



HIGHLAND CITY COUNCIL MINUTES

Tuesday, June 3, 2025

Approved July 15, 2025

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

6:00 PM REGULAR SESSION

Call to Order: Mayor Kurt Ostler

Invocation: Council Member Doug Cortney

Pledge of Allegiance: Council Member Scott L. Smith

The meeting was called to order by Mayor Kurt Ostler as a regular session at 6:01 pm. The meeting agenda was posted on the Utah State Public Meeting Website at least 24 hours prior to the meeting. The prayer was offered by Council Member Doug Cortney and those in attendance were led in the Pledge of Allegiance by Council Member Scott L. Smith.

PRESIDING: Mayor Kurt Ostler

COUNCIL MEMBERS:

Brittney P. Bills	Present
Ron Campbell	Present
Doug Cortney	Present
Kim Rodela	Present
Scott L. Smith	Present

CITY STAFF PRESENT: City Administrator Erin Wells, Assistant City Administrator/Community Development Director Jay Baughman, City Attorney/Planning & Zoning Administrator Rob Patterson, City Recorder Stephannie Cottle, Finance Director David Mortensen, City Engineer/Public Works Director Chris Trusty, Police Chief Brian Gwilliam, Fire Chief Brian Patten, Library Director Donna Cardon

OTHERS PRESENT: Jon Hart, Liz Rice, Bailee Goettig Price, Weston Price, Mark & DeAnn Coombs, David Wilkins, Karen McCoy, Dawn Moore, Scott Oldroyd, Wesley Warren, Eric Adamson, Kelsi Chamberlain, Whitney Hebbert, Chris Howden, Amanda Bunnell, Mike Bunnell, Claudia Sudweeks, Shauna Larson, Darlene Stice, Jake Hofheins, Kevin Black, Dawn Harris

1. UNSCHEDULED PUBLIC APPEARANCES

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

Karen McCoy stated she is a resident of American Fork, but she feels that all cities that are members of the special service district (SSD) that oversees animal services should be aware of some things. She noted that Council Member Smith participates with the North Utah County Animal Shelter SSD, and she has some concerns about current practices of the shelter. Utah has 59 shelters and all but four of them have reached a 'no kill' status; this means every dog or cat that is not suffering from irreparable medical or behavioral issues that compromise their quality of life and prevent them from being rehomed will be saved. This is typically less than 10 percent of

the animal population, so shelters that save 90 percent of the animals they receive are considered ‘no kill’ shelters. In the United States, two out of three shelters are considered ‘no kill’, but every 90 seconds a dog or cat is killed in a shelter because they do not have a place to call home. This is a solvable issue, and the City can be part of the solution. She provided statistics for shelters in Utah that were not classified as ‘no kill’ shelters, noting that the two shelters with the worst statistics are in Utah County. When animal shelters, government, and community members value the philosophical principles of ‘no kill’ and implement systems and programs to uphold these principles, it is possible to achieve a community sheltering system in which euthanasia is performed only as an act of emergency. In February of 2024, the Utah Governor declared 2024 as the ‘no kill’ shelter year, and the entire State almost complied, aside from Utah County. She feels Highland City could be a leader in ensuring the way the Utah County shelters are operated is changed; pet owners also need to step forward and be held accountable for their animals. She is concerned that the makeup of the SSD makes it difficult to address these types of issues.

Wesley Warren referred to the agenda item 5c, the purchase of a laser level for ball field maintenance; when reviewing the packet, he had ‘sticker shock’ in response to learning the price of the unit is \$45,000. He has done some research and found that only a large baseball complex that has the potential to generate revenue through the rental of the fields would need this piece of equipment. The laser level would be more appropriate for a professional setting and for Highland City, something like a cone laser or dual grade laser would be sufficient. He discussed how the other types of laser systems are operated and indicated they are much less expensive, at approximately \$5,000 to \$6,000. He does not know all of the details behind the proposal, but he encouraged the Council to ask questions about the matter before approving the purchase.

Council Member Cortney noted that the agenda item referenced by Mr. Warren has been removed from the agenda because staff wanted to do some more investigation into that issue.

2. PRESENTATIONS

a. Historical Society & Arts Council

Claudia Sudweeks from the Historical Society and Shauna Larsen from the Arts Council will present to the City Council an update on their organizations as well as discuss potential future opportunities.

Darlene Stice, Shauna Larson, and Claudia Sudweeks used the aid of a PowerPoint presentation to discuss the partnership of the Historical Society and the Arts Council to complete many important historical preservation projects in the community, expand the programs managed by the Arts Council, and expand services offered to senior citizens in the community. The two entities are proposing securing a larger site/building for their activities and they have identified two potential sites. The first is the Strasburg Chapel property, which may be decommissioned by the Church of Jesus Christ of Latter-day Saints in 2029. The Historical Society and Arts Council would like to acquire and preserve the building for their purposes. The other is the lot across from the City library, for which a feasibility study has already been performed in terms of constructing an interactive family friendly museum, performance center, more classrooms, and senior activities. The project is in the planning stage and the groups are working on creating a new 501(c)3 entity and electing a Board that will work on fundraising and grant writing. Next steps include construction or renovation plans for a building, creating a management policy for gifts and photos/collections, and creating a professional website for the new entity. There are many issues that still need to be addressed, and the group is open to feedback, but the purpose of tonight’s agenda item was to simply present this idea to the Highland Mayor and Council.

Mayor Ostler and the City Council discussed the pros and cons of the two sites presented by the group and expressed some support for the concept but stressed the need for the group to raise their own funding to build a new building or preserve the chapel building if they are able to secure it. Council Member Rodela offered information on a Community Preservation Revitalization Grant offered by the State of Utah, which can be used for planning purposes; she will send information regarding this grant and others to the group. Continued discussion among the group centered on ongoing efforts to create the 501(c)3 entity and create the management

policy for gifts, photos, and collections donated by families; they also discussed the viability of the two different sites, as well as other optional sites in the community. The Council expressed support for the goal of identifying a site for the group but again stressed that it will be necessary for the group to raise their own funding for their initiatives. Ms. Larson and Ms. Sudweeks thanked the Mayor and Council for their consideration of this matter.

Council Member Bills stated that she is willing to donate her Council appropriation funding to the Historical Society to help them with things like getting their website created, or whatever they feel is the most pressing need. Council Member Smith stated he will donate his appropriation to the Society as well. He stated that if the Society has a solid plan and design for the facility, it will aid them in getting private donations. He noted the Highland Foundation may also be able to help the Society secure tax-free donations for this project. Ms. Sudweeks stated that the Board will be very excited to hear this input, and they will keep moving forward now that they have support from the Mayor and Council.

Mayor Ostler asked Ms. Sudweeks to introduce each of the members of the Historical Society who were present at the meeting, which Ms. Sudweeks did.

3. CONSENT ITEMS

Items on the consent agenda are of a routine nature. They are intended to be acted upon in one motion. Items on the consent agenda may be pulled for separate consideration.

- a. **Approval of Meeting Minutes General City Management**
Stephannie Cottle, City Recorder
April 29, 2025

Council Member Kim Rodela MOVED that the City Council approve consent item 3a, the approval of meeting minutes from April 29, 2025.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

4. ACTION ITEMS

- a. **PUBLIC HEARING: Opal and Sage New Use Request Land Use (Administrative)**
Rob Patterson, City Attorney/Planning & Zoning Administrator
The City Council will consider a request from Bailee Goettig to authorize salon services as a new/modified use within the Residential Professional zone.

City Attorney/Planning & Zoning Administrator explained that on May 2, 2023, the City Council considered a request to allow the Bliss Beauty Lounge within the dentist's office at 11020 N 5500 W (across from Wendy's and west of Quick Quack Car Wash). The Bliss Beauty Lounge request asked to operate an esthetician practice (facials) with salon type services (hair styling and makeup) that did not include hair cutting or coloring. Bliss Beauty Lounge planned to have seven hair styling stations. The Council unanimously voted to approve the use. More recently, Ms. Goettig desires to operate a salon called Opal and Sage in the same space that Bliss Beauty Lounge previously occupied. Opal and Sage would provide head spa services, scalp and hair analysis, and all

hair services including dyeing, extensions, cutting, bleaching, and possibly relaxing/perm services. This is similar to what is already operating in this location, except Bliss Beauty Lounge did not ask to provide hair cutting/coloring services. Because hair cutting/coloring was not previously approved within the scope of uses for Bliss Beauty Lounge, staff did not believe that the proposed salon services aligned with the previous approval. Accordingly, Ms. Goettig filed an application asking for all salon services to be an approved use for the RP zone. If the use is approved, a new conditional use permit would not be required, because the new salon would be simply a tenant improvement (interior modification) to the building that would not modify the exterior shell or require adjusting accesses, parking areas, or other features of the site. Under the City's newly adopted process for classifying and approving new business uses (HDC 3-101), the City Council can approve a new business use for a zone after holding a public hearing. The applicant is only seeking for this use to be approved for the RP Residential Professional Zone. Mr. Patterson referred the Council to his staff report for detailed information about the regulations of the RP Zone and approval criteria.

Mayor Ostler invited input from the applicant.

Bailee Goettig Price stated that she wishes to transition the existing business from a 'blow dry bar' to a full-service salon and head spa. She feels her business will benefit Highland City.

Mayor Kurt Ostler opened the public hearing at 6:47 p.m.

There were no public comments.

Mayor Kurt Ostler closed the public hearing at 6:47 p.m.

Council Member Smith stated that there are likely many home-based businesses that are already doing something very similar to what Ms. Price is requesting. Mr. Patterson stated that is correct, but those home-based businesses do not have outside employees. Council Member Smith stated he understands that distinction but was surprised that the requested use is not a permitted use.

Council Member Ron Campbell MOVED that City Council adopt the conclusions of staff as findings of fact and approve the use "Salon and spa services, including hair-cutting, coloring, and styling," as a new business use for the RP zone.

Council Member Kim Rodela SECONDED the motion.

Council Member Cortney stated that there is information in the staff report about parking, but he would like a brief discussion of the matter on the record for the meeting; even if the assumption is made that there are two cars for every seat in the establishment, there will still be plenty of parking for the other business at the site according to the parking standards for this zone. Additionally, it is his understanding that transferring a conditional use permit from business to business on the same site is allowed, but such a transfer can be more problematic when the business site changes. Mr. Patterson stated that is correct; another issue is changing the exterior shell of a building, or parking accommodations.

Mayor Ostler asked how many parking spaces are on-site, to which Mr. Patterson answered 52.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>

The motion carried 5:0

b. PUBLIC HEARING/ORDINANCE: General Plan - Transportation Element Amendments *General Plan Amendment (Legislative)*

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will consider the adoption of two amendments to the transportation element of the City's current general plan.

City Attorney/Planning & Zoning Administrator explained on April 8, 2025, the Council held a joint workshop with the Planning Commission regarding the transportation element of the City's General Plan. As part of that discussion, the Commission and Council discussed the various classifications of roads within Highland and discussed whether 11200 North, which is currently classified as a minor collector, should keep or change that classification. The informal direction staff understood from a majority of the Council and Commission present was that 11200 North should not serve as a minor collector and should instead be classified as a local road, and that the City should strive to complete the connection between the east and west portions of 11200 North. He used the aid of a PowerPoint presentation to expound on the proposed reclassification; the goals of a road classification are to define key roadways for high mobility to reduce traffic on other roads and provide access to minor roads. Street spacing is based on population and development density. He discussed the history of 11200 North dating back to 1980 and indicated that to date:

- 11200 North has not been fully constructed as 66 foot, 2-lane collector right-of-way (ROW);
- Portions of 11200 North have property dedicated for 66-foot ROW, even if ROW has not been built;
- Majority of 11200 North has been built more or less to 56-foot ROW; and
- Council approved request for Williams View subdivision to construct 11200 North to 56-foot ROW standard instead of 66-foot ROW standard.

The proposed map and street classification amendment is to “downgrade” 11200 North from 2-lane residential collector to local street; if approved, this would mean that the City could not widen 11200 North in the future without amending the General Plan through public process. Additionally, staff proposes the following General Plan text amendment:

- Add language to the list of factors/considerations that the City addresses in approving or constructing streets and rights-of-way
- “22. If significant obstacles such as topography, land ownership, or existing infrastructure impede construction of a street to City standards, and the street is necessary or beneficial to the City, the City Council may approve an alternative standard that promotes access, circulation, and safety.”
- Purpose would be to give the City some official flexibility when dealing with unique and challenging road projects, whether public or private
- Could apply in many situations where standard ROW cross-section is not needed or feasible
 - 11200 N connection (11200 N/Andrew Drive)
 - Existing ditches adjacent to roads with no sidewalks
 - Steep roads (View Pointe)
 - Emergency Access (Highland Oaks)

Mr. Patterson explained the Planning Commission held a public hearing regarding this matter on May 27, 2025; several residents spoke in support of reclassification but opposed an amendment that would facilitate 11200 North connection. The Planning Commission voted separately on the two amendments, voting six to zero in favor of the street reclassification, but a split vote of three to three regarding the text amendment. The primary concern of those voting against was the 11200 North connection. Those that voted in favor did not necessarily support the 11200 North connection, but supported the flexibility provided by the text amendment. Mr. Patterson concluded staff has prepared amendments based on direction received from Commission and Council during

April 8, 2025, General Plan workshop on transportation. He recommended the Council hold a public hearing and consider adoption of amendments to the General Plan.

Council Member Cortney stated that it is his understanding that the main motivation for this amendment is that the City Council – from time to time – decides to do things that do not comply with the General Plan. Mr. Patterson stated that is correct.

Mayor Ostler asked if the amendment would provide for a potential future connection to 11200 North, to which Mr. Patterson answered yes; if a development occurs in the area in the future and they design a connection to 11200 North, such a connection could be approved by the Council. He discussed the optional motions for the Council to consider tonight.

Mayor Kurt Ostler opened the public hearing at 6:58 p.m.

Wesley Warren stated that he was one of the Planning Commissioners who supported both proposed amendments, but he does not support a connection to 11200 North. He feels it is important to keep in mind the purpose of the General Plan, as well as the fact that there are so many areas of the City that could benefit from additional flexibility in the document. This amendment is intended to make streets smaller, safer, and friendlier and he supports those changes and the flexibility provided by the amendment. He stated that he feels it is important to separate the two issues; connection to 11200 North in the future should be a separate matter. However, the amendment would make it possible to consider a pedestrian or bike trail connection to 11200 North in the future.

Kelsi Chamberlain stated she lives on 11200 North and notices the traffic travelling at high rates of speed every day. She has two children and there are two bus stops on the road for the Junior High and Elementary School, and she would support something that would help to slow traffic on the road. She also hopes that if the second amendment goes through, she would like for the City to consider the presence of bus stops on the road before acting on a future connection to the road.

David Wilkins stated he lives on 5650 West, a few houses down from where the connection point on 11200 North is located; he is in favor of reclassifying the road to increase the safety of pedestrians and vehicular traffic. He is concerned about connection in the future, and he does not want it to become a thru street. He can understand the need for a trail connection or emergency access, but if an emergency access is approved, he would like for it to be properly barricaded to prevent the access point from being used by common traffic.

Jake Hofheins stated he lives on 5600 West, and he loves the area very much; he is not opposed to the amendments, aside from the potential future connection. He has witnessed his own children almost being struck by vehicles several times by cars that are traveling between 30 and 50 miles per hour on the road. He relayed many other unsafe conditions that he has witnesses and indicated that allowing for a future connection would further reduce the safety of the road as well as detrimentally impact the livelihood of the neighborhood. If the road were connected, many people living in the area may decide to move away from the neighborhood; there is no need for the connection because of the presence of State Road (SR) 92, which is plenty wide enough for the traffic in the area. He would support an emergency vehicle connection to the road, but nothing more than that.

Mike Bunnell stated he lives on 5650 West as well; he is not opposed to either of the amendments proposed tonight, but he is opposed to the future connection to 11200 North, and he feels that should be voted on separate from the proposed amendments. He discussed his use of the transportation network in his neighborhood and the fact that a future connection will truly impact the safety of his neighborhood. He asked the Council to consider the sentiments of the residents who will be most impacted by a future connection.

Kevin Black stated he lives on 5650 West as well and noted that since the light was installed at 5650 West, it is much easier to get into his neighborhood safely. He appreciates that 11200 North is calm because of the lack of connections, and he hopes the City will not pursue connections in the future. He suggested that the Council ask staff to address whether the proposed General Plan amendment will satisfy Utah Code; Utah Code states that roads must be built according to the General Plan and the attempts to provide flexibility may not be compliant with Code.

Whitney Hebbert stated she lives near the connection point on 11200 North as well and she feels strongly that the safety of the neighborhood, especially the children, should come first. She stated that she has small children and there are some children in the neighborhood with disabilities, and their safety is paramount. She expects that there will be more and more young families in the area in the future and she would like it to be quiet and safe. She is in favor of making 11200 North a local road, but not in favor of the flexibility that would allow for a future connection.

Dawn Harris stated she has been told that a path in the area was not included on City plans for trail connectivity, but the issue has come up multiple times over the years. She asked the Council to consider who is truly served by the path. For years, she and her husband have maintained the area along the path, but last year they decided to stop doing that at their own cost and now the area is overgrown with weeds. She is willing to maintain the space because it benefits the community, but she does not know why it would be essential to have the area turned into a road. Right now, it is a community space that is used by the residents and kids in the neighborhood, but it is her understanding that a future road connection would entail a road with limited access, no sidewalks, and only accessible for emergency use. She is not sure how that would benefit the neighborhood. There is not a lack of access to the neighborhood, and she asked someone to describe the perceived lack of access. Council Member Cortney stated that no one knows how access to their neighborhood will be impacted after an earthquake. Ms. Harris stated that is the most inane thing she has heard someone say; she asked if a major earthquake is anticipated and she believes people are moving to Utah from California and bring the concerns of that state with them. She stated that as the people who have maintained the property for 20 years, she and her husband would like to offer to purchase it and continue to maintain it. She stated that she does not think that any resident of her neighborhood feels a road access would benefit them.

Scott Oldroyd stated he lives on 11200 North. He supports downgrading the road from a 66 foot to 56 foot right of way; for the second proposal, he feels that the attempt to provide flexibility would actually lead to problems for the City in the future. If the City chooses to be flexible with one developer and not with another, that may lead to claims of unfairness. He stated that one of the Planning Commissioners commented that the goal of the language is to make streets smaller, but not bigger; however, that is not his interpretation of the proposed text amendment. He stated that after the Council acts on this matter, he would also like them to make a decision on the property in question and make the area a trail; this issue should be put to rest, and the trail could be 20 feet wide with bollards that could be knocked down if emergency access is necessary. He expects that 20 feet is wide enough for a fire truck and it is not necessary to preserve 56 feet of road width for a future connection.

Mayor Kurt Ostler closed the public hearing at 7:24 p.m.

Mayor Ostler then facilitated discussion among the Council and staff regarding the implications of the proposed amendments; he specifically wondered what would stop developers from claiming a hardship in terms of road widths in an effort to secure approval of a narrower road – perhaps 20 feet – and build more lots in their development. Mr. Patterson stated that staff would never recommend approval of a 20-foot road, and he does not believe the flexibility in the text would create a ‘blank check’ for roads that are narrower than the 56-foot standard. The Council expressed support for the reclassification of 11200 North but engaged in extensive high-level philosophical discussion and debate of the proposed General Plan text amendments aimed at providing flexibility in terms of unique and challenging road projects. The Council heard from the Police and Fire Chiefs about whether an emergency connection to 11200 North would be needed in the future. Fire Chief Patten

explained that the ability to access a neighborhood from different directions is beneficial; however, he understands that road connectivity and access is under the Council's purview. Police Chief Gwilliam stated that he could get a Police car into the neighborhood using the area that has been used for a trail for several years; ingress and egress is very important in terms of public safety response, but Police vehicles are more agile than Fire vehicles. Some sort of connection to 11200 North would be beneficial in the future. The Council discussed different types of scenarios that could occur in the neighborhood or on SR92 that could result in a need to access 11200 North; Chief Patten stated that he would need an area that is at least 20 feet wide for emergency access.

Mayor Ostler then noted that the City collects impact fees based upon the 66-foot road width standard; he asked if an amendment to the General Plan would impact how the City collects impact fees. Mr. Patterson stated that is a very good question and one that is not really settled by Utah Law. The City's transportation impact fee studies would be amended based upon the updated version of the General Plan and Transportation Master Plan and those policy decisions would inform impact fee collection in the future. Council Member Cortney asked if the City would need to consider refunds for impact fees collected in the past. Mr. Patterson stated that Utah State Law states that if collected impact fees are not spent or incumbered within six years of collection, they must be refunded; an impact fee can only be spent on a project included in an Impact Fee Facilities Plan (IFFP), but if the IFFP is changed, the City is not required to refund collected money.

The Mayor and Council continued their debate of the proposed text amendment aimed at providing flexibility; Council Member Cortney stated that he feels that it is appropriate to preserve the connection area for an emergency access road, but standard connectivity is not needed. Council Member Campbell agreed; he previously believed a standard connection was appropriate, but he feels an emergency access is adequate.

Mr. Patterson stressed staff has not taken a position on whether the 11200 North connection should occur in the future; he presented a map of the area and identified the 'gap' in the road where there is no connection. It has been planned as a two-lane residential collector road, but that small section of the road where the gap is could be assigned a different classification – such as emergency access designation – if that is what the Council desires. City Administrator Wells stated the City is in the process of surveying the area in the gap because there is some discrepancy about the width of the road that the City owns. Mr. Patterson stated that he believes the width owned by the City is approximately 33 feet. Mayor Ostler asked Public Works Director/City Engineer Trusty what his recommended use of a 33 foot right of way would be. Mr. Trusty stated that he would not want to suggest anything narrower than 20 feet in terms of the asphalted area as the minimum traffic lane should not be any narrower than 10 feet. Council Member Cortney stated it is his recollection that the City typically does not build a traffic lane narrower than 12 feet; considering two lanes, and curb and gutter, the road width would be 31 feet.

Council Member Rodela stated she feels an action on the text amendment to the General Plan is not the same as making a decision on the future connection to 11200 North.

Council Member Smith stated he would like to continue the item dealing with the amendment to the General Plan.

Council Member Kim Rodela MOVED that City Council ADOPT the two proposed amendments to the transportation element of the City's general plan.

There was no SECOND.

The motion failed.

Council Member Cortney stated it sounds as if the Council is not ready to decide what should occur in the unbuilt section of 11200 North; he believes that how the Council reclassifies that gap area is dependent upon what will be done with the road. He does not want to reclassify the area as a local road if it is not going to be constructed

as a local road. He stated he feels the question of reclassification needs to be continued. Relative to the broader questions surrounding the General Plan text amendment, he is comfortable with the proposal but believes there is some skepticism among the Council regarding the matter.

Council Member Doug Cortney MOVED to reclassify 11200 N as a local road, with the exception of the unbuilt portion, which will be brought back to the City Council to reclassify that portion appropriately.

Council Member Scott L. Smith SECONDED the motion.

Council Member Cortney stated that based on his motion, the unbuilt portion of the road will remain classified as a two-lane collector, but the expectation is that the issue will come before the Council again in the future for a decision on the future use/classification of the road. He stated his proposed motion is based upon his respect for the input from the residents about their desires for the future of the road.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

Council Member Doug Cortney MOVED to adopt amendment #2 regarding flexibility that was included in the staff report.

Council Member Ron Campbell SECONDED the motion.

Council Member Smith stated he would prefer the text amendment to be tabled; he would like more discussion with staff in order for him to gain a greater understanding and how the text amendment will impact other areas of the City. He stated he understands that the connection to 11200 North may be designated for emergency only, but it is important to understand that the text amendment will apply to the whole City, not just 11200 North. Mr. Patterson stated that if the motion fails, staff recommends a new motion to continue the matter so staff will continue working on the text amendment for further consideration of the Council.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>No</i>

The motion carried 4:1

Mr. Patterson stated staff will begin working on optional classifications and design of the gap section of 11200 North. Council Member Smith stated his understanding from the Council discussion is that there is some support for an emergency access in the gap area. Council Member Rodela stated she would like to see different optional designs for multiple types of emergency access roads, or a residential road. She would like to see the results of the property survey to understand how much area the City owns and how that area can be used. Council Member

Campbell stated he would like to see that information as well. Council Member Smith stated that he is willing to consider different emergency access options, but he is not interested in building a residential road in the area. Council Member Bills agreed. Council Member Cortney stated he would also like to see optional road designs as well, but he does not think it is necessary to require engineered design options.

c. ORDINANCE: SWPPP Violation Code Update *Municipal Code Update (Legislative)*

Chris Trusty, City Engineer/Public Works Director

The City Council will consider approving updates to the Highland Municipal Code Storm Water Management Discharge and Control, Chapter 13.18.100 Penalties to allow the city to impose administrative fines for violations of the Storm Water Pollution Prevention Plan.

Council Member Doug Cortney requested a three-minute recess.

The meeting recessed at 8:10 p.m. and reconvened at 8:21 p.m.

City Engineer/Public Works Director Trusty explained on January 9, 2018, the City Council approved Chapter 13 of the Municipal Code governing standards for storm water management and discharge, pursuant to state requirements governing the implementation of a Storm Water Pollution Prevention Plan (SWPPP). During the recent State Legislative Session, Senate Bill (SB) 220 made revisions related to how cities should be enforcing the SWPPPs, which are required to be permitted through the state for projects that are larger than one-acre in size or part of a common plan of development that is larger than one-acre in size. The new State Code allows cities to assess administrative fines for permittees that are in violation of the conditions of their state permit. The ability to impose fines would be a useful tool to help the city keep SWPPP violations to a minimum. These violations could include discharging pollutants into the city storm drain system, tracking mud and debris onto a city street, or disturbing land without having proper mitigation in place. The City often hears from residents who are concerned about SWPPP violations, especially concerning the tracking of mud onto City streets. The Municipal Code changes proposed by staff would allow the City to assess fines after a warning, thereby giving the City a penalty tool for frequent or egregious violations. Fines may be imposed for each day the violation exists before being corrected and may be levied up to 30 days after the violation has been corrected. Per state code, these funds would be deposited into a restricted account used for SWPPP outreach and education. Staff proposes the following fines for specified violations:

- Working without a permit- \$500 per occurrence.
- Tracking mud on a city road- \$300 per occurrence.
- Failure to clean up or report spills- \$250 per occurrence.
- Failure to conduct inspections- \$100 per occurrence.
- Failure to maintain storm water records- \$100 per occurrence.
- Failure to use general best management practices- \$500 per occurrence.

Council Member Campbell asked if the City has previously issued fines for these types of violations, to which Mr. Trusty answered no. Council Member Cortney clarified that the fines recommended by staff were included in the new State Law.

Council Member Smith asked if the fines will only be imposed on new developments. Mr. Trusty stated that the fines are applicable to any project for which a SWPPP permit has been issued; he reiterated these are usually on sites larger than one-acre in size or part of a common plat of development that is larger than one-acre. Council Member Smith asked if it could apply to existing storm drain violations, such as someone parking on a trailer on an existing street and dumping their sewage and water into the storm drain. Mr. Trusty stated other codes can be used to enforce those violations.

Council Member Scott L. Smith *MOVED* that City Council *APPROVE* the Ordinance authorizing the updates to the Highland Municipal Code Storm Water Management Discharge and Control, Chapter 13.18.100 Penalties, to include possible fines for violations and authorize the fines be added to the City's fee schedule.

Council Member Ron Campbell *SECONDED* the motion.

The vote was recorded as follows:

Council Member Brittney P. Bills	Yes
Council Member Ron Campbell	Yes
Council Member Doug Cortney	Yes
Council Member Kim Rodela	Yes
Council Member Scott L. Smith	Yes

The motion carried 5:0

5. **EXPEDITED ITEMS**

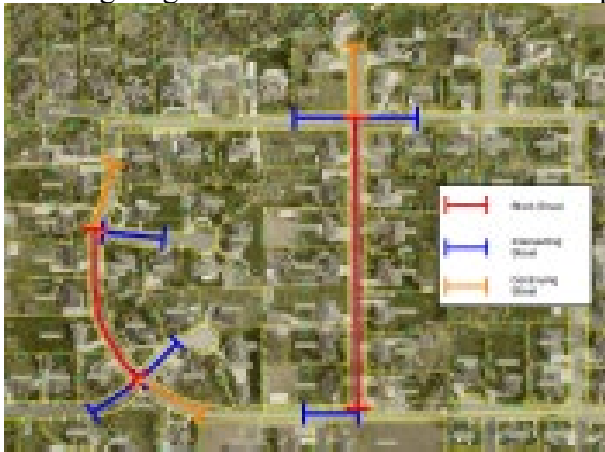
Items in this section are to be acted upon by City Council. These items have been brought before Council previously. The report and presentation may be abbreviated.

a. **Code Amendment - Parking of Trailers on City Streets** *Municipal Code Update (Legislative)*

Rob Patterson, City Attorney/Planning & Zoning Administrator

The Council will consider an amendment to the municipal code to clarify public street parking regulations for trailers, RVs, boats, and similar vehicles and attachments.

City Attorney/Planning & Zoning Administrator Patterson explained on May 20, 2025, the Council discussed enforcement issues with current trailer/RV parking regulations. The Council asked staff to review what other cities have done regarding similar parking regulations and propose code amendments to better protect public streets against continual parking of trailers, RVs, boats, and other similar vehicles. Staff, including Code Compliance Officer, Brent Wallace, reviewed several cities' regulations regarding parking on city streets. Many cities had similar, vague language as Highland. Provo City, however, had more specific language that stated that if a vehicle was moved and then reparked on the same city block face, it would be treated as though it was continuously parked in the same location. Staff has proposed amendments to Highland Municipal Code 10.08.040 to incorporate similar concepts as the Provo City regulations. The code still prohibits parking trailers, RVs, boats, campers, etc. for more than 48 hours on a public street. The amendments would provide that if the vehicle is moved and then reparked on the same block or within 200 feet of the block on an intersecting or continuing street, the vehicle would be deemed to have been continuously parked in the same place and therefore subject to enforcement. He presented the following diagram to illustrate the intent of the proposed code amendment:



Staff believes this change would allow better enforcement of the intent of the City's parking regulations.

The Council discussed the proposal and applauded Mr. Wallace for his research and the recommendation. Council Member Rodela stated it is important to understand that this will not apply just to camp trailers, but also to boats, recreational vehicles, and other types of trailers.

Council Member Smith asked how prevalent this issue is in the City. Police Chief Gwilliam stated it is not an overwhelming issue, but it is fairly common. Mr. Patterson agreed; Mr. Wallace drove throughout the City and found many issues.

Council Member Campbell asked if the regulation can be enforced on State Road (SR) 92. Chief Gwilliam stated that SR92 is a State Road, and the City typically does not take enforcement action on State Roads unless there is an obvious traffic hazard or concern. Mr. Patterson agreed and noted that these types of issues are typically handled by the Code Enforcement Officer and enforcement action is only taken after notices are issued and compliance is not achieved.

Council Member Kim Rodela MOVED that the City Council ADOPT the ordinance amending Title 10, Chapter 8, of the Highland Municipal Code related to parking of trailers and oversized vehicles.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

- b. Timpanogos Library Consortium Memorandum of Understanding General City Management**
Rob Patterson, City Attorney/Planning & Zoning Administrator, Donna Cardon, Library Director
The Council will consider approving a memorandum of understanding with Pleasant Grove and American Fork to govern the joint and cooperative activities of the cities' libraries known as the Timpanogos Library Consortium.

City Attorney/Planning & Zoning Administrator Patterson explained the Council previously discussed the Timpanogos Library Consortium and expressed support for Highland's participation. Specifically, on March 18, 2025, the Council considered a prior version of the agreement now proposed for adoption and expressed support for the Consortium if some details could be resolved in the agreement. The MOU is largely similar to the previously reviewed interlocal agreement, with some minor changes regarding administration of the consortium, term length, and sharing of costs and fees. Cities are authorized to enter into (non-interlocal) agreements for cooperative and shared library services per Utah Code 9-7-409. The MOU is not an interlocal agreement, does not establish a separate legal entity, and does not establish a formal administrative board. The Consortium does not have any control or oversight over the libraries' budgets, internal operations, policies, or employees. Each city remains responsible for and in full control of their respective libraries, and each city is responsible to continue to fund, operate, improve, and invest in their respective libraries and library materials. The MOU empowers the library directors to work together and collaborate on shared services. It authorizes the libraries to share and lend materials to residents of the other cities. Decisions regarding the Consortium and shared services must be made unanimously by the directors. Any costs incurred for shared services will be allocated between the parties equitably, based upon Parties' respective populations, number of

library or Consortium users/cardholders, or proportional usage or demand for the service or expenditure, as the Directors unanimously determine is appropriate for the cost. Patrons can pay fees incurred from any library to any library, and the directors will exchange quarterly reports outlining such fees and forward fees to each other as necessary. The MOU has a one-year term but can be extended for up to 49 additional one-year terms if all the parties' directors submit written verification to each other that they want to continue the Consortium. Each city's attorney has reviewed and are comfortable with the MOU.

Council Member Campbell asked if American Fork and Pleasant Grove are comfortable with the amended approach. Mr. Patterson answered yes, both cities have already approved it.

The Mayor, Council, and staff engaged in discussion regarding the book transfer data in adherence with the MOU; the residents of each of the three cities that are party to the consortium are mutually benefiting from the arrangement. Council Member Cortney stated he appreciates the amendment to the MOU that ensures that Highland City will not be financially harmed by the arrangement. He is also pleased that the three library directors will not constitute a public body.

Council Member Rodela asked if the agreement will address the issues that have occurred with the Libby software program. Library Director Cardon stated that the agreement does not affect Libby and it only impacts physical materials. The Libby program is owned by the State of Utah. She explained the management of the Libby program and how each public library utilizes it.

Council Member Smith asked if there is potential or the consortium to expand to other libraries in the County given its success with the three current libraries. Ms. Cardon answered yes; a few of the other libraries in the County has expressed interest in participating. However, she and the other directors will consider distance between libraries before accepting other facilities into the program.

Mayor Ostler asked if there has been an increase in non-resident library card holders. Ms. Cardon stated that some have expressed opposition to increased non-resident fees, but when they are offered the explanation that the fee is based on increased service, they are accepting of the change. She has not seen anyone choose not to renew their library card based on the increased fee.

Council Member Campbell asked if adding two additional libraries – and subsequently two additional directors – to the consortium could present some issues in terms of the MOU. Ms. Cardon stated it may be more difficult to achieve unanimous support of the terms of the MOU, but that would be considered before accepting additional libraries. The document will be reviewed each year to ensure it is still appropriate.

Council Member Ron Campbell MOVED that the City Council approve the Timpanogos Library Consortium memorandum of understanding with American Fork and Pleasant Grove.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

c. Purchase of ABI Force Laser Leveler for Ball-field Maintenance *General City Management*

Chris Trusty, City Engineer/Public Works Director

The City Council will consider the approval of a purchase of park equipment ABI Forcer laser leveler to be used to maintain the City baseball fields.

This item was pulled from the agenda.

6. DISCUSSION ITEMS

Items in this section are for discussion and direction to staff only. No final action will be taken.

a. East-West Collector Road Data Follow-up *General City Management Chris Trusty, City Engineer/Public Works Director*

Council will review the traffic count and speed data collected on the City's east-west collector roads over the past few months and discuss enacting guidelines for setting speed limits on City collector roads.

City Engineer/Public Works Director Trusty used the aid of a PowerPoint presentation to provide updated traffic count and speed data for the City's east-west collector roads. The presentation included spreadsheets identifying the speed limit and average speeds on the roads and Mr. Trusty noted staff wants to identify policies for setting speed limits. He presented a 'heat map' identifying the areas of the City where accidents are more common; most accidents have occurred at intersections and most accidents on east Canal Boulevard occurred prior to the installation of the concrete median curb. He has used USLIMITS2 software, which generally suggests looking to solve accident rates through traffic calming measures as opposed to changing speed limit. This software has also provided the following speed limit recommendations, though staff has disagreed with some of the recommendations and that is also identified:

	Current Speed Limit	USLIMITS2 Recommended Speed Limit	Staff Recommended Speed Limit	Notes/ Comments
1800 North*	35	35	35	Limited access/ wide road
1200 North*	25	35	25	Narrow Road; driveways
10400 North	35	35	35	Mid-range volume; TC
Canal Blvd East	30	35	35	High traffic count & speeds
Canal Blvd Mid	30	35	30	Limited access; wide
Canal Blvd West	30	30	30	Limited access; wide; curve
9600 North	25	30	25	Narrow road/ high access

Council Member Rodela asked why staff would recommend something different from the recommendation from USLIMITS2 software, considering that it has access to a broad range of data upon which to base its analysis. Mr. Trusty stated the biggest reason for the staff's recommendation deviating from the USLIMITS2 recommendation is that the software is based upon 85th percentile speeds, which is a formula that has been used to set speed limits on rural roads or state highways, and he does not think that is as applicable to a City street. For example, the software recommends a speed limit of 30 miles per hour (MPH) on 9600 North, but there are too many driveways and access points on that road and a 30 MPH speed limit could potentially create unsafe conditions. Council Member Rodela asked if the software fails to consider driveways and access points, to which Mr. Trusty answered yes. He was using the software to generate a starting point to work from.

Council Member Smith stated he lives off of Canal Boulevard East and can support the recommendation to change the speed limit, but that must be appropriately advertised, and he suggested installing a flashing speed limit sign and mechanisms for ensuring safe crossing of the road.

Staff recommends the following next steps in terms of traffic calming:

- Set speed limits for roadways
- Adopt methods of speed limit determination in Traffic Calming Toolbox
- Provide options for traffic calming to reduce speeds in areas
- Greater vehicle counts over speed limits will require more active traffic calming
- Passive traffic calming to be applied to lesser violations
- Pedestrian safety will also impact recommendations

Council Member Cortney stated that based upon the information provided by Mr. Trusty regarding the parameters used by the USLIMITS2 software, he believes that greater attention should be paid to traffic calming on 11200 North, Canal Boulevard mid, and 9600 North. He feels that Canal Boulevard mid is of urgent priority; the City previously communicated that they did not feel it appropriate to remove the temporary speed tables without first installing other traffic calming measures, but that is exactly what occurred. Residents have not been provided with traffic calming ideas as promised in April, and he feels that must be done by July. Mr. Trusty agreed. Mayor Ostler also agreed and discussed some traffic calming measures that have been used in Lehi recently.

Concluding discussion among the Council and staff centered on specific conditions on 11200 North and 9600 North and the Council thanked Mr. Trusty for the information provided tonight.

7. COMMUNICATION ITEMS

Communication items are informational only. No final action will be taken.

a. **Water Conservation** *Doug Cortney, Council Member, Erin Wells, City Administrator*

Council Member Cortney stated the Council has discussed “flip the strip” rebates in the past and some were surprised to learn that Alpine residents were eligible to receive the rebates. He has researched ordinances of other cities and found that Alpine, American Fork, Cedar Hills, Draper, Lehi, Lindon, Orem, Sandy, South Jordan, Spanish Fork, Utah County unincorporated, and Vineyard have all passed ordinances that make them eligible for the rebate. He feels it appropriate to reconsider the issue and determine if the City should participate in the program to make Highland residents eligible to receive the rebates. Council Member Rodela stated she would support reconsideration of the matter.

Council Member Cortney then stated he is not only interested in conservation of pressurized irrigation water, but in culinary water conservation as well. He stated there are existing conservation programs that offer incentives or rebates to residents, and he feels the City should be publicizing those:

- \$150 rebate for replacing old toilet (<1994) with Water Sense toilet;
- \$100 rebate for installing smart irrigation controllers;
- 10 drips/minute = 1 gallon of water wasted each day;
- Low-flow shower heads = ~800 gallons/ month savings.

Council Member Smith inquired as to the entity that funds the rebates or incentives, to which Council Member Rodela answered the State of Utah.

City Administrator Wells stated she spoke to Alpine Administration about their ordinance that makes residents eligible for the “flip the strip” rebate; additionally, Central Utah Water Conservancy District has reached out to her to see if the City Council wants to reconsider participation in the program. The Council discussed enforcement of an ordinance and indicated they are willing to reconsider participation in the program. Ms. Wells indicated she will invite a representative of the Central Utah Water Conservancy District to a future meeting to discuss the program with the Council.

b. Final Updates and Direction on the FY2026 Budget *David Mortensen, Finance Director*

Finance Director Mortensen used the aid of a PowerPoint presentation to summarize the changes that have been made to the Fiscal Year (FY) 2026 proposed budget since the Council's review during the May 6 meeting:

- Increased assessment to LPPSD
 - \$13,573 for Police due to Animal Shelter costs
 - \$127,510 for Fire personnel (1 Position = 2 FT and 1 PT)
- Increased Parks trail maintenance budget
 - \$105,000 carryover from unused FY25 budget (using prior year fund balance)
- Increased transfer from General Fund to Library Fund
 - \$12,522 for Library Director wage and benefit increase
- Decreased transfer from General Fund to Roads Capital Improvement Fund
 - -\$120,000 to make General Fund budget space for LPPSD assessment increase
 - Corresponding \$120,000 decrease in 10400 N & 6000 W pedestrian improvement project
- Increased Library books and materials budget
 - \$10,000 requested by Library Board, from fund balance
- Added fire station driveway budget to Building Capital Improvement Fund
 - \$144,621 portion that will not be completed in FY25, using prior year fund balance
- Decreased Sewer Fund interest revenue
 - -\$10,688 due to a recalculation of the expected available fund balance due to the increased cost of TSSD sewer treatment services, with a corresponding decrease in the saving for capital asset replacement budget.

Council Member Brittney P. Bills left the meeting at 9:22 p.m.

Potential additional changes to the budget include:

- Water Rates
 - Study underway, but preliminary conclusions are that no rate increase is needed.
- Cemetery Fund Study
 - Project in process with Zions Bank Public Finance
 - Could impact budget including the Veteran's area project with a mid-year adjustment
- Certified Tax Rate – Provided by Utah County later this week
- Public Safety Fee (75% of taxes used rule)

Mr. Mortensen then expounded on Public Safety revenue options for the Council to consider responsive to the increase in the City's assessment of \$549,424. The City uses 75 percent of property tax revenue to pay the assessment and there was not support for increasing property taxes to pay for the increase in the assessment. Administration needs feedback from the Council regarding whether they would consider increasing the Public Safety Fee to cover the increase. Increasing the fee from \$15.25 per month to \$21.50 per month (41 percent increase), this would raise approximately \$430,000 in additional revenue. Council Member Smith stated the Council already decided against raising taxes or the Public Safety Fee while they await a final decision from the Lone Peak Public Safety District (LPPSD) Board following mediation regarding the interlocal agreement. City Administrator Wells stated she did not believe the decision was final and that is why Mr. Mortensen included this information in his presentation. The Council concluded that they want to wait until final direction from the LPPSD Board after mediation has been completed.

The Council then briefly discussed the formula used to determine the certified tax rate recommended by Utah County.

- c. **Community Development Updates - Current Projects List** *Jay Baughman, Assistant City Administrator/Community Development Director, Rob Patterson, City Attorney/Planning & Zoning Administrator*

City Attorney/Planning & Zoning Administrator Patterson drew the Council's attention to a link that is included on the agenda that points to a page on the City's website that provides a list of current projects and their status.

- d. **School District Updates** *Kurt Ostler, Mayor*

Mayor Ostler reported the filing period is open for candidates seeking election to the Board of the new school district. There is only candidate from Highland City that has filed. Council Member Campbell stated that choices are important, and he encouraged the Mayor and Council to reach out to their constituents and urge them to run.

Mayor Ostler then reported that for the 2025 Municipal Election, there are currently four candidates for the open City Council seats and one candidate for Mayor.

Council Member Smith briefly addressed the median near Costa Vida; it is unkempt and looks bad and he asked who is responsible to maintain it. City Administrator Wells stated she will review the agreement that governs that area and reach out to the responsible party.

8. WORK SESSION

- a. **Culinary Water Fund Study**

Update on the Culinary Water Fund Study presented by Fred Philpot with LRB Public Finance Advisors.

This item will be discussed at a future meeting.

9. CLOSED MEETING

The City Council may recess to convene in a closed meeting to discuss items, as provided by Utah Code Annotated §52-4-205.

At 9:38 p.m. Council Member Doug Cortney MOVED that the City Council recess the regular meeting to convene in a closed meeting in the Executive Conference Room to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, as provided by Utah Code Annotated §52-4-205.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Absent</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 4:0

Council Member Scott L. Smith MOVED to adjourn the CLOSED MEETING and Council Member Ron Campbell SECONDED the motion. All voted in favor and the motion passed unanimously.

The CLOSED MEETING adjourned at 11:34 p.m.

ADJOURNMENT

Council Member Doug Cortney MOVED to adjourn the regular meeting and Council Member Scott L. Smith SECONDED the motion. All voted in favor and the motion passed unanimously.

The meeting adjourned at 11:35 p.m.

I, Stephannie Cottle, City Recorder of Highland City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on June 3, 2025. This document constitutes the official minutes for the Highland City Council Meeting.



Stephannie Cottle, CMC, UCC
City Recorder

1

2

3

4

5

6



OPAL AND SAGE NEW USE REQUEST

Land Use (Administrative)

Item 4a – Public Hearing/Action
Presented by – Rob Patterson, City Attorney/Planning & Zoning Administrator

7

Vicinity



8

Background

- Site is zoned RP Residential Professional
- May 2, 2023 - Council approved Bliss Beauty Lounge for esthetician practice (facials) with salon-type services (hair styling, blowouts, makeup)
 - Specifically did not include hair cutting/coloring
- RP zone does not expressly allow or prohibit use
- New salon applicant asks to expand allowed use to allow hair cutting/coloring
- New application process for new business uses within non-residential zones adopted May 6, 2025

9

Criteria

Council may approve new use based on following criteria:

- Compatibility with the plain language of zoning regulations;
- Compatibility with the intent and purpose of the zone;
- Compatibility with the General Plan;
- Compatibility with the uses of adjacent properties
- Nature, scope, and impact of proposed use compared to existing/allowed uses;
- Whether use is expressly permitted in another zone; and
- Whether use or a similar or aligned use is expressly prohibited by applicable land use regulations

10

Staff Review

- Proposed use is similar in scope to existing use with expansion of hair service to include cutting/coloring
- Impact of proposed use is similar to existing use
 - More than sufficient parking exists, so no new significant impacts on adjacent commercial or residential properties
- No expansion/change to building shell, footprint, or site (parking/access)
- Only conflict in zoning is discouragement of retail within RP zone (salon products)

11

Staff Recommendation

- Public Hearing
- Staff recommends approval of the use “Salon and spa services, including hair-cutting, coloring, and styling,” as a new business use for the RP zone

12

Motion to Approve

I move that City Council adopt the conclusions of staff as findings of fact and approve the use "Salon and spa services, including hair-cutting, coloring, and styling," as a new business use for the RP zone.

13

**GENERAL PLAN - TRANSPORTATION
ELEMENT AMENDMENTS** *General Plan
Amendment (Legislative)*

Item 4b - Public Hearing/Ordinance
Presented by - Rob Patterson, City Attorney/Planning & Zoning Administrator

14

Background

- Transportation Workshop April 8, 2025
- General Plan is largely informational with certain exceptions
- Utah Code 10-9a-406: "After the legislative body has adopted a general plan, no street, park, or other public way, ground, place, or space, no publicly owned building or structure, and no public utility, whether publicly or privately owned, may be constructed or authorized until and unless it conforms to the current general plan."

15

General Plan - Transportation Element

- Provides high-level overview of city's transportation system
- Outlines general location and function of current transportation infrastructure
- Includes general guidance for roadway maintenance and long-term infrastructure planning
- Describes functional classification system and establishes classification of various roads within City

16

FUNCTIONAL CLASSIFICATION

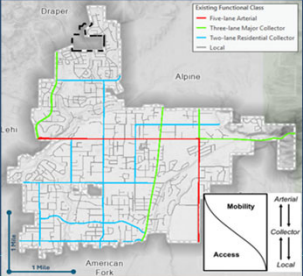


- Goals:
 - Define key roadways for high mobility to reduce traffic on other roads
 - Provide access on minor roads
- Classifications:
 - Arterials - high mobility, connecting communities
 - Collectors - mixed mobility/access
 - Local Streets - frequent access
- Variety in classifications protects residential streets
- A complete grid network reduces the need to overcompensate on other facilities

17

STREET SPACING

- Based on population and development density
- Per Highland City densities:
 - Arterial every mile
 - Collector every half-mile



18

ACCESS SPACING

Goals:

◦ Maintain mobility and/or access standards of each functional classification

◦ Maximize safety

Current standards:

Roadway Classification	Minimum signal spacing (A)	Street spacing (B)	Driveway spacing (C)	Corner distance (D)
Arterial	2,640 ft	660 ft	350 ft	350 ft
Major collector	1,320 ft	330 ft	150 ft	150 ft
Minor collector	1,320 ft	330 ft	150 ft	150 ft
Neighborhood Collector	1,320 ft	330 ft	150 ft	150 ft
Local	N/A	250 ft	100 ft	30 ft

19

ROW Classifications and Cross-Sections

20

ROW Classifications and Cross-Sections

21

Proposed Amendments

• Reclassify 11200 North from 2-Lane Residential Collector to local street

• Add language to transportation element allowing City to approve alternative right of way standards when there are significant obstacles to normal construction and connection benefits city

22

11200 North History

• 1980 Transportation Map – local road

• 1997 Transportation Map

- Portion from 5600 W to Alpine Highway is classified as “2-Lane Residential Collector”
- Remaining portion is classified as local road

• 2008 Transportation Map

- Entire length of 11200 North from 6000 W to North County Blvd is classified as “2-Lane Residential Collector”
- Portions west of 6000 W and east of North County Blvd are classified as local roads

23

11200 North

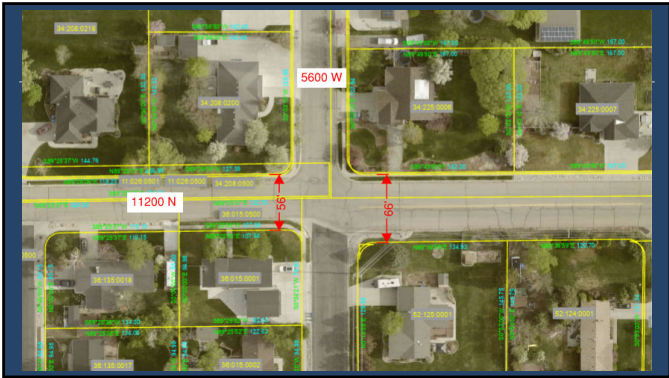
• 11200 North has not been fully constructed as 66 ft 2-lane collector ROW

• Portions of 11200 North have property dedicated for 66 ft ROW, even if ROW has not been built

• Majority of 11200 North has been built more or less to 56 ft ROW

• Council approved request for Williams View subdivision to construct 11200 North to 56-ft ROW standard instead of 66-ft ROW standard

24



25

Comparison of East/West Collectors							
	11800 North	11200 North	10400 North	Canal Blvd West	Canal Blvd Mid	Canal Blvd East	9600 North
Speed Limit	35 MPH	25 MPH	35 MPH	30 MPH	30 MPH	30 MPH	25 MPH
Average Speed	36.75 MPH (1.75 over)	31.5 (6.5 over)	36.2 MPH (1.2 over)	30.5 MPH (0.5 over)	34.25 (4.25 over)	36.0 MPH (6 over)	31.2 MPH (6.2 over)
85 th % speed	40.5 MPH (16% over)	36.75 (26% over)	40.0 MPH (14% over)	35.5 MPH (18% over)	38.0 MPH (27% over)	39.75 MPH (30% over)	36.0 MPH (44% over)
% trips > 10 mph over	5.8%	26.8	3.0%	3.6%	8.3%	20%	20%
# daily trips	5,903	916	4,161	1,154	2,717	10,175	1,771
# residential accesses*	2	43	31	11.5	0	0	80
# schools	1	0	2	0	0	0	0
length	1 Mile	1.4 Miles	2.3 miles	1 mile	0.72 miles	0.85 miles	2.3 miles

26

Map & Classification Amendment

- “Downgrade” 11200 North from 2-lane residential collector to local street
- If approved, it would mean that the City could **NOT** widen 11200 North in the future without amending the General Plan through public process

27

General Plan Text Amendment

- Add language to the list of factors/considerations that the City addresses in approving or constructing streets and rights-of-way
- “22. If significant obstacles such as topography, land ownership, or existing infrastructure impede construction of a street to City standards, and the street is necessary or beneficial to the City, the City Council may approve an alternative standard that promotes access, circulation, and safety.”

28

General Plan Text Amendment

- Purpose would be to give the City some official flexibility when dealing with unique and challenging road projects, whether public or private
- Could apply in many situations where standard ROW cross-section is not needed or feasible
 - 11200 N connection (11200 N/Andrew Drive)
 - Existing ditches adjacent to roads with no sidewalks
 - Steep roads (View Pointe)
 - Emergency Access (Highland Oaks)

29

Planning Commission Action

- Public hearing held May 27, 2025
- Several residents spoke in support of reclassification but opposed amendment that would facilitate 11200 N connection
- Planning Commission voted separately on amendments
 - 6-0 favor of reclassification
 - 3-3 split regarding flexibility
 - Primary concern of those voting against was the 11200 N connection. Those that voted in favor did not necessarily support the 11200 N connection, but supported the flexibility

30

Staff Review and Recommendation

- Staff prepared amendments based on direction received from Commission and Council during April 8, 2025, General Plan workshop on transportation
- Notice of public hearing was published for Planning Commission and City Council
- One written comment received from resident prior to Commission hearing expressing desire to not widen 11200 North or make connection to Andrew Dr.
- Staff recommends the Council hold a public hearing and adopt the amendments to the General Plan

31

Motion to Approve

I move that City Council ADOPT the two proposed amendments to the transportation element of the City's general plan.

32



SWPPP VIOLATION CODE UPDATE

Municipal Code Update (Legislative)

Item 4c - Action/Ordinance

Presented by - Chris Trusty, City Engineer/Public Works Director

33

SWPPP Fines- Code Update

- SB220 updated portions of state code 19-5-108.3 Construction Site Storm Water Runoff Control
- Added to this code was the provision that a municipal authority may impose fines for violations of approved Storm Water Pollution Prevention Plans
- The ability to levy fines will increase the city's ability to ensure that construction sites within the city conform to state and municipal code
- Fines must be used to fund the city's public education and outreach program

34

SWPPP Fines Code Update

- Fines may be assessed for
 - working without a permit- \$500/ occurrence
 - tracking mud on a city road- \$300/ occurrence
 - failure to clean up or report spills- \$250/ occurrence
 - failure to conduct inspections- \$100/ occurrence
 - failure to maintain storm water records- \$100/ occ
 - failure to use general best management practices- \$500/ occurrence

35

Motion to Approve

I move that City Council APPROVE the Ordinance authorizing the updates to the Highland Municipal Code Storm Water Management Discharge and Control, Chapter 13.18.100 Penalties, to include possible fines for violations and authorize the fines be added to the City's fee schedule.

36



PARKING OF TRAILERS ON CITY STREETS

Municipal Code Update (Legislative)

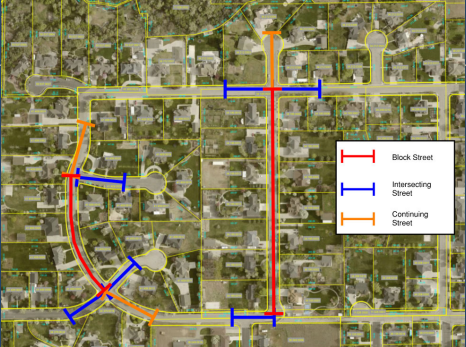
Item 5a - Expedited: Ordinance
Presented by - Rob Patterson, City Attorney/Planning & Zoning Administrator

37

Background

- Council directed staff to prepare amendments to regulations on parking of trailers/campers/RVs etc. on city streets
- Staff revised city code along similar lines as Provo City
- Vehicles/trailers cannot be parked on City street longer than 48 hours. Relocating a vehicle/trailer within same block or within 200 ft on “intersecting” or “continuing” street counts against 48-hour limit.

38



39

Motion to Approve

I move that the City Council ADOPT the ordinance amending Title 10, Chapter 8, of the Highland Municipal Code related to parking of trailers and oversized vehicles.

40



TIMPANOGOS LIBRARY CONSORTIUM MEMORANDUM OF UNDERSTANDING

General City Management

Item 5b - Expedited
Presented by - Rob Patterson, City Attorney/Planning & Zoning Administrator
Donna Cardon, Library Director

41

Background

- Timpanogos Library Consortium operating since April
- Share books and other materials between American Fork, Pleasant Grove, and Highland Libraries
- Proposed MOU does not establish separate legal entity or board
- All directors must agree on scope and details of any joint services and costs, which are to be allocated equitably based on population, cardholders, or use
- Each city remains in sole control of library and budget
- 1 year term, renewable each year

42

Motion to Approve

I move that the City Council approve the Timpanogos Library Consortium memorandum of understanding with American Fork and Pleasant Grove.

43



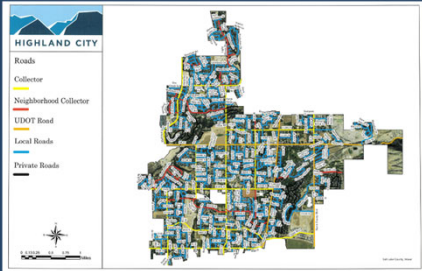
EAST-WEST COLLECTOR ROAD DATA FOLLOW-UP

General City Management

Item 6a – Discussion
Presented by – Chris Trusty, City Engineer/Public Works Director

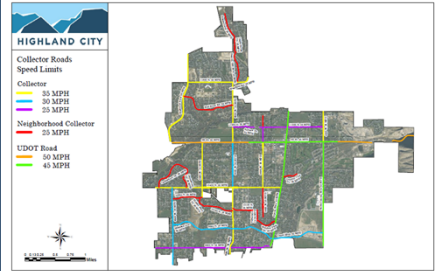
44

Road Classification Map



45

Speed Limit Map



46

East West Collectors

	11800 North	11200 North	10400 North	Canal Blvd West	Canal Blvd Mid	Canal Blvd East	9600 North
Speed Limit	35 MPH	25 MPH	35 MPH	30 MPH	30 MPH	30 MPH	25 MPH
Average Speed	36.75 MPH (1.75 over)	31.5 (6.5 over)	36.2 MPH (1.2 over)	30.5 MPH (0.5 over)	34.25 (4.25 over)	36.0 MPH (6 over)	31.2 MPH (6.2 over)
85th % speed	40.5 MPH (16% over)	36.75 (26% over)	40.0 MPH (14% over)	35.5 MPH (18% over)	38.0 MPH (27% over)	39.75 MPH (30% over)	36.0 MPH (44% over)
% trips > 10 mph over	5.8%	26.8	3.0%	3.6%	8.3%	20%	20%
# daily trips	5,903	916	4,161	1,154	2,717	10,175	1,771
# residential accesses	2	43	31	11.5	0	0	80
# schools	1	0	2	0	0	0	0
length	1 Mile	1.4 Miles	2.3 miles	1 mile	0.72 miles	0.85 miles	2.3 miles

47

Speed Limits Policy

	Local Road	Neighborhood Collector	Minor Collector	Major Collector
Traffic Count	-1,000	1,000-2,000	2,000-10,000	>10,000
Road Width	56	56	66	74
Schools and Parks	Neighborhood Parks	Neighborhood Parks	Yes	No
Road Geometry	Curvilinear	Curvilinear	Straight	Straight
Driveways	Yes	Yes	No	No
Statutory Speed Limit	25	25-30	30-35	35-40

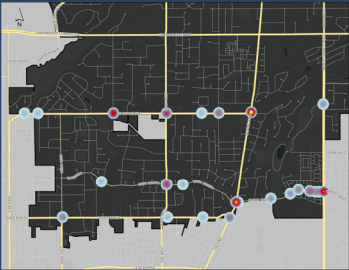
• Policy

– Speed limits set by road conditions & unbiased data driven report

– Use traffic calming to combat excessive speeding/ lower accidents

48

Area Accidents Heat Map



- Most accidents have occurred at intersections
- Most accidents on east Canal Blvd occurred prior to concrete median curb
- USLIMITS2 software generally suggests looking to solve accident rates through traffic calming measures as opposed to change speed limit

49

Speed Limits Recommendations

	Current Speed Limit	USLIMITS2 Recommended Speed Limit	Staff Recommended Speed Limit	Notes/ Comments
11800 North*	35	35	35	Limited access/ wide road
11200 North*	25	35	25	Narrow Road; driveways
10400 North	35	35	35	Mid-range volume; TC
Canal Blvd East	30	35	35	High traffic count & speeds
Canal Blvd Mid	30	35	30	Limited access; wide
Canal Blvd West	30	30	30	Limited access; wide; curvy
9600 North	25	30	25	Narrow road/ high access

USLIMITS uses road geometry, crash date, pedestrian use, average and 85% speed date to recommend speed limits.

* Crash data not included in USLIMITS evaluation

50

Next Steps-Traffic Calming

- Set speed limits for roadways
- Adopt methods of speed limit determination in Traffic Calming Toolbox
- Provide options for traffic calming to reduce speeds in areas
- Greater vehicle counts over speed limits will require more active traffic calming
- Passive traffic calming to be applied to lesser violations
- Pedestrian safety will also impact recommendations

51



WATER CONSERVATION

Item 7a - Communication
Presented by - Doug Cortney, Council Member
Erin Wells, City Administrator

52

Current Ordinances

- Development Code 6-3-621 (adopted 2023)
 - No lawn in park strips on new homes
 - Trees in park strip must be watered by drip system
- Municipal Code 13.70 (adopted in 2019)
 - Lawns can only be watered between 6PM and 10AM
 - Limited to 3 days per week depending on home address
 - Exceptions for churches, schools, parks, new grass, spot watering, sprinkler work, leaks, and lawn treatment
 - Hardship waiver available (no sprinkler system)
 - Violations up to \$200 and lock on system

53

Flip Your Strip Program

- City must adopt ordinance restricting turf on new commercial and residential builds
 - Lawn can't be less than 8 feet wide
 - Residential - Lawn can only cover 35% of the front and side yards
 - Commercial - Lawn can only cover 20% of the total landscaped area
 - No lawn can be in park strips
 - No lawn on slopes greater than 25% grade

54

Flip Your Strip Ordinance Concerns

- Enforcement
- Landscaping often not completed on residential homes at Certificate of Occupancy

55



**FINAL UPDATES AND DIRECTION ON THE
FY2026 BUDGET**

Item 7b – Communication
Presented by – David Mortensen, Finance Director

56

Budget Changes from May 6 Version

- Increased assessment to LPPSD
 - \$13,573 for Police due to Animal Shelter costs
 - \$127,510 for Fire personnel (1 Position = 2 FT and 1 PT)
- Increased Parks trail maintenance budget
 - \$105,000 carryover from unused FY25 budget (using prior year fund balance)
- Increased transfer from General Fund to Library Fund
 - \$12,522 for Library Director wage and benefit increase

57

Budget Changes from May 6 Version

- Decreased transfer from General Fund to Roads Capital Improvement Fund
 - -\$120,000 to make General Fund budget space for LPPSD assessment increase
 - Corresponding \$120,000 decrease in 10400 N & 6000 W pedestrian improvement project
- Increased Library books and materials budget
 - \$10,000 requested by Library Board, from fund balance
- Added fire station driveway budget to Building Capital Improvement Fund
 - \$144,621 portion that will not be completed in FY25, using prior year fund balance

58

Budget Changes from May 6 Version

- Decreased Sewer Fund interest revenue
 - -\$10,688 due to a recalculation of the expected available fund balance due to the increased cost of TSSD sewer treatment services, with a corresponding decrease in the saving for capital asset replacement budget.

59

Potential Changes for Final Budget

- Water Rates
 - Study underway
- Cemetery Fund Study
 - Project in process with Zions Bank Public Finance
 - Could impact budget including the Veteran's area project with a mid-year adjustment
- Certified Tax Rate – Provided by Utah County later this week
- Public Safety Fee (75% of taxes used rule)

60

Public Safety Revenue Options

- Total City assessment increase = \$549,424

Fiscal Year	Public Safety Fee Total	LPPSD Assessment	Portion of Assessment Covered by Sales & Property Tax		Percent of Public Safety Fee Subsidy	Percent of Tax	Total Sales Tax	Total Property Tax	Total Taxes	Percentage of Taxes Used for Public Safety	Percentage of Taxes Used for Public Safety if No Public Safety Fee is Collected
			Property Tax	Fee							
2020	648,941	4,190,949	3,546,009	15%	85%	2,742,113	1,873,262	4,615,377	76.66%	86.75%	
2021	653,689	4,196,443	3,544,754	16%	84%	3,345,412	1,984,640	5,349,052	67.46%	86.12%	
2022	672,560	4,208,098	3,509,538	16%	84%	3,662,461	1,980,461	5,642,922	63.72%	79.84%	
2023	933,764	4,987,575	4,053,811	19%	81%	3,357,480	2,138,506	5,495,986	66.86%	82.19%	
2024	974,625	5,961,338	4,986,714	18%	82%	4,379,436	2,150,745	6,530,181	67.18%	82.19%	
2025	990,000	5,889,853	4,899,853	17%	83%	4,140,000	2,210,557	6,350,557	74.01%	89.80%	
2026	1,020,000	6,209,277	5,219,277	16%	84%	4,140,000	2,260,268	6,399,268	81.40%	87.81%	

61

Public Safety Revenue Options

- Maintain 75% of taxes used to pay assessment
 - Public Safety Fee Increase
 - From \$15.25 per month to \$21.50 per month (41% increase)
 - Would raise approximately \$430,000 in revenue

62



COMMUNITY DEVELOPMENT UPDATES

Item 7c - Communication
Presented by - Jay Baughman, Assistant City Administrator/Community Development Director
Rob Patterson, City Attorney/Planning & Zoning Administrator

63



SCHOOL DISTRICT UPDATES

Item 7d - Communication
Presented by - Kurt Ostler, Mayor

64



FUTURE MEETINGS

- June 10, City Council/Planning Commission GP Meeting, 7:00 pm, City Hall
- June 11, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- June 11, Candidate Orientation, 5:00 pm, City Hall
- June 17, City Council Meeting, 6:00 pm, City Hall
- June 24, Planning Commission Meeting, 7:00 pm, City Hall

65

Motion to Adjourn to Closed Meeting

I move that City Council recess the regular City Council meeting to convene in a closed meeting in the executive conference room to discuss the character, professional competence, or physical or mental health of an individual, and pending or reasonably imminent litigation, as provided by Utah Code Annotated §52-4-205.

66



CLOSED SESSION

The Highland City Council has recessed the regular City Council meeting to convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, and pending or reasonably imminent litigation, as provided by Utah Code Annotated §52-4-205.

The regular City Council meeting will adjourn immediately following the end of the closed session.



Highland Historical Society and Highland Arts Council

Historical Society Committee

Claudia Sudweeks, president
Charles Greenland, historian
Brenda Thurgood, secretary
Ray Buhler
Eric Adamson
Mark Thompson
Wayne Tanaka



Arts Council

Shauna Larson, president (exec. bd)
Glade Gummow, treasurer
Linda Littlefield (exec. bd)
Kerilyn Lenhart (exec. bd)
Kathy Brooksby (exec. bd)
Kelly Gummow
Carol Hadlock
Elaine Roundy
Susan Moss
Becca Caswell
Doug Courtney, city council
Substitutes: Donna Cardon
Sarah McCann

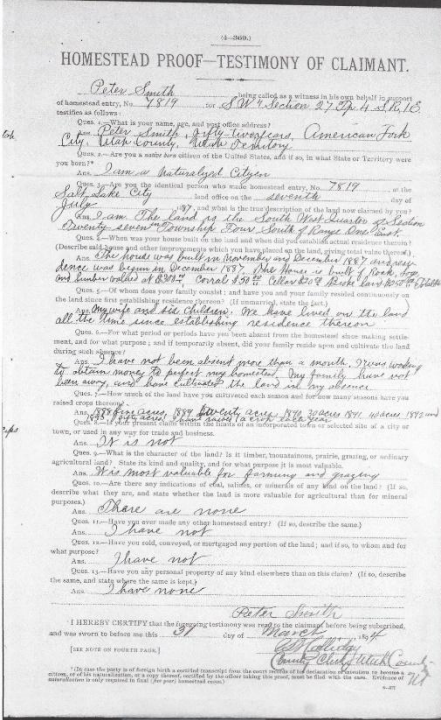




Purposes of the Historical Society

- Preserve documents, photos, and artifacts from the early Highlanders
- Collect memories
- Collect written histories
- To honor our heritage
- Stabilize our future





Historical Society Projects

- Early Family Collection
- Digitization and Documentation
- Genealogical & Historical Research
- Website
- Video Biographies
- Museum
- Outreach



Memory Preservation – Video Biographies



Highland City Arts Council

Goal:

To expand the programs that fall under the arts council.



The image is a colorful calendar for the month of May, featuring a blue background with white and yellow floral patterns. The word "May" is written in a large, stylized font at the top. Below the header, the calendar is organized into a grid of boxes, each containing information about a specific event or program. The events include: Highland City Arts Council (highlandciarts.info), Sew 'n Sews (Fri, May 16th 9-4), Friends of Art 10 AM-Noon (EVERYONE WELCOME!! Thur., May 1st), Senior Support Group (11am-1pm, Thur., May 8th), Highland Children's Choir Spring Concert (Sat., May 3 2 & 6 pm. Preshow 15 min prior to concert time. Mt. Ridge Jr. High Concert Hall. Admission \$8), The Timpanogos Ringers Spring Concert (Fri., May 9, 7pm at St. Marks Episcopal Cathedral 231 E. 100 S, SLC), Highland Choral Arts Spring Concert (Sat. May 17, 7pm Timberline Middle School), Summer Youth Theatre Workshop Auditions (Ages 11-18 May 30th 4-6 pm. Highland City Community Center. See HCAC website for information.), Highland Fling Fine Art Show (Aug 1 and 2... see HCAC website for registration information), Visual Art Institute Summer Art Camps for ages 5-12, Emily Ricks Violin Symposium for Adults (July 8-10), and More art classes—all ages See HCAC Website. The calendar also includes a section for Monday, May 26th, featuring a graphic of an American flag and the text "NEVER FORGET ALWAYS IN OUR HEARTS".

May

HIGHLAND CITY ARTS COUNCIL
highlandciarts.info

Sew 'n Sews
Fri, May 16th 9-4

Friends of Art 10 AM-Noon
EVERYONE WELCOME!! Thur., May 1st

Senior Support Group
11am-1pm, Thur., May 8th

Highland Children's Choir Spring Concert, Sat., May 3 2 & 6 pm.
Preshow 15 min prior to concert time.
Mt. Ridge Jr. High Concert Hall. Admission \$8

The Timpanogos Ringers Spring Concert Fri., May 9,
7pm at St. Marks Episcopal Cathedral 231 E. 100 S, SLC

Highland Choral Arts Spring Concert
Sat. May 17, 7pm
Timberline Middle School

Summer Youth Theatre Workshop Auditions Ages 11-18
May 30th 4-6 pm. Highland City Community Center.
See HCAC website for information.

Highland Fling Fine Art Show
Aug 1 and 2...
see HCAC website for registration information

Visual Art Institute Summer Art Camps for ages 5-12

Emily Ricks Violin Symposium for Adults
July 8-10

More art classes—all ages See HCAC Website

Monday, May 26th
NEVER FORGET ALWAYS IN OUR HEARTS

Tuesdays May 6-27
Children's Choir 3:30-7:30 Adult Choir 7:45 thru May 13

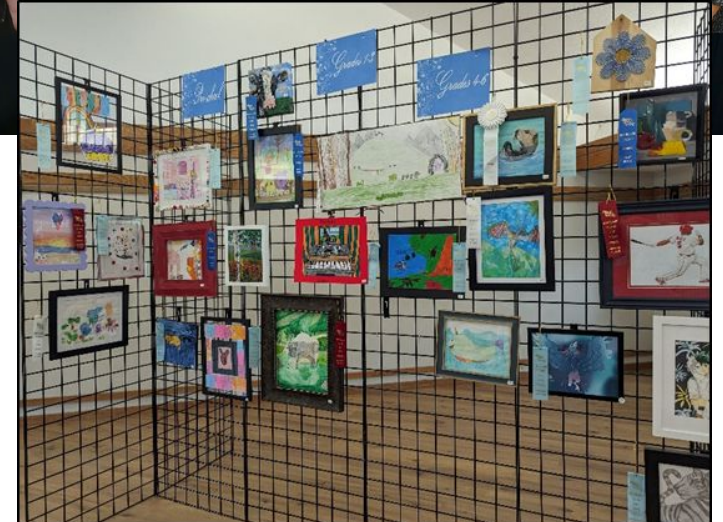
Wednesdays, May 7-28
Watercolor Classes 10am-noon & 12:15-2:15
Bell Choir 7pm

Mondays, May 5-19 After
School Art Club 4-5:15pm
Watercolor class 7pm

Programs Offered

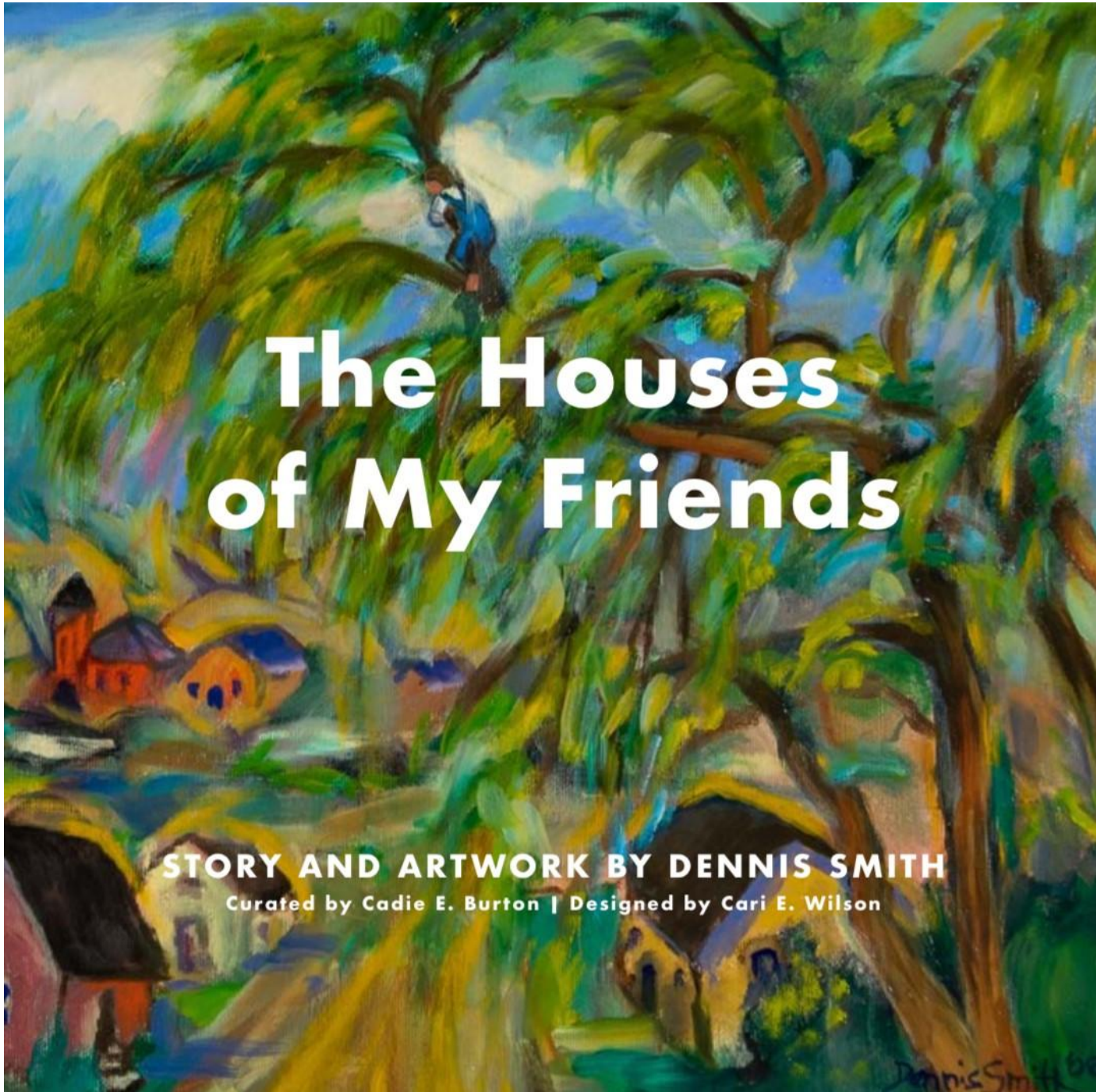
Twenty programs under the arts:

- Art classes
- 4 choirs
- Small theater groups
- Workshops
- Friends of Art Group
- Quilt guild
- Senior citizen support group
- Festivals



Potential Options

- More programs – arts classes, writing groups, seminars & presentations, clubs, genealogy courses
- Memory preservation room – scanning & recording equipment
- Interactive historical family museum
- Theater & performance area
- Art gallery
- Senior citizen center and activities

The background is a rich, textured oil painting. It depicts a village scene, likely in a tropical or subtropical region, characterized by large, leafy trees with green and yellow foliage. In the lower-left corner, there are several houses with warm, earthy tones like orange, red, and yellow, some with dark roofs. The overall style is expressive and painterly, with visible brushstrokes and a vibrant color palette. The title text is centered over the upper half of the painting.

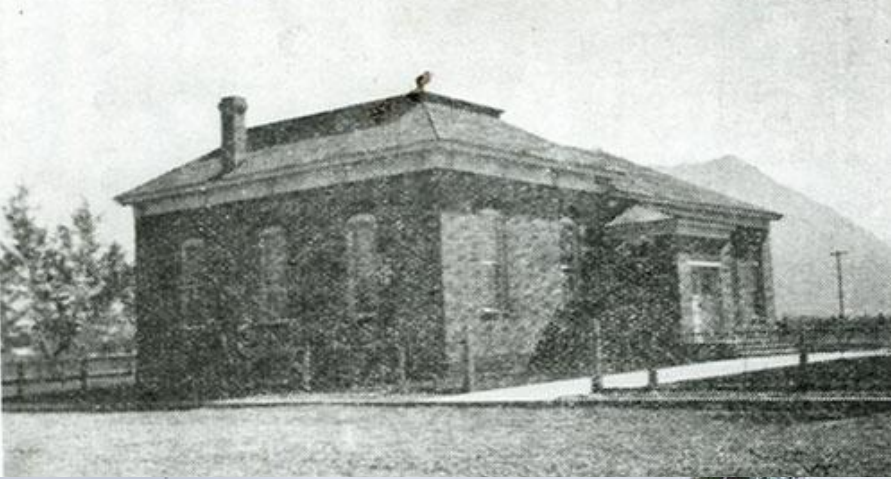
The Houses of My Friends

STORY AND ARTWORK BY DENNIS SMITH

Curated by Cadie E. Burton | Designed by Cari E. Wilson

Senior Activities

- Expand seniors' luncheon (potential grant)
- Art classes
- Exercise classes
- Personal and family history options
- Social groups
- Volunteer options
- Early families' reunions
- & more

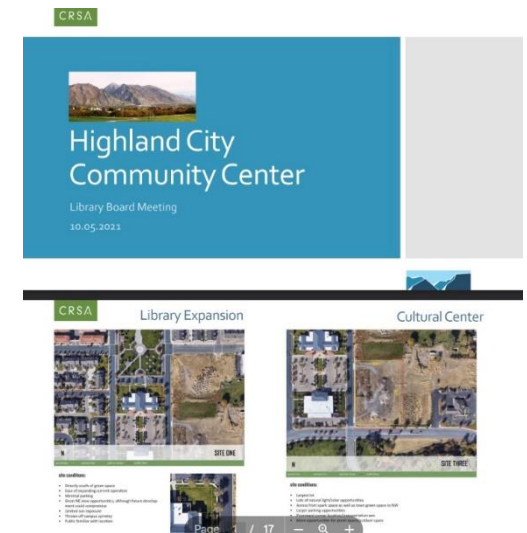


Lot across from
city library
(tree sale lot)

Potential Sites for Center for Arts and Heritage

To Include:

- Interactive family-friendly museum
- Performance center
- More classrooms
- Senior activities



Planning Stage

- 501(c)(3)
- Board (lawyer, accountant, org. presidents, etc.)
- Fundraising – conditional buy-ins
- Grants
- Drawings/renovation plans
- Deeds of gift & photos, Collections Management Policy
- Website

Seeking Input

- Utah Historical Society
- Genealogists, preservation historians, & museum curators
- Professional non-profit organizer
- Performance group leaders
- Early family descendants
- Local artists
- Previous mayors & city council members
- Librarian
- DUP
- Local teachers
- Residents
- Alpine mayor & city council

Many Questions to Address

- Parking
- Maintenance
- Security & Safety
- Insurance
- City's involvement

Highland, Utah 1958



Questions?

Landscaping Ordinance

Alpine
American Fork
Cedar Hills
Draper
Lehi
Lindon
Orem
Sandy
South Jordan
Spanish Fork
UT County
Vineyard

Golf Cart Cities

Elk Ridge
Hurricane
Nephi
St. George

Conservation Points to Publicize

- \$150 rebate for replacing old toilet (<1994) with Water Sense toilet
- \$100 rebate for installing smart irrigation controllers
- 10 drips / minute = 1 gallon / day
- Low-flow showered = ~800 gallons / month savings

**ALPINE CITY
ORDINANCE 2023-06
AN ORDINANCE ADOPTING ARTICLE 3.13 OF THE
ALPINE CITY DEVELOPMENT CODE PERTAINING TO WATER CONSERVATION
STANDARDS.**

WHEREAS, The Planning Commission held a public hearing on February 7th, 2023, regarding proposed adoption of Article 3.13 and amendments to Articles 3.07.0808, 3.09.040, 3.10.050, 3.11.040, 3.16.090, 3.19.070, 3.23.030, 3.27.050, 4.07.100 of the Alpine City Development Code;

and

WHEREAS, on February 7th, 2023, the Planning Commission recommended approval of proposed Article 3.13 and amendments to Articles 3.07.0808, 3.09.040, 3.10.050, 3.11.040, 3.16.090, 3.19.070, 3.23.030, 3.27.050, 4.07.100 of the Alpine City Development Code;

and

WHEREAS, on February 28th, 2023, the Alpine City Council has deemed it in the best interest of Alpine City to adopt Article 3.13 and amendments to Articles 3.07.0808, 3.09.040, 3.10.050, 3.11.040, 3.16.090, 3.19.070, 3.23.030, 3.27.050, 4.07.100 of the Alpine City Development Code;

and

WHEREAS, the Alpine City Planning Commission has reviewed the proposed adoption of Article 3.13 and amendments to Articles 3.07.0808, 3.09.040, 3.10.050, 3.11.040, 3.16.090, 3.19.070, 3.23.030, 3.27.050, 4.07.100 of the Alpine City Development Code, held a public hearing,

and has forwarded a recommendation to the City Council; and

WHEREAS, the Alpine City Council has reviewed the proposed adoption of Article 3.13 and amendments to Articles 3.07.0808, 3.09.040, 3.10.050, 3.11.040, 3.16.090, 3.19.070, 3.23.030, 3.27.050, 4.07.100 of the Alpine City Development Code.

NOW THEREFORE, be it ordained by the Council of the Alpine City, in the State of Utah, as follows: The adoption of Article 3.13 and amendments to Articles 3.07.0808, 3.09.040, 3.10.050, 3.11.040, 3.16.090, 3.19.070, 3.23.030, 3.27.050, 4.07.100 of the Alpine City Development Code will supersede previous sections of the Alpine City Development Code as previously adopted.

SECTION 1: ADOPTION "3.13 Landscaping Standards and Requirements" of the Alpine City Development Code is hereby *adopted* as follows:

3.13

3.13 Landscaping Standards and Requirements

3.13.010 Purpose

The purpose of these Water Efficiency Standards is to conserve the public's water resources by establishing water conservation standards for outdoor landscaping and indoor plumbing fixtures by promoting the health, safety, and general welfare of the public by enhancing the aesthetic quality of residential and commercial areas while promoting water-efficient landscaping.

3.13.020 Applicability

1. The following standards shall at a minimum be required for all new and rehabilitated developer/contractor installed residential, commercial, institutional, and industrial construction, as applicable.
2. These outdoor standards are not intended to conflict with other landscaping requirements as defined by Utah law, including stormwater retention requirements and low-impact development guidelines. Notwithstanding these outdoor standards, whenever any requirement may conflict with Utah law, such conflicting requirements shall not apply.

4. The location of walls, fences, and other screening and buffering devices,
5. The location and design of a pressurized irrigation system.
6. Landscape and/or sprinkler plans shall be prepared by a Landscape Architect licensed to practice in the State of Utah.
7. The City may waive this requirement for commercial projects less than one (1) acre in size.

3.13.070 Xeriscape Standards

The following are the minimum standards for xeriscaping any parkstrip or other landscape area located within a public right-of-way:

1. If trees are planted in the parkstrip, they shall be of type Class 1, as identified in the Alpine City Tree Guide, and shall not be spaced closer than appropriate for the species. Class 1 trees are appropriate trees to be planted in parkstrips. Example: The Japanese Lilac tree is listed as a Class 1 tree in the Alpine City Tree Guide. The mature spread of a Japanese Lilac Tree is twenty (20) feet. Japanese Lilac trees should not be spaced closer than twenty (20) feet apart. Likewise, the Eastern Redbud is also listed as a Class 1 tree, showing a mature spread of thirty (30) feet. Eastern Redbud trees should not be spaced closer than thirty (30) feet apart. This applies to park strips only, other areas within a public right-of-way must be reviewed and approved on a case-by-case basis by the City Planner and City Engineer.
2. At least fifty percent (50%) of the required landscape area shall be in live vegetation at maturity.
3. Live vegetation shall be distributed throughout the landscape area, and shall not be clustered or segregated.
4. Mulch is permitted (see definition, 3.13.040). Lawn clippings are not permitted.
5. Decorative rock material shall be a minimum of one (1) inch aggregate, and shall not exceed the height of the sidewalk nor the top back of curb. Such material shall be at least three (3) inches deep and shall be placed completely on top of a weed fabric barrier that allows the permeation of water.
6. Any area of xeriscape shall be improved with a drip irrigation system or similar permanent irrigation system that covers the entire area.
7. Any individual, corporation, or other entity that xeriscapes an area within a public right-of-way shall be responsible for any damage caused by rocks or other materials that migrate onto a sidewalk, street, storm drain, or other public facility, regardless of how such migration occurs.

3.13.080 Tree Guide. Included as part of this ordinance is the Alpine City Tree Guide. Trees planted within city limits shall adhere to the guidelines therein.

3.13.090 Enforcement, Penalties for Violations. The City Planner or his/her designee is authorized to enforce all provisions of this chapter.

specified. When approved the following general guidelines apply to all designations except natural (conservation) areas:

- i. Landscaping shall conform to the standards set forth in DCA 3.13;
- ii. All sprinkling piping and heads are to be located entirely on private property. Drip irrigation pipes may go into the easements and would be the preferred watering method. Water may spray on planted landscaping but shall not spray on the trail.
- iii. Shrubs may be planted within the trail easement but must be no more than 2 feet high and be kept pruned back from the trail edge.
- iv. Non-invasive groundcovers may be planted in the trail easement but shall be kept off the trail. Low and slow-growing junipers, cotoneaster, vincas and grasses are examples of acceptable plants.
- v. All trees are to be planted outside the trail corridor.
- vi. When written permission is granted for donated trees to be planted on public lands, they must be placed randomly, rather than parallel to private property lines, as such placement gives the visual effect of increasing the private area and effectually decreasing the public open space.

3.17.100 Trail Improvements And Maintenance

1. **Maintenance and Improvements to Public Trails by Private Individuals/Groups.**
The City recognizes the benefit of private participation in caring for these lands. Therefore, individual citizens and citizen groups shall be allowed and encouraged to improve and maintain trails. However, these improvements shall be governed by guidelines incorporated in this ordinance, which includes specific rules for each designation.
 - a. All requests for improvements and long-term maintenance of City-owned property by citizens shall be presented in writing to the Planning Commission. These requests shall include a written or drawn landscape design which conforms to the requirements set forth in DCA 3.13. Approval of such requests will be granted based on adherence to general and designation guidelines, compliance with City ordinances and a visit to the site. If approved, the request will be kept on file for further reference.

3.18.070 Overlay Zone Development Standards And Regulations

The following development standards and regulations shall apply to all developments within the Senior Housing Overlay Zone.

9. **Landscaping.** Adequate landscaping shall be designed in conformance with DCA 3.13. Not less than 30% of the project shall be landscaped for the use and benefit of the residents. Land proposed to be used for parking, pedestrian walkways, and driveways shall not be included in meeting this landscaping requirement. A complete landscaping plan, in conformance with DCA 3.13, shall be provided at the

- i. Xeriscape and street trees with required irrigation; or
 - ii. Colored, stamped decorative concrete and street trees with required irrigation;
 - iii. Irrigation standards to follow the most current adopted version of the Alpine City Construction Standards and Details;
 - iv. Street trees shall be planted at least every 50 ft. Street trees shall be selected from the Alpine City Tree Guide.
- b. Single Frontage Lot Landscaping Requirements. Planter strips in the city right-of-way shall be landscaped in conformance with DCA 3.13 and maintained by the property owner. If street trees are desired, the trees shall be selected from the Alpine City Tree Guide.

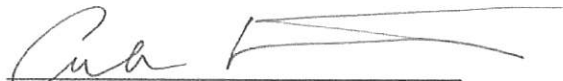
PASSED AND ADOPTED BY THE ALPINE CITY COUNCIL

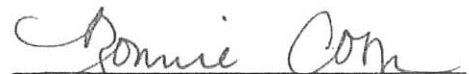
2/28/2023

	AYE	NAY	ABSENT	ABSTAIN
Gregory Gordon	_____	<u>✓</u>	_____	_____
Jason Thelin	<u>✓</u>	_____	_____	_____
Jessica Smuin	<u>✓</u>	_____	_____	_____
Lon Lott	<u>✓</u>	_____	_____	_____
Kelli Law	_____	<u>✓</u>	_____	_____

Presiding Officer

Attest


 Carla Merrill, Mayor, Alpine City


 Bonnie Cooper, City Recorder, Alpine City