumens is minimum acceptable size. The most energy-efficient luminators (taking into consideration bulb replacement and maintenance costs) shall be used. The wattage consumption shall be specified.

~~e.d.~~ Streetlights shall conform to the City's standard A typical streetlight ~~and~~ standard drawing ~~or photograph~~ and design and type.

~~d.e.~~ The Location(s) of energy meter, switches, cutoffs, and other construction details shall conform to the City's standard design and typeete., if any.

~~3.4.~~ Yard Lights. Yard lights shall conform to the following standards:

- a. Lighting fixtures and lamps may be selected by the homeowner and shall be of the pole type.
- b. Fixtures shall be installed, or bonded for, prior to final inspection of any residential building.
- c. Fixtures shall be located no further than 20 feet from front property lines and shall be no more than nine feet or less than six feet in height above finish grade of the public sidewalk.
- d. The illumination provided shall be not less than 2000 lumens or more than 3000 lumens.
- e. A photoelectric switching device shall be provided to turn the light on at dusk and off at dawn.
- f. The energy will be supplied and paid for by the homeowner.

~~The requirements of this Section shall apply to all subdivisions approved after [date of code adoption inserted here].~~

5-~~69~~-104 Curb, Gutter, Sidewalk And Asphalt Paving

1. Curbs, gutters, sidewalks and asphalt paving shall be provided in front of all commercial and residential lots in accordance with the City's adopted design and construction standards and specifications. Curb, gutter and paving shall be required on all industrial property. At the discretion of the Planning Commission or Development Administration Board, sidewalks may also be required for industrial property in order to continue or facilitate the City's existing sidewalk, trail, or other pedestrian circulation network. ~~At the discretion of the Planning Commission, sidewalk and/or curb and gutter improvements~~

~~may be omitted in major residential subdivisions where all lots in the subdivision have a minimum lot size of 43,560 square feet if adequate provisions have been made for storm water runoff.~~

- ~~1.2.~~ If the widening or patching of an existing roadway is less than nine feet (9') in width, an additional one inch of pavement thickness greater than the existing pavement section shall be required.

5-~~69~~-105 Storm Drainage

1. Site grading shall be performed in accordance with the requirements and limitations of Chapter 8 and taking into consideration the drainage patterns of adjacent improved and unimproved property, ~~and~~ treating upstream areas, where appropriate, as though fully improved.
2. In every subdivision, provision shall be made for the satisfactory drainage of storm water by means of underground storm sewer pipes, and/or surface drainage swales. Storm water lines may not be connected or constructed so as to flow into sanitary sewers. Major natural drainage courses shall not be appreciably altered from their natural condition except for stabilization and erosion control. Applicants and Subdividers shall be responsible for the drainage of after-development storm water to a point acceptable under the Flood Control and City Storm Drainage Ordinance. Applicants and Subdividers shall ensure that drainage within or directed to natural watercourses does not cause an increase in frequency of flow or peak flow to the downstream facilities or properties.
3. Storm water drains shall be installed as shown on the subdivision development plans. Protective grates and coverings to pipe inlets shall be constructed at the onset of development.
4. All drainage shall be contained within a given property or routed to an approved drainage facility.
5. Approved drainage facilities that are not owned and maintained by Highland City shall be established with ownership, insurance, and maintenance responsibilities prior to approval by City Engineer.
- ~~6.~~ All privately owned storm-water facilities shall be maintained in accordance with long-term storm water plans and maintenance agreements. The approval of, and all agreements related to, such privately owned facilities shall provide that the City is not liable for maintenance, repair, damage to, or failure of the storm-water facility.
- ~~6.7.~~ Retention and detention basins are not permitted to be located within a private zoning lot intended for residential use or development.
8. Fencing or walls associated with the Parkway Detail or other fencing directly adjacent to public property along public rights-of-way shall be set such that drainage flows at a minimum of 2-percent slope from the base of the fence perpendicularly to the curb and gutter on the adjacent public right-of-way.

7.9. The storm drain design, drainage plan, and storm drain calculations shall include a percolation test conducted by a licensed geotechnical engineer to determine the appropriate disposal rates for the development's storm drain system. The percolation test must be conducted at six foot (6') and twelve foot (12') depths. As per the City's stormwater master plan, the design infiltration rate is equal to the measured infiltration rate divided by four.

5-~~69~~-106 Drainage Into Irrigation Ditches

1. Flood control and storm runoff water may only be channeled into existing irrigation ditches with written approval of the acknowledged watermaster of the applicable ditch. Such approval shall be obtained by the owner.
2. All open ditches shall be piped. Engineering calculations shall be submitted showing which verify that the portions of the ditch to be piped and all downstream open and closed channels are of sufficient size to handle the normal maximum irrigation flow, as determined by the Watermaster, and the ten-year storm runoff to be introduced into the system.
3. In the event the Watermaster cannot be contacted, the approval of all downstream water shareholders shall be obtained by the subdivider in lieu of the Watermaster approval.

5-~~69~~-107 Underground Utilities ~~And Sanitary Sewer~~

1. All underground utilities, sanitary sewers and storm drains installed in streets or alleys should be constructed prior to the surfacing of such streets or alleys. Connections for all underground utilities, water lines and sanitary sewers for each lot should be laid to a point which will eliminate the necessity for disturbing the street or alley improvements, when service connections thereto are made.
2. All telephone, electric power, cable television or other wires or cables shall be placed underground. Equipment appurtenant to the underground facilities, such as surface-mounted transformers, pedestal-mounted terminal boxes and meter cabinets and concealed ducts may be above ground. The subdivider shall make necessary arrangements with the utilities involved for the installation of the underground facilities.
3. Water mains and fire hydrants connecting to the water system serving the City shall be installed according to the approved subdivision improvement plans and the City's adopted design and construction standards and specifications. as shown on the plans signed by the City Engineer. Mains and individual lot services shall be sufficient size to furnish an adequate water supply for each lot or parcel in the subdivision and to provide adequate fire protection.

Sanitary sewer pipelines and facilities that are or will be owned and maintained by the City for all new subdivisions shall operate by gravity flow means without introducing, or causing to be created, additional lift or pumping systems. Private lift stations must prove adequate provisional funding for maintenance and repair in perpetuity.

5-~~69~~-108 (Reserved) Sanitary Sewer

1. The subdivider shall extend and improve sanitary sewer mains and lines and provide laterals to connect each lot to the City's public sewer system. All sewer pipelines, extensions, laterals, and other facilities shall comply with this Chapter and the design and construction standards and specifications adopted by the City and Timpanogos Service District.
2. Sanitary sewer pipelines and facilities that are or will be owned and maintained by the City for all new subdivisions shall operate by gravity flow means without introducing, or causing to be created, additional lift or pumping systems.
3. Private lift stations are not permitted except with the written approval of the City Engineer, in accordance with this Chapter and the City's adopted design and construction standards and specifications. At least two pumps are required for private systems, thereby providing at least one redundant pump. Each pump shall be designed to exceed the anticipated use requirements and shall follow State of Utah design requirements. Private lift stations must prove adequate provisional funding for maintenance and repair in perpetuity. The approval of, and all agreements related to, such privately owned facilities shall provide that the City is not liable for maintenance, repair, damage to, or failure of the private lift station facilities.
4. All sewer laterals are private and shall be owned and maintained by the owner of the property being served, who shall be solely responsible for the safe and proper operation and function thereof.
5. The subdivider shall comply with and satisfy Timpanogos Service District's sewer pre-treatment program requirements.
6. All gravity piping shall be shown in profile view on the subdivision improvement plans.
7. Pressurized discharge connections are not permitted to connect to the sewer system.

5-6-109 Water

1. The subdivider shall extend and improve culinary water and pressurized irrigation water mains and lines and provide laterals connect each lot to the public systems in accordance with this Chapter and the City's adopted design and construction standards and specifications.
2. A water demand report shall be provided for all new non-residential developments and all new residential developments with at least 10 lots or units. The water demand report shall include all anticipated demands and hydrant flow tests from hydrants adjacent to the proposed development as part of the basis of design.
- 4.3. All culinary and pressurized irrigation piping of eight-inch (8") diameter and larger shall be shown in profile on the subdivision plans.

5-~~69~~-1109 Fencing Or Piping Of Hazards

1. All irrigation ditches shall be piped, ~~unless recommended otherwise by the Planning Commission, and approved by the City Council.~~
2. The subdivider may be required to install a six-foot non-climbable cement fence, brick fence or other type fence, ~~as approved by the Planning Commission,~~ along all canals, major waterways, non-access streets, open reservoirs or bodies of water, property in agricultural use or zoned for agricultural use and other such features of potentially hazardous nature on, crossing, or contiguous to, the property being subdivided, except on those features which the ~~Planning Commission~~ City shall determine would not be a hazard to life, or where the fence itself would create a hazard to the safety of the public, or where the provision of visual and physical access to the property or feature is beneficial. Fences required by this section shall comply with design and construction standards established by the City Engineer and the City's adopted regulations regarding fences.

5-69-1101 Monuments

1. Permanent reference monuments, four inches square and 36 inches in length of concrete with a suitable center point shall be set flush with the ground and to the approved finish grade. Two such monuments shall be located within each block at all intersections of streets and alleys with plat boundary lines, and at all points on streets, alleys and boundary lines where there is a change in direction or curvature, and the location of each shall be established on the final plat.
2. Rebar one-half inch in diameter and 24 inches in length shall be located in the ground, flush at finished grade and at all lot corners.
3. All monuments shall be certified by the subdivider's engineer or surveyor as accurate.

5-69-1112 Record Drawings

Upon completion of public improvements, a record drawing detailing the actual location of all public improvements shall be filed with the City Engineer. The record drawings submitted to the City shall include the following:

1. PDF showing the improvements installed per the approved construction plans marks as "AB".
 - a. All improvements must be shown in actual location with a horizontal control based off of the Utah County GIS Coordinate System, station and offset, or other control measures approved by the City Engineer.
 - b. Points shall be listed with the dimensions of the improvements; the document shall include a reference table with all of the points.
 - c. The survey points shall be from open-trench or pre-burial conditions, where applicable.
2. CAD files with the survey points for the public improvements.

3. Engineer of Record Stamp certifying the locations of the completed public improvements on the document.

The public improvements and record drawings of the improvements must be accepted and approved by the City Engineer, prior to the final release of performance guarantee monies and beginning of any warranty period, per Chapter 6, Guarantee of Performance, in this Code.

Chapter 5, Article ~~10-7~~ Adjusting Property Boundaries; Amending a Recorded Plat

5-~~710~~-101 Purpose And Definitions

5-~~710~~-102 Parcel Boundary Adjustment

5-~~710~~-103 Lot Line Adjustments And Plat Amendments

5-~~710~~-104 Lot Or Parcel Combination

5-~~710~~-105 Altering A Public Utility Easement

5-~~710~~-101 Purpose And Definitions

The purpose of this article is to provide the process for adjusting. Altering. M· amending the recorded property descriptions of parcels. Lots. And subdivision plats within Highland City. These regulations are intended to ensure that such changes comply with applicable zoning. Subdivision, and other requirements of Highland City and state law. Where there is a conflict between the procedures set forth herein and state law. State law controls. As used herein:

1. “Lot” means a tract of land. Regardless of any label. That is created by and shown on a subdivision plat that has been recorded in the office of the county recorder, and a “lot line adjustment” means an adjustment of boundaries between a lot and other lots or parcels. Lot line adjustments require a plat amendment.
2. “Parcel” means any real property that is not a lot, and a “parcel boundary adjustment” means an adjustment of parcels that are not a lot. Parcel boundary adjustments do not require a plat amendment.
3. A “plat amendment” means any change or alteration to a recorded plat. The change may be a relocation of a property line within the plat (lot line adjustment), a change in notations or lot numbers on the plat, a change or removal of a condition, note, or other restriction described on the plat, a change of the title or name of the plat, or any other change that affects the rights of one or more lot owners. A combination of lots does not require a subdivision plat amendment. Plat amendments require the approval of each affected property owner and the City Council.
4. A “combination” means the joining of two or more adjacent lots and/or parcels under common ownership in a way that reduces the number of lots and/or parcels.
5. None of the processes described in this article may be used to create an additional lot, parcel, or other type of subdivision. Creation of an additional lot or parcel requires compliance with the subdivision process.

5-~~710~~-102 Parcel Boundary Adjustment

1. Owners of parcels desiring to adjust the boundaries of their parcels, shall follow the procedures set forth in Utah Code § 10-9a-523 and § 10-9a-524 and shall execute and record such agreements and deeds as are required by state law. No City review or approval is required so long as the proposed parcel boundary adjustment does not:
 - a. Create a new lot (requires subdivision process);

- b. Involve a lot (requires lot line adjustment and plat amendment); or
 - c. Involve any parcels with dwelling units (requires City approval).
- 2. Application Required. A parcel boundary adjustment that involves any parcel with a dwelling unit shall be submitted to the City for review and approval. Application for a parcel boundary adjustment shall be made by the property owner or a duly authorized agent and a filing fee shall be charged and collected at the time of application submittal on forms obtained from the Zoning Administrator with any additional information deemed necessary to understand the application.
- 3. Standards. Parcel owners may adjust property lines between adjacent parcels by exchanging title to portions of those parcels by quit claim deed or boundary line agreement after approval if:
 - a. No new lot or housing unit results from the property line adjustment;
 - b. The property line adjustment does not result in remnant land that did not previously exist; and
 - c. The adjustment does not result in violation of applicable Development Code requirements.
- 4. Zoning Administrator Review.
 - a. The Zoning Administrator shall act as the land use authority and review all the documents to determine if they are complete and that they comply with the requirements set forth above.
 - b. If the Zoning Administrator determines that documents are complete and the requested property line adjustment complies with the standards set forth above, the Zoning Administrator shall approve the application.
 - c. If the Zoning Administrator determines that the requested property line adjustment does not comply with the standards set forth above, the Zoning Administrator shall deny the application. If the Zoning Administrator denies the application, the Zoning Administrator shall describe the specific deficiencies or additional information that is required to approve the application and state that, upon correction of the deficiencies, the application will be approved.
 - d. The Zoning Administrator shall complete their review of the application within 14 days after the day on which the applicant submits the application and shall notify the applicant in writing regarding the decision.
 - e. The applicant may appeal the Zoning Administrator's decision to the City Council.
- 5. Conveyance of Title. After approval, the applicant shall:
 - a. Prepare a Notice of Approval which:

- i. Contains an acknowledgment signed by each party executing the Notice as required by State law for real property;
 - ii. Recites the description of both the original parcels and the parcels created by the property line adjustment; and
 - iii. Is executed by each owner included in the exchange and the Zoning Administrator.
 - b. Record a deed(s) or boundary line agreement which conveys title as approved; and
 - c. Record the Notice of Approval; and
 - d. Provide the Zoning Administrator with a recorded copy of the Notice of Approval.
6. A parcel boundary adjustment does not constitute a land use or zoning approval, unless expressly approved as such by the City. Documents recorded as part of a parcel boundary adjustment do not modify any existing easement or public right of way, nor do they waive or modify any requirement to comply with all zoning and other land use regulations.

5-~~740~~-103 Lot Line Adjustments And Plat Amendments

- 1. Application Required. A plat amendment is the vacation, alteration, or amendment of a subdivision plat that is not an amendment to a public utility easement or the creation of additional lots or parcels. Changes or alterations that create additional lots or parcels constitute a subdivision, not a plat amendment, and are subject to the subdivision approval process.
- 2. City Council Consideration. The City Council may consider a petition proposing a vacation, alteration, or amendment of a subdivision plat, any portion of a subdivision plat, or any lot, public street, right of way, or easement contained in a subdivision plat.
 - a. The City Council shall consider the petition at a public meeting after giving the notice required by this section.
 - b. A public hearing is required if:
 - i. Any owner within the plat notifies the City of their objection in writing within 10 days of mailed notification; or
 - ii. All owners in the subdivision have not signed the revised plat; or
 - iii. The petition contains a request to vacate some or all of a public street, right of way, or easement.
 - c. No public hearing is required if notice has been appropriately given to all adjoining property owners and:

- i. Any owner within the plat does not notify the City of their objection in writing within 10 days of mailed notification;
- ii. All owners in the subdivision have or will sign the revised plat;
- iii. The petition seeks a lot line adjustment and all affected property owners join in the petition, regardless of whether the properties are located in the same subdivision;
- iv. The petition seeks to adjust an internal lot restriction imposed by the City that does not apply to the entire subdivision; or
- v. The petition otherwise seeks to amend or alter the plat in a manner that does not change existing boundaries or other attributes of lots within the subdivision that are not owned by the petitioner(s) and are not designated as common area.

3. Notice.

- a. Notice for a plat amendment shall be given as required by Section 10-9a-207 Utah Annotated Code, as amended. Mailed and addressed notices shall be sent to owners of real property located within 500 feet of the property.
- b. If the application includes a vacation of a public street, public right-of-way, or easement the public hearing shall be advertised as required by Section 10-9a-208 of Utah Annotated Code as amended.

4. ~~5.4.~~ Grounds for Vacating or Changing a Plat.

- a. The City Council may vacate, alter or amend the plat or any portion of the plat if the Council finds:
 - i. Neither the public interest nor any person will be materially injured by the proposed vacation, alteration, or amendment;
 - ii. There is good cause for the vacation or amendment;
 - iii. All easements containing existing public water or sewer facilities are identified and preserved;
 - iv. No public street, right-of-way, or easement has been vacated or amended, unless the petition requested such a change and the change was approved as required by this article and state law; and
 - v. The proposed amendment meets all the requirements of the Development Code.
- b. The Zoning Administrator shall notify the applicant in writing regarding the Council's decision.

5. Grounds for a Vacating Street or Right-of-Way

- a. The City Council may consider and adopt an ordinance or approve a plat amendment vacating a public street, or right-of-way, excluding trails, if City Council finds that:
 - i. Neither the public interest nor any person will be materially injured by the proposed vacation;
 - ii. There is good cause for the vacation;
 - iii. All easements containing existing public water or sewer facilities are identified and preserved; and
 - iv. The proposed vacation meets all the requirements of the Development Code.
- b. The Zoning Administrator shall notify the applicant in writing regarding the Council's decision.

6. Request for Amendment by Petition.

- a. Fee Owner. Any fee owner may apply to have the plat, any portion of it, or any street or lot contained in it, vacated, altered, or amended as provided in this section.
- b. City. The City may submit a petition to vacate some or all of a public street, right of way, or easement.
- c. Application Contents. Each application to vacate, alter or amend an entire plat, or portion of a plat, or a street or lot contained in a plat shall include:
 - i. The name and address of all owners of record of the land contained in the entire plat;
 - ii. The name and address of all owners of record of land adjacent to any street that is proposed to be vacated, altered, or amended;
 - iii. The signature of each of these owners who consents to the petition;
 - iv. Filing fee
 - v. Any additional information needed to evaluate the proposal as determined by the Zoning Administrator.

7. Preparing the Amended Plat.

- a. The surveyor preparing the amended plat shall verify that the surveyor:
 - i. Holds a license in accordance with the Professional Engineers and Professional Land Surveyors Licensing Act established by State Law;

- ii. Has completed a survey of the property described on the plat in accordance with State Law and has verified all measurements; and
 - iii. Has placed monuments as represented on the plat.
- b. The amended plat shall meet all of the requirements for a final plat as contained herein.
- c. The City shall ensure that the amended plat showing the vacation, alteration, or amendment are recorded in the office of the County Recorder.
- d. The City Council may vacate a street, public right-of-way or easement by ordinance. The City Council may require an amendment plat if it finds that an amended plat is necessary to accurately portray the action and is in the public interest.

5-~~740~~-104 Lot Or Parcel Combination

1. Application Required. A lot or parcel combination shall be submitted to the City for review and approval. Application for a lot or parcel combination shall be made by the property owner or a duly authorized agent and a filing fee shall be charged and collected at the time of application submittal on forms obtained from the Zoning Administrator with any additional information deemed necessary to understand the application.
2. Zoning Administrator Review.
 - a. The Zoning Administrator shall act as the land use authority and review all the documents to determine if they are complete, and that they and the new lots or parcels created by the combination comply with all the requirements set forth in the Development Code, and the application does not seek to create any new lot or parcel, affect any property not owned by the applicant, or alter an existing plat of record in a way that requires a plat amendment.
 - b. If the Zoning Administrator determines that documents are complete and the requested property line elimination complies with the standards set forth above, the Zoning Administrator shall approve the application.
 - c. If the Zoning Administrator determines that the requested property line elimination does not comply with the standards set forth above, the Zoning Administrator shall deny the application. If the Zoning Administrator denies the application, the Zoning Administer shall describe the specific deficiencies or additional information that is required to approve the application and state that, upon correction of the deficiencies, the application will be approved.
 - d. The Zoning Administrator shall complete their review of the application within 14 days after the day on which the applicant submits the application and shall notify the applicant in writing regarding the decision.

- e. The applicant may appeal the Zoning Administrator's decision to the City Council.
3. Recording. After approval, the applicant shall:
- a. Prepare a Notice of Approval which:
 - i. Contains an acknowledgment signed by the party executing the Notice as required by State law for real property; and
 - ii. Recites the description of both the original parcels and the lot or parcel created by the lot or parcel combination; and
 - iii. Is executed by the owner and the Zoning Administrator.
 - b. Record the Notice of Approval; and
 - c. Provide the Zoning Administrator with a recorded copy of the Notice of Approval
4. A lot or parcel combination does not constitute a land use or zoning approval, unless expressly approved as such by the City. Documents recorded as part of a lot or parcel combination do not modify any existing easement or public right of way, nor do they waive or modify any requirement to comply with all zoning and other land use regulations.

5-~~710~~-105 Altering A Public Utility Easement or Municipal Utility Easement

- 1. Zoning Administrator Consideration. The Zoning Administrator may consider a request to modify a public utility easement or municipal utility easement if the Zoning Administrator finds that:
 - a. Neither the public interest nor any person will be materially injured by the proposed vacation;
 - b. There is good cause for the alteration;
 - c. For a public utility easement, The alteration has been approved by all public utility companies;
 - d. The proposed alteration meets all the requirements of the Development Code.
- 2. Application and Fee. Application for amending a public utility easement or municipal utility easement shall be made by the property owner or a duly authorized agent and a filing fee shall be charged and collected at the time of application submittal on forms obtained from the Zoning Administrator with any additional information deemed necessary to understand the application.
- 3. Review.

- a. The Zoning Administrator shall act as the land use authority and review all the documents to determine if they are complete and that they comply with the requirements set forth above.
 - b. If the Zoning Administrator determines that the requested easement modification complies with the standards set forth above, the Zoning Administrator shall approve the application.
 - c. If the Zoning Administrator determines that the requested easement modification does not comply with the standards set forth above, the Zoning Administrator shall deny the application.
 - d. The Zoning Administrator shall notify the applicant in writing regarding the decision.
4. Recording of the New Easement. The City shall ensure that the public utility easement [or municipal utility easement](#) modification is recorded in the Office of the County Recorder.

Chapter 6 Guarantee Of Performance

6-101 Applicability Of Chapter

6-102 Type And Amount Of Assurances

6-103 Security: Site Improvements/Project Completion

6-104 Performance Bond - Subdivider

6-105 Performance Guarantee - Contractor

6-106 Final Disposition And Release Of Performance Guarantee

6-107 Partial Release Permitted

6-108 Duration Of Assurances

6-109 Default

6-102 Type And Amount Of Assurances

1. The amount of the performance guarantee shall be 100% of the estimated cost of the public landscaping improvements or infrastructure improvements, plus 10% of such estimated cost to cover administrative costs incurred by the City to complete the improvements. The total performance guarantee shall be not less than 110% of the total estimated cost of the improvements.

~~1.2.~~ The form of performance guarantee shall be one of the following:

- a. A deposit of cash in a separate escrow account in an amount not less than ~~12~~10% (both performance guarantee and warranty assurance) of the estimated cost of constructing the required improvements, as determined by the City. Said account shall be made with a financial institution acceptable to the City Administrator and shall be established in such a manner that any release therefrom shall require the advance written consent of the City, as set forth in this Chapter.
- b. An irrevocable letter of credit in an amount not less than ~~10~~10% of the estimated cost of constructing the required improvement or improvements, as determined by the City. Said letter shall be issued by a financial institution acceptable to the City Administrator and shall contain the terms and conditions required by this Chapter.

~~2.3.~~ The improvement warranty assurance shall be a cash deposit in an escrow account in an amount not less than 10% of the estimated cost of constructing the required improvements. The warranty assurance may be combined with a cash deposit escrow account provided as or for the performance guarantee. The warranty assurance shall be provided at the same time as the performance guarantee, or prior to the recordation of a final plat if no performance guarantee is provided, and the warranty assurance shall not expire, lapse, or be released until after the improvement warranty period. The warranty assurance shall secure the developer's unconditional warranty as to the workmanship, design, materials, construction, and durability of the improvements.

6-103 Security: Site Improvements/Project Completion

The following articles shall apply to all commercial and residential developments within Highland.

1. Site Improvements.

- a. Guarantee. To guarantee the construction, installation, repair, and/or replacement of required public improvements, the permittee shall post both a performance guarantee and warranty assurance as set forth herein in the total amount of ~~12~~¹⁰% for the public improvements and landscaping of which 10% is held after the public improvements and landscaping have been accepted by the city to ~~guarantee~~ warranty those public improvements and landscaping improvements. The improvements covered by such assurances shall include the following:
 - i. Public Improvements as listed ~~or shown on the approved construction plans or subdivision improvement plans, including~~ but not limited to:
 - (1) Curb, gutter and sidewalk
 - (2) Storm sumps
 - (3) Asphalt paving
 - (4) Fire hydrants
 - (5) Fencing
 - (6) Landscaping sprinkling systems
 - (7) Water and sewer lines
 - (8) Driveway approaches
 - (9) Any other required improvements
 - ii. Public Landscaping (if commercial or public/institutional building or if landscaping or open space is required)
- b. Calculation. In calculating the amount of the performance guarantee and warranty assurance, the City Engineer may accept the amount specified in a construction bid as the reasonable cost of the improvements.
- c. Damage. The performance guarantee and warranty assurance shall also guarantee the repair or replacement of any public improvements damaged by the contractor or owner or their agents during construction.
- d. The City shall notify the owner and/or contractor of any such damage and shall require repair or replacement of the damaged public improvements within a reasonable time. Upon the failure of the owner or contractor to make the specified repairs, the City may take whatever legal action it deems appropriate, including

foreclosure on the performance guarantee and warranty assurance, to secure the repairs.

- e. Release. All performance guarantees shall be valid and shall not expire for a term of at least two (2) years from issuance, and no performance guarantee shall be released until all improvements are completed and accepted by the City. The warranty assurance shall be valid and shall not expire or be released until after the improvement warranty period.

2. Project Completion.

- a. Security Required. In order to protect the City from incomplete or inadequate installation of the public improvements and Landscaping, the City requires the developer post a performance guarantee and warranty assurance as set forth herein in the total amount of ~~12~~10% for the public improvements and landscaping of which 10% is held after the public improvements and landscaping have been accepted by the city to guarantee those public improvements and landscaping improvements. Also, all landscaping requirements associated with each commercial or public/institutional building shall be installed and assurances provided therefor prior to the final building inspection associated with a building permit and issuance of a Certificate of Occupancy.
- b. Construction According to Approved Plans. All construction shall be completed according to the approved plans on which the building permit(s) was issued or the approved subdivision improvement plans. The approved plans shall also include the site improvements shown on the approved site plan. Deviations from the approved plans must be approved in advance by staff, provided that requested deviations to the site plan do not increase or decrease the approved building square footage or cost of improvements by five percent (5%) and that the project as a whole does not exceed the total approved square footage or approved estimate of costs (zero sum). If changes are requested that exceed a five percent (5%) increase or decrease, the plans must be submitted by the applicant to be reviewed and approved in the same manner as the original plan approval.
- c. Security for Completion. No certificate of occupancy will be issued unless the building and the site improvements associated with or required for that building or associated lot or parcel are completed, or the developer has provided adequate assurances to guarantee completion and durability of the associated site improvements. When the site improvements and the building cannot be completed simultaneously due to weather conditions or other factors beyond the control of the developer (excluding financial inability to complete the project) the City may issue a certificate of occupancy or use inauguration for the project, provided the following conditions are met:
 - i. The building, buildings, or portions thereof, to be occupied have been constructed in accordance with the approved plans for those buildings and

are in full compliance with applicable building and fire codes, and are completed to the extent that only exterior site improvement work remains unfinished; and,

- ii. The Building Inspector determines that occupancy of the buildings, or portions thereof, prior to completion of required site improvements, is safe and that access for emergency vehicles is adequate with the site improvements unfinished; and,
 - iii. The developer posts adequate assurances for the benefit of the City to insure completion and durability of the site improvements in full compliance with the approved plans before occupancy or inauguration of use.
- d. Amount of Security. The total amount of assurances to be posted under this Chapter by the developer shall be determined by the City Engineer, and shall be equal to ~~1+2~~20% of the amount reasonably estimated by the developer and City Engineer as being necessary to complete remaining site improvements as shown on the approved plans. In the event that the developer disputes the cost estimate of the Engineer, the developer may prove a lower construction cost by providing binding contracts between the developer and contractor or subcontractor appropriate to perform the required work at a stated, fixed price. Bid proposals are not satisfactory for this purpose. If the contracts submitted are acceptable in form, the amount of assurances required shall be ~~1+2~~20% of the total contract price of all such contracts submitted, plus ~~1+2~~20% of the estimated reasonable cost of performing any work not covered by the contracts. Specifications in such contracts shall be sufficiently clear to identify the work called for under the contract.
- e. Terms of Security. The terms of any assurance offered to the City shall state a date certain by which the developer agrees to have site improvement work completed in accordance with the plans. After completion of the improvements covered by the assurances and the developer's obtaining from the City a final inspection approval, the City shall release the performance guarantee, up to the amount of ~~10~~10% of the contract price and retain the remaining 10%, consisting of the warranty assurance, to guarantee those improvements. In the event that the developer has not completed required improvements by that date, the City may, at its option and on its schedule, draw on the assurances, by its own act, and shall not be required to obtain consent of developer to withdraw funds for completion of the work shown on approved plans. The City shall in no way be a guarantor of the developer to any person, nor shall the City be responsible or liable for the completion of the improvements. The City's actual costs in administering the completion of work in the event of a default by the developer shall be reimbursed from the assurances or the developer.

- f. Form of Security. Assurances and other security arrangements offered in lieu of simultaneous completion of buildings and site improvements shall be in a form and contain such terms and conditions as required by this Chapter.
- g. Payment of Interest. Any interest accruing on an assurance shall, inure to the benefit of the developer upon release and not to the City, provided all improvements have been installed as required; otherwise interest will inure to the City.

6-104 Performance Bond - Subdivider

1. Prior to recordation of a final plat, after it has received ~~City Council~~ approval, the subdivider shall either complete all of the public improvements required in the subdivision or enter into an agreement with the City to provide assurances that insure completion and durability of all public improvements required to be installed in the subdivision, according to the approved subdivision improvement plans. The agreement shall be in a form and contain such provisions as approved by the City Attorney's Office. The agreement shall include but not be limited to:
 - a. Incorporation by reference of the approved final plat, the approved subdivision improvement plans, and all data required which is used to compute the cost of the improvements by the City Engineer.
 - b. Completion of the improvements within a period of time not to exceed one year from the date the agreement is executed.
 - c. The improvements shall be completed to the satisfaction of the City Engineer and according to City standards, as established by the City and accepted.
 - d. The amount of all assurances shall be ~~1+20%~~ of the City Engineer's estimated cost of the public improvements to be installed, with 110% provided as a performance guarantee and 10% provided as an improvement warranty assurance.
 - e. The City shall have exclusive control over the assurance proceeds such that they may be released only upon written approval of the City Engineer and they shall be released upon written demand of the City Engineer. No other person, including the developer or the issuer of the assurance, may have any right to limit when or how the City can demand release of the assurance proceeds.
 - f. If the assurance proceeds are inadequate to pay the cost of the completion of the improvements, which costs include administrative and legal costs, according to City standards for whatever reason, including previous reductions, then the developer shall be responsible for the deficiency. Building permits shall not be issued in the subdivision until the improvements are completed, in accordance with state law.
 - g. If upon written demand of the City after expiration of the time period, the assurance proceeds are not transferred to the City within 30 days of the demand,

then the City's costs of obtaining the proceeds, including the City Attorney's Office costs or outside attorney's fees and court costs, shall be deducted from the assurance proceeds.

- h. Upon receipt of the assurance proceeds, after the expiration of the time period, the costs of completion shall include reimbursement to the City Engineer and all other City departments for the costs of administration of the completion of the improvements.
- i. The developer agrees to hold the City harmless from any and all liability which may arise as a result of the improvements which are installed until such time as the City accepts the improvements and the improvement warranty period has expired.
- j. The performance guarantee shall be valid and shall not expire for a term of at least two (2) years from issuance. The warranty assurance shall be valid and shall not expire or be released until after the improvement warranty period.

6-105 Performance Guarantee - Contractor

- 1. All public improvements required under this Title shall be installed by a contractor or subcontractors licensed by the State of Utah.
- 2. Prior to the installation of such improvements, the contractor or subcontractor shall obtain the necessary permits from the City and file a performance guarantee and warranty assurance in a total amount equal to ~~12~~10% of the cost of installation of the improvements, as set forth in this Chapter.

6-106 Final Disposition And Release Of Performance Guarantee

- 1. The developer, or other person giving the assurances required by this Chapter, shall be responsible for all materials and workmanship of the improvement. At the completion of the work, the person giving the assurances shall submit to the City Engineer record drawings as required by section 5-~~96~~-111 and a certificate of completion. The applicant shall request in writing the condition of the improvements covered by the assurances and the City's acceptance thereof. The City shall have fifteen working days, in writing, to respond. The City Engineer shall then make a preliminary inspection of the improvements. If the condition of material or workmanship shows unusual depreciation or does not comply with the acceptable standards of durability, or if any outstanding liens are not paid, the City Engineer may declare the person giving the guarantee in default.
- 2. Upon the City's receipt of record drawings and certificate of completion, and the City's successful inspection and acceptance of the improvements at the request of the developer, the performance guarantee shall be released and the improvement warranty period shall begin. For the duration of said warranty period, the developer shall provide an unconditional warranty that the installed and accepted improvements comply with the

City's written standards for design, materials, and workmanship and shall not fail in any material respect, as a result of poor workmanship or materials.

Chapter 2 Municipal Planning

Article 1 General Plan
Article 2 Planning Commission
Article 3 Appeal Authority
Article 4 Zoning Administrator
Article 5 Planning Administrator
Article 6 Development Administration Board
Article 7 Development Review Procedures

Chapter 2, Article 2 Planning Commission

2-201 Establishment Of Planning Commission
2-202 Term Of Office
2-203 Organization
2-204 Employees; Expenditures
2-205 Duties And Powers

2-201 Establishment Of Planning Commission

There is hereby created a Planning Commission. The Planning Commission shall consist of seven members to be appointed by the Mayor with the advice and consent of the City Council from among qualified electors of the City. Members shall be selected without respect to political affiliation and shall serve with such compensation as the City Council may approve, plus reimbursement for reasonable expenses incurred in performing their duties as members of the Commission. The Mayor may also appoint, with the advice and consent of the City Council, no more than two alternate members who shall sit as members of the Planning Commission in the temporary absence of a regular member. Alternate members shall sit on a rotating basis under a procedure to be established by the Commission. At least 4 members of the Commission must be present to form a quorum. Current City Council members may not be appointed to or serve on the Planning Commission.

2-202 Term Of Office

1. Each regular member of the Planning Commission shall serve for a term of four years and until their successor is appointed; provided, that the first appointments shall be for such terms that the term of at least one member shall expire annually.
2. Alternate members shall serve for a term of one year, subject to reappointment as an alternate member for additional one-year terms or appointment as a regular member, at the discretion of the Mayor in accordance with this Article.
3. The term of office for each member shall commence on the first day of February in the year in which such member is appointed.
4. The City Council may remove any member of the Planning Commission for cause, and after public hearing, if a hearing is requested by the member. Any vacancy occurring on said Commission by reason of death, resignation, removal or disqualification shall be filled in the same manner as an original appointment for the unexpired term.

2-203 Organization

1. At its first meeting in February of each year, the Planning Commission shall elect one of its members as Chair and a second member as Vice-Chair. The Chair shall serve for a term of one year and until a successor is chosen in the same manner. A vacancy in the position of Chair shall be filled for the unexpired term by election at the next meeting of the Planning Commission. A person may be elected to serve consecutive terms as Chair.
2. The Chair shall preside at all meetings of the Planning Commission. In the absence of the Chair, the Vice-Chair shall preside. If both the Chair and Vice-Chair are absent, the Commission may select one of its members as Chair Pro-Tem to preside at any meeting.
3. The Planning Commission shall adopt rules consistent with this Code for its own organization and for the transaction of business. Meetings of the Planning Commission shall be held monthly or more frequently as the Commission deems advisable. Reports of official acts and recommendations of the Planning Commission shall be made by the Planning Administrator in writing to the City Council and shall indicate how each member of the Commission voted with respect to such act or recommendation. Any member of the Commission may also make a concurring or dissenting report or recommendation to the City Council whenever he or she so desires.

2-204 Duties And Powers

The minimum number of affirmative votes required to make a recommendation to the City Council, or any other approval as outlined in this Code, shall be a majority of the members present but shall never be less than four (4) affirmative votes.

The Planning Commission shall have the following powers and duties:

1. The Planning Commission, as provided by Sections 2-101 to 2-103, shall prepare and recommend to the City Council, a General Plan and amendments to the General Plan.
2. The Planning Commission may make reports and recommendations relating to the planning and development of the City to public officials and agencies, and other organizations and citizens.
3. The Planning Commission shall prepare regulations governing the subdivision of land within the City or amendments to such regulations and to submit said regulations or amendments to the City Council for adoption.
4. The Planning Commission shall review and decide applications for the subdivision of land as provided in Chapter 5.
5. The Planning Commission may, or by order of the City Council shall, make and recommend to the City Council a zoning plan, including both the full text of the zoning regulations and maps and amendments thereto. The zoning regulations, including the maps, may be amended from time to time by the City Council. However, all proposed

amendments shall be first submitted to the Planning Commission for its recommendation which shall be returned to the City Council for its consideration within thirty days.

6. The Planning Commission shall hear and decide applications for conditional use permits and other land use applications for which the Planning Commission is authorized by this Code to act as the land use authority.
7. The Planning Commission, by order of the City Council, shall make and recommend to the City Council a multi year improvement program which shall set forth an orderly program for the acquisition of land, buildings and other facilities that are needed for City purposes.
8. The Planning Commission may conduct hearings and meetings with interested property owners, land use applicants, officials, and citizens in the process of carrying out its functions.

Chapter 2, Article 5 Planning Administrator

2-501 Planning Administrator

2-502 Powers And Duties Of Planning Administrator

2-501 Planning Administrator

There is hereby created the office of Planning Administrator. The Zoning Administrator shall be the Planning Administrator, unless the Planning Commission, by and with the consent of the City Council, appoints a different Planning Administrator. It shall be the duty and function of the Planning Administrator to assist the Planning Commission in the performance of its duties.

2-502 Powers And Duties Of Planning Administrator

The Planning Administrator shall have the following powers and duties:

1. To review all applications which the Planning Commission is required to review and to advise the Planning Commission regarding the completeness of said application and any plans, documents, or other supplementary data submitted therewith.
2. To respond to requests for information from citizens and officials regarding the details of the City's General Plan, subdivision requirements, and the activities of the Planning Commission.
3. To make technical studies relating to amendments of the General Plan and Development Code.
4. To cooperate and coordinate their work with the City engineer, Zoning Administrator, planning consultants and other municipal officers and employees.
5. To assist the Planning Commission in updating the General Plan in carrying any part of the Plan into greater detail.
6. To assist the Planning Commission in the preparation of its annual multi year improvement program for the City.
7. To enforce the provisions of the Development Code relating to subdivisions and other developments. Whenever violations occur, to consult with the City attorney, post or issue citations and to prepare exhibits, testimony, and other data which may be needed in such enforcement.
8. To deliver to and record with the county recorder and any other state or federal agency all plats, maps, agreements and other documents relating to annexation of land, or the approval of subdivision, condominium projects or similar large-scale developments as are required to be delivered or recorded under the terms of this Code or any other provision of law.

Chapter 2, Article 6 Development Administration Board

2-601 Development Administration Board

2-602 Organization and Meetings

2-603 Voting

2-604 Duties and Power

2-601 Development Administration Board

There is hereby created a Development Administration Board. The Development Administration Board shall consist of five members as follows:

1. City Community Development Director;
2. City Engineer;
3. City Attorney;
4. Two additional members consisting of current members of the Planning Commission. All Planning Commission members may serve on the Development Administration Board, provided that only two such members may participate at a time in any particular meeting or decision of the Board.

2-602 Organization and Meetings

The Development Administration Board shall meet from time to time according to the needs of the City and the schedule, policies, and procedures adopted by the Board. All meetings shall comply with the requirements of the Utah Open and Public Meetings Act, Title 52, Chapter 4, Utah Code Ann. At least four members of the Board, including one member who is a Planning Commission member, must be present to form a quorum. Electronic meetings may be held according to the City's ordinances and policies regarding electronic meetings.

2-603 Voting

The minimum number of affirmative votes of members of the Development Administration Board required to take any formal action regarding a land use application or other matter delegated to the Board shall be a majority of the members present, but shall never be less than three (3) affirmative votes.

2-604 Duties and Powers

The Development Administration Board shall have the following powers and duties:

1. Make reports and recommendations related to the planning and development of the City to the Planning Commission and City Council.
2. Conduct meetings and adopt rules, policies, and procedures consistent with this Code to govern its operations and meetings and the submission and review of land use applications.

3. Review, hear, and decide all applications for final subdivision plat approval and such other land use applications and matters for which the Board is authorized by this Code to act as the land use authority or to otherwise review or decide.

Chapter 2, Article 7 Development Review Procedures

2-701 Pre-Application

2-702 Neighborhood Notification Meeting

2-701 Pre-Application

1. Prior to application for any general plan amendment, rezoning request, conditional use permit, design review, or any other review or permit process not otherwise provided for in the development code, a pre-application review with City Staff will be required. Prior to application for any subdivision plat, a pre-application review with City Staff is available at the request of the applicant. The purpose of the pre-application review is:
 - a. To familiarize City Staff with the request;
 - b. To determine application requirements, provide the applicant with access to or copies of applicable land use regulations, standards, and application forms and checklists, and familiarize the applicant with the review process and procedures;
 - c. To identify land use and development policies that may affect the outcome of the request;
 - d. To permit a cursory technical review at a conceptual stage to identify conflicts in objectives and to identify potential solutions for those conflicts;
 - e. To identify important features that may require additional mitigation or preservation efforts or are subject to state, federal or other special regulation, including those regulations set forth in Chapter 8, such as natural vegetation, ponds, streams, ditches, flood plains, wetlands, wildlife habitats, view sheds, trees, green spaces, scenic points, historic sites, and areas with geologic hazards or topographical challenges; and
 - f. To identify the requirements for citizen participation and familiarize the applicant with related issues.
2. If an applicant requests pre-application review for a subdivision, the applicant shall provide the City Staff with a concept plan of the subdivision. The concept plan shall not limit either the applicant's or the City's right to modify or request modifications of the proposed subdivision in the future in accordance with applicable land use regulations and standards. A concept plan submitted to the City shall be a public record. The City shall schedule the pre-application review meeting with the applicant within fifteen business days of the applicant's request and submission of a concept plan.
3. The pre-application review requirement is designed to provide the applicant with helpful information and suggestions before he or she incurs the expense and time involved in submitting an application. As part of pre-application review, City staff may make recommendations, suggestions, and dispense information regarding City ordinances, standards, and the General Plan, but such comments shall not be binding on the City nor

limit the City from requiring compliance with all applicable land use regulations and standards. Only the designated land use authority may make formal recommendations or final, binding decisions. There shall be no right to appeal the pre-application review process.

4. Pre-application review shall not constitute the submission of a land use application for purpose of entitlement to review or vested rights. Entitlement to review and the vesting of right to approval under applicable ordinances, regulations, and standards is established by submission of a complete application and payment of application fees, subject to a finding of compelling, countervailing public interests or the initiation of proceedings to amend this Code or other applicable ordinances, regulations, and standards at the time of the application.

2-702 Neighborhood Notification Meeting

The Neighborhood Notification Meeting is an opportunity for the applicant to meet with citizens and other interested parties to share details of the applicant's request and receive comments regarding the proposal. Neighborhood Notification Meetings shall conform to the following standards:

1. Neighborhood Notification meetings shall be required for all rezonings and general plan amendments. For all city-initiated applications, the usual Planning Commission public hearing shall serve as the neighborhood meeting. Neighborhood Notification meetings are not required for any other land use application or approval.
2. The neighborhood meeting shall be held a minimum of ten (10) calendar days prior to the first public hearing before the Planning Commission. The Planning Administrator shall notify applicants when they may proceed with a neighborhood meeting.
3. Neighborhood Notification Meetings shall be scheduled between Tuesday and Thursday after 6:00 pm. The applicant shall arrange for the facilities and bear all costs associated with the meeting, including all required notifications.
4. Neighborhood Notification meetings shall be advertised as follows:
 - a. Mail Distribution — Notices must be mailed to all property owners within 500 feet of the subject property at least 10 days prior to the neighborhood meeting or hearing. Staff will review a copy of the draft letters prior to mailing. The applicant is responsible for the mailing of the notices and shall provide information to the Planning Administrator that the mailings have been completed.
 - b. On-site Posting – The applicant shall post a 4' X 4' sign upon the subject property at least 10 days prior to the neighborhood meeting. The applicant is responsible for site postings and shall provide a dated picture of said sign placed on the property to the Planning Administrator. The applicant must make a reasonable effort to maintain the visibility of the sign during the notification period.
5. Within four (4) business days following any neighborhood meeting, the applicant shall

provide a report summarizing any questions, issues or concerns expressed at the meeting and copy of the sign-in sheet from the neighborhood meeting showing all who attended.

6. The Applicant must publish neighborhood notification meeting proceedings to become part of the Planning Commission and City Council minutes which are posted on the city website.
7. Disclosure must be made that the applicant does not represent the City and if residents have questions they should call the City.

Chapter 3 Zoning – General Requirements

Chapter 3, Article 4.8 Open Space Density Bonus (Legacy)

3-4802 Purpose, Limitations of Article

1. The intent of the open space ordinance is to offer developers the opportunity to plan higher quality developments with a wider variety of plans meeting requirements, but the ordinance does not guarantee approval, and it is the responsibility of the developer to demonstrate to the Planning Commission and City Council that their proposal is better for the City of Highland than the traditional R-1-40 zone. For the good and enhancement of Highland City, this provision is intended to:
 - a. Encourage better utilization of land through the creation and preservation of open spaces;
 - b. Promote imaginative, well designed subdivisions which preserve and encourage the creation of open space and respect the physical qualities of the land;
 - c. Develop a sense of community and insure compatibility with surrounding neighborhoods; and
 - d. Preserve existing features and natural habitat.
2. Previous Open Space Subdivisions were approved as follows: The Planning Commission may recommend and The City Council may approve Open Space Subdivisions in the R-1-40 zone.
3. No new Open Space Subdivisions shall be created or approved on or after January 1, 2024. This Article is retained within this Code as a legacy ordinance that serves solely as reference for existing Open Space Subdivisions.

Chapter 3, Article 4.8.1 Parkland Bonus Overlay (Legacy)

3-4812 Purpose, Limitations of Article

1. The intent of the parks open space ordinance is to offer developers the opportunity to plan higher quality developments with a wider variety of plans at the same time providing parkland in those areas required in the Parks Master Plan, but the ordinance does not guarantee approval, and it is the responsibility of the developer to demonstrate to the Planning Commission and City Council that their proposal is better for the City of Highland than the traditional R-1-40 zone and an outright purchase of parkland. For the good and enhancement of Highland City, this provision is intended to:
 - a. Encourage better utilization of city park funds by receiving park sites through dedication as opposed to purchase;
 - b. Promote imaginative, well designed subdivisions which provide flexibility in the creation of parkland; and
 - c. Develop a sense of community and insure compatibility with surrounding neighborhoods.
2. Previous Parkland Bonus Overlay Subdivisions were approved as follows: The Planning Commission may recommend and The City Council may approve Parkland Bonus Overlay Subdivisions in the R-1-40 zone.
3. No new Parkland Bonus Overlay Subdivisions shall be created or approved on or after January 1, 2024. This Article is retained within this Code as a legacy ordinance that serves solely as reference for existing Parkland Bonus Overlay Subdivisions.

Chapter 3, Article 6 Supplementary Regulations

3-626 Driveway Regulations

1. Driveways and other accesses that provide vehicular access from a public or private road shall conform to all requirements of the applicable zoning district, the clear view requirements set forth in Section 3-610, and the city's adopted engineering, design, and construction standards and specifications.
2. Driveways and other accesses that provide vehicular access from a public or private road shall be planned and designed in connection with any site plan or building permit that requires or necessitates the driveway or access.
3. Driveways and other accesses that provide vehicular access from a public or private road shall not be permitted to cross or be constructed upon a landscape easement, parkway detail, conservation or open space area, or any land reserved or dedicated for stormwater, drainage, or flood control purposes.
4. After January 1, 2024, no new driveways or other accesses that provide vehicular access from a public or private road shall be permitted to connect to the following roads:
 - a. Highland Boulevard
 - b. 4800 West from SR-92 north to Highland City boundary
 - c. 11800 North
 - d. 6800 West from 9600 North south to Highland City boundary

Chapter 4 Conditional Use Procedures

4-104 General Requirements

1. Prior to submitting an application for a conditional use permit, the applicant shall meet with City Staff for a pre-application review as set forth in 2-701.

Chapter 5 Subdivisions

Article 5-1 General Provisions

Article 5-2 Control And Application

Article 5-3 (Reserved)

Article 5-4 Subdivision Requirements and Procedures

Article 5-5 General Requirements Of All Subdivisions

Article 5-6 Public Improvements

Article 5-7 Adjusting Property Boundaries; Amending A Recorded Plat

Chapter 5, Article 1 General Provisions

5-1-101 Short Title

5-1-102 Purpose

5-1-103 Interpretation

5-1-104 Definitions

5-1-105 Considerations

5-1-106 General Responsibilities

5-1-107 Appeal of Decisions

5-1-101 Short Title

This Title shall be known as the “Highland City Subdivision Ordinance.” This Title shall also be known as Highland City Code. It may be cited and pleaded under either designation.

5-1-102 Purpose

1. The purpose of this Chapter, and any rules, regulations and specifications hereafter adopted, are to promote the public health, safety and general welfare through provisions designed to:
 - a. Provide for the harmonious and coordinated development of the City, and to assure sites suitable for building purposes and human habitation.
 - b. Ensure adequate open space for traffic, recreation, light and air.
 - c. Facilitate the conservation of, or production of, adequate transportation, water, sanitation, drainage and energy resources.
 - d. Avoid scattered and premature subdivisions which would cause insufficient public services and facilities, ensure that new subdivisions are responsible for their impact to public services and facilities, and avoid an excessive and unfair expenditure of public funds for the supply of public services and facilities.
 - e. Preserve outstanding natural, cultural, or historic features.
2. This Code is designed to inform the subdivider and public of the requirements and conditions necessary to obtain approval of a subdivision. To this end, this Code requires all subdividers and the public to comply with all requirements expressly delineated in this Chapter, as well as all requirements established in the City’s general and master plans, other applicable and ordinances, including the City’s development and municipal codes, and the City’s adopted design, construction, and engineering standards and specifications, including the City’s design criteria for public improvements and the City’s standard drawings. The City may impose reasonable conditions upon a subdivider or other land use applicant in order to effectuate and carry out the terms, conditions, requirements, and intent of the City’s land use regulations, to the extent such conditions do not conflict with any requirements set forth in this Code, Utah State law, or other applicable ordinances or

laws.

5-1-103 Interpretation

In their interpretation and application, the provisions of this Title shall be considered as minimum requirements. Where the provisions of this Chapter impose greater restrictions than any statute, other regulation, ordinance, or covenant, the provisions of this Chapter shall prevail. Where the provisions of any statute, other regulation, ordinance, or covenant impose greater restrictions than the provisions of this Chapter, the provision of such statute, other regulation, ordinance or covenant shall prevail.

5-1-104 Definitions

Whenever any word or phrase used in this Chapter is not defined herein, but is defined in related sections of the Utah Code or in other sections of the Highland Municipal or Development Code, such definitions are incorporated herein and shall apply as though set forth herein in full, unless the context clearly indicates a contrary intention.

Unless a contrary intention clearly appears, words used in the present tense include the future, the singular includes the plural, the term “shall” is always mandatory and the term “may” is permissive. The following terms as used in this Title shall have the respective meanings hereinafter set forth.

1. **Agricultural Use** means land used for the production of food through the tilling of the soil, the raising of crops, breeding and raising of domestic animals and fowl, except household pets, and not including any agricultural, industry or business.
2. **Agricultural Industry or Business** means the processing of raw food products by packaging, treating and/or intensive feeding. Agricultural industry includes, but is not limited to, animal feed yards, the raising of furbearing animals, food packaging and/or processing plants, commercial poultry or egg production, commercial greenhouses, and similar uses as determined by the Planning Commission.
3. **Alley** means a public way which generally affords a secondary means of vehicular access to abutting properties and not intended for general traffic circulation.
4. **Arterial Street, Major** means a street for which the principle function is movement of large volumes of traffic from collector streets. Providing access to abutting land is a secondary function.
5. **Arterial Street, Minor** means a street for which the principle function is movement of traffic. Providing access to abutting land is a secondary function.
6. **City** means Highland City.
7. **City Administrator** means the administrative official as appointed from time to time by the Highland City Council. The City Administrator shall also be the Zoning Administrator and City Planner.

8. **City Attorney's Office** means the City Attorney's Office of Highland City, as may be appointed from time to time.
9. **City Council** means the City Council of Highland City.
10. **City Mayor** means the Chief Executive Officer of Highland City.
11. **City Recorder** means the Highland City Recorder.
12. **Clustering** means the congregation of housing lots so as to provide open space lands in a development.
13. **Collector Street** means a street which carries traffic from minor streets to the arterial street system, including the principle entrance streets of residential developments and the primary circulating streets within such developments.
14. **Community Development Office** means the City Zoning Administrator's Office in Highland City.
15. **Concept Plan** means a schematic drawing prior to preliminary plat for major subdivisions or prior to final plat in the case of minor subdivisions to enable the subdivider to save time and expense in reaching general agreement with the Planning Commission as to the form of the plat and the objectives of these regulations.
16. **Consolidated Fee Schedule** means the schedule of fees adopted from time to time by resolution of the City Council setting forth the various fees charged by the City.
17. **Cul-de-sac** means a minor street with only one outlet and having an appropriate terminal for the safe and convenient reversal of traffic.
18. **Dedication of Land** refers to land set aside by the subdivider to be used by the public, such land being conveyed to the City.
19. **Development Administration Board** means the board created by Chapter 2, Article 6.
20. **Dwelling Unit** means a building arranged or designed to be occupied by only one family; a structure having only one dwelling unit. The intent of this definition is to preclude additional dwelling units for rental purposes.
21. **Easement** means an interest in property owned by another that entitles its holder to a specific use on, under, or above said property.
22. **Final Plat** means a map of land subdividing the land into lots, roads, and other delineations, and providing or recording all other relevant property interests, notes, conditions, and restrictions as may be required by this Chapter or agreed to by the subdivider, prepared for final approval and recordation, which has been accurately surveyed and drawn, so that streets, alleys, blocks, lots and other divisions thereof can be identified and recorded; such plat being in conformity with the ordinances of the City and

Title 57, Utah Code Annotated, 1953, as amended.

23. **Fire Department** means the appropriate Fire Department serving Highland City.
24. **Flood Control and Storm Drainage Ordinance** means the Highland Flood Control and Storm Drainage Ordinance as presently adopted and amended in the future.
25. **Flood, One Hundred Year** means a flood having a one percent chance of being equaled or exceeded in any given year.
26. **Flood, Ten Year** means a flood having a 10 percent chance of being equaled or exceeded in any given year.
27. **Flood Plain, One Hundred Year** means that area adjacent to a drainage channel which may be inundated by a 100 year flood.
28. **Grading/Site Development Ordinance** means the Highland City Development Ordinance as presently adopted and as amended in the future.
29. **Land Use Authority** means the person, board, commission, agency, or body designated by this Code to act upon a subdivision application.
30. **Lot** means a parcel of land occupied or capable of being occupied by one building or a group of buildings together with such yards, open spaces and yard areas as are required by this Title and the Zoning Code, and having full frontage on and unrestricted access to a dedicated street.
31. **Lot Split** shall refer to the division of a property which may be divided into no more than two legal size lots.
32. **Major Street Plan** means the plan which defines the future alignments of streets and their rights-of-way, including maps or reports or both, which has been approved by the Planning Commission and City Council.
33. **Master Plan or General Plan** means the City's general plan and all parts and plans adopted therein, a future land use and development plan, a transportation or circulation plan, or another plan of general applicability for the City adopted by the City Council..
34. **Minor Street** means a street for which the principle function is access to abutting land. Traffic movement is a secondary function.
35. **Municipal Utility Easement** means the same as the term is defined in Utah Code section 10-9a-103(40).
36. **Natural Drainage Course** means any natural watercourse which is open continuously for flow of water in a definite direction or course.
37. **Official Street Map** means the public street map adopted by the City Council.

38. **Open Space Subdivision.** A subdivision where the City's density requirement is accomplished through perpetual open space. No new open space subdivisions are permitted on or after January 1, 2024.
39. **Owner** means the owner in fee simple of real property as shown in the records of the Utah County Recorder's Office and includes the plural as well as the singular, and may mean either a natural person, firm, association, partnership, private corporation, public or quasi-public corporation, or any combination thereof.
40. **Parcel of Land** means a contiguous quantity of land, in the possession of, or owned by, or recorded as the property of, the same owner.
41. **Planning Commission** means the Highland City Planning Commission.
42. **Preliminary Plat** means the detailed map of a proposed subdivision that demonstrates the subdivision's compliance with zoning regulations, establishes the layout of the proposed lots, roads, and major utility facilities, and provides such other information as required by this Chapter.
43. **Protection Strip** means a strip of land bordering a subdivision, or a street within a subdivision, which serves to bar access of adjacent property owners to required public improvements installed within the subdivision until such time as the adjacent owners share in the cost of such improvements.
44. **Public Utility Easement** means the area on a recorded plat map or other recorded document that is dedicate to the use and installation of public utility facilities.
45. **Public Way** means any road, street, alley, lane, court, place, viaduct, tunnel, culvert or bridge laid out or erected as such by the public, or dedicated or abandoned to the public, or made such in any action by the subdivision of real property, and includes the entire area within the right-of-way.
46. **Public Works Department** means the Public Works Department of Highland City.
47. **Reservation of Land** refers to land set aside for public use within a subdivision, such land to be developed and maintained by the subdivider or by the residents of the subdivision.
48. **Review Comments** refers to requests issued to an applicant by the City as part of the review cycle process, including requests for modifications to plats, plans, designs, reports, and studies submitted with the application, requests to supplement any incomplete information, document, or material submitted with or that was required to have been submitted with the application, and requests to correct any other deficiency with an application to ensure compliance with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.
49. **Review Cycle** refers to the process described in Utah Code section 10-9a-604.2, as amended, and Section 5-4-307 of this Code, consisting of one full cycle of a subdivision

applicant's submittal of a complete application, the City's review of that application, the City's response to that application, and the applicant's reply to the City's response.

- 50. Review Response** refers to the applicant's response to the City's review comments, including a written response addressing each review comment and the submission of revised, modified, or corrected plats, plans, and other information, documents, and materials.
- 51. Right-of-Way** means a strip of land used or intended to be used as a street, sidewalk, sanitary or storm sewer, drainage, utilities or other uses approved by the City Council.
- 52. Staff** means all city employees and city contractors who are authorized by the City to review or make recommendations or decisions regarding land use applications. Includes the Zoning Administrator, City Attorney, and City Engineer.
- 53. Sensitive Lands Submittal** means the information, studies, reports, and materials required to be submitted by the applicant pursuant to Chapter 8 of this Code.
- 54. Sensitive Lands Report** means the report, analysis, or recommendation issued by the Zoning Administrator and City Engineer pursuant to Chapter 8 of this Code.
- 55. Sidewalk** means a passageway for pedestrians, excluding motor vehicles.
- 56. Street** means a public or private way primarily used or intended to be used for passage or travel by motor vehicles and to provide access to abutting properties.
- 57. Subdivider** means the owner of the real property proposed to be subdivided, including any successors or assigns.
- 58. Subdivision** means any land that is divided, resubdivided, or proposed to be divided into two or more lots, parcels, sites, units, plots, or interests for the purpose, whether immediate or future, for offer, sale, lease, or development, either on the installment plan or upon any and all other plans, terms and conditions. Subdivision includes the division or development of residential and nonresidential uses, including commercial and industrial zoned land, whether by deed, metes and bounds description, devise and testacy, map, plat, foreclosures, or other recorded instrument, regardless of whether the division includes all or a portion of a parcel or lot.
- 59. Subdivision Improvement Plans** means the civil engineering plans, grading and landscaping plans, drawings, details, specifications, and other technical or engineered plans or designs associated with required infrastructure, municipally controlled utilities, and public landscaping required for a subdivision.
- 60. Subdivision, Major** means all subdivisions including but not limited to subdivisions of three or more lots, any size subdivision consisting of or including multi-family or condominium-type development with two or more units per lot or parcel, or any size subdivision requiring any new street or extension of the local governmental facilities.

61. **Subdivision, Minor** means any subdivision of land that results in two or fewer lots, provided that each lot thereby created has frontage on an improved public street or streets, and providing further that there is not created by the subdivision any new street or streets.
62. **Survey Monument** means mark affixed to a permanent object along a line of survey to furnish a survey control.
63. **Transfer Development Rights.** The ability to transfer the right to develop property from one area of the city to another area of the city
64. **Water Company and Improvement Districts** means the Highland Water Company, Timpanogos Special Sewer District, and any other water or sewer improvement district existing or hereinafter organized, whichever has jurisdiction over the land proposed to be subdivided.
65. **Zoning Code** means the Highland City Zoning Ordinance, including Chapter 3 of this Code, as presently adopted and as amended in the future.

5-1-105 Considerations

1. The General Plan shall guide the use of all land within the corporate boundaries of the City. The size and design of lots, the nature of utilities, the design and improvement of streets, the type and intensity of land use, and the provisions for any special facilities in any subdivision shall conform to the land uses shown and the standards established in the General Plan, the Zoning Code, and this Development Code.
2. Trees, native land cover, natural watercourses, and topography shall be preserved when possible. Subdivisions shall be so designed as to prevent excessive grading and scarring of the landscape in conformance with the City Development Code. The design of new subdivisions shall consider, and relate to, existing street widths, alignments and names.
3. Community facilities, such as parks and recreation areas, and transportation facilities shall be provided in the subdivision in accordance with General Plan standards, this Title, and other applicable ordinances. This Chapter establishes procedures for the referral of information on proposed subdivisions to interested boards, bureaus, and other governmental agencies and utility companies, both private and public, so that the extension of community facilities and utilities may be accomplished in an orderly manner, coordinated with the development of the subdivision. In order to facilitate the acquisition of land areas required to implement this policy, the subdivider may be required to dedicate, grant easements over or otherwise reserve land for schools, parks, playgrounds, public ways, utility easements, and other public purposes as specified.
4. Subdivision Plats which incorporate areas which in the judgment of the City include land features which are either environmentally or historically unique and which if modified would alter the nature and character of the community in an adverse manner, may be defined as either Public or Private Conservation Areas. The Conservation area may include natural water courses, old growth wooded areas, unique land features, and natural

historical landmarks, which make a material contribution to the nature and character of the community. Conservation areas shall be protected by deed restrictions, conservation easements, subdivision CCR's, or public dedications (or a combination of these) as the City may deem appropriate. Documents necessary to create and protect the conservation area must be recorded at the time of subdivision plat recording.

5-1-106 General Responsibilities

1. The subdivider shall prepare a plat consistent with the standards contained herein and shall pay for the design and inspection of the public improvements required. The subdivider shall not alter the terrain or remove any vegetation from the proposed subdivision site or engage in any site development until he or she has obtained the necessary approvals as outlined herein.
2. The City Zoning Administrator shall review the plats for design, for conformity to the General Plan and to the Zoning Code; for the environmental quality of the subdivision design; and shall process the subdivision plats and reports as provided for in this Chapter.
3. Plats of proposed subdivisions shall be referred by the Zoning Administrator to such City departments and special districts, governmental boards, bureaus, utility companies, and other agencies which will provide public and private facilities and services to the subdivision for their information and comment. The City Zoning Administrator coordinates the comments received from all public and private entities and shall decide which agencies to refer proposed subdivision plats.
4. The City Administrator may request the City Engineer to make comments as to engineering requirements for street widths, grades, alignments and flood control, whether the proposed public improvements are consistent with this Code and other applicable ordinances and for the inspection and approval of all construction of public improvements. Street layout and overall circulation shall be coordinated.
5. The Planning Commission is charged with making investigations, reports, and recommendations on proposed subdivisions as to their conformance to the General Plan and Zoning Code, and other pertinent documents. The Planning Commission shall also approve, approve with conditions, or disapprove of the preliminary plats, as provided for in this Chapter.
6. The City Attorney may be consulted by the Zoning Administrator to approve the form of the final plat if it is correct and acceptable that the subdivider dedicating land for use of the public is the owner of record, and that the land is free and clear of unacceptable encumbrances according to the title report, which shall be submitted by the subdivider.
7. For the purpose of administering the subdivision process, the City Zoning Administrator should act as liaison between the subdivider, Planning Commission, staff, and the Development Administration Board. The City Zoning Administrator shall also provide regular reports to the City Council regarding the status of current subdivisions and other developments.

8. The City Council has final jurisdiction in the establishment by ordinance of requirements for and design standards of public improvements, the acceptance of lands and public improvements that may be proposed for dedication outside of the dedication or provision of lands and public improvements required by this Chapter and the City's design standards and specifications, and the approval of development agreements or similar arrangements that contain terms or allow uses that are not expressly provided for or permitted by this Chapter.

5-1-107 Appeal of Decisions

1. Recommendations and reports from staff, the Development Administration Board, or the Planning Commission may not be appealed unless such recommendation or report consists of a final decision on a land use application.
2. Recommendations and legislative decisions made by the City Council may not be appealed.
3. Except as otherwise provided herein, a land use applicant or adversely affected party, including the City, may appeal any final decision by staff, the Development Administration Board, the Planning Commission, or the City Council on a land use application to the Appeal Authority per the requirements of Chapter 2, Article 3 of this Code.
4. Disputes arising from subdivision improvement plans related to a City requirement for pavement on a residential roadway in excess of 32 feet may be appealed per the requirements of Utah Code section 10-9a-604.2(8) and section 10-9a-508(5).

Chapter 5, Article 2 Control And Application

5-2-101 Subdivision Control

5-2-102 Required Plat Approval

5-2-103 Transfer Of Land – Issuance Of Building Permits

5-2-104 Transfer Of Land – Viodable

5-2-105 Penalties

5-2-101 Subdivision Control

1. ““It shall be unlawful for any owner of any land within the corporate limits and jurisdiction of the City to subdivide such land, regardless of the method of the subdivision, unless and until:
 - a. A plat of such subdivision is made in accordance with the requirements set forth herein;
 - b. Approval of such plat is secured as provided herein; and
 - c. Copies of such plat are recorded in the Office of the Utah County Recorder.
2. This shall not restrict or prevent a division of land, if such division is expressly exempted under Utah State Code from subdivision and subdivision plat requirements.

5-2-102 Required Plat Approval

A plat of any subdivision shall not be recorded until it has been submitted and approved as provided herein. A plat shall not be approved if such plat is in conflict with any provision or portion of the General Plan, Official Map, Major Street Plan, Master Transportation Plan, Zoning Code, Development Code, this Title, or any other State law or City ordinance.

5-2-103 Transfer Of Land – Issuance Of Building Permits

Land shall not be transferred, sold, or offered for sale, nor shall a building permit be issued for a structure thereon, until a final plat of a subdivision shall have been recorded in accordance with this Chapter and the provisions of the Utah State Code, and until the improvements required in connection with the subdivision have been constructed or guaranteed as provided herein. Building permits shall not be issued without written approval of such public agencies as may be required by the Zoning Administrator. A building depending on public water, sewer, energy facilities, or fire protection shall not be permitted to be occupied until such facilities are provided and operational.

5-2-104 Transfer Of Land – Viodable

A person shall not offer to sell, contract to sell, sell, deed or convey any property contrary to the provisions of this Title.

5-2-105 Penalties

It shall be a Class “B” misdemeanor for any person to fail to comply with the provisions of this Code. In addition to any criminal prosecution, the City may pursue any other legal remedy to ensure compliance with this Code including, but not limited, to injunctive relief.

Chapter 5, Article 4 Subdivision Requirements and Procedures

5-4-100 General Subdivision Review Procedures

5-4-200 Minor Subdivision Process

5-4-300 Major Subdivision Process

5-4-400 Open Space Subdivision Option (Legacy)

5-4-100 General Subdivision Review Procedures

5-4-101 Review for Completeness

1. The Zoning Administrator shall review each application for a minor subdivision or for a major subdivision preliminary or final plat to determine whether the application is complete for purposes of further substantive processing and review.
 - a. An application shall be deemed to be complete for the purposes of further substantive processing and review if the application contains all information and materials identified on or required by the application form.
 - b. A defect, deficiency, or error in information and materials submitted with an application that causes the application to not comply with this Chapter or any other governing law, land use regulation, applicable land use decision, ordinance, or standard shall not render the application incomplete unless such defect, deficiency, or error reasonably prohibits or precludes substantive review of the application or a material portion thereof.
2. If the Zoning Administrator determines that the plat application is complete, the Zoning Administrator shall:
 - a. notify the applicant that the application is complete;
 - b. circulate and review the plat application in accordance with Section 5-4-102; and
 - c. for minor subdivisions, mail the notice described in Section 5-4-204.
3. If the Zoning Administrator determines that the plat application is incomplete or deficient with respect to a specific and objective application requirement imposed by this Chapter or another governing law, land use regulation, applicable land use decision, ordinance, or standard, the Zoning Administrator shall notify the applicant of the deficiency, with a description of the information, documents, and materials required to correct the deficiency. The plat application shall not be deemed complete and shall not be entitled to substantive processing or review until the applicant corrects the deficiency and submits all required information, documents, and materials.
4. The decision of the Zoning Administrator regarding an application's completeness may be appealed by the applicant to the Development Administration Board. The appeal shall

be in writing and filed within ten (10) calendar days of the Zoning Administrator's decision.

5-4-102 Review Cycle Process for Plat Applications

1. For each complete subdivision application, the City shall review the plat, plans, and other application materials through the review cycle process forth in this Section and Utah Code section 10-9a-604.2 to ensure compliance with all requirements of this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.
2. A review cycle begins with the City's receipt of either a complete application for a new application or a complete review response submitted as part of a prior review cycle.
3. The City may issue review comments with each review cycle to correct any deficiencies with the plat, subdivision improvement plans, and related information, documents, and materials.
 - a. The City shall complete its review and shall issue review comments within the following timeframes:
 - i. For preliminary plats and preliminary subdivision improvement plans for single-family, two-family, and townhome subdivisions that do not involve property within identified geological hazard areas, the City shall have fifteen (15) business days after receipt of the complete application or complete review response to complete its review and to issue review comments.
 - ii. For final plats and final subdivision improvement plans for single-family, two-family, and townhome subdivisions that do not involve property within identified geological hazard areas, the City shall have twenty (20) business days after receipt to complete its review and to issue review comments.
 - iii. For all other plats and subdivision improvement plans for other subdivisions, the City shall have a reasonable timeframe to complete its review and to issue review comments, not to exceed twenty-five (25) business days.
 - b. Review comments issued by the City shall be specific, include citations to the law, ordinance, regulation, decision, standard, or specification justifying the review comment, and shall be compiled and logged into a single index of requested modifications for the application.
 - c. The City's failure to issue a review comment regarding a specific deficiency or defect of the preliminary plat, subdivision improvement plans, or related information, documents, and materials submitted by the applicant shall waive the City's right to require that the deficiency or defect be corrected, unless:

- i. The modification or correction required by the review comment is necessary to protect public health and safety or to enforce state or federal law;
 - ii. The modification or correction required by the review comment is necessitated by the applicant's review response or other adjustment to the proposed subdivision plat, plans, or related materials;
 - iii. The modification or correction required by the review comment is necessitated by the applicant's update to the proposed phasing of the development that adjusts the needed infrastructure; or
 - iv. The applicant does not submit a revised plan in response to the City's review comments within twenty (20) business days after the City issued its review comments.
4. The applicant shall provide a complete review response in response to the City's review comments, consisting of revised plats, plans, information, documents, or materials together with a written explanation identifying and explaining the applicant's revisions and reasons for declining to make revisions, if any.
 - a. The applicant's written explanation shall be comprehensive and specific, including citations to the relevant law, ordinance, regulation, decision, standard, or specification and including an index of requested revisions or additions for each required correction.
 - b. The applicant's failure to address a review comment shall render their review response incomplete. The review cycle is not complete, and the subsequent review cycle or action shall not begin until all review comments are addressed and the applicant submits a complete review response.
5. The City may not require more than four review cycles, provided that the City may restart the review cycle process at the first review cycle, if the applicant makes a material change to a plan set. Such restarted review cycle process shall apply only to the portion of the plan set that the material change substantively affects.

5-4-103 Final Decision on Plat Application

1. After conducting a public meeting or public hearing, as required by this Article, the land use authority shall approve, approve with conditions, or deny a subdivision plat application.
2. If the land use authority finds and determines that the plat and subdivision improvement plans comply with and conform to the requirements of Utah State Code, this Chapter, and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards, the land use authority shall approve the plat and subdivision improvement plans.

3. In approving a plat or subdivision improvement plans, the land use authority may impose conditions on the approval to ensure compliance with the requirements of Utah State Code, this Chapter, and all other governing laws, land use regulations, applicable land use decision, ordinances, and standards.
4. If the land use authority finds and determines that the plat or subdivision improvement plans do not comply with or conform to the requirements of Utah State Code, this Chapter, and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards, and such noncompliance cannot be corrected by the imposition of conditions on the approval of the plat or plans, the land use authority shall reject and disapprove the final plat or subdivision improvement plans.
5. The Zoning Administrator shall notify the applicant, in writing, of the land use authority's final decision regarding the plat application, any conditions of approval, and the basis for any rejection or disapproval.

5-4-200 Minor Subdivision Process

5-4-201 Purpose

5-4-202 Applicability

5-4-203 Filing Minor Subdivision Application

5-4-204 Review for Completeness5-4-205 Standards and Required Conditions And Improvements

5-4-206 Review of Minor Subdivision

5-4-207 Action on Minor Subdivision

5-4-208 Appeal Of Decision

5-4-209 Assurance Or Improvements Required

5-4-210 Recording Of Plat

5-4-211 Expiration Of Final Approval

5-4-201 Purpose

The intent of the minor subdivision process is to allow for small subdivisions to be processed as quickly as possible. Minor subdivisions include “lot splits” and other developments of two or fewer lots for single-family residential development purposes, which developments meet the requirements of this Code. In this process, the preliminary and final plats, required for most subdivisions, are simplified and combined.

5-4-202 Applicability

1. The procedures set forth in this Article shall govern the processing of, and the requirements pertaining to, minor subdivisions, and shall take precedence over any other provisions of this Code to the contrary.
2. All other provisions of this Code and other City ordinances and standards not expressly superseded by this Article, including but not limited to the requirements of Chapter 5, Article 5 General Requirements of All Subdivisions, and Chapter 5, Article 6 Public Improvements, shall apply to minor subdivisions.

5-4-203 Filing Minor Subdivision Application

1. Prior to filing an application for a minor subdivision, the subdivider may meet with the Zoning Administrator, or other City staff as appropriate, for pre-application review per Section 2-701.
2. After completing pre-application review, if applicable, the subdivider of a minor subdivision shall file an application with the Zoning Administrator on a form prescribed by the City and submit all information, documents, materials required by this Code and the City's application form and required to ensure the subdivision complies with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.
3. No separate preliminary plat is required to be submitted or approved for a minor subdivision prior to the submission of a final plat and related subdivision improvement

plans.

4. The application form shall specify the requirements, information, documents, and materials required to be submitted in order for the preliminary plat application to be complete. At least the following information, documents, and materials shall be required as part of the application to be submitted by the subdivider:
 - a. A complete application form;
 - b. Owner's affidavit;
 - c. Project narrative;
 - d. Legal description of the property being subdivided;
 - e. ALTA survey;
 - f. Title report for the property being subdivided;
 - g. Sensitive lands submittals, in accordance with Chapter 8;
 - h. Proposed final plat, in accordance with Section 5-4-311;
 - i. Proposed subdivision improvement plans, in accordance with Section 5-4-312;
 - j. Vicinity map indicating the exact location of the property and each other property within 1/2 mile of the property being subdivided;
 - k. Property ownership map and list of names and addresses of each owner of record of each other property within 500 feet of any portion of the property being subdivided, and pre-addressed and pre-stamped envelopes for each such owner;
 - l. All applicable fees.
5. The application form may be amended, added to, and updated by the City Administrator or designee as necessary to ensure that minor subdivision applicants are informed as to the requirements for an application to be complete and to ensure that the City can successfully evaluate each application for compliance with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.
6. The applicant shall submit electronic and/or paper copies of the minor subdivision application and related materials in the form, method, size, and standard specified by the City.
7. The subdivider shall pay all application fee(s) as published in the Consolidated Fee Schedule for the minor subdivision application. These fees shall not be refunded or waived in the event the subdivider does not obtain approval of the minor subdivision plat or does not proceed with the subdivision.

5-4-204 'Review for Completeness, Notice of Plat

1. The Zoning Administrator shall review the minor subdivision application to determine whether the application is complete for the purposes of further substantive processing and review pursuant to Section 5-4-101.
2. If the Zoning Administrator determines that the minor subdivision plat is complete, the Zoning Administrator shall mail a notice to each owner of property within 500 feet of any portion of the property being subdivided, which notice shall describe the property being subdivided, contain a depiction of the proposed subdivision, and explain that written objections to the proposed minor subdivision may be submitted to the City within twenty (20) business days after the day on which the applicant submitted the application.

5-4-205 Standards and Required Conditions And Improvements

The following requirements shall be satisfied as part of the review process prior to approval of the minor subdivision, and may be imposed as a condition of approval of a minor subdivision:

1. Not more than two lots are created in the minor subdivision, and the lots created encompass all of the property being subdivided.
2. The area to be subdivided is immediately adjacent to existing streets and utilities and shall not involve or require the extension of any such streets or utilities.
3. The subdivider provides or agrees to provide all necessary public landscaping improvements and infrastructure improvements, as required by this Code and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards, and the subdivider prepares and obtains approval of subdivision improvement plans for such improvements. Such improvements include the improvement of all streets on which the subdivision fronts with curb, gutter, sidewalk, asphalt, and other required street improvements, and the connection of each lot to existing utilities, including culinary water, pressurized irrigation, sewer, power, and gas.
4. The subdivision improvement plans, and the design, construction, installation, and inspection of all required improvements, shall conform to this Code and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.
5. The minor subdivision and lots created therein do not adversely affect adjoining property in a manner prohibited by applicable Utah State Code or Highland City land use regulations, applicable land use decisions, ordinances, and standards.
6. The minor subdivision and lots created therein conform to the applicable provisions of this Code, including all zoning regulations for the applicable zoning district and the requirements of Chapter 5, Article 5 of this Code.

7. The minor subdivision satisfies the requirements of Chapter 8 related to sensitive lands.
8. Municipal and public utility easements and all rights of way and easements or other interests of record are identified, preserved, and dedicated, as necessary.
9. Any redevelopment of the minor subdivision or any lot created therein shall be processed under the Major Subdivision Process.
10. The form of the proposed final plat conforms to the City's standards and contains all necessary plat notes and conditions of approval.

5-4-206 Review of Minor Subdivision

The minor subdivision application, final plat, subdivision improvement plans, and related information, documents, and materials shall be reviewed as a final plat in accordance with the process set forth in Section 5-4-102.

5-4-207 Action on Minor Subdivision

1. Upon the completion of the fourth or final review cycle under Section 5-4-102, if the applicant has not materially changed the final plat or subdivision improvement plans, the applicant may request that the minor subdivision application be submitted for decision.
2. The Development Administration Board shall be the land use authority for minor subdivision applications and shall consider and issue an approval, approval with conditions, or denial of the minor subdivision application pursuant to Section 5-4-103 at a public meeting.
3. The Zoning Administrator shall notify the applicant, in writing, of the Development Administration Board's decision, any conditions of approval, and the basis for any rejection or disapproval.

5-4-208 Appeal Of Decision

A subdivider may appeal any final decision of the Development Administration Board to the Appeal Authority as described in Section 5-1-107 and Chapter 2, Article 3 of this Code.

5-4-209 Assurance Or Improvements Required

Prior to recordation of an approved plat, the subdivider shall comply with the requirements of Sections 5-4-317 through 5-4-319 and Chapter 6, Guarantee of Performance, in this Code.

5-4-210 Recording Of Plat

After approval and either completion of the required public improvements and provision of

improvement warranty assurances or provision of improvement completion and improvement warranty assurances, as provided in this Chapter, the plat may be signed and presented to the Utah County Recorder for recordation.

5-4-211 Expiration and Extension Of Approval

1. If the recording requirements set forth above are not met by the subdivider within 180 calendar days from the date of approval, such approval shall expire, and the approved final plat and subdivision plans shall become null and void. The applicant shall be required to reapply for minor subdivision approval and pay all associated fees.
2. The 180-day time period may be extended by the Development Administration Board for up to one additional period of 180 calendar days if the subdivider petitions the City for an extension prior to the expiration date and pays extension fees and the subdivider demonstrates good cause for the extension and that substantial effort is being made to complete the subdivision in accordance with the conditions and the requirements of this Chapter.
3. The Development Administration Board shall not grant a subdivision extension if:
 - a. the subdivision no longer conforms to current land use regulations, applicable land use decisions, or other applicable City ordinances and standards;
 - b. surrounding property has received final approval for a subdivision and/or has otherwise developed in a manner that results in new alignments, development requirements, or similar considerations that restrict or require alteration of the approved final plat or subdivision improvement plans;
 - c. geological, geophysical, or other conditions have changed or been identified that require compliance with Chapter 8;
 - d. the subdivider desires or has attempted to modify the proposed minor subdivision since the final plat approval.

5-4-300 Major Subdivision Process

5-4-301 Pre-Application Review

5-4-302 Preliminary Plat – Purpose

5-4-303 Preliminary Plat – Application

5-4-304 Preliminary Plat – Preparation And Required Information

5-4-305 Preliminary Plat – Subdivision Improvement Plans

5-4-306 Preliminary Plat – Review for Completeness

5-4-307 Preliminary Plat – Substantive Review

5-4-308 Preliminary Plat – Decision on Application

5-4-309 Preliminary Plat – Effect Of Approval, Expiration

5-4-310 Final Plat – Application5-4-311 Final Plat - Preparation And Required Information

5-4-312 Final Plat – Subdivision Improvement Plans

5-4-313 Final Plat – Review for Completeness

5-4-314 Final Plat – Substantive Review

5-4-315 Final Plat – Decision on Application

5-4-316 Appeal Of City Decisions

5-4-317 Completion of Improvements, Assurances

5-4-318 Owner's Payment Bond Required

5-4-319 Final Plat – Recordation

5-4-320 Final Plat – Expiration Of Approval

5-4-301 Pre-Application Review

Prior to submission of an application for preliminary plat approval of a major subdivision, the subdivider may meet with the Zoning Administrator, or other City staff as appropriate, for pre-application review per Section 2-701.

5-4-302 Preliminary Plat – Purpose

The purpose of the preliminary plat process is to require formal preliminary approval of a major subdivision in order to minimize changes and revisions which might otherwise be necessary on the final plat and to plan for the roadway, utility, and other improvements necessary for the function and connectivity of the overall subdivision for phased projects. The preliminary plat and all information and procedures relating thereto, shall, in all respects, be in compliance with the provisions of this Chapter and any other applicable ordinances, regulations, and standards.

5-4-303 Preliminary Plat – Application

1. After completing pre-application review, if applicable, the subdivider of a major subdivision shall file an application for preliminary plat approval with the Zoning Administrator on a form prescribed by the City and submit all information, documents, materials required by this Code and the City's application form and required to ensure the

subdivision complies with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.

2. The application form shall specify the requirements, information, documents, and materials required to be submitted in order for the preliminary plat application to be complete. At least the following information, documents, and materials shall be required as part of the application to be submitted by the subdivider:
 - a. A complete application form;
 - b. Owner's affidavit;
 - c. Project narrative;
 - d. Project data information;
 - e. Legal description of the property being subdivided;
 - f. ALTA survey;
 - g. Title report for the property being subdivided;
 - h. Sensitive lands submittals, in accordance with Chapter 8;
 - i. Preliminary plat, in accordance with Section 5-4-304;
 - j. Preliminary subdivision improvement plans, in accordance with Section 5-4-305;
 - k. Vicinity map indicating the exact location of the property and each other property within 1/2 mile of the property being subdivided;
 - l. Property ownership map and list of names and addresses of each owner of record of each other property within 500 feet of any portion of the property being subdivided, and pre-addressed and pre-stamped envelopes for each such owner;
 - m. All applicable fees.
3. The application form may be amended, added to, and updated by the City Administrator or designee as necessary to ensure that applicants are informed as to the requirements for an application to be complete and to ensure that the City can successfully evaluate each application for compliance with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.
4. The applicant shall submit electronic and/or paper copies of the preliminary plat application and related materials in the form, method, size, and standard specified by the City.
5. The subdivider shall pay all application fee(s) as published in the Consolidated Fee Schedule for the preliminary plat application. These fees shall not be refunded or waived

in the event the subdivider does not obtain approval of the preliminary plat or does not proceed with a final plat application.

5-4-304 Preliminary Plat – Preparation And Required Information

1. The preliminary plat shall be clearly and legibly drawn at a scale not less than one inch equaling 100 feet. The Plan shall be so drawn that the top of the sheet is north. Dimensions shall be in feet and decimals thereof and bearings in degrees, minutes and seconds.
2. The preliminary plat shall contain the details, designs, and information required by this Code, the City's application form, and as may be required to ensure the subdivision complies with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards, including the following:
 - a. Legal description of the property being subdivided;
 - b. Zoning of the property and all abutting and/or adjacent properties;
 - c. Dimensions and size of the property being subdivided;
 - d. Layout, dimensions, and location of current and proposed lots, parcels, streets, and other areas, including:
 - i. Current and proposed lots, parcels, open space, conservation areas, and similar property divisions;
 - ii. Current and proposed dedications for public use and other easements, including for utilities, water conveyance facilities, and access;
 - iii. Current and proposed streets and other pedestrian circulation elements, with their proposed classification and width;
 - iv. Current and proposed water wells, ditches, drainage, and detention/retention areas;

5-4-305 Preliminary Plat – Subdivision Improvement Plans

The preliminary subdivision improvement plans shall contain the plans, maps, details, designs, and information required by this Code, the City's application form, and as may be required to ensure the subdivision complies with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards, including the following:

1. Proposed construction phasing;
2. Fences and walls;

3. Freestanding signage;
4. Utility, service, and public infrastructure facilities and improvements, including fire hydrants, backflow prevention, water, sewer, stormwater, natural gas, telephone, energy, and telecommunication lines and extensions;
5. Preliminary drainage plan and storm drain calculations, including existing and proposed drainage channels, ditches, water conveyance facilities, and retention/detention areas;
6. Landscaping plan;
7. Grading plan with topographic contours;
8. Circulation plan showing streets, trails, sidewalks, and other vehicular and pedestrian circulation elements, with proposed cross-sections and other design considerations.

5-4-306 Preliminary Plat – Review for Completeness

The Zoning Administrator shall review the preliminary plat application to determine whether the application is complete for the purposes of further substantive processing and review pursuant to Section 5-4-101.

5-4-307 Preliminary Plat – Substantive Review

The preliminary plat application, preliminary plat, preliminary subdivision improvement plans, and related information, documents, and materials shall be reviewed in accordance with the process set forth in Section 5-4-102.

5-4-308 Preliminary Plat – Decision on Application

1. Upon the completion of the fourth or final review cycle under Section 5-4-102, if the applicant has not materially changed the preliminary plat or preliminary subdivision improvement plans, the applicant may request that the preliminary plat application be submitted for decision.
2. The Planning Commission shall be the land use authority for major subdivision preliminary plat applications, and shall consider and issue an approval, approval with conditions, or denial of the preliminary plat application pursuant to Section 5-4-103 after conducting a public hearing.
3. Notice of the public hearing shall be posted at least 10 calendar days in advance of the public hearing and shall be mailed at least 10 calendar days in advance of the public hearing to each owner of property within 500 feet of any portion of the property being subdivided, which notice shall describe the property being subdivided, contain a depiction of the proposed subdivision, and provide the date, time, and address of the public hearing.

4. The Zoning Administrator shall notify the applicant, in writing, of the Planning Commission's decision, any conditions of approval, and the basis for any rejection or disapproval.

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5-4-309 Preliminary Plat – Effect Of Approval, Expiration

1. The approval or approval with conditions of the preliminary plat shall be authorization for the subdivider to proceed with the preparation of the final plat and final subdivision improvement plans.
2. The preliminary plat approval shall be valid for one year from the date of approval. The final plat and final subdivision improvement plans shall be submitted and applied for prior to the expiration of the one-year period.
3. For phased developments, a preliminary plat approval shall remain valid for five years from the date of approval so long as a final plat for at least one phase of the subdivision is submitted and applied for within one year after Preliminary Plat approval. The final phase of the development shall be submitted and applied for prior to the expiration of the five-year period.
4. If the final plat and final subdivision improvement plans are not submitted and applied for within the time periods described herein, the approval shall expire, and the approved preliminary plat and preliminary subdivision improvement plans shall become null and void. The applicant shall be required to reapply for preliminary plat approval and pay all associated fees.
4. Preliminary plat approval may be extended by the Planning Commission for an additional one (1) year if the subdivider petitions the City for an extension prior to the expiration date and pays extension fees and the subdivider demonstrates good cause for the extension and that substantial effort is being applied to create a final plat.
5. The Planning Commission shall not grant an extension of preliminary plat approval if:
 - a. the subdivision no longer conforms to current land use regulations, applicable land use decisions, or other applicable City ordinances and standards;
 - b. surrounding property has received final approval for a subdivision and/or has otherwise developed in a manner that results in new alignments, development requirements, or similar considerations that restrict or require alteration of the approved preliminary plat or preliminary subdivision improvement plans;
 - c. geological, geophysical, or other conditions have changed or been identified that require compliance with Chapter 8;
 - d. the subdivider desires or has attempted to modify the proposed subdivision since the preliminary plat approval.

5. Preliminary plat approval shall in no way relieve the subdivider of their responsibility to comply with all required conditions and ordinances and to provide the improvements and easements necessary to meet all City standards.

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5-4-310 Final Plat – Application

1. An application for approval of a final plat shall not be filed unless there is an approved Preliminary Plat for the proposed subdivision as provided in this Chapter.
2. After obtaining preliminary plat application approval, the subdivider of a major subdivision shall file an application for final plat approval with the Zoning Administrator on a form prescribed by the City and submit all information, documents, materials required by this Code and the City's application form and required to ensure the subdivision complies with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.
3. The application form shall specify the requirements, information, documents, and materials required to be submitted in order for the final plat application to be complete. At least the following information, documents, and materials shall be required as part of the application to be submitted by the subdivider:
 - a. A complete application form;
 - b. Owner's affidavit;
 - c. Project narrative;
 - d. Project data information;
 - e. Legal description of the property being subdivided;
 - f. Sensitive lands submittals, in accordance with Chapter 8;
 - g. Final plat, in accordance with Section 5-4-311;
 - h. Subdivision improvement plans, in accordance with Section 5-4-312;
 - i. Any information, document, or material required as a condition of approval of the preliminary plat;
 - j. Vicinity map indicating the exact location of the property and each other property within 1/2 mile of the property being subdivided;
 - k. Property ownership map and list of names and addresses of each owner of record of each other property within 500 feet of any portion of the property being subdivided, and pre-addressed and pre-stamped envelopes for each such owner;

1. All applicable fees.
4. The application form may be amended, added to, and updated by the City Administrator or designee as necessary to ensure that applicants are informed as to the requirements for an application to be complete and to ensure that the City can successfully evaluate each application for compliance with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.
5. The applicant shall submit electronic and/or paper copies of the preliminary plat application and related materials in the form, method, size, and standard specified by the City.
6. The subdivider shall pay all application fee(s) as published in the Consolidated Fee Schedule for the final plat application. These fees shall not be refunded or waived in the event the subdivider does not obtain approval of the final plat or does not record the final plat.

5-4-311 Final Plat – Preparation And Required Information

1. The final plat drawing shall be made on a scale large enough to clearly show all details, drawn so that the top of the sheet is north, and the workmanship on the finished drawing shall be neat, clear and readable. Dimensions shall be in feet and decimals thereof and bearings in degrees, minutes and seconds.
2. The printing or reproduction process used shall not incur any shrinkage or distortions and the reproduced tracing furnished shall be of good quality, to true dimension, clear and readable and in all respects comparable to the original Plan so that the lines, dimensions and marking will not rub off or smear.
3. The final plat shall be in substantial conformance to the approved preliminary plat and shall conform to all conditions of approval of the preliminary plat.
4. The final plat shall contain the details, designs, and information required by this Code, the City's application form, and as may be required to ensure the subdivision complies with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards, including the following:
 - a. Legal description of the property being subdivided;
 - b. Dimensions and size of the property being subdivided;
 - c. The location of the subdivision within the City, shown by a small scale vicinity map on the first sheet.
 - d. Layout, dimensions, and location of lots, parcels, streets, and other areas, including:

- i. All lots, numbered consecutively, with their locations and dimensions;
- ii. All parcels, open space, conservation areas, detention/retention areas, and similar property divisions or interests, with their locations and dimensions;
- iii. All dedications of property for public use;
- iv. All public utility easements and municipal utility easements for each lot and otherwise;
- v. All other easements of record or created by the plat, including for utilities, water conveyance facilities, and access;
- vi. All streets and other vehicular and pedestrian circulation elements;
- e. City approved plat notes, approval blocks, typical lot diagram with building envelope and setbacks, and other required details and form requirements for the final plat;
- f. Certification by a State of Utah Professional Land Surveyor;

5-4-312 Final Plat – Subdivision Improvement Plans

1. ”””The final subdivision improvement plans shall contain the plans, maps, details, designs, and information required by this Code, the City’s application form, and as may be required to ensure the subdivision complies with this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.
2. The final subdivision improvement plans shall conform to the approved preliminary plat and preliminary subdivision improvement plans.
3. The final subdivision improvement plans shall include at least the following:
 - a. Civil drawings for infrastructure improvements, including sewer, street and right-of-way, pressurized irrigation, storm-water and drainage, and culinary water;
 - b. Drainage plan and storm drain calculations;
 - c. Landscaping plan with public landscaping improvements;
 - d. Grading plan;
 - e. Drawings and plans for any mitigation, revegetation, slope correction, or other work required by Chapter 8;
 - f. Retaining wall, sign, and fence designs and plans;
 - g. Geotechnical Report;

- h. A soil report, based upon adequate test borings and excavations, prepared by a civil engineer specializing in soil mechanics and registered by the State of Utah, shall be required following preliminary plat approval for review by the City Engineer in connection with a final plat application. If the soil report indicates the presence of critically expansive soils, high water table or other soil problems which, if not corrected, would lead to structural defects of the proposed buildings, damage to the buildings from the water or premature deterioration of the public improvements, a soil investigation of each lot in the subdivision may be required by the City Engineer. The soil investigation shall recommend corrective action intended to prevent damage to the proposed structure or public improvements. The fact that a soil report has been prepared shall be noted on the Final Plat.

5-4-313 Final Plat – Review for Completeness

The Zoning Administrator shall review the final plat application to determine whether the application is complete for the purposes of further substantive processing and review pursuant to Section 5-4-101.

- 1.

5-4-314 Final Plat – Substantive Review

The final plat application, final plat, subdivision improvement plans, and related information, documents, and materials shall be reviewed in accordance with the process set forth in Section 5-4-102.

5-4-315 Final Plat – Decision on Application

- a.
 1. Upon the completion of the fourth or final review cycle under Section 5-4-102, if the applicant has not materially changed the final plat or subdivision improvement plans, the applicant may request that the final plat application be submitted for decision.
 2. The Development Administration Board shall be the land use authority for major subdivision final plat applications, and shall consider and issue an approval, approval with conditions, or denial of the final plat application pursuant to Section 5-4-103 at a public meeting.
 3. The Zoning Administrator shall notify the applicant, in writing, of the Development Administration Board's decision, any conditions of approval, and the basis for any rejection or disapproval.

5-4-316 Appeal Of City Decisions

A subdivider may appeal any final decision of the Planning Commission or Development

Administration Board to the Appeal Authority in the time and manner described in Section 5-1-107 and Chapter 2, Article 3 of this Code.

5-4-317 Completion of Improvements, Assurances, Contractor

1. Prior to recordation of a final plat, after it has received City approval, the subdivider shall complete one of the following within the timeframes specified in this Chapter:
 - a. Complete and install all public landscaping and infrastructure improvements required by the final plat and the subdivision improvement plans and provide a warranty assurance, per Chapter 6; or
 - b. Provide a performance guarantee and warranty assurance for any remaining or incomplete public landscaping or infrastructure improvements required by the final plat and the subdivision improvement plans, per Chapter 6.
2. All public improvements required under this Code shall be installed by a contractor or subcontractors licensed by the State of Utah.
3. Prior to the installation of such improvements, the subdivider, contractor, or subcontractor shall obtain the necessary permits from the City and file performance guarantees and warranty assurances, as necessary, per Chapter 6, Guarantee of Performance.

5-4-318 Owner's Payment Bond Required

1. Prior to the issuance of any permits to install any public improvements, the subdivider shall file with the City a copy of the bond required by Section 14-2-1, Utah Code Annotated 1953, as amended, which requires prompt payment for material furnished and labor performed under the subdivider's contract with the contractor.
2. The City may condition or withhold release of a portion of a performance guarantee or warranty assurance to discharge or settle any construction, contractor, material, labor, tax, or other liens or claims related to work performed by the subdivider, contractor, or subcontractor related to the installation of public landscaping, public infrastructure improvements, or property dedicated or granted to the City.

5-4-319 Final Plat – Recordation

After approval, completion of the required public improvements or filing of the assurances described in Section 5-4-316, above, and Chapter 6, Guarantee of Performance, in this Code, satisfaction of all other city requirements, and signing of the plat by the City, the plat and any other instrument required to be recorded with the plat, such as covenants, conditions and restrictions for the subdivision, shall be presented to the Utah County Recorder for recordation.

5-4-320 Final Plat – Expiration Of Approval

1. The final plat approval shall be valid for one year from the date of approval. The final plat must be recorded, in accordance with the requirements set forth in Section 5-4-317 prior to the expiration of the one-year period.
2. If the final plat is not recorded within the time periods described in this Chapter, the approval shall expire, and the approved final plat and final subdivision improvement plans shall become null and void. The applicant shall be required to reapply for final plat approval and preliminary plat approval, if necessary, and pay all associated fees.
3. Final plat approval may be extended by the Development Administration Board for an additional one (1) year if the subdivider petitions the City for an extension prior to the expiration date and pays extension fees and the subdivider demonstrates good cause for the extension and that substantial effort is being applied to complete or assure the remaining improvements and record the final plat in accordance with the conditions of approval and the requirements of this Chapter.
4. The Development Administration Board shall not grant an extension of final plat approval if:
 - a. the subdivision no longer conforms to current land use regulations, applicable land use decisions, or other applicable City ordinances and standards;
 - b. surrounding property has received final approval for a subdivision and/or has otherwise developed in a manner that results in new alignments, development requirements, or similar considerations that restrict or require alteration of the approved preliminary plat or preliminary subdivision improvement plans;
 - c. geological, geophysical, or other conditions have changed or been identified that require compliance with Chapter 8;
 - d. the subdivider desires or has attempted to modify the proposed subdivision since the preliminary plat approval.
5. If any of the fees charged as a condition of subdivision approval, including but not limited to, inspection fees, parks fee, flood control fees, impact fees as well as the amounts the City uses to estimate bonds to insure completion of improvements, have increased, the Development Administration Board shall require that the subdivider pay such increases as a condition of granting the extension.

5-4-400 Open Space Subdivision Option (Legacy)

5-4-401 Purpose

5-4-402 Land Area

5-4-403 Density: Number Of Lots

5-4-404 Permitted Uses

5-4-405 Minimum Lot Area

5-4-406 Minimum Percentage Of Open Space

5-4-407 Location Of Open Space

5-4-408 Site Planning Procedures

5-4-409 Ownership And Maintenance Of Open Space

5-4-401 Purpose, Limitations of Section

1. The open space subdivision option was previously used and intended to promote imaginative, well designed subdivisions, which preserve and encourage the donation of open space and respect the physical qualities of the land. The Planning Commission may recommend and the City Council approve Open Space Subdivisions in the R-1-40 zone and in the R-1-20 zone, provided the following conditions are met:
2. No new subdivisions shall be created or approved pursuant to the Open Space Subdivision Option set forth in this Section on or after January 1, 2024. This Section 5-4-400 *et seq.* is retained within this Code as a legacy ordinance that serves solely as reference for existing Open Space Subdivisions.

Chapter 5, Article 5 General Requirements of All Subdivisions

5-5-101 Subdivision Layout

5-5-102 Site Development Permit

5-5-103 Blocks

5-5-104 Lots

5-5-105 Streets

5-5-106 Protection Strips

5-5-107 Dedication And Reservation

5-5-108 Landscaping

5-5-109 (Blank, Deleted 4/20/04)

5-5-110 Neighborhood Box Units

5-5-111 Watercourses

5-5-112 Water Rights To Be Conveyed To City

5-5-113 Solar Access And Orientation

5-5-101 Subdivision Layout

1. The subdivision layout shall conform to the official General Plan, all applicable Zoning Regulations, and the requirements of this Chapter and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards.
2. Where trees, groves, waterways, scenic points, historic spots, other City assets and landmarks, flood hazards, environmentally sensitive areas such as wetlands, areas with potential geologic hazards or topographical challenges, or other features or land subject to state, federal, or other special regulation, including those regulations set forth in Chapter 8, as determined by the City, are located within a proposed subdivision, the subdivider shall identify and provide means to study, analyze, preserve, mitigate, eliminate, and/or protect these features as part of the proposed subdivision.
3. Whenever a tract to be subdivided adjoins or embraces any part of an existing or proposed street so designated on the major street plan, such part of the public way shall be platted and dedicated, and improved by the subdivider in the location and at the width specified.
4. The subdivision layout shall include as part of the Preliminary Plat all of the property within the lots or parcels proposed to be subdivided that are owned by or under common ownership or control of or with the subdivider. The subdivision layout shall not propose a remnant parcel unless the subdivider provides a road and utility plan as part of the Preliminary Plat that adequately provides for the future development of the remnant parcel or the remnant parcel is restricted from development by easement, deed, or dedication. A remnant parcel is a tract of land that is capable of further subdivision but is not proposed to be developed as part of the Preliminary Plat.

5-5-102 Site Development Permit

The Zoning Administrator, after receiving a subdivision plat application, shall indicate to the subdivider whether special site development considerations are required prior to the subdivider altering the terrain or vegetation on the proposed subdivision site. Such considerations shall include those addressed by Chapter 8.

5-5-103 Blocks

1. Lots having double frontage shall not be approved except where necessitated by topographic or other unusual conditions. The width of each block shall be sufficient for an ultimate layout of two tiers of lots therein of a size required by the provisions of this Title, unless the general layout of the vicinity, lines of ownership, topographical conditions or locations of arterial streets or freeways justify or make necessary a variation from this requirement.
2. Blocks shall not exceed 1320 feet in length. In any block over 660 feet in length, there a crosswalk or pedestrian way shall be provided in accordance with generally acceptable transportation practices, the City's Traffic Calming and Pedestrian Safety Manual, and other City land use regulations, standards, and specifications.

5-5-104 Lots

1. All subdivisions shall result in the creation of lots which are developable and capable of being built upon. Other than lots or parcels designated and intended to be as non-buildable and/or dedicated for open space, conservation, drainage areas, or similar purposes, a subdivision shall not create lots, and no building permit shall be issued for any such lot, where improvement, construction, or other development otherwise allowed by the applicable zoning regulations is impractical or prohibited due to size, shape, steepness of terrain, location of watercourses, problems of sewerage or driveway grades, or other physical conditions, including those conditions or features addressed by Chapter 8, or due to encumbrances or other legal impediments, such as utility or conservation easements.
2. All lots or parcels created by the subdivision shall have access to a dedicated street improved to standards hereinafter required. Private streets shall not be permitted. Any exception to this requirement shall require the recommendation of the Planning Commission and the legislative approval of the City Council, finding and determining that the most logical development of the land requires that lots be created which are served by a private street or other means of access, with such findings memorialized in writing with the reasons stated therein. Land designated as public right-of-way shall be separate and distinct from lots adjoining such right-of-way and not be included in the area of such lots.
3. The minimum area and dimensions of all lots shall conform to the requirements of the Zoning Code for the district in which the subdivision is located.

4. The side lines of all lots, so far as possible, shall be at right angles to the street which the lot faces, or approximately radial to the center of curvatures, if such street is curved. Sidelines of lots shall be approximately radial to the center of curvature of a cul-de-sac on which the lot faces. The City may allow exceptions to this requirement where considerations for solar orientation are involved.
5. Corner lots for residential use shall be platted wider than interior lots in order to permit conformance with the required street setback requirements of the Zoning Code.
6. A lot shall not be divided by a City limit line. Each such boundary line shall be made a lot line.
7. Remnants of property shall not be left in the subdivision which do not conform to lot requirements or are not required or more suitable for a common open space, private utility or public purpose.
8. Lot numbers shall begin with the number "1" and shall continue consecutively through the subdivision, without omissions or duplications; block designations shall not be used. Temporary address as approved by the City shall be noted.
9. Except as specifically authorized by this Title and the Zoning Code, not more than one dwelling unit shall occupy any one lot.
10. The arrangement, location, and design of lots shall comply with the limitations imposed by the City's adopted standards, specifications, and regulations related to the installation, location, ownership, maintenance, and provision of public and private infrastructure and utility facilities.
11. Finished floor elevations, and grading around the structure and site, must meet or exceed the current requirements of building code, as most recently adopted. Lots shall be graded and developed to satisfy this requirement.

5-5-105 Streets

1. All street shall be designated and constructed with the street classification requirements described herein and in accordance with the City's adopted design and construction standards and specifications. In the event of a conflict between this Chapter and a design or construction standard or specification adopted by the City, the more restrictive standard shall govern. In the event that neither standard is more restrictive, the City Engineer shall determine the standard that shall govern:

STREET CLASSIFICATION

Minimum Requirements	Major Arterial	Minor Arterial	Major Collector	Minor Collector	Street	Cul-de Sac

Rights-of-way Width	100 ft.	90 ft.	74 ft.	66 ft.	56 ft.	56 ft.
Pavement	62 ft.	62 ft.	58 ft.	44 ft.	32 ft.	30 ft.* *with alternate curb options

2. A traffic study and/or transportation planning, performed by a licensed professional traffic engineer and reviewed and accepted by the City or the City's designated consultant, shall be required in the following circumstances:
 - a. All new non-residential developments;
 - b. All new residential developments with at least 20 lots or units;
 - c. When the Zoning Administrator or City Engineer determines that a subdivision will have a material impact on the existing street system that has not been previously studied or planned for;
 - d. When a subdivision presents unique or unusual circumstances concerning access, topography, or street layout; and
 - e. When otherwise required by the City's adopted design standards and specifications.
3. The following principles shall govern street names in a subdivision:
 - a. Each street which is a continuation of, or an approximate continuation of, any existing dedicated street shall be given the name of such existing street. When any street forms a portion of a proposed street previously ordered by the City Council to be surveyed, opened, widened or improved, the street shall be given the name established in said Council order.
 - b. The names of newly created streets of a non-continuous or noncontiguous nature shall not duplicate or nearly duplicate the name of any streets in the City or in unincorporated areas of Utah County.
 - c. The words "Street," "Avenue," "Boulevard," "Place," "Way," "Court," or other designation of any street shall be spelled out in full on the plat and shall be subject to approval by the Planning Commission. Any named street shall also have the proper south or west coordinate as approved by the City Engineer.
4. Street patterns in the subdivision shall be in conformity with the plan for the most advantageous development of the property and to avoid detrimental impacts to the overall City circulation network. The following principles shall be observed:

- a. Where appropriate to the design and terrain, proposed streets shall be contiguous and in alignment with existing planned or platted streets with which they are to connect.
- b. Proposed streets shall be extended to the boundary lines of the land to be subdivided, unless prevented by topography or other physical conditions, or unless such extension is not desirable or needed for the coordination of the subdivision with the existing layout or the most advantageous future development of adjacent tracts.
- c. Dead-end streets, intended as access to future development parcels, shall be a maximum of one lot depth in length. With City approval, any dead-end street longer than one lot depth shall have a minimum of a 40-foot radius temporary turnaround area with an all-weather surface and shall not exceed 600 feet in length.
- d. Any street exceeding 600 feet shall have at least two points of independent access.
- e. Proposed streets shall intersect one another as nearly at right angles as topography and other limiting factors of good design permit. "T" intersections rather than "cross" intersections shall be used wherever possible for local streets.
- f. Excessively long and straight connecting local residential streets, conducive to high speed traffic, shall be avoided, unless the streets are designed with traffic control and safety features, and crosswalks or pedestrian ways are provided, in accordance with generally acceptable transportation practices, the City's adopted Traffic Calming and Pedestrian Safety Manual, and the City's other adopted standards and specifications..
- g. Alleys shall not be permitted in residential subdivisions except when approved for access to lots abutting an arterial. Alleys in nonresidential subdivisions may be permitted.
- h. Cul-de-sacs shall not exceed 600 feet in length and shall have a minimum terminal radius of 50 feet. Driveways, mailboxes, fire hydrants, or any other obstruction to the terminal of a cul-de-sac shall be designed in such a way as to provide an area for the piling of snow.
- i. Homes shall face local residential streets, and lots shall be designed and platted to allow residential lots to have driveways and vehicular access onto local residential streets. It is not desirable to have lots with road frontage on front and back unless one is an arterial or major collector and proper screening is used.
- j. Streets, dead-end streets, stub streets, or other access points shall not be permitted or required if the continuation of the street or access point would violate Municipal Code 12.08.050, except as provided therein.
- k. Private driveway connections to collector and arterial streets shall be avoided.

5. Subdivisions adjacent to arterials and freeways shall be designed as specified in the major street plan and as determined by the Planning Commission. The following principles and standards shall be observed:
- a. Street design shall have the purpose of making adjacent lots, if for residential use, desirable for such use by cushioning the impact of heavy traffic and of minimizing the interference with traffic on an arterial. The number of intersecting streets along an arterial shall be held to a minimum.
 - b. A landscaped pedestrian way along arterial streets shall be not less than twenty feet in width measured from top back of curb and at least five feet of landscaped planter shall be located between the curb and sidewalk. A meandering sidewalk shall not be less than five feet in width. The design and improvement of the pedestrian way and meandering sidewalk shall be in conformance with the City's adopted parkway detail specification.
 - c. Design of lots abutting arterial streets shall conform to one of the following alternatives:
 - i. Lots may be platted along a frontage street which is separated from the arterial street by at least 10 feet of permanent landscaping. Frontage roads shall enter arterial by means of intersections designed with turning and stacking capacity adequate for the traffic volume as estimated by the Planning Commission.
 - ii. Double frontage lots shall be platted with a minimum depth of 110 feet and a minimum width of 75 feet. In cases where homes are sited on double frontage lots with the rear yard adjacent to the arterial, a concrete or masonry wall shall be constructed abutting the sidewalk. Access shall not be allowed from double frontage lots directly onto arterial streets. Accessory buildings shall not be allowed within 25 feet of any dedicated street in a residential zone.
 - iii. Lots may be platted on cul-de-sacs extending toward an arterial from a minor collector within the subdivision. A concrete or masonry wall shall be required along the rear yards of lots platted on such cul-de-sacs or as required by the Planning Commission.
 - iv. Lots and streets shall be designed and platted to avoid driveway access onto arterial streets. If the subdivider demonstrates that there is no feasible alternative, a lot may front onto an arterial, provided that a circular drive or some other type of vehicular maneuvering area or other City-approved driveway access shall be provided on the lot to enable vehicles to enter traffic moving forward rather than backing.
 - d. When any lot borders an arterial, the subdivider may be required to execute and deliver to the City an instrument, deemed sufficient by the City Attorney's Office,

prohibiting the right of ingress and egress from the arterial to the lot, and a legal document sufficient to guarantee maintenance of landscaping. The subdivider shall also be required to install such paving as necessary to construct the arterial or to bring the arterial up to standard width and shall install curb, gutter and sidewalk, along the arterial.

5-5-106 Protection Strips

Protection strips shall not be permitted under any circumstances.

5-5-107 Dedication And Reservation

1. In order to satisfy increased recreation facility needs created by a new development, an impact fee shall be paid for the acquisition and development of park land. The fee shall be on a per dwelling unit basis and shall be based on the Parks, Recreation and Trails Element of the General Plan and The Parks, Recreation and Trails Capital Improvement Program and Impact Fee Analysis. The fee shall be listed in the Consolidated Fee Schedule and may change from time to time due to changes in the Impact fee analysis. The fee shall be deposited in a designated account with monies expended only for planned park and recreation facilities identified in the Capital Improvement Program.
2. The City may, at its discretion, allow the dedication of land or other facilities for park and recreational purposes in lieu of some or all of the fee. Land to be dedicated may include all of the proposed park or recreation facility, or may include only part of a facility. Such partial dedication may be supplemented by additional land on adjoining property not owned by the subdivider.
3. All land to be dedicated or facilities to be constructed for park or recreational purposes shall be found to be suitable by the Planning Commission, the Zoning Administrator, City Council, and the City Engineer as to location, parcel size and topography, type, and nature for the park and recreation purposes for which it is indicated in the General Plan or any planned community plan, prior to the City's acceptance of such land or facilities. Such purposes may include active recreation facilities such as playgrounds, play fields, structures, and other recreational facilities, pedestrian or bicycle paths, and areas of particular natural beauty and wooded areas to be developed or left in their natural state.
4. When park or recreational facilities approved for dedication are completed and accepted, a deed shall be conveyed to the City, after which the supervision and maintenance shall be the responsibility of the City. When park or recreational facilities are reserved, the developer shall establish conditions as to ownership, maintenance and use of such areas as deemed necessary by the City to assure preservation of the intended use.

5-5-108 Landscaping

1. Whenever, in the opinion of the land use authority, the cuts and fills in a hillside subdivision are of sufficient size or visibility to demand special treatment, the subdivider shall be required to landscape such areas with suitable permanent plant materials and to provide for their maintenance.
2. The subdivision shall be so designed as to either preserve, or provide for, the greatest amount of on-site vegetation.
3. The requirements of this section shall be in addition to, and shall not supersede, limit, or replace, the requirements of Chapter 8.

5-5-109 Public Utility and Municipal Utility Easements

1. The subdivider shall dedicate and provide public utility easements and municipal utility easements within each lot within the subdivision, according to this Code and the City's standards and specifications.
2. The subdivider, public utility companies, entities with a valid franchise agreement with the City, and other persons who have obtained the City's written consent may use municipal utility easements within a lot for any purpose that a public utility easement may be used or for such purposes as the City has expressly authorized in writing.
3. All restrictions and limitations on private use of, construction on or within, or encroachment upon or within a public utility easement shall apply to a municipal utility easement. The owner of the property encumbered by the municipal utility easement shall not interfere with the lawful and authorized use of a municipal utility easement, and such owner shall bear the risk of loss or damage to any improvements to land that interfere with the easement rights described herein, as though the municipal utility easement were a public utility easement subject to Utah Code section 54-3-27.

5-5-110 Neighborhood Box Units

If the Postal Service requires Neighborhood box units, mail boxes in new subdivisions shall be consolidated in centralized locations no further than 500 feet from any dwelling which the box unit is designed to serve. Boxes shall not be located on corners, but shall be located at mid-block on a property line. The boxes shall serve only those on same side of the street so that no street crossings are necessary to retrieve mail.

5-5-111 Watercourses and Water Conveyance Facilities

1. The subdivider shall dedicate a right-of-way or other property for storm drainage conforming substantially with the lines of the limits established for future development of the American Fork River Walkway, or any other natural watercourse or channel, stream, creek, irrigation ditch, drainage area, or flood plain that enters or traverses the subdivision. The subdivider shall also dedicate rights-of-way or other property interest for any pipe, conduit, channel, and retention or detention area as approved by the City

Engineer for flood control and drainage. All such facilities shall be designed, constructed, and maintained in accordance with the City's adopted design and construction standards and specifications.

2. As a requirement or condition for approval of a subdivision or of a building permit, all canals and ditches within the proposed subdivision or within the lot or parcel associated with the building permit used for the distribution of irrigation water shall be covered or piped. Ditches contiguous to the land being developed may be required to be piped, if the proposed development will impact the use of or access to such ditches, including situations in which streets or driveways may cross the ditch. Irrigation easements shall be maintained or dedicated for existing ditches and water conveyance facilities and for all new water conveyance facilities along a suitable grade. No ditches within a subdivision shall be allowed to remain open. Appropriate grates, gates, vents, valves, drains and other control structures shall also be required. In compliance with Section 73-1-15.5, UCA 1953, as amended, the developer shall be responsible for obtaining written approval from all affected irrigation companies for any proposed work related to a ditch or other water conveyance facility before final subdivision approval is granted or a building permit is issued; provided, however, the developer shall also meet the specifications for pipe or covering size and requirements adopted by the City, as reasonably required by the irrigation company, and as required by state law.
3. Fencing of property from canals and major ditches that are permitted to remain open may be required by the City, subject to the concurrence of the irrigation company. Canals and ditches within a defined conservation area need not be fenced, piped, or covered if the City Council determines that these improvements would destroy the purpose of the conservation area. The City Council may prohibit fencing of ditches and canals. All fences and retaining walls shall comply with the City's fence regulations set forth in this Code.

5-5-112 Water Rights To Be Conveyed To City

1. It is the intent of Highland City to assure each current and future lot owner reasonable access to adequate irrigation water to make that lot productive; and to initiate a program to provide funding and adequate water resources for a more efficient irrigation water distribution system.
2. All developers of subdivisions and all land owners requesting a building permit within the boundaries of Highland City shall convey to Highland City adequate irrigation water for the property being developed and shall provide and install an adequate distribution system to serve the subdivision or land being built on in accordance with the City's adopted design and construction standards and specifications with appropriate easements along a suitable grade by which to convey the water to each lot. Adequate water is defined as providing 3.0 acre-feet per acre of water for the irrigation season (April 15 – October 1) each year, with at least 50% of said water right to be a stored water right. A

combination of water shares may be used to meet this requirement. Underground water rights may be used at a value to be recommended by the City Engineer and approved by the City Council provided that such rights are an underground water well right used on the property for which the water is to be conveyed and not based on a change application from outside of Highland, or a change application from an irrigation water right. The following table defines acceptable shares of irrigation company stock per developed acre and their relative yield:

- a. All land owners requesting connection to the Highland City Culinary Water system are required to provide water to the city at a ratio of one acre foot per acre of stored water per acre of property, except those parcels of land which were included in the original boundaries of the Highland Water Co. Stored water is defined as an underground water right accepted pursuant to the provisions of the Highland Development Code or a stored surface right as permitted by Highland Development Code.

IRRIGATION COMPANY	ACRE-FOOT YIELD PER ACRE
American Fork	2.0
Lehi Irrigation	2.0
Highland Conservation	1.0
Provo Res. Water Users Full Season	4.0 (Effective 3/7/2000)
Provo Res. Water Users Late Season	2.5
Winn Ditch	0.06
Other Surface and Underground Water Rights	As approved by the City Council

3. Because of the restrictions on transfer of Highland Conservation District (District) water, transfer of any such water to Highland City shall be made by an irrevocable assignment in a form acceptable to the City Council and the District which provides that the City may at any time transfer the water to other property it owns or controls in the District. Any and all use of such water by the City shall be governed by the Agreement between the City and the District and any assignment of District water to the City shall be conditioned on compliance with all terms and conditions of the Agreement. Transfer or assignment of District water shall not be effective unless approved in writing by the District.
4. For purposes of this section an acre is defined to be 43,560 square feet. Acreage shall be computed to two decimal places (e.g. 0.52 ac.). If fractional shares cannot be provided

then the number of shares required shall be determined by rounding up to the nearest whole share.

5. When any land for which water rights or shares have previously been transferred to the City as a condition of annexation, subdivision approval, or issuance of a building permit is sought to be built upon, subdivided, or otherwise developed, the water rights or shares so transferred to the City shall be credited to that land. This shall not relieve the builder, subdivider, or developer of the obligation to extend and construct such facilities as may be necessary to connect the development to the City's pressurized irrigation system or to provide any additional water rights or shares required by this Chapter.
6. As a condition of subdivision approval, annexation, or issuance of a building permit the developer/owner shall enter into a contract with Highland City that any shares of irrigation stock or other water rights in excess of that required by this Code, held by the owner of such property on June 20, 1991, shall remain in Highland City. Developer/owner shall also agree to notify the City Zoning Administrator of any transfer of said water shares or stock. If the owner fails or refuses to agree as provided in this subsection; has subsequent to June 20, 1991 sold water shares or water rights outside of Highland without first contacting with the City as provided in this subsection; the developer/owner shall, upon the City's discovery of such failure or refusal, pay to the City for such shares or water rights twice the market value per share. The intent of this subsection is to retain in Highland all irrigation water rights currently in Highland.
7. The City Council may accept payment to the City of an amount equal to the market value of the required water shares or other water rights in lieu of providing water rights as required by this section under the following conditions: (a) it would be an unusual hardship to require the developer to provide water shares or other water rights; or (b) it would be in the best interest of the City to accept payment rather than requiring transfer of water shares or other water rights. The market value of the water shares or other water rights shall be determined by the City Council and shall include the estimated cost to the City of locating and purchasing equivalent water shares or other water rights. The determination of whether to accept payment in lieu of transfer of water shares or other water rights shall be at the discretion of the City Council and the City Council may require a developer to obtain water shares or other water rights at the developer's expense and transfer those shares or rights to the City. The developer shall bear all costs and shall be solely responsible for any applications necessary to allow the shares or rights to be used by the City. It is the policy of Highland City not to accept any fee in lieu of providing water rights if, after January 1, 1982, water has been sold or transferred from the land being developed, or where there is a violation of subsection 5-8-112(1)(f), so as to leave inadequate water rights with the land necessary to meet the dedication standards as defined in this Section. All fees paid pursuant to this paragraph shall be used for irrigation water purchase, costs incurred in development of a distribution system, or culinary water needs in the future.

8. Unless water rights for the area being subdivided have previously been conveyed to the City, the City shall require, as a condition of approval of the subdivision, all subdividers to convey to the City water rights capable of producing sufficient water to irrigate the area within the subdivision during the period April 15 to October 1 of each year.

5-5-113 Solar Access And Orientation

1. The street orientation in a subdivision shall be encouraged to run predominantly east/west in order to maximize the amount of solar energy available to each structure, as topography and property lines allow.
2. It is recommended that structures be oriented so that the longest axis is aligned due east/west, or 15E plus or minus from east/west and that a minimum of 80 percent of the structures within a given subdivision should be so aligned to maximize the amount of solar energy available to each structure.
3. It is recommended that solar access be established for each dwelling such that the southern elevation and roof of the dwelling is not shaded by the neighboring structure or trees and other landscaping in their natural state from 10 a.m. to 2 p.m. on December 21, Mountain Standard Time.
4. It is recommended that each dwelling be located within a pyramidal envelope on the lot such that it will not penetrate the planes of the envelope. This building envelope is determined by 45E angle planes drawn from the horizontal at the mean grade along each boundary of the lot and each adjacent public right-of-way centerline. These planes slope inward to the center of the lot. To allow for greater flexibility in siting the dwelling on the lot, another set of planes of 60E angle sloping from the lot boundaries to the center of the lot are designated for the south, east and west sides of the lot.
5. Solar access may be secured for any dwelling by negotiating a solar easement with the landowner(s) to the south. See Appendix II, "Model Easement," as passed by the Utah Legislature in March, 1979.

5-5-114 Conditions of Approval and Plat Notes

1. The City may impose conditions on the approval of any subdivision to ensure such subdivision conforms to the requirements of this Code and all other governing laws, land use regulations, applicable land use decisions, ordinances, and standards. The validity of a subdivision is contingent on the subdivider's compliance with such conditions of approval, and the City may withhold future approvals, including but not limited to releases of assurances under Chapter 6 and issuance of building permits, to enforce the requirements of this Code and conditions of approval.

2. The City may require the inclusion of notes on a plat to document, provide notice of, and to record special conditions, covenants, restrictions, terms, agreements, or other considerations associated with the plat. Plat notes recorded with a plat shall be binding as covenants in favor of the City running with the land to all future owners of any portion of the property within the subdivision plat affected by the notes, and the City shall have the right to enforce plat notes against all such owners of property.
3. All easements, interests, or property reserved or dedicated by a plat shall indicate to which person or entity the reservation or dedication is made. Where no person or entity is so indicated, the City shall be presumed to be the recipient of the dedication and shall have the right to enforce and protect such dedications as the City determines is necessary.

Chapter 5, Article 6 Public Improvements

5-6-101 Design Standards

5-6-102 Required Improvements

5-6-103 Streetlights

5-6-104 Curb, Gutter, Sidewalk And Asphalt Paving

5-6-105 Storm Drainage

5-6-106 Drainage Into Irrigation Ditches

5-6-107 Underground Utilities

5-6-108 Sanitary Sewer

5-6-109 Water

5-6-110 Fencing Or Piping Of Hazards

5-6-111 Monuments

5-6-112 Record Drawings

5-6-101 Design Standards

1. Standards and specifications for design, construction, improvement, and inspection of street improvements, curbs, gutters, sidewalks, culinary and pressurized irrigation water lines and facilities, sewage lines and facilities, fire hydrants, storm drainage and flood control facilities, landscaping and grading of public property or rights of way, and all other public landscaping, improvements, or facilities that will be operated, overseen, or owned by the City, or that are required by this Code, shall be prepared by the City Engineer or designee. All such standards, specifications, and amendments thereto, which are under the control of the City, shall be adopted by the City Council before becoming effective. All subdividers shall comply with the standards adopted by the City Council and all standards established by other agencies or entities having jurisdiction.
2. The design, layout, construction, improvement, and development of all subdivisions in relation to streets, blocks, lots, open spaces, drainage and flood control, and other design factors shall be in harmony with the requirements of this Code and the design standards and specifications approved by the City Council and all standards established by other agencies or entities having jurisdiction. Subdivision plats and subdivision improvement plans shall conform to and incorporate all designs, standards, specifications, and other requirements of such approved standards and specifications.
3. All improvements shall be constructed and installed according to the approved subdivision improvement plans.

5-6-102 Required Improvements

1. The subdivider shall improve, or agree to improve all streets, pedestrian ways or easements in the subdivision and on streets which abut, or serve as access to, the subdivision. Permanent improvement work shall not be commenced until the subdivision improvement plans have been approved and, if applicable, performance guarantees and warranty assurances have been provided by the subdivider.

2. Improvements shall be installed to permanent line and grade and to the satisfaction of the City Engineer and in accordance with the standard specifications adopted by the City Council. Cost of inspection shall be paid by the subdivider as outlined in the Consolidated Fee Schedule.
3. Notwithstanding the fact that the land on which the improvements will be located is dedicated at the time of the recording of a plat, the City shall not be responsible for the improvements, their construction, etc., until such time as there is an official acceptance of the property and the improvements by the City. Such acceptance shall be made as follows:
 - a. The City Engineer or designee shall have inspected the improvements and determined that they meet City standards.
 - b. The subdivider shall deed the property to the City by warranty deed for official acceptance by the City Council.
 - c. The subdivider shall provide a current title report, and a property tax clearance if determined to be necessary by the City Attorney's Office, showing that the warranty deed is signed by all of the owners of the property and that there are not any unacceptable encumbrances on the property.

5-6-103 Streetlights

1. As a part of the preliminary and final proposed subdivision improvement plans, lighting of all streets in accordance with the provisions of this Chapter shall be provided.
2. In commercial, industrial, and all residential subdivisions, standard streetlights, yard lights and/or both shall be required. City shall have the discretion to determine the appropriate lighting for each such subdivision in accordance with this Chapter and the City's adopted design and construction standards and specifications, including the requirements set forth herein.
3. Streetlights:
 - a. Unless otherwise approved by the City, streetlights shall be required at all intersections within the subdivision.
 - b. Streetlights shall be placed on the development side of the street per the City's standard design, type, and spacing, including on UDOT-owned or controlled streets.
 - c. Streetlight size of lights in lumens and type of luminator; 9500 lumens is minimum acceptable size. The most energy-efficient luminators (taking into consideration bulb replacement and maintenance costs) shall be used. The wattage consumption shall be specified.
 - d. Streetlights shall conform to the City's standard streetlight standard drawing and design and type.

- e. The location of energy meter, switches, cutoffs, and other construction details shall conform to the City's standard design and type.
4. Yard Lights. Yard lights shall conform to the following standards:
- a. Lighting fixtures and lamps may be selected by the homeowner and shall be of the pole type.
 - b. Fixtures shall be installed, or bonded for, prior to final inspection of any residential building.
 - c. Fixtures shall be located no further than 20 feet from front property lines and shall be no more than nine feet or less than six feet in height above finish grade of the public sidewalk.
 - d. The illumination provided shall be not less than 2000 lumens or more than 3000 lumens.
 - e. A photoelectric switching device shall be provided to turn the light on at dusk and off at dawn.
 - f. The energy will be supplied and paid for by the homeowner.

5-6-104 Curb, Gutter, Sidewalk And Asphalt Paving

1. Curbs, gutters, sidewalks and asphalt paving shall be provided in front of all commercial and residential lots in accordance with the City's adopted design and construction standards and specifications. Curb, gutter and paving shall be required on all industrial property. At the discretion of the Planning Commission or Development Administration Board, sidewalks may also be required for industrial property in order to continue or facilitate the City's existing sidewalk, trail, or other pedestrian circulation network.
2. If the widening or patching of an existing roadway is less than nine feet (9') in width, an additional one inch of pavement thickness greater than the existing pavement section shall be required.

5-6-105 Storm Drainage

1. Site grading shall be performed in accordance with the requirements and limitations of Chapter 8 and taking into consideration the drainage patterns of adjacent improved and unimproved property, treating upstream areas, where appropriate, as though fully improved.
2. In every subdivision, provision shall be made for the satisfactory drainage of storm water by means of underground storm sewer pipes, and/or surface drainage swales. Storm water lines may not be connected or constructed so as to flow into sanitary sewers. Major natural drainage courses shall not be appreciably altered from their natural condition except for stabilization and erosion control. Applicants and Subdividers shall be

responsible for the drainage of after-development storm water to a point acceptable under the Flood Control and City Storm Drainage Ordinance. Applicants and Subdividers shall ensure that drainage within or directed to natural watercourses does not cause an increase in frequency of flow or peak flow to the downstream facilities or properties.

3. Storm water drains shall be installed as shown on the subdivision development plans. Protective grates and coverings to pipe inlets shall be constructed at the onset of development.
4. All drainage shall be contained within a given property or routed to an approved drainage facility.
5. Approved drainage facilities that are not owned and maintained by Highland City shall be established with ownership, insurance, and maintenance responsibilities prior to approval by City Engineer.
6. All privately owned storm-water facilities shall be maintained in accordance with long-term storm water plans and maintenance agreements. The approval of, and all agreements related to, such privately owned facilities shall provide that the City is not liable for maintenance, repair, damage to, or failure of the storm-water facility.
7. Retention and detention basins are not permitted to be located within a private zoning lot intended for residential use or development.
8. Fencing or walls associated with the Parkway Detail or other fencing directly adjacent to public property along public rights-of-way shall be set such that drainage flows at a minimum of 2-percent slope from the base of the fence perpendicularly to the curb and gutter on the adjacent public right-of-way.
9. The storm drain design, drainage plan, and storm drain calculations shall include a percolation test conducted by a licensed geotechnical engineer to determine the appropriate disposal rates for the development's storm drain system. The percolation test must be conducted at six foot (6') and twelve foot (12') depths. As per the City's stormwater master plan, the design infiltration rate is equal to the measured infiltration rate divided by four.

5-6-106 Drainage Into Irrigation Ditches

1. Flood control and storm runoff water may only be channeled into existing irrigation ditches with written approval of the acknowledged watermaster of the applicable ditch. Such approval shall be obtained by the owner.
2. All open ditches shall be piped. Engineering calculations shall be submitted showing that the portions of the ditch to be piped and all downstream open and closed channels are of sufficient size to handle the normal maximum irrigation flow, as determined by the Watermaster, and the ten-year storm runoff to be introduced into the system.

3. In the event the Watermaster cannot be contacted, the approval of all downstream water shareholders shall be obtained by the subdivider in lieu of the Watermaster approval.

5-6-107 Underground Utilities

1. All underground utilities, sanitary sewers and storm drains installed in streets or alleys should be constructed prior to the surfacing of such streets or alleys. Connections for all underground utilities, water lines and sanitary sewers for each lot should be laid to a point which will eliminate the necessity for disturbing the street or alley improvements, when service connections thereto are made.
2. All telephone, electric power, cable television or other wires or cables shall be placed underground. Equipment appurtenant to the underground facilities, such as surface-mounted transformers, pedestal-mounted terminal boxes and meter cabinets and concealed ducts may be above ground. The subdivider shall make necessary arrangements with the utilities involved for the installation of the underground facilities.
3. Water mains and fire hydrants connecting to the water system serving the City shall be installed according to the approved subdivision improvement plans and the City's adopted design and construction standards and specifications. Mains and individual lot services shall be sufficient size to furnish an adequate water supply for each lot or parcel in the subdivision and to provide adequate fire protection.

5-6-108 Sanitary Sewer

1. The subdivider shall extend and improve sanitary sewer mains and lines and provide laterals to connect each lot to the City's public sewer system. All sewer pipelines, extensions, laterals, and other facilities shall comply with this Chapter and the design and construction standards and specifications adopted by the City and Timpanogos Service District.
2. Sanitary sewer pipelines and facilities that are or will be owned and maintained by the City for all new subdivisions shall operate by gravity flow means without introducing, or causing to be created, additional lift or pumping systems.
3. Private lift stations are not permitted except with the written approval of the City Engineer, in accordance with this Chapter and the City's adopted design and construction standards and specifications. At least two pumps are required for private systems, thereby providing at least one redundant pump. Each pump shall be designed to exceed the anticipated use requirements and shall follow State of Utah design requirements. Private lift stations must prove adequate provisional funding for maintenance and repair in perpetuity. The approval of, and all agreements related to, such privately owned facilities shall provide that the City is not liable for maintenance, repair, damage to, or failure of the private lift station facilities.

4. All sewer laterals are private and shall be owned and maintained by the owner of the property being served, who shall be solely responsible for the safe and proper operation and function thereof.
5. The subdivider shall comply with and satisfy Timpanogos Service District's sewer pre-treatment program requirements.
6. All gravity piping shall be shown in profile view on the subdivision improvement plans.
7. Pressurized discharge connections are not permitted to connect to the sewer system.

5-6-109 Water

1. The subdivider shall extend and improve culinary water and pressurized irrigation water mains and lines and provide laterals connect each lot to the public systems in accordance with this Chapter and the City's adopted design and construction standards and specifications.
2. A water demand report shall be provided for all new non-residential developments and all new residential developments with at least 10 lots or units. The water demand report shall include all anticipated demands and hydrant flow tests from hydrants adjacent to the proposed development as part of the basis of design.
3. All culinary and pressurized irrigation piping of eight-inch (8") diameter and larger shall be shown in profile on the subdivision plans.

5-6-110 Fencing Or Piping Of Hazards

1. All irrigation ditches shall be piped.
2. The subdivider may be required to install a six-foot non-climbable cement fence, brick fence or other type fence along all canals, major waterways, non-access streets, open reservoirs or bodies of water, property in agricultural use or zoned for agricultural use and other such features of potentially hazardous nature on, crossing, or contiguous to, the property being subdivided, except on those features which the City shall determine would not be a hazard to life, or where the fence itself would create a hazard to the safety of the public, or where the provision of visual and physical access to the property or feature is beneficial. Fences required by this section shall comply with design and construction standards established by the City Engineer and the City's adopted regulations regarding fences.

5-6-111 Monuments

1. Permanent reference monuments, four inches square and 36 inches in length of concrete with a suitable center point shall be set flush with the ground and to the approved finish grade. Two such monuments shall be located within each block at all intersections of streets and alleys with plat boundary lines, and at all points on streets, alleys and boundary lines where there is a change in direction or curvature, and the location of each shall be established on the final plat.

2. Rebar one-half inch in diameter and 24 inches in length shall be located in the ground, flush at finished grade and at all lot corners.
3. All monuments shall be certified by the subdivider's engineer or surveyor as accurate.

5-6-112 Record Drawings

Upon completion of public improvements, a record drawing detailing the actual location of all public improvements shall be filed with the City Engineer. The record drawings submitted to the City shall include the following:

1. PDF showing the improvements installed per the approved construction plans marks as "AB".
 - a. All improvements must be shown in actual location with a horizontal control based off of the Utah County GIS Coordinate System, station and offset, or other control measures approved by the City Engineer.
 - b. Points shall be listed with the dimensions of the improvements; the document shall include a reference table with all of the points.
 - c. The survey points shall be from open-trench or pre-burial conditions, where applicable.
2. CAD files with the survey points for the public improvements.
3. Engineer of Record Stamp certifying the locations of the completed public improvements on the document.

The public improvements and record drawings of the improvements must be accepted and approved by the City Engineer, prior to the final release of performance guarantee monies and beginning of any warranty period, per Chapter 6, Guarantee of Performance, in this Code.

Chapter 5, Article 7 Adjusting Property Boundaries; Amending a Recorded Plat

5-7-101 Purpose And Definitions

5-7-102 Parcel Boundary Adjustment

5-7-103 Lot Line Adjustments And Plat Amendments

5-7-104 Lot Or Parcel Combination

5-7-105 Altering A Public Utility Easement

5-7-101 Purpose And Definitions

The purpose of this article is to provide the process for adjusting. Altering. M· amending the recorded property descriptions of parcels. Lots. And subdivision plats within Highland City. These regulations are intended to ensure that such changes comply with applicable zoning. Subdivision, and other requirements of Highland City and state law. Where there is a conflict between the procedures set forth herein and state law. State law controls. As used herein:

1. “Lot” means a tract of land. Regardless of any label. That is created by and shown on a subdivision plat that has been recorded in the office of the county recorder, and a “lot line adjustment” means an adjustment of boundaries between a lot and other lots or parcels. Lot line adjustments require a plat amendment.
2. “Parcel” means any real property that is not a lot, and a “parcel boundary adjustment” means an adjustment of parcels that are not a lot. Parcel boundary adjustments do not require a plat amendment.
3. A “plat amendment” means any change or alteration to a recorded plat. The change may be a relocation of a property line within the plat (lot line adjustment), a change in notations or lot numbers on the plat, a change or removal of a condition, note, or other restriction described on the plat, a change of the title or name of the plat, or any other change that affects the rights of one or more lot owners. A combination of lots does not require a subdivision plat amendment. Plat amendments require the approval of each affected property owner and the City Council.
4. A “combination” means the joining of two or more adjacent lots and/or parcels under common ownership in a way that reduces the number of lots and/or parcels.
5. None of the processes described in this article may be used to create an additional lot, parcel, or other type of subdivision. Creation of an additional lot or parcel requires compliance with the subdivision process.

5-7-102 Parcel Boundary Adjustment

1. Owners of parcels desiring to adjust the boundaries of their parcels, shall follow the procedures set forth in Utah Code § 10-9a-523 and § 10-9a-524 and shall execute and record such agreements and deeds as are required by state law. No City review or approval is required so long as the proposed parcel boundary adjustment does not:
 - a. Create a new lot (requires subdivision process);

- b. Involve a lot (requires lot line adjustment and plat amendment); or
 - c. Involve any parcels with dwelling units (requires City approval).
- 2. **Application Required.** A parcel boundary adjustment that involves any parcel with a dwelling unit shall be submitted to the City for review and approval. Application for a parcel boundary adjustment shall be made by the property owner or a duly authorized agent and a filing fee shall be charged and collected at the time of application submittal on forms obtained from the Zoning Administrator with any additional information deemed necessary to understand the application.
- 3. **Standards.** Parcel owners may adjust property lines between adjacent parcels by exchanging title to portions of those parcels by quit claim deed or boundary line agreement after approval if:
 - a. No new lot or housing unit results from the property line adjustment;
 - b. The property line adjustment does not result in remnant land that did not previously exist; and
 - c. The adjustment does not result in violation of applicable Development Code requirements.
- 4. **Zoning Administrator Review.**
 - a. The Zoning Administrator shall act as the land use authority and review all the documents to determine if they are complete and that they comply with the requirements set forth above.
 - b. If the Zoning Administrator determines that documents are complete and the requested property line adjustment complies with the standards set forth above, the Zoning Administrator shall approve the application.
 - c. If the Zoning Administrator determines that the requested property line adjustment does not comply with the standards set forth above, the Zoning Administrator shall deny the application. If the Zoning Administrator denies the application, the Zoning Administer shall describe the specific deficiencies or additional information that is required to approve the application and state that, upon correction of the deficiencies, the application will be approved.
 - d. The Zoning Administrator shall complete their review of the application within 14 days after the day on which the applicant submits the application and shall notify the applicant in writing regarding the decision.
 - e. The applicant may appeal the Zoning Administrator's decision to the City Council.
- 5. **Conveyance of Title.** After approval, the applicant shall:
 - a. Prepare a Notice of Approval which:

- i. Contains an acknowledgment signed by each party executing the Notice as required by State law for real property;
 - ii. Recites the description of both the original parcels and the parcels created by the property line adjustment; and
 - iii. Is executed by each owner included in the exchange and the Zoning Administrator.
 - b. Record a deed(s) or boundary line agreement which conveys title as approved; and
 - c. Record the Notice of Approval; and
 - d. Provide the Zoning Administrator with a recorded copy of the Notice of Approval.
6. A parcel boundary adjustment does not constitute a land use or zoning approval, unless expressly approved as such by the City. Documents recorded as part of a parcel boundary adjustment do not modify any existing easement or public right of way, nor do they waive or modify any requirement to comply with all zoning and other land use regulations.

5-7-103 Lot Line Adjustments And Plat Amendments

- 1. Application Required. A plat amendment is the vacation, alteration, or amendment of a subdivision plat that is not an amendment to a public utility easement or the creation of additional lots or parcels. Changes or alterations that create additional lots or parcels constitute a subdivision, not a plat amendment, and are subject to the subdivision approval process.
- 2. City Council Consideration. The City Council may consider a petition proposing a vacation, alteration, or amendment of a subdivision plat, any portion of a subdivision plat, or any lot, public street, right of way, or easement contained in a subdivision plat.
 - a. The City Council shall consider the petition at a public meeting after giving the notice required by this section.
 - b. A public hearing is required if:
 - i. Any owner within the plat notifies the City of their objection in writing within 10 days of mailed notification; or
 - ii. All owners in the subdivision have not signed the revised plat; or
 - iii. The petition contains a request to vacate some or all of a public street, right of way, or easement.
 - c. No public hearing is required if notice has been appropriately given to all adjoining property owners and:

- i. Any owner within the plat does not notify the City of their objection in writing within 10 days of mailed notification;
- ii. All owners in the subdivision have or will sign the revised plat;
- iii. The petition seeks a lot line adjustment and all affected property owners join in the petition, regardless of whether the properties are located in the same subdivision;
- iv. The petition seeks to adjust an internal lot restriction imposed by the City that does not apply to the entire subdivision; or
- v. The petition otherwise seeks to amend or alter the plat in a manner that does not change existing boundaries or other attributes of lots within the subdivision that are not owned by the petitioner(s) and are not designated as common area.

3. Notice.

- a. Notice for a plat amendment shall be given as required by Section 10-9a-207 Utah Annotated Code, as amended. Mailed and addressed notices shall be sent to owners of real property located within 500 feet of the property.
- b. If the application includes a vacation of a public street, public right-of-way, or easement the public hearing shall be advertised as required by Section 10-9a-208 of Utah Annotated Code as amended.

4. Grounds for Vacating or Changing a Plat.

- a. The City Council may vacate, alter or amend the plat or any portion of the plat if the Council finds:
 - i. Neither the public interest nor any person will be materially injured by the proposed vacation, alteration, or amendment;
 - ii. There is good cause for the vacation or amendment;
 - iii. All easements containing existing public water or sewer facilities are identified and preserved;
 - iv. No public street, right-of-way, or easement has been vacated or amended, unless the petition requested such a change and the change was approved as required by this article and state law; and
 - v. The proposed amendment meets all the requirements of the Development Code.
- b. The Zoning Administrator shall notify the applicant in writing regarding the Council's decision.

5. Grounds for a Vacating Street or Right-of-Way

- a. The City Council may consider and adopt an ordinance or approve a plat amendment vacating a public street, or right-of-way, excluding trails, if City Council finds that:
 - i. Neither the public interest nor any person will be materially injured by the proposed vacation;
 - ii. There is good cause for the vacation;
 - iii. All easements containing existing public water or sewer facilities are identified and preserved; and
 - iv. The proposed vacation meets all the requirements of the Development Code.
- b. The Zoning Administrator shall notify the applicant in writing regarding the Council's decision.

6. Request for Amendment by Petition.

- a. Fee Owner. Any fee owner may apply to have the plat, any portion of it, or any street or lot contained in it, vacated, altered, or amended as provided in this section.
- b. City. The City may submit a petition to vacate some or all of a public street, right of way, or easement.
- c. Application Contents. Each application to vacate, alter or amend an entire plat, or portion of a plat, or a street or lot contained in a plat shall include:
 - i. The name and address of all owners of record of the land contained in the entire plat;
 - ii. The name and address of all owners of record of land adjacent to any street that is proposed to be vacated, altered, or amended;
 - iii. The signature of each of these owners who consents to the petition;
 - iv. Filing fee
 - v. Any additional information needed to evaluate the proposal as determined by the Zoning Administrator.

7. Preparing the Amended Plat.

- a. The surveyor preparing the amended plat shall verify that the surveyor:
 - i. Holds a license in accordance with the Professional Engineers and Professional Land Surveyors Licensing Act established by State Law;

- ii. Has completed a survey of the property described on the plat in accordance with State Law and has verified all measurements; and
 - iii. Has placed monuments as represented on the plat.
- b. The amended plat shall meet all of the requirements for a final plat as contained herein.
- c. The City shall ensure that the amended plat showing the vacation, alteration, or amendment are recorded in the office of the County Recorder.
- d. The City Council may vacate a street, public right-of-way or easement by ordinance. The City Council may require an amendment plat if it finds that an amended plat is necessary to accurately portray the action and is in the public interest.

5-7-104 Lot Or Parcel Combination

1. Application Required. A lot or parcel combination shall be submitted to the City for review and approval. Application for a lot or parcel combination shall be made by the property owner or a duly authorized agent and a filing fee shall be charged and collected at the time of application submittal on forms obtained from the Zoning Administrator with any additional information deemed necessary to understand the application.
2. Zoning Administrator Review.
 - a. The Zoning Administrator shall act as the land use authority and review all the documents to determine if they are complete, and that they and the new lots or parcels created by the combination comply with all the requirements set forth in the Development Code, and the application does not seek to create any new lot or parcel, affect any property not owned by the applicant, or alter an existing plat of record in a way that requires a plat amendment.
 - b. If the Zoning Administrator determines that documents are complete and the requested property line elimination complies with the standards set forth above, the Zoning Administrator shall approve the application.
 - c. If the Zoning Administrator determines that the requested property line elimination does not comply with the standards set forth above, the Zoning Administrator shall deny the application. If the Zoning Administrator denies the application, the Zoning Administer shall describe the specific deficiencies or additional information that is required to approve the application and state that, upon correction of the deficiencies, the application will be approved.
 - d. The Zoning Administrator shall complete their review of the application within 14 days after the day on which the applicant submits the application and shall notify the applicant in writing regarding the decision.

- e. The applicant may appeal the Zoning Administrator's decision to the City Council.
- 3. Recording. After approval, the applicant shall:
 - a. Prepare a Notice of Approval which:
 - i. Contains an acknowledgment signed by the party executing the Notice as required by State law for real property; and
 - ii. Recites the description of both the original parcels and the lot or parcel created by the lot or parcel combination; and
 - iii. Is executed by the owner and the Zoning Administrator.
 - b. Record the Notice of Approval; and
 - c. Provide the Zoning Administrator with a recorded copy of the Notice of Approval
- 4. A lot or parcel combination does not constitute a land use or zoning approval, unless expressly approved as such by the City. Documents recorded as part of a lot or parcel combination do not modify any existing easement or public right of way, nor do they waive or modify any requirement to comply with all zoning and other land use regulations.

5-7-105 Altering A Public Utility Easement or Municipal Utility Easement

- 1. Zoning Administrator Consideration. The Zoning Administrator may consider a request to modify a public utility easement or municipal utility easement if the Zoning Administrator finds that:
 - a. Neither the public interest nor any person will be materially injured by the proposed vacation;
 - b. There is good cause for the alteration;
 - c. For a public utility easement, the alteration has been approved by all public utility companies;
 - d. The proposed alteration meets all the requirements of the Development Code.
- 2. Application and Fee. Application for amending a public utility easement or municipal utility easement shall be made by the property owner or a duly authorized agent and a filing fee shall be charged and collected at the time of application submittal on forms obtained from the Zoning Administrator with any additional information deemed necessary to understand the application.
- 3. Review.

- a. The Zoning Administrator shall act as the land use authority and review all the documents to determine if they are complete and that they comply with the requirements set forth above.
 - b. If the Zoning Administrator determines that the requested easement modification complies with the standards set forth above, the Zoning Administrator shall approve the application.
 - c. If the Zoning Administrator determines that the requested easement modification does not comply with the standards set forth above, the Zoning Administrator shall deny the application.
 - d. The Zoning Administrator shall notify the applicant in writing regarding the decision.
4. Recording of the New Easement. The City shall ensure that the public utility easement or municipal utility easement modification is recorded in the Office of the County Recorder.

Chapter 6 Guarantee Of Performance

6-101 Applicability Of Chapter

6-102 Type And Amount Of Assurances

6-103 Security: Site Improvements/Project Completion

6-104 Performance Bond - Subdivider

6-105 Performance Guarantee - Contractor

6-106 Final Disposition And Release Of Performance Guarantee

6-107 Partial Release Permitted

6-108 Duration Of Assurances

6-109 Default

6-102 Type And Amount Of Assurances

1. The amount of the performance guarantee shall be 100% of the estimated cost of the public landscaping improvements or infrastructure improvements, plus 10% of such estimated cost to cover administrative costs incurred by the City to complete the improvements. The total performance guarantee shall be not less than 110% of the total estimated cost of the improvements.
2. The form of performance guarantee shall be one of the following:
 - a. A deposit of cash in a separate escrow account in an amount not less than 120% (both performance guarantee and warranty assurance) of the estimated cost of constructing the required improvements, as determined by the City. Said account shall be made with a financial institution acceptable to the City Administrator and shall be established in such a manner that any release therefrom shall require the advance written consent of the City, as set forth in this Chapter.
 - b. An irrevocable letter of credit in an amount not less than 110% of the estimated cost of constructing the required improvement or improvements, as determined by the City. Said letter shall be issued by a financial institution acceptable to the City Administrator and shall contain the terms and conditions required by this Chapter.
3. The improvement warranty assurance shall be a cash deposit in an escrow account in an amount not less than 10% of the estimated cost of constructing the required improvements. The warranty assurance may be combined with a cash deposit escrow account provided as or for the performance guarantee. The warranty assurance shall be provided at the same time as the performance guarantee, or prior to the recordation of a final plat if no performance guarantee is provided, and the warranty assurance shall not expire, lapse, or be released until after the improvement warranty period. The warranty assurance shall secure the developer's unconditional warranty as to the workmanship, design, materials, construction, and durability of the improvements.

6-103 Security: Site Improvements/Project Completion

The following articles shall apply to all commercial and residential developments within Highland.

1. Site Improvements.

- a. Guarantee. To guarantee the construction, installation, repair, and/or replacement of required public improvements, the permittee shall post both a performance guarantee and warranty assurance as set forth herein in the total amount of 120% for the public improvements and landscaping of which 10% is held after the public improvements and landscaping have been accepted by the city to warranty those public improvements and landscaping improvements. The improvements covered by such assurances shall include the following:
 - i. Public Improvements as listed or shown on the approved construction plans or subdivision improvement plans, including but not limited to:
 - (1) Curb, gutter and sidewalk
 - (2) Storm sumps
 - (3) Asphalt paving
 - (4) Fire hydrants
 - (5) Fencing
 - (6) Landscaping sprinkling systems
 - (7) Water and sewer lines
 - (8) Driveway approaches
 - (9) Any other required improvements
 - ii. Public landscaping (if commercial or public/institutional building or if landscaping or open space is required)
- b. Calculation. In calculating the amount of the performance guarantee and warranty assurance, the City Engineer may accept the amount specified in a construction bid as the reasonable cost of the improvements.
- c. Damage. The performance guarantee and warranty assurance shall also guarantee the repair or replacement of any public improvements damaged by the contractor or owner or their agents during construction.
- d. The City shall notify the owner and/or contractor of any such damage and shall require repair or replacement of the damaged public improvements within a reasonable time. Upon the failure of the owner or contractor to make the specified repairs, the City may take whatever legal action it deems appropriate, including

foreclosure on the performance guarantee and warranty assurance, to secure the repairs.

- e. Release. All performance guarantees shall be valid and shall not expire for a term of at least two (2) years from issuance, and no performance guarantee shall be released until all improvements are completed and accepted by the City. The warranty assurance shall be valid and shall not expire or be released until after the improvement warranty period.

2. Project Completion.

- a. Security Required. In order to protect the City from incomplete or inadequate installation of the public improvements and Landscaping, the City requires the developer post a performance guarantee and warranty assurance as set forth herein in the total amount of 120% for the public improvements and landscaping of which 10% is held after the public improvements and landscaping have been accepted by the city to guarantee those public improvements and landscaping improvements. Also, all landscaping requirements associated with each commercial or public/institutional building shall be installed and assurances provided therefor prior to the final building inspection associated with a building permit and issuance of a Certificate of Occupancy.
- b. Construction According to Approved Plans. All construction shall be completed according to the approved plans on which the building permit(s) was issued or the approved subdivision improvement plans. The approved plans shall also include the site improvements shown on the approved site plan. Deviations from the approved plans must be approved in advance by staff, provided that requested deviations to the site plan do not increase or decrease the approved building square footage or cost of improvements by five percent (5%) and that the project as a whole does not exceed the total approved square footage or approved estimate of costs (zero sum). If changes are requested that exceed a five percent (5%) increase or decrease, the plans must be submitted by the applicant to be reviewed and approved in the same manner as the original plan approval.
- c. Security for Completion. No certificate of occupancy will be issued unless the building and the site improvements associated with or required for that building or associated lot or parcel are completed, or the developer has provided adequate assurances to guarantee completion and durability of the associated site improvements. When the site improvements and the building cannot be completed simultaneously due to weather conditions or other factors beyond the control of the developer (excluding financial inability to complete the project) the City may issue a certificate of occupancy or use inauguration for the project, provided the following conditions are met:
 - i. The building, buildings, or portions thereof, to be occupied have been constructed in accordance with the approved plans for those buildings and

are in full compliance with applicable building and fire codes, and are completed to the extent that only exterior site improvement work remains unfinished; and,

- ii. The Building Inspector determines that occupancy of the buildings, or portions thereof, prior to completion of required site improvements, is safe and that access for emergency vehicles is adequate with the site improvements unfinished; and,
 - iii. The developer posts adequate assurances for the benefit of the City to insure completion and durability of the site improvements in full compliance with the approved plans before occupancy or inauguration of use.
- d. Amount of Security. The total amount of assurances to be posted under this Chapter by the developer shall be determined by the City Engineer, and shall be equal to 120% of the amount reasonably estimated by the developer and City Engineer as being necessary to complete remaining site improvements as shown on the approved plans. In the event that the developer disputes the cost estimate of the Engineer, the developer may prove a lower construction cost by providing binding contracts between the developer and contractor or subcontractor appropriate to perform the required work at a stated, fixed price. Bid proposals are not satisfactory for this purpose. If the contracts submitted are acceptable in form, the amount of assurances required shall be 120% of the total contract price of all such contracts submitted, plus 120% of the estimated reasonable cost of performing any work not covered by the contracts. Specifications in such contracts shall be sufficiently clear to identify the work called for under the contract.
- e. Terms of Security. The terms of any assurance offered to the City shall state a date certain by which the developer agrees to have site improvement work completed in accordance with the plans. After completion of the improvements covered by the assurances and the developer's obtaining from the City a final inspection approval, the City shall release the performance guarantee, up to the amount of 110% of the contract price and retain the remaining 10%, consisting of the warranty assurance, to guarantee those improvements. In the event that the developer has not completed required improvements by that date, the City may, at its option and on its schedule, draw on the assurances, by its own act, and shall not be required to obtain consent of developer to withdraw funds for completion of the work shown on approved plans. The City shall in no way be a guarantor of the developer to any person, nor shall the City be responsible or liable for the completion of the improvements. The City's actual costs in administering the completion of work in the event of a default by the developer shall be reimbursed from the assurances or the developer.

- f. Form of Security. Assurances and other security arrangements offered in lieu of simultaneous completion of buildings and site improvements shall be in a form and contain such terms and conditions as required by this Chapter.
- g. Payment of Interest. Any interest accruing on an assurance shall, inure to the benefit of the developer upon release and not to the City, provided all improvements have been installed as required; otherwise interest will inure to the City.

6-104 Performance Bond - Subdivider

- 1. Prior to recordation of a final plat, after it has received approval, the subdivider shall either complete all of the public improvements required in the subdivision or enter into an agreement with the City to provide assurances that insure completion and durability of all public improvements required to be installed in the subdivision, according to the approved subdivision improvement plans. The agreement shall be in a form and contain such provisions as approved by the City Attorney's Office. The agreement shall include but not be limited to:
 - a. Incorporation by reference of the approved final plat, the approved subdivision improvement plans, and all data required which is used to compute the cost of the improvements by the City Engineer.
 - b. Completion of the improvements within a period of time not to exceed one year from the date the agreement is executed.
 - c. The improvements shall be completed to the satisfaction of the City Engineer and according to City standards, as established by the City and accepted.
 - d. The amount of all assurances shall be 120% of the City Engineer's estimated cost of the public improvements to be installed, with 110% provided as a performance guarantee and 10% provided as an improvement warranty assurance.
 - e. The City shall have exclusive control over the assurance proceeds such that they may be released only upon written approval of the City Engineer and they shall be released upon written demand of the City Engineer. No other person, including the developer or the issuer of the assurance, may have any right to limit when or how the City can demand release of the assurance proceeds.
 - f. If the assurance proceeds are inadequate to pay the cost of the completion of the improvements, which costs include administrative and legal costs, according to City standards for whatever reason, including previous reductions, then the developer shall be responsible for the deficiency. Building permits shall not be issued in the subdivision until the improvements are completed, in accordance with state law.
 - g. If upon written demand of the City after expiration of the time period, the assurance proceeds are not transferred to the City within 30 days of the demand,

then the City's costs of obtaining the proceeds, including the City Attorney's Office costs or outside attorney's fees and court costs, shall be deducted from the assurance proceeds.

- h. Upon receipt of the assurance proceeds, after the expiration of the time period, the costs of completion shall include reimbursement to the City Engineer and all other City departments for the costs of administration of the completion of the improvements.
- i. The developer agrees to hold the City harmless from any and all liability which may arise as a result of the improvements which are installed until such time as the City accepts the improvements and the improvement warranty period has expired.
- j. The performance guarantee shall be valid and shall not expire for a term of at least two (2) years from issuance. The warranty assurance shall be valid and shall not expire or be released until after the improvement warranty period.

6-105 Performance Guarantee - Contractor

- 1. All public improvements required under this Title shall be installed by a contractor or subcontractors licensed by the State of Utah.
- 2. Prior to the installation of such improvements, the contractor or subcontractor shall obtain the necessary permits from the City and file a performance guarantee and warranty assurance in a total amount equal to 120% of the cost of installation of the improvements, as set forth in this Chapter.

6-106 Final Disposition And Release Of Performance Guarantee

- 1. The developer, or other person giving the assurances required by this Chapter, shall be responsible for all materials and workmanship of the improvement. At the completion of the work, the person giving the assurances shall submit to the City Engineer record drawings as required by section 5-6-111 and a certificate of completion. The applicant shall request in writing the condition of the improvements covered by the assurances and the City's acceptance thereof. The City shall have fifteen working days, in writing, to respond. The City Engineer shall then make a preliminary inspection of the improvements. If the condition of material or workmanship shows unusual depreciation or does not comply with the acceptable standards of durability, or if any outstanding liens are not paid, the City Engineer may declare the person giving the guarantee in default.
- 2. Upon the City's receipt of record drawings and certificate of completion, and the City's successful inspection and acceptance of the improvements at the request of the developer, the performance guarantee shall be released and the improvement warranty period shall begin. For the duration of said warranty period, the developer shall provide an unconditional warranty that the installed and accepted improvements comply with the

City's written standards for design, materials, and workmanship and shall not fail in any material respect, as a result of poor workmanship or materials.



PLANNING COMMISSION AGENDA REPORT ITEM #4

DATE: December 19, 2023
TO: Members of the Planning Commission
FROM: Jay Baughman
Assistant City Administrator / Community Development Director
SUBJECT: Design Criteria for Public Improvements Update
TYPE: **LEGISLATIVE:** Public Hearing and Motion

PURPOSE:

The Planning Commission will hold a public hearing to consider updating the Highland City Design Criteria Manual and Standard Drawings, which consists of revised subdivision infrastructure improvement standards and specifications, including but not limited to standard road cross-sections, road alignment and connectivity requirements, and utility lines and facility standards.

STAFF RECOMMENDATION:

The Planning Commission will consider the updates/amendments, hold a public hearing, and recommend adoption of the updated design standards with any changes suggested by the Commission.

BACKGROUND:

The City maintains two components that comprise the primary specifications that developers must meet to design and build improvements that will be dedicated to the City. These improvements include all City utility systems, roadways, trails, parkway detail frontages, etc. The City maintains a Design Criteria manual and Standard Drawings. These standards are to be used by engineers designing improvements and contractors constructing improvements. From time to time the City updates the details based upon changes in materials, technology, product availability, etc. The last update to these standards was in 2021. Prior updates have only been reviewed by the City Council. However, City Staff determined that with the new State legislation that will go into effect on February 1, 2024, the City will be under increased obligation relative to the completeness of the standards. As such, the City is undertaking an update to be prepared for this increased obligation. The Planning Commission discussed the proposed changes during its November 28, 2024 meeting.

SUMMARY OF THE REQUEST:

The proposed updates to the Highland City Design Criteria Manual and Standard Drawings are extensive. The following is a summary of the major changes:

GN-00 General Notes (NEW DRAWING ADDED)

ST-01 Minor Street Cross Sections

- Added 56' Low Volume Section and moved 66' Three Lane Minor to sheet ST-02
- Minimum subdivision street asphalt thickness revised to 3.5"
- Revised PI Pipe minimum cover to 36"

ST-02 Major Street Cross Sections

- Removed the NW Area road pavement section and placed it on ST-03
- Added 66' Three Lane Minor Collector Section
- Revised PI Pipe minimum cover to 36"

ST-03 Pavement Section Detail

- New drawing (added typical road pavement section and NW Area road pavement section)
- Added note for type of asphalt and smoothness requirements
- CBR requirements added to notes

ST-05 Stop Sign Detail

- Removed buried concrete base at bottom of post

ST-06 Site Triangle Detail

- 30' setback replaced with "based on zoning" ST-07 Parkway Landscape Detail
- Xeriscape required (sod option eliminated)
- Graded 2% towards road (note added)
- Fence not allowed if front yard borders Parkway (note added)
- Provides for ownership of fence by property owner.
- Typical cross section detail added

ST-08 Curb Return at Intersection

- 5% max slope for 6' on either side of ADA ramp
- 6' wide radial detectable warning plate (previously was 4' wide)
- Fill crack between warning plate and gutter with Sikaflex
- All curb returns to comply with ADA and AASHTO M 333-16 (note added)
- Added reference to APWA 235.1 to match site conditions

ST-09 Tree Trimming (NEW DETAIL ADDED)

ST-10 Asphalt Pavement Tie-In (NEW DETAIL ADDED)

U-02 Conduit Bank Detail

- Sand bedding (previously was 3/4" material)
- Curb stamped with a "U" (note added) U-03 Utility Trench Cross Section (DELETED)

U-02 Street Light Base Detail

- 7 day burn test required (note added)

U-03 Easement and Setback Detail (NEW DETAIL ADDED)

STREET LIGHT – SINGLE

- Luminaire catalog number revised STREET LIGHT – DOUBLE
- Luminaire catalog number revised

SD-00 Storm Drain Notes (NEW DRAWING ADDED)

SD-01 Storm Drain and Sump Detail

- Concrete collars added
- 3' min from bottom of inlet box up to pipe outlet
- Size of gravel around sump changed to 2"-4" (previously was 1"-2")
- Place geogrid at bottom of sump manhole
- Specific Fabric around drain rock provided
- Concrete sections to have a lip

SD-02 Storm Drain Trench

- 3" minus backfill meeting A-1-a
- Pipe zone bedding changed to 1" free draining gravel (gradation requirements added to notes)
- Minimum trench width requirement added
- Filter fabric required below pipe zone if stabilization material is required

SS-00 Sewer Notes (NEW DRAWING ADDED)

SS-01 Sewer Lateral Detail

- End of lateral marker can be pine or PRV
- Curb stamped with a "S"
- Concrete collar added to existing construction detail

SS-02 Sewer Installation and Road Repair

- 3" minus backfill meeting A-1-a
- Pipe zone bedding changed to 3/4" free draining gravel (gradation requirements added to notes)
- Minimum trench width requirement added
- Filter fabric required below pipe zone if stabilization material is required
- 14' Max pipe cover provided

SS-03 Cast-In-Place Sewer Manhole

- Two new manhole details (SS-03 and SS-04) added to replace the previous manhole detail
- CIP base to be supported on solid concrete blocks
- Pipe running through CIP base to have Sika Swellstop where it passes through MH wall

SS-04 Precast Sewer Manhole (NEW DETAIL ADDED)

- Full depth trough (1" above top of pipe) added SS-05 Sewer Drop Manhole Detail
- 5' diameter required (previously 4' or 5' were allowed)

SS-06 Trench Dike (NEW DETAIL ADDED)

DW-00 Drinking Water Notes (NEW DRAWING ADDED)

DW-01 Water Meter Detail

- Meter setter added
- Depth to top of meter changed to 16" min / 20" max
- Meter box diameter changed to 21"
- Service line changed to 1" diameter
- Curb stamped with a "W"

- Recessed cover required
- 4" Insulating pad added

DW-03 Fire Hydrant Detail

- Valve box requirements added
- Location of hydrant on property line added
- Distance from objects added DW-04 Water Trench Detail
- 3" minus backfill meeting A-1-a
- Pipe zone bedding changed to sand (gradation requirements added to notes)
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- Notes added

DW-05 Polyethylene Wrap Detail

- Tape revised to be PVC Tape

PI-00 PI Notes (NEW DRAWING ADDED)

PI-01 PI Service Detail

- Valve box added outside of meter box
- Conduit beneath sidewalk added color requirement

PI-02 PI 1-Inch Meter Box Detail

- Valve box added outside of meter box
- Meter box callout changed
- Remote read MXU added to top of meter box
- Curb stop callout changed
- Note removed requiring all pipes buried with 14 gauge tracer wire PI-03 1.5" and 2" Meter Box (NEW DETAIL ADDED)

PI-04 PI Water Line Trench Detail

- 3" minus backfill meeting A-1-a added
- Pipe zone bedding changed to sand (gradation requirements added to notes)
- Minimum trench width requirement added
- Filter fabric required below pipe zone if stabilization material is required
- Notes added
- Depth of pipe of 36" Min and 42" Max added PI-05 PI Drain Detail
- Tracer wire to be extended to sump
- Note added for thrust block requirement to bear against native soil or be engineered

PI-06 PI Blow Off in Cul-De-Sac

- Fittings called out

PI-07 Temporary PI Blow-Off Detail

- Valve moved to vertical position

PI-08 Valve Box (NEW DETAIL ADDED)

CITIZEN PARTICIPATION:

Notice of the City Council public hearing was given as required by Section 10-9a-205 Utah Code annotated. No comments were received.

FISCAL IMPACT:

This action will not have a financial impact on this fiscal year's budget expenditures.

MOTION TO APPROVE:

I move that the Planning Commission recommend approval of the proposed updates to the Highland City Design Criteria Manual and Standard Drawings.

ATTACHMENTS:

1. Attachment 1 – 2023 Standard Drawings Summary of Changes
2. Attachment 2 – Highland City Standard Details – Draft 12.11.2023
3. Attachment 3 – Highland City Design Criteria – 2024 Recommended Changes – 12.14.2023
4. Attachment 4 – Highland City Design Criteria – Comparison Document –12.14.202

The following revisions to the Standard Drawings were provided for the 12-2023 Update:

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HIGHLAND CITY

STANDARD DRAWINGS

2023

STANDARD DRAWINGS

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- PI-07 Temporary P.I. Blow-off Detail
- PI-08 Valve Box Detail

THESE NOTES TO BE ADDED TO AND KEPT WITH ALL SUBDIVISION IMPROVEMENT PLAN SETS

GENERAL NOTES:

1. THESE NOTES SHALL BE DEEMED AN ADDENDUM TO THE AMERICAN PUBLIC WORKS ASSOCIATION (APWA) MANUAL STANDARD SPECIFICATIONS. HIGHLAND CITY FOLLOWS THE MOST CURRENT APWA SPECIFICATIONS AND STANDARD PLANS (AVAILABLE AT WWW.APWAUTAH.ORG)
2. TWO (2) WORKING DAYS' NOTICE IS REQUIRED FOR ALL INSPECTIONS. INSPECTIONS ARE TO BE SCHEDULED THROUGH THE PUBLIC WORKS SECRETARY EITHER VERBALLY (801-772-4515), OR BY EMAIL (PUBLICWORKS@HIGHLANDCITY.ORG).
3. HIGHLAND CITY ENGINEERING INSPECTORS WORK MONDAY THROUGH THURSDAY (7:00 A.M. TO 5:30 P.M.). INSPECTIONS WILL BE SCHEDULED BETWEEN 7:30 A.M. AND 5:00 P.M.
4. ANY WORK PERFORMED WITHOUT THE PROPER APPROVALS OR INSPECTIONS TAKING PLACE WILL BE REMOVED AT THE CONTRACTOR'S EXPENSE AND RE-DONE WITH THE PROPER APPROVALS OR INSPECTIONS. MATERIAL REPLACEMENT OR RE-DESIGN MAY BE REQUIRED AT THE DISCRETION OF THE CITY INSPECTOR AND AT THE EXPENSE OF THE CONTRACTOR.
5. ALL CONSTRUCTION SHALL BE SHOWN ON THE APPROVED CONSTRUCTION DRAWINGS STAMPED "APPROVED FOR CONSTRUCTION, HIGHLAND PUBLIC WORKS" WITH A DATE AND SIGNATURE. THESE PLANS ARE TO BE ON-SITE AT ALL TIMES AND AVAILABLE TO THE CITY INSPECTOR FOR REVIEW. IF THE PLANS ARE NOT ON SITE, A STOPPAGE OF WORK WILL BE ISSUED UNTIL THE PLANS ARE AVAILABLE.
6. ANY CHANGES TO THE APPROVED CONSTRUCTION DRAWINGS MUST BE APPROVED BY THE CITY ENGINEER AND DESIGN ENGINEER. THIS APPROVAL WILL BE GIVEN IN WRITING BY THE CITY ENGINEER TO THE CONTRACTOR AND THE DEVELOPER. UNTIL SUCH WRITTEN AUTHORIZATION IS RECEIVED, THERE HAS BEEN NO APPROVAL GRANTED TO CHANGE THE PLANS.
7. THE CONTRACTOR IS RESPONSIBLE FOR REPORTING ANY ERRORS FOUND ON THE APPROVED DRAWINGS, AS SOON AS THEY ARE DISCOVERED, TO THE CITY ENGINEER AND THE DESIGN ENGINEER. A WRITTEN ADDENDUM, WRITTEN BY THE CITY ENGINEER, WILL BE ISSUED TO THE CONTRACTOR AND THE DEVELOPER NOTIFYING THEM OF THE CHANGE TO THE PLANS. THERE WILL BE NO COST TO THE CITY FOR THESE CHANGES.
8. THE CONTRACTOR SHALL TAKE ALL NECESSARY AND PROPER PRECAUTIONS TO PROTECT ADJACENT PROPERTIES FROM ANY DAMAGE THAT MAY OCCUR FROM THE PROJECT. THE CONTRACTOR SHALL ENSURE THAT ALL NECESSARY APPROVALS FOR WORK THAT IMPACTS OR IS LOCATED ON ADJACENT PROPERTIES OR WATER CONVEYANCE FACILITIES ARE OBTAINED IN WRITING AND PROVIDED TO THE CITY PRIOR TO BEGINNING WORK.
9. THE CONTRACTOR IS RESPONSIBLE FOR ALL SAFETY REQUIREMENTS ON THE JOB SITE AND WILL ENSURE ENFORCEMENT OF THE NECESSARY AND GOVERNING REGULATIONS.
10. ALL CONSTRUCTION DEBRIS SHALL BE REMOVED (IE NO CONCRETE).
11. THE PARK STRIP SHALL BE FILLED WITH NATIVE TOPSOIL, LEVEL WITH TOP OF CURB. NO ROCKS GREATER THAN THREE (3) INCHES.
12. HIGHLAND CITY DEFINES THE TIME FOR COMPLETION OF THE PUNCH LIST ITEMS TO BE THIRTY (30) DAYS.

UTILITY NOTES:

1. UNLESS OTHERWISE NOTED ON THE PLANS, THE EXISTING UTILITIES AND THEIR LOCATIONS ARE TAKEN FROM RESEARCH DATA OF AVAILABLE RECORDS AND NOT ACTUAL FIELD VERIFICATIONS.
2. THE EXISTING UTILITIES LOCATED ON THE PLANS ARE FOR THE CONVENIENCE OF THE CONTRACTOR. NEITHER THE CITY ENGINEER, DESIGN ENGINEER, NOR THE DEVELOPER WILL BEAR ANY RESPONSIBILITY FOR THE ACCURACY OF THE DATA OR FOR UTILITIES NOT SHOWN ON THE PLANS. THE CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFICATION OF THESE UTILITIES.
3. THE CONTRACTOR IS RESPONSIBLE FOR FOLLOWING ALL LAWS AND REGULATIONS REGARDING UTILITY LOCATIONS AND EXCAVATING AROUND THESE UTILITIES, INCLUDING THE REQUIRED ROAD CUT / RIGHT OF WAY PERMIT.
4. THE CONTRACTOR SHALL TAKE ALL PRECAUTIONARY MEASURES TO PROTECT EXISTING UTILITIES THAT ARE TO REMAIN IN PLACE. ANY DAMAGE DONE BY THE CONTRACTOR'S OPERATION SHALL BE REPAIRED AND/OR REPLACED SATISFACTORILY BY THE CITY ENGINEER AND OWNING UTILITY COMPANY AT THE EXPENSE OF THE CONTRACTOR.

QUALITY CONTROL AND TESTING:

- A. BASE**
 1. ALL TESTING PERFORMED WILL BE AT NO COST TO THE CITY.
 2. ALL COMPACTION TESTING SHALL BE SUBMITTED TO THE PUBLIC WORKS DEPARTMENT FOR REVIEW AND APPROVAL BEFORE MOVING TO THE NEXT PHASE OF CONSTRUCTION, INCLUDING BUT NOT LIMITED TO ASPHALT, SIDEWALK, CURB, GUTTER, ETC.
 3. ALL TESTING WILL BE PERFORMED BY A CERTIFIED TESTING LABORATORY AND A CERTIFIED TESTER.
 4. COMPACTION SHALL MEET THE 95% MODIFIED PROCTOR REQUIREMENTS.
 5. THE CITY INSPECTOR HAS THE AUTHORITY TO DIRECT THE LOCATION OF TESTING OR TO CALL FOR ADDITIONAL TESTS IF DEEMED NECESSARY.
- B. SUBBASE**
 1. ALL TESTING PERFORMED WILL BE AT NO COST TO THE CITY.
 2. ALL SUBBASES (OR SUBGRADE IF NO SUBBASE IS USED) WILL HAVE A PROOF ROLLING TEST WITH A CITY INSPECTOR ON SITE.
 3. PROOF ROLLING TESTS WILL CONSIST OF DRIVING OVER THE SUBBASE/SUBGRADE WITH A FULLY LOADED FOUR THOUSAND (4,000) GALLON WATER TRUCK TO CHECK FOR ANY TYPE OF DEFLECTION IN THE MATERIAL.
 4. THE CITY INSPECTOR SHALL HAVE THE DISCRETION TO REQUEST THE REMOVAL OF MATERIAL AND THE AMOUNT AT LOCATIONS OF FAILURES.
 5. THE FAILED MATERIAL SHALL BE REMOVED AND REPLACED AT THE EXPENSE OF THE CONTRACTOR AND RETESTED.
- C. TRENCH COMPACTION**
 1. ALL TESTING PERFORMED WILL BE AT NO COST TO THE CITY.
 2. TESTING RESULTS ARE REQUIRED TO BE SUBMITTED TO THE PUBLIC WORKS DEPARTMENT FOR REVIEW AND APPROVAL BEFORE THE NEXT PHASE OF CONSTRUCTION CAN BEGIN.
 3. COMPACTION TESTS ARE REQUIRED EVERY TWO HUNDRED (200) LINEAR FEET OF EACH UTILITY AND EVERY TWO (2) FEET OF VERTICAL LIFT.
 4. MAXIMUM LIFT THICKNESS IS EIGHT (8) INCHES.
- D. SIDEWALKS AND CURB & GUTTER**
 1. ALL TESTING PERFORMED WILL BE AT NO COST TO THE CITY.
 2. TESTING RESULTS ARE REQUIRED TO BE SUBMITTED TO THE PUBLIC WORKS DEPARTMENT FOR REVIEW AND APPROVAL BEFORE THE NEXT PHASE OF CONSTRUCTION CAN BEGIN.
 3. SIDEWALKS – COMPACTION TESTS ARE REQUIRED EVERY FOUR HUNDRED (400) LINEAR FEET PER LIFT.
 4. CURB AND GUTTER–COMPACTION TESTS ARE REQUIRED EVERY TWO HUNDRED (200) LINEAR FEET PER LIFT.
 5. MAXIMUM LIFT THICKNESS IS EIGHT (8) INCHES.

TRAFFIC NOTES:

1. ALL CONSTRUCTION SIGNAGE, BARRICADING, AND TRAFFIC DELINEATION SHALL CONFORM TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), LATEST EDITION.
2. BEFORE ANY WORK IS STARTED IN THE RIGHT-OF-WAY, THE CONTRACTOR SHALL INSTALL ALL ADVANCE WARNING SIGNS FOR THE CONSTRUCTION ZONE.
3. THE CONTRACTOR SHALL INSTALL TEMPORARY STOP SIGNS AT ALL NEW STREET ENCROACHMENTS INTO EXISTING PUBLIC RIGHTS-OF-WAY THAT WERE WARRANTED IMMEDIATELY AFTER THE FIRST GRADING WORK IS ACCOMPLISHED AND SHALL MAINTAIN SAID SIGNS UNTIL PERMANENT SIGNS ARE INSTALLED.
4. IF IT IS DETERMINED BY THE PUBLIC WORKS DEPARTMENT THAT A SCHOOL ZONE IS ENCROACHED UPON BY A CONSTRUCTION WORK ZONE, AND IT IS DETERMINED THAT THERE IS A NEED FOR STUDENTS TO BE ASSISTED IN THE SAFE CROSSING THROUGH THAT WORK ZONE, THE SCHOOL SHALL BE NOTIFIED, AND THE CONTRACTOR SHALL BE REQUIRED TO PROVIDE A QUALIFIED CROSSING GUARD. THE GUARD SHALL BE PRESENT FOR THE FULL DURATION OF TIME THOSE CHILDREN ARE LIKELY TO BE PRESENT AND/OR AS REQUESTED BY THE SCHOOL.
5. IF THE IMPROVEMENTS NECESSITATE THE OBLITERATION, TEMPORARY OBSTRUCTION, TEMPORARY REMOVAL, OR RELOCATION OF ANY EXISTING TRAFFIC PAVEMENT MARKING, SUCH PAVEMENT MARKING SHALL BE RESTORED OR REPLACED WITH LIKE MATERIALS TO THE SATISFACTION OF THE CITY ENGINEER OR DESIGNEE.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND INSTALLING ALL PERMANENT SIGNS SHOWN ON THE PLANS. STREET NAME SIGNS SHALL CONFORM IN THEIR ENTIRETY TO CURRENT CITY STANDARDS. ALL OTHER SIGNS SHALL BE STANDARD SIZE UNLESS OTHERWISE SPECIFIED ON THE PLANS. ALL SIGNPOSTS SHALL BE INSTALLED IN ACCORDANCE WITH THE CURRENT CITY STANDARDS.
6. ALL PERMANENT TRAFFIC CONTROL DEVICES CALLED FOR HEREON SHALL BE IN PLACE AND IN FINAL POSITION PRIOR TO ALLOWING ANY PUBLIC TRAFFIC ONTO THE PORTIONS OF THE ROAD(S) BEING IMPROVED HEREUNDER, REGARDLESS OF THE STATUS OF COMPLETION.
7. THE CONTRACTOR SHALL PROVIDE BARRICADES, SIGNS, FLASHERS, OTHER EQUIPMENT, AND FLAG PERSONS NECESSARY TO ENSURE THE SAFETY OF WORKERS AND VISITORS.

STATEMENT OF USE

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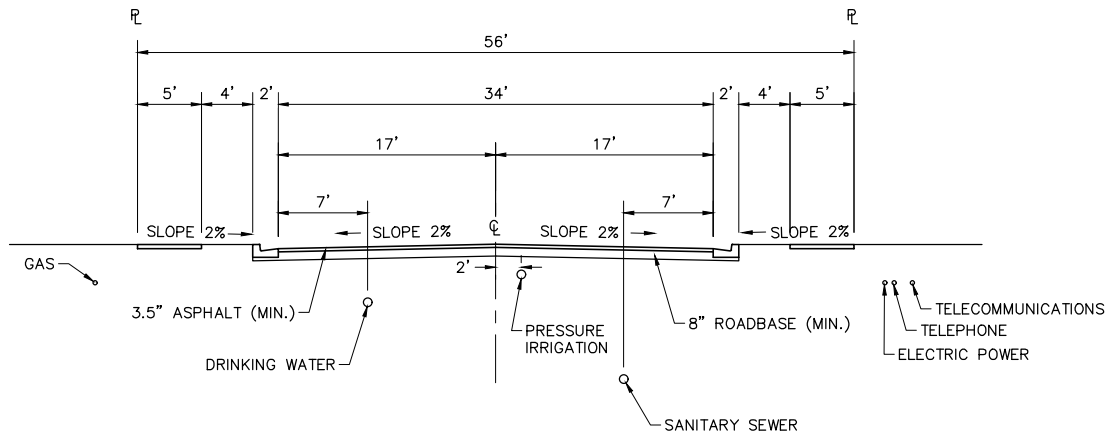
HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING

GENERAL NOTES

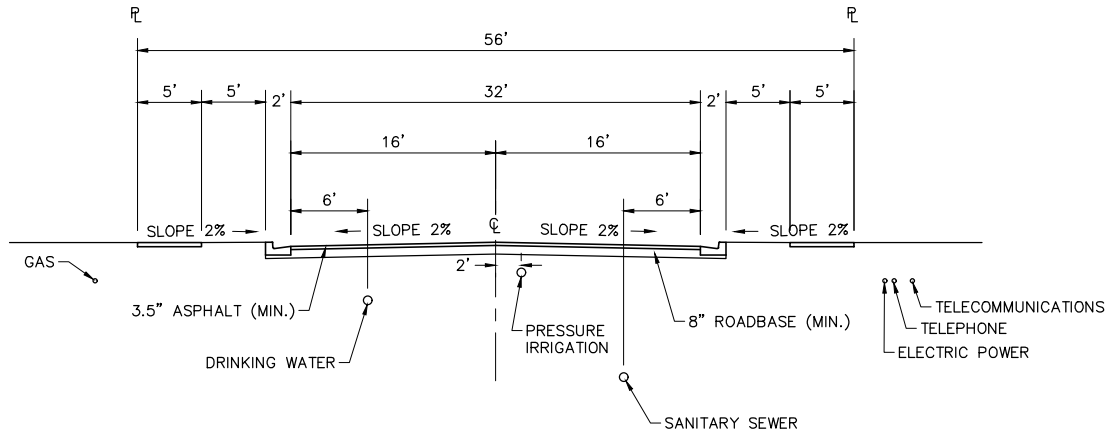
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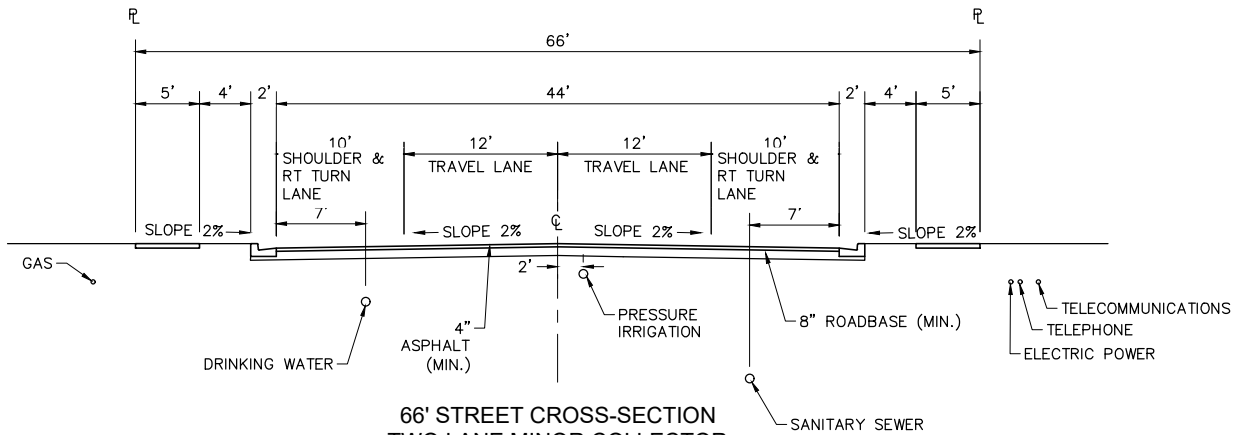
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**56' STREET CROSS-SECTION
STANDARD SUBDIVISION STREET
LOOKING NORTH OR EAST**
SCALE: NTS



**56' STREET CROSS-SECTION
LOW VOLUME SUBDIVISION STREET
LOOKING NORTH OR EAST**
SCALE: NTS



**66' STREET CROSS-SECTION
TWO LANE MINOR COLLECTOR
LOOKING NORTH OR EAST**
SCALE: NTS

NOTES:

1. WHENEVER POSSIBLE, DRINKING WATER LINES SHALL BE INSTALLED ON THE NORTH AND WEST SIDE OF THE STREET.
2. MANHOLES AND VALVES SHALL BE ADJUSTED OUT OF TIRE TRAVEL LANE.
3. FIRE HYDRANTS SHALL BE LOCATED EVERY 400 FEET AND ON THE SAME SIDE AS THE DRINKING WATER LINES OR AS APPROVED BY THE CITY.
4. REQUIRED UTILITY MINIMUM PIPE SIZES AS FOLLOWS:
 DRINKING WATER - 8" MIN
 PRESSURE IRRIGATION - 8" MIN
 SANITARY SEWER - 8" MIN
 STORM DRAIN - 15" MIN
5. REQUIRED COVER OVER UTILITY LINES AS FOLLOWS:
 DRINKING WATER - 48" TO 60"
 PRESSURE IRRIGATION - 36"
 SANITARY SEWER - 10' TO 14'
 STORM DRAIN - PER DESIGN
 ALL OTHERS - PER UTILITY

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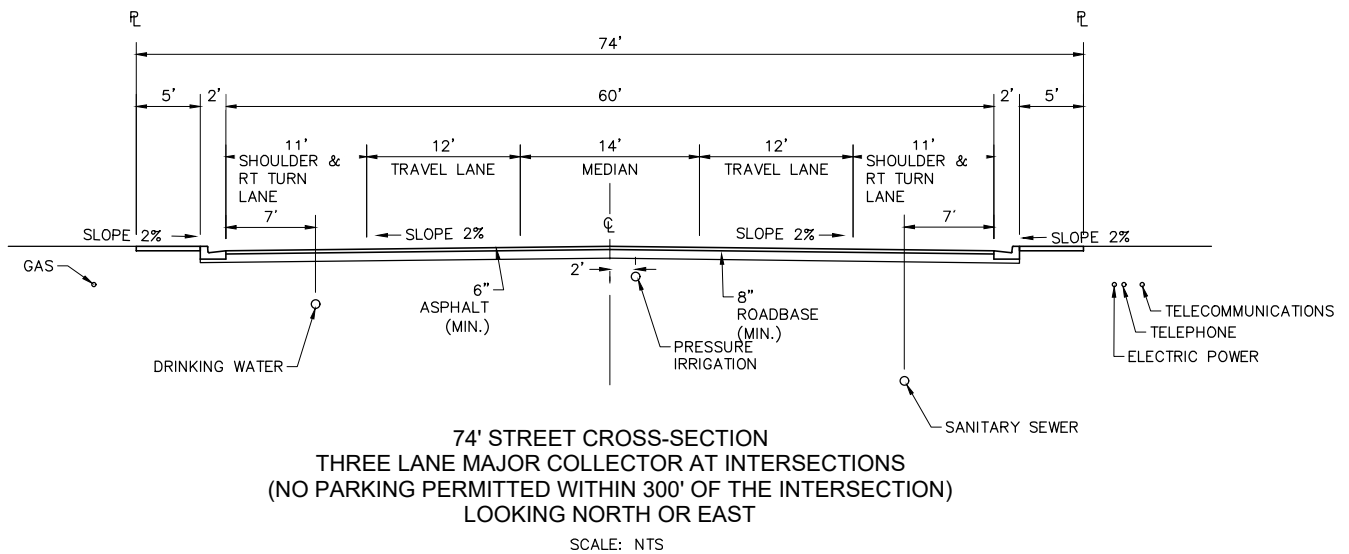
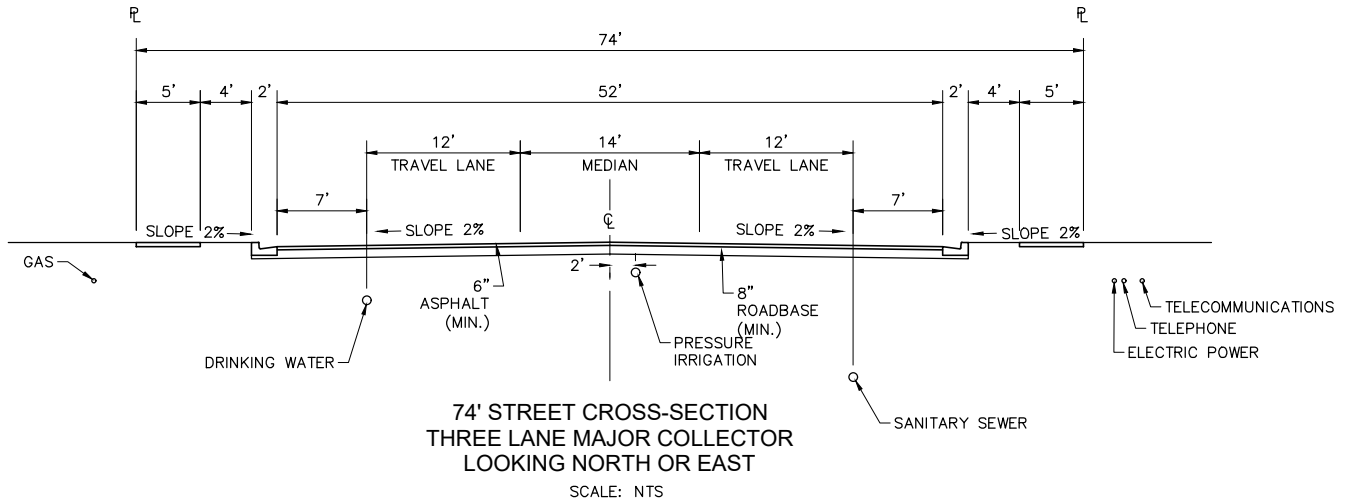
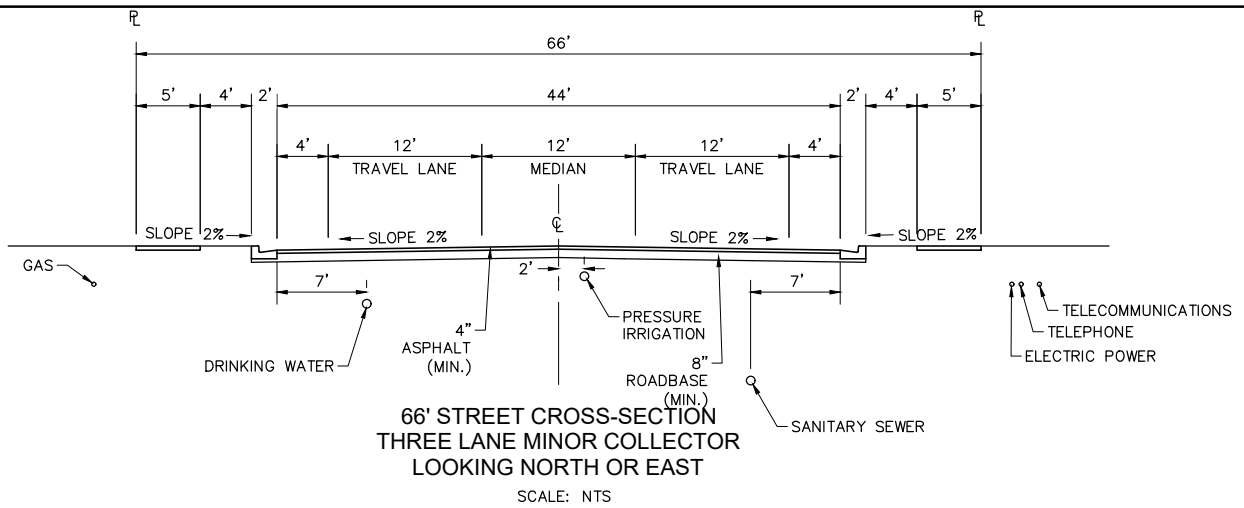
**HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING**

MINOR STREET CROSS SECTIONS

STD DWG #

ST-01

NO.	REVISION DESCRIPTION	BY	DATE	LAST UPDATED: 12/7/2023



NOTES:

- WHENEVER POSSIBLE, DRINKING WATER LINES SHALL BE INSTALLED ON THE NORTH AND WEST SIDE OF THE STREET.
- MANHOLES AND VALVES SHALL BE ADJUSTED OUT OF TIRE TRAVEL LANE.
- FIRE HYDRANTS SHALL BE LOCATED EVERY 400 FEET AND ON THE SAME SIDE AS THE DRINKING WATER LINES OR AS APPROVED BY THE CITY.
- REQUIRED MINIMUM UTILITY PIPE SIZES AS FOLLOWS:
DRINKING WATER - 8" MIN
PRESSURE IRRIGATION - 8" MIN
SANITARY SEWER - 8" MIN
STORM DRAIN - 15" MIN
- REQUIRED COVER OVER UTILITY LINES AS FOLLOWS:
DRINKING WATER - 48" TO 60"
PRESSURE IRRIGATION - 36"
SANITARY SEWER - 10' TO 14'
STORM DRAIN - PER DESIGN
ALL OTHERS - PER UTILITY

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**HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING**

MAJOR STREET CROSS SECTIONS

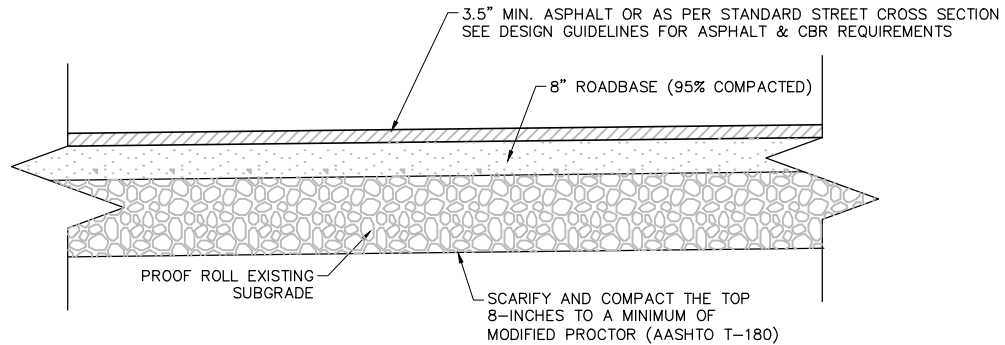
STD DWG #

ST-02

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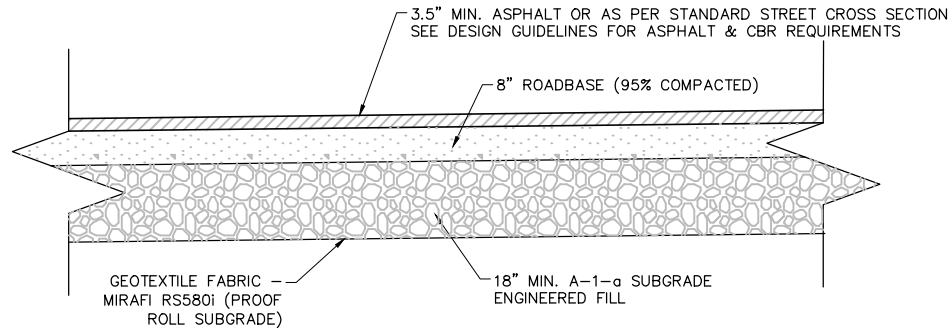
NOTE:

1. ALL ASPHALT PLACED SHALL BE PER APWA LATEST SPECIFICATION.
2. ASPHALT TO BE PG 58-28 FOR CLASS 1 ROADS OR 64-34 FOR CLASS 2 AND CLASS 3 ROADS PER APWA 32 12 05. ROAD CLASS DEFINITION PER APWA 32 01 31.
3. SMOOTHNESS TO BE PER APWA SPEC WITH NO MORE THAN $\frac{1}{4}$ " BUMP.
4. ALL SUBGRADE CBR VALUES SHALL BE IDENTIFIED.
5. IF A SUBGRADE IS FOUND TO HAVE A CBR ABOVE 10, THEN THE TYPICAL ROAD PAVEMENT SHALL BE FOLLOWED.
6. IF A CBR IS FOUND TO BE BELOW 10 THE NORTHWEST AREA ROAD PAVEMENT SECTION SHALL BE FOLLOWED.
7. SITE SPECIFIC PAVEMENT DESIGN SHALL BE COMPLETED BY GEOTECHNICAL ENGINEER AND FOLLOWED. PAVEMENT SECTION MUST BE AT LEAST THE CITY MINIMUM SECTION OR A MORE ROBUST SECTION THAN CITY MINIMUM IF DETERMINED NECESSARY BY THE GEOTECHNICAL ENGINEER.



TYPICAL ROAD PAVEMENT SECTION

SCALE: NTS



NORTHWEST AREA ROAD PAVEMENT SECTION

SCALE: NTS

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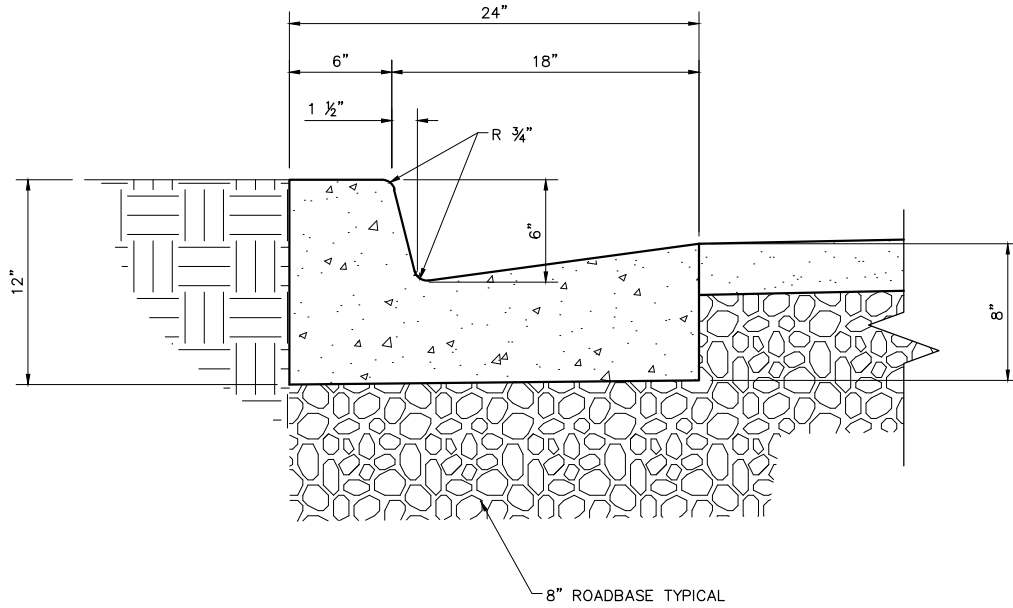
**HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING**

PAVEMENT SECTION DETAIL

STD DWG #

ST-03

NOTE:
CONTRACTION JOINTS EVERY 10' MAXIMUM AND
EXPANSION JOINTS EVERY 50' MAXIMUM.
CONCRETE TO HAVE 7-DAY CURE BEFORE PLACING
ADJACENT ASPHALT OR BACKFILL.



24" CURB AND GUTTER DETAIL
SCALE: NTS

*CURB STAMPS FOR ALL UTILITIES AT LATERAL LOCATION
"S" - SEWER
"W" - DRINKING WATER
"PI" - PRESSURIZED IRRIGATION
"U" - UTILITIES CONDUIT

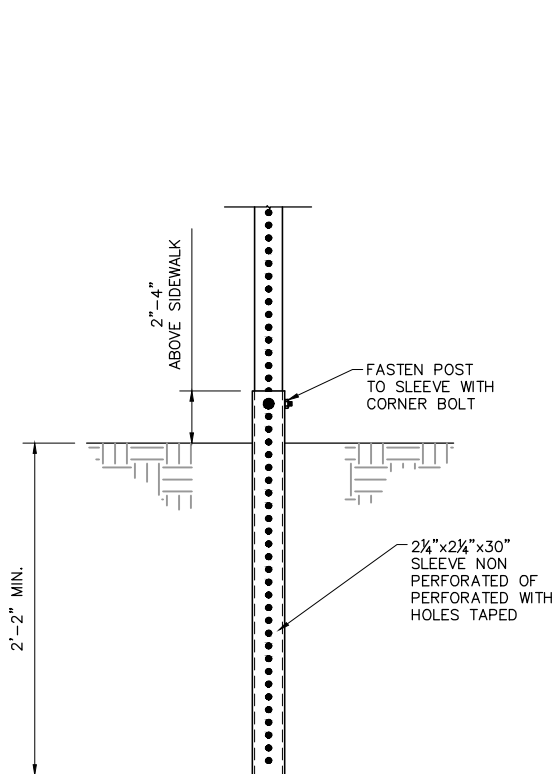
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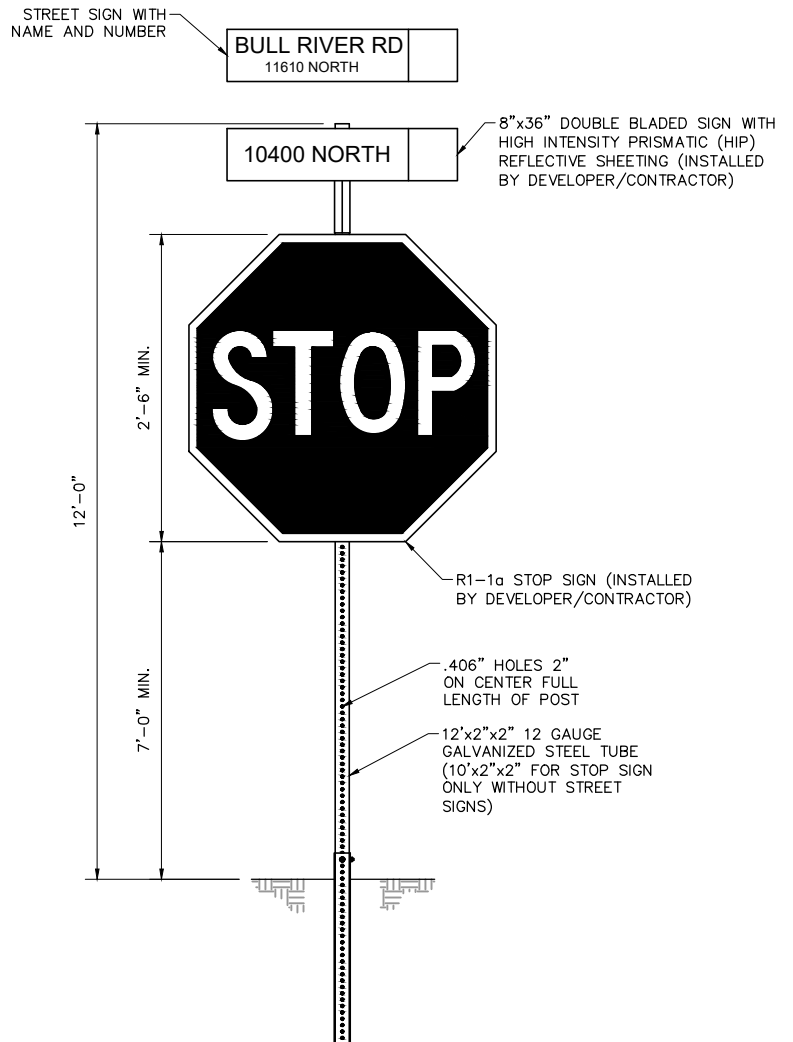


HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING
CURB AND GUTTER DETAIL

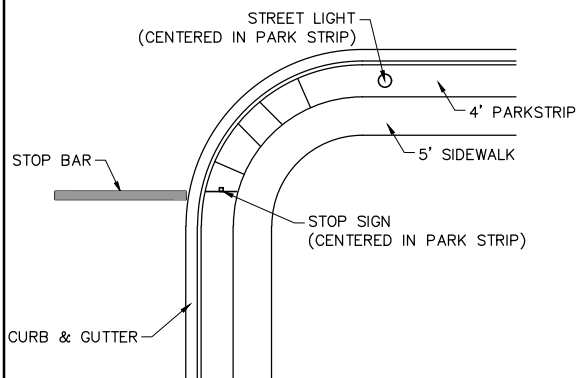
STD DWG #
ST-04



GROUND INSTALLATION DETAIL
(W/ONE PIECE BREAKAWAY ANCHOR)
SCALE: NTS



TYPICAL STREET/STOP SIGN
INSTALLATION
SCALE: NTS



TYPICAL STREET/STOP SIGN
AND LIGHT LOCATION
PLAN VIEW
SCALE: NTS

NOTES:

1. STREET SIGN SHALL BE 8"x36" DOUBLE BLADED WITH HIGHLAND LOGO. IF THE STREET HAS A NAME, THE NAME SHALL BE PLACED ABOVE IN LARGE LETTERS AND THE NUMBER BELOW IN SMALL LETTERS. (INSTALLED BY DEVELOPER/CONTRACTOR)
2. ALL STOP SIGNS SHALL BE TYPE 9 "DIAMOND GRADE".
3. CONTRACTOR/DEVELOPER SHALL COORDINATE STAKING LOCATION WITH PUBLIC WORKS REPRESENTATIVE.

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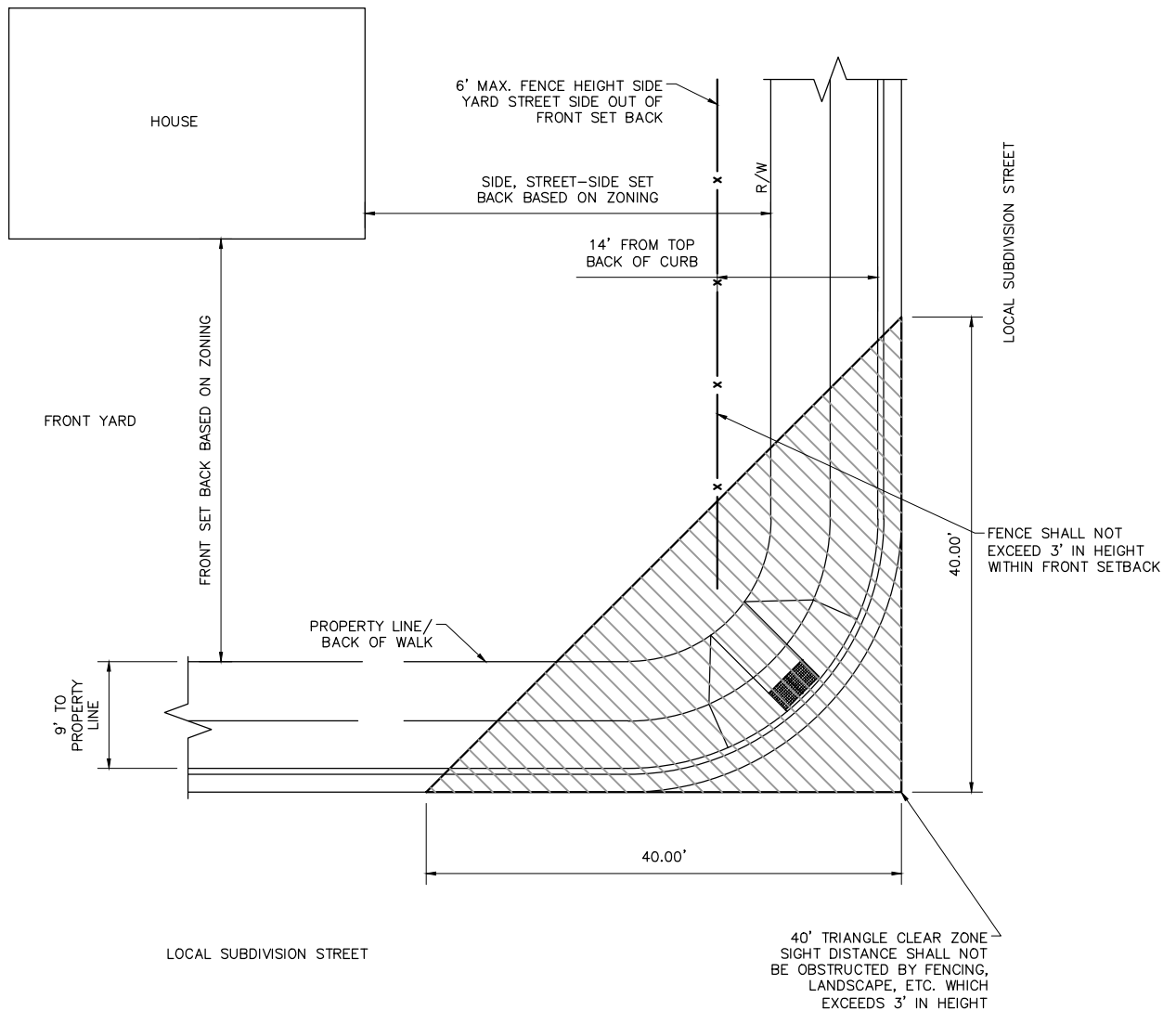
STOP SIGN DETAIL

STD DWG #

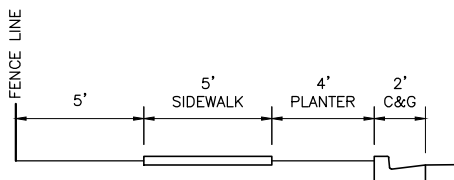
ST-05

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NOTE: SEE APPROPRIATE NOTES IN
HIGHLAND TRAFFIC CALMING MANUAL &
CITY DESIGN CRITERIA



SIGHT TRIANGLE
SCALE: NTS



TYPICAL CROSS SECTION LOCAL STREETS
SCALE:
NTS

NOTE:
1. SIGHT DISTANCE SHALL ALSO COMPLY WITH
HIGHLAND CITY DESIGN CRITERIA, SECTION 2.06 (F).

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HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING

SITE TRIANGLE DETAIL

STD DWG #

ST-06

GENERAL NOTES:

1. THE PARKWAY IS DESIGNED AS A 29 FOOT WIDE STRIP WITH A 5 FOOT MEANDERING SIDEWALK, LANDSCAPING, AND FENCE.
2. THE LENGTH OF THE PARKWAY MUST BE XERISCAPE. THE PARKWAY PLANTING PLAN AND LAYOUT SHALL BE PROVIDED FOR REVIEW AS PART OF THE CITY PLAN APPROVAL PROCESS. DESIGN SHALL CONFORM TO CITY XERISCAPE STANDARDS FOUND IN THE LATEST DEVELOPMENT CODE. THE GROUND COVER IS REQUIRED TO BE 1-1/2" TO 2" SOUTHTOWN COBBLE WITH DEWITT PRO 5 WEED BARRIER FABRIC. THE TREES WILL BE SPACED AN AVERAGE OF 30 FEET APART AND NO CLOSER THAN 7.5 FEET FROM THE CURB OR THE FENCE.
3. ALL TREES WILL BE AT LEAST 2 INCH CALIPER BALL & BURLAP (B&B) AND BE PROPERLY STACKED. TREES WILL BE GUARANTEED BY THE DEVELOPER FOR 18 MONTHS AFTER PLANTING. TREE TYPES ARE TO BE APPROVED PER THE CITY TREE COMMITTEE LIST. ANY SUBSTITUTES MUST BE APPROVED BY HIGHLAND CITY.
4. THE BACK SIDE OF THE PARKWAY SHALL HAVE A 6 FOOT THEME WALL PER CITY DEVELOPMENT CODE. HEIGHT OF THE FENCE WILL BE MEASURED FROM THE SIDEWALK ELEVATION. FENCE IS OWNED AND MAINTAINED BY PROPERTY OWNER. TO BE PLACED ENTIRELY ON PROPERTY OWNER PROPERTY.
5. SIDEWALK SHOULD BE INSTALLED WITH GRADUAL CURVES IN A RANDOM, LESS STRUCTURED FORMAT.
6. THE PARKWAY SHALL BE GRADED AT A 2% SLOPE TOWARDS THE ROADWAY TO DIRECT ALL DRAINAGE TO THE ROAD/GUTTER.

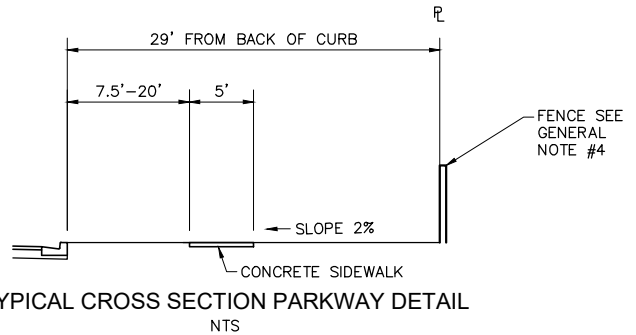
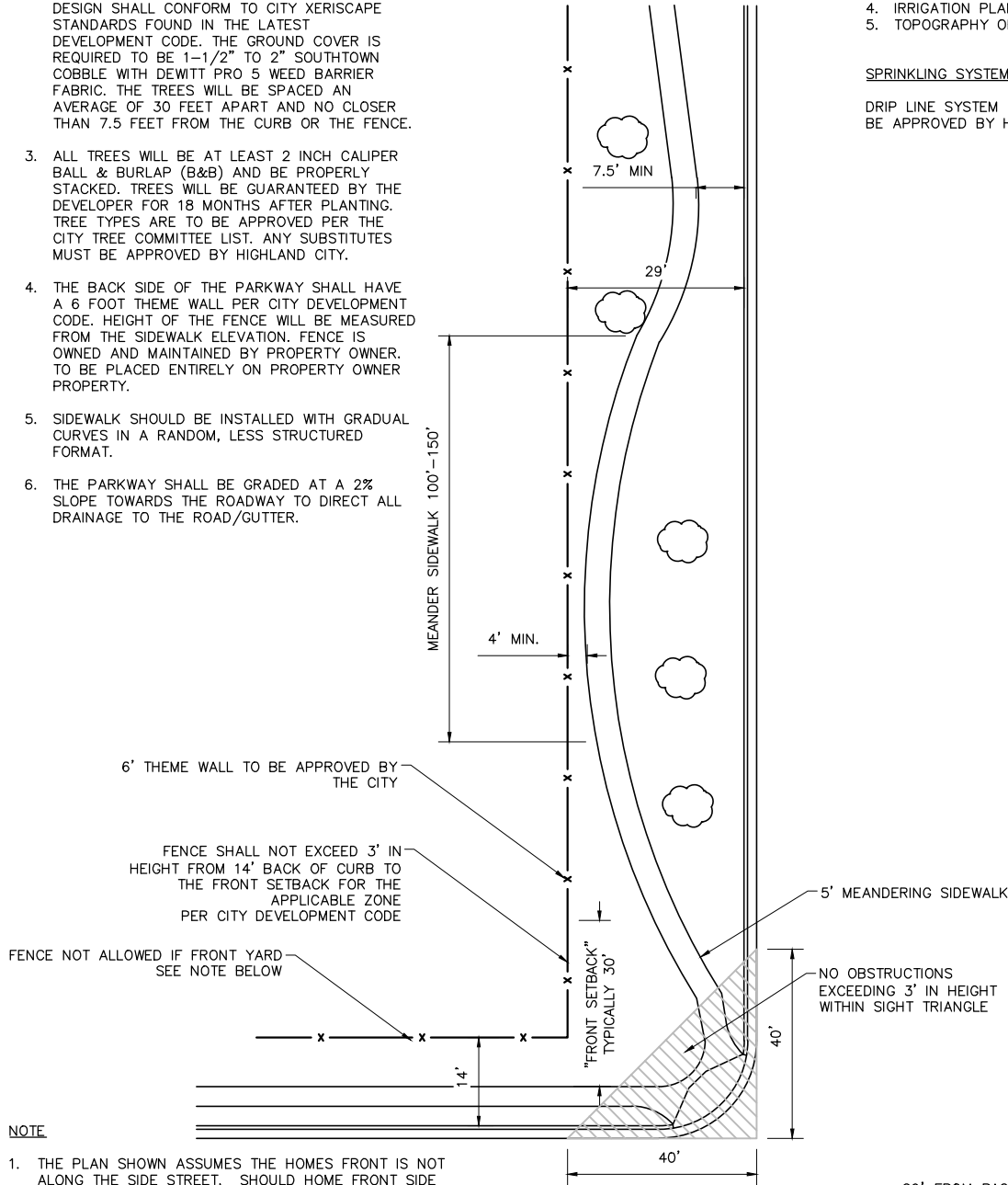
PARKWAY LANDSCAPING DETAIL PLAN

THIS PLAN WILL BE SUBMITTED BY THE DEVELOPER AT THE TIME OF PRELIMINARY SUBDIVISION APPROVAL AND WILL INCLUDE THE FOLLOWING:

1. THE PROPOSED LOCATION OF TREES WITH THE EXACT LOCATION TO BE APPROVED BY THE CITY INSPECTOR AT THE TIME OF PLANTING.
2. FENCE DESIGN INCLUDING MATERIALS.
3. SIDEWALK DESIGN.
4. IRRIGATION PLAN.
5. TOPOGRAPHY OF PARKWAY.

SPRINKLING SYSTEM

DRIP LINE SYSTEM SPECIFICATION AND LOCATIONS ARE TO BE APPROVED BY HIGHLAND CITY STAFF.



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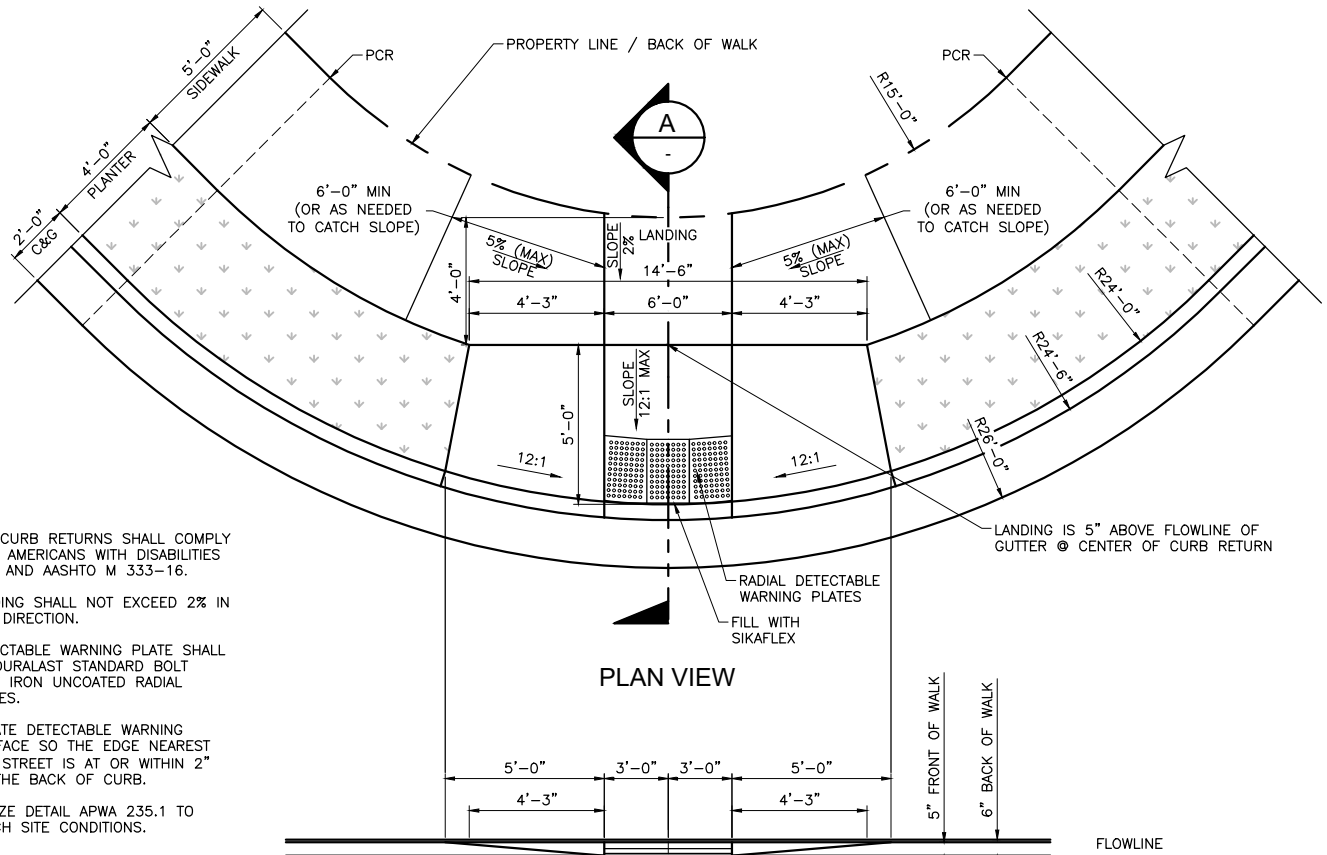
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PUBLIC WORKS AND ENGINEERING

PARKWAY LANDSCAPE DETAIL

STD DWG #

ST-07

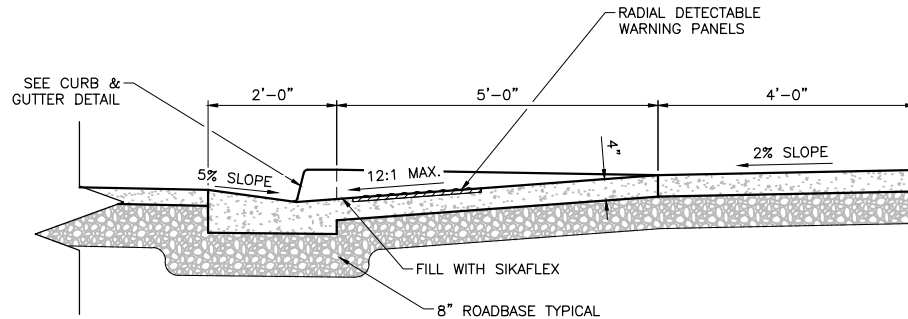
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NOTES:

1. ALL CURB RETURNS SHALL COMPLY WITH AMERICANS WITH DISABILITIES ACT, AND AASHTO M 333-16.
2. LANDING SHALL NOT EXCEED 2% IN ANY DIRECTION.
3. DETECTABLE WARNING PLATE SHALL BE DURALAST STANDARD BOLT CAST IRON UNCOATED RADIAL PLATES.
4. LOCATE DETECTABLE WARNING SURFACE SO THE EDGE NEAREST THE STREET IS AT OR WITHIN 2" OF THE BACK OF CURB.
5. UTILIZE DETAIL APWA 235.1 TO MATCH SITE CONDITIONS.

ELEVATION



ENLARGED: N.T.S.

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HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING

CURB RETURN AT INTERSECTION

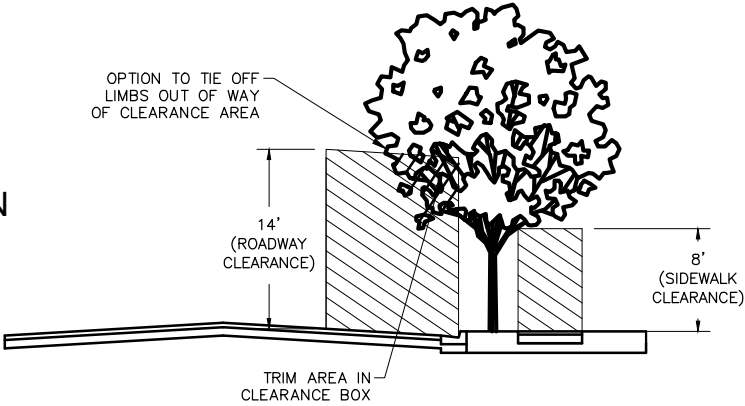
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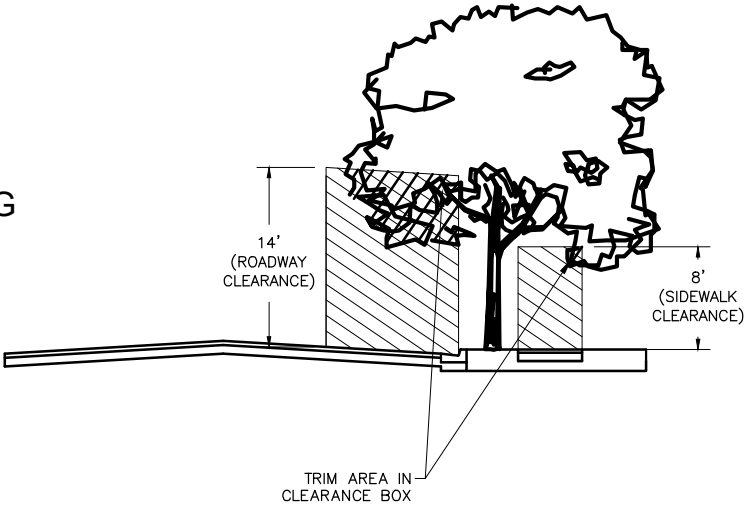
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HIGHLAND CITY TREE TRIMMING GUIDE

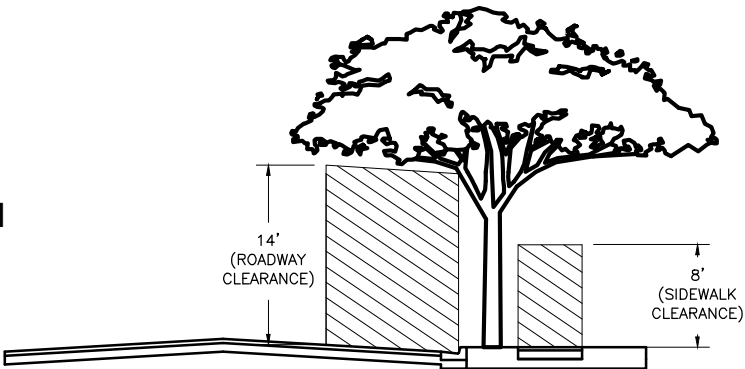
YOUNG TREE STILL IN
GROWTH CYCLE



REQUIRES TRIMMING
AT FULL GROWTH



TRIMMED TREE
AT FULL GROWTH



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NO.	REVISION DESCRIPTION	BY	APPR	DATE

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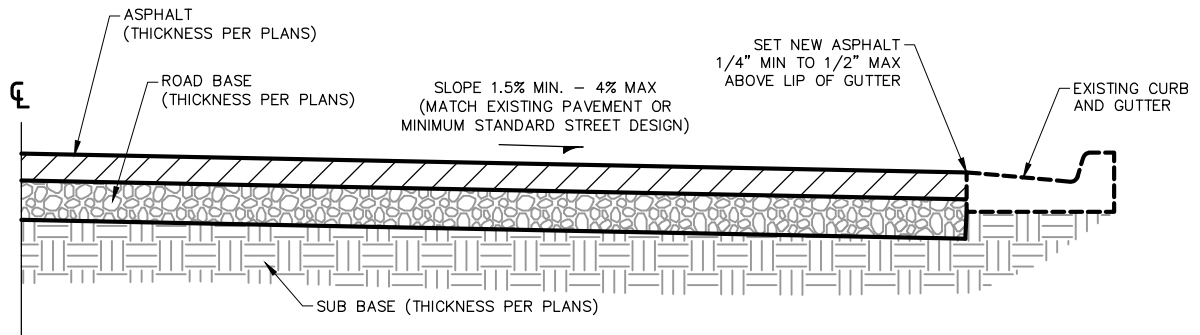


HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING

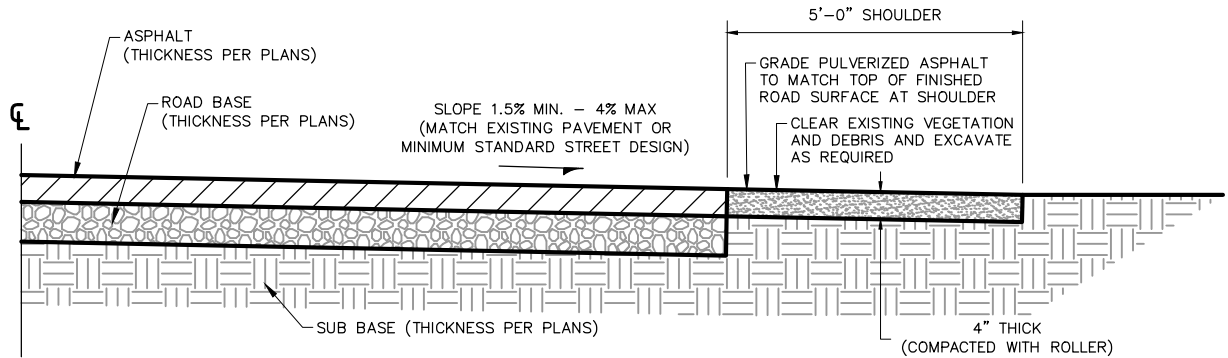
TREE TRIMMING DETAIL

STD DWG #

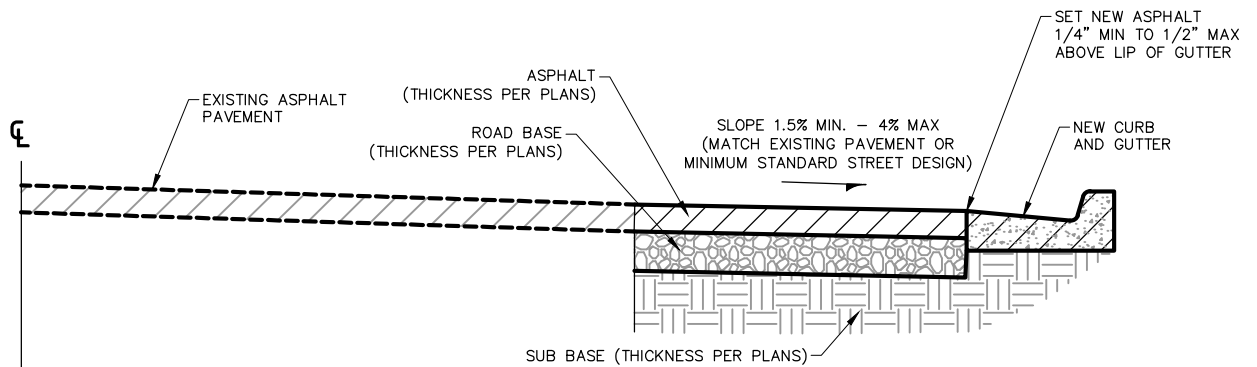
ST-09



AREAS WITH EXISTING CURB AND GUTTER



AREAS WITH NO CURB AND GUTTER



AREAS WITH NEW CURB AND GUTTER

NOTES:

1. MINIMUM ASPHALT PAVING WIDTH SHALL BE 2'.
2. WHEN PAVING WIDTH IS LESS THAN 9', WIDENING OF EXISTING ROADWAYS SHALL INCLUDE THE GREATER OF THE 1" MORE THAN THE MINIMUM THICKNESS SHOWN IN TABLE 2.1 OF SECTION 2.05.H CITY DESIGN CRITERIA FOR MINIMUM STREET CROSS SECTION OR 1" MORE THAN THE EXISTING ROAD ASPHALT THICKNESS.
3. FOR PAVING WIDTHS GREATER THAN 9', THE ASPHALT THICKNESS MAY BE PER THE ABOVEMENTIONED TABLE.

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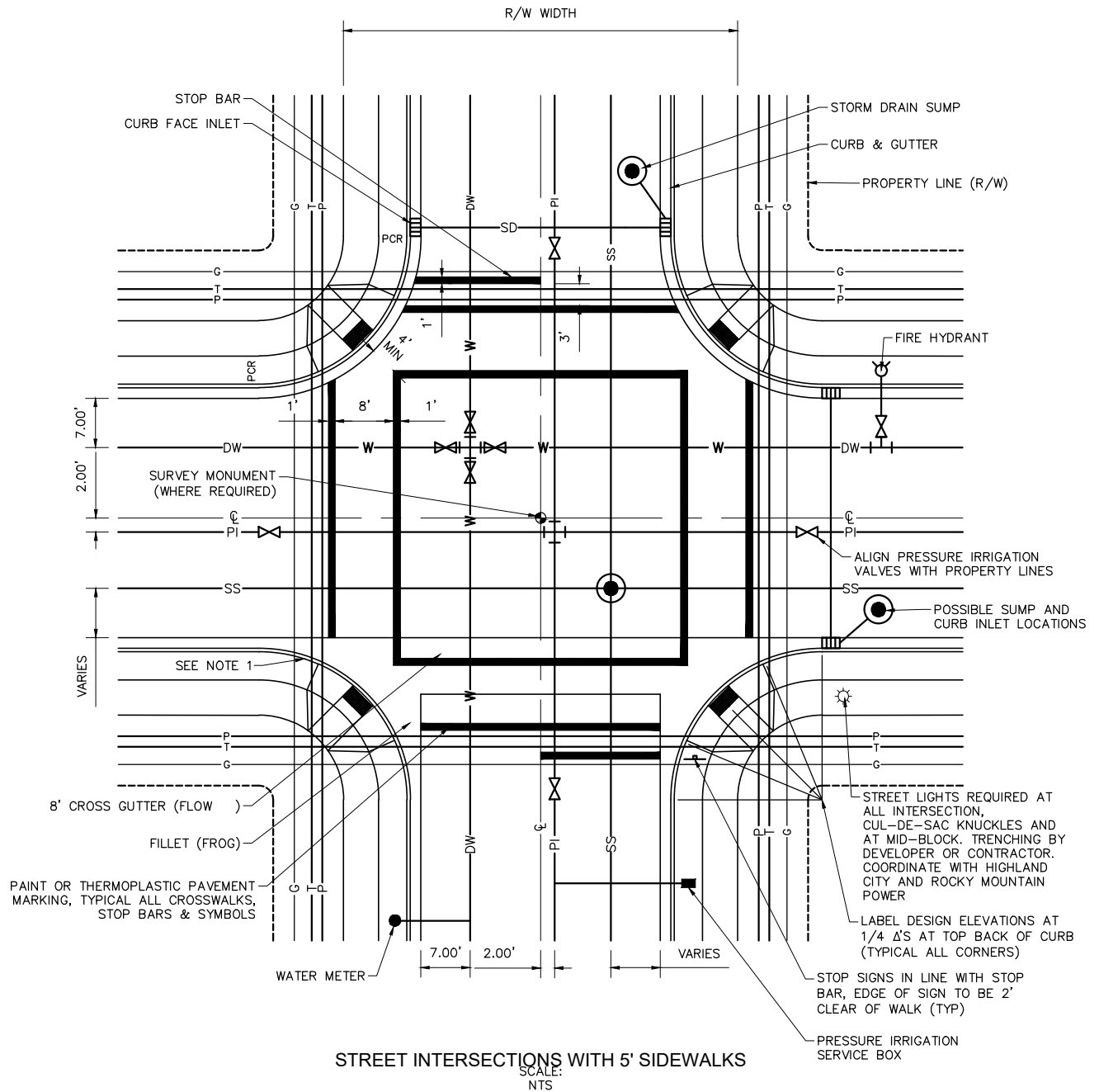
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PUBLIC WORKS AND ENGINEERING**

ASPHALT PAVEMENT TIE-IN

STD DWG #

ST-10

NO. REVISION DESCRIPTION BY APR. DATE LAST UPDATED: 12/8/2023



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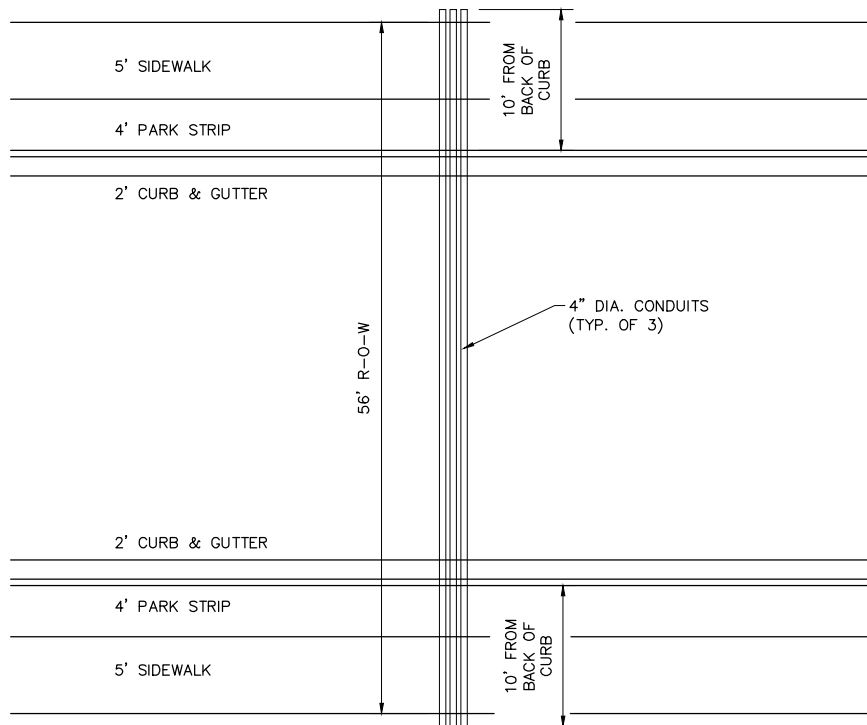
**HIGHLAND CITY
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UTILITY LOCATIONS AT INTERSECTIONS

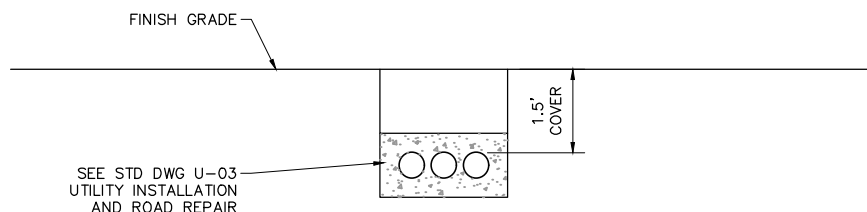
STD DWG #

U-01

NO.	REVISION DESCRIPTION	BY	APR	DATE	LAST UPDATED: 12/7/2023



PLAN VIEW
SCALE:
NTS



CROSS SECTION
SCALE:
NTS

NOTES:

1. ALL CONDUITS SHALL BE 4" DIA. SCH. 40, GREY PVC.
2. ALL CONDUITS SHALL BE BEDDED IN SAND, WITH 1.5' OF COVER FROM FINISH GRADE.
3. THE ENDS OF EACH CONDUIT SHALL BE TAPED OR CAPPED TO PREVENT DIRT FROM ENTERING.
4. ALL CONDUITS SHALL BE SURROUNDED BY A MIN. 4" THICKNESS OF SAND.
5. PULL WIRE REQUIRED.
6. CONDUIT SHALL BE INSTALLED ACROSS EACH LEG AT INTERSECTIONS, AT BULB OF CUL-DE-SAC, AND EVERY 300 FEET.
7. CONDUITS SHALL HAVE CURB STAMP DENOTED WITH A U.

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CONDUIT BANK DETAIL

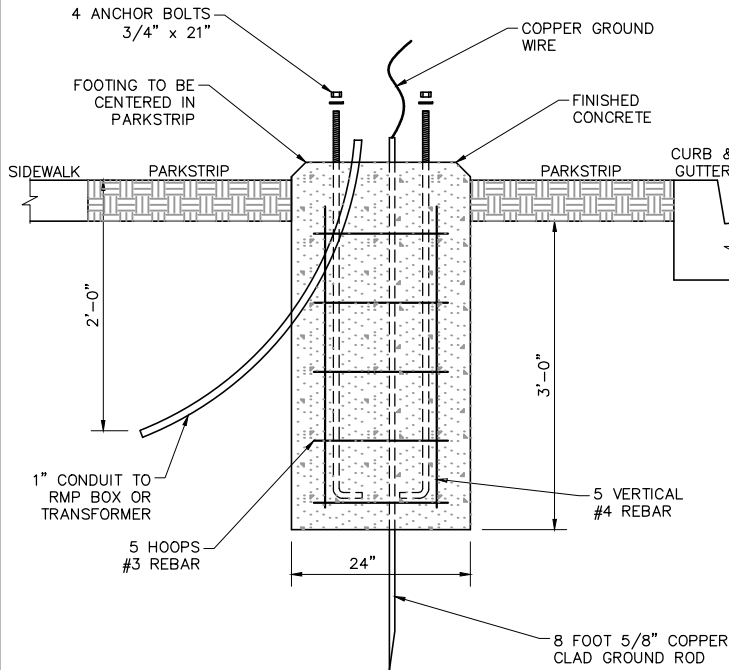
STD DWG #

U-02

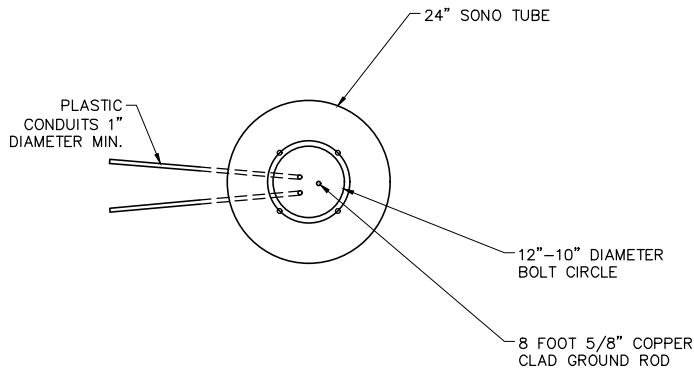
NO.	REVISION DESCRIPTION	BY	DATE	LAST UPDATED: 12/6/2023

NOTES:

1. ALL LIGHTS SHALL BE 120V. SEVEN (7) DAY BURN TEST IS REQUIRED.
2. WIRE NUT, 10-12, BLUE, WET LOCATION TYPE WITH SILICONE INSIDE.
3. GROUND CONNECTOR.
4. CONDUCTOR, 8"x $\frac{5}{8}$ " SOLID, CU, BARE SOFT DRAWN.
5. IN-LINE FUSE HOLDER, URD, INSULATED ENDS.
6. FUSE, 10A 600 V KTK, FNM, OR EQUIVALENT.
7. JUNCTION BOX, UNDERGROUND, STREET LIGHT, SMALL PLASTIC, FOR NO OR LOW TRAFFIC AREA. * BOX SHOULD BE PLACED AT GRADE LEVEL, AS CLOSE TO BASE AS POSSIBLE.
8. JUNCTION BOX, UNDERGROUND, POLYMER CONCRETE COVER OR CONCRETE BOX WITH STEEL COVER, TO BE USED IN HIGH TRAFFIC AREAS.
* BOX SHOULD BE PLACED AT GRADE LEVEL, AS CLOSE TO BASE OF POLE AS POSSIBLE NOT IN SIDEWALK OR CURB.
** CONCRETE BOX WITH STEEL COVER TO BE USED FOR ROADWAY OR VERY HIGH TRAFFIC AREAS.
9. CLAMP, GROUND ROD, $\frac{5}{8}$ "x8' COPPER WELD/BONDED CU.
10. MOW STRIP, MADE OF CONCRETE, 24" SONO TUBE FORM, TYPICALLY 2"-4" WIDER THAN BASE OF POLE, FILLED WITH READY MIX CONCRETE AND LEVELLED TO BASE OF POLE, WITH #4 REBAR RING IN MIDDLE DEPTH.
* MOW STRIP AROUND LIGHT POLES IS TO PROTECT AGAINST DAMAGE FROM EDGE TRIMMERS, 2" ABOVE TBC.
11. HELIX FOUNDATION LIGHT POLES SHALL NOT BE PERMITTED IN HIGHLAND CITY FOR THE POLES.
12. ALL CONTRACTORS INSTALLING LIGHT POLES IN HIGHLAND SHALL BE RESPONSIBLE FOR COORDINATION WITH ROCKY MOUNTAIN POWER AND HIGHLAND CITY WITH AS-BUILT PLANS SO THEY WILL BE INCORPORATED WITH BLUE STAKES FOR IDENTIFICATION, PROOF OF COMPLETION WILL BE REQUIRED BEFORE POLES ARE SIGNED OFF.
13. UNDERGROUND WIRING FOR STREET LIGHTING SHALL BE INSTALLED AS PER NEC, BURIED AT A MINIMUM DEPTH OF 18" WHEN INSTALLED WITH DIRECT BURIAL CABLE FROM POWER SOURCE, DIRECT BURY CABLE SHALL BE INSTALLED PERPENDICULAR TO CURB AND THEN RUNNING PARALLEL WITH CURB TO STREETLIGHT, WITH PLACEMENT OF WIRE A MAXIMUM DISTANCE OF 8" FROM TBC.
14. TYPE OF UNDERGROUND CABLE FOR STREET LIGHTING SHALL ALSO BE NEC APPROVED COPPER #6 OR #8 LISTED FOR DIRECT BURIAL USE.
15. A JUNCTION BOX SHALL BE INSTALLED WITH A BREAKAWAY FUSE AS CLOSE AS POSSIBLE TO BASE OF POLE.
16. ALL WIRING RUNNING FROM POWER SOURCE TO LIGHT NEEDS TO BE PLACED WITHIN A RECORDED EASEMENT SO THE CITY CAN MAINTAIN THEM.



LIGHT POLE DETAIL
SCALE: NTS



NOTE:

1. GROUND ROD AND PLASTIC CONDUITS MUST BE LOCATED WITHIN A 3" RADIUS FROM THE CENTER OF BOLT CIRCLE.
2. ALL WIRES TO BE RUN IN 1" CONDUIT FROM LIGHT BASE TO POWER SOURCE.

PLAN VIEW
SCALE: NTS

NOTES:

1. THREE WIRE COPPER CONDUCTOR (8-3/C TYPE TC 600V VNTC SUN RES DIR BUR METHOD 4 CABLE OR EQUIVALENT) SHALL BE USED ON SINGLE POLE INSTALLATIONS (1-BLACK 2-WHITE 3-GREEN)--COPPER CABLE ONLY--.
2. WIRE CONNECTORS IN HAND HOLE SHALL BE MADE BURNDY YC8L12 ELECTRICAL CONNECTORS, HSTO 4-48-5 HEAT SHRINK OR EQUIVALENT SHALL BE USED TO COMPLETE WIRE CONNECTIONS.
3. BURNDY KA25U 14-1/0 AWG AL/CU MECHANICAL LUGS OR EQUIVALENT SHALL BE USED TO CONNECT THE GROUND WIRE TO THE GROUND CLIP INSIDE THE HAND HOLE.
4. A GOULD SHAWMUT IN LINE FUSE HOLDER WITH/ BOOT #GEB-11-11-B AND AMP OTMIS GOULD FUSE OR EQUIVALENT SHALL BE INSTALLED INSIDE THE JUNCTION BOX OR TRANSFORMER CONNECTION TO THE HOT LEG OF THE POWER CABLE, SHALL BE CORRELATED BETWEEN CONTRACTORS AND ROCKY MOUNTAIN POWER.
5. STREET LIGHT POLE SHALL NOT BE INSTALLED IN A MANNER THAT WILL HINDER THE OPERATION OF FIRE HYDRANTS OR UNDERGROUND WATER SYSTEM ISOLATION VALVES.
6. INSTALLATIONS WITHIN CLOSE PROXIMITY TO TREES SHALL BE AVOIDED UNLESS APPROVED BY THE PROJECT MANAGER.
7. ALL WIRE WHICH IS INSTALLED UNDER SIDEWALK, DRIVEWAYS, OR OTHER PERMANENT STRUCTURES ARE REQUIRED TO BE PLACED IN CONDUIT.
8. POLE IS TO BE SET PLUMB. THE POLE SHALL BE INSTALLED WITHIN 1/4 DEGREE OF VERTICAL.

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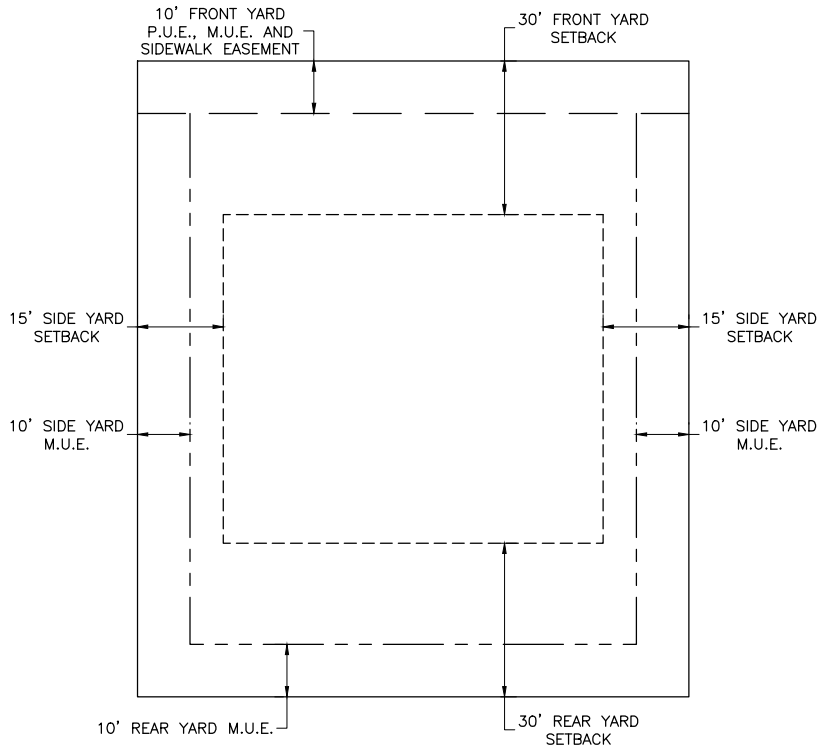


HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING
STREET LIGHT BASE DETAIL

STD DWG #

U-03

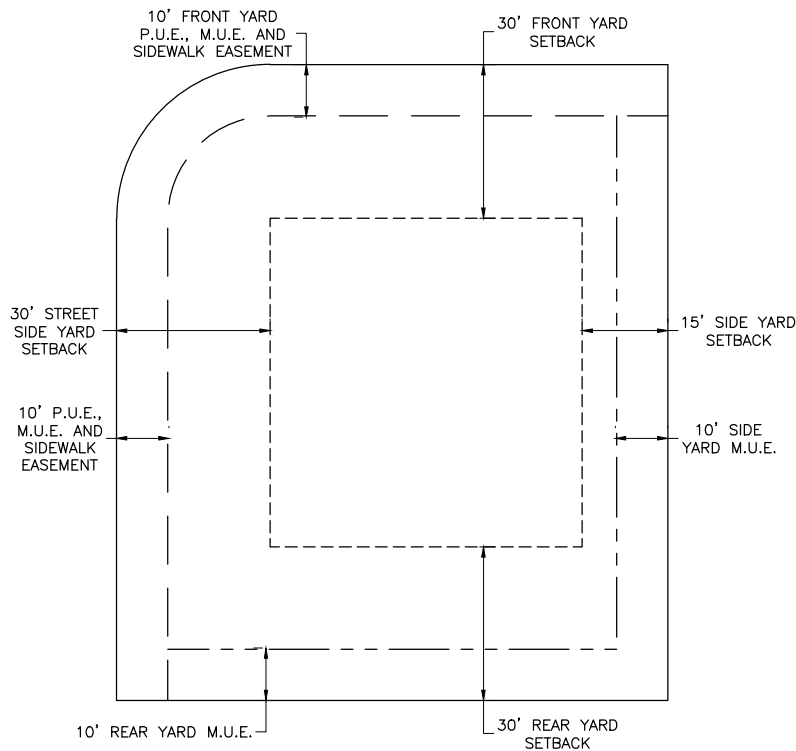
STREET



TYPICAL INTERIOR LOT

STREET

STREET



TYPICAL CORNER LOT

NOTES:

SAMPLE SETBACKS ARE SHOWN HEREON FOR THE R-1-40 ZONE. EACH ZONE HAS UNIQUE SETBACKS SPECIFIC TO THE ZONE. SURVEYOR SHALL INDICATE ON THE PLAT THE SETBACKS THAT ARE APPLICABLE TO THE ZONE IN WHICH THE PROPERTY LIES.

SUBDIVISION PLATS SHALL INCLUDE THE NOTES BELOW:

1. MUNICIPAL UTILITY EASEMENTS (M.U.E.) ARE DEDICATED TO HIGHLAND CITY AND INCLUDE PERMITTED USES AS PER UTAH CODE ANNOTATED 10-9A-103(40) AND HIGHLAND CITY DEVELOPMENT CODE.
2. THE PUBLIC UTILITY EASEMENT (P.U.E.), MUNICIPAL UTILITY EASEMENT (M.U.E.), AND SIDEWALK EASEMENT CORRIDOR AS HEREON SHOWN SHALL INCLUDE THE RIGHT OF UTILITY PLACEMENT IN CONFORMANCE WITH HIGHLAND CITY UTILITY FRANCHISE AGREEMENTS AND STATE OF UTAH CODE GOVERNING PUBLIC UTILITY EASEMENTS. HIGHLAND CITY IS GRANTED THE RIGHT FOR CONSTRUCTION, PLACEMENT, MAINTENANCE, REPLACEMENT, AND OTHER INCIDENTAL APPURTENANT PARTS THERETO FOR CITY UTILITY AND ACTIVE TRANSPORTATION FACILITIES INCLUDING STREET SIGNAGE, STREET LIGHTS, PLACEMENT OF SIDEWALKS AND OTHER FORMS OF ACTIVE TRANSPORTATION FACILITIES. EASEMENT RIGHTS DEFINED HEREON SHALL INCLUDE REASONABLE ACCESS TO THE GRANTOR'S PROPERTY FOR THE ALLOWABLE PURPOSES.
3. BUILDING SETBACKS SHOWN HEREON REPRESENT THE ZONING REGULATIONS AT THE TIME OF PLAT APPROVAL. BUILDING SETBACKS WILL BE ENFORCED BY CITY OFFICIALS AS PER THE CITY ORDINANCES AND CODES IN PLACE AT THE TIME OF BUILDING PERMIT ISSUANCE.

LEGEND:

P.U.E. - PUBLIC UTILITY EASEMENT
M.U.E. - MUNICIPAL UTILITY EASEMENT

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PUBLIC WORKS AND ENGINEERING

EASEMENT AND SETBACK DETAIL

STD DWG #

U-04

NO.	REVISION DESCRIPTION	BY	DATE	LAST UPDATED: 12/7/2023

SPECIFICATIONS

LUMINAIRE DESCRIPTION

The Utility Arlington is designed for ease of maintenance with the plug-in electrical module. A precision optical system maximizes post spacings while maintaining uniform illumination. The luminaire shall be catalog number ARUE3 P10 30K MVOLT GL3 RAL6007SDCR BL PR3 PCLL L20

OPTICAL SYSTEM The optical system consists of a precisely molded refractor operating in conjunction with a formed anodized aluminum reflector located in the top cover. Positive pressure from three coiled springs backing the reflector and gaskets at the top and bottom of the refractor create a sealed optical compartment. The molded thermal resistant, borosilicate glass refractor is designed to provide an I.E.S. Type III distribution.

LUMINAIRE HOUSING The luminaire housing, cast of aluminum, cradles the refractor and provides an enclosure for the plug in electrical module. The nickel plated lamp grip socket and the three station incoming line terminal block are pre-wired to a five conductor receptacle for ease in connecting the electrical module. A slipfitter will accept a 3" high by 2 7/8" to 3 1/8" O.D. pole tenon.

LUMINAIRE HOUSING / DOOR Cast of aluminum, the housing / door is removable without the use of tools and is retained by a nonconductive lanyard. For units with an E.E.I.-N.E.M.A. twist lock photocell receptacle, the door contains an acrylic "window" to allow light to reach the cell.

ELECTRICAL MODULE The ballast components are mounted on a steel plate that is removable without the use of tools. A matching five conductor plug connects to the receptacle in the luminaire housing to complete the wiring. Where a starting aid is required, it is provided with a separate plug-in connector and can be replaced without the use of tools. For photoelectric operation, the electrical module is provided with an E.E.I.-N.E.M.A. twist lock photocell receptacle. The luminaire shall be prewired with 20' #10 wire.

TOP COVER The octagonal cover, cast of aluminum, is attached to the top ring of the luminaire housing by a stainless steel piano hinge and latched by an overcenter, positive action, stainless steel latch which allows tool-less entry to the lamp chamber for relamping. A special cast aluminum ball finial shall be installed onto the top cover.

BALLASTS 70 watt MH units are available only with High Power Factor High Reactance type ballasts.

FINISH The luminaire is finished with polyester powder paint applied after a seven stage pretreatment process to insure maximum durability.

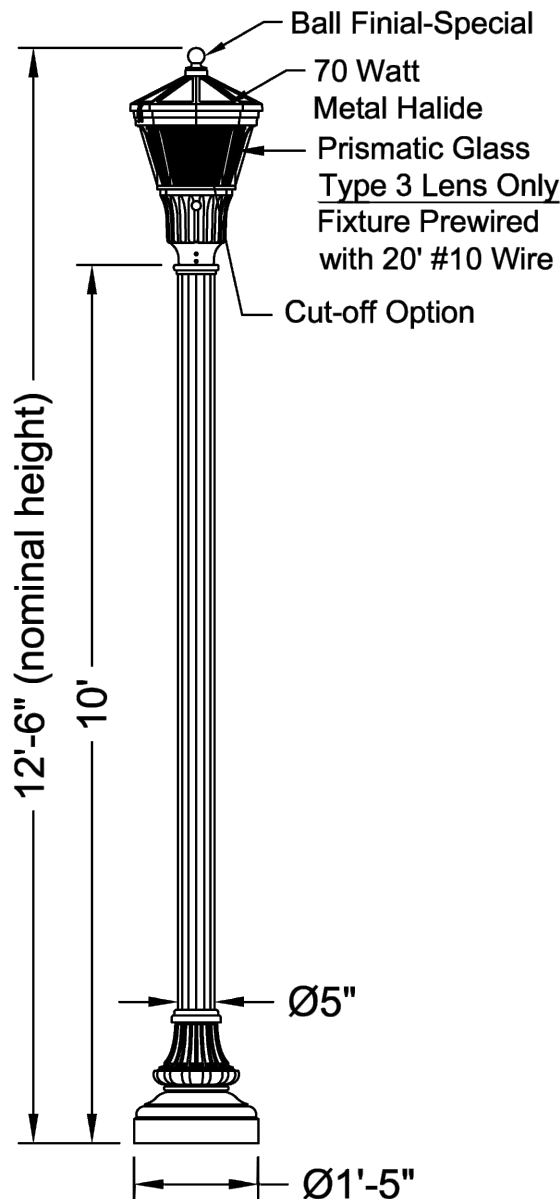
UL The luminaire is UL listed as suitable for wet locations at a maximum of 40 degrees C ambient temperature.

POST DESCRIPTION The lighting post shall be all aluminum, one-piece construction, with a classic double-tapered and fluted base design. The shaft shall be Ø5" fluted. The post shall be catalog number W10F5/17-CA/RAL6007.

MATERIALS The base shall be heavy wall, cast aluminum produced from certified ASTM 356.1 ingot per ASTM B-179-95a or ASTM B26-95. The straight shafts shall be extruded from aluminum, ASTM 6061 alloy, heat treated to a T6 temper. All hardware shall be tamper resistant stainless steel. Anchor bolts to be completely hot dip galvanized.

CONSTRUCTION The shaft shall be double welded to the base casting and shipped as one piece for maximum structural integrity. The shaft shall be circumferentially welded inside the base casting at the top of the access door, and externally where the shaft exits the base. All exposed welds below 8' shall be ground smooth. All welding shall be per ANSI/AWS D1.2-90. All welders shall be certified per Section 5 of ANSI/AWS D1.2-90. **DIMENSIONS** The post shall be 10' in height with a 17" diameter base. The shaft diameter shall be 5". At the top of the post, an integral 3" O.D. tenon with a transitional donut shall be provided for luminaire mounting. **INSTALLATION** The post shall be provided with four, hot dip galvanized

L-type anchor bolts to be installed on a slotted 12" diameter bolt circle. A door shall be provided inside the base for anchorage and wiring access. A grounding screw shall be provided inside the base opposite door.



**FIXTURE AND POLE TO MEET
PACIFICORP STANDARD**

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HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING

SINGLE STREET LIGHT DETAIL

STD DWG #

U-05

NO. REVISION DESCRIPTION BY APR. DATE LAST UPDATED: 12/8/2023

SPECIFICATIONS

ARM DESCRIPTION The crossarms shall be one-piece construction. The arms shall be welded to a center spool. All welding shall be per ANSI/AWS D1.2-90. All welders shall be certified per ANSI/AWS D1.2-90 Section 5. The crossarm shall be catalog number ACA/2-CA/RAL6007.

MATERIALS The arms, finials, and center spool tenons, shall be heavy wall, cast aluminum produced from certified ASTM 356.1 ingot per ASTM B-179-95a or ASTM B26-95. The center spool shall be aluminum, ASTM 6061 alloy, heat treated to a T6 temper. All hardware shall be stainless steel. All exterior hardware shall be tamper resistant.

INSTALLATION The crossarms shall slip-fit a post top tenon and attach with socket set screws. The center finial shall be removable. Crossarms shall have 3" O.D. tenons for luminaire mounting.

LUMINAIRE DESCRIPTION

The Utility Arlington is designed for ease of maintenance with the plug-in electrical module. A precision optical system maximizes post spacings while maintaining uniform illumination. The luminaire shall be catalog number

ARUE3 P10 30K MVOLT GL3 RAL6007SDCR BL PR3 PCLL L20

OPTICAL SYSTEM The optical system consists of a precisely molded refractor operating in conjunction with a formed anodized aluminum reflector located in the top cover. Positive pressure from three coiled springs backing the reflector and gaskets at the top and bottom of the refractor create a sealed optical compartment. The molded thermal resistant, borosilicate glass refractor is designed to provide an I.E.S. Type III distribution.

LUMINAIRE HOUSING The luminaire housing, cast of aluminum, cradles the refractor and provides an enclosure for the plug in electrical module. The nickel plated lamp grip socket and the three station incoming line terminal block are pre-wired to a five conductor receptacle for ease in connecting the electrical module. A slipfitter will accept a 3" high by 2 7/8" to 3 1/8" O.D. pole tenon.

LUMINAIRE HOUSING / DOOR Cast of aluminum, the housing / door is removable without the use of tools and is retained by a nonconductive lanyard. For units with an E.E.I.-N.E.M.A. twist lock photocell receptacle, the door contains an acrylic "window" to allow light to reach the cell.

ELECTRICAL MODULE The ballast components are mounted on a steel plate that is removable without the use of tools. A matching five conductor plug connects to the receptacle in the luminaire housing to complete the wiring. Where a starting aid is required, it is provided with a separate plug-in connector and can be replaced without the use of tools. For photoelectric operation, the electrical module is provided with an E.E.I.-N.E.M.A. twist lock photocell receptacle. The luminaire shall be prewired with 20' #10 wire.

TOP COVER The octagonal cover, cast of aluminum, is attached to the top ring of the luminaire housing by a stainless steel piano hinge and latched by an overcenter, positive action, stainless steel latch which allows tool-less entry to the lamp chamber for relamping. A special cast aluminum ball finial shall be installed onto the top cover.

BALLASTS 70 watt MH units are available only with High Power Factor High Reactance type ballasts.

FINISH The luminaire is finished with polyester powder paint applied after a seven stage pretreatment process to insure maximum durability.

UL The luminaire is UL listed as suitable for wet locations at a maximum of 40 degrees C ambient temperature.

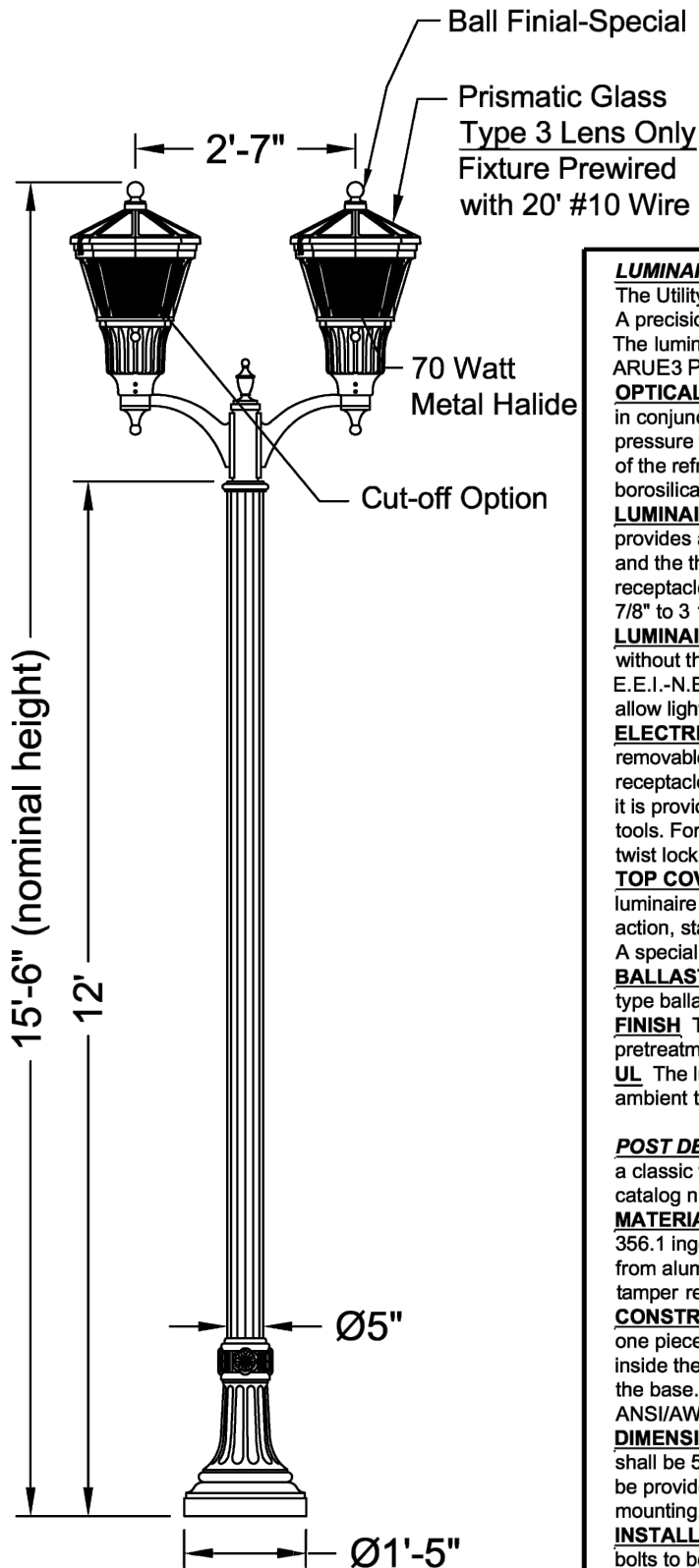
POST DESCRIPTION The lighting post shall be all aluminum, one-piece construction, with a classic tapered and fluted base design. The shaft shall be Ø5" fluted. The post shall be catalog number NY12F5/17-CA/RAL6007.

MATERIALS The base shall be heavy wall, cast aluminum produced from certified ASTM 356.1 ingot per ASTM B-179-95a or ASTM B26-95. The straight shafts shall be extruded from aluminum, ASTM 6061 alloy, heat treated to a T6 temper. All hardware shall be tamper resistant stainless steel. Anchor bolts to be completely hot dip galvanized.

CONSTRUCTION The shaft shall be double welded to the base casting and shipped as one piece for maximum structural integrity. The shaft shall be circumferentially welded inside the base casting at the top of the access door, and externally where the shaft exits the base. All exposed welds below 8' shall be ground smooth. All welding shall be per ANSI/AWS D1.2-90. All welders shall be certified per Section 5 of ANSI/AWS D1.2-90.

DIMENSIONS The post shall be 14' in height with a 17" diameter base. The shaft diameter shall be 5". At the top of the post, an integral 3" O.D. tenon with a transitional donut shall be provided for luminaire mounting.

INSTALLATION The post shall be provided with four, hot dip galvanized L-type anchor bolts to be installed on a 12" diameter bolt circle. A door shall be provided in the base for anchorage and wiring access. A grounding screw shall be provided inside the base opposite the door.



**FIXTURE AND POLE TO MEET
PACIFICORP STANDARD**

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PUBLIC WORKS AND ENGINEERING

DOUBLE STREET LIGHT DETAIL

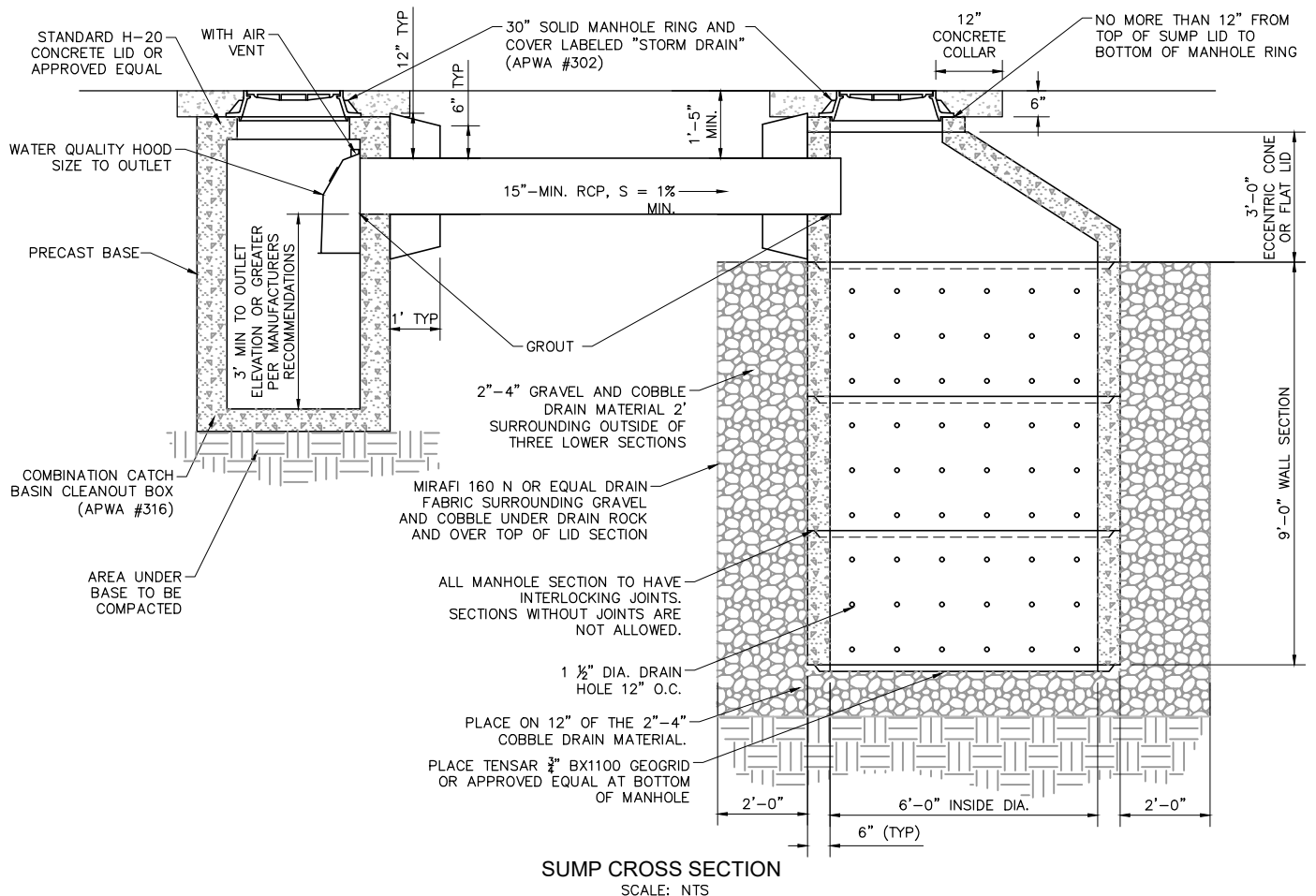
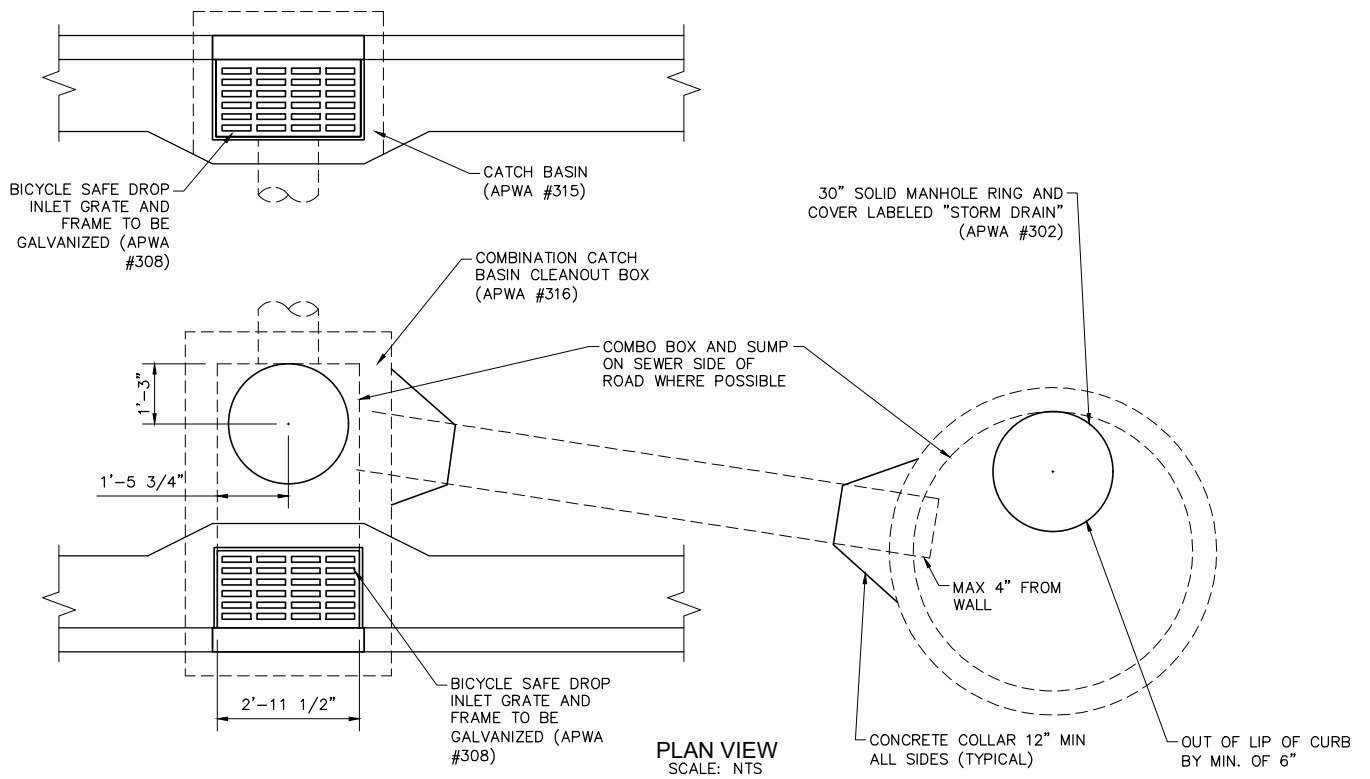
STD DWG #

U-06

NO. REVISION DESCRIPTION BY APR. DATE LAST UPDATED: 12/8/2023

STORM DRAIN NOTES:

- 1. MANHOLE LIDS SHALL BE MARKED STORM DRAIN.
- 2. SNOUTS ARE REQUIRED IN INLETS FOR PRE-TREATMENT.
- 3. PROVIDE PROPER FACILITIES FOR LOWERING PIPE SECTIONS INTO THE TRENCH. DROPPING PIPE WILL NOT BE PERMITTED.



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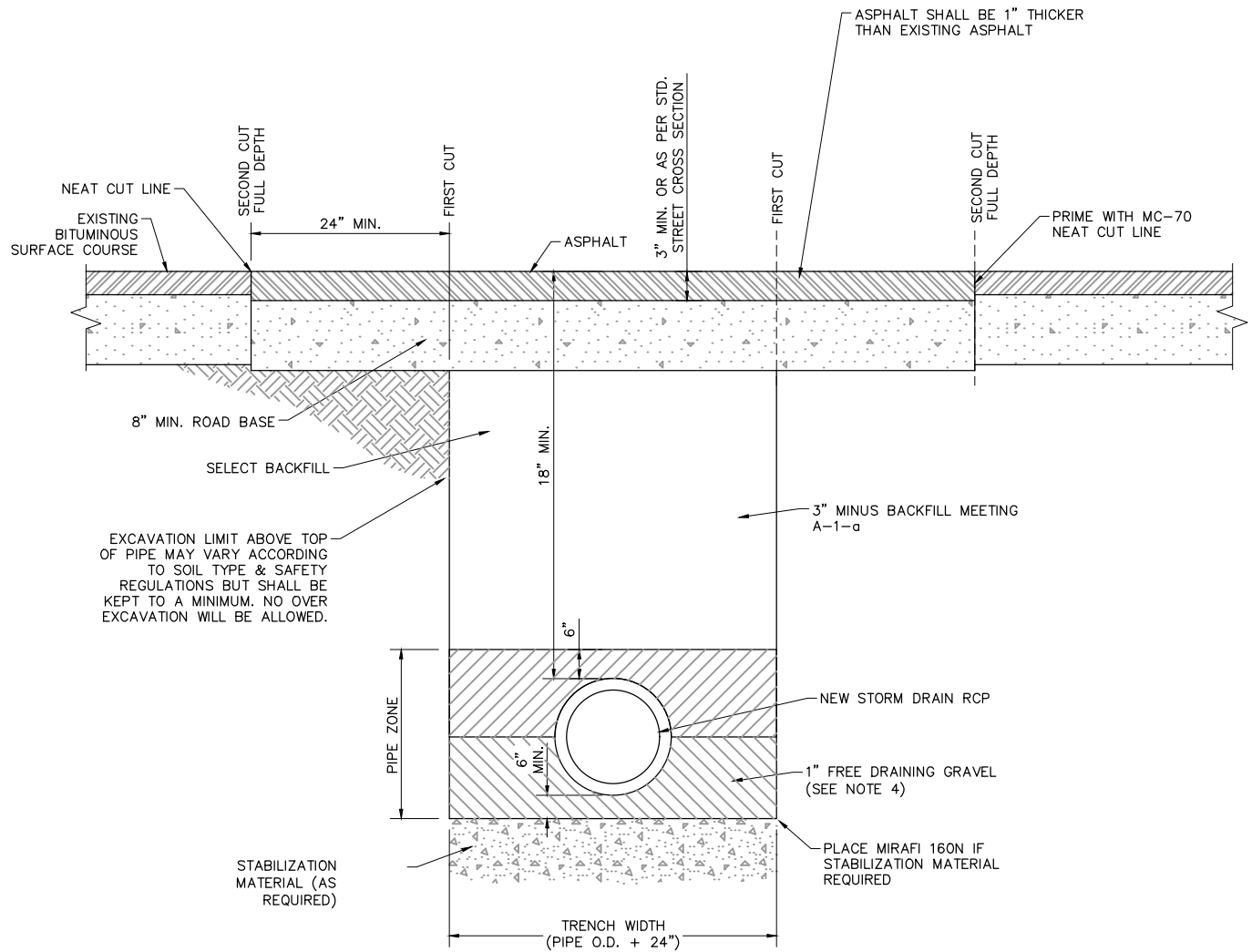


HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING

STORM DRAIN AND SUMP DETAIL

STD DWG #

SD-01



NOTE:

1. NO SAW CUT JOINT SHALL BE IN THE TIRE PATH. IF PATCH JOINT ENDS WITHIN 2' OF CURB, PATCH MUST GO TO CURB.
2. USE APWA AS GUIDE (PLAN # 255).
3. SEE APWA FOR PERFORMANCE GRADED ASPHALT.
4. PIPE ZONE TO BE 1" FREE DRAINING GRAVEL WITH THE FOLLOWING GRADATION:

1 1/2 INCH SIEVE	100 PERCENT PASSING
1 INCH SIEVE	95 TO 100 PERCENT PASSING
1/2 INCH SIEVE	25 TO 60 PERCENT PASSING
NO. 4 SIEVE	0 TO 10 PERCENT PASSING
NO. 200 SIEVE	0 TO 2 PERCENT PASSING

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**HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING**

STORM DRAIN TRENCH CROSS SECTION

STD DWG #

SD-02

NO.	REVISION DESCRIPTION	BY	DATE	LAST UPDATED: 12/6/2023

SANITARY SEWER NOTES:

1. CONTRACTOR TO COMPLY WITH STATE OF UTAH ADMIN CODE R317-3-2 SEWERS. SEWERS SHALL BE LAID AT LEAST 10 FEET HORIZONTALLY FROM ANY EXISTING WATER MAIN. THE DISTANCE SHALL BE MEASURED EDGE TO EDGE.
2. SANITARY SEWER CUT SHEETS SHALL BE SUBMITTED TO THE PUBLIC WORKS DEPARTMENT FOR REVIEW AND APPROVAL BY THE CITY ENGINEER PRIOR TO STARTING ON THE SEWER.
3. AN APPROVED STAMPED COPY SHALL BE ON-SITE DURING CONSTRUCTION.
4. TIMPANOGOS SPECIAL SERVICE DISTRICT (TSSD) REQUIRES AN APPLICATION AND APPROVAL FOR CONNECTION TO THEIR SEWER LINES – AN APPLICATION SUBMITTED BY HIGHLAND CITY.
5. IDENTIFICATION OF SEWER LINES – A CLEARLY LABELED TRACER LOCATION TAPE SHALL BE PLACED TWO (2) FEET ABOVE THE TOP OF SEWER LINES LESS THAN OR EQUAL TO TWENTY-FOUR (24) INCHES IN DIAMETER, ALONG ITS ENTIRE LENGTH.
6. DEFLECTION TESTS SHALL BE PERFORMED ON ALL FLEXIBLE PIPES. THE TEST SHALL BE CONDUCTED AFTER THE FINAL BACKFILL HAS BEEN IN PLACE FOR AT LEAST THIRTY (30) DAYS.
7. NO PIPE SHALL SHOW A DEFLECTION IN EXCESS OF 5 PERCENT.
8. ALL SEWER LINES SHALL BE FLUSHED (FLUSHING BALL) AND TELEVISED AFTER THE FINAL ROAD BASE HAS BEEN INSTALLED AND GRADED, AND BEFORE THE PLACEMENT OF ASPHALT.
9. A COPY OF THE TELEVISED TEST ON DVD SHALL BE SUBMITTED TO THE PUBLIC WORKS DEPARTMENT FOR REVIEW AND APPROVAL PRIOR TO THE PLACEMENT OF ASPHALT.
10. THE SEWER LATERAL RECORD SHEET SHALL BE SUBMITTED TO THE PUBLIC WORKS DEPARTMENT BEFORE THE RELEASE OF ANY SEWER BOND MONEY AND/OR BEFORE THE FINAL WARRANTY PERIOD CAN BEGIN.
11. PROVIDE PROPER FACILITIES FOR LOWERING PIPE SECTIONS INTO THE TRENCH. DROPPING PIPE WILL NOT BE PERMITTED.
12. THE PIPE SHALL BE PLUGGED AT THE END OF EACH WORK DAY, OR PERIOD OF WORK SUSPENSION.
13. LEAKAGE TESTS. PROCEDURES FOR LEAKAGE TESTS SHALL BE SPECIFIED. THIS MAY INCLUDE APPROPRIATE WATER OR LOW PRESSURE AIR TESTING. THE LEAKAGE OUTWARD OR INWARD (EXFILTRATION OR INFILTRATION) SHALL NOT EXCEED 200 GALLONS PER INCH OF PIPE DIAMETER PER MILE PER DAY FOR ANY SECTION OF THE SYSTEM. AN EXFILTRATION OR INFILTRATION TEST SHALL BE PERFORMED WITH A MINIMUM POSITIVE HEAD OF 2 FEET. THE AIR TEST, IF USED, SHALL, AS A MINIMUM, CONFORM TO THE TEST PROCEDURE DESCRIBED IN THE AMERICAN SOCIETY OF TESTING MATERIALS STANDARDS. THE TESTING METHODS SELECTED SHOULD TAKE INTO CONSIDERATION THE RANGE IN GROUND WATER ELEVATIONS PROJECTED DURING THE TEST.

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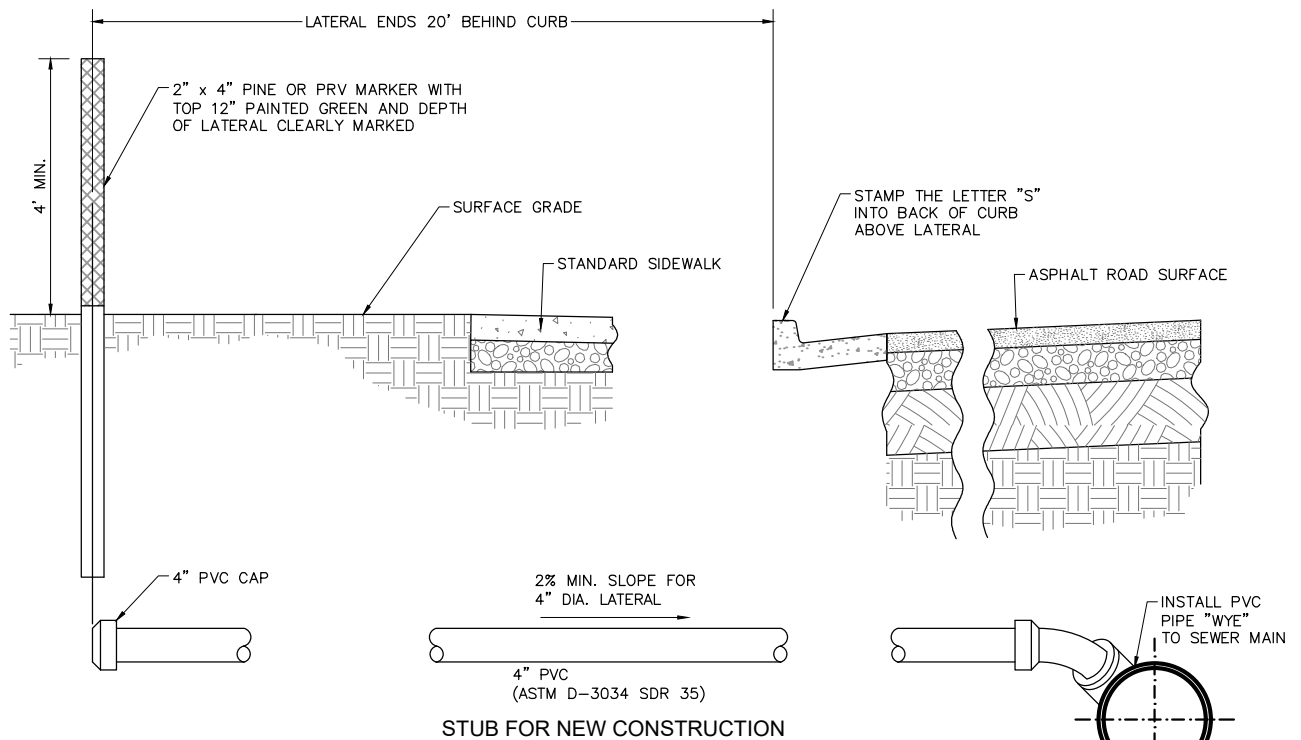


HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING

SANITARY SEWER NOTES

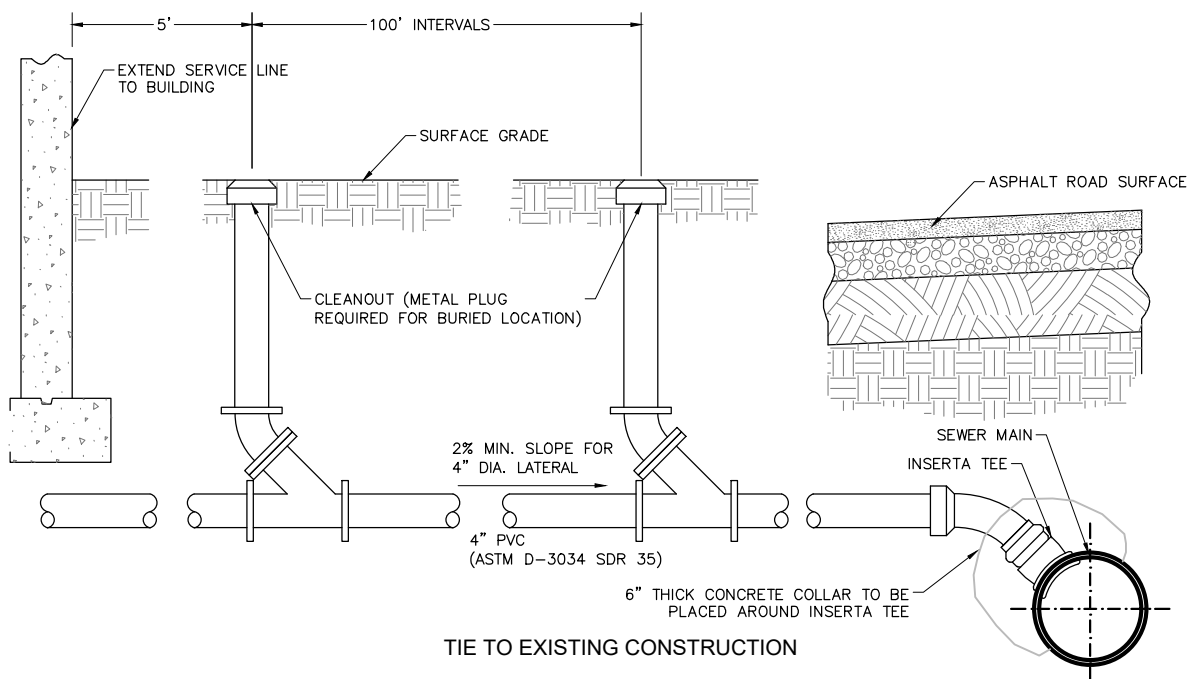
STD DWG #

SS-00



NOTES FOR CONNECTING TO NEW SEWER MAIN:

1. SANITARY SEWER SERVICE TAPS SHALL BE LOCATED ON THE MAIN AT THE 2 O'CLOCK OR 10 O'CLOCK POSITION.
2. THE MINIMUM DISTANCE BETWEEN ANY TWO CONSECUTIVE FITTINGS SHALL BE 3 FEET, MEASURED BETWEEN FITTING CENTERLINES.
3. SANITARY SEWER SERVICE TAPS SHALL NOT BE MADE WITHIN 3 FEET OF A PIPE JOINT, OR 5 FEET FROM EDGE OF MANHOLE BASE.
4. A MAXIMUM OF FOUR SERVICE TAPS ARE ALLOWED PER 20 FOOT LENGTH OF PIPE.
5. ALL SANITARY SEWER TAPS SHALL USE "WYE" STYLE FITTINGS. TEES ARE NOT ALLOWED.
6. LATERAL SHALL NOT ENTER MANHOLES, UNLESS APPROVED BY CITY ENGINEER AND CITY PUBLIC WORKS DEP.
7. AN APPROVED PVC "WYE" SHALL BE USED ON NEW MAIN LINE INSTALLATIONS 18" OR SMALLER.
8. TAPS INSTALLED IN STAGGERED CONFIGURATION AT 2 O'CLOCK OR 10 O'CLOCK POSITION.



NOTES FOR CONNECTING TO EXISTING SEWER MAIN:

1. CORE SEWER MAIN AND INSTALL INSERTA TEE FITTING ACCORDING TO MANUFACTURER'S RECOMMENDATIONS.
2. CONNECTION TO BE MADE IN PRESENCE OF PUBLIC WORKS INSPECTOR.

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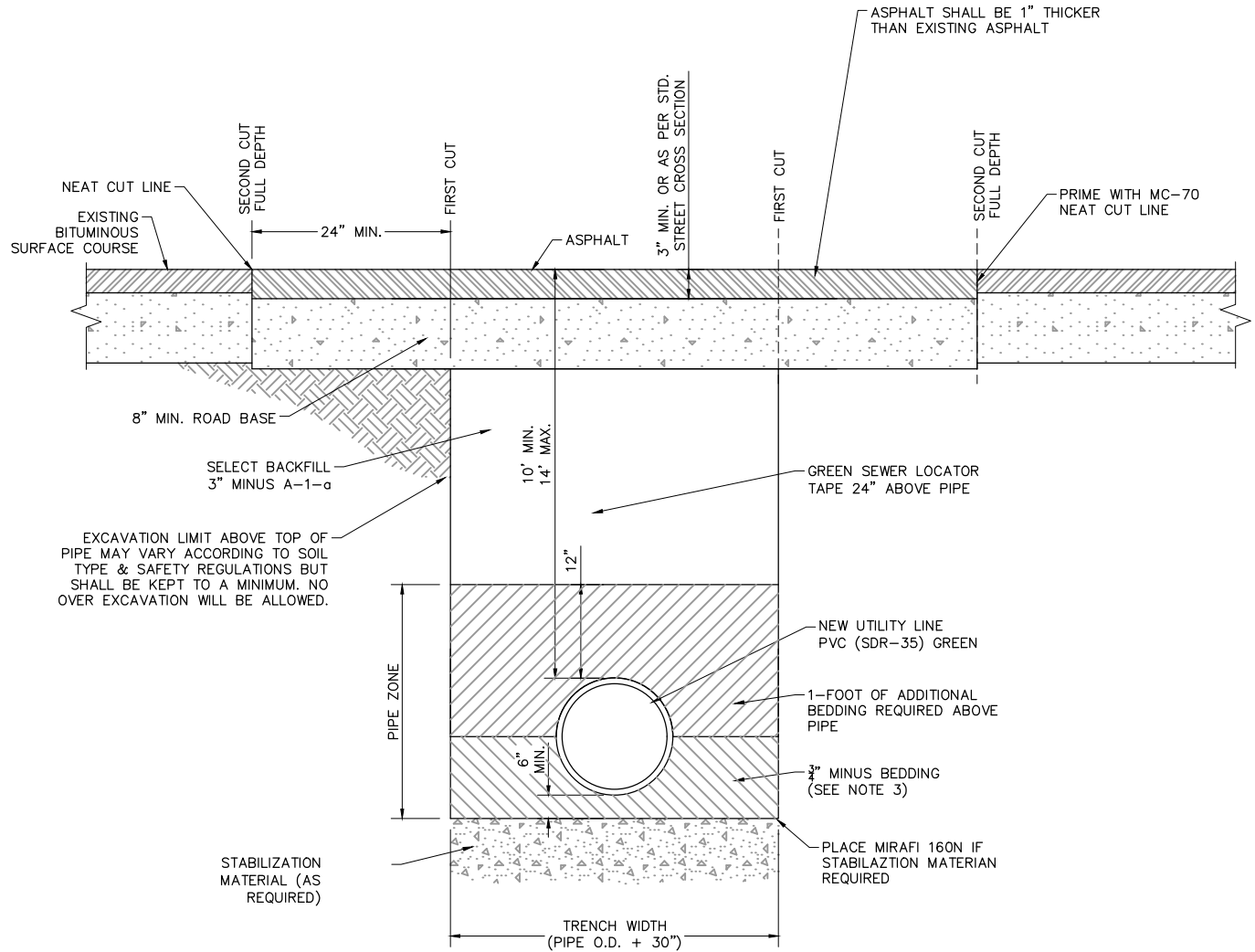
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PUBLIC WORKS AND ENGINEERING**

SEWER LATERAL DETAIL

STD DWG #

SS-01

NO. REVISION DESCRIPTION BY APR. DATE LAST UPDATED: 12/6/2023



NOTE:

1. USE APWA AS GUIDE.
2. ASPHALT PER APWA AND SPECIFICATIONS.
3. PIPE ZONE TO BE 3/4" FREE DRAINING GRAVEL WITH THE FOLLOWING GRADATION:

1 INCH SIEVE	100 PERCENT PASSING
3/4 INCH SIEVE	95 TO 100 PERCENT PASSING
3/8 INCH SIEVE	30 TO 65 PERCENT PASSING
NO. 4 SIEVE	5 TO 25 PERCENT PASSING
NO. 8 SIEVE	0 TO 10 PERCENT PASSING
NO. 16 SIEVE	0 TO 5 PERCENT PASSING
NO. 200 SIEVE	0 TO 2 PERCENT PASSING

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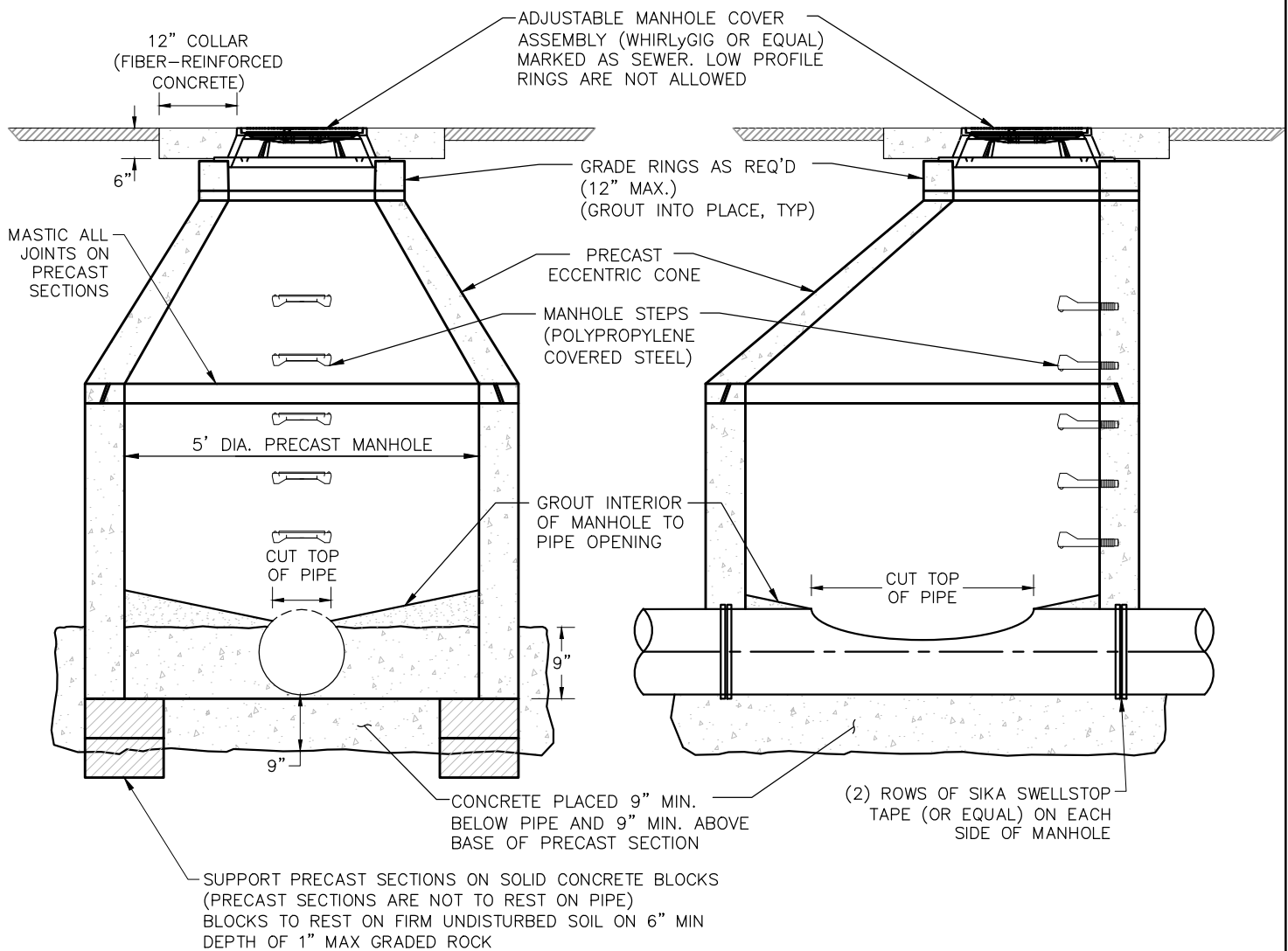
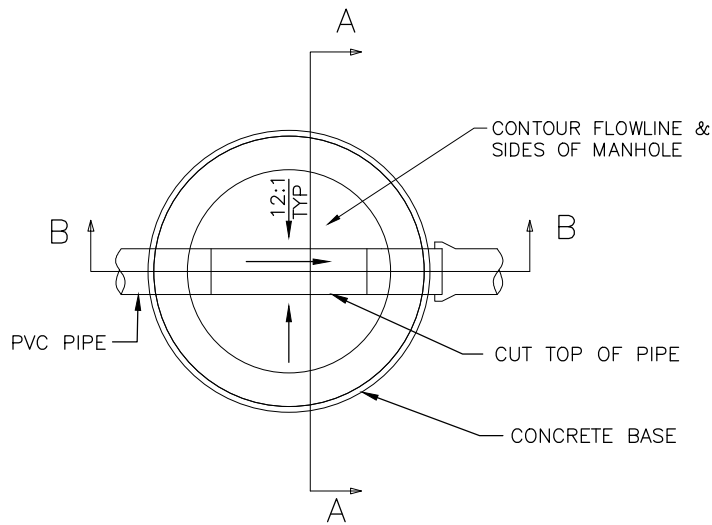


**HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING**

SEWER INSTALLATION AND ROAD REPAIR

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SS-02



SECTION A-A

SECTION B-B

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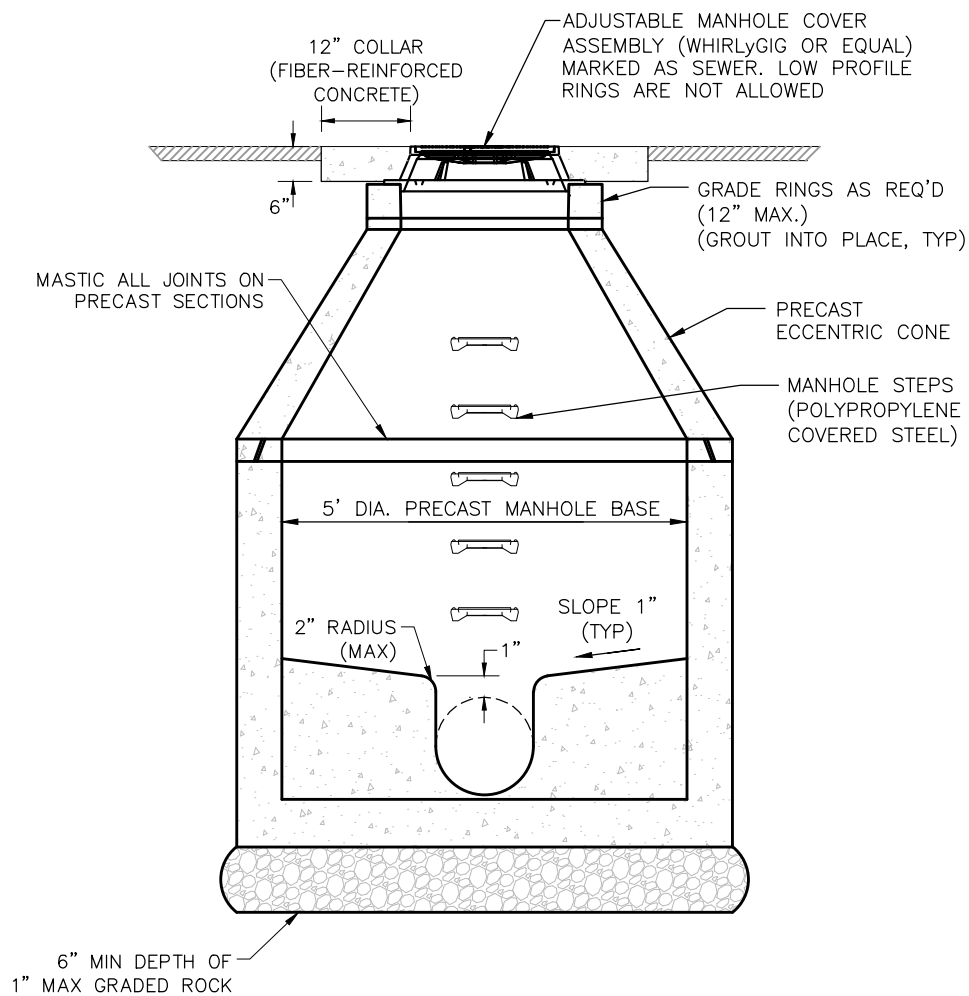
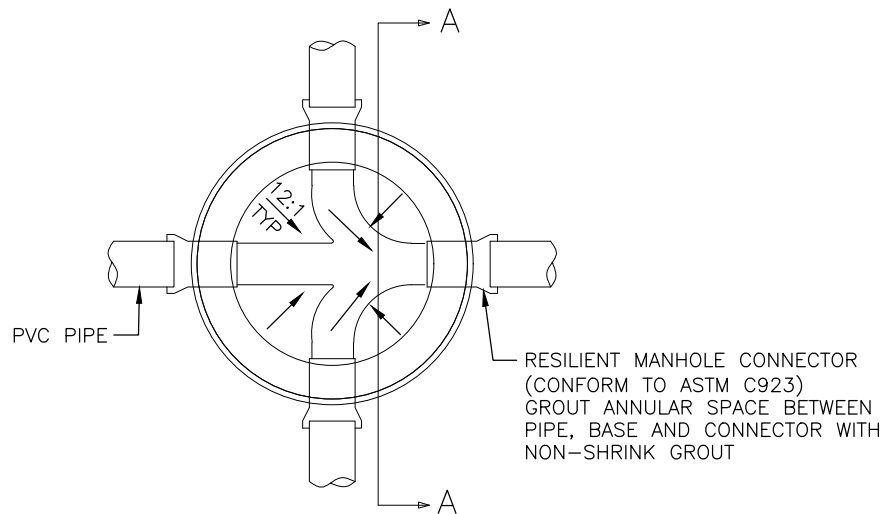
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CAST-IN-PLACE SEWER MANHOLE

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SS-03

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SECTION A-A

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HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING

PRECAST SEWER MANHOLE

STD DWG #

SS-04

NO.	REVISION DESCRIPTION	BY	APPR	DATE	LAST UPDATED: 12/8/2023

DRINKING WATER NOTES:

1. ALL SURFACES, COATINGS, PIPES, FITTINGS, PROTECTIVE MATERIALS, SEALING MATERIALS AND MECHANICAL DEVICES THAT MAY COME INTO CONTACT WITH DRINKING WATER SHALL COMPLY WITH ANSI/NSF STANDARD 61 OR OTHER STANDARDS APPROVED BY UTAH DIVISION OF DRINKING WATER.
2. IF ANY DISCREPANCIES EXIST BETWEEN HIGHLAND CITY STANDARDS OR SPECIFICATIONS AND THE UTAH DIVISION OF DRINKING WATER (DDW) RULES, THE DDW RULES SHALL TAKE PRECEDENCE.
3. CONTACT HIGHLAND CITY AT LEAST 72 HOURS IN ADVANCE OF ALL WATER SHUTDOWNS.
4. CONTRACTOR SHALL POT HOLE UTILITIES AT ALL CROSSINGS SUFFICIENTLY IN ADVANCE OF LAYING PIPE TO ALLOW FOR ADJUSTMENTS OF NEW PIPELINE GRADE TO AVOID CONFLICTS.
5. CONTRACTOR TO PROVIDE TEMPORARY BLOW OFF VALVES, HYDRANT & FITTINGS TO FLUSH NEW PIPELINES. PROVIDE PLAN TO CITY FOR APPROVAL BEFORE BEGINNING FLUSHING.
6. DEFLECTIONS IN PIPE JOINTS SHALL NOT EXCEED 5 DEGREES FOR DUCTILE IRON PIPE, 1 DEGREE FOR PVC PIPE OR MANUFACTURER'S PUBLISHED DEFLECTIONS.
7. PROVIDE CONCRETE THRUST BLOCKS AND JOINT RESTRAINTS ON ALL BENDS, FITTINGS & VALVES, UNLESS SPECIFIED OTHERWISE. ALL FITTINGS THAT REQUIRE CONCRETE BLOCKING SHOULD BE COMPLETELY WRAPPED PRIOR TO THE POURING OF THE CONCRETE THRUSTING BLOCK.
8. ELEVATIONS OF EXISTING WATER LINES ARE UNKNOWN. CONTRACTOR SHALL POTHOLE EXISTING WATER LINES AT CONNECTIONS TO VERIFY LOCATION AND ELEVATION. MODIFICATIONS TO CONNECTION DETAILS MAY BE REQUIRED, BASED ON THE INFORMATION OBTAINED.
9. MAIN WATER LINES
 - A. THE SUBGRADE AND/OR SUB-BASE SHALL BE AT ITS FINAL DESIGN ELEVATION BEFORE THE INSTALLATION OF THE WATER MAINS.
 - B. ALIGNMENT AND ELEVATION (FROM TBC) STAKING SHALL BE PROVIDED EVERY TWENTY-FIVE (25) FEET BY A SURVEYOR LICENSED IN THE STATE OF UTAH PRIOR TO THE INSTALLATION OF THE WATER MAIN. ANY EXCEPTIONS MUST BE APPROVED IN WRITING BY THE CITY ENGINEER OR DESIGNEE.
 - C. PROVIDE PROPER FACILITIES FOR LOWERING PIPE SECTIONS INTO THE TRENCH. DROPPING PIPE WILL NOT BE PERMITTED.
 - D. THE PIPE SHALL BE PLUGGED AT THE END OF EACH WORK DAY, OR PERIOD OF WORK SUSPENSION.
 - E. CONTRACTOR TO COMPLY WITH STATE OF UTAH ADMIN CODE R317-3-2 SEWERS. DRINKING WATER MAINS SHALL BE LAID AT LEAST 10 FEET HORIZONTALLY FROM ANY EXISTING SEWER. THE DISTANCE SHALL BE MEASURED EDGE TO EDGE.
10. VALVES
 - A. ALL VALVES SHALL BE FLANGED TO THE MAIN, INCLUDING FIRE HYDRANT BRANCH LINES.
 - B. VALVE BOXES AND COVERS SHALL BE PROPERLY ALIGNED AND FULLY SERVICEABLE.
 - C. VALVE STANDS SHALL BE CONCRETE COLLARED.
 - D. VALVE LIDS SHALL BE LABELED WATER.
11. THRUST BLOCKS
 - A. THE CAVITY OF THE THRUST BLOCK SHALL BE INSPECTED PRIOR TO THE PLACEMENT OF CONCRETE.
 - B. ENGINEERED THRUST BLOCKS, STAMPED BY A PROFESSIONAL ENGINEER, SHALL BE PROVIDED FOR NONTYPICAL CONDITIONS AND WHEN NOT BEARING AGAINST UNDISTURBED SOILS.
 - C. THE CITY INSPECTOR SHALL BE ON SITE FOR THE POUR OF THE THRUST BLOCK.
 - D. A CONCRETE WEIGH TICKET OR BATCH TICKET SHALL BE REQUIRED.
12. LOADING AND TESTING
 - A. WATER LINE LOADING SHALL BE DONE UNDER THE DIRECT SUPERVISION OF THE PUBLIC WORKS DEPARTMENT.
 - B. ALL WATER LINES MUST PASS A HYDROSTATIC PRESSURE TEST OF TWO HUNDRED (200) POUNDS PER SQUARE INCH (PSI), OR ONE-HUNDRED TWENTY-FIVE (125) PERCENT OF THE WORKING PRESSURE, WHICHEVER IS GREATER, FOR A PERIOD OF TWO (2) HOURS.
 - C. LEAKAGE AND PRESSURE TESTING MUST BE COMPLETED AFTER DISINFECTION PROCEDURES AND TESTING.
 - D. ALL DRINKING WATER PIPING SHALL BE DISINFECTED USING AN APPROVED DISINFECTION METHOD IN ACCORDANCE WITH THE "AMERICAN WATER WORKS ASSOCIATION STANDARD FOR DISINFECTING WATER MAINS" (AWWA C651). DISINFECTING MATERIALS SHALL CONSIST OF LIQUID CHLORINE, SODIUM HYPOCHLORITE SOLUTION, OR CALCIUM HYPOCHLORITE GRANULES OR TABLETS.
 - E. HEAVILY CHLORINATED WATER SHALL NOT BE DISCHARGED ONTO THE GROUND. UPON COMPLETION OF DISINFECTION, SODIUM BISULFATE (NAHSO3) SHALL BE APPLIED TO THE HEAVILY CHLORINATED WATER TO NEUTRALIZE THOROUGHLY THE CHLORINE RESIDUAL REMAINING. WATER SHALL BE NEUTRALIZED TO LESS THAN 1 PPM TOTAL CHLORINE RESIDUAL.
 - F. AFTER APPROVAL OF DISINFECTION, CONTRACTOR SHALL FLUSH THE NEW SYSTEM AND MAINTAIN A FLOW OF 2.5 FPS UNTIL THE CHLORINE RESIDUAL IS A MAXIMUM OF 0.3 PPM UNDER THE DIRECT SUPERVISION OF THE PUBLIC WORKS DEPARTMENT.
 - G. ONE WEEK AFTER FINAL FLUSHING AND BEFORE CONNECTING TO THE DISTRIBUTION SYSTEM, TWO CONSECUTIVE SETS OF ACCEPTABLE SAMPLES, TAKEN AT LEAST 24 HOURS APART, SHALL BE COLLECTED FROM THE PIPELINE EVERY 1200 FEET, MINIMUM, OR AT EACH FIRE HYDRANT. ALL SAMPLES SHALL BE TESTED FOR BACTERIOLOGICAL (CHEMICAL AND PHYSICAL) QUALITY IN ACCORDANCE WITH "STANDARD METHODS FOR EXAMINATION OF WATER AND WASTEWATER" AND SHALL SHOW THE ABSENCE OF COLIFORM ORGANISMS. IF THE INITIAL DISINFECTION FAILS TO PROVIDE SATISFACTORY BACTERIOLOGICAL RESULTS, OR SHOWS THE PRESENCE OF COLIFORM, THEN THE LINE SHALL BE RE-CHLORINATED, FLUSHED, AND RE-TESTED UNTIL SATISFACTORY RESULTS ARE OBTAINED AT THE EXPENSE OF THE CONTRACTOR.
13. METERS AND SERVICE TAPS
 - A. WATER METER SERVICE CANS SHALL BE PLACED IN THE PARK STRIPS.
 - B. BEFORE SERVICES ARE TAPPED, CUT STAKES MUST BE INSTALLED WITHIN FIVE (5) FEET OF THE FINAL CAN PLACEMENT. CUT STAKES SHALL SHOW THE TOP BACK OF THE CURB LOCATION AND ELEVATION. STAKING FOR CUL-DE-SAC AND BULB/KNUCKLE STREETS WILL REQUIRE A RADIUS POINT TO BE STAKED.
 - C. THE CONTRACTOR WILL TAP MAINS AND SET METER BOXES TO ESTABLISHED GRADES.
 - D. SERVICE LATERAL SHALL BE A MINIMUM OF TEN (10) FEET OFFSET FROM SEWER LATERALS.
 - E. PUBLIC WORKS DEPARTMENT - WATER DIVISION WILL SUPPLY AND INSTALL THE WATER METERS.
14. FIRE HYDRANTS
 - A. HYDRANTS SHALL BE PLACED IN THE PARK STRIP AND ON PROPERTY LINES.
 - B. HYDRANTS SHALL BE PLACED A MINIMUM OF 5' FROM OTHER OBJECTS, WITH THRUSH BLOCK PLACED AGAINST NATIVE SOILS.

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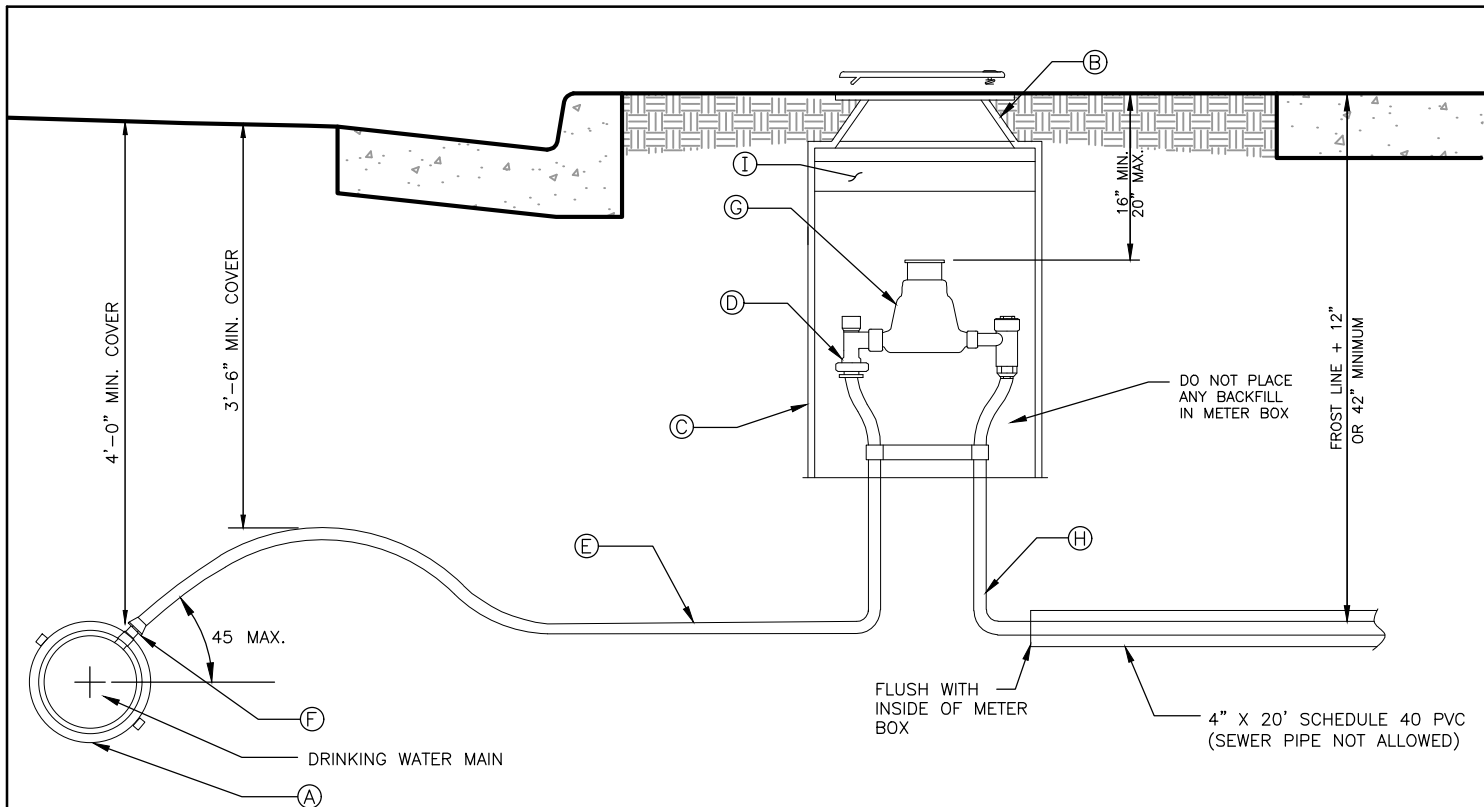
HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING

DRINKING WATER NOTES

STD DWG #

DW-00

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LEGEND		
No.	ITEM	NOTE
(A)	MUELLER OR ROMAC WITH IP TAP	SINGLE OR DOUBLE STRAP STAINLESS STEEL BAND WITH TEFLON COATING
(B)	RING AND COVER	CAST IRON COVER (grass) WITH RECESSED KNOCKOUT DUCTILE COVER (driveway) WITH RECESSED RADIO HOLE COVER TO BE D&L L2240-UNVI
(C)	METER BOX (21" DIAMETER) (36" DEEP)	METER BARRELS A.D.S. (PREFERRED WHITE IN COLOR)
(D)	1" METER SETTER	WITH 1" LOCKABLE ANGLE METER VALVE AND 1" RESIDENTIAL DUAL CHECK VALVE (FORD OR MCDONALD)
(E)	COPPER PIPE 1"	TYPE K (SOFT)
(F)	CORPORATION STOP CTS X IRON PIPE SIZE	MUELLER 300 BALL TYPE CORPORATION STOP OR FORD FB1100
(G)	WATER METER	INSTALLED BY WATER DEPT. AT METER SET
(H)	COPPER OR POLY PIPE	CTS (COPPER TUBE SIZE) OR IPS (IRON PIPE SIZE)
(I)	INSULATING PAD	4" THICK FOAM PAD

NOTE:

1. ALL CONDUIT TO BE WHITE OR GRAY PVC
2. METER BOXES IN CONCRETE TO BE D&L SUPPLY MODEL B-5021-UNVI
3. STAMP THE LETTER "W" INTO BACK OF CURB ABOVE WATER LATERAL.
4. METER SETTER SHALL HAVE STRAIGHTENING PIPE IN PLACE (LEG).

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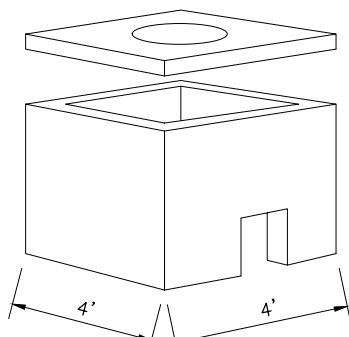
WATER METER DETAIL

STD DWG #

DW-01

Technical drawing of a vault assembly, showing a cross-section view. The vault is 4' wide and 4' high, with a 4' minimum vault depth. The assembly includes a 24" manhole access lid (5) and a 12" opening (3). The vault is surrounded by gravel (4) and a 42" minimum burial depth. The vault is supported by a compacted subgrade (6). The drawing includes numbered callouts 1 through 6 and dimension lines indicating various measurements.

#	PART	MANUFACTURER MODEL/ CAT. NO.
1.	1.5"–2" COMPOUND METER	FURNISHED BY HIGHLAND CITY
2.	1.5"–2" METER SETTER	FORD VBH 47–18 OR VBH 46–18 WITH PADLOCK RING 18" RISE MUELLER H–1422–2
3.	1.5"–2" TYPE "K" SOFT COPPER ROLLED TUBING OR BLUE POLY (CTS)–NSF APPROVED	
4.	4'x4' PRECAST CONCRETE METER VAULT	(OR APPROVED EQUIVALENT)
5.	MAN HOLE LID	LID SHALL BE MARKED WATER AND HAVE A RECESSED HOLD FOR MXU. D&L A–1180–71i IMP
6.	1.5"–2" COMPRESSION	
7.	SERVICE SADDLE– DOUBLE STRAP – STAINLESS STEEL DOUBLE STRAP – BRONZE	NYLON–COATED ROMAC TYPE 202–NS ROMAC TYPE 202–B

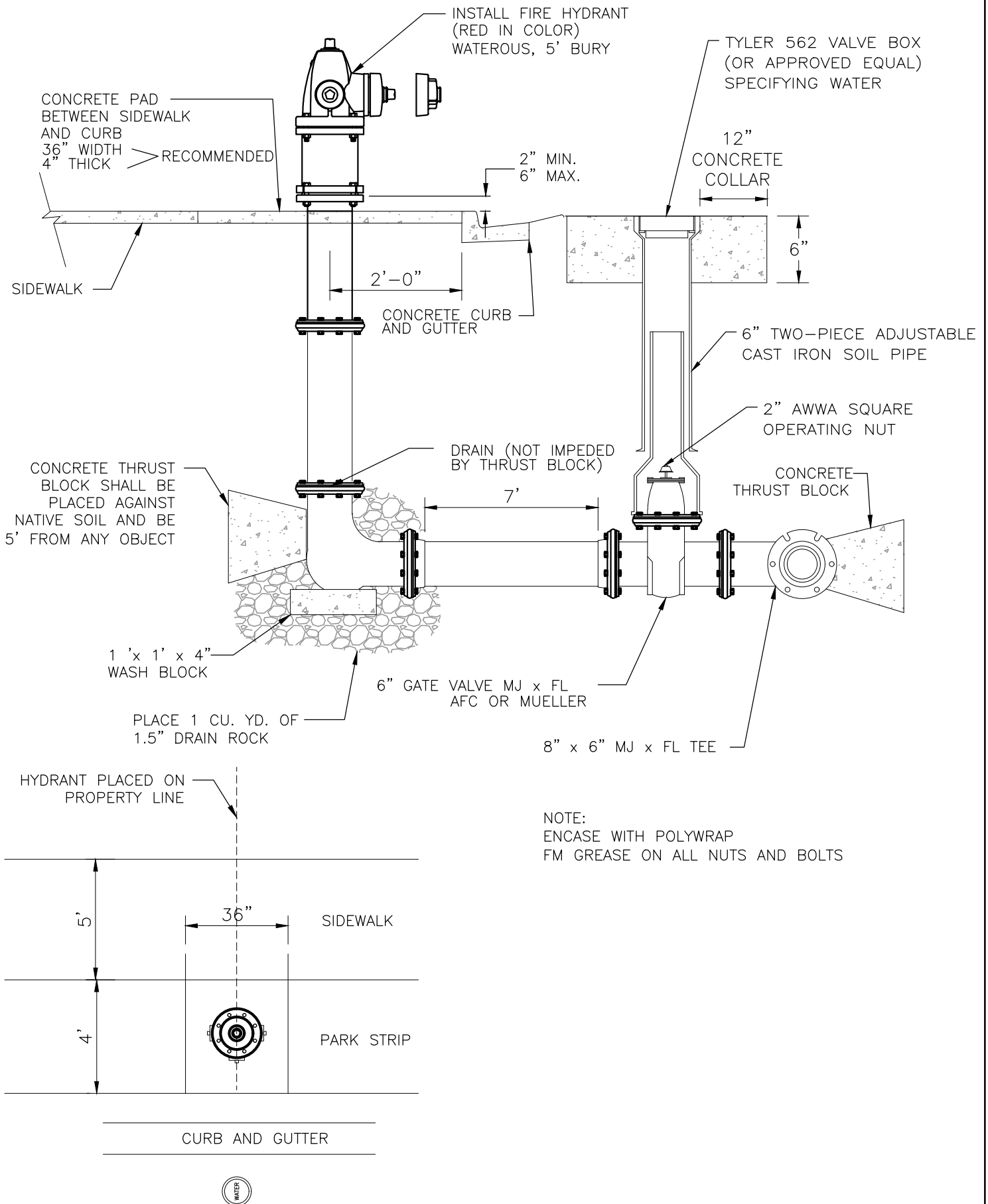


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COMMERCIAL WATER METER VAULT

DW-02



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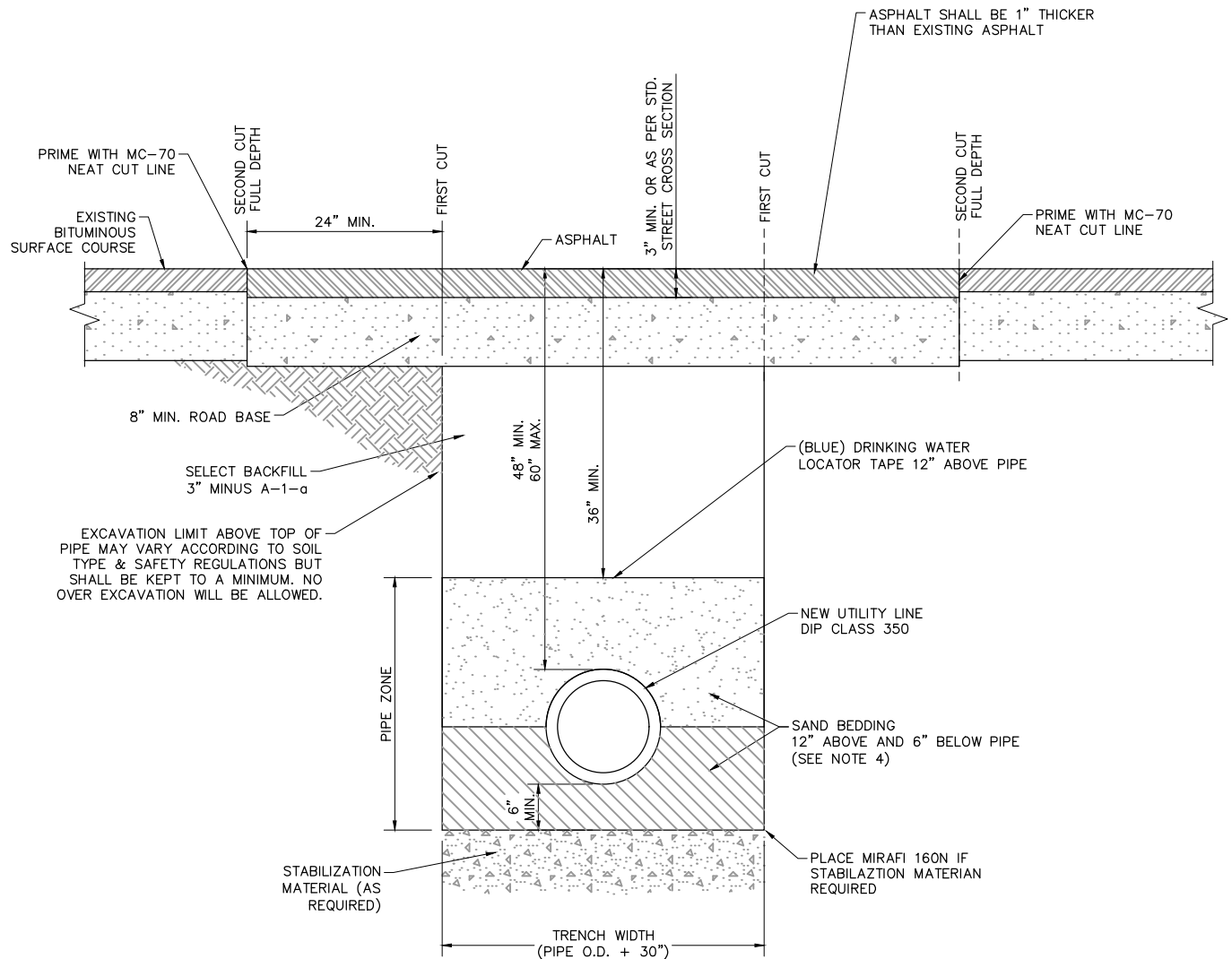
**HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING**

FIRE HYDRANT DETAIL

STD DWG #

DW-03

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NOTE:

1. USE APWA AS GUIDE.
2. POLYWRAP (AWWA) C 105 REQUIRED IN ALL LOCATIONS.
3. FM GREASE ON BOLTS.
4. NO ROCKS LARGER THAN 3/4" IN DIAMETER SHALL BE IN CONTACT WITH THE PIPE.
5. PIPE ZONE TO BE SAND WITH THE FOLLOWING GRADATION:

3/8 INCH SIEVE	100 PERCENT PASSING
NO. 100 SIEVE	1 TO 10 PERCENT PASSING

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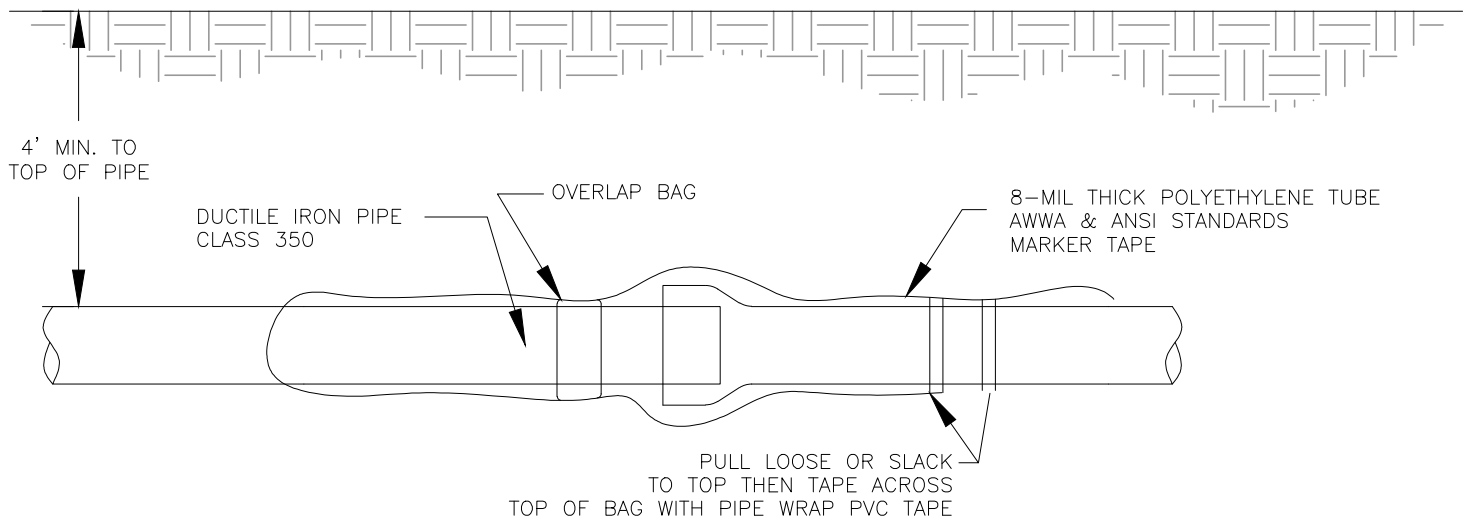
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WATER TRENCH DETAIL

STD DWG #

DW-04

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NOTE: THE POLY WRAP MUST BE OVERLAPPED ON ALL JOINTS AND FITTINGS AND MUST BE DAMAGE FREE.

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**HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING**

POLYETHYLENE WRAP DETAIL

STD DWG #

DW-05

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PRESSURIZED IRRIGATION NOTES:

1. ALL LATERALS SHALL BE STAMPED WITH "I" ON THE CURB ON THE LATERAL LOCATION.
2. MAIN PRESSURIZED IRRIGATION (PI) LINES
 - A. THE SUBGRADE AND/OR SUB-BASE SHALL BE AT ITS FINAL DESIGN ELEVATION BEFORE THE INSTALLATION OF THE WATER MAINS.
 - B. ALIGNMENT AND ELEVATION (FROM TBC) STAKING SHALL BE PROVIDED EVERY TWENTY-FIVE (25) FEET BY A SURVEYOR LICENSED IN THE STATE OF UTAH PRIOR TO INSTALLATION OF THE WATER MAIN. ANY EXCEPTIONS MUST BE APPROVED IN WRITING BY THE WATER SUPERINTENDENT.
 - C. PROVIDE PROPER FACILITIES FOR LOWERING PIPE SECTIONS INTO THE TRENCH. DROPPING PIPE WILL NOT BE PERMITTED.
 - D. THE PIPE SHALL BE PLUGGED AT THE END OF EACH WORK DAY, OR PERIOD OF WORK SUSPENSION.
3. VALVES
 - A. ALL VALVES SHALL HAVE MECHANICAL JOINT (MJ) TO THE MAIN.
 - B. VALVE BOXES AND COVERS SHALL BE PROPERLY ALIGNED AND FULLY SERVICEABLE.
 - C. VALVE STANDS SHALL HAVE A CONCRETE COLLAR.
4. THRUST BLOCKS
 - A. THE CAVITY OF THE THRUST BLOCK SHALL BE INSPECTED PRIOR TO THE PLACEMENT OF CONCRETE.
 - B. ENGINEERED THRUST BLOCKS, STAMPED BY A PROFESSIONAL ENGINEER, SHALL BE PROVIDED IN NON TYPICAL SITUATIONS, INCLUDING BEARING AGAINST FILL AND NOT UNDISTURBED SOIL.
 - C. THE INSPECTOR SHALL BE ON SITE FOR THE POUR OF THE THRUST BLOCK.
 - D. A CONCRETE WEIGH TICKET OR BATCH TICKET SHALL BE REQUIRED.
5. LOADING AND TESTING
 - A. PI LINE LOADING SHALL BE DONE UNDER THE DIRECT SUPERVISION OF THE PUBLIC WORKS DEPARTMENT.
 - B. ALL MAINS SHALL BE FLUSHED AND MAINTAIN A FLOW OF 2.5 FPS UNDER THE DIRECT SUPERVISION OF THE PUBLIC WORKS DEPARTMENT.
 - C. ALL PI LINES MUST PASS A HYDROSTATIC PRESSURE TEST AFTER SERVICES ARE CONNECTED OF TWO HUNDRED (200) POUNDS PER SQUARE INCH (PSI), OR ONE-HUNDRED TWENTY-FIVE (125) PERCENT OF THE WORKING PRESSURE, WHICHEVER IS GREATER, FOR A PERIOD OF TWO (2) HOURS.
5. SERVICE TAPS
 - A. IRRIGATION BOXES WILL BE PLACED ONE FOOT BEHIND THE SIDEWALK.
 - B. BEFORE SERVICES ARE TAPPED, CUT STAKES MUST BE INSTALLED WITHIN FIVE (5) FEET OF THE FINAL CAN PLACEMENT. CUT STAKES SHALL SHOW THE TOP BACK OF THE CURB LOCATION AND ELEVATION.
 - C. ALL SERVICE FITTINGS WILL BE BRASS AND INSTALLED BY THE CONTRACTOR.
 - D. ALL SADDLES WILL BE TIGHTENED WITH A TORQUE WRENCH AND MEET THE PIPE MANUFACTURER'S RECOMMENDATIONS.

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PRESSURIZED IRRIGATION NOTES

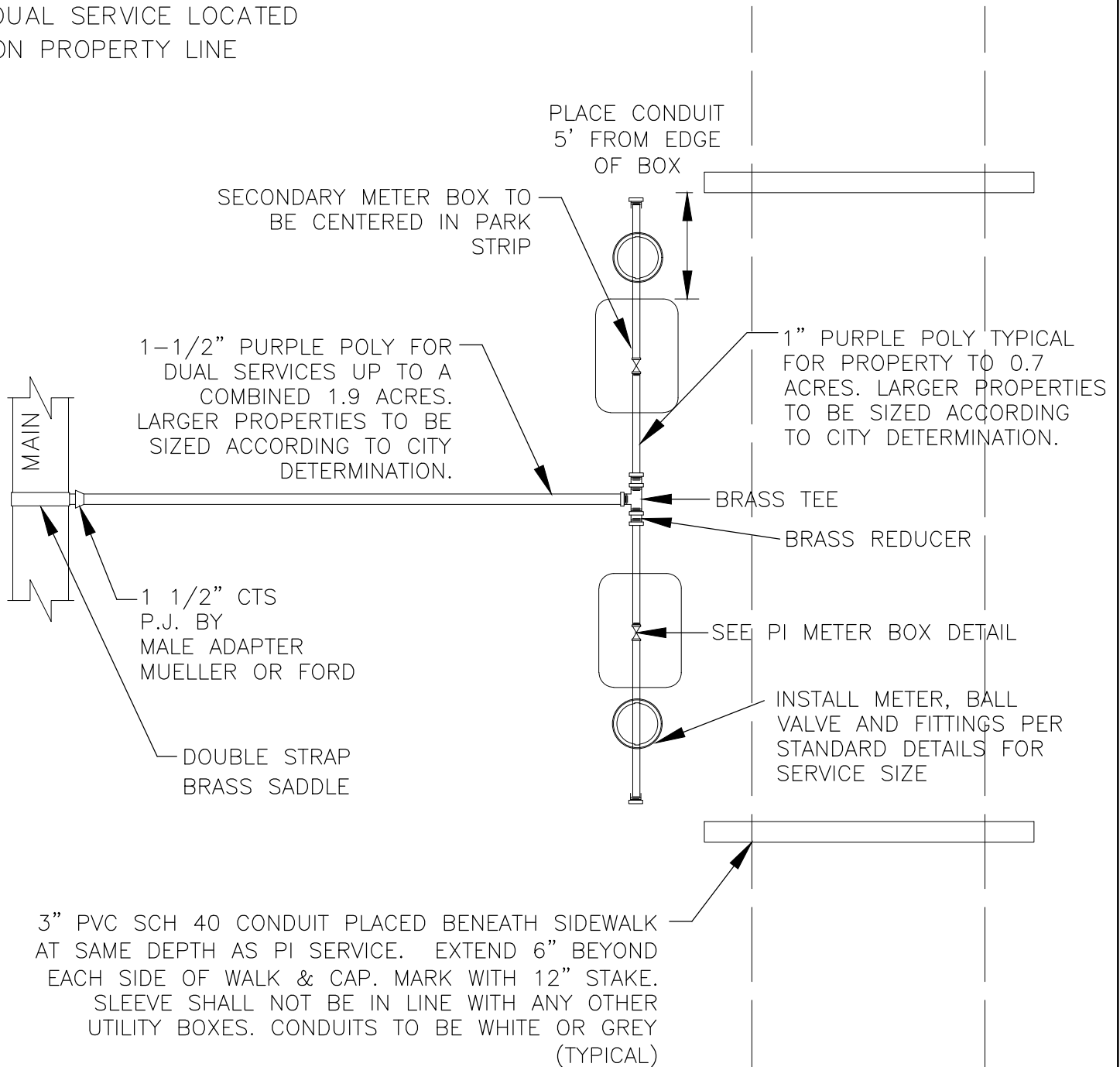
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NOTE:

DUAL SERVICE LOCATED
ON PROPERTY LINE



STIFFNER INSERT TO BE USED ON CONNECTION TO ALL POLY JOINTS
TRACER WIRE TO EXTEND TO BOX FROM MAIN

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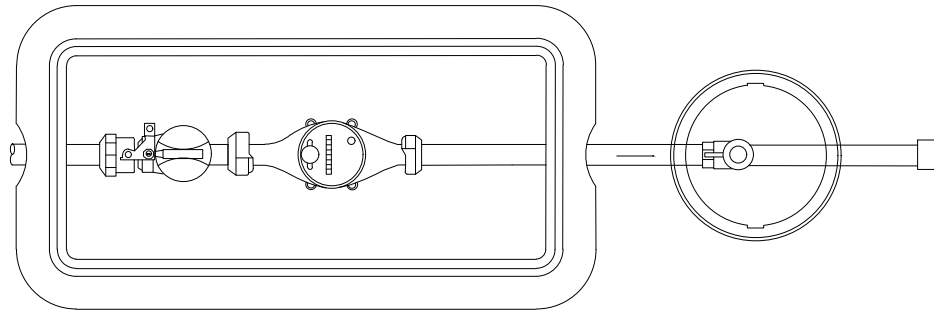
HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING

P.I. SERVICE DETAIL

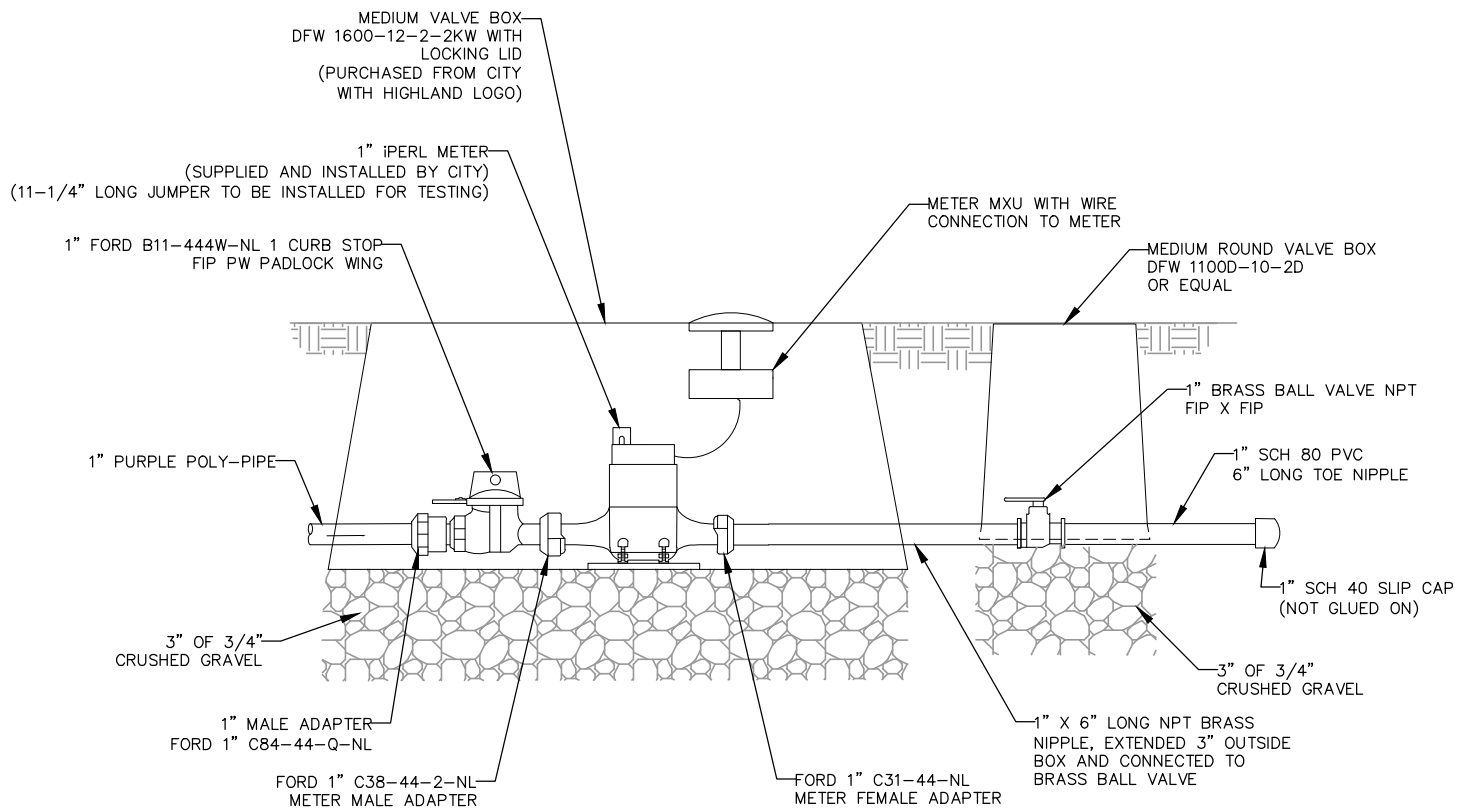
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PI-01

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PLAN



SECTION

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P.I. 1-INCH METER BOX DETAIL

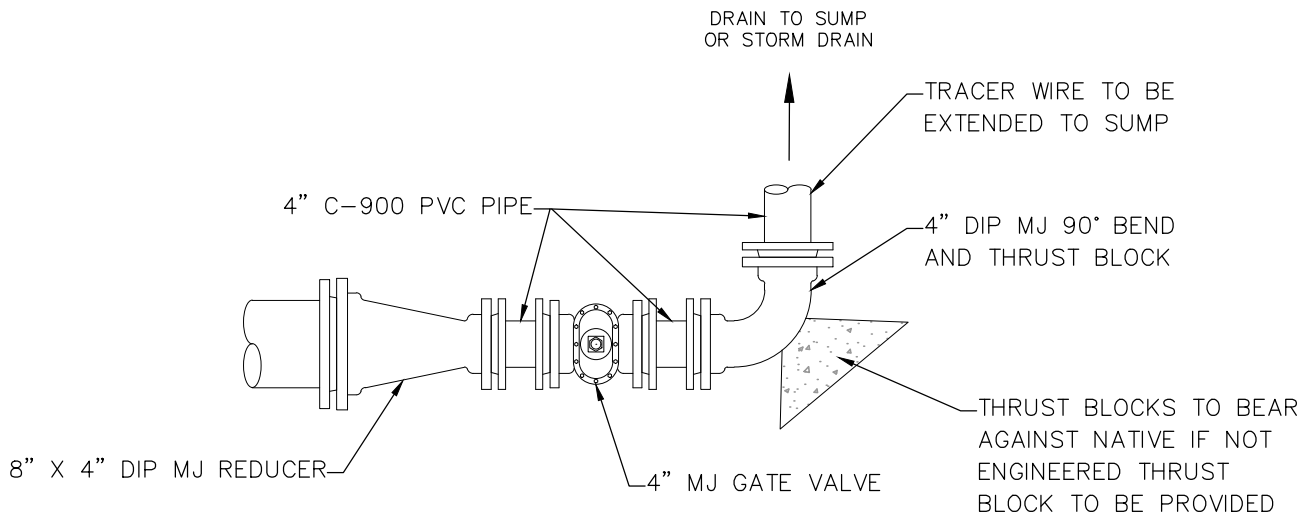
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PI-02

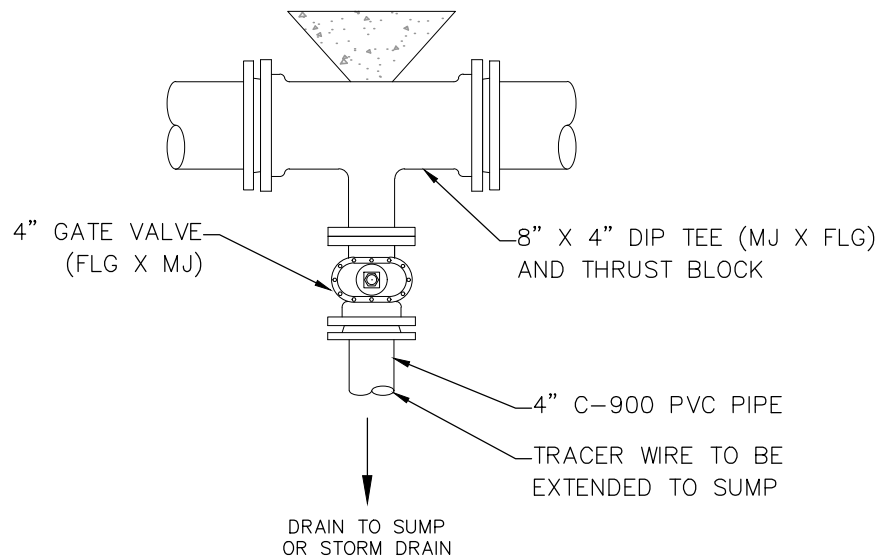
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NO.	REVISION DESCRIPTION	BY	APR.	DATE	LAST UPDATED: 12/8/2023
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END OF LINE 4" DRAIN



LOW SPOT IN LINE



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P.I. DRAIN DETAIL

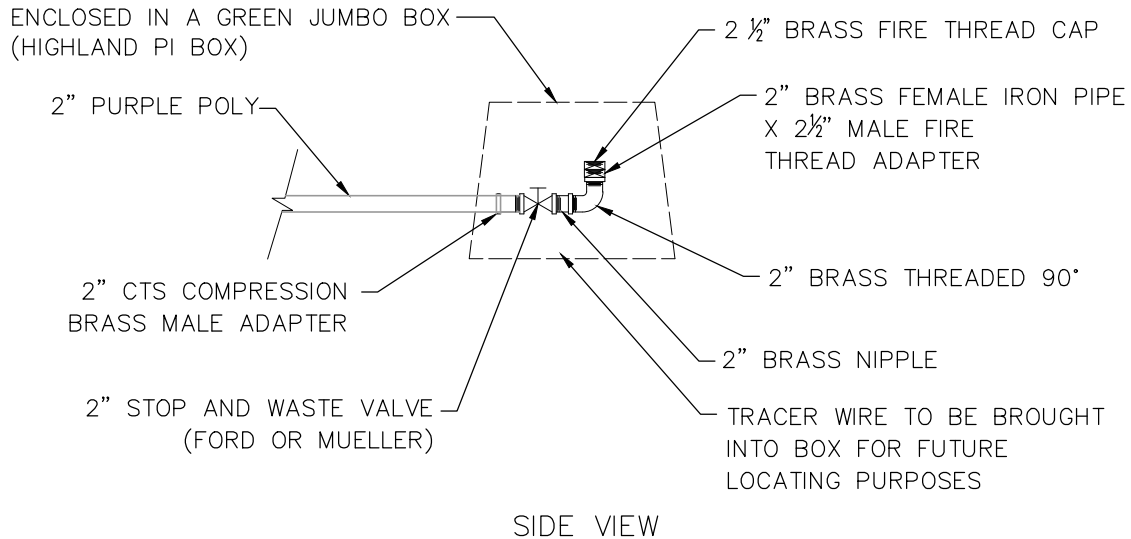
STD DWG #

PI-05

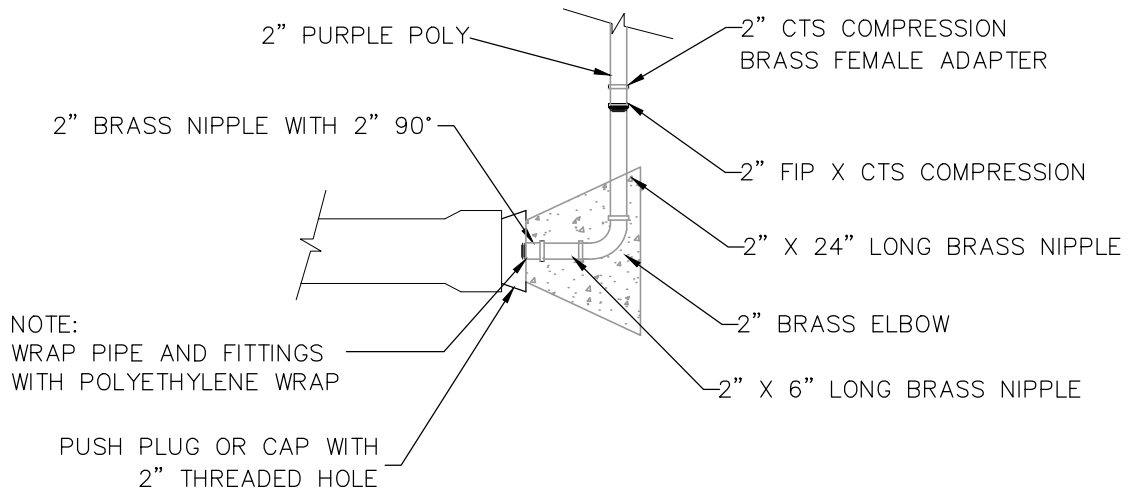
NO.	REVISION DESCRIPTION	BY	DATE	LAST UPDATED: 12/6/2023

P.I. BLOW-OFF IN CUL-DE-SAC
END IN PARKSTRIP ON PROPERTY LINE

(THIS IS USED WHEN FLOW DRAINS OUT OF CUL-DE-SAC)



SIDE VIEW



TOP VIEW

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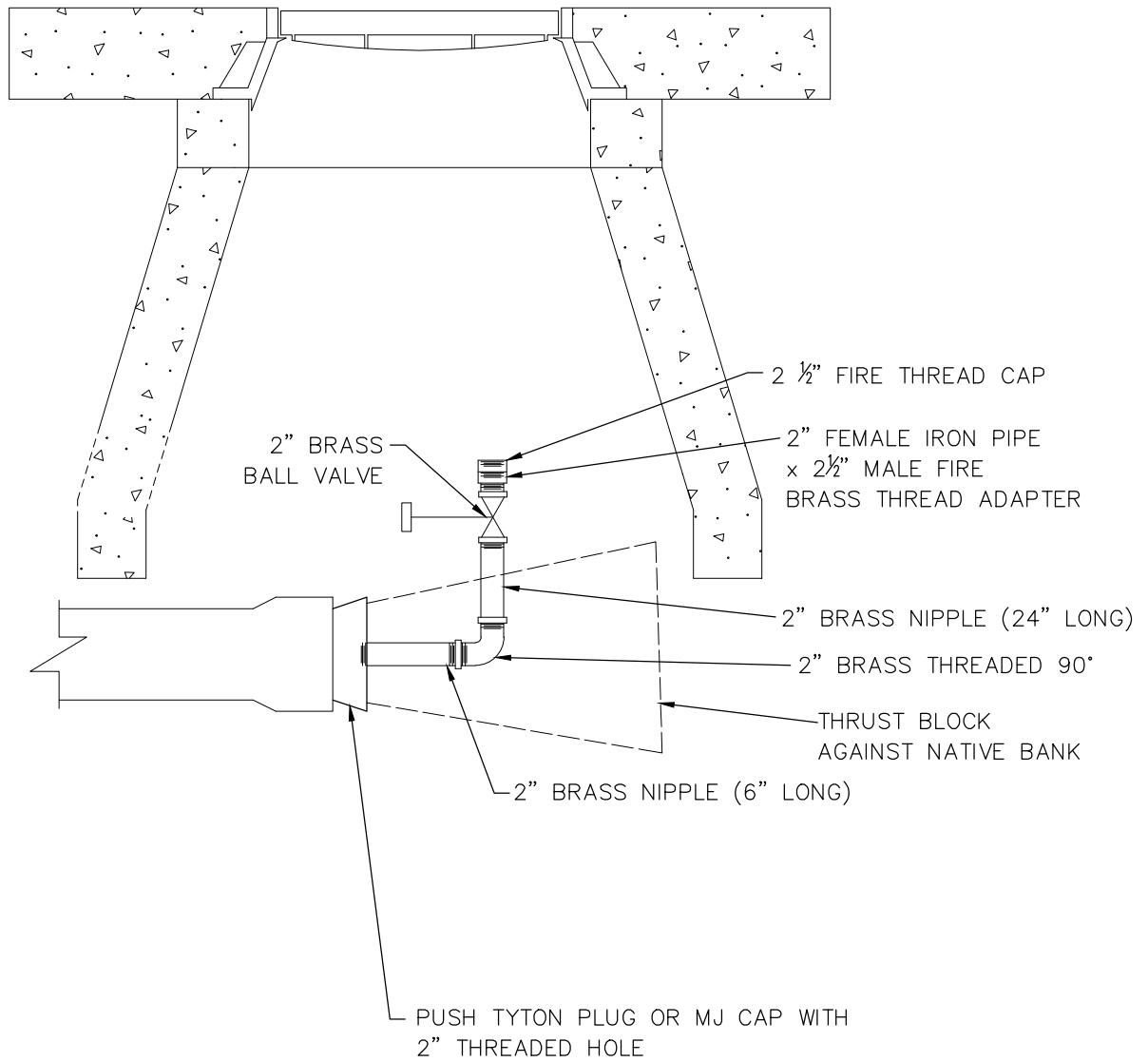
P.I. BLOW OFF IN CUL-DE-SAC

STD DWG #

PI-06

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TEMPORARY P.I. BLOW-OFF



NOTE:

THIS IS ENCLOSED IN A 60" MANHOLE CONE MANHOLE
LID TO SAY "IRRIGATION".
CONE TO BE PLACED OVER PIPE AND THRUST BLOCK.
NO LOAD SHALL BEAR ON THE PIPE FROM THE CONE.
TRACER WIRE TO END IN BLOWOFF.

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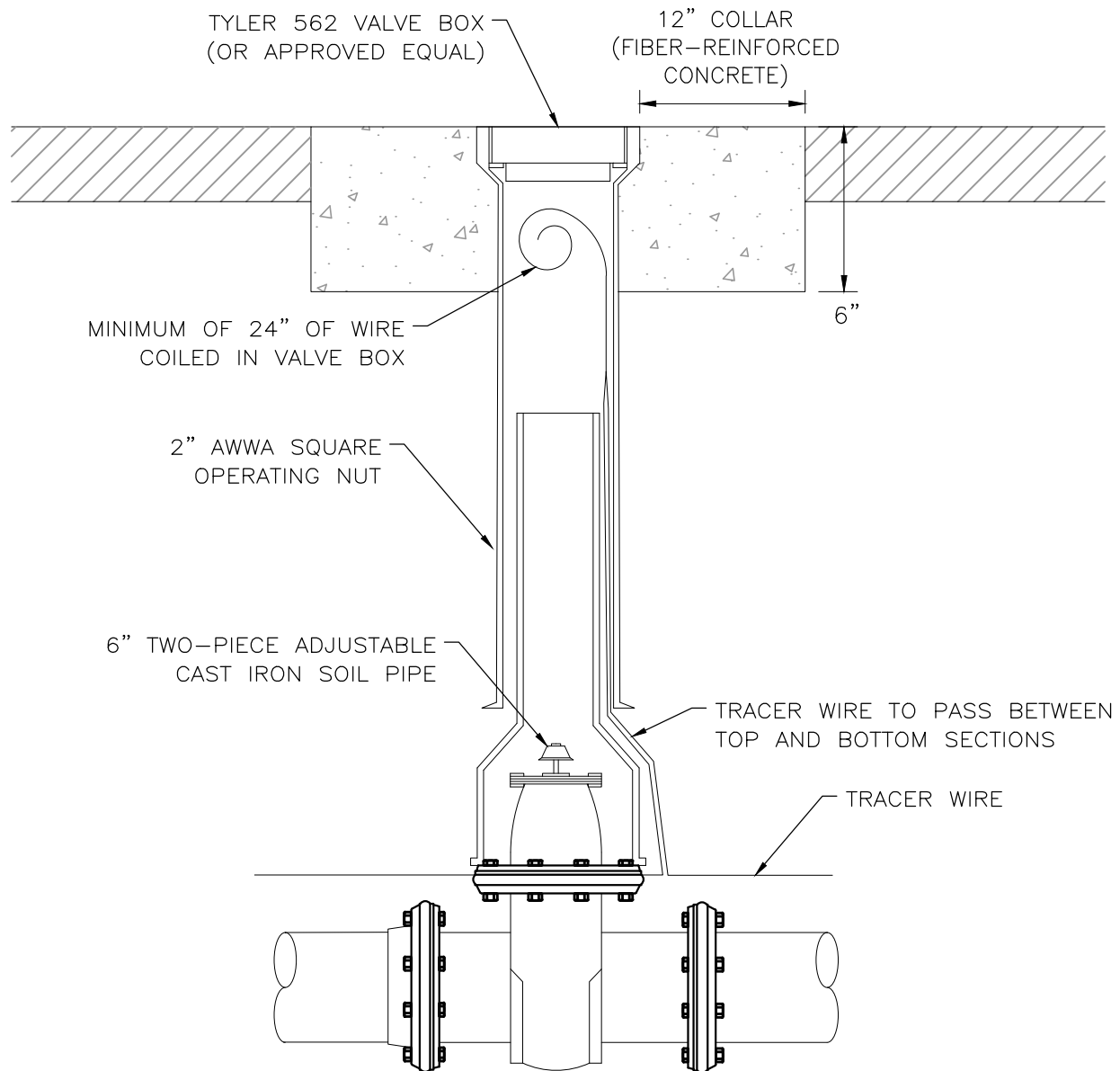
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TEMPORARY P.I. BLOW-OFF DETAIL

STD DWG #

PI-07

NO.	REVISION DESCRIPTION	BY	APR	DATE	LAST UPDATED: 12/6/2023



NOTES:

1. VALVE BOX SHALL BE CLEAN, PLUMB AND PROPERLY ALIGNED ON THE VALVE WITH THE LID LABELED "IRRIGATION".
2. VALVE OPERATING NUT SHALL BE WITHIN 3' TO FINISHED SURFACE. EXTENSION STEMS WITH ROCK SHIELDS SHALL BE PROVIDED WHERE DEPTHS EXCEED 4'.
3. IF EXTENSION STEM IS PROVIDED, A HOLE SHALL BE DRILLED IN THE UPPER SECTION VALVE BOX FOR TRACER WIRE.

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VALVE BOX

STD DWG #

PI-08

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**DESIGN CRITERIA FOR PUBLIC
IMPROVEMENTS
2024**



HIGHLAND CITY

DESIGN CRITERIA FOR PUBLIC IMPROVEMENTS

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DIVISION 1 GENERAL REQUIREMENTS

Section 1.01 PURPOSE OF DOCUMENTS

The purpose of the Design Criteria is to govern any design and engineering performed regarding public improvements. Engineers and designers working on projects within Highland City should thoroughly read and understand these requirements before designing and creating construction plan sets for public improvements.

This document contains the Highland City adopted design criteria that are in addition to normal and acceptable engineering practices. Highland City follows, and adopts as standards, the latest version of the standard drawings and specifications as published by the Utah Chapter of the American Public Works Association (APWA), other applicable national APWA standards, AWWA, AASHTO, and ACSE standards. The published and adopted design criteria and standard drawings for Highland City shall be the governing specifications and standards. These standards are supplemented by the national standards indicated above. In case of conflict, the more stringent specification shall govern. The City Engineer shall have authority to modify the criteria as needed to meet changing or unusual needs or conditions. Designs shall comply with applicable Utah County, State of Utah, and Federal requirements. For utilities, designs shall comply with all applicable State of Utah, Division of Environmental Quality requirements.

Section 1.02 USES OF THESE CRITERIA

The criteria contained in this document are organized into divisions and sections covering specific areas of design. It will often be necessary to use several sections for the design of a single project. For instance, the design of a street may require the use of standards regarding streets, sidewalks, pressure pipe, sewer, and storm drain.

These standards are a guide for design, but not a substitute for appropriate engineering. It is the obligation of the Professional Engineer to use these standards responsibly and professionally to produce designs conforming with commonly accepted engineering practices and the Code of Professional Conduct. It will at times be desirable and/or necessary to vary from the standards in this document to produce a good product. When the need arises, please refer to the following section on modifications.

Section 1.03 MODIFICATIONS

If an applicant believes it is necessary or desirable to modify the technical requirements and standards presented in this document in connection with a particular improvement, a modification may be requested from the City Engineer. Such a request shall be made in writing and will include:

- a) The standard to be modified.
- b) The proposed modification.
- c) Justification for the modification.
- d) Calculations to validate the sufficiency of the proposed modification.

A written response will be given within a reasonable timeframe of the submittal of the request. A modification determination may be appealed to the appropriate land use authority. If a request seeks a modification of a land use regulation, the applicant shall follow the City's variance process.

Section 1.04 AMENDMENTS

The City Engineer along with the City Staff will meet periodically to discuss proposed amendments and make recommendations to the City Council. The City Council will periodically entertain changes to the standards at their discretion.

DIVISION 2 STREET DESIGN CRITERIA

Section 2.01 GENERAL

The following street design criteria shall apply to all street designs in the City. It will be necessary to refer to the current master transportation plan for correct street designation. Design shall comply with the current AASHTO guidelines on geometric design. Additional design criteria are specified in the Standard Drawings.

Section 2.02 STREET CLASSIFICATION

Streets will be classified according to their functional use as described below. Existing facilities may not fully comply.

Sub-Section A. Arterials:

The arterial streets provide continuous routes for the movement of large volumes of all types of through traffic across Highland and between Highland and outlying areas. Geometric design and traffic control should emphasize the safe movement of through traffic and minimize property access. Access to arterials shall be limited from local streets or individual driveways. Arterials will typically be multi-lane streets and shall have separate turning lanes at intersections. Arterials will connect to the Expressway system.

Sub-Section B. Collectors:

The collector streets provide continuous routes for the movement of large volumes of all types of through traffic across Highland and may also connect to outlying areas. Geometric design and traffic control should emphasize the safe movement of through traffic and minimize property access. Access to collectors shall be limited from local streets or individual driveways. Collectors will typically be two-lane streets with separate turning lanes at intersections and may be multi-lane streets if warranted by traffic volumes.

Sub-Section C. Local Streets:

The Local Streets serve as a means of access to abutting property. They are intended to serve low speeds, short trip routes, and a relatively uniform low traffic volume.

Sub-Section D. Design Vehicle for Classification Type:

All street classifications are designated to carry passenger vehicles and up to the following Design Vehicle Types:

- 1) Arterial Streets up to WB50.
- 2) Collector Streets up to WB40.
- 3) Local Streets up to SU30.

Section 2.03 TRAFFIC IMPACT STUDIES

A traffic impact study may be necessary to identify, review and make recommendations for mitigation of the potential impacts a development may have on the roadway system. Physical and operational characteristics of the roadway are typically identified. The development design engineer is expected to follow the Utah Department of Transportation document entitled "Traffic Impact Study Requirements" (current edition). Generally, a traffic study is required for all developments expected to produce over 100 average daily trips (ADT). A traffic impact study shall be required for all new commercial projects and developments of 20 lots or more. Additionally, a traffic study shall be required when deemed necessary by the City Engineer. This traffic study is to be performed by a licensed professional engineer qualified to complete traffic studies. When deemed necessary, Highland City reserves the ability to have traffic studies reviewed by an independent traffic engineer. In cases of disagreement between the applicant and City's professional consultants, a mutually agreed upon third consultant shall be the arbiter to establish agreed

upon traffic projections and impacts from development and the recommended mitigations. Section 2.04
MINIMUM AND MAXIMUM GRADES

The minimum acceptable grade slope measured at the centerline of the street is one-half percent (0.5%). The flow line of curb returns, knuckles and cul-de-sacs' shall also be no less than 0.75 (0.75%). The maximum slope varies depending on road classification. The sub-sections below shall be used to determine maximum slope.

Sub-Section A. Arterials and Collectors:

Arterial and Collector streets shall be limited to a maximum grade of eight percent (8%). Sustained grades (600 feet or more) shall be limited to seven percent (7%).

Sub-Section B. Local Streets:

Local streets shall be limited to maximum grade of twelve percent (12%). Sustained grades (600 feet or more) shall be limited to eight percent (8%).

Sub-Section C. Cul-de-sacs:

Cul-de-sacs shall be limited to a maximum grade of six percent (6%). The cul-de-sac shall terminate at the bulb with a grade not to exceed three percent (3%) for the last one hundred feet (100') of traveled surface.

Sub-Section D. Vertical Alignment:

All changes in vertical alignment shall be made by vertical curves with minimum length of one hundred feet (100') for local streets and three hundred feet (300') for arterial and collector streets. Actual vertical curve length shall be a function of design speed.

Section 2.05 STREET DESIGN

The following street design criteria shall apply to all street designs in the City. Additional design criteria are specified in the Standard Drawings.

Sub-Section A. Design Speeds:

The design speed will be used to design and establish geometric features including sight distance, intersections, etc. to current AASHTO standards. The following minimum design criteria shall be met:

- 1) Local streets shall be designed to at least 30 mph.
 - 2) Collector streets shall be designed to at least 40 mph.
 - 3) Arterial streets shall be designed to at least 50 mph
- Posted speed limits shall be 5 mph less than the listed design speeds.

Sub-Section B. Horizontal Curves:

Changes in horizontal alignment of over one degree shall be made using horizontal curves. In some cases horizontal alignment changes on local streets may be allowed without a horizontal curve if the resulting alignment functions as a two-legged intersection.

- 1) Local streets shall have a centerline radius of at least 150 feet.
- 2) Collector streets shall have a centerline radius of at least 370 feet.

Sub-Section C. Vertical Curves:

Streets shall be designed with vertical curves where grade changes greater than 1% occur. Vertical curves shall be designed using the appropriate design speed according to the latest AASHTO design guidelines. It is encouraged to include the "K" value in the profile illustrating the vertical curve.

Sub-Section D. Cul-de-sacs:

The cul-de-sac shall be limited to a maximum length of six hundred feet (600') as measured from the intersection centerline to the center of the cul-de-sac. Cul-de-sacs shall have a minimum radius of fifty feet (50'). Cul-de-sac returns shall have a twenty-four foot (24') radius at TBC. Downhill cul-de-sacs are not allowed. Drainage shall be from the cul-de-sac to the connecting street. A variance to this standard and may only be granted if it can be demonstrated that excess or flooding surface drainage will be routed through an improved conveyance deeded to the City and extending to another public corridor in a manner found acceptable by the City Engineer and approved by City Council.

Sub-Section E. Widening Asphalt along an Existing Road:

When a development project requires asphalt widening due to the placing of new curb and gutter along an existing road, the existing asphalt shall be cut a minimum of two feet (2') from the lip of gutter and twelve inches (12") from the existing edge of asphalt. The cross slope of the new asphalt must be between one percent (1%) and four percent (4%). The construction drawings must adequately show the cross slope and the asphalt "saw cut line" required to create the slope. Overlays shall be a minimum thickness of two inches (2").

If the widening or patching of an existing roadway is less than nine feet (9') in width, an additional one inch of pavement thickness greater than the existing pavement section is required.

Sub-Section F. Finished Width of Exterior Roads:

When roads are designed along the exterior of developed property, a minimum of ten (10) feet of unobstructed asphalt on the opposite side of the designed centerline must be constructed. Depending on the classification of the road, additional width may be requested by the City.

Sub-Section G. Lane Widths, Turning Lanes and Clear Zones:

- 1) The minimum traffic lane width will be 12 feet. Pavement widths are as defined in the Highland City Standard Drawings.
- 2) Turning lanes shall be incorporated on arterial and collector street designs. Length of separate turning lanes shall be designed using the current addition of AASHTO and based on a capacity analysis. Width of separate turning lanes shall be 12-foot width for arterial streets and 12-foot width for collector streets.
- 3) A three (3) foot clear zone shall be required on all streets built with a curb and having a speed limit of 25 mph or less. Streets with speed limits greater than 25 mph will use the AASHTO Standard to determine clear zone limits. Modifications to clear zone requirements will be considered for overhead electrical facilities where compliance will significantly impact existing trees. In no case will a clear zone of less than eighteen (18) inches be allowed. A clear zone modification must be approved by the City Engineer.

Sub-Section H. Pavement Loading and Design:

Asphalt shall be PG 58-28 Performance Graded Asphalt Cement placed in maximum of four (4) inch lifts. Road base shall be compacted to ninety-five percent (95%) modified proctor.

- 1) Table 2.1 illustrates the minimum requirements to be used for the roadway structural sections.

TABLE 2.1

MINIMUM STREET CROSS SECTION**			
	Asphalt	Road Base	Sub Base
Residential	3.5"	8"	*
Collector	4"	8"	*
Arterial	6"	8"	*
* The Northwest Area of Highland City or Dry Creek Bench Area, shall have an 18" minimum sub base with an underlying woven geotextile as per APWA Section 31 05 19 on all street cross sections. ** Widening or patching of existing roadways less than 9'-0" in width shall require an additional 1 inch of asphalt thickness.			

Sub-Section I. Pavement Placement:

Asphalt shall be placed between April 1st and October 31st per current Highland City and APWA Standard Specifications. No Asphalt construction will be accepted by the City outside of these dates.

On new roadways to be dedicated to the City the Developer shall either 1) provide a high density mineral bond seal coat over the hot mix asphalt at the end of the one year warranty period, or 2) make a cash payment for Highland City to do it. The amount of the cash payment shall be determined by the City Engineer. The high density mineral bond seal coat shall be placed per APWA Section 32 01 13.68.

Section 2.06 INTERSECTION DESIGN

The following intersection design criteria shall apply to all intersection designs in the City. Additional design criteria are specified in the Standard Drawings and the American Public Works Association (APWA) Manual of Standard Specifications.

Sub-Section A. Street Alignment and Offsets:

Angular street alignment at an intersection shall be as close to perpendicular as possible. In no case shall an intersecting street be more than 10° from perpendicular. Centerlines of opposing streets should match at the intersection whenever possible. Offsets of up to ten (10) feet may be allowed in a single intersection but separate intersections must have at least one hundred fifty (150) feet of separation.

Sub-Section B. Curb Returns:

Curb returns shall be designed such that there is a smooth transition from one leg of the intersection to another, using vertical curves where grade changes greater than 2% occur. The designer shall include enough information on the plans to demonstrate compliance. In some cases, this requires profiling the top back of curb through the curb returns. Elevations at the PC, PT, and appropriate sub-divided delta (central angle) locations will be required. Curb returns shall have a twenty-four-foot (24') radius at TBC. Connections to Collector or Arterial roadways may require greater radii as determined by the City Engineer.

Sub-Section C. ADA Curb Ramp Design:

Curb ramps shall be designed in accordance with current ADA standards and guidelines and shall meet the Accessibility Standards found in the Highland City Standard Specifications. The improvement design drawings also include site specific dimensional information to ensure ramps are constructed appropriately.

Sub-Section D. Stop Controlled Grades at Intersections:

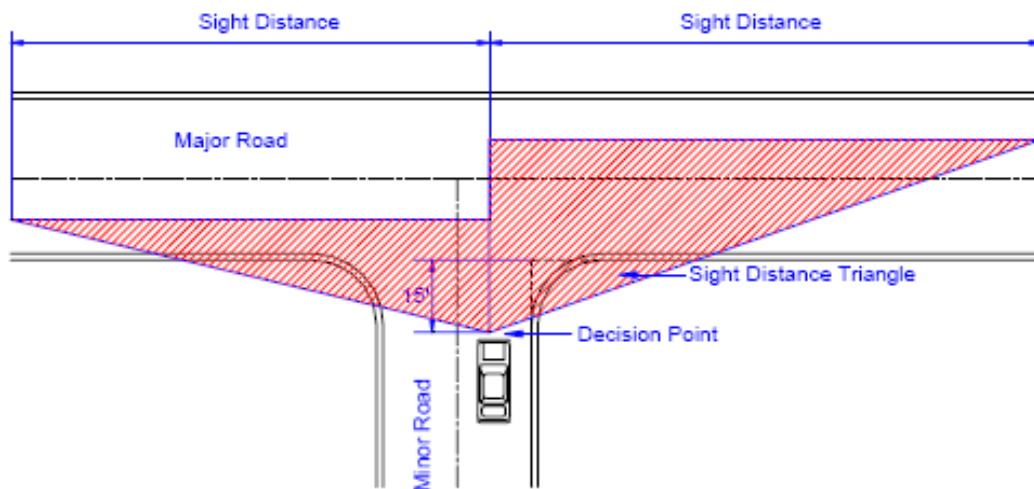
Streets that will have stop control at an intersection shall not have a grade slope of greater than three percent (3%) for a distance of fifty (50) feet from the intersecting streets right-of-way.

Sub-Section E. Roundabout Design:

Roundabouts shall be designed in accordance with the U.S. Department of Transportation publication FHWA-RD-00-067 (*Roundabouts: An Informational Guide*). Roundabouts in local streets shall also follow the criteria shown in the standard drawings. The engineer shall submit the circulatory design speeds with the design drawings.

Sub-Section F. Site Distance Triangle:

A clear line of sight must be provided at all intersections. The “Sight Distance Triangle” must be calculated using the stopping “Sight Distance” of the road being intersected. The stopping “Sight Distance” is 200 feet for a Local street, 300 feet for a Collector and 425 feet for an Arterial. The figure below illustrates the required “Sight Distance Triangle” based on the “Sight Distance”. Compare to drawing.

**Section 2.07 ACCESS MANAGEMENT**

All access to property shall follow the Highland Traffic Calming and Pedestrian Safety Manual, as adopted by Highland City, and as specifically shown in Table 7.

The maximum driveway width allowed is 50'-0 and may not be closer than 30 to the PC of the curb return. Additional access to property may be allowed on separate frontage but must not exceed 15'-0 in width.

Section 2.08 CITY UTILITY CONDUITS

Four (4) inch gray PVC utility conduits shall be placed in bundles of three (3) at each leg of intersections, at the bulb of cul-de-sacs and every three hundred (300) feet. A single conduit for lighting shall be placed for lighting if conduit bank is not near.

Section 2.09 STREET LIGHTING

Double head type street lights shall be placed at intersections and every three hundred (300) feet on all collector and arterial streets.

Single head type street lights shall be placed at intersections and every three hundred (300) feet and at the end of cul-de-sacs on all residential streets.

Street lights shall be placed on the developed side of the street, including UDOT-controlled streets at all intersections and every 300 feet.

Section 2.10 ADDRESSING

The following addressing design criteria shall apply to all addressing of city streets and lots in the City. All addressing shall be reviewed and approved by the City Engineer.

Sub-Section A. Street Addressing:

Street addresses shall have a name and a number ending in zero digits. Only provide street names on the Plat without the street numbers. Provide both the street names and the numbers on the design drawings.

Sub-Section B. Lot Addressing:

Lot addresses shall end in non-zero digits. Corner lots require both addresses for optional siting. Use 6.6 feet per digit to determine lot address. Even numbers on North and East side, and odd numbers on South and West side of the street.

Section 2.11 PARKWAY LANDSCAPING

Landscape plans for parkways shall be stamped by a licensed landscape architect. The design shall include a sprinkler design, with approved materials, and with approved plantings as outlined in the City Ordinances and Development Codes.

DIVISION 3 SEWER DESIGN CRITERIA

Section 3.01 GENERAL

All sanitary sewer design shall comply with Utah Department of Environmental Quality, Division of Water Quality as Administrative Rules for Design Requirements for Wastewater Collection, Treatment and Disposal System, R317-3. The following sewer design criteria shall apply to all gravity sewer system designs in the City. Additional design criteria are specified in the Standard Drawings.

The sewer pre-treatment program requirements are as outlined by Timpanogos Special Services District (TSSD) and must be met by each applicant.

All gravity piping must be shown in profile view on the approved drawings.

Section 3.02 SEWER PIPE DESIGN

Sub-Section A. Pipe Material:

Gravity sewer pipe and fittings shall be PVC material and conform to ASTM D3034, for diameters from four inch (4") to fifteen-inch (15") and ASTM F679 for eighteen-inch (18") to twenty-seven-inch (27"), with integral bell gasket joints. Rubber gaskets shall be factory installed and conform to ASTM F477. Pipe shall be made of PVC plastic having a cell classification of 12454A or 13364B (with minimum tensile modulus of 500,000 PSI) as defined in ASTM D1784 and shall have a SDR of 35 and minimum pipe stiffness of 46PSI according to ASTM test D2412.

Sub-Section B. Pipe Sizing and Slope:

A Residential Annual Average of 80 gpcd shall be used for sewer main sizing in residential areas which includes infiltration, inflow, and extraordinary flows. Non-residential areas include commercial, industrial, and institutional areas. Non-residential flows shall be determined from average indoor water use. Roughness Coefficient $N = 0.013$ shall be used for gravity sewer design and $C = 120$ for force mains.

The minimum sewer pipe shall be eight-inch (8") diameter and shall be designed at a grade no flatter than that, which is specified in the table below. If the State guidelines require steeper grades than indicated below, the State guidelines shall apply. The engineer shall coordinate the pipe size with the City Engineer for future design capacities. Any connections to one of TSSD lines require prior approval from TSSD and any applicable fees will be paid for by developer.

8-inch sewer lines	0.0050 foot/foot
10-inch sewer lines	0.0030 foot/foot
12-inch sewer lines	0.0019 foot/foot
15-inch sewer lines	0.0014 foot/foot
18-inch sewer lines	0.0012 foot/foot
21-inch sewer lines	0.0010 foot/foot
24-inch sewer lines	0.0008 foot/foot
Larger than 24-inch	City Engineer's Approval

Unless otherwise approved and/or required by the City Engineer, sewer lines eight (8) through fifteen (15) inches in diameter shall be designed to flow no more than half-full during peak flow. Sewer lines larger than fifteen (15) inches in diameter shall be designed to flow seven-tenths full.

No 8-inch sewer main lines are to be laid at less than 0.50% unless approved by city. Maximum sewer main slope not to exceed 12% unless approved by city.

If an applicant seeks for a variance to the minimum slopes shown above, applicant shall provide calculations to indicate compliance with the following: All sewers shall be designed and constructed to give mean velocities of not less than two (2) feet per second at peak design flow, based on Manning's formula using an n value of .013. Absolute minimum slope allowed shall be those published by the Utah Department of Environmental Quality, Division of Water Quality as Administrative Rules for Design Requirements for Wastewater Collection, Treatment and Disposal System, R317-3, Table R317-3-2.3 (D)(4)

Top of pipe bury depths shall be between ten (10) and fourteen (14) feet below finished grade.

Locator tape shall be installed twenty-four inches (24") above pipe.

Section 3.03 MANHOLE DESIGN

Sub-Section A. Manhole Sizing:

Minimum manhole interior diameter is five-foot (5'). The diameter of the manhole shall be determined by the intersection pipe sizes and the clearances required between the pipes for proper construction. Generally there should be a minimum of twelve inches (12") clear distance between any two connecting pipes.

All manholes and combination boxes shall feature steps made of copolymer polypropylene conforming to ASTM D-4101.

Pipe inverts through a manhole shall have a minimum two-tenths (0.20) fall from the inlet to the outlet when the pipes are greater than 100° apart in alignment. When the pipes are 90° to 100° apart in alignment, three-tenths (0.30) fall will be required. Pipe alignments under 90° will not be allowed and will require the construction of additional manholes.

Sub-Section B. Manhole Spacing and Locations:

Spacing between manholes shall be no more than four hundred (400) feet and placed at all changes of grade, pipe size, alignment, and at intersections unless special approval is granted by the City Engineer.

A manhole must be provided at the end of all piping sections in a development. The manhole must be located as close to the edge of the project as reasonably possible when future adjacent land development is possible. A pipe stub of equivalent pipe diameter shall be placed in the manhole for future connection. The stub shall have a plug installed at the end of the pipe. No service laterals will be allowed in the stub.

Section 3.04 LATERAL CONNECTIONS

Lateral connections directly into a manhole will not be allowed. Wherever possible, buildings shall be discharged to the Sewer Main Line with a gravity flow Sewer Lateral. Sewer Laterals shall conform to the requirements of the Utah County Department of Health Regulations and the Uniform Plumbing Code.

Each unit of separate ownership shall be required to have a separate sanitary Sewer Lateral, unless otherwise approved by the City Council. All sewer laterals are considered private and the responsibility of the property owner in their entirety from the connection point to the City sewer main and extending to the structure.

Sewer Laterals shall have at least four (4) feet of cover, unless otherwise approved by the City Engineer.

All sewer laterals shall be located ten (10) feet from the lot center line on the downhill side and stamped with "S" on the curb at the lateral location.

Sub-Section A. Gravity Sewer Laterals:

The size of Sewer Laterals shall be determined on the basis of the total fixture units drained by such sewer, in accordance with the Uniform Plumbing Code. The minimum size for gravity Sewer Laterals shall be four (4) inches in diameter. Sewer Laterals shall be run at a uniform slope of not less than 2% grade. Where it is impractical to run the sewer at a 2% grade due to the depth of the Sewer Main Line, Sewer Laterals may be run at 1% grade if approved by the City Engineer. Cleanouts shall be installed at not more than 100-foot spacing. No more than two (2) bends in excess of 45 degrees will be installed without a cleanout.

Sub-Section B. Pressure Sewer Laterals:

Professional advice should be obtained prior to installing pumping equipment or pressure Sewer Laterals.

In locations where buildings cannot be discharged to the Sewer Main by a gravity flow Sewer Lateral, flows shall be discharged into a tightly covered and vented sump from which the flows shall be pumped, by automatic pumping equipment and discharged into a gravity flow Sewer Lateral, connecting at a cleanout, or comparable access point, located on the private property,). No pressurized discharge connections are to directly discharge into the city sewer main lines.

Unless otherwise approved by the City Engineer, pressure Sewer Laterals shall be constructed of HDPE.

The pump shall be designed to exceed the anticipated use requirements. The total maximum system head shall not exceed the pump manufacturer's recommended allowable head for the pump system being proposed.

Pressure Sewer Laterals shall be sized to provide a minimum velocity of 2.0 feet per second at the design pumping rate. Pressure Sewer Laterals shall be designed and constructed on a constant reverse grade.

Section 3.05 SEWER LIFT STATIONS

Sanitary sewer pipelines and facilities that are owned or will be owned and maintained by the City for all new subdivisions or developments shall operate by gravity flow means without introducing, or causing to be created, additional lift or pumping systems. Private lift stations will only be allowed upon written approval by the City Engineer. At least two pumps are required for private systems, thereby providing at least one redundant pump. Each pump shall be designed to exceed the anticipated use requirements and shall follow State of Utah design requirements. Private lift stations must provide adequate provisional funding for operation, maintenance, repair and replacement in perpetuity.

DIVISION 4 PRESSURE PIPE DESIGN CRITERIA

Section 4.01 GENERAL

The following pressure pipe design criteria shall apply to all pressure pipe designs in the City. Design shall comply with the current applicable AWWA, APWA standards and Utah Division of Drinking Water Rules. Additional design criteria are specified in the Standard Drawings.

Drinking water and pressure irrigation pipe mains shall be no less than eight-inch (8") diameter.

All drinking water and/or pressurized irrigation piping 8" diameter and larger shall be shown in profile on the approved drawings.

Section 4.02 DRINKING WATER PIPE DESIGN

Sub-Section A. Demand Report:

A water demand report must be provided to Highland City for all commercial projects and developments of 10 lots or greater. The report must show all building sizes and building type, anticipated demands, including fire flows. At least one hydrant flow test must be included as part of the basis of design.

Sub-Section B. Pipe Material:

Ductile iron pipe shall conform to all requirements of ANSI/AWWA C151/A21.51, "American National Standard for Ductile Iron Pipe, Centrifugally Cast in Metal Molds or Sand-Lined molds, for Water or Other Liquids." Minimum pressure Class will be 350 for all pipes. If a thickness class is required it shall be approved by City Engineer. Ductile iron pipe shall be installed per the manufacturer's recommendations or per AWWA Standard C600-10, "Installation of Ductile Iron Water Mains and Their Appurtenances".

All main lines shall be in ductile iron.

Polyvinyl Chloride (PVC) pipe for the transmission and distribution of water shall be manufactured in accordance with AWWA C900-07, "AWWA Standard for Polyvinyl Chloride (PVC) Pressure Pipe, 4-inch through 12-inch, for Water:" PVC pipe fourteen inches (14") and larger shall be manufactured in accordance with AWWA C905-10, "AWWA Standard for Polyvinyl Chloride (PVC) Water Transmission Pipe, Nominal Diameters 14-inch through 48-inch." All PVC pipe four-inch (4") and larger shall be dimension ratio (DR) 18 with a working pressure of 150 psi. The PVC pipe shall have a cast-iron-pipe-equivalent outside diameter. Pipe smaller than four inches (4") shall be schedule 40 PVC. PVC pipe shall be installed per the manufacturer's recommendations or per ASTM D2774, Recommended Practice for Underground Installation of Thermoplastic Pressure Piping and PVC Pipe and AWWA Manual of Practice M23, 2003.

All materials that may come in contact with drinking water, including pipes, gaskets, lubricants and O-Rings, shall be ANSI-certified as meeting the requirements of ANSI/NSF Standard 61, Drinking Water System Components - Health Effects. To permit field-verification of this certification, all components shall be appropriately stamped with the NSF logo. All pipe and fittings used in routine operation and maintenance shall be ANSI-certified as meeting NSF Standard 61 or Standard 14.

Pipe, joints, fittings, valves, and fire hydrants shall conform to ANSI/NSF Standard 61, and applicable sections of AWWA Standards C104-A21.4-08 through C550-05 and C900-07 through C950-07.

The use of asbestos cement pipe shall not be allowed.

Pipes and pipe fittings shall be “lead free” in accordance with Section 1417 of the Federal Safe Drinking Water Act. They shall be certified as meeting ANSI/NSF 372 or Annex G of ANSI/NSF 61.

Valves shall be located as a cluster in intersections.

Top of pipe bury depths shall be between forty-eight inches (48”) and sixty inches (60”) below finished grade. Any modifications due to conflicts must be approved by City Engineer.

Locator tape shall be installed twelve inches (12”) above pipe.

Where distribution systems are installed in areas of contamination:

- a) pipe and joint materials which are not susceptible to contamination, such as permeation by organic compounds, shall be used; and,
- b) non-permeable materials shall be used for all portions of the system including water mains, service connections, and hydrant leads.

Sub-Section C. Fire Hydrant Spacing:

Fire Hydrants shall be Waterous type and placed on the drinking water main side of the street. Fire Hydrants shall be placed in locations that allow for accessibility by the lay of a fire hose of no more than two hundred fifty (250) feet from the hydrant to the most remote point of any structure intended for occupancy and spaced no greater than five hundred (500) feet. Minimum fire hydrant spacing to structures shall be reduced to two hundred (200) feet in cul-de-sacs and dead ends.

Buildings that are to be equipped with sprinkled fire suppression are to have a hydrant within one hundred (100) feet of the “Fire Department Connection” (FDC). Other requirements shall be based on the “International Fire Code” or as specified by the Highland City Fire Marshall.

A concrete pad shall be poured around the hydrant barrel below traffic flange from curb to sidewalk and 18 inches to each side of hydrant with thickness equal to sidewalk.

Sub-Section D. Blow-off Locations:

If a fire hydrant is not located at the end of a cul-de-sac or temporary dead-end street, a blow-off hydrant shall be placed at those locations.

Sub-Section E. Isolation Valve Locations:

Valves shall be located at not more than 500’ intervals in commercial districts and at not more than one block or 800’ intervals in other districts. Where systems serve widely scattered customers and where future development is not expected, the valve spacing shall not exceed one mile.

Sub-Section F. Water Mains and Sources of Contamination.

Caution shall be exercised when locating water mains at or near certain sites such as sewage treatment plants or industrial complexes. Individual septic tanks shall be located and avoided. The Utah Division of Drinking Water shall be contacted to establish specific design requirements prior to locating water mains near a source of contamination.

Transmission lines shall conform to all applicable requirements in the Utah Division of Drinking Water rules. Transmission line design shall minimize unpressurized flows. An unpressurized transmission line shall not be installed less than 20 feet from a concentrated source of pollution (e.g., septic tanks and drain fields, garbage dumps, pit privies, sewer lines, feed lots, etc.). Furthermore, unpressurized transmission lines shall not be placed in boggy areas or areas subject to the ponding of water.

Sub-Section G. Chamber Drainage:

Chambers, pits, or manholes containing valves, blow-offs, meters, or other such appurtenances to a distribution system, shall not be connected directly to a storm drain or sanitary sewer.

Chambers shall be provided with a drain to daylight, if possible. Where this is not possible, underground gravel-filled absorption pits may be used if the site is not subject to flooding and conditions will assure adequate drainage. Sump pumps may also be considered if a drain to daylight or absorption pit is not feasible.

Sub-Section H. Control Valve Stations:

Pressure Reducing Valves (PRVs): Isolation Valves shall be installed on both sides of the pressure reducing valve. Where variable flow conditions will be encountered, consideration shall be given to providing parallel PRV lines to accommodate low and high flow conditions.

Backflow Devices: Installation of Backflow devices shall conform to the State-adopted plumbing code.

Meters: Installation shall conform to the State-adopted plumbing code and local jurisdictional standards

Sub-Section I. Cross Connections and Interconnections:

There shall be no physical cross connections between the distribution system and pipe, pumps, hydrants, or tanks that may be contaminated from any source, including pressurized irrigation.

Neither steam condensate nor cooling water from engine jackets or other heat exchange devices shall be returned to the drinking water supply.

Sub-Section J. Installation:

Under no circumstances shall the pipe or accessories be dropped into the trench.

The open ends of all pipelines under construction shall be covered and effectively sealed at the end of the day's work

Special design and burial techniques shall be employed when water mains are in areas of geologic hazards. Consideration shall also be given to materials to be used when corrosive soils or groundwater will be encountered. The City Engineer shall approve all such installations and may require alternative materials or methods of construction.

Above Water Crossings: The pipe shall be adequately supported and anchored, protected from damage and freezing, and accessible for repair or replacement.

Underwater Crossings:

- a) A minimum cover of 2 feet or greater, as local conditions may dictate, shall be provided over the pipe.
- b) When crossing water courses that are greater than 15 feet in width, the following shall be provided:
 - i. Pipe with joints shall be of special construction, having restrained joints for joints within the surface water course and flexible restrained joints at both edges of the water course.
 - ii. Isolation valves shall be provided on both sides of the water crossing at locations not subject to high ground water or flooding, so that the section can be isolated for testing or repair.
 - iii. A means shall be provided, such as a sampling tap, not subject to flooding, to allow for representative water quality testing on the upstream and downstream sides of the crossing.
 - iv. A means shall be provided to pressure test the underground water crossing pipe.

Section 4.03 PRESSURE IRRIGATION PIPE DESIGN**Sub-Section A. Pipe Material:**

Polyvinyl Chloride (PVC) pipe for the transmission and distribution of water shall be manufactured in accordance with AWWA C900-07, "AWWA Standard for Polyvinyl Chloride (PVC) Pressure Pipe, 4-inch through 12-inch, for Water:" PVC pipe fourteen inches (14") and larger shall be manufactured in accordance with AWWA C905-10, "AWWA Standard for Polyvinyl Chloride (PVC) Water Transmission Pipe, Nominal Diameters 14-inch through 48-inch." All PVC pipe four-inch (4") and larger shall be dimension ratio (DR) 18 with a working pressure of 150 psi. The PVC pipe shall have a cast-iron-pipe-equivalent outside diameter. Pipe smaller than four inches (4") shall be schedule 40 PVC. Pressure Irrigation pipe shall be purple in color for easy identification.

Valves shall be located in intersections at the extension of the property lines.

Top of pipe bury depths shall be between thirty-six inches (36") and forty-two inches (42") below finished grade. Any modifications due to conflicts must be approved by City Engineer.

Tracer wire and locator tape shall be installed on the pipe.

Sub-Section B. Blow-off Locations:

A blow-off shall be placed at the end of all cul-de-sacs and temporary dead-end streets unless an irrigation pipe drain is placed at those locations.

Sub-Section C. Pipe Drainage Facilities:

Pressure irrigation pipe drains must be designed at all low-lying locations that will collect water at the end of the irrigation season. Care should be taken in the design process to assure the fewest number of drains as possible. Highland City must approve the location of all drains. Details of acceptable pipe drains are included in the standard drawings.

Section 4.04 PIPE LOOPING

Circumstances that require a drinking water pipe to be placed under a sanitary sewer pipe require special construction. There must be 18" to 36" clear distance between the pipes. The drinking water pipe must be in a casing that extends ten (10) feet on each side of the crossing. This also must be approved by the State Division of Drinking Water.

Section 4.05 AIR VALVES

The engineer must give special consideration in the design of a pressure pipe system to include air valves of the appropriate type and location when necessary. Generally, special valves that may need to be designed into the system include vacuum relief valves, air and vacuum valves and combination air valves. Air valves are essential in the design of an expansive system in order to operate effectively. Without the proper application and placement of air valves, pipeline capacity may be reduced. Valves are especially necessary for pressure irrigation systems that are drained annually. In pressure irrigation systems, manual valves that provide air inlet and removal are generally acceptable. The design engineer should work closely with the City Engineer and Public Works Director to determine the most appropriate type of valve.

The following is a description of the application concerning the specified valves:

- a) Vacuum Relief Valves shall be of the type that automatically admits large quantities of air to enter a system on negative pressure.

- b) Air and Vacuum valves shall be of the type that automatically exhausts large quantities of air during the filling of a pipeline and to close water tight when the water enters the valve and allows air to re-enter during the draining or when a negative pressure occurs. The discharge orifice area shall be equal to or greater than the inlet of the valve.
- c) Combination Air Valves shall be of the single housing style that combines the operating features of both an Air/Vacuum and Air Release Valve. The Air/Vacuum portion shall automatically exhaust large quantities of air during the filling of the pipeline and automatically allows air to re-enter the pipeline when the internal pressure of the pipeline approaches a negative value due to column separation, draining of the pipeline, power outage, pipeline break, etc. The Air Release portion shall automatically release small pockets of air from the pipeline while the pipeline is in operation and under pressure.
- d) Air Inlet and Removal Valves using manual controls are used to flush air from the pressure irrigation system upon annual filling and emptying. Refer to the Standard Drawings for details.

Sub-Section A. Drinking Water Air Valves:

At high points in water mains where air can accumulate, provisions shall be made to remove air by means of hydrants or air relief valves.

The open end of the air relief vent pipe from automatic valves shall be provided with a #14 mesh, non-corrodible screen and a downward elbow, and where possible, be extended to at least one foot above grade. Alternatively, the open end of the pipe may be extended to as little as one foot above the top of the pipe if the valve's chamber is not subject to flooding, or if it meets the requirements of Chamber Drainage (Sub-Section F of Section 4.02).

Blow-offs or air relief valves shall not be connected directly to a sewer.

Adequate number of hydrants or blow-offs shall be provided to allow periodic flushing and cleaning of water lines.

The air relief valve shall be installed in a manner to prevent it from freezing. A shut-off valve shall be provided to permit servicing of an air relief valve.

Section 4.06 THRUST BLOCKING

All tees, bends, plugs, and hydrants shall be provided with thrust blocking, anchoring, tie rods, or restraint joints designed to prevent movement. Restraints shall be sized to withstand the forces experienced.

A Highland City inspector is required to inspect the areas dug out for thrust blocking. The inspector also will be present during installation of the thrust blocking and collect batch tickets at the time of installation.

Section 4.07 PRESSURE TESTING AND DISINFECTING DRINKING WATER MAINS

Ductile iron pipe shall be pressure tested at 200 psi. Pressure testing shall conform to AWWA C600-10 (Installation of Ductile Iron Mains and Their Appurtenances and disinfection shall conform to AWWA C651-05 (Disinfecting Water Main). A Highland City inspector shall be present for the filling of the pipe and will perform the chlorine test. The inspector shall be present for the flushing, pressure test, and will collect samples to ensure proper disinfection.

Section 4.08 LATERAL CONNECTIONS

Sub-Section A. Drinking Water Service Lateral:

Service taps shall not jeopardize the quality of the system's water.

Water services and plumbing shall conform to the State-adopted Plumbing Code.

Pipes and pipe fittings shall be “lead-free” in accordance with Section 1417 of the federal Safe Drinking Water Act. They shall be certified meeting the ANSI/NSF 372 or Annex G of ANSI/NSF 61.

The minimum residential drinking water service lateral pipe diameter shall be one inch (1”) for residential services. The minimum commercial service lateral pipe diameter shall be one and a half inches (1.5”). Service laterals shall be installed in Type K soft copper. Water service meters shall be located in the park strips.

Service lines shall be capped until connected for service. The portion of the service line from the meter to the mainline is considered to be part of Highland City’s distribution system. Connections between the service meter and the home shall be in accordance with the State-adopted Plumbing Code, and are the responsibility of the property owner.

All drinking water laterals shall be located at the lot centerline and stamped with “W” on the curb at the lateral location.

Sub-Section B. Pressure Irrigation Service Lateral:

Refer to the standard drawings for pressure irrigation service lateral pipe size diameter. The minimum service lateral shall be one inch (1”) and purple poly pipe material. One (1) double service shall be provided to every two (2) lots where possible.

All pressure irrigation laterals shall be located in the park-strip at lot lines and stamped with “I” on the curb at the lateral location.

DIVISION 5 STORM DRAINAGE CRITERIA

Section 5.01 GENERAL

The following storm drainage design criteria shall apply to all storm drainage designs in the City that will be maintained by the City of Highland. Additional design criteria are specified in the Standard Drawings and the Highland City Storm Drainage Master Plan. The minimum allowed pipe size for storm drain pipe mains (manhole to manhole) is fifteen-inch (15") diameter. The minimum for tributary piping (curb face inlet to manhole) is fifteen-inch (15") diameter. Storm Drainage should be designed to avoid conflicts with water lines that would require looping of water lines.

Finished floor elevations for a proposed use shall be established to ensure that the finished grading of the building and site shall meet or exceed the latest building code as adopted by Highland City.

In no case shall a retention basin be allowed on private residential lots.

Section 5.02 INLET BOXES AND MANHOLES

Sub-Section A. Storm Water Inlets:

Curb face inlets (or an acceptable alternative) must be constructed at all low-lying areas. Curb face inlet boxes will serve tributary piping and shall not be used as junction boxes or manholes. If multiple piping is required in a structure using a curb face inlet, a combination box shall be constructed which must include a manhole for access. No inlets shall be allowed at the bottom of an ADA ramp structure or in a designated pedestrian path.

Sub-Section B. Manholes:

Minimum manhole interior diameter is four-foot (4'). The diameter of the manhole shall be determined by the intersection pipe sizes and the clearances required between the pipes for proper construction. Generally there should be a minimum of twelve inches (12") clear distance between any two connecting pipes. Inside a rectangular type box, a minimum of 6 inches (6") clear distance between the pipe and a side wall is preferred.

Spacing between manholes shall be no more than four hundred (400) feet unless special approval is granted by the City Engineer.

All manholes and combination boxes shall feature steps made of copolymer polypropylene conforming to ASTM D-4101.

Sub-Section C. Pipe Material:

Storm drain pipe material shall be reinforced concrete pipe. All reinforced concrete pipe used for storm drain construction shall be of the rubber gasket type, bell and spigot joint design, conforming to the requirements of the latest revision of ASTM Designation C76 (minimum Class III.) Pipe class shall be as shown on the Improvement Drawings. The minimum joint length of all pipes provided shall be 7 ½ feet.

Sub-Section D. Storm Water Treatment:

All new land development will require provisions for storm water treatment before the water is allowed to discharge into the existing City system, ponds, or sumps. A design that will separate oils and particulates from the discharged water will have to be approved by the City Engineer. The treatment facility must be easily accessible and maintainable without unreasonable effort.

Sub-Section E. Sumps:

Sump interior diameter shall be six-feet (6') with a nine-foot (9') minimum wall section. Pre-treatment shall be required for flows before discharge into sumps. Sumps shall be placed as required by storm drain calculations and where discharge into the existing city system is not available. Additional design criteria are specified in the Standard Drawings.

All storm drain design must include a percolation test conducted by a licensed geotechnical engineer to determine the appropriate disposal rates for the subdivision storm drain system. Percolation tests must be conducted at depths of 6'-0 and 12'-0 from final grade. As noted in the Stormwater Master Plan the design infiltration rate is equal to the measured infiltration rate divided by four.

Section 5.03 MULTIPLE-LOT STORM DRAINAGE CALCULATIONS

The following information shall be included in the storm drainage calculations for multiple-lot development.

Sub-Section A. Hydrologic (Flow) Calculations:

- 1) A map showing drainage sub-basins and the piping system.
- 2) Cumulative peak flow calculations for each sub-basin (submit all input data, calculations and results).

Sub-Section B. Hydraulic (Inlet and Pipe) Calculations:

- 1) Capacity calculations for each segment of the pipe system.
- 2) Calculations demonstrating that flow rates in streets do not exceed maximums before being caught in storm drain inlets. "Section 5.07, Sub-Section C: Inlet Spacing" dictates the criteria required for allowable water spread.
- 3) Calculations demonstrating that inlets are sufficiently long to capture peak design flows.

Sub-Section C. Detention Calculations:

- 1) Detention volume requirement which includes an analysis that identifies the storm whose duration creates the greatest detention volume requirement, given storm duration and stage storage curve and outlet discharge curve.
- 2) Orifice calculations illustrating that the maximum release rate is not exceeded.

Section 5.04 COMMERCIAL SITE STORM DRAINAGE CALCULATIONS

The following information shall be included in the storm drainage calculations for commercial site property development.

Sub-Section A. Hydrologic (Flow) Calculations:

- 1) Peak flow calculations for the site (submit all input data, calculations and results).

Sub-Section B. Hydraulic (Inlet and Pipe) Calculations:

- 1) Capacity calculations for each segment of the pipe system.

Sub-Section C. Detention Calculations:

- 1) Detention volume requirement-an analysis that identifies the storm whose duration creates the greatest detention volume requirement, given storm duration and stage storage curve and outlet discharge curve.
- 2) Stage storage curve – generally required only on large detention basins.
- 3) Outlet discharge curve – generally required only on large detention basins.

- 4) Orifice calculations illustrating that the maximum release rate is not exceeded.

Section 5.05 LANDSCAPED STORM DETENTION BASIN REQUIREMENTS

Storm water must be detained such that the peak flow rate released from the site does not exceed 0.10 cubic feet per second per acre of development (cfs/acre). Detention basins must have vehicular access for maintenance and will not be allowed in the backyards of single family residences. The following limitations apply to detention basins:

- a) The side slopes of the basin may not be steeper than 3:1 unless special circumstances warrant a change. Any change must be approved by the City Engineer. The bottom of the detention basin must slope toward the drain.
- b) An oil water separator is required on the inlet to the pond.
- c) Within 10 feet of the outlet, the slope of the basin bottom must not be flatter than 5% unless a concrete apron is constructed around the outlet.
- d) Excluding areas within 10 feet of the outlet, the maximum allowable depth of water in the basin is 3 feet. An additional one (1) foot of freeboard must be constructed on all basins.
- e) Storm drain pipes are to be continuous through detention areas to allow low flows to proceed through the storm drainage system without having to come to the surface. These flows must still pass through the outlet restriction that limits runoff rates.
- f) Basins are to be designed such that water does not run into them after storm water reaches a maximum depth (unless a free flowing overflow is provided)—this can usually be controlled by the elevation of an inlet box in the street adjacent to the basin.
- g) Basins are to be designed such that when runoff exceeds design values or when restrictions plug, excess storm water will be directed to the street system or bypass the restriction by entering the piped system via a free flowing overflow.
- h) A basin may be designed for dual use, but uses other than the detention of storm water must be approved by the City Engineer.
- i) In cases where the basin detains water from and is part of a project controlled by a “Home Owners Association” (HOA), the HOA will be responsible to maintain the operation, landscaping and general maintenance of the basin.

Section 5.06 HARD SURFACE STORM DETENTION STORAGE REQUIREMENTS

Storm water may be detained above ground on hard surface areas if the depth does not exceed a maximum of one-foot (1'). If property is not available for a landscaped detention basin or cannot meet the one-foot depth criteria, storm water shall be detained underground in an approved underground system. Storm water must be detained such that the peak flow rate released from the site does not exceed 0.10 cubic feet per second per acre of development (cfs/acre). Underground storage designs should be discussed with the City Engineer before submittal. The following limitations apply to underground detention storage:

- a) Basins are to be designed such that when runoff exceeds design values or when restrictions plug, excess storm water will be directed to the street system or bypass the restriction by entering the piped system via a free flowing overflow.
- b) The private property owner benefiting from the hard surface or underground detention storage will be responsible to maintain the operation of the system.

Section 5.07 STORM WATER QUANTITY CRITERIA AND DESIGN GUIDELINES

The following storm drainage criteria and design guidelines apply to all storm drainage plans in Highland and shall be used in storm drainage calculations. The City Engineer has authority to modify the criteria and guidelines as needed to meet changing or unusual needs or conditions.

Sub-Section A. Design Storm:

Precipitation and Frequency Data can be found online at NOAA 14
(http://hdsc.nws.noaa.gov/hdsc/pfds/sa/ut_pfds.html)

- i. Design piping system for a 10 year storm
- ii. Design detention, retention, sumps, control point of discharge, open channels and flooding hazard for a 100 year storm

Sub-Section B. Runoff Coefficients:

Highland City requires the design engineer to calculate a composite runoff coefficient based on surface type and associated runoff coefficient, weighted by the area of each surface type.

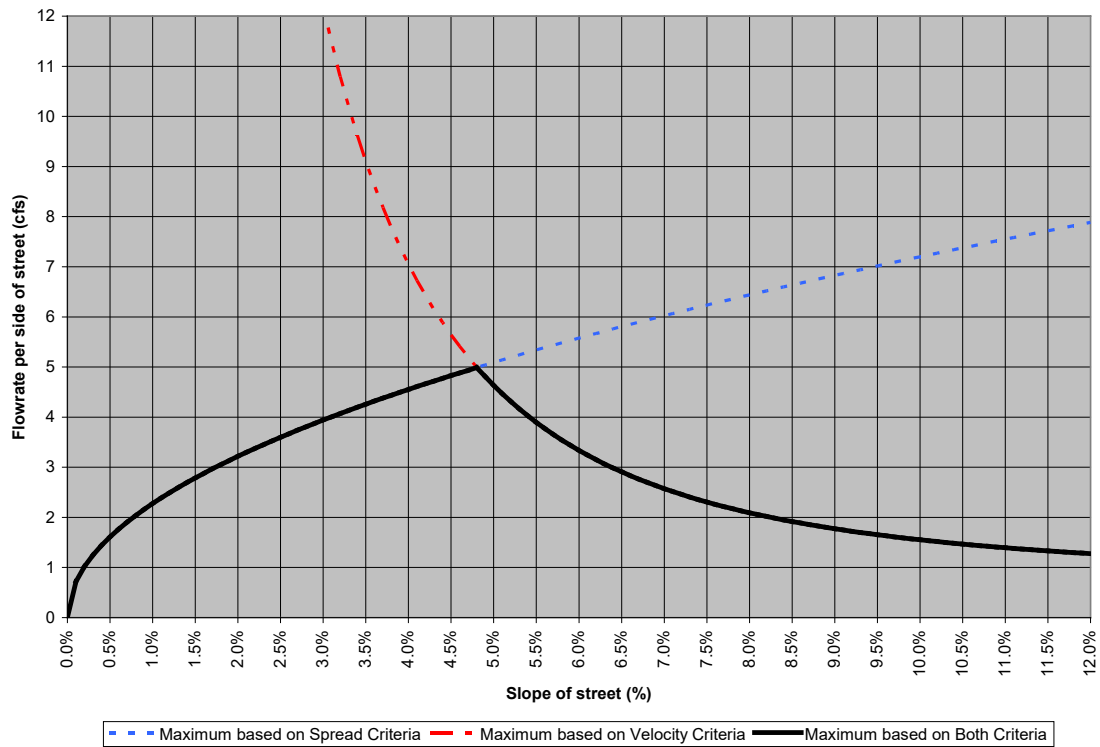
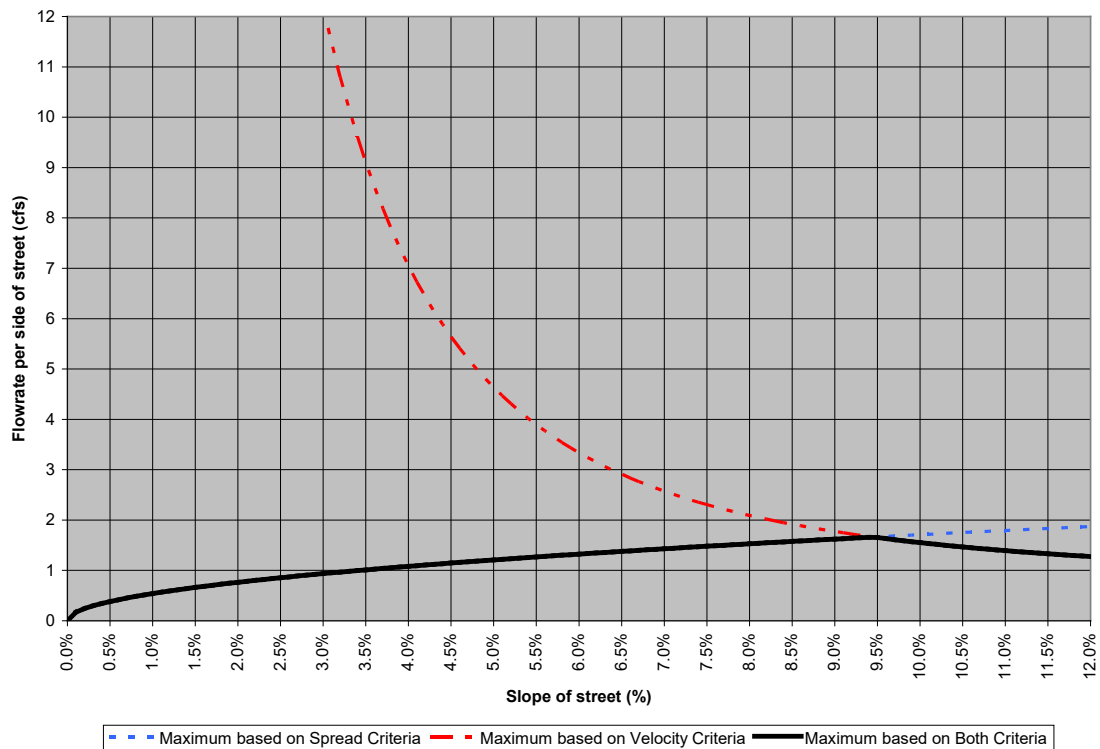
Sub-Section C. Inlet Spacing:

Determined by the Highland City Storm Water Design Criteria and at the direction or discretion of the City Engineer.

Two criteria must be met.

- 1) Spread of water in the street:
Storm water must be delivered from the street into an underground piped system when the spread of water in the street covers the outside 7 feet of asphalt on a local street, the outside 2 feet on a Collector street and the outside 2 feet on an Arterial street. This will leave 12-feet of unsubmerged asphalt for local streets (that have 26 feet of asphalt), 10-feet in each direction of unsubmerged asphalt for Collector streets (that have 24 feet of asphalt) and 22-feet in each direction of unsubmerged asphalt for Arterial streets (that have 48 feet of asphalt).
- 2) Gutter velocity:
Water must be delivered from the street into an underground piped system when the velocity of water in the deepest part of the gutter reaches 10 feet per second (as a safety consideration).

Both of these requirements are a function of street slope and storm water flow rate. Storm water must be delivered from the street to storm drains when flows reach amounts shown in the following graphs. This means that for a given longitudinal street slope, flows on the street surface must be delivered into the underground piped system when they reach the amount indicated on the graph by the solid line.

GRAPH FOR LOCAL SUBDIVISION STREETS**GRAPH FOR COLLECTOR AND ARTERIAL STREETS**

Note: The spread of water in the street is calculated using the Manning equation in the form developed by Izzard, with a roughness coefficient of 0.013 and the standard street cross section. The velocity criteria is based on the velocity at the deepest part of the gutter with the Manning Equation, with a roughness coefficient of 0.013, and using a depth at a point six inches from the face of the curb as the hydraulic radius.

Sub-Section D. Inlet Capacity:

The designer is to assume 50% blockage of inlets when considering storm drain inlet capacity.

Sub-Section E. UPDES and Storm Water Pollution Prevention Plan:

All construction sites, which disturb an area of 1 acre or more, currently need a UPDES permit from the State of Utah. As a condition of the permit, a Stormwater Pollution Prevention Plan (SWPPP) must be developed and implemented as outlined at the Department of Environmental Quality website (<http://www.waterquality.utah.gov/UPDES/stormwater.htm>). The permit requires the responsible party to control and eliminate storm water pollution sources through the development and implementation of a Storm Water Pollution Prevention Plan. In the Plan, you identify possible sources of storm water pollutants then select Best Management Practices (BMPs) to reduce or eliminate their impacts. BMPs are the most important element of this Plan. The aim is to control storm water sediment and erosion to the maximum extent practicable. Controls can encompass a wide range of structural and non-structural options. The SWPPP shall address each of the following items:

1. construction environmental summary
2. clearing limits
3. construction access
4. storm water detention
5. sediment controls
6. soil stabilization
7. slope protection
8. drain inlet protection
9. storm water outlet protection
10. spill prevention and response
11. storm water treatment
12. BMP maintenance
13. project management

The *DWQ* finds the owner, developer, or project instigator and controller (the entity responsible for obtaining funding, procuring initial contracts or agreements, selecting [or assuming the position of] a general contractor, and that has control over site specifications) as the ultimate party responsible for pursuing permit procurement and compliance.

DIVISION 6 LAND DEVELOPMENT CRITERIA

Section 6.01 GENERAL

The following land development criteria shall apply to all designs for land development in Highland. It will be necessary to refer to the current general plan and zoning plan for correct land use designations. Design shall comply with the current Highland City Zoning Ordinance and the Highland City Subdivision Ordinance. Additional design criteria are specified in the Standard Drawings.

Section 6.02 PROJECT IMPACT ON ADJACENT PROPERTIES

The design of public improvement and utility projects shall evaluate the project impact to adjacent private and public property. The evaluation shall include mitigation measures for right of way acquisition, public utility easements, and construction easements. The design engineer shall give consideration to traffic and pedestrian safety, accessibility and storm water surface flows that may have an impact on all adjacent properties.

The design plans must include sufficient details to show that both drainage patterns and construction efforts will not impact adjacent properties before approval will be granted.

The design of the new development must not create a non-conforming use out of a neighboring parcel. For example, if a pre-existing lot designed to function as an interior lot will change to a corner lot because of the design of the new development, additional property may need to be deeded to that lot to insure it is in conformance to the current zoning ordinance for a corner lot.

Section 6.03 DESIGN CONSIDERATIONS TO PRESEVE NATURAL FEATURES AND MITIGATE HAZARDOUS CONDITIONS

Sub-Section A. Natural Features:

The design of public improvements shall preserve the natural features such as natural drainage, wetlands, existing native vegetation and wild life habitat where applicable. The Applicant(s) or his representative shall delineate the location of such natural feature when submitting concept plans or preliminary design drawings for all public improvement projects. The design engineer shall be responsible to incorporate all natural features identified by City Staff reviews and shall be required to notify and get approval from all state and federal agencies that control the natural features.

Sub-Section B. Hazardous Conditions:

Land subject to hazardous conditions such as wetlands, surface fault rupture, debris flow, rock fall, landslides, soil liquefaction, shallow water table, floods, and polluted or non-potable water supply shall be identified and shall not be developed until the hazards have been preserved or will be mitigated during development process and will appear on construction design plans. The approval of a subdivision plat or construction drawings does not terminate the responsibility of the design engineer in using standard duty of care in the investigation and design for the hazardous conditions associated with the project. The design engineer shall be required to notify and get approval from all state and federal agencies that control the preservation or mitigation processes.

Section 6.04 IDENTIFICATION OF EXISTING EASEMENTS AND RIGHTS OF WAY

The design engineer shall identify all easements and rights of way that exist on the subject property that is to be developed. Sufficient investigation and agreements must take place to illustrate to the City the status of all easements and rights of way on the property. These easements and rights of way must be illustrated on the appropriate drawings and in a clear manner.

DESIGN CRITERIA FOR PUBLIC IMPROVEMENTS

~~2021~~

2024



HIGHLAND CITY

DESIGN CRITERIA FOR PUBLIC IMPROVEMENTS

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DIVISION 1 GENERAL REQUIREMENTS

Section 1.01 PURPOSE OF DOCUMENTS

The purpose of the Design Criteria is to govern any design and engineering performed regarding public improvements. Engineers and designers working on projects within Highland City should thoroughly read and understand these requirements before designing and creating construction plan sets for public improvements.

This ~~division document~~ contains the Highland City adopted design criteria that are in addition to normal and acceptable engineering practices ~~including~~. Highland City follows, and adopts as standards, the latest version of the standard drawings and specifications as published by the Utah Chapter of the American Public Works Association (APWA), other applicable national APWA standards, AWWA, AASHTO, and ACSE standards and. The published and adopted design criteria and standard drawings for Highland City shall be the governing specifications and standards. These standards are to be used on designs in the City, supplemented by the national standards indicated above. In case of conflict, the more stringent specification shall govern. The City Engineer shall have authority to modify the criteria as needed to meet changing or unusual needs or conditions. Designs shall comply with applicable Utah County, State of Utah, and Federal requirements. For utilities, designs shall comply with all applicable State of Utah, Division of Environmental Quality requirements.

Section 1.02 USES OF THESE CRITERIA

The criteria contained in this document are organized into divisions and sections covering specific areas of design. It will often be necessary to use ~~a number of several~~ sections for the design of a single project. For instance, the design of a street may require the use of standards regarding streets, sidewalks, pressure pipe, sewer, and storm drain.

These standards are a guide for design, but not a substitute for ~~good~~appropriate engineering. It is the obligation of the ~~designer~~Professional Engineer to use these standards responsibly and professionally to produce designs conforming with commonly accepted engineering practices and the Code of Professional Conduct. It will at times be desirable and/or necessary to vary from the standards in this document to produce a good product. When the need arises, please refer to the following section on modifications.

Section 1.03 MODIFICATIONS

If ~~a person~~an applicant believes it is necessary or desirable to modify the technical requirements and standards presented in this document in connection with a particular improvement, a ~~request for~~ modification may be requested from the City Engineer. Such a request shall be made in writing and will include:

- a) The standard to be modified.
- b) The proposed modification.
- c) Justification for the modification.
- d) Calculations to validate the sufficiency of the proposed modification.

A written response will be given within a reasonable timeframe of the submittal of the request. A modification determination may be appealed to the appropriate land use authority. If a request seeks a modification of a land use regulation, the ~~person~~applicant shall follow the City's variance process.

Section 1.04 AMENDMENTS

~~Amendments to these standards may be requested by writing the City Engineer with details and justification for an amendment.~~ The City Engineer along with the City Staff will meet periodically to discuss proposed amendments and make recommendations to the City Council. The City Council will periodically entertain changes to the standards ~~once a year~~ at their discretion.

DIVISION 2 STREET DESIGN CRITERIA

Section 2.01 GENERAL

The following street design criteria shall apply to all street designs in the City. It will be necessary to refer to the current master transportation plan for correct street designation. Design shall comply with the current AASHTO guidelines on geometric design. Additional design criteria are specified in the Standard Drawings.

Section 2.02 STREET CLASSIFICATION

Streets will be classified according to their functional use as described below. Existing facilities may not fully comply.

Sub-Section A. Arterials:

The arterial streets provide continuous routes for the movement of large volumes of all types of through traffic across Highland and between Highland and outlying areas. Geometric design and traffic control should emphasize the safe movement of through traffic and minimize property access. Access to arterials shall be limited from local streets or individual driveways. Arterials will typically be multi-lane streets and shall have separate turning lanes at intersections. Arterials will connect to the Expressway system.

Sub-Section B. Collectors:

The collector streets provide continuous routes for the movement of large volumes of all types of through traffic across Highland and may also connect to outlying areas. Geometric design and traffic control should emphasize the safe movement of through traffic and minimize property access. Access to collectors shall be limited from local streets or individual driveways. Collectors will typically be two-lane streets with separate turning lanes at intersections and may be multi-lane streets if warranted by traffic volumes.

Sub-Section C. Local Streets:

The Local Streets serve as a means of access to abutting property. They are intended to serve low speeds, short trip routes, and a relatively uniform low traffic volume.

Sub-Section D. Design Vehicle for Classification Type:

All street classifications are designated to carry passenger vehicles and up to the following Design Vehicle Types:

- 1) Arterial Streets up to WB50.
- 2) Collector Streets up to WB40.
- 3) Local Streets up to SU30.

Section 2.03 TRAFFIC IMPACT STUDIES

1. A traffic impact study may be necessary to identify, review and make recommendations for mitigation of the potential impacts a development may have on the roadway system. Physical and operational characteristics of the roadway are typically identified. The development design engineer is expected to follow the Utah Department of Transportation document entitled "Traffic Impact Study Requirements" (current edition). Generally, a traffic study may be required for all developments expected to produce over 100 average daily trips (ADT). ~~The City engineer will have the authority to dismiss this requirement if it can be illustrated that the traffic impact will be negligible on the roadway~~

system. All developments expected to produce over 100 ADT must be discussed with the City Engineer to determine the necessity of this requirement. A traffic impact study shall be required for all new commercial projects, developments of 20 lots or more. Additionally, a traffic study shall be required when deemed necessary by the City Engineer. This traffic study is to be performed by a licensed professional engineer qualified to complete traffic studies. When deemed necessary, Highland City reserves the ability to have traffic studies reviewed by an independent traffic engineer. In cases of disagreement between the applicant and City's professional consultants, a mutually agreed upon third consultant shall be the arbiter to establish agreed upon traffic projections and impacts from development and the recommended mitigations.

Section 2.04 MINIMUM AND MAXIMUM GRADES

The minimum acceptable grade slope measured at the centerline of the street is one-half percent (0.5%). The flow line of curb returns, knuckles and cul-de-sacs' shall also be no less than ~~one-half percent (0.575 (0.75%)~~. The maximum slope varies depending on road classification. The sub-sections below shall be used to determine maximum slope.

Sub-Section A. Arterials and Collectors:

Arterial and Collector streets shall be limited to a maximum grade of eight percent (8%). Sustained grades (600 feet or more) shall be limited to seven percent (7%).

Sub-Section B. Local Streets:

Local streets shall be limited to maximum grade of twelve percent (12%). Sustained grades (600 feet or more) shall be limited to eight percent (8%).

Sub-Section C. Cul-de-sacs:

Cul-de-sacs shall be limited to a maximum grade of six percent (6%). The cul-de-sac shall terminate at the bulb with a grade not to exceed three percent (3%) for the last one hundred feet (100') of traveled surface.

Sub-Section D. Vertical Alignment:

All changes in vertical alignment shall be made by vertical curves with minimum length of one hundred feet (100') for local streets and three hundred feet (300') for arterial and collector streets. Actual vertical curve length shall be a function of design speed.

Section 2.05 STREET DESIGN

The following street design criteria shall apply to all street designs in the City. Additional design criteria are specified in the Standard Drawings.

Sub-Section A. Design Speeds:

The design speed will be used to design and establish geometric features including sight distance, intersections, etc. to current AASHTO standards. The following minimum design criteria shall be met:

- 1) Local streets shall be designed to at least 30 mph.
 - 2) Collector streets shall be designed to at least 40 mph.
 - 3) Arterial streets shall be designed to at least 50 mph
- Posted speed limits shall be 5 mph less than the listed design speeds.

Sub-Section B. Horizontal Curves:

Changes in horizontal alignment of over one degree shall be made using horizontal curves. In some cases horizontal alignment changes on local streets may be allowed without a horizontal curve if the resulting alignment functions as a two-legged intersection.

- 1) Local streets shall have a centerline radius of at least 150 feet.
- 2) Collector streets shall have a centerline radius of at least 370 feet.

Sub-Section C. Vertical Curves:

Streets shall be designed with vertical curves where grade changes greater than 1% occur. Vertical curves shall be designed using the appropriate design speed according to the latest AASHTO design guidelines. It is encouraged to include the "K" value in the profile illustrating the vertical curve.

Sub-Section D. Cul-de-sacs:

The cul-de-sac shall be limited to a maximum length of six hundred feet (600') as measured from the intersection centerline to the center of the cul-de-sac. Cul-de-sacs shall have a minimum radius of fifty feet (50'). Cul-de-sac returns shall have a twenty-four foot (24') radius at TBC. Downhill cul-de-sacs are ~~strongly discouraged~~not allowed. Drainage shall be from the cul-de-sac to the connecting street. A variance to this standard and may only be ~~allowed~~granted if it can be demonstrated that ~~excess or flooding~~ surface drainage will be ~~controlled~~routedthrough an improved conveyance deeded to the City and extending to another public corridor in a manner found acceptable by the City Engineer and approved by City Council.

Sub-Section E. Widening Asphalt along an Existing Road:

When a development project requires asphalt widening due to the placing of new curb and gutter along an existing road, the existing asphalt shall be cut a minimum of two feet (2') from the lip of gutter and twelve inches (12") from the existing edge of asphalt. The cross slope of the new asphalt must be between one percent (1%) and four percent (4%). The construction drawings must adequately show the cross slope and the asphalt "saw cut line" required to create the slope. Overlays shall be a minimum thickness of two inches (2").

If the widening or patching of an existing roadway is less than nine feet (9') in width, an additional one inch of pavement thickness greater than the existing pavement section is required.

Sub-Section F. Finished Width of Exterior Roads:

When roads are designed along the exterior of developed property, a minimum of ten (10) feet of unobstructed asphalt on the opposite side of the designed centerline must be constructed. Depending on the classification of the road, additional width may be requested by the City.

Sub-Section G. Lane Widths, Turning Lanes and Clear Zones:

- 1) The minimum traffic lane width will be 12 feet. Pavement widths are as defined in the Highland City Standard Drawings.
- 2) Turning lanes shall be incorporated on arterial and collector street designs. Length of separate turning lanes shall be designed using the current addition of AASHTO and based on a capacity analysis. Width of separate turning lanes shall be 12-foot width for arterial streets and 12-foot width for collector streets.
- 3) A three (3) foot clear zone shall be required on all streets built with a curb and having a speed limit of 25 mph or less. Streets with speed limits greater than 25 mph will use the AASHTO Standard to determine clear zone limits. Modifications to clear zone requirements will be considered for overhead electrical facilities where compliance will significantly impact existing trees. In no case will a clear zone of less than eighteen (18) inches be allowed. A clear zone modification must be approved by the City Engineer.

Sub-Section H. Pavement Loading and Design:

Asphalt shall be PG 58-28 Performance Graded Asphalt Cement placed in maximum of four (4) inch lifts. Road base shall be compacted to ninety-five percent (95%) modified proctor.

- 1) Table 2.1 illustrates the minimum requirements to be used for the roadway structural sections.

TABLE 2.1

MINIMUM STREET CROSS SECTION**			
	Asphalt	Road Base	Sub Base
Residential	3.5"	8"	*
Collector	4"	8"	*
Arterial	6"	8"	*

* The Northwest Area of Highland City or Dry Creek Bench Area, shall have an 18" minimum sub base with an underlying woven geotextile as per APWA Section 31 05 19 on all street cross sections.

** Widening or patching of existing roadways less than 9'-0 in width shall require an additional 1 inch of asphalt thickness.

Sub-Section I. Pavement Placement:

Asphalt shall be placed between April 1st and October 31st per current Highland City and APWA Standard Specifications. No Asphalt construction will be accepted by the City outside of these dates.

On new roadways to be dedicated to the City the Developer shall either 1) provide a high density mineral bond seal coat over the hot mix asphalt at the end of the one year warranty period, or 2) make a cash payment for Highland City to do it. The amount of the cash payment shall be determined by the City Engineer. The high density mineral bond seal coat shall be placed per APWA Section 32 01 13.68.

Section 2.06 INTERSECTION DESIGN

The following intersection design criteria shall apply to all intersection designs in the City. Additional design criteria are specified in the Standard Drawings and the American Public Works Association (APWA) Manual of Standard Specifications.

Sub-Section A. Street Alignment and Offsets:

Angular street alignment at an intersection shall be as close to perpendicular as possible. In no case shall an intersecting street be more than 10° from perpendicular. Centerlines of opposing streets should match at the intersection whenever possible. Offsets of up to ten (10) feet may be allowed in a single intersection but separate intersections must have at least one hundred fifty (150) feet of separation.

Sub-Section B. Curb Returns:

Curb returns shall be designed such that there is a smooth transition from one leg of the intersection to another, using vertical curves where grade changes greater than 2% occur. The designer shall include enough information on the plans to demonstrate compliance. In some cases, this requires profiling the top back of curb through the curb returns. Elevations at the PC, PT, and appropriate sub-divided delta (central angle) locations will be required. Curb returns shall have a twenty-four-foot (24') radius at TBC. Connections to Collector or Arterial roadways may require greater radii as determined by the City Engineer.

Sub-Section C. ADA Curb Ramp Design:

Curb ramps shall be designed in accordance with current ADA standards and guidelines, and shall meet the Accessibility Standards found in the Highland City Standard Specifications. The standard improvement design drawings also include site specific dimensional information to ensure ramps are constructed appropriately.

Sub-Section D. Stop Controlled Grades at Intersections:

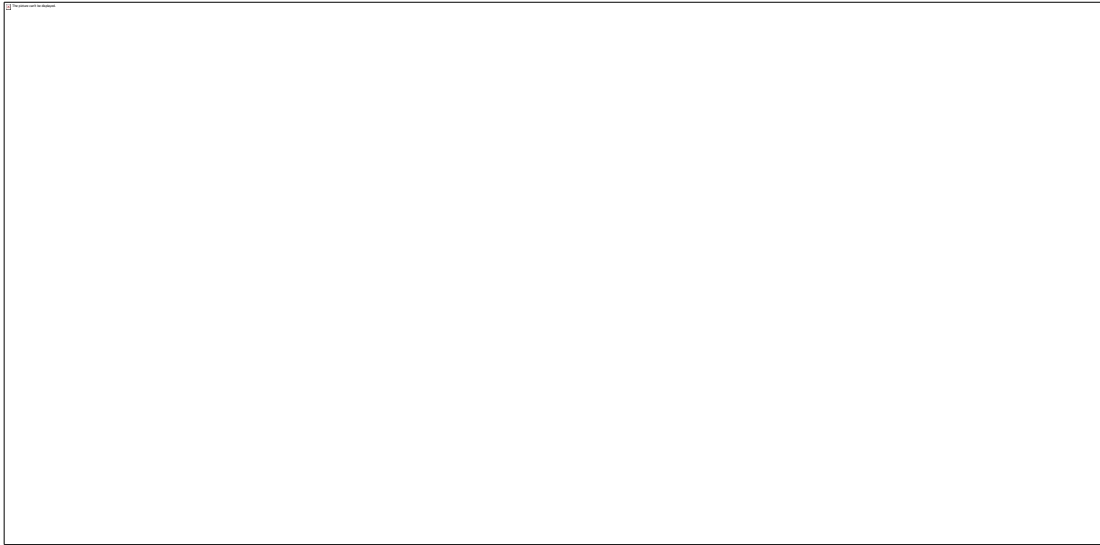
Streets that will have stop control at an intersection shall not have a grade slope of greater than three percent (3%) for a distance of fifty (50) feet from the intersecting streets right-of-way.

Sub-Section E. Roundabout Design:

Roundabouts shall be designed in accordance with the U.S. Department of Transportation publication FHWA-RD-00-067 (*Roundabouts: An Informational Guide*). Roundabouts in local streets shall also follow the criteria shown in the standard drawings. The engineer shall submit the circulatory design speeds with the design drawings.

Sub-Section F. Site Distance Triangle:

A clear line of sight must be provided at all intersections. The “Sight Distance Triangle” must be calculated using the stopping “Sight Distance” of the road being intersected. The stopping “Sight Distance” is 200 feet for a Local street, 300 feet for a Collector and 425 feet for an Arterial. The figure below illustrates the required “Sight Distance Triangle” based on the “Sight Distance”. Compare to drawing.



Section 2.07 ACCESS MANAGEMENT

All access to property shall follow the Highland Traffic Calming and Pedestrian Safety Manual, as adopted by Highland City, and as specifically shown in Table 7.

The maximum driveway width allowed is 50'-0 and may not be closer than 30 to the PC of the curb return. Additional access to property may be allowed on separate frontage but must not exceed 15'-0 in width.

Section 2.08 CITY UTILITY CONDUITS

Four (4) inch gray PVC utility conduits shall be placed in bundles of three (3) at each leg of intersections, at the bulb of cul-de-sacs and every three hundred (300) feet. A single conduit for lighting shall be placed for lighting if conduit bank is not near.

Section 2.~~08~~09 STREET LIGHTING

Double head type street lights shall be placed at intersections and every three hundred (300) feet on all collector and arterial streets.

Single head type street lights shall be placed at intersections and every three hundred (300) feet and at the end of cul-de-sacs on all residential streets.

Street lights shall be placed on the developed side of the street, including UDOT-controlled streets at all intersections and every 300 feet.

Section 2.~~09~~10 ADDRESSING

The following addressing design criteria shall apply to all addressing of city streets and lots in the City. All addressing shall be reviewed and approved by the City Engineer.

Sub-Section A. Street Addressing:

Street addresses shall have a name and a number ending in zero digits. Only provide street names on the Plat without the street numbers. Provide both the street names and the numbers on the design drawings.

Sub-Section B. Lot Addressing:

Lot addresses shall end in non-zero digits. Corner lots require both addresses for optional siting. Use 6.6 feet per digit to determine lot address. Even numbers on North and East side, and odd numbers on South and West side of the street.

Section 2.1011 PARKWAY LANDSCAPING

Landscape plans for parkways shall be stamped ~~be~~by a licensed landscape architect. The design shall include a sprinkler design, with approved materials, and with approved plantings as outlined in the City Ordinances and Development Codes.

DIVISION 3 SEWER DESIGN CRITERIA

Section 3.01 GENERAL

All sanitary sewer design shall comply with Utah Department of Environmental Quality, Division of Water Quality as Administrative Rules for Design Requirements for Wastewater Collection, Treatment and Disposal System, R317-3. The following sewer design criteria shall apply to all gravity sewer system designs in the City. Additional design criteria are specified in the Standard Drawings.

The sewer pre-treatment program requirements are as outlined by Timpanogos Special Services District (TSSD) and must be met by each applicant.

All gravity piping must be shown in profile view on the approved drawings.

Section 3.02 SEWER PIPE DESIGN

Sub-Section A. Pipe Material:

Gravity sewer pipe and fittings shall be PVC material and conform to ASTM D3034, for diameters from four inch (4") to fifteen-inch (15") and ASTM F679 for eighteen-inch (18") to twenty-seven-inch (27"), with integral bell gasket joints. Rubber gaskets shall be factory installed and conform to ASTM F477. Pipe shall be made of PVC plastic having a cell classification of 12454A or 13364B (with minimum tensile modulus of 500,000 PSI) as defined in ASTM D1784 and shall have a SDR of 35 and minimum pipe stiffness of 46PSI according to ASTM test D2412.

Sub-Section B. Pipe Sizing and Slope:

A Residential Annual Average of 80 gpcd shall be used for sewer main sizing in residential areas which includes infiltration, inflow, and extraordinary flows. Non-residential areas include commercial, industrial, and institutional areas. Non-residential flows shall be determined from average indoor water use. Roughness Coefficient $N = 0.013$ shall be used for gravity sewer design and $C = 120$ for force mains.

The minimum sewer pipe shall be eight-inch (8") diameter and shall be designed at a grade no flatter than that, which is specified in the table below. If the State guidelines require steeper grades than indicated below, the State guidelines shall apply. The engineer shall coordinate the pipe size with the City Engineer for future design capacities. Any connections to one of TSSD lines require prior approval from TSSD and any applicable fees will be paid for by developer.

8-inch sewer lines	0. ~~0033~~ <u>0050</u> foot/foot
10-inch sewer lines	0. ~~0025~~ <u>0030</u> foot/foot
12-inch sewer lines	0.0019 foot/foot
15-inch sewer lines	0.0014 foot/foot
18-inch sewer lines	0.0012 foot/foot
21-inch sewer lines	0.0010 foot/foot
24-inch sewer lines	0.0008 foot/foot
Larger than 24-inch	City Engineer's Approval

Unless otherwise approved and/or required by the City Engineer, sewer lines eight (8) through fifteen (15) inches in diameter shall be designed to flow no more than half-full during peak flow. Sewer lines larger than fifteen (15) inches in diameter shall be designed to flow seven-tenths full.

No 8-inch sewer main lines are to be laid at less than 0.50% unless approved by city. Maximum sewer main slope not to exceed 12% unless approved by city.

If an applicant seeks for a variance to the minimum slopes shown above, applicant shall provide calculations to indicate compliance with the following: All sewers shall be designed and constructed to give mean velocities of not less than two (2) feet per second at peak design flow, based on Manning's formula using an n value of .013. Absolute minimum slope allowed shall be those published by the Utah Department of Environmental Quality, Division of Water Quality as Administrative Rules for Design Requirements for Wastewater Collection, Treatment and Disposal System, R317-3, Table R317-3-2.3 (D)(4)

Top of pipe bury depths shall be between ten (10) and ~~twelve (12)~~fourteen (14) feet below finished grade.

Locator tape shall be installed twenty-four inches (24") above pipe.

Section 3.03 MANHOLE DESIGN

Sub-Section A. Manhole Sizing:

Minimum manhole interior diameter is five-foot (5'). The diameter of the manhole shall be determined by the intersection pipe sizes and the clearances required between the pipes for proper construction. Generally there should be a minimum of twelve inches (12") clear distance between any two connecting pipes.

All manholes and combination boxes shall feature steps made of copolymer polypropylene conforming to ASTM D-4101.

Pipe inverts through a manhole shall have a minimum two-tenths (0.20) fall from the inlet to the outlet when the pipes are greater than 100° apart in alignment. When the pipes are 90° to 100° apart in alignment, three-tenths (0.30) fall will be required. Pipe alignments under 90° will not be allowed and will require the construction of additional manholes.

Sub-Section B. Manhole Spacing and Locations:

Spacing between manholes shall be no more than four hundred (400) feet and placed at all changes of grade, pipe size, alignment, and at intersections unless special approval is granted by the City Engineer.

A manhole must be provided at the end of all piping sections in a development. The manhole must be located as close to the edge of the project as reasonably possible when future adjacent land development is possible. A pipe stub of equivalent pipe diameter shall be placed in the manhole for future connection. The stub shall have a plug installed at the end of the pipe. No service laterals will be allowed in the stub.

Section 3.04 LATERAL CONNECTIONS

Lateral connections directly into a manhole will not be allowed. Wherever possible, buildings shall be discharged to the Sewer Main Line with a gravity flow Sewer Lateral. Sewer Laterals shall conform to the requirements of the Utah County Department of Health Regulations and the Uniform Plumbing Code.

Each unit of separate ownership shall be required to have a separate sanitary Sewer Lateral, unless otherwise approved by the City Council. All sewer laterals are considered private and the responsibility of the property owner in their entirety from the connection point to the City sewer main and extending to the structure.

Sewer Laterals shall have at least four (4) feet of cover, unless otherwise approved by the City Engineer.

All sewer laterals shall be located ten (10) feet from the lot center line on the downhill side and stamped with "S" on the curb at the lateral location.

Sub-Section A. Gravity Sewer Laterals:

The size of Sewer Laterals shall be determined on the basis of the total fixture units drained by such sewer, in accordance with the Uniform Plumbing Code. The minimum size for gravity Sewer Laterals shall be four (4) inches in diameter. Sewer Laterals shall be run at a uniform slope of not less than 2% grade. Where it is impractical to run the sewer at a 2% grade due to the depth of the Sewer Main Line, Sewer Laterals may be run at 1% grade if approved by the City Engineer. Cleanouts shall be installed at not more than 100-foot spacing. No more than two (2) bends in excess of 45 degrees will be installed without a cleanout.

Sub-Section B. Pressure Sewer Laterals:

Professional advice should be obtained prior to installing pumping equipment or pressure Sewer Laterals.

In locations where buildings cannot be discharged to the Sewer Main by a gravity flow Sewer Lateral, flows shall be discharged into a tightly covered and vented sump from which the flows shall be pumped, by automatic pumping equipment and discharged into a gravity flow Sewer Lateral, connecting at a cleanout, or the Sewer Main, connecting in a manhole, with an approved restrained coupling(s), comparable access point, located on the private property,). No pressurized discharge connections are to directly discharge into the city sewer main lines.

Unless otherwise approved by the City Engineer, pressure Sewer Laterals shall be constructed of HDPE.

The pump shall be designed to exceed the anticipated use requirements. The total maximum system head shall not exceed the pump manufacturer's recommended allowable head for the pump system being proposed.

Pressure Sewer Laterals shall be sized to provide a minimum velocity of 2.0 feet per second at the design pumping rate. Pressure Sewer Laterals shall be designed and constructed on a constant reverse grade.

Section 3.05 SEWER LIFT STATIONS

SewerSanitary sewer pipelines and facilities that are owned or will be owned and maintained by the City for all new subdivisions or developments shall operate by gravity flow means without introducing, or causing to be created, additional lift or pumping systems. Private lift stations will only be allowed upon written approval by the City Engineer. At least two pumps are required- for private systems, thereby providing at least one redundant pump. Each pump shall be designed to exceed the anticipated use requirements. The total maximum system head and shall not exceed the pump manufacturer's recommended allowable head for the pump system being proposed. follow State of Utah design requirements. Private lift stations must provide adequate provisional funding for operation, maintenance, repair and replacement in perpetuity.

DIVISION 4 PRESSURE PIPE DESIGN CRITERIA

Section 4.01 GENERAL

The following pressure pipe design criteria shall apply to all pressure pipe designs in the City. Design shall comply with the current applicable AWWA, APWA standards and Utah Division of Drinking Water Rules. Additional design criteria are specified in the Standard Drawings. ~~Drinking water and pressure irrigation pipe mains shall be eight inch (8") diameter minimum.~~

Drinking water and pressure irrigation pipe mains shall be no less than eight-inch (8") diameter.

All drinking water and/or pressurized irrigation piping 8" diameter and larger shall be shown in profile on the approved drawings.

Section 4.02 DRINKING WATER PIPE DESIGN

Sub-Section A. Demand Report:

A water demand report must be provided to Highland City for all commercial projects and developments of 10 lots or greater. The report must show all building sizes and building type, anticipated demands, including fire flows. At least one hydrant flow test must be included as part of the basis of design.

Sub-Section B. Pipe Material:

Ductile iron pipe shall conform to all requirements of ANSI/AWWA C151/A21.51, "American National Standard for Ductile Iron Pipe, Centrifugally Cast in Metal Molds or Sand-Lined molds, for Water or Other Liquids." Minimum pressure Class will be ~~250 for pipes larger than 12 inch diameter. Pipes of 12 inch diameter and smaller shall be pressure Class 350. If thickness class pipe is used, pipes of diameters from 4 inches through 10 inches shall be minimum Class 51 and pipe from 12 inch diameter and larger shall be minimum Class 50.~~ 350 for all pipes. If a thickness class is required it shall be approved by City Engineer. Ductile iron pipe shall be installed per the manufacturer's recommendations or per AWWA Standard C600-10, "Installation of Ductile Iron Water Mains and Their Appurtenances".

All main lines shall be in ductile iron. ~~Transmission lines with no services on them may be installed in C900 with approval.~~

Polyvinyl Chloride (PVC) pipe for the transmission and distribution of water shall be manufactured in accordance with AWWA C900-07, "AWWA Standard for Polyvinyl Chloride (PVC) Pressure Pipe, 4-inch through 12-inch, for Water;" PVC pipe fourteen inches (14") and larger shall be manufactured in accordance with AWWA C905-10, "AWWA Standard for Polyvinyl Chloride (PVC) Water Transmission Pipe, Nominal Diameters 14-inch through 48-inch." All PVC pipe four-inch (4") and larger shall be dimension ratio (DR) 18 with a working pressure of 150 psi. The PVC pipe shall have a cast-iron-pipe-equivalent outside diameter. Pipe smaller than four inches (4") shall be schedule 40 PVC. PVC pipe shall be installed per the manufacturer's recommendations or per ASTM D2774, Recommended Practice for Underground Installation of Thermoplastic Pressure Piping and PVC Pipe and AWWA Manual of Practice M23, 2003.

All materials that may come in contact with drinking water, including pipes, gaskets, lubricants and O-Rings, shall be ANSI-certified as meeting the requirements of ANSI/NSF Standard 61, Drinking Water System Components - Health Effects. To permit field-verification of this certification, all components shall be appropriately stamped with the NSF logo. All pipe and fittings used in routine operation and maintenance shall be ANSI-certified as meeting NSF Standard 61 or Standard 14.

Pipe, joints, fittings, valves, and fire hydrants shall conform to ANSI/NSF Standard 61, and applicable sections of AWWA Standards C104-A21.4-08 through C550-05 and C900-07 through C950-07.

~~Only materials that have been used previously for conveying drinking water may be reused. Used materials shall meet the above standards, be thoroughly cleaned, and be restored to their original condition.~~

The use of asbestos cement pipe shall not be allowed.

Pipes and pipe fittings shall be “lead free” in accordance with Section 1417 of the Federal Safe Drinking Water Act. They shall be certified as meeting ANSI/NSF 372 or Annex G of ANSI/NSF 61.

Valves shall be located as a cluster in ~~intersection~~intersections.

Top of pipe bury depths shall be between forty-eight inches (48”) and sixty inches (60”) below finished grade. Any modifications due to conflicts must be approved by City Engineer.

Locator tape shall be installed twelve inches (12”) above pipe.

Where distribution systems are installed in areas of contamination:

- a) pipe and joint materials which are not susceptible to contamination, such as permeation by organic compounds, shall be used; and,
- b) non-permeable materials shall be used for all portions of the system including water mains, service connections, and hydrant leads.

Sub-Section BC. Fire Hydrant Spacing:

Fire Hydrants shall be Waterous type and placed on the drinking water main side of the street. Fire Hydrants shall be placed in locations that allow for accessibility by the lay of a fire hose of no more than two hundred fifty (250) feet from the hydrant to the most remote point of any structure intended for occupancy and spaced no greater than five hundred (500) feet. Minimum fire hydrant spacing to structures shall be reduced to two hundred (200) feet in cul-de-sacs and dead ends.

Buildings that are to be equipped with sprinkled fire suppression are to have a hydrant within one hundred (100) feet of the “Fire Department Connection” (FDC). Other requirements shall be based on the “International Fire Code” or as specified by the Highland City Fire Marshall.

A concrete pad shall be poured around the hydrant barrel below traffic flange from curb to sidewalk and 18 inches to each side of hydrant with thickness equal to sidewalk.

Sub-Section ~~CD~~. Blow-off Locations:

If a fire hydrant is not located at the end of a cul-de-sac or temporary dead-end street, a blow-off hydrant shall be placed at those locations.

Sub-Section ~~DE~~. Isolation Valve Locations:

Valves shall be located at not more than 500' intervals in commercial districts and at not more than one block or 800' intervals in other districts. Where systems serve widely scattered customers and where future development is not expected, the valve spacing shall not exceed one mile.

Sub-Section ~~EF~~. Water Mains and Sources of Contamination.

Caution shall be exercised when locating water mains at or near certain sites such as sewage treatment plants or industrial complexes. Individual septic tanks shall be located and avoided. The Utah Division of Drinking Water shall be contacted to establish specific design requirements prior to locating water mains near a source of contamination.

Transmission lines shall conform to all applicable requirements in the Utah Division of Drinking Water rules. Transmission line design shall minimize unpressurized flows. An unpressurized transmission line shall not be installed less than 20 feet from a concentrated source of pollution (e.g., septic tanks and drain fields, garbage dumps, pit privies, sewer lines, feed lots, etc.). Furthermore, unpressurized transmission lines shall not be placed in boggy areas or areas subject to the ponding of water.

Sub-Section ~~FG~~. Chamber Drainage:

Chambers, pits, or manholes containing valves, blow-offs, meters, or other such appurtenances to a distribution system, shall not be connected directly to a storm drain or sanitary sewer.

Chambers shall be provided with a drain to daylight, if possible. Where this is not possible, underground gravel-filled absorption pits may be used if the site is not subject to flooding and conditions will assure adequate drainage. Sump pumps may also be considered if a drain to daylight or absorption pit is not feasible.

Sub-Section ~~GH~~. Control Valve Stations:

Pressure Reducing Valves (PRVs): Isolation Valves shall be installed on both sides of the pressure reducing valve. Where variable flow conditions will be encountered, consideration shall be given to providing parallel PRV lines to accommodate low and high flow conditions.

Backflow Devices: Installation of Backflow devices shall conform to the State-adopted plumbing code.

Meters: Installation shall conform to the State-adopted plumbing code and local jurisdictional standards

Sub-Section ~~HI~~. Cross Connections and Interconnections:

There shall be no physical cross connections between the distribution system and pipe, pumps, hydrants, or tanks that may be contaminated from any source, including pressurized irrigation.

Neither steam condensate nor cooling water from engine jackets or other heat exchange devices shall be returned to the drinking water supply.

Sub-Section ~~IJ~~. Installation:

Under no circumstances shall the pipe or accessories be dropped into the trench.

The open ends of all pipelines under construction shall be covered and effectively sealed at the end of the day's work

Special design and burial techniques shall be employed when water mains are in areas of geologic hazards. Consideration shall also be given to materials to be used when corrosive soils or groundwater will be encountered. The City Engineer shall approve all such installations and may require alternative materials or methods of construction.

Above Water Crossings: The pipe shall be adequately supported and anchored, protected from damage and freezing, and accessible for repair or replacement.

Underwater Crossings:

- a) A minimum cover of 2 feet or greater, as local conditions may dictate, shall be provided over the pipe.
- b) When crossing water courses that are greater than 15 feet in width, the following shall be provided:
 - i. Pipe with joints shall be of special construction, having restrained joints for joints within the surface water course and flexible restrained joints at both edges of the water course.
 - ii. Isolation valves shall be provided on both sides of the water crossing at locations not subject to high ground water or flooding, so that the section can be isolated for testing or repair.
 - iii. A means shall be provided, such as a sampling tap, not subject to flooding, to allow for representative water quality testing on the upstream and downstream sides of the crossing.
 - iv. A means shall be provided to pressure test the underground water crossing pipe.

Section 4.03 PRESSURE IRRIGATION PIPE DESIGN

Sub-Section A. Pipe Material:

Polyvinyl Chloride (PVC) pipe for the transmission and distribution of water shall be manufactured in accordance with AWWA C900-07, "AWWA Standard for Polyvinyl Chloride (PVC) Pressure Pipe, 4-inch through 12-inch, for Water:" PVC pipe fourteen inches (14") and larger shall be manufactured in accordance with AWWA C905-10, "AWWA Standard for Polyvinyl Chloride (PVC) Water Transmission Pipe, Nominal Diameters 14-inch through 48-inch." All PVC pipe four-inch (4") and larger shall be dimension ratio (DR) 18 with a working pressure of 150 psi. The PVC pipe shall have a cast-iron-pipe-equivalent outside diameter. Pipe smaller than four inches (4") shall be schedule 40 PVC. Pressure Irrigation pipe shall be purple in color for easy identification.

Valves shall be located in intersections at the extension of the property lines.

Top of pipe bury depths shall be between ~~twenty-four~~thirty-six inches (~~24~~36") and ~~thirty-four~~thirty-two inches (~~34~~32") below finished grade. Any modifications due to conflicts must be approved by City Engineer.

Tracer wire and locator tape shall be installed on the pipe.

Sub-Section B. Blow-off Locations:

A blow-off shall be placed at the end of all cul-de-sacs and temporary dead-end streets unless an irrigation pipe drain is placed at those locations.

Sub-Section C. Pipe Drainage Facilities:

Pressure irrigation pipe drains must be designed at all low-lying locations that will collect water at the end of the irrigation season. Care should be taken in the design process to assure the fewest number of drains as possible. Highland City must approve the location of all drains. Details of acceptable pipe drains are included

in the standard drawings.

Section 4.04 PIPE LOOPING

Circumstances that require a drinking water pipe to be placed under a sanitary sewer pipe require special construction. There must be 18" to 36" clear distance between the pipes. The drinking water pipe must be in a casing that extends ten (10) feet on each side of the crossing. This also must be approved by the State Division of Drinking Water.

Section 4.05 AIR VALVES

The engineer must give special consideration in the design of a pressure pipe system to include air valves of the appropriate type and location when necessary. Generally, special valves that may need to be designed into the system include vacuum relief valves, air and vacuum valves and combination air valves. Air valves are essential in the design of an expansive system in order to operate effectively. Without the proper application and placement of air valves, pipeline capacity may be reduced. Valves are especially necessary for pressure irrigation systems that are drained annually. In pressure irrigation systems, manual valves that provide air inlet and removal are generally acceptable. The design engineer should work closely with the City Engineer and Public Works Director to determine the most appropriate type of valve.

The following is a description of the application concerning the specified valves:

- a) Vacuum Relief Valves shall be of the type that automatically admits large quantities of air to enter a system on negative pressure.
- b) Air and Vacuum valves shall be of the type that automatically exhausts large quantities of air during the filling of a pipeline and to close water tight when the water enters the valve and allows air to re-enter during the draining or when a negative pressure occurs. The discharge orifice area shall be equal to or greater than the inlet of the valve.
- c) Combination Air Valves shall be of the single housing style that combines the operating features of both an Air/Vacuum and Air Release Valve. The Air/Vacuum portion shall automatically exhaust large quantities of air during the filling of the pipeline and automatically allows air to re-enter the pipeline when the internal pressure of the pipeline approaches a negative value due to column separation, draining of the pipeline, power outage, pipeline break, etc. The Air Release portion shall automatically release small pockets of air from the pipeline while the pipeline is in operation and under pressure.
- d) Air Inlet and Removal Valves using manual controls are used to flush air from the pressure irrigation system upon annual filling and emptying. Refer to the Standard Drawings for details.

Sub-Section A. Drinking Water Air Valves:

At high points in water mains where air can accumulate, provisions shall be made to remove air by means of hydrants or air relief valves.

The open end of the air relief vent pipe from automatic valves shall be provided with a #14 mesh, non-corrodible screen and a downward elbow, and where possible, be extended to at least one foot above grade. Alternatively, the open end of the pipe may be extended to as little as one foot above the top of the pipe if the valve's chamber is not subject to flooding, or if it meets the requirements of Chamber Drainage (Sub-Section F of Section 4.02).

Blow-offs or air relief valves shall not be connected directly to a sewer.

Adequate number of hydrants or blow-offs shall be provided to allow periodic flushing and cleaning of water lines.

The air relief valve shall be installed in a manner to prevent it from freezing. A shut-off valve shall be provided to permit servicing of an air relief valve.

Section 4.06 THRUST BLOCKING

All tees, bends, plugs, and hydrants shall be provided with thrust blocking, anchoring, tie rods, or restraint joints designed to prevent movement. Restraints shall be sized to withstand the forces experienced.

A Highland City inspector is required to inspect the areas dug out for thrust blocking. The inspector also will be present during installation of the thrust blocking and collect batch tickets at the time of installation.

Section 4.07 PRESSURE TESTING AND DISINFECTING DRINKING WATER MAINS

Ductile iron pipe shall be pressure tested at 200 psi. Pressure testing shall conform to AWWA C600-10 (Installation of Ductile Iron Mains and Their Appurtenances and disinfection shall conform to AWWA C651-05 (Disinfecting Water Main). A Highland City inspector shall be present for the filling of the pipe and will perform the chlorine test. The inspector shall be present for the flushing, pressure test, and will collect samples to ensure proper disinfection.

Section 4.08 LATERAL CONNECTIONS**Sub-Section A. Drinking Water Service Lateral:**

Service taps shall not jeopardize the quality of the system's water.

Water services and plumbing shall conform to the State-adopted Plumbing Code.

Pipes and pipe fittings shall be “lead-free” in accordance with Section 1417 of the federal Safe Drinking Water Act. They shall be certified meeting the ANSI/NSF 372 or Annex G of ANSI/NSF 61.

The minimum residential drinking water service lateral pipe diameter shall be ~~three-fourths of an one~~ inch (3/4¹”) for residential services ~~(distances exceeding fifty (50) feet in length will require one (1) inch minimum.)~~. The minimum commercial service lateral pipe diameter shall be one and a half inches (1.5”). Service laterals ~~one inch (1”) or smaller~~ shall be installed in Type K soft copper. ~~Service lateral larger than one inch (1”) may be installed in blue poly pipe with a tracer wire.~~ Water service meters shall be located in the park strips.

Service lines shall be capped until connected for service. The portion of the service line from the meter to the mainline is considered to be part of Highland City’s distribution system. Connections between the service meter and the home shall be in accordance with the State-adopted Plumbing Code~~-, and are the responsibility of the property owner.~~

All drinking water laterals shall be located at the lot centerline and stamped with “W” on the curb at the lateral location.

Sub-Section B. Pressure Irrigation Service Lateral:

Refer to the standard drawings for pressure irrigation service lateral pipe size diameter. The minimum service lateral shall be ~~three-fourths~~one of an inch (3/4¹”) and purple poly pipe material. One (1) double service shall be provided to every two (2) lots where possible.

All pressure irrigation laterals shall be located in the park-strip at lot lines and stamped with “I” on the curb at the lateral location.

DIVISION 5 STORM DRAINAGE CRITERIA

Section 5.01 GENERAL

The following storm drainage design criteria shall apply to all storm drainage designs in the City that will be maintained by the City of Highland. Additional design criteria are specified in the Standard Drawings and the Highland City Storm Drainage Master Plan. The minimum allowed pipe size for storm drain pipe mains (manhole to manhole) is fifteen-inch (15") diameter. The minimum for tributary piping (curb face inlet to manhole) is fifteen-inch (15") diameter. Storm Drainage should be designed to avoid conflicts with water lines that would require looping of water lines.

Finished floor elevations for a proposed use shall be established to ensure that the finished grading of the building and site shall meet or exceed the latest building code as adopted by Highland City.

In no case shall a retention basin be allowed on private residential lots.

Section 5.02 INLET BOXES AND MANHOLES

Sub-Section A. Storm Water Inlets:

Curb face inlets (or an acceptable alternative) must be constructed at all low-lying areas. Curb face inlet boxes will serve tributary piping and shall not be used as junction boxes or manholes. If multiple piping is required in a structure using a curb face inlet, a combination box shall be constructed which must include a manhole for access. No inlets shall be allowed at the bottom of an ADA ramp structure or in a designated pedestrian path.

Sub-Section B. Manholes:

Minimum manhole interior diameter is four-foot (4'). The diameter of the manhole shall be determined by the intersection pipe sizes and the clearances required between the pipes for proper construction. Generally there should be a minimum of twelve inches (12") clear distance between any two connecting pipes. Inside a rectangular type box, a minimum of 6 inches (6") clear distance between the pipe and a side wall is preferred.

Spacing between manholes shall be no more than four hundred (400) feet unless special approval is granted by the City Engineer.

All manholes and combination boxes shall feature steps made of copolymer polypropylene conforming to ASTM D-4101.

Sub-Section C. Pipe Material:

Storm drain pipe material shall be reinforced concrete pipe. All reinforced concrete pipe used for storm drain construction shall be of the rubber gasket type, bell and spigot joint design, conforming to the requirements of the latest revision of ASTM Designation C76 (minimum Class III.) Pipe class shall be as shown on the Improvement Drawings. The minimum joint length of all pipes provided shall be 7 ~~1~~¹/₂ feet.

Sub-Section D. Storm Water Treatment:

All new land development will require provisions for storm water treatment before the water is allowed to discharge into the existing City system, ponds, or sumps. A design that will separate oils and particulates from the discharged water will have to be approved by the City Engineer. The treatment facility must be easily accessible and maintainable without unreasonable effort.

Sub-Section E. Sumps:

Sump interior diameter shall be six-feet (6') with a nine-foot (9') minimum wall section. Pre-treatment shall be required for flows before discharge into sumps. Sumps shall be placed as required by storm drain calculations and where discharge into the existing city system is not available. Additional design criteria are specified in the Standard Drawings. ~~A licensed geotechnical engineer will be required to establish a percolation rate to verify sump design requirements.~~

All storm drain design must include a percolation test conducted by a licensed geotechnical engineer to determine the appropriate disposal rates for the subdivision storm drain system. Percolation tests must be conducted at depths of 6'-0 and 12'-0 from final grade. As noted in the Stormwater Master Plan the design infiltration rate is equal to the measured infiltration rate divided by four.

Section 5.03 MULTIPLE-LOT STORM DRAINAGE CALCULATIONS

The following information shall be included in the storm drainage calculations for multiple-lot development.

Sub-Section A. Hydrologic (Flow) Calculations:

- 1) A map showing drainage sub-basins and the piping system.
- 2) Cumulative peak flow calculations for each sub-basin (submit all input data, calculations and results).

Sub-Section B. Hydraulic (Inlet and Pipe) Calculations:

- 1) Capacity calculations for each segment of the pipe system.
- 2) Calculations demonstrating that flow rates in streets do not exceed maximums before being caught in storm drain inlets. "Section 5.07, Sub-Section C: Inlet Spacing" dictates the criteria required for allowable water spread.
- 3) Calculations demonstrating that inlets are sufficiently long to capture peak design flows.

Sub-Section C. Detention Calculations:

- 1) Detention volume requirement which includes an analysis that identifies the storm whose duration creates the greatest detention volume requirement, given storm duration and stage storage curve and outlet discharge curve.
- 2) Orifice calculations illustrating that the maximum release rate is not exceeded.

Section 5.04 COMMERCIAL SITE STORM DRAINAGE CALCULATIONS

The following information shall be included in the storm drainage calculations for commercial site property development.

Sub-Section A. Hydrologic (Flow) Calculations:

- 1) Peak flow calculations for the site (submit all input data, calculations and results).

Sub-Section B. Hydraulic (Inlet and Pipe) Calculations:

- 1) Capacity calculations for each segment of the pipe system.

Sub-Section C. Detention Calculations:

- 1) Detention volume requirement-an analysis that identifies the storm whose duration creates the greatest detention volume requirement, given storm duration and stage storage curve and outlet discharge curve.

- 2) Stage storage curve — generally required only on large detention basins.
- 3) Outlet discharge curve — generally required only on large detention basins.
- 4) Orifice calculations illustrating that the maximum release rate is not exceeded.

Section 5.05 LANDSCAPED STORM DETENTION BASIN REQUIREMENTS

Storm water must be detained such that the peak flow rate released from the site does not exceed 0.10 cubic feet per second per acre of development (cfs/acre). Detention basins must have vehicular access for maintenance and will not be allowed in the backyards of single family residences. The following limitations apply to detention basins:

- a) The side slopes of the basin may not be steeper than 3:1 unless special circumstances warrant a change. Any change must be approved by the City Engineer. The bottom of the detention basin must slope toward the drain.
- b) An oil water separator is required on the inlet to the pond.
- c) Within 10 feet of the outlet, the slope of the basin bottom must not be flatter than 5% unless a concrete apron is constructed around the outlet.
- d) Excluding areas within 10 feet of the outlet, the maximum allowable depth of water in the basin is 3 feet. An additional one (1) foot of freeboard must be constructed on all basins.
- e) Storm drain pipes are to be continuous through detention areas to allow low flows to proceed through the storm drainage system without having to come to the surface. These flows must still pass through the outlet restriction that limits runoff rates.
- f) Basins are to be designed such that water does not run into them after storm water reaches a maximum depth (unless a free flowing overflow is provided)—this can usually be controlled by the elevation of an inlet box in the street adjacent to the basin.
- g) Basins are to be designed such that when runoff exceeds design values or when restrictions plug, excess storm water will be directed to the street system or bypass the restriction by entering the piped system via a free flowing overflow.
- h) A basin may be designed for dual use, but uses other than the detention of storm water must be approved by the City Engineer.
- i) In cases where the basin detains water from and is part of a project controlled by a “Home Owners Association” (HOA), the HOA will be responsible to maintain the operation, landscaping and ~~irrigation~~ sprinkling general maintenance of the basin.

Section 5.06 HARD SURFACE STORM DETENTION STORAGE REQUIREMENTS

Storm water may be detained above ground on hard surface areas if the depth does not exceed a maximum of one-foot (1'). If property is not available for a landscaped detention basin or cannot meet the one-foot depth criteria, storm water shall be detained underground in an approved underground system. Storm water must be detained such that the peak flow rate released from the site does not exceed 0.10 cubic feet per second per acre of development (cfs/acre). Underground storage designs should be discussed with the City Engineer before submittal. The following limitations apply to underground detention storage:

- a) Basins are to be designed such that when runoff exceeds design values or when restrictions plug, excess storm water will be directed to the street system or bypass the restriction by entering the piped system via a free flowing overflow.
- b) The private property owner benefiting from the hard surface or underground detention storage will be responsible to maintain the operation of the system.

Section 5.07 STORM WATER QUANTITY CRITERIA AND DESIGN GUIDELINES

The following storm drainage criteria and design guidelines apply to all storm drainage plans in Highland and shall be used in storm drainage calculations. The City Engineer has authority to modify the criteria and guidelines as needed to meet changing or unusual needs or conditions.

Sub-Section A. Design Storm:

Precipitation and Frequency Data can be found online at NOAA 14
(http://hdsc.nws.noaa.gov/hdsc/pfds/sa/ut_pfds.html)

- i. Design piping system for a 10 year storm
- ii. Design detention, retention, sumps, control point of discharge, open channels and flooding hazard for a 100 year storm

Sub-Section B. Runoff Coefficients:

Highland City requires the design engineer to calculate a composite runoff coefficient based on surface type and associated runoff coefficient, weighted by the area of each surface type.

Sub-Section C. Inlet Spacing:

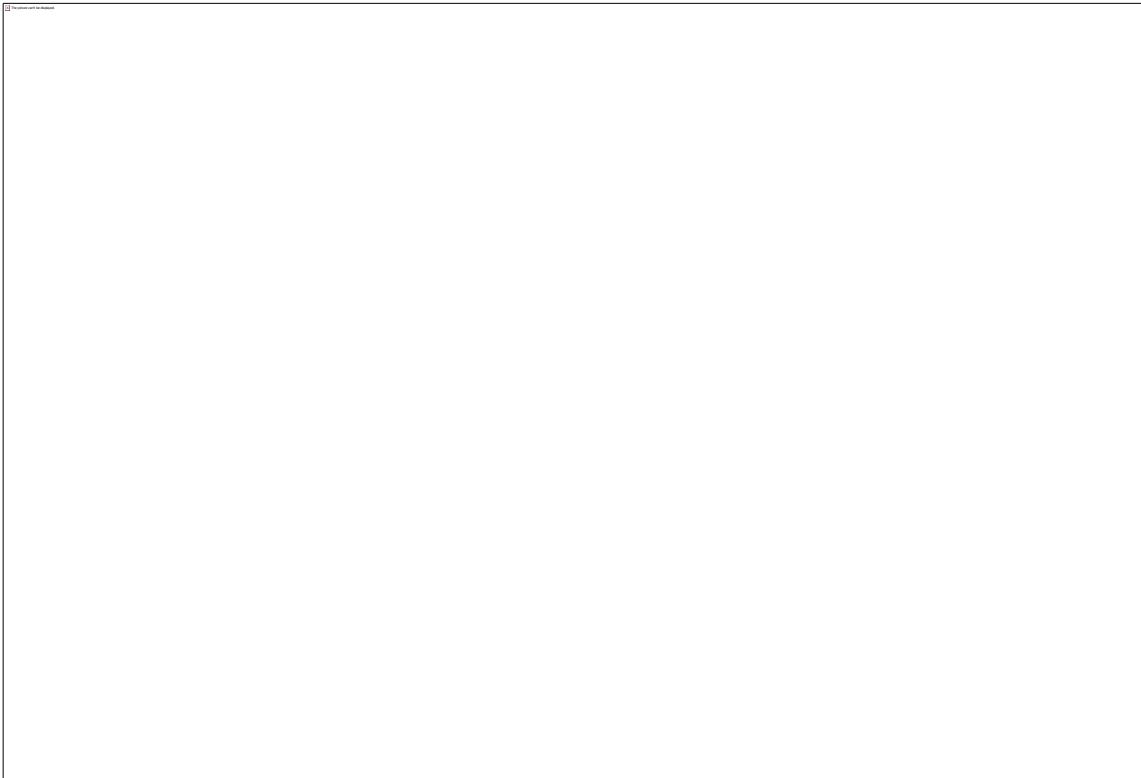
Determined by the Highland City Storm Water Design Criteria and at the direction or discretion of the City Engineer.

Two criteria must be met.

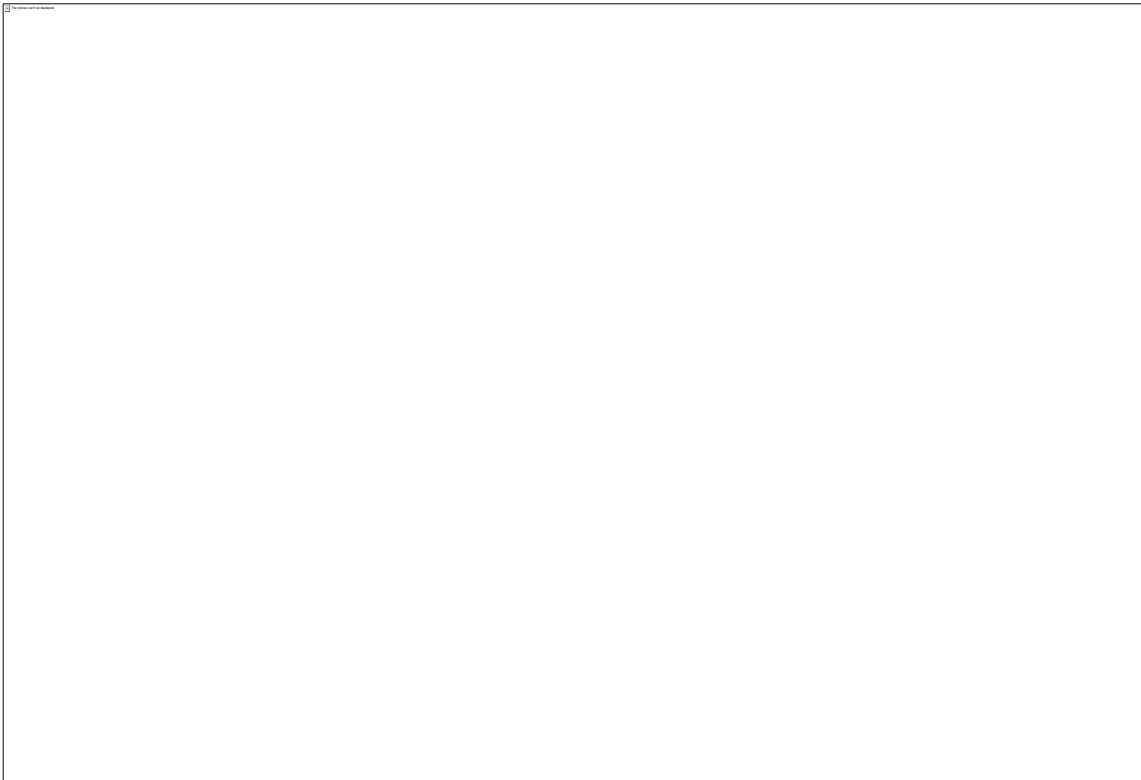
- 1) Spread of water in the street:
Storm water must be delivered from the street into an underground piped system when the spread of water in the street covers the outside 7 feet of asphalt on a local street, the outside 2 feet on a Collector street and the outside 2 feet on an Arterial street. This will leave 12-feet of unsubmerged asphalt for local streets (that have 26 feet of asphalt), 10-feet in each direction of unsubmerged asphalt for Collector streets (that have 24 feet of asphalt) and 22-feet in each direction of unsubmerged asphalt for Arterial streets (that have 48 feet of asphalt).
- 2) Gutter velocity:
Water must be delivered from the street into an underground piped system when the velocity of water in the deepest part of the gutter reaches 10 feet per second (as a safety consideration).

Both of these requirements are a function of street slope and storm water flow rate. Storm water must be delivered from the street to storm drains when flows reach amounts shown in the following graphs. This means that for a given longitudinal street slope, flows on the street surface must be delivered into the underground piped system when they reach the amount indicated on the graph by the solid line.

GRAPH FOR LOCAL SUBDIVISION STREETS



GRAPH FOR COLLECTOR AND ARTERIAL STREETS



Note: The spread of water in the street is calculated using the Manning equation in the form developed by Izzard, with a roughness coefficient of 0.013 and the standard street cross section. The velocity criteria is based on the velocity at the deepest part of the gutter with the Manning Equation, with a roughness coefficient of 0.013, and using a depth at a point six inches from the face of the curb as the hydraulic radius.

Sub-Section D. Inlet Capacity:

The designer is to assume 50% blockage of inlets when considering storm drain inlet capacity.

Sub-Section E. UPDES and Storm Water Pollution Prevention Plan:

All construction sites, which disturb an area of 1 acre or more, currently need a UPDES permit from the State of Utah. As a condition of the permit, a Stormwater Pollution Prevention Plan (SWPPP) must be developed and implemented as outlined at the Department of Environmental Quality website (<http://www.waterquality.utah.gov/UPDES/stormwater.htm>). The permit requires the responsible party to control and eliminate storm water pollution sources through the development and implementation of a Storm Water Pollution Prevention Plan. In the Plan, you identify possible sources of storm water pollutants then select Best Management Practices (BMPs) to reduce or eliminate their impacts. BMPs are the most important element of this Plan. The aim is to control storm water sediment and erosion to the maximum extent practicable. Controls can encompass a wide range of structural and non-structural options. The SWPPP shall address each of the following items:

1. construction environmental summary
2. clearing limits
3. construction access
4. storm water detention
5. sediment controls
6. soil stabilization
7. slope protection
8. drain inlet protection
9. storm water outlet protection
10. spill prevention and response
11. storm water treatment
12. BMP maintenance
13. project management

The *DWQ* finds the owner, developer, or project instigator and controller (the entity responsible for obtaining funding, procuring initial contracts or agreements, selecting [or assuming the position of] a general contractor, and that has control over site specifications) as the ultimate party responsible for pursuing permit procurement and compliance.

DIVISION 6 LAND DEVELOPMENT CRITERIA

Section 6.01 GENERAL

The following land development criteria shall apply to all designs for land development in Highland. It will be necessary to refer to the current general plan and zoning plan for correct land use designations. Design shall comply with the current Highland City Zoning Ordinance and the Highland City Subdivision Ordinance. Additional design criteria are specified in the Standard Drawings.

Section 6.02 PROJECT IMPACT ON ADJACENT PROPERTIES

The design of public improvement and utility projects shall evaluate the project impact to adjacent private and public property. The evaluation shall include mitigation measures for right of way acquisition, public utility easements, and construction easements. The design engineer shall give consideration to traffic and pedestrian safety, accessibility and storm water surface flows that may have an impact on all adjacent properties.

The design plans must include sufficient details to show that both drainage patterns and construction efforts will not impact adjacent properties before approval will be granted.

The design of the new development must not create a non-conforming use out of a neighboring parcel. For example, if a pre-existing lot designed to function as an interior lot will change to a corner lot because of the design of the new development, additional property may need to be deeded to that lot to insure it is in conformance to the current zoning ordinance for a corner lot.

Section 6.03 DESIGN CONSIDERATIONS TO PRESEVE NATURAL FEATURES AND MITIGATE HAZARDOUS CONDITIONS

Sub-Section A. Natural Features:

The design of public improvements shall preserve the natural features such as natural drainage, wetlands, existing native vegetation and wild life habitat where applicable. The Applicant(s) or his representative shall delineate the location of such natural feature when submitting concept plans or preliminary design drawings for all public improvement projects. The design engineer shall be responsible to incorporate all natural features identified by City Staff reviews and shall be required to notify and get approval from all state and federal agencies that control the natural features.

Sub-Section B. Hazardous Conditions:

Land subject to hazardous conditions such as wetlands, surface fault rupture, debris flow, rock fall, landslides, soil liquefaction, shallow water table, floods, and polluted or non-potable water supply shall be identified and shall not be developed until the hazards have been preserved or will be mitigated during development process and will appear on construction design plans. The approval of a subdivision plat or construction drawings does not terminate the responsibility of the design engineer in using standard duty of care in the investigation and design for the hazardous conditions associated with the project. The design engineer shall be required to notify and get approval from all state and federal agencies that control the preservation or mitigation processes.

Section 6.04 IDENTIFICATION OF EXISTING EASEMENTS AND RIGHTS OF WAY

The design engineer shall identify all easements and rights of way that exist on the subject property that is to be developed. Sufficient investigation and agreements must take place to illustrate to the City the status of all easements and rights of way on the property. These easements and rights of way must be illustrated on the appropriate drawings and in a clear manner.