



ALPINE CITY COUNCIL AGENDA

NOTICE is hereby given that the **CITY COUNCIL** of Alpine City, Utah, will hold a Public Meeting on **Tuesday, February 27, 2024, at 6:00 pm**, at 20 North Main Street which can be viewed on the **Alpine City YouTube Channel**. A direct link to the channel can be found on the home page of the Alpine City website: [alpinecity.org](https://www.alpinecity.org). Public comments will be accepted during the Public Comment portion of the meeting.

- I. CALL MEETING TO ORDER**
 - A. Roll Call** Mayor Carla Merrill
 - B. Prayer:** By Invitation
 - C. Pledge:** By Invitation
- II. WORK SESSION: Burgess Orchards and FY2025 Budget**
- III. PUBLIC COMMENT**
- IV. CONSENT CALENDAR**
 - A. Approve City Council minutes for February 13, 2024**
 - B. Approval of Smooth Canyon WeatherTrak System: \$24,261.00**
 - C. Resolution R2024-06: Municipal Wastewater Planning Program**
- V. REPORTS AND PRESENTATIONS**
 - A. Lone Peak Baseball Field Improvements**
- VI. ACTION/ DISCUSSION ITEMS**
 - A. Request for Accessory Structure Setback Exception – Chris Young, 542 E. Three Falls Drive**
 - B. Ordinance 2024-10: FY2024 Mid-Year Budget Adjustment**
 - C. Ordinance 2024-09: Amendment to Subdivision Ordinance – Land Use Table**
 - D. Proposal for Canyon Crest Road Speed Limit Study**
- VII. STAFF REPORTS**
- VIII. COUNCIL COMMUNICATION**
- IX. EXECUTIVE SESSION:** Discuss litigation, property acquisition, or the professional character, conduct or competency of personnel

Mayor Carla Merrill
February 23, 2024

ALPINE CITY COUNCIL AGENDA

SUBJECT: Review Cherry Hill Farms Parking and CUP.

FOR CONSIDERATION ON: February 27th, 2024.

PETITIONER: City Staff

ACTION REQUESTED BY PETITIONER: Discuss Parking Issues for Cherry Hill Farms Produce Stand

Review Type: Work Session

BACKGROUND INFORMATION:

Cherry Hill Farms (formerly Burgess Orchards) applied for and was granted a Conditional Use Permit (CUP) for their new building located at 625 S Alpine Highway. The Planning Commission is the designated land use authority for produce stands in the CR-40,000 zone. This permit was approved during the March 21st, 2023 Planning Commission meeting.

The new building was not able to be completed before the start of last season so the produce stand was operated out of the old Burgess Orchards building. Due to the construction of two houses on the property, the parking area in the past was significantly reduced. More cars than usual were then parked along Alpine Highway creating safety concerns. Cherry Hill Farm did occasionally put up temporary no parking signs along Alpine Highway that were largely ignored. As part of the CUP the following conditions were approved by the Planning Commission that the produce stand is required to follow.

1. Off-street standard exceptions for paving and lighting of the parking lot are subject to City Council approval;
2. No portion of the setback area adjacent to Alpine Highway, or Bateman Lane will be used for off-street parking unless approved by the Gateway Historic Committee and the City Council;
3. The applicant installs signage on their property to not allow parking on Alpine Highway and direct traffic to the parking lot;
4. Meet with UDOT to receive permission to paint curbing or to put up no parking signs in the parking strip.
5. Hours of operation are dawn to dusk.
6. The season of operation is first day of Spring to last day of Fall;
7. The Business can't open until improvements to Bateman Lane and the parking lot are complete.

The City Council did approve an the exception to the off-street parking to not require lighting on the parking lot so long as the business hours are between dawn to dusk, waive the requirement of paving but letting them do a more natural parking lot, and meet the setbacks of the zone, also having staff verify that the parking lot is ADA compliant for the produce stand at 645 S Alpine Highway. During the March 28th, 2023 meeting.

The Planning Commission has shared concerns that parking will continue to be an issue with their new stand, and would like to see the city address potential parking problems. The applicant shows eighteen (18) on-site parking spaces which meet the requirements of the city code. If any of the conditions attached to this property are not met, the city council acts as the authority to revoke the permit.

ALPINE CITY CODE:

- **3.23.060 #3**

Public Notice:

N/A.

GENERAL PLAN:

N/A

PARKING NOTES

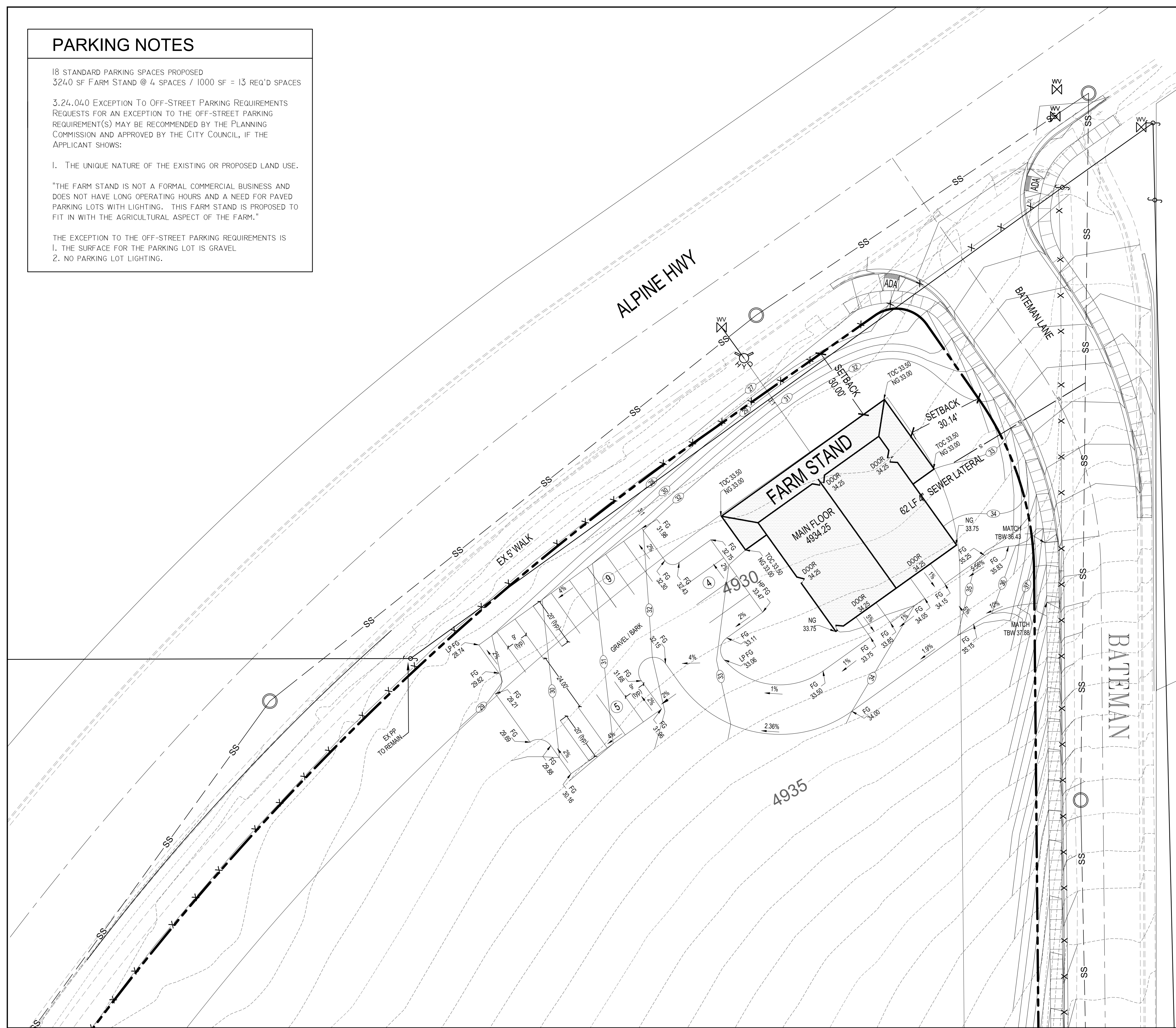
18 STANDARD PARKING SPACES PROPOSED
 3240 SF FARM STAND @ 4 SPACES / 1000 SF = 13 REQ'D SPACES

3.24.04.0 EXCEPTION TO OFF-STREET PARKING REQUIREMENTS
 REQUESTS FOR AN EXCEPTION TO THE OFF-STREET PARKING
 REQUIREMENT(S) MAY BE RECOMMENDED BY THE PLANNING
 COMMISSION AND APPROVED BY THE CITY COUNCIL, IF THE
 APPLICANT SHOWS:

1. THE UNIQUE NATURE OF THE EXISTING OR PROPOSED LAND USE.

"THE FARM STAND IS NOT A FORMAL COMMERCIAL BUSINESS AND
 DOES NOT HAVE LONG OPERATING HOURS AND A NEED FOR PAVED
 PARKING LOTS WITH LIGHTING. THIS FARM STAND IS PROPOSED TO
 FIT IN WITH THE AGRICULTURAL ASPECT OF THE FARM."

THE EXCEPTION TO THE OFF-STREET PARKING REQUIREMENTS IS
 1. THE SURFACE FOR THE PARKING LOT IS GRAVEL
 2. NO PARKING LOT LIGHTING.

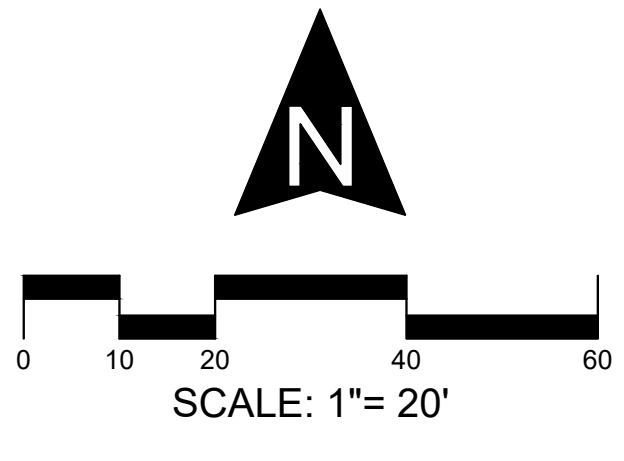


TYLER
 11:023:0009

ALPINE CITY
 49:329:0015

DEVELOPER
JECCO FARMS
 645 S. ALPINE HWY
 ALPINE, UT 84004

DEVELOPMENT
JECCO FARMS
 SUBDIVISION



BERG
 CIVIL ENGINEERING
 1018 N. Deer Crest Lane
 Alpine UT, 84004
 office (801) 492-1277
 cell (801) 616-1677

REVISIONS			SEAL
NO.	DATE	DESCRIPTION	

ACTION	DATE
CONDITIONAL USE	02/27/2023

PROJECT
JECCO FARMS

DESCRIPTION
**FARM STAND
 SITE
 PLAN**

SHEET NAME	SHEET NUMBER
SITE PLAN	C1

GENERAL NOTES AND SPECIFICATIONS

1. The materials and labor shown on these plans that are provided by Cleary Building Corp. are limited to those materials and labor as defined by the Cleary Building Corp. contract. Additional materials or accessories that are not being provided by Cleary Building Corp. may be shown on plans for context or building code compliance.

2. This building is designed in accordance with the following codes and specifications:
 2018 International Building Code (IBC)
 2018 Edition Of "National Design Specifications for Wood Construction"

Risk Category: II
 Use Group(s) Classification: U
 Building Use: Garage
 Type of Construction: Type VB
 Building Area: 4040 Sq. Ft.

Building Design Loads:
 Snow Design Data:
 Ground Snow Load (Pg): 40 PSF
 Design Balanced Roof Snow Load: 32.8 PSF
 Snow Exposure Factor (Ce): 1
 Slope Factor (Cs): 0.98
 Thermal Factor (Ct): 1.2
 Snow Load Importance Factor (Is): 1.0
 Flat Roof Snow Load (Pf): 33.6 PSF
 Sloped Roof Snow Load (Ps): 32.8 PSF
 Unbalanced Snow Loads:
 9.8 PSF Windward
 32.8 PSF Leeward
 21.65 PSF Leeward surcharge
 10.3 Ft. Width of surcharge

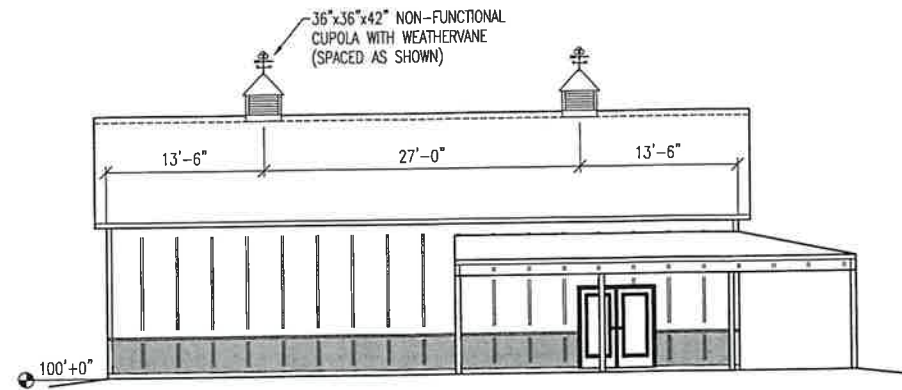
Wind Design Data:
 Basic Design Wind Speed (V): 115 MPH
 Wind Exposure: C
 Design Internal Pressure Coefficient: ± 0.18

Earthquake Design Data:
 Basic Seismic Force Resisting System: Building Frame System/Light Frame Walls Sheathed with Wood Structural Panels or Steel Sheets
 Design Base Shear: 5468 LBS
 Seismic Response Coefficient (Cs): 0.145
 Analysis Procedure Used: Equivalent Lateral Force Procedure
 Seismic Design Category: D
 Mapped Spectral Response Accelerations (Ss): 130.4%g
 (S1): 48.9%g
 Spectral Response Coefficients (Sps): 0.869g
 (Sp1): 0.492g
 Site Class: D
 Seismic Importance Factor (Ie): 1.0
 Response Modification Factor (R): 6

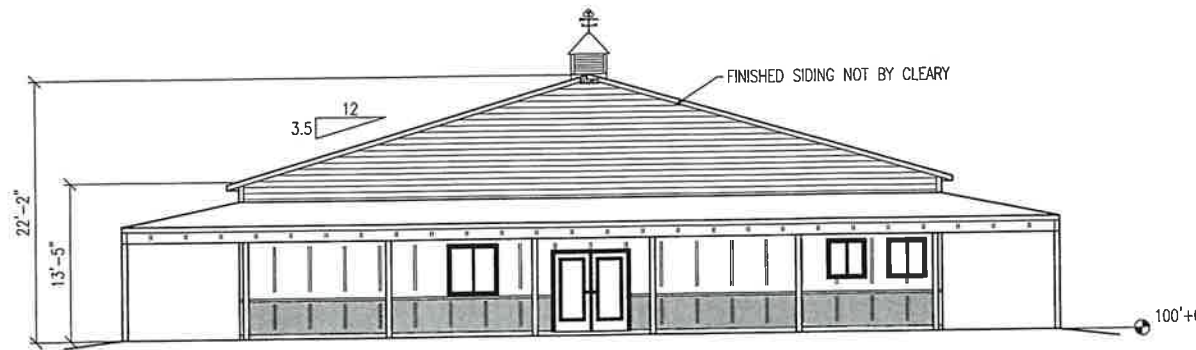
- All lumber, unless noted otherwise, shall be S4S #2 SPF or better. All lumber embedded in the ground shall be treated with Chromated Copper Arsenate to a retention level of .60 lbs. per cubic foot. AWPA U1, UC4B.
- All nails are to be threaded hardened steel unless otherwise noted.
- Grading should be such that the surface water is drained away from the foundation. Minimum grade would be six inches of vertical drop per ten feet of horizontal away from the foundation (5%).
- Fill used for concrete floor slab sub grade, if present, shall be reasonably graded granular material. Fill used in columns holes shall be the excavated soil unless noted otherwise. All fill shall be free from debris, stones over 4"φ and frozen material.
- Electrical work, heating, ventilating, air conditioning, plumbing, and site draining is not a part of this drawing and shall be installed as per applicable codes.
- This design is based on a building site with sand, silty sand, clayey sand, silty gravel, clayey gravel soil. As per the IBC building code and Referenced Standard ASAE 486.1, an assumed soil bearing design value of 1500 psf with increases for depth and width has been used in this design. If information is discovered before or during construction contrary to this, the building designer should be contacted.

NOTE:
 This document, as presented and sealed, is not intended to be, nor should it be construed as such, a complete building design. It is intended to represent just the building itself. It should also be noted that the designer is unaware of any subsol investigation reports. Footings have been sized on assumed values as per note 8.0 under General Specifications and Notes. The designer excludes determination that the assumed soil conditions are present at the site. If a concrete floor will be installed, the design of the concrete floor is not part of these plans, nor is it intended to be. If shown, the concrete floor is only depicted to show its location with respect to related components of the building. The client or general contractor is encouraged to contract with other professional engineers or architects for the design of the concrete floor and its subgrade.

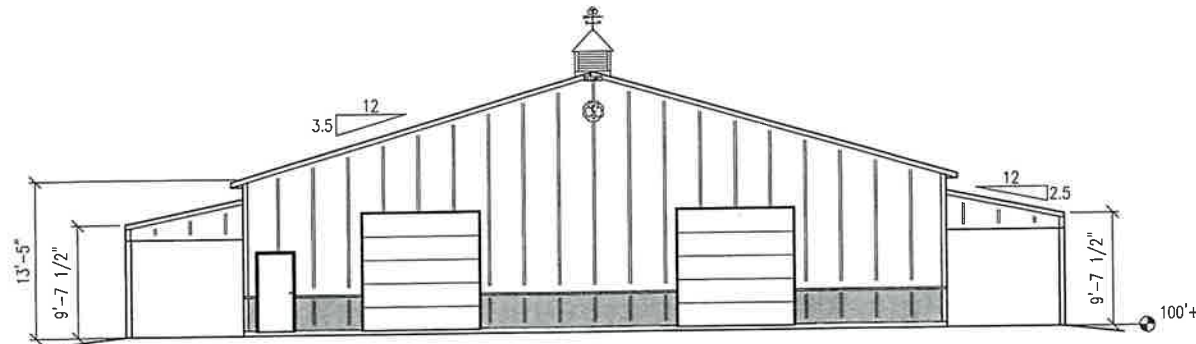
NOTE:
 This building, as depicted, must be constructed 10 feet or more from any and all lot lines and 20 feet or more from any other buildings on the same lot. See IBC code and/or the local building official for exceptions.



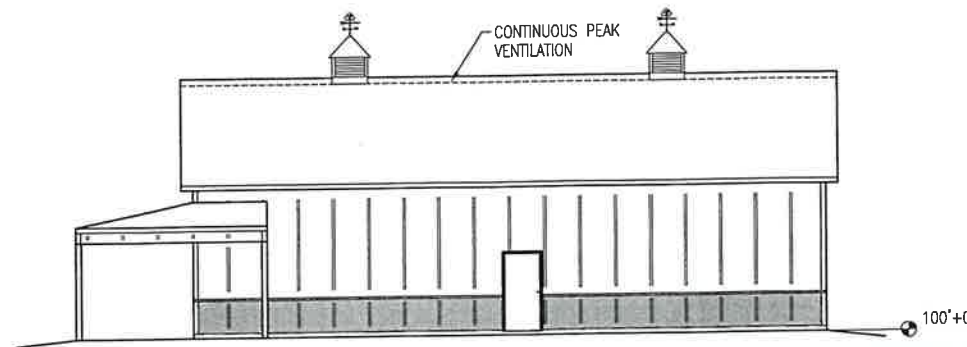
NORTH ELEVATION



WEST ELEVATION



EAST ELEVATION



SOUTH ELEVATION

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- 135. HIPPED PORCH DETAILS
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- 150. DIAPHRAGM ACTION and MISC. DETAILS
- 160. TRUSS DIAGRAMS
- 161. TRUSS DIAGRAMS



DRAWN BY: M NEDDO
 DATE DRAWN: 12/16/22

PLAN REVISIONS:		
NUMBER	DATE	BY
1		
2		
3		
4		

PROJECT NAME: ROWLEY, DEREK
 PROJECT SITE ADDRESS: 627 ALPINE HWY ALPINE, UT 84004 (UTAH)
 BUILDING SIZE: 60' 0" x 54' 0" x 13' 5"
 SHEET NAME: ELEVATIONS

PROJECT NUMBER: 2022105017
 SHEET NUMBER: 110
 SHEET SCALE: NONE



APPROVED FOR CONSTRUCTION
 DATE _____ BY _____

12/30/22

ALPINE CITY COUNCIL MEETING

February 13, 2024

Mayor Pro Tem Jason Thelin called the meeting to order at 6:00 pm.

I. CALL MEETING TO ORDER

A. **Roll Call:** The following were present at the anchor location, which constituted a quorum: Brent Rummler, Jessica Smuin, Kelli Law, and Chrissy Hannemann. Mayor Carla Merrill was excused.

B. **Prayer:** Brent Rummler

C. **Pledge:** Kelli Law

Staff: Shane Sorensen, Ryan Robison, Steve Doxey, Chief Brian Gwilliam, Chief Brian Patten, and DeAnn Parry

Others: Heidi Smith, Roman Frazier, Tiffany Frazier, Julie Linford, Kip Thompson, Jennifer Wadsworth, Matt and Carrie Brinton, Samantha McClellan

II. CONSENT CALENDAR

A. **Approve City Council minutes of Work Session on January 18, 2024, and City Council meeting on January 23, 2024**

Motion: Kelli Law moved to approve the Consent Calendar as proposed. Jessica Smuin seconded the motion. There were 5 yes votes, 0 no votes, and 0 excused as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummler		
Jessica Smuin		
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

III. PUBLIC COMMENT

No public comment was offered at this point.

IV. REPORTS AND PRESENTATIONS

A. Financial Report

City Administrator Shane Sorensen reported on the budget. The council will look at a few adjustment proposals at their meeting in two weeks. Sales tax is up over last year. On the red/green report, red indicates budgets to watch as we near the end of the fiscal year. There are lags in some of the tax revenues. Interest rates are up, which is good for the city. There are no major budget concerns. We anticipate issuing our first home permit this month. The city has full-time building department staff, but our inspections are contracted out, so we do not pay for services we do not use when home construction is slow. We have reviewed our building department response timeline and found that we are not delaying construction with our responses.

Jessica Smuin asked about the number of remodels and other permits.
Shane Sorensen will bring that report to the next City Council meeting.

Chrissy Hannemann asked about work sessions regarding the budget.
Shane Sorensen said that we will have a work session in two weeks regarding PI rates and other budget issues.

1 Kelli Law asked about the fines and tickets revenue, which has increased.

2 Chief Brian Gwilliam said he would need to research that further.

3 Kelli Law said that because we cannot install speed bumps, officers writing more tickets should help
4 motorists slow down in the city. Kelli also mentioned that he has seen more officers driving around in
5 Alpine neighborhoods, and he appreciates their presence here.

6 Kelli Law also asked if Page 2 of the red/green report was correct in showing 1,433 percent higher interest
7 earnings.

8 Shane Sorensen clarified that when the interest is included in the report, the entire amount is shown initially
9 in the General Fund. Near the end of the fiscal year our Financial Director, Dave Sanderson, will split it up
10 between the various funds (water, sewer, PI, storm drain, etc.). Dave has mentioned that with the increased
11 interest revenue, he may need to split it between the funds earlier in the year.

12 Kelli Law asked if we have a projected total.

13 Shane Sorensen will either have Dave Sanderson split the interest revenue into the various funds in a
14 spreadsheet or get the total projected revenue to Kelli Law.

15
16
17 Chrissy Hannemann asked about the recreation expenditures to date in the red/green report on Page 1,
18 Recreation Impact Fees.

19 Shane Sorensen explained that impact fees are only used for projects in our impact fee plan, and we have
20 not done any projects to date that are eligible for those funds. Impact fees cannot be used for general park
21 operations or maintenance.

22 Chrissy asked how the projects at Burgess Park were funded.

23 Shane explained that most of that was paid through the Capital Improvement Fund. Page 3 of the red/green
24 report shows that for Parks and Recreation maintenance we expended 57 percent of our budget at 59
25 percent into the fiscal year.

26 Chrissy asked about projects that have already been approved.

27 Shane explained that the council will look at everything on the project list and how it will be funded. Shane
28 also offered to go through the budget for this fiscal year with Chrissy Hannemann.

29
30
31 **V. ACTION/ DISCUSSION ITEMS**

32
33 **A. Ordinance 2024-03: Code Amendment to Sections 3.04.030 & 3.23 Allowing Reception Centers as**
34 **Conditional Use in the CR-40,000 Zone**

35 City Planner Ryan Robinson reported that Mike McEwan requested a code amendment to allow reception
36 centers as a conditional use within Alpine City. The zone requested for the code amendment would only
37 apply to those lots within the CR-40,000 designation. The specific property is over five acres with .53 acres
38 dedicated to parking and an additional .36 acres for overflow parking. The applicant estimates between the
39 dedicated and overflow parking they should have about 110 parking spaces. This is approximately the same
40 number of spaces as at the Alpine Art Center and well above that designated for Knot and Pine, although
41 surrounding parking is utilized for that location.

42
43 This item was a topic of discussion during the December 5, 2023, Planning Commission meeting. The
44 commissioners gave feedback on the following topics:

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- Traffic: The city cannot control how many guests arrive at a reception-type event. Some roads could handle the extra traffic while other roads could become congested and make it unreasonably difficult for surrounding neighbors.
 - Impact on Neighbors: We need to make sure that neighbors aren't unreasonably impacted by noise, traffic, and parking issues.
 - Noise: Some areas may have acoustics that negatively impact surrounding areas.
 - Parking: How many parking spots to allow so there is no on-street parking?
 - Number of Events: How many events could a center hold per month?

55 The Planning Commission held a public hearing during their February 6, 2024, meeting. They made the
56 motion to recommend to the City Council that this code amendment request be denied as it does not fit the
57 character of the CR-40,000 zone as outlined in the General Plan. They also had concerns regarding traffic

1 and parking along Grove Drive and the issues that would be created with this type of use. The Planning
 2 Commission asked that if the Council were to approve the request, they send the application back to the
 3 Planning Commission to work on standards for a reception center in the CR-40,000 zone.
 4

5 MOTION: Planning Commissioner Jeff Davis moved that Ordinance 2024-03 Amending the designated
 6 sections of the Alpine Development Code to Allow Receptions Centers as a Conditional Use in the CR-
 7 40,000 Zone be denied based on the fact that it does not fit our Master Plan or Transportation Plan. John
 8 MacKay seconded the motion. There were 7 Ayes and 0 Nays. The motion passed.
 9

10 City Staff have researched what neighboring communities are doing to address the issues raised by the
 11 Planning Commission during their initial discussion. Attached is a draft version that could act as a starting
 12 point if the Council wants to allow this type of use. These standards were created referencing the vision
 13 outlined in the General Plan, while allowing a use that is commercial in nature.
 14

15 PUBLIC NOTICE A public hearing was held during the February 6, 2024, Planning Commission meeting.
 16 Additionally, a letter was sent out to all property owners within 300 feet of this property. Staff received one
 17 phone call in opposition to this type of use.
 18

19 ALPINE CITY CODE • 3.04.030 Conditional Uses in the CR-40,000 Zone • 3.23.060 Adding Standards for
 20 a Reception Center • 3.23.070 Adding Reception Center as a use with a Land Use Authority designated.
 21

22 GENERAL PLAN: Land zoned as CR-40,000 (Country Residential – 40,000 square foot minimum lot size)
 23 shall include, but is not exclusive to, land generally located around the periphery of the city center considered
 24 appropriate for low-density residential development. These areas should provide for the perpetuation of the
 25 rural and open space image of the city. (Alpine City General Plan Policy 2.5 Pg. 7)
 26

27 STAFF RECOMMENDATION: Because this is a legislative decision the standards for approval or denial
 28 are that the proposed code amendment should be compatible with the standards found in the General Plan as
 29 well as current city code and policies. A decision should be made by the City Council for approval or denial
 30 based on those criteria. Because this is a code amendment, this use will be allowed on all lots in the CR-
 31 40,000 zone that meet this requirement. The focus tonight is on the use, not necessarily approving a specific
 32 application. If approved, that will come later as part of the review process as an administrative decision.
 33

34 Brent Rummeler reported that the City Council and the mayor received an email opposing the proposal, and
 35 he spoke with Ryan Robinson and Shane Sorensen about specific language in the proposal. Brent thinks that
 36 the four-event limit would still be disruptive to the residential neighborhood.
 37

38 At this point, Mayor Pro Tem Jason Thelin invited attendees to comment.
 39

40 *Kip Thompson*

41 *643 E Alpine Blvd*

42 *Kip thinks that a reception center is a bad idea for this location. He is concerned about the increased traffic*
 43 *and the noise, which carries easily in that area. There are a lot of unknowns with this proposal, and Kip feels*
 44 *that event centers are more feasible near the entrance to town.*
 45

46 *Matt Brinton*

47 *1584 N Eliza Circle*

48 *Matt is worried worry about traffic and parking issues with the proposed center. He is concerned about how*
 49 *the city would prevent people from parking everywhere, and multiple no-parking signs would be unsightly.*
 50 *Also, residents in the area often have their own private events at their homes, and an event center with many*
 51 *extra cars could encroach on residential visitors.*
 52

53 *Julie Linford*

54 *432 E Adams Circle*

55 *Julie heard about the proposal last night. She feels that allowing a commercial business in a residential area*
 56 *is setting a bad precedent. A commercial venture for gain should not be located in residential neighborhoods.*

1 *Julie’s area has a group text, and the majority of residents are against the proposal. Speeding is a big*
2 *problem already, and the noise would be worse because of the echoes in the area.*

3
4 Jessica Smuin commented that our General Plan has commercial entities located at the entrance to our
5 community along the highway. She asked if this proposal were allowed, would every one-acre lot be able to
6 ask for a similar use?

7 Ryan Robinson clarified that this proposal requires five acres.
8

9
10 Chrissy Hannemann said that Wadley Farms is located in a neighborhood in the middle of Lindon. She feels
11 that the Farm gets along with their neighbors and that parking is handled well. Chrissy can hear noise from
12 receptions at the Alpine Arts Center at her home but doesn’t feel that the noise is a big deal. Any events in
13 town would need to shut down at 10 pm anyway. Chrissy said that staff has done a good job putting conditions
14 on the proposal to lessen the impact on neighbors. She feels that prohibiting overnight events is a wise
15 restriction. Chrissy would love to have an event at this location and is in favor of the proposal.

16 Mayor Pro Tem Jason Thelin said that his number one concern is traffic and safety. Alpine is unique because
17 we only have three exits. The Alpine Arts Center fits within our ordinance. Jason said that if we want to
18 change an ordinance it should be to make the city better. He does not think this proposal meets the criteria.
19

20 Brent Rummmler said that the reason we have zones in our General Plan is to help us make decisions like this.
21 A business of this type in a residential area goes against that plan and creates significant issues for nearby
22 neighbors. Brent feels that this proposal is incongruent with residential zoning.
23

24 **Motion:** Kelli Law moved that Ordinance 2024-03 amending the designated sections of the Alpine Development
25 Code to Allow Reception Centers as a Conditional Use in the CR-40,000 Zone be denied based on the following
26 concerns: it does not meet the vision of the General Plan, it will cause increased traffic, it will have a negative impact
27 on the neighbors. Brent Rummmler seconded the motion. There were 4 yes votes, 1 no vote, and 0 excused as recorded
28 below. The motion passed.
29

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummmler	Chrissy Hannemann	
Jessica Smuin		
Kelli Law		
Jason Thelin		

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36 **B. Ordinance 2024-05: Code Amendment to Section 2.08 of the Development Code to create a Public**
37 **Facilities Zone**

38
39 City Planner Ryan Robinson explained that city staff have been asked to create a new zoning designation for
40 property currently used for public or quasi-public purposes in the city. These uses include but are not limited
41 to city-owned property, schools, and churches. Alpine does not have a zone that fits the primary uses of these
42 properties. These properties currently have zoning designations that would allow them to be replaced now or
43 in the future by homes or new businesses. By creating a new Public Facilities Zone, this would ensure stability
44 in the future use of these properties. Once the code requirements for this new zone have been approved, the
45 next step will be to rezone all property within Alpine that meets these criteria (i.e. schools, churches, and
46 local government-owned land). A draft plan was included for review.
47

48 The main uses in this zone are public or quasi-public in nature (parks, schools, hospitals, city buildings, etc.)
49 and do not allow commercial or residential development to occur. The City Council reviewed the proposed
50 language during a November City Council work session. Their comments focused mainly on parking
51 requirements and referenced additional criteria found in the code, specifically off-street parking and school
52 standards found in Development Code 3.20. These comments were addressed in the attached draft.
53

54 The Planning Commission held a public hearing during their February 6, 2024, meeting. The discussion
55 among the commissioners was focused on which properties would be impacted, the process to rezone those
56 properties, and included certain quasi-public uses (i.e., churches).
57

MOTION: Planning Commission member Jeff Davis moved to recommend approval of Code Amendment to Section 3.08 of the Development Code to create a Public Facilities Zone as proposed. Michelle Schirmer seconded the motion. There were 7 Ayes and 0 Nays. The motion passed.

CITY CODE: • Adoption of New Chapter 3.08 of Alpine Development Code

NOTICING: A public hearing was held during the Planning Commission’s February 6, 2024, meeting in accordance with state and local requirements.

STAFF RECOMMENDATION: Because this is a legislative decision, the standards for approval or denial are that the proposed code amendment should be compatible with the standards found in the General Plan as well as the current city code and policies. A decision should be made by the City Council for approval or denial based on those criteria.

Ryan Robinson explained that this proposed zone would keep the city in the driver’s seat to determine the future use of the land. Ryan displayed a city map with purple and green areas that would be addressed by this new zone and reported that other cities are also working on this same issue.

During a discussion period the council clarified the following points:

- The council would first need to adopt the specific language of this ordinance. If the ordinance is approved tonight, a draft will be presented at a future City Council meeting.
- The council would then need to identify each specific property to receive the new Public Facilities Zone designation.
- The Public Facilities Zone would not apply to vacant parcels of land even if they are owned by a church or school entity.
- The city would need to notify all property owners that will be impacted by the Public Facilities Zone and their neighbors within 500 feet. This would involve most of the city.
- If a new entity were to purchase land for this type of use, we would follow the process to rezone it to Public Facilities.
- Charter schools are allowed in any zone in the city. If a new school were to be built in Alpine, it would be rezoned as Public Facilities.
- Cities and courts vary on how they treat the quasi-public designation. It would be up to the council to determine how they would apply that designation, particularly regarding churches.
- It is important for the city to be able to determine how land is used, especially if a church or school were to be demolished in the future.

Motion: Chrissy Hannemann moved to approve Ordinance 2024-05 proposed code amendment to section 3.08 of the Alpine Development Code creating a Public-Facilities Zone as proposed. Brent Rummmler seconded the motion. There were 5 yes votes, 0 no votes, and 0 excused as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummmler		
Jessica Smuin		
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

C. Ordinance 2024-06: Code Amendment to Alpine Development Code 3.31, 4.04, and 4.06 Boundary Line Adjustments

BACKGROUND INFORMATION: Alpine City Staff in review of our current code has suggested changes to the section regulating boundary line adjustments. These changes were made to make it more compliant with the State Code as well as to make it easier to interpret and apply for residents and staff. These changes include:

- Separating the sections by those in a recorded subdivision and those which are not.
- Clarifying the approving bodies in different situations.

- Mirroring review language with State Code.

In their November 7, 2023, meeting the Planning Commission held a public hearing to amend this section of the code and recommended a favorable motion to the City Council. After a further review by the city attorney to better mirror the requirements of the State Code, enough changes were made to warrant another review by the Planning Commission. Additional changes have been made after review by staff and legal counsel. These changes provide references to sections in the new subdivision requirements in title 4.04.100 and 4.04.110 to eliminate any inconsistencies.

CITY CODE: Alpine City Code 3.31 Boundary Line Adjustments

NOTICING: The notice requirements of the State of Utah and Alpine City have been met. A public hearing is required as part of tonight's meeting.

STAFF RECOMMENDATION: Because this is a legislative decision, the standards for approval or denial are that the proposed application should be compatible with the standards found in the General Plan as well as the current city code and policies. A decision for approval or denial should be based on those criteria.

Attorney Steve Doxey explained that the redlines (which are blue in the packet) indicate the actual changes, and the other notes are just comments on the draft. The council can proceed and adopt the ordinance including the edits that are in this draft, and then have staff put them in the code where they belong.

Motion: Brent Rummler moved to approve Resolution 2024-06 proposed code amendment to section 3.31 Boundary Line Adjustments as proposed, with the understanding that the edits in the draft proposal will be completed by staff. Jessica Smuin seconded the motion. There were 5 yes votes, 0 no votes, and 0 excused as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummler		
Jessica Smuin		
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

D. Award of Contract: Lambert Park Bonneville Shoreline Trail Connector Project – Sunset Mountain Machinery \$217,637.41

In 2022, the city applied for and was awarded a grant in the amount of \$76,925.75 through the Utah Outdoor Recreation Grant program. The plan was to construct an asphalt trail, approximately 8 feet wide, along the north side of Grove Drive from the intersection of Grove Drive and Katherine Way, east to the Dry Creek crossing. The Grove Drive Realignment Project included a similar asphalt trail from the Dry Creek crossing to the entrance of the Bowery. When completed, this project would provide an all-weather walking/biking path in an area that doesn't have a sidewalk or dedicated pedestrian path. It would also complete a connection between Lambert Park and the open space and trails in The Ridge at Alpine and Three Falls. The city has until May 19, 2024, to construct the trail, unless an extension is granted.

After staff gave the project a close review, it was realized that the design was more complicated and expensive than originally anticipated. The City Council approved a contract with Wilding Engineering at the October 24, 2023, City Council meeting to design the project in more detail. As the design progressed, city staff presented updates to the City Council including the impact on each property involved. The affected residents were also involved. The design was completed, and the project was advertised for competitive bids.

Bids from approximately ten companies were recently opened. The lowest bid on the project was Sunset Mountain Machinery LC, with a total bid price of \$217,637.41. This company was also the low bidder on

the Grove Drive Realignment and Burgess Park Trail Rehabilitation Projects which were successfully completed last fall. Attached is a bid tab and recommendation from City Engineer Jed Muhlestein, P.E.

As part of the design process, value engineering was used to reduce costs. The following changes were made:

- Narrowing the trail in front of the Gregory residence to reduce expense on landscape repair (~\$40k savings)
- Shifting the trail away from the Bening residence which reduced landscape repair as well as eliminated the need to replace almost all of their driveway (~\$30k savings)
- Changing grading to eliminate some storm drain sumps (~\$30k savings)
- Modifying some minor things, such as narrowing the trail from the Gregory residence to the intersection of Grove Drive and Kathryn Way.

The cost of this project is higher than originally anticipated. However, staff recommends that the project be completed all at once rather than in phases. With this area not having any sidewalk, this is a key connection between recreation areas and other parts of the city. The Grove Drive Realignment Project finished up under budget, with the excess funds that were budgeted being available for funding the additional \$63,785.91 needed to complete this project. The project is required to be completed prior to the grant due date this spring.

STAFF RECOMMENDATION: Review the bids for the Lambert Park Bonneville Shoreline Connector Project and award the project to Sunset Mountain Machinery LC in the amount of \$217,637.41.

Shane Sorensen clarified that this trail was presented under action items instead of the consent calendar so that the council could have a discussion if desired. He has been surprised at the number of pedestrians walking along Grove Drive and reported that there are drop offs of 6-8" in some areas. This trail would greatly improve safety for pedestrians.

Shane explained that we have the option to move the Bountiful Shoreline Trail closer to where the historical location was, and the Trails Committee would need to have input on that decision. Grove Drive is considered a local street, mostly due to pavement width, although this section of Grove Drive acts as a collector. The lack of sidewalks makes it more dangerous for pedestrians.

Chrissy Hannemann expressed that this trail seems like a safety necessity.

Shane Sorensen said that the trail will be beneficial to the community. Working with the residents, the city learned that the Gregorys did not want their low rock wall moved. Shane thinks the wall will be fine as it is. Some of their trees may need to be trimmed, but the trees can stay.

Mayor Pro Tem Jason Thelin clarified that when this area was annexed into the city, we could have required homeowners to remove landscaping in the city easement, but we did not. Instead, we have worked with the homeowners to find the best solution.

Shane Sorensen said that because the project must be completed by May 19, we could have the contractor begin grading, even with the wet weather we are experiencing.

Motion: Jessica Smuin moved to approve the award of the Lambert Park Bonneville Shoreline Connector Project to Sunset Mountain Machinery LC in the amount of \$217,637.41. Kelli Law seconded the motion. There were 5 yes votes, 0 no votes, and 0 excused as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummeler		
Jessica Smuin		
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

VI. STAFF REPORTS

1 Chief Brian Gwilliam reminded the council of tomorrow's Public Safety Board meeting 7:30 am in Highland.

2
3
4 Chief Brian Patten had stepped out for a phone call.

5
6 Ryan Robinson gave an update on the city's effort to inform the public about new subdivisions. Ryan
7 displayed a draft that Heidi Smith created of a Current Projects report that could appear on the city website.
8 This would be not only for subdivisions, but also for street repairs and other city projects. The report included
9 the name of the project, the address, the current status, and the next steps to be taken. The city would want
10 to publicize this new website offering on social media and in the *Newsline*.

11
12 Kelli Law asked if we could have a subscription function so people could be notified when there are changes.
13 Communications Specialist Heidi Smith asked if the council wanted changes to trigger a notification to
14 subscribed residents.

15 Kelli Law said that would be ideal and suggested that we should include photos of the projects on the website.

16
17 Ryan Robinson said that we could also include the concept plans and have an email function for residents to
18 submit comments.

19 Chrissy Hanneman appreciated that this outreach would allow residents to see the big picture and be
20 informed.

21
22 Ryan Robinson asked the council members to let him know if they are aware of any possible future grant
23 projects for trails, outdoor recreation, etc.

24
25 Ryan followed up on our Emergency Preparedness plan that was distributed to the council members in
26 January. The plan has a pre-emergency section, during the emergency, and post-emergency sections. It details
27 purchasing requirements, notifying the County, and other relevant information. Ryan said that the Emergency
28 Preparedness committee has met with stake leaders of local churches and is working to get everyone on the
29 same page with an emergency plan.

30 Chrissy Hanneman mentioned the limitation of only having three exit roads from our city and how traffic
31 would be congested in the event of an emergency.

32 Brent Rummel said that the traffic light cycle at Timpanogos Highway is controlled by the state, so it is not
33 helpful outside of school hours. It would also contribute to traffic congestion.

34
35 Attorney Steve Doxey did not have any business to discuss.

36
37 Shane Sorensen updated the council on our *Alpine Yesterdays* book. Megan Oliphant did a lot of work to find
38 a publisher who could take the book apart and scan it. We are very pleased with how nicely it turned out. We
39 have sold quite a few copies since the re-printing, and an electronic copy of the book is now preserved.

40
41 Shane explained that at the end of last year the Alpine and Highland Justice Courts were notified that they
42 had to recertify. This raised questions about what Alpine City should do. Our justice court has been operating
43 with the Highland court, and we pay our portion of the invoices for the judge, staff, and supplies. This has
44 worked very well for Alpine. We do not currently have an interlocal agreement in place with Highland City
45 but have been given until May 1, 2024, to create one. Alpine met with the Highland court and identified some
46 options. These options may be affected by decisions made by the state legislature which is currently in
47 session. Our two choices are: 1) we could run a separate justice court that rents space from Highland, or 2)
48 the preferred option would be to contract with Highland to continue to run the court for us and we would pay
49 our portion of the invoices.

50 There were no objections from the council.

51
52 Shane reported on the fire station remodel. We have met with architect and SIRQ who is helping us with
53 information and costs. and have another meeting next week. We are trying to narrow down the concept plan
54 so we can submit a rough cost estimate to the City Council. We hope to have this information ready in the
55 next month so that we can make decisions on how to proceed.

56
57 Chrissy Hannemann asked if we had settled on creating public meeting space.

1 Shane Sorensen explained that the previous directive from the City Council was to create public space, so
2 we are moving ahead with that. The final proposal will be brought to the City Council for approval.
3

4 There is a Utah League of Cities and Towns mid-year conference April 17-19. Council members are welcome
5 to attend. Staff can help with registration and hotels, but they need to take care of this sooner than later. The
6 Planning Commission meeting that week is on April 16.

7 Brent Rummmler and Chrissy Hannemann expressed interest in attending the conference.
8

9 Shane reported that we have finalized our submittal for the MAG grant for the CVBG program to install more
10 ramps to be ADA compliant in the city. Last year the award was \$50,000. We are hoping to receive that
11 amount again to continue to make improvements.
12

13 Shane asked the council if there were additional items they would like addressed on the website. Heidi Smith
14 is working hard and is willing to incorporate their suggestions.

15 Chrissy Hannemann said it would be nice to include the photos of the recent Mayor's award for a local
16 business, Alpine Airway Wellness.
17

20 VII. COUNCIL COMMUNICATION

21 Brent Rummmler had nothing to report.
22

23 Jessica Smuin is working on the plans for the spring senior luncheon, which will likely be held near the end
24 of April. The Alpine Arts Center will host again.
25

26 Jessica said that several months ago the council talked about updating the alcohol sales code and wondered
27 where we were in that process.
28

29 Shane Sorensen explained that last year there were restaurants interested in coming to Highland, but they
30 needed to be able to sell alcohol to make it a viable option. That started the controversy in Highland.

31 Ryan Robinson reported that Alpine received a number of calls when Highland was dealing with that, but
32 we do not have the same commercial draw as Highland.

33 Jessica Smuin commented that the code that was written previously may not be sufficient to deny an
34 application to sell alcohol in Alpine.

35 Ryan Robinson explained that our current ordinance prohibits the sale of beer, but there is no additional
36 language regarding alcohol. An applicant would still need to meet state code and state law.

37 Jason Thelin wondered if we could just add the language without a big discussion.
38

39 Ryan Robinson said we would need to consider alcohol law and what we can and cannot deny. Some
40 discussion would be needed.
41

42 Jessica Smuin asked about the status of cemetery plot sales.

43 Shane Sorensen said that the software integration update is not complete yet, so we are unable to sell plots
44 in the new section at this point.
45

46 Kelli Law asked about improving the rodeo bleachers that are in rough condition.

47 Shane Sorensen said he will follow up with Cody Smith and review it.
48

49 Chrissy Hannemann reported that with Mayor Carla Merrill out of town, she went as the alternate to the
50 Mountainland Association of Governments (MAG) meeting. There were discussing the funding of two
51 major transportation improvements. The first project was to widen the main street of Santaquin City, which
52 was originally estimated at \$9 million, but with the passage of time and the effect of inflation the cost
53 jumped to \$20 million. They used value engineering to reduce it to \$18 million, but it was still a huge
54 increase that had to be approved by MAG. The second project was for Eagle Mountain. They are building
55 another school and it does not have an access road. MAG approved funding at \$14-15 million. Mayor Carla
56 Merrill was appointed to participate in two committees: trails and UDOT. Chrissy Hanneman felt the
57 meeting was very educational.

1 Mayor Pro Tem Jason Thelin had nothing additional to discuss.
2

3 **Motion:** Mayor Pro Tem Jason Thelin moved to adjourn to an Executive Session to discuss litigation and property
4 acquisition, to be held in the conference room, and to adjourn at the end of the session. Kelli law seconded the motion.
5 There were 5 yes votes, 0 no votes, and 0 excused as recorded below. The motion passed unanimously.
6

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummmler		
Jessica Smuin		
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

7
8
9
10
11
12
13
14 The meeting was adjourned at 7:29 pm.

DRAFT



Mountain Water & Irrigation LLC
 PO Box 680283
 Park City, Utah 84068
 435-731-0595

Alpine City
 20 North Main Street
 Alpine, Utah 84004

Quote: Smooth Canyon 2023
 Date: November 21, 2023
 Job Name: Irrigation Controller
 and Flow Sensor Installation

Project Description: Provided and install Weather Trak controllers, master valves and flow sensors. Install provided filters.

Healy Park

Weather Trak Pro-3 controller w/ second flow key	1	\$5,632.00
Weather Trak Flow Link XT	2	\$5,614.00
3" Hunter ICV master valve & Flow-Mec flow sensor	2	\$1,975.00
Master valve & Flow sensor fittings and boxes		\$895.00
Master valve & Flow sensor wire		\$65.00
Filter fittings		\$805.00
Concrete Pad materials and re-bar		\$320.00

Sub Total Materials \$15,306.00

Flow Sensor, Master Valve & Filter Installation	2 Days	\$5,440.00
Mini Excavator	10 Hours	\$850.00
Compact Loader	5 Hours	\$425.00
Transport of Equipment	2 Machines	\$600.00
Controller Installation	Installation	\$630.00
Mounting Materials	Materials	\$160.00
Site Profile & Programing	Site Consulting	\$450.00
Station Flow Learning	Site Consulting	\$400.00

Sub Total Installation \$8,955.00

Total \$24,261.00

ALPINE CITY COUNCIL AGENDA

SUBJECT: Resolution R2024-06: Wastewater Planning Program Survey

FOR CONSIDERATION ON: February 27, 2024

PETITIONER: Staff

ACTION REQUESTED BY PETITIONER: Review and approve Resolution R2024-06 – Wastewater Planning Program Survey.

BACKGROUND INFORMATION:

Each spring we are required by the Division of Water Quality to complete a self-assessment of our sewer system for the prior year. Based on the questions, it appears that they want to make sure that we are financially stable within our sewer utility fund and that we are planning for any major changes that might be on the horizon. The Division requires that the report be adopted by resolution and submitted by April 15, 2024.

We have recently completed a sewer master plan update and are nearing completion of a sewer rate study and feel good about the state of our sewer system and our finances.

STAFF RECOMMENDATION:

Review and approve Resolution R2024-06: Wastewater Planning Program Survey.

SAMPLE MOTION TO APPROVE:

I move to approve Resolution R2024-06: Wastewater Planning Program Survey as written.

SAMPLE MOTION TO APPROVE WITH CONDITIONS:

I move to approve Resolution R2024-06: Wastewater Planning Program Survey as written with the following conditions/changes:

- ****insert finding****

SAMPLE MOTION TO TABLE/DENY:

I move to table/deny Resolution R2024-06: Wastewater Planning Program Survey based on the following:

- ****insert finding****

RESOLUTION NO. R2024-06

A RESOLUTION APPROVING THE 2024 MUNICIPAL WASTEWATER PLANNING PROGRAM
OF ALPINE CITY

WHEREAS, the Utah Division of Water Quality requires the City to complete an annual municipal wastewater planning program survey; and

WHEREAS, the City Council has reviewed the program survey for the current year;

WHEREAS, the City Council has met in regular session to consider approval of the program survey, included as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Alpine City that it approves the 2024 Municipal Wastewater Planning Program as prepared.

PASSED AND APPROVED this 27th day of February, 2024.

ALPINE CITY COUNCIL

By: _____
Carla Merrill, Mayor

VOTING:

Jason Thelin	Yea	___	Nay	___
Jessica Smuin	Yea	___	Nay	___
Kelli Law	Yea	___	Nay	___
Chrissy Hannemann	Yea	___	Nay	___
Brent Rummler	Yea	___	Nay	___

ATTEST:

Bonnie Cooper
City Recorder

DEPOSITED in the office of the City Recorder this 27th day of February, 2024.

RECORDED this 27th day of February, 2024.

Exhibit A

Municipal Wastewater Planning Program Survey

From: [Google Forms](#)
To: [Shane Sorensen](#)
Subject: Full MWPP Survey - 2024
Date: Friday, February 16, 2024 3:49:16 PM



Thanks for filling out [Full MWPP Survey - 2024](#)

Here's what was received.

Edit response

Full MWPP Survey - 2024

Municipal Wastewater Planning Program survey for 2024.

Email *

ssorensen@alpinecity.org

Section I: General Information

Name of the Facility? *

Alpine City

What is the name of the person responsible for this organization?

*

Shane L. Sorensen, P.E.
.....

What is the title of the person responsible for this organization? *

City Administrator/Public Works Director
.....

What is the email Address for the person responsible for this organization? *

220 North Main, Alpine, Utah 84004
.....

What is the phone number for the person responsible for this organization? *

801-756-6347
.....

Facility Location? *

Please provide either Longitude and Latitude, address, or a written description of the location (with area or point).

181 East 200 North, Alpine, Utah 84004
.....

Federal Facility Section

Are you a federal facility?

A federal facility is a military base, a national park, a facility associated with the forest service, etc.

Yes

No

Financial Evaluation Section

This form is completed by [name]? *

Shane L. Sorensen, P.E.
.....

Part I: GENERAL QUESTIONS

Please answer the following questions regarding GENERAL QUESTIONS.

Are sewer revenues maintained in a dedicated purpose enterprise/district account?

Yes

No

Are you collecting 95% or more of your anticipated sewer revenue?

*

Yes

No

Are Debt Service Reserve Fund requirements being met?

Yes

No

Where are sewer revenues maintained?

General Fund

—

Combined Utilities Fund

Other

What was the average annual User Charge for 2023?

If there is more than one rate divide the total municipal yearly User Charge collected, by the total number of connections.

.....

Do you have a water and/or sewer customer assistance program (CAP)?

Yes

No

Part II: OPERATING REVENUES AND RESERVES

Please answer the following questions regarding OPERATING REVENUES AND RESERVES.

Are property taxes or other assessments applied to the sewer systems?

Yes

No

Revenue from these taxes =

.....

Are sewer revenues sufficient to cover operations & maintenance costs, and repair & replacement costs (OM&R) at this time?

~

Yes

No

Are projected sewer revenues sufficient to cover operation, maintenance, and repair (OM&R) costs for the next five years?

Yes

No

Does the sewer system have sufficient staff to provide proper OM&R?

Yes

No

Has a repair and replacement sinking fund been established for the sewer system?

Yes

No

Is the repair & replacement sinking fund sufficient to meet anticipated needs?

Yes

No

Part III: Capital Improvements, Revenues and Reserves.

Please answer the following questions regarding Capital Improvements, Revenues and Reserves.

Are sewer revenues sufficient to cover all costs of current capital improvements projects?

- Yes
- No

Has a Capital Improvements Reserve Fund been established to provide for anticipated capital improvement projects?

- Yes
- No

Are projected Capital Improvements Reserve Funds sufficient for the next five years?

- Yes
- No

Are projected Capital Improvements Reserve Funds sufficient for the next ten years?

- Yes
- No

Are projected Capital Improvements Reserve Funds sufficient for the next twenty years?

- Yes
- No

Part IV: FISCAL SUSTAINABILITY REVIEW

Please answer the following questions regarding FISCAL SUSTAINABILITY REVIEW.

Have you completed a rate study within the last five years?

- Yes
 No

Do you charge Impact fees?

- Yes
 No

Impact Fee (if not a flat fee, use average of all collected fees) =

\$362.52
.....

Have you completed an impact fee study in accordance with UCA 11-36a-3 within the last five years?

- Yes
 No

Do you maintain a Plan of Operations?

- Yes
 No

Have you updated your Capital Facility Plan within the last five years?

- Yes
- No

In what year was the Capital Facility Plan last updated?

May 2022
.....

Do you use an Asset Management system for your sewer systems?

- Yes
- No

Do you know the total replacement cost of your sewer system capital assets?

- Yes
- No

Replacement Cost =

\$163,957,854
.....

Do you fund sewer system capital improvements annually with sewer revenues at 2% or more of the total replacement cost?

- Yes
- No

What is the sewer/treatment system annual asset renewal cost as a percentage of its total replacement cost?

0.1
.....

Describe the Asset Management System.

Check all that apply

- Spreadsheet
- GIS
- Accounting Software
- Specialized Software

Please answer the following: - 2023 Capital Assets Cumulative Depreciation?

.....

Please answer the following: - 2023 Capital Assets Book Value?

Book Value = total cost - accumulated depreciation

.....

Part V: PROJECTED CAPITAL INVESTMENT COSTS

Please answer the following questions regarding PROJECTED CAPITAL INVESTMENT COSTS.

Cost of projected capital improvements - Please enter a valid numerical value.
- 2023?

\$100,000

Cost of projected capital improvements - Please enter a valid numerical value.
- 2024 through 2028?

\$400,000

Cost of projected capital improvements - Please enter a valid numerical value.
- 2029 through 2033?

\$400,000

Cost of projected capital improvements - Please enter a valid numerical value.
- 2034 through 2038?

\$400,000

Cost of projected capital improvements - Please enter a valid numerical value.
- 2039 through 2043?

\$400,000

Purpose of Capital Improvements - 2023?

Check all that apply.

Replace/Restore

- New Technology
- Increased Capacity

Purpose of projected Capital Improvements - 2024 through 2028?

Check all that apply.

- Replace/Restore
- New Technology
- Increased Capacity

Purpose of projected Capital Improvements - 2029 through 2033?

Check all that apply.

- Replace/Restore
- New Technology
- Increased Capacity

Purpose of projected Capital Improvements - 2034 through 2038?

Check all that apply.

- Replace/Restore
- New Technology
- Increased Capacity

Purpose of projected Capital Improvements from 2039 through 2043?

Check all that apply.

- Replace/Restore

New Technology

Increased Capacity

To the best of my knowledge, the Financial Evaluation section is completed and accurate.

True

False

Note: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of the assistance. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please send an email to wqinfodata@utah.gov and we will contact you as soon as possible. You may also visit our [Frequently Asked Questions](#) page.

Do you have a collection system?

The answer to this question is obvious in most cases, but for clarification, some wastewater systems consist of only wastewater collections (answer Yes). Some wastewater systems do not have a collection system but receive wastewater from separate collection system jurisdictions (answer No). Some wastewater systems have treatment and collections and consider their entire system as one entity (answer Yes). Some wastewater systems have treatment and collections, but consider their collections a separate entity from treatment (answer No). If you have treatment but have an independent collection system and you answered "No," you must enter your collection system separately as an independent response to the survey.

Yes

No

Collection System

The collection of wastewater in a system of pipes and possibly pump stations that deliver wastewater to a

treatment system that may or may not be independent of the treatment system.

This form is completed by [name]?

The person completing this form may receive Continuing Education Units (CEUs).

Shane L. Sorensen, P.E.
.....

Part I: SYSTEM DESCRIPTION

Please answer the following questions regarding SYSTEM DESCRIPTION.

What is the largest diameter pipe in the collection system?

Please enter the diameter in inches.

18
.....

What is the average depth of the collection system?

Please enter the depth in feet.

10
.....

What is the total length of sewer pipe in the collection system?

Please enter the length in miles.

61.7
.....

How many lift/pump stations are there in the collection system?

1
.....

What is the largest capacity lift/pump station in the collection system?

Please enter the design capacity in gpm.

400
.....

Do seasonal daily peak flows exceed the average peak daily flow by 100 percent or more?

Yes

No

What year was your collection system first constructed (approximately)?

1979
.....

In what year was the largest diameter sewer pipe in the collection system constructed, replaced or renewed?

If more than one, cite the oldest.

1979
.....

Part II: DISCHARGES

Please answer the following questions regarding DISCHARGES.

How many days last year was there a sewage bypass, overflow or basement flooding in the system due to rain or snowmelt?

0
.....

How many days last year was there a sewage bypass, overflow or basement flooding due to equipment failure (except plugged laterals)?

0
.....

Sanitary Sewer Overflow (SSO)

Class 1 - a Significant SSO means a SSO backup that is not caused by a private lateral obstruction or problem that:

- (a) affects more than five private structures;
- (b) affects one or more public, commercial or industrial structure(s);
- (c) may result in a public health risk to the general public;
- (d) has a spill volume that exceeds 5,000 gallons, excluding those in single private structures; or
- (e) discharges to Waters of the State.

Class 2 - a Non-Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that does not meet the Class 1 SSO criteria

What is the number of Class 1 SSOs in Calendar year 2023?

0
.....

What is the number of Class 2 SSOs in Calendar year 2023?

0
.....

Please indicate what caused the SSO(s) in the previous question.

n/a
.....

Please specify whether the SSOs were caused by contract or tributary community, etc.

m/a
.....

Part III: NEW DEVELOPMENT

Please answer the following questions regarding NEW DEVELOPMENT.

Did an industry or other development enter the community or expand production in the past two years, such that flow or wastewater loadings to the sewerage system increased by 10% or more?

Yes

No

Are new developments (industrial, commercial, or residential) anticipated in the next 2 - 3 years that will increase flow or BOD5 loadings to the sewerage system by 25% or more?

Yes

No

What is the number of new commercial/industrial connections in 2023?

0
.....

What is the number of new residential sewer connections added in 2023?

23
.....

How many equivalent residential connections are served?

2,047

Part IV: OPERATOR CERTIFICATION

Please answer the following questions regarding OPERATOR CERTIFICATION.

How many collection system operators do you employ?

4

What is the approximate population served?

10,900

State of Utah Administrative Rules require all public system chief operators considered to be in Direct Responsible Charge (DRC) to be appropriately certified at no less than the Facility's Grade. List the designated Chief Operator/DRC for the Collection System by: First and Last Name, Grade, and email.

Grades: Grade I, Grade II, Grade III, and Grade IV.

Shane L. Sorensen, P.E., Grade II, ssorensen@alpinecity.org

Please list all other Collection System operators with DRC responsibilities in the field, by name and certification grade. Please separate names and certification grade for each operator by commas.

Grades: Grade I, Grade II, Grade III, and Grade IV.

Greg Kmetzsch, Landon Wallace, Travis Austin

Please list all other Collection System operators by name and certification grade. Please separate names and certification grades for each operator by commas.

Grades: Grade I, Grade II, Grade III, and Grade IV.

n/a

Is/are your collection DRC operator(s) currently certified at the appropriate grade for this facility?

Yes

No

Part V: FACILITY MAINTENANCE

Please answer the following questions regarding FACILITY MAINTENANCE.

Have you implemented a preventative maintenance program for your collection system?

Yes

No

Have you updated the collection system operations and maintenance manual within the past 5 years?

Yes

No

Do you have a written emergency response plan for sewer systems?

Yes

No

Do you have a written safety plan for sewer systems?

Yes

No

Is the entire collections system TV inspected at least every 5 years?

Yes

No

Is at least 85% of the collections system mapped in GIS?

Yes

No

Part VI: SSMP EVALUATION

Please answer the following questions regarding SSMP EVALUATION.

Have you completed a Sewer System Management Plan (SSMP)?

Yes

No

Has the SSMP been adopted by the permittee's governing body at a public meeting?

Yes

No

Has the completed SSMP been public noticed?

Yes

No

SSMP Public Notice Date

Date of public notice?

MM DD YYYY

03 / 24 / 2023

Continue 1

During the annual assessment of the SSMP, were any adjustments needed based on the performance of the plan?

Yes

No

What adjustments were made to the SSMP (i.e. line cleaning, CCTV inspections, manhole inspections, and/or SSO events)?

n/a

During 2023, was any part of the SSMP audited as part of the five year audit?

Yes

No

If yes, what part of the SSMP was audited and were changes made to the SSMP as a result of the audit?

n/a

Have you completed a System Evaluation and Capacity Assurance Plan (SECAP) as defined by the Utah Sewer Management Plan?

Yes

No

Part VII: NARRATIVE EVALUATION

Please answer the following questions regarding NARRATIVE EVALUATION.

Describe the physical condition of the sewerage system: (lift stations, etc. included)

Sewer system is in excellent condition.

What sewerage system capital improvements does the utility need to implement in the next 10 years?

What sewerage system problems, other than plugging, have you had over the

last year?

General maintenance.
.....

Is your utility currently preparing or updating its capital facilities plan?

- Yes
- No

Does the municipality/district pay for the continuing education expenses of operators?

- 100%
- Partially
- Does not pay

Is there a written policy regarding continued education and training for wastewater operators?

- Yes
- No

Do you have any additional comments?

None
.....

To the best of my knowledge, the Collections System section is completed and accurate

- True

False

Note: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of the assistance. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please send an email to wqinfodata@utah.gov and we will contact you as soon as possible. You may also visit our [Frequently Asked Questions](#) page.

Wastewater Treatment Options

You have either just completed or just bypassed questions about a Collection System. This section (the questions below) determines the next set of questions that you will be presented based on the choice you make for treatment.

What kind of wastewater treatment do you have in your wastewater treatment system?

If you have treatment, you must choose from Mechanical Plant, Discharging Lagoon, or Non-Discharging Lagoon. If you don't have treatment then choose "No Treatment." Choose only one answer.

- Mechanical Plant
- Discharging Lagoon
- Non-Discharging Lagoon
- No Treatment of Wastewater

Adopt & Sign

I have reviewed this report and to the best of my knowledge the information provided in this report is correct. *

True

False

Has this been adopted by the City Council or District Board? *

yes

No

What Date?

What date was this adopted by City Council or District Board?

MM DD YYYY

02 / 27 / 2024

End of Survey

This is the end of the survey. Please make sure you have submitted your responses for each section.
Thank you for your participation.

[Create your own Google Form](#)

[Report Abuse](#)

ALPINE CITY COUNCIL AGENDA

SUBJECT: Accessory Structure Setback Exception

FOR CONSIDERATION ON: February 27th, 2024

PETITIONER: Shane Peterson

ACTION REQUESTED BY PETITIONER: Approval of Accessory Structure Setback Exception.

Review Type: Administrative

BACKGROUND INFORMATION:

An application has been made by Shane Peterson (Contractor) on behalf of Chris Young (Property Owner) for an exception to the setback requirements for an accessory structure in the CE-5 zone. Alpine Development Code 3.05.050 (Setback requirements) requires accessory structures to have a ten (10) foot setback on the side lot line and a fifteen (15) foot rear yard setback. Exceptions can be made if conditions are met as outlined below to allow for two (2) foot minimum rear or side yard setbacks.

Side and Rear Setback - Interior Lot Line. Accessory Structures shall be set back not less than fifteen (15) feet from the rear lot line and ten (10) feet from the side lot line, except that a two (2) foot minimum rear or side setback shall be required when all the following conditions are met:

- 1. The Accessory Structure is located more than twelve (12) feet from an existing dwelling on the same or adjacent lot;*
- 2. If the Accessory Structure is an Accessory Building, it shall contain no openings on the side contiguous to the lot line;*
- 3. No drainage from the roof will be discharged onto an adjacent lot;*
- 4. The Accessory Structure shall be constructed of non-combustive materials or have fire-resistive walls rated at one (1) hour or more;*
- 5. The Accessory Structure will not be placed on land designated as a recorded easement, such as a utility or trail easement, unless the owner(s) of said easement agree(s) to allow the encroachment. Documentation of the agreement shall be provided to the City;*
 - 1. When utilities are present in an Accessory Structure, the building shall not be permanently attached to the ground and can be moved or relocated within 24 hours. Fines shall be issued for buildings that cannot be moved within 24 hours.*
 - 2. The owner acknowledges that they bear all costs of moving the Accessory Structure, including damage to the property, in the event an easement needs to be accessed.*
- 6. The Accessory Structure will not be taller than twelve (12) feet six (6) inches to the top of the roof line;*
- 7. If the Accessory Structure is an Accessory Building, it will not exceed 200 square feet in size;*
- 8. The City Council may grant additional exceptions to the above conditions if the Accessory Structure will be located adjacent to a non-residential property; and*
- 9. No minimum rear or side setback shall be required if the building will not be taller than ten (10) feet to the top of the roof line.*

The submitted plans show the accessory structure to be 350 square feet which does not meet the standards for the smaller setbacks (item #7 above). Item #8 does allow the City Council to grant exceptions to the conditions if the structure is located adjacent to a nonresidential property. The property to the south is owned by the Three Falls HOA and is private open space. There is a five (5) foot public utility easement around the property, documentation will also need to be turned in to the city showing the various public utility companies approved the structure to be in their easement.

ALPINE CITY CODE

- Alpine Development Code 3.05.050 #2

GENERAL PLAN:

N/A

PUBLIC NOTICE:

No additional public notice or hearings are required for this item.

STAFF RECOMMENDATION:

The City Council may grant an exception to the requirements as outlined in Alpine Development Code 3.05.050 but is not required to do so. The exception would be for requirement #7 that the max square footage cannot exceed 200 square feet. There are no additional standards for the council to consider when making this decision.

SAMPLE MOTION TO APPROVE:

I move to approve the exception for the lot at 542 East Three Falls Drive to the requirement that an accessory structure needs to be less than 200 square feet to meet the requirements for a minimum two (2) foot setback from the rear property line.

SAMPLE MOTION TO APPROVE WITH CONDITIONS:

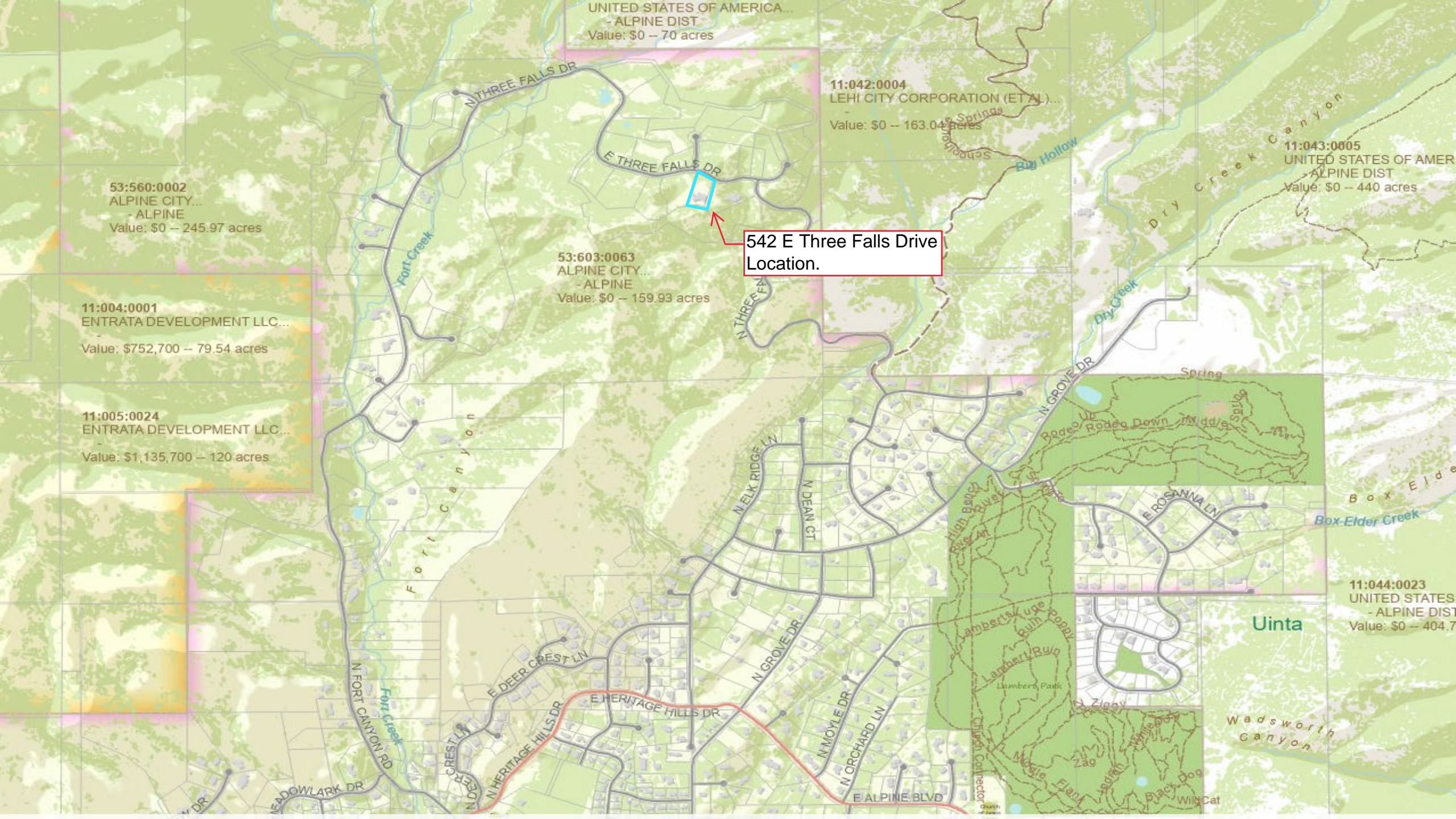
I move to approve the exception for the lot at 542 East Three Falls Drive to the requirement that an accessory structure needs to be less than 200 square feet to meet the requirements for a minimum two (2) foot setback from the rear property line with the following conditions/changes:

- ****insert additional findings****

SAMPLE MOTION TO TABLE/DENY:

I move that the exception to the requirement that an accessory structure needs to be less than 200 square feet to meet the requirements for a minimum two (2) foot setback from the rear property line to be tabled/denied based on the following:

- ****insert finding****



UNITED STATES OF AMERICA...
- ALPINE DIST
Value: \$0 -- 70 acres

11:042:0004
LEHI CITY CORPORATION (ET AL)...
Value: \$0 -- 163.04 acres

11:043:0005
UNITED STATES OF AMER...
ALPINE DIST
Value: \$0 -- 440 acres

53:560:0002
ALPINE CITY...
- ALPINE
Value: \$0 -- 245.97 acres

11:004:0001
ENTRATA DEVELOPMENT LLC...
Value: \$752,700 -- 79.54 acres

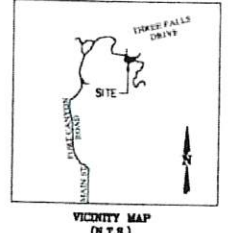
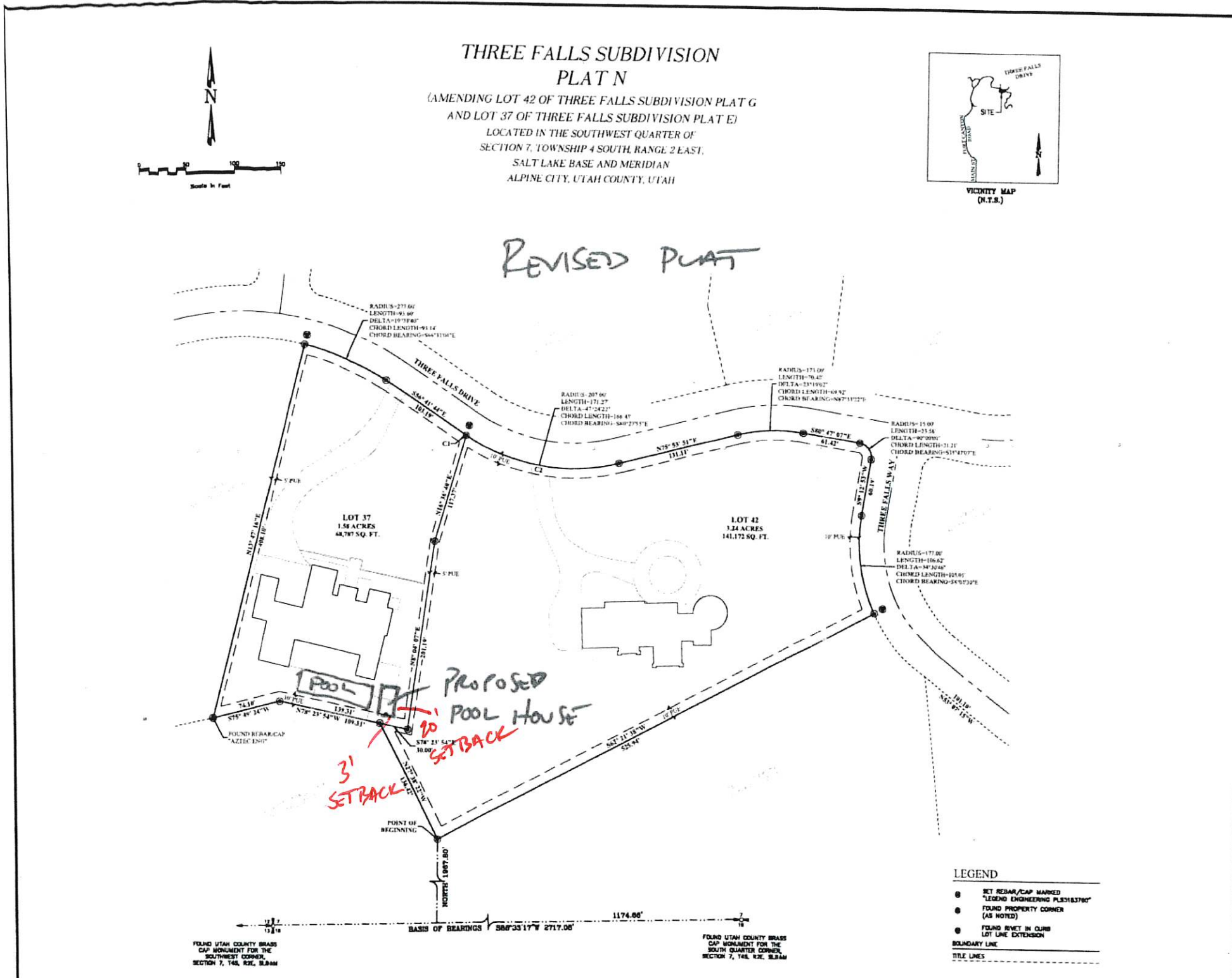
11:005:0024
ENTRATA DEVELOPMENT LLC...
Value: \$1,135,700 -- 120 acres

53:603:0063
ALPINE CITY...
- ALPINE
Value: \$0 -- 159.93 acres

542 E Three Falls Drive
Location.

11:044:0023
UNITED STATES...
- ALPINE DIST
Value: \$0 -- 404.7

Uinta



SURVEYOR'S CERTIFICATE
 I, CODY B. MERRINS, DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, AND THAT I HOLD LICENSE NO. 19179180 IN ACCORDANCE WITH TITLE 26, CHAPTER 22, PROFESSIONAL ENGINEERS AND PROFESSIONAL LAND SURVEYORS LICENSING ACT. I HEREBY CERTIFY THAT BY THE ACTIVITY OF THE OWNER, I HAVE MADE A SURVEY OF THE TRACT OF LAND SHOWN ON THIS PLAT AND DESCRIBED BELOW IN ACCORDANCE WITH SECTIONS 11-25-17, HAVE RECOVERED SAID TRACT OF LAND INTO LOTS, BLOCKS, STREETS, AND PARCELS, HAVE VERIFIED ALL MEASUREMENTS AND HAVE PLACED MONUMENTS AS REPRESENTED ON THIS PLAT.

BOUNDARY DESCRIPTION
 ALL OF LOT 42 OF THE THREE FALLS SUBDIVISION PLAT N AND THE EAST 1/4 OF THE THREE FALLS SUBDIVISION PLAT N BEING THE SAME AS DESCRIBED AS FOLLOWS:
 BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 42, SAID POINT BEING SOUTH 88° 23' 17" WEST 110.64 FEET ALONG THE EAST-SALT LAKE BASE AND MERIDIAN;
 THENCE NORTH 23° 32' 22" WEST 106.62 FEET;
 THENCE NORTH 19° 23' 54" WEST 149.31 FEET;
 THENCE SOUTH 73° 49' 24" WEST 14.18 FEET;
 THENCE NORTH 12° 12' 27" EAST 68.18 FEET;
 THENCE SOUTH 86° 42' 44" EAST 155.33 FEET;
 THENCE 17.27 FEET ALONG THE ARC OF A 271.60 FOOT RADIUS CURVE TO THE LEFT THRU A CENTRAL ANGLE OF 80° 23' 11" (CHORD BEARS SOUTH 69° 31' 54" EAST 65.14 FEET);
 THENCE 70.46 FEET ALONG THE ARC OF A 271.60 FOOT RADIUS CURVE TO THE RIGHT THRU A CENTRAL ANGLE OF 17° 19' 07" (CHORD BEARS SOUTH 69° 31' 54" EAST 65.14 FEET);
 THENCE SOUTH 80° 18' 27" EAST 41.42 FEET;
 THENCE 21.36 FEET ALONG THE ARC OF A 15.86 FOOT RADIUS CURVE TO THE RIGHT THRU A CENTRAL ANGLE OF 96° 09' 59" (CHORD BEARS SOUTH 89° 47' 07" EAST 22.27 FEET);
 THENCE SOUTH 7° 12' 11" WEST 68.14 FEET;
 THENCE 196.82 FEET ALONG THE ARC OF A 171.96 FOOT RADIUS CURVE TO THE LEFT THRU A CENTRAL ANGLE OF 163° 05' 49" (CHORD BEARS SOUTH 87° 23' 07" EAST 108.19 FEET);
 THENCE SOUTH 62° 23' 19" WEST 321.94 FEET TO THE POINT OF BEGINNING.

CONTAINS 2 LOTS
 420 ACRES OR 204,914 SQUARE FEET, MORE OR LESS

BASIS OF BEARINGS
 THE BASIS OF BEARINGS WAS ESTABLISHED AS SOUTH 87° 51' 17" WEST BETWEEN THE SOUTH QUARTER CORNER AND THE SOUTHWEST CORNER OF SECTION 7, TOWNSHIP 4 SOUTH, RANGE 2 EAST, SALT LAKE BASE AND MERIDIAN.

OWNER'S DECLARATION
 WE, ALL OF THE UNDERSIGNED OWNERS OF ALL THE PROPERTY DESCRIBED IN THE SURVEYOR'S CERTIFICATE HEREOF AND SHOWN ON THIS MAP, HAVE CAUSED THE SAID TO BE SUBDIVIDED INTO LOTS, BLOCKS, STREETS AND PARCELS AND HAVE HEREBY DESIGNATED THE STREETS AND OTHER PUBLIC AREAS AS INDICATED HEREOF FOR PERPETUAL USE OF THE PUBLIC, THE PUBLIC UTILITY EASEMENTS, THEIR SUCCESSORS AND ASSIGNS IN PERPETUITY.
 IN WITNESS WHEREOF, WE HAVE SET OUR HANDS:

CHRISTOPHER YOUNG DEAN RE ALPINE, LLC
 PRINT NAME TITLE
 SIGNATURE PRINT NAME
 DATE SIGNATURE DATE

ACKNOWLEDGMENT
 STATE OF UTAH)
 COUNTY OF)
 ON THE ____ DAY OF _____ IN THE YEAR 2023, PERSONALLY APPEARED BEFORE ME THE SINGER OF THE FOREGOING DECLARATION WHOSE ACKNOWLEDGMENT TO ME THAT THEY DID EXECUTE THE SAME:
 COMMISSION NUMBER _____
 MY COMMISSION EXPIRES _____ PRINT NAME _____
 A NOTARY PUBLIC COMMISSIONED IN UTAH

LLC ACKNOWLEDGMENT
 STATE OF UTAH)
 COUNTY OF)
 ON THE ____ DAY OF _____ A.D. 2023 PERSONALLY APPEARED BEFORE ME _____ WHO BEING BY ME DULY SWORN DID SAY THAT HE IS THE _____ OF _____ A LIMITED LIABILITY COMPANY, AND THAT BY THE AUTHORITY OF ITS MEMBERS OR ITS OFFICERS OR OTHERWISE, AND HE ACKNOWLEDGED TO ME THAT SAID LIMITED LIABILITY COMPANY ESTABLISHED THE SAME:
 MY COMMISSION EXPIRES _____ COMMISSION NUMBER _____
 NOTARY PUBLIC NOTARY PUBLIC
 COMMISSIONED IN UTAH RESIDING IN _____ COUNTY

ACCEPTANCE BY LEGISLATIVE BODY
 THE DEPARTMENT OF PUBLIC WORKS AND ENGINEERING OF ALPINE CITY, COUNTY OF UTAH APPROVES THIS SUBDIVISION AND HEREBY ACCEPTS THE DEDICATION OF ALL STREETS, EASEMENTS, AND OTHER PARCELS OF LAND INTENDED FOR PUBLIC PURPOSE FOR THE PERPETUAL USE OF THE PUBLIC THIS ____ DAY OF ____ A.D. 20__.
 APPROVED BY MAYOR _____
 APPROVED CITY ENGINEER ATTEST CITY CLERK

PLANNING COMMISSION APPROVAL
 APPROVED AS TO FORM THIS ____ DAY OF ____ A.D. 20__ BY THE ALPINE CITY PLANNING COMMISSION.
 DIRECTOR - SECRETARY CHAIR PLANNING COMMISSION

SURVEYOR'S SEAL	CITY ENGINEER SEAL	CLERK'S SEAL

Recorder

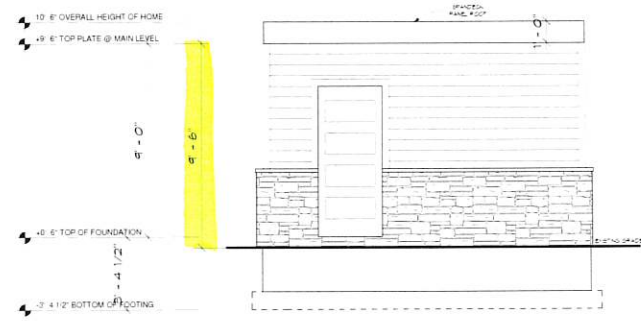
DATE: 12/28/22
 SCALE: 1"=50'
 PAGE: 1 OF 1
 PROJECT: S22-093

REVIEW COPY

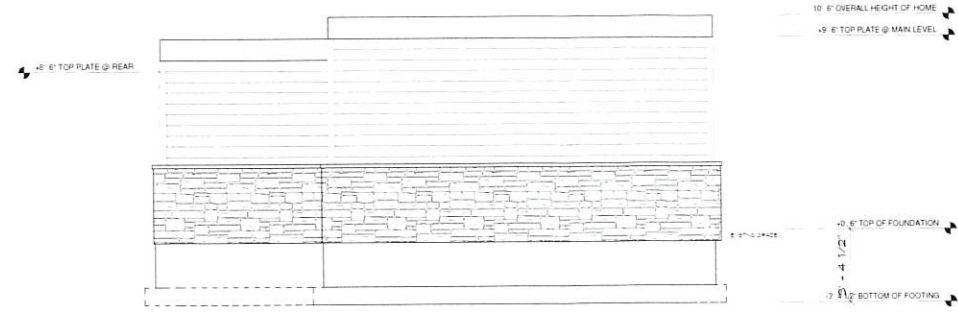


SUBDIVISION NOTES
 1. SEE THE THREE FALLS SUBDIVISION PLAT 'N' (ENTRY NO. 191821028) AND THE THREE FALLS SUBDIVISION PLAT 'E' (ENTRY NO. 201402017) FOR SPECIFIC NOTES AND RESTRICTIONS APPLYING TO THE SUBJECT PROPERTY (S).

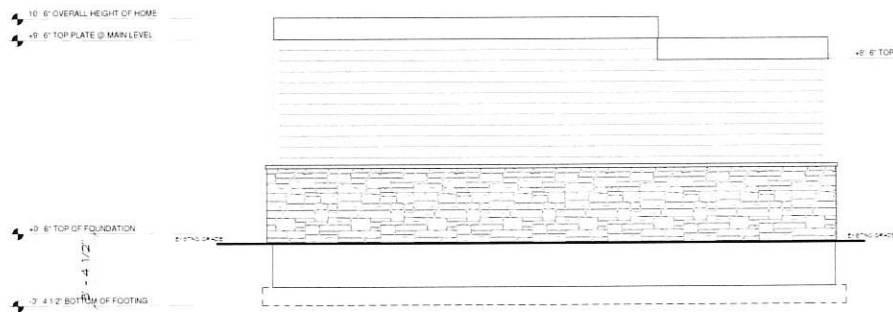
ELEVATION VIEWS



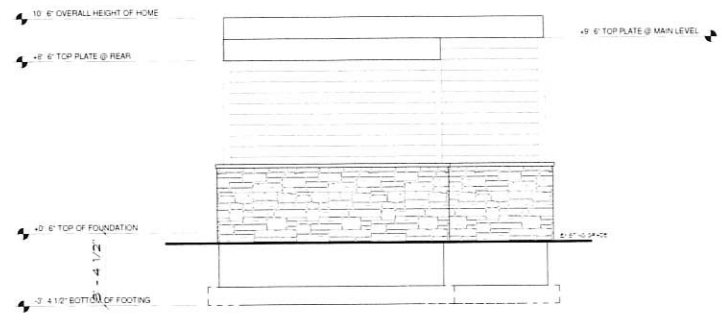
RIGHT



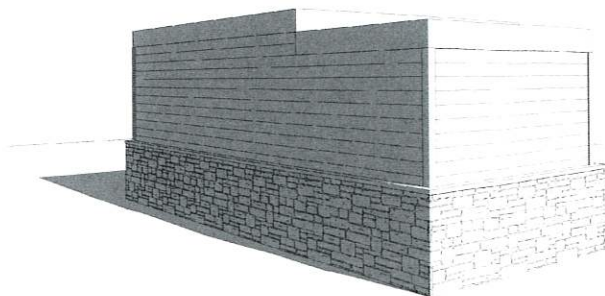
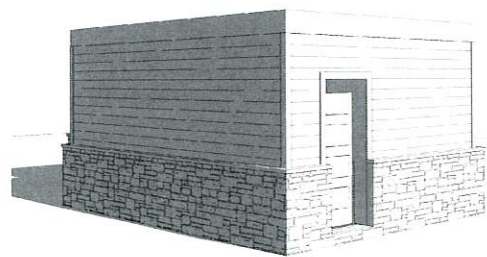
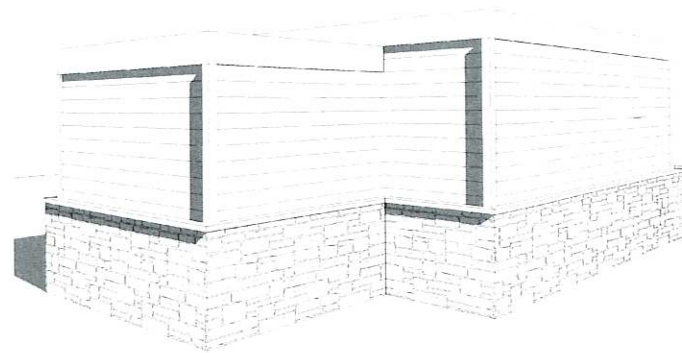
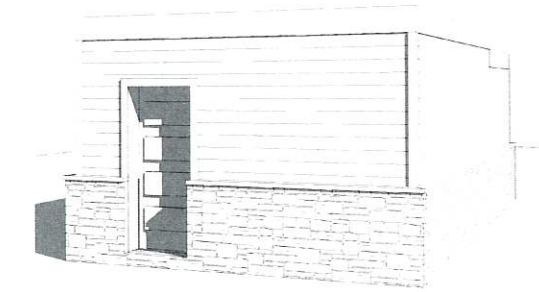
REAR



FRONT

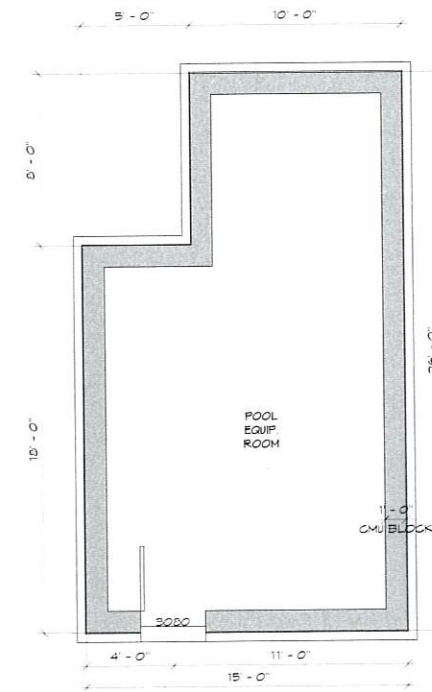
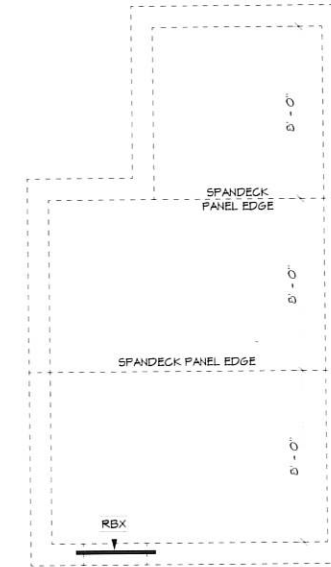


LEFT



3D VIEWS

ROOF PLAN



MAIN LEVEL FLOOR PLAN

KEYNOTES

POOL EQUIP.	
Designed for	
Chris Young	
Date	AUG. 2023
Drawn by	
PRINTED	8-23-2023 5:52:16 PM
Sheet	34
of 20	MAIN LEVEL 350
	TOTAL 350
SCALE: 1/4" = 1'-0"	

GENERAL STRUCTURAL NOTES:

- 1. GENERAL STRUCTURAL NOTES ARE CONSTRUCTION DOCUMENTS THAT SHALL BE INCLUDED WITH THE STRUCTURAL PLANS AND PROJECT SPECIFICATIONS.
2. TYPICAL DETAILS AND SCHEDULES SHALL APPLY WHERE SPECIFIC DETAILS ARE NOT SHOWN.
3. 'CONTRACTOR' REFERS TO THE CONTRACTOR OR SUB-CONTRACTOR RESPONSIBLE FOR THE PARTICULAR TRADE REFERRED TO IN THE NOTES...

DESIGN CODE

Table with 2 columns: Design Code, Value. Includes 2021 INTERNATIONAL BUILDING CODE (IBC), DESIGN CRITERIA, SNOW LOADING, WIND LOADING, SEISMIC LOADING, CS, and EARTHWORK.

DESIGN LOADS

Table with 2 columns: Design Load, Value. Includes ROOF LIVE LOAD, ROOF DEAD LOAD, and ROOF WIND LOAD.

EARTHWORK:

Table with 2 columns: Design Criteria, Value. Includes SOILS REPORT, SOIL BEARING PRESSURE, FROST PROTECTION, and COEFF. OF FRICTION.

REQUIREMENTS

- 1. CONTRACTOR TO REMOVE ETC. EXISTING FOOTINGS, FOUNDATIONS, SLABS, SITE PAVING DEBRIS, AND STRUCTURES AS REQUIRED.
2. CONTRACTOR SHALL STRIP THE BUILDING AREA FROM ALL VEGETATION, DEBRIS AND TOPSOIL. CONTRACTOR SHALL EXCAVATE ANY REMAINING LOOSE NATURAL OR FILL SOILS TO EXPOSE COMPETENT NATURAL SOILS.

CONCRETE NOTES

- 1. ALL WORK SHALL BE IN STRICT ACCORDANCE WITH THE 2021 IBC, ACI 318, AND LOCAL ORDINANCES.
2. CONTRACTOR SHALL COORDINATE WITH MECHANICAL, ELECTRICAL, AND ARCHITECTURAL PRIOR TO PLACING CONCRETE. PROVIDE SLEEVES, BLOCK OUTS, ETC. AS REQUIRED.
3. CONTRACTOR SHALL BE RESPONSIBLE FOR PROPER PLACEMENT OF ALL ANCHOR BOLTS, SEISMIC ANCHORS OR STRAPS, ETC... INSTALL PER MANUFACTURER'S SPECIFICATIONS.

FOOTINGS

- 1. ALL FOOTINGS SHALL BE 12" THICK & PROPERLY FORMED. INTERIOR FOOTINGS MAY BE MONOLITHIC WITH SLAB.
2. ALL EXTERIOR FOOTINGS SHALL BEAR BELOW FROST DEPTH (30 INCHES, FIELD VERIFY).
3. FOOTINGS SHALL BEAR ON UNDISTURBED NATURAL MATERIAL, OR ON PROPERLY PLACED ENGINEERED FILL. SEE EARTHWORK NOTES FOR ADDITIONAL REQUIREMENTS, AND SOILS REPORT.

FOUNDATION AND RETAINING WALLS

- 1. BRACE WALLS AS REQUIRED UNTIL FLOOR SLABS AND/OR FLOOR FRAMING ARE IN PLACE AND SHALL HAVE PROPERLY CURED BACKFILL ADJACENT TO FOUNDATION WALLS.
2. BRACE WALLS SHALL BE PLACED IN 8" MINIMUM LOOSE LIFTS. FILL SHALL BE COMPACTED TO AT LEAST 90% AND HAVE THE MOISTURE CONTENT WITHIN 2% OF OPTIMUM MAXIMUM DENSITY (ASTM D 1557). HEAVY EQUIPMENT SHALL NOT BE USED TO BACKFILL WITHOUT PRIOR CONSENT OF THE ENGINEER.
3. SEE ARCHITECTURAL DRAWINGS FOR DRAINAGE METHOD BEHIND FOUNDATION AND RETAINING WALLS.

SLABS

- 1. SLABS ON GRADE WILL BE 4" THICK U.N.O. REINFORCE ALL SLABS W/ #4 @ 18" O.C. EACH WAY, OR WITH 6" x 6" W2.1W2.1 WELDED WIRE FABRIC (WWF) UNLESS NOTED OTHERWISE ON THE PLAN. REINFORCEMENT SHALL BE PLACED 1/4th THE SLAB THICKNESS + 1/2" BELOW THE TOP OF SLAB.
2. REINFORCING BARS SHALL BE CHAIRED IN THE SLAB. WWF SHALL BE CONTINUOUSLY SUPPORTED AT 36" ON CENTER PRIOR TO PLACING CONCRETE.

STEEL NOTES:

- 1. ALL WORK TO BE IN STRICT ACCORDANCE WITH THE 2021 IBC, LOCAL ORDINANCES, AWS STRUCTURAL WELDING CODE, AND THE FOLLOWING ASC PUBLICATIONS: "SPECIFICATION FOR THE DESIGN, FABRICATION AND ERECTION OF STRUCTURAL STEEL FOR BUILDINGS" WITH "COMMENTARY", "CODE OF STANDARD PRACTICE", SPECIFICATION FOR STRUCTURAL JOINTS USING ASTM A325 OR A490 BOLTS", AND "SEISMIC PROVISION FOR STRUCTURAL BUILDINGS".
2. ALL DIMENSIONS AND CONDITIONS SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO FABRICATION AND ERECTION.

MATERIALS

- 1. WIDE FLANGE SECTIONS: ASTM A992 (50 KSI).
2. OTHER SHAPES AND PLATES: ASTM A36.
3. TUBULAR COLUMNS: ASTM A500 GRADE B (46 KSI).
4. PIPE COLUMNS: ASTM A501 (36 KSI) OR A53 GRADE B.

CONSTRUCTION

- 1. ALL WELDS AND BOLTING TO MEET APPROVAL OF SPECIAL INSPECTOR AS REQUIRED BY BUILDING OFFICIAL.
2. ALL WELDING AND CUTTING SHALL BE PERFORMED BY AWS CERTIFIED WELDERS.
3. ALL INTERSECTING STEEL SHAPES WHICH ARE NOT BOLTED SHALL BE CONNECTED BY A FILLET WELD ALL AROUND, UNLESS NOTED OTHERWISE.

VENEER:

- 1. OTHER METHODS OF ATTACHMENT MAY BE USED WITH WRITTEN PERMISSION FROM THE ARCHITECT AND STRUCTURAL ENGINEER.
2. PROVIDE STEEL ANGLE LINTELS AT ALL OPENINGS. SEE THE STEEL ANGLE LINTEL SCHEDULE FOR SIZE AND REQUIREMENTS.
3. BRICK VENEER
4. ATTACH TO STEEL AND WOOD STUD WALLS WITH DUR-O-WAL DA 213 SEISMIC VENEER ANCHORS OR HOHMANN & BARNARD DW-10 OR DW-10HS SEISMIC VENEER ANCHORS SPACED AT 16" O.C. EACH WAY.

STONE VENEER NOTES

- 1. ATTACH TO CONCRETE OR MASONRY BACKING WITH 12 GAUGE MIN GALVANIZED WIRE FORMED BEYOND THE BASE OF THE BACKING THE LEGS OF THE LOOPS SHALL BE 6" MIN LENGTH BENT AT RIGHT ANGLES AND LAD IN THE MORTAR JOINT AND SPACED SO THAT THE EYES OR LOOPS ARE 12" MAX ON CENTER IN BOTH DIRECTIONS.
2. ATTACH TO STUD BACKING WITH 2"x2"x16 GALVANIZED WIRE MESH WITH TWO LAYERS OF WATERPROOF PAPER BACKING APPLIED DIRECTLY TO STUDS AT 16" O.C. MAX.

MASONRY NOTES:

- 1. ALL WORK SHALL BE IN STRICT ACCORDANCE WITH THE 2021 INTERNATIONAL BUILDING CODE (IBC), ACI 530 AND LOCAL ORDINANCES.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL SHORING AND BRACING AS REQUIRED.
3. COORDINATE WITH ARCHITECTURAL DRAWINGS FOR WALL TYPES AND LOCATIONS.

- 1. MATERIALS UNLESS NOTED OTHERWISE ON THE PLANS AND SPECIFICATIONS:
A. CONCRETE LIGHTWEIGHT GRADE N TYPE 1 MASONRY (MIN. STRENGTH=1900 PSI) UNIT (CMU) f'm=1500 PSI MIN.
B. ATLAS BRICK: f'm=8000 PSI (f'm=2500 PSI DESIGN) (CONFORM TO WSPCA STANDARDS)
C. MORTAR: TYPE "S" (MIN. COMP. STRENGTH=1800 PSI)
D. GROUT: 2000 PSI (MIN. COMP. STRENGTH AT 28 DAYS)

- 1. SOLID GROUT/DRY-PACK ALL BEAM AND JOIST POCKETS SOLID AFTER INSTALLATION OF BEAMS AND JOISTS.
2. SOLID GROUT ALL CELLS CONTAINING REINFORCEMENT, ANCHOR BOLTS, OR EMBEDS, ALIGN CELLS TO PRESERVE UNOBSTRUCTED VERTICAL CELLS OF 2" x 3" MINIMUM GROUT IN 4 FOOT LIFTS MINIMUM.
3. MECHANICALLY VIBRATE ALL GROUT DURING PLACEMENT. REBERATE AFTER EXCESS MOISTURE IS ABSORBED (BEFORE WORKABILITY IS LOST).

- 1. MATERIALS UNLESS NOTED OTHERWISE ON THE PLANS AND SPECIFICATIONS:
A. REINFORCING STEEL: ASTM A615 GRADE 60 (Fy = 60 KSI)
B. ANCHOR BOLTS: ASTM A307 W/ ASTM A563 HEAVY HEX NUTS AND HARDENED WASHERS
C. HEADED STUD ANCHORS: ASTM A108

- 1. SECURE ALL VERTICAL STEEL REINFORCEMENT AGAINST DISPLACEMENT PRIOR TO GROUTING WITH WIRE POSITIONERS OR SIMILAR DEVICE. POSITIONERS SPACING NOT TO EXCEED 200 BAR DIAMETERS, 10'-0", OR SLICE LOCATIONS.

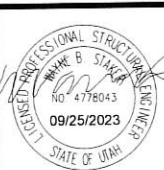
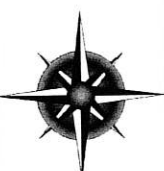
- 1. LOCATE BAR CENTER OF WALL UNLESS NOTED OTHERWISE.
2. PROVIDE CONTINUOUS HORIZONTAL WALL REINFORCING THROUGH JOINING CONCRETE WALLS, MASONRY WALLS, COLUMNS, AND PILASTERS.
3. PROVIDE CONTINUOUS HORIZONTAL REINFORCEMENT AT ALL CORNERS AND INTERSECTING WALLS. PROVIDE CORNER BARS WITH THE REQUIRED LAP SPICE LENGTH.
4. TERMINATE HORIZONTAL WALL REINFORCING AT EACH SIDE OF CONTROL JOINTS EXCEPT AT ROOF/FLOOR BEARING, BEAMS, AND TOP OF PARAPETS.

- 1. ALL STANDARD WALL REINFORCING SHALL CONTINUE THROUGH THE LINTEL SECTION.
2. ALL HORIZONTAL REINFORCING IN HEADERS AND LINTELS SHALL EXTEND 24" MIN BEYOND EDGE OF OPENING INTO SUPPORT. PROVIDE STANDARD 90° HOOK AT ENDS IF HORIZONTAL REINFORCING CAN NOT EXTEND 24" BEYOND EDGE OF OPENING.

- 1. PROVIDE A 1" BLOCK AT THE BOTTOM BLOCK OF THE LINTEL.
2. PENETRATIONS THROUGH LINTELS FOR MECHANICAL, ELECTRICAL SYSTEMS, ETC. ARE NOT PERMITTED WITHOUT APPROVAL OF THE ENGINEER.

- 1. VERIFY f'm USING THE "UNIT STRENGTH METHOD" PER IBC SECTION 2105.2.2.1 AND AS DESCRIBED BELOW.
A. SUPPLIER SHALL PROVIDE A LETTER OF STRENGTH CERTIFICATION FOR THE MASONRY AND GROUT PRIOR TO CONSTRUCTION.
B. TEST THE GROUT AND MORTAR EVERY 5.00 SQUARE FEET OF MASONRY CONSTRUCTED.
2. AT THE CONTRACTOR'S OPTIONS, USE THE "MASONRY PRISM TEST METHOD" OR THE "MASONRY PRISM TEST RECORD METHOD".

COMPASS ENGINEERING, LLC.
7026 S. COMMERCE PARK DR. SUITE 104
Midvale, Utah 84047
Ph. 801.664.2197
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CompassengUT.com



YOUNG POOL HOUSE
2832 W. 110th N.
LEHI, UT
DRAWING TITLE: GENERAL NOTES
DRAWING DATE: 09/20/23
DRAWN BY: BC
CHECKED BY: BA

S0.1

ALPINE CITY COUNCIL AGENDA

SUBJECT: Ordinance 2024-10 - FY2023-24 Mid-Year Budget Amendment

FOR CONSIDERATION ON: 27 February 2024

PETITIONER: Staff

ACTION REQUESTED BY PETITIONER: Hold a Public Hearing and Adopt the Proposed Amended Budget for FY2023-24.

BACKGROUND INFORMATION:

The following items are included in the proposed budget adjustment for FY2023-24:

- Property Purchase: Adjustment in budget for the purchase of the property at 124 East 100 South. Funds will be appropriated from the Capital Improvement Fund balance.
- Fire Department: Adjustment in the budget for a 5% increase in wages for all full-time Fire Department employees to bring wages closer in line with surrounding departments. The increase would be retroactive to January 7, 2024. Chief Patten believes this increase is necessary to recruit and retain highly qualified staff. The Lone Peak Public Safety District Board approved the increase at their February 14 board meeting. The Highland City Council will consider approval of the request at an upcoming city council meeting. Funds will be appropriated from the fund balance.

STAFF RECOMMENDATION:

Hold a public hearing and adopt the amendment to the FY2023-24 budget.

SAMPLE MOTION TO APPROVE:

I move to approve Ordinance 2024-10 amending the FY2023-24 budget as proposed.

SAMPLE MOTION TO APPROVE WITH CONDITIONS:

I move to adopt Ordinance 2024-10 amending the FY2023-24 budget with the following conditions/changes:

- ****insert finding****

SAMPLE MOTION TO TABLE/DENY:

I move to table/deny Ordinance 2024-10 amending the FY2023-24 budget.

ORDINANCE NO. 2024-10

AN ORDINANCE AMENDING AND ADMINISTERING THE ALPINE CITY FISCAL YEAR 2023-24 ANNUAL BUDGET

WHEREAS, it is deemed desirable and in the best interest of the City of Alpine, Utah to adopt the annual budget for the operations, debt amortization, and capital outlay of the City; and

WHEREAS, the FY2023-24 Annual Budget was adopted on June 27, 2023, as Ordinance No. 2023-19; and

WHEREAS, adjustments to the budget are periodically necessary to reflect the receipt of additional resources and to approve appropriate expenditures.

NOW, THEREFORE, THE MAYOR AND CITY COUNCIL OF THE CITY OF ALPINE DO ADOPT AND ORDAIN AS FOLLOWS:

**ARTICLE I
DEFINITIONS**

SECTION 1. “BUDGET YEAR” means the 2023-2024 fiscal year for which this budget is made.

SECTION 2. “FISCAL YEAR” means that year which begins on the first day of July, 2023, and ends on the last day of June, 2024.

**ARTICLE II
AMENDED BUDGET ESTABLISHES APPROPRIATIONS**

SECTION 1.
That the budget amendments shown on Exhibit “A” are adopted.

SECTION 2. APPROPRIATIONS.
From the effective date of this Ordinance, the budget as outlined in the attached Exhibit “A”, the several amounts stated therein as proposed expenditures, shall address the several objects and purposes therein named.

SECTION 3. ANTICIPATED REVENUES.
The amended anticipated revenues shall include revenue from all sources, including grants and loans and shall be classified in accordance with the chart of accounts of the municipality.

SECTION 4. FUND BALANCE.
The fund balance shall be available for emergency appropriation by the City Council.

SECTION 5. ANTICIPATED SURPLUS FROM MUNICIPAL UTILITY OR ENTERPRISE FUNDS.
The anticipated revenue and proposed expenditures of each utility or other public service enterprise owned or operated by the city is stated in a separate section of the budget (See

attached Exhibit “A”); and as to each such utility, an anticipated surplus, if legally available for general purposes and to the extent such surplus is to be used to support budget operation, is stated as an item of revenue in the budget.

**ARTICLE III
SEVERABILITY**

If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provisions or application of the ordinance which can be given effect without the invalid provision or applications; and to this end the provisions of the ordinance are severable.

**ARTICLE IV
ADOPTION & EFFECTIVE DATE**

This Ordinance is hereby adopted this 27th day of February 2024 and shall be effective for the Fiscal Year 2023-2024.

Carla Merrill, Alpine City Mayor

VOTING:

Jason Thelin	Yea ___	Nay ___
Jessica Smuin	Yea ___	Nay ___
Kelli Law	Yea ___	Nay ___
Chrissy Hannemann	Yea ___	Nay ___
Brent Rummler	Yea ___	Nay ___

ATTEST:

DeAnn Parry, City Recorder

EXHIBIT "A"

Alpine City
Budget Adjustments (Mid-Year)
27-Feb-24

<u>Capital Projects</u>	<u>Debit</u>	<u>Credit</u>
45-40-75 Capital Outlay - Residential Home	197,600	
45-40-76 Capital Outlay - Residential Land	561,100	
45-39-11 Fund Balance		758,700
Purchase of home and property on 100 South		
<u>Emergency Services</u>	<u>Debit</u>	<u>Credit</u>
10-57-63 Fire - Professional Service	20,700	
10-39-10 Fund Balance		20,700
5% wage increase for fire department employees		

ALPINE CITY COUNCIL AGENDA

SUBJECT: Code Amendment to the Land Use Authority for Subdivision Amendments.

FOR CONSIDERATION ON: February 27th, 2024.

PETITIONER: City Staff

ACTION REQUESTED BY PETITIONER: Approval of Recommended Code Amendment

Review Type: Legislative

BACKGROUND INFORMATION:

During the January 23rd City Council meeting updates to the subdivision review process were approved as required by the State. Part of that review process was to create a table with the various land use applications and the reviewing, recommending, and approving bodies. One of the items was a subdivision amendment which was broken up into two different categories. If the amendment requires the vacating of a public right of way or public utility easement it would require a recommendation by the Planning Commission and approval by the City Council. If it does not require a vacation it can be approved by City Staff. This helps by keeping simple amendments (I.E. Combining Lots) an efficient process as long as all other code requirements were met.

This amendment will add language to subdivision amendments that can be approved by city staff to say staff can require an application to be reviewed by the City Council if staff believes it necessary. As outlined in Alpine Development Code 3.31 and Utah State Code, the Council is not required to approve subdivision amendments and should not be viewed as an administrative decision.

The Planning Commission reviewed this item during their February 20th meeting. The following motion was made:

***MOTION:** Planning Commissioner Susan Whittenburg moved to recommend approval of Ordinance 2024-09 Amending the land use authority for subdivision amendments.*

John MacKay seconded the motion. There were 5 Ayes and 0 Nays. The motion passed.

City Staff has also added that any amendment or creation of public open space would also need City Council approval.

ALPINE CITY CODE:

- **4.04.110**

Public Notice:

The requirements for a public hearing by Alpine City and the State have been met. A public hearing took place during the review of this item by the Planning Commission during their February 20th, 2024 meeting.

GENERAL PLAN:

N/A

SAMPLE MOTION TO APPROVE:

I move to approve Ordinance 2024-09 Amending the land use authority for subdivision amendments.

SAMPLE MOTION TO APPROVE WITH CONDITIONS:

I move to approve Ordinance 2024-09 Amending the land use authority for subdivision amendments with the following conditions/changes:

- ****insert additional findings****

SAMPLE MOTION TO TABLE/DENY:

I move that Ordinance 2024-09 Amending the land use authority for subdivision amendments be tabled/denied based on the following:

- ****insert finding****

SECTION 1: AMENDMENT “4.04.010 Designation Of Land Use Authority” of the Alpine City Development Code is hereby *amended* as follows:

AMENDMENT

4.04.010 Designation Of Land Use Authority

1. The following chart designates the Land Use Authority for subdivision approvals with the City
2. Pursuant to §10-9a-306 of Utah State Code (as amended), the Land Use Authority shall apply the plain language of land use regulations.
3. .If a land use regulation does not plainly restrict a land use application, the Land Use Authority shall interpret and apply the land use regulation to favor the land use application.

~~Hearing Officer/District Court~~
~~Hearing Officer/District Court~~

Types of Land Use Application	Re vie wi ng Bo dy	Recom mending Body	Lan d Use Auth ority	Appeal Author ity
Annexation	Cit y Sta ff	Plannin g Commis sion	City Cou ncil	County Bound ary Commis sion
Subdivision Ordinance Amendments	Cit y Sta ff	Plannin g Commis sion	City Cou ncil	District Court
Development Agreement that requires the implementation of an existing land use regulation as an administrative act. See UCA Section 10-9a-532(2)(b).	Cit y Sta ff	City Staff	City Staff	City Counci l
Development Agreement which modifies an adopted standard/specification/regulation	Cit y Sta ff	Plannin g Commis sion	City Cou ncil	District Court

Subdivision amendment which does not include the vacation <u>or creation</u> of public Right-of-Way, <u>Open Space</u> , or Public Utility Easements. <u>City Staff may request the City Council to act as the Land Use Authority when deemed necessary.</u>	Cit y Sta ff	City Staff	City Staff	Hearin g Officer /Distric t Court
Subdivision amendment including the vacation <u>or creation</u> of Public Right-of-Way, <u>Open Space</u> , or Public Utility Easements	Cit y Sta ff	Plannin g Commis sion	City Cou ncil	Hearin g Officer /Distric t Court
Parcel Boundary Adjustment/Lot Line Adjustment	Cit y Sta ff	City Staff	City Staff	Hearin g Officer /Distric t Court
Appeals/Variances	He ari ng Off ice r	Hearing Officer	Hear ing Offi cer	District Court
Exceptions from design and improvement standards (unless specifically designated otherwise).	Cit y Sta ff	Plannin g Commis sion City Council		Hearin g Officer /Distric t Court
Residential Single Family				
Pre-Application Meeting/Concept Plan	Cit y Sta ff	City Staff	City Staff	Hearin g Officer /Distric t Court
Preliminary Plan	Cit y Sta ff	City Staff	Plan ning Com missi on	Hearin g Officer /Distric t Court
	Cit y	City	City	Hearin g

Final Plat/Minor Subdivision	Staff	Staff	Staff	Officer /District Court
Sensitive Lands Preliminary Plan/Final Plat	City Staff	Planning Commission City Council		
All Other Projects				
Pre-Application Meeting	City Staff	City Staff	City Staff	Hearing Officer /District Court
Concept Plan Review	City Staff	City Staff	City Staff	Hearing Officer /District Court
Preliminary Plan/ Final Plat (Including Sensitive Lands)	City Staff	Planning Commission City Staff		

**ALPINE CITY
ORDINANCE 2024-09**

**AN ORDINANCE AMENDING SECTION 4.04.010 OF THE ALPINE
DEVELOPMENT CODE AMENDING LANGUAGE REGARDING THE LAND USE
AUTHORITY FOR SUBDIVISION AMENDMENTS**

WHEREAS, the Alpine City Planning Commission has reviewed proposed amendments to section 4.04.010 of the Alpine Development Code and held a public hearing on February 20th, 2024, pertaining to the proposed amendments;

WHEREAS, on February 20th, ,2024, the Planning Commission made a favorable recommendation of the proposed amendments to sections 4.04.010 of the Alpine Development Code;

WHEREAS, the Alpine City Council has reviewed the proposed amendments and deems it in the best interest of the health, safety, and welfare of Alpine City and its residents to amend section 4.04.010 of the Alpine Development Code.

NOW THEREFORE, be it ordained by the Council of the Alpine City, in the State of Utah, as follows:

SECTION 1: **AMENDMENT** “4.04.010 Designation Of Land Use Authority” of the Alpine City Development Code is hereby *amended* as follows:

AMENDMENT

4.04.010 Designation Of Land Use Authority

1. The following chart designates the Land Use Authority for subdivision approvals with the City
2. Pursuant to §10-9a-306 of Utah State Code (as amended), the Land Use Authority shall apply the plain language of land use regulations.
3. .If a land use regulation does not plainly restrict a land use application, the Land Use Authority shall interpret and apply the land use regulation to favor the land use application.

Types of Land Use Application	Re vie wi ng	Recom mending Body	Lan d Use Auth	Appeal Author ity
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	Bo dy		ority	
Annexation	Cit y Sta ff	Plannin g Commis sion	City Cou ncil	County Bound ary Commi ssion
Subdivision Ordinance Amendments	Cit y Sta ff	Plannin g Commis sion	City Cou ncil	District Court
Development Agreement that requires the implementation of an existing land use regulation as an administrative act. See UCA Section 10-9a-532(2)(b).	Cit y Sta ff	City Staff	City Staff	City Counci l
Development Agreement which modifies an adopted standard/specification/regulation	Cit y Sta ff	Plannin g Commis sion	City Cou ncil	District Court
Subdivision amendment which does not include the vacation or creation of public Right-of-Way, Open Space, or Public Utility Easements. City Staff may request the City Council to act as the Land Use Authority when deemed necessary.	Cit y Sta ff	City Staff	City Staff	Hearin g Officer /Distric t Court
Subdivision amendment including the vacation or creation of Public Right-of-Way, Open Space, or Public Utility Easements	Cit y Sta ff	Plannin g Commis sion	City Cou ncil	Hearin g Officer /Distric t Court
Parcel Boundary Adjustment/Lot Line Adjustment	Cit y Sta ff	City Staff	City Staff	Hearin g Officer /Distric t Court
Appeals/Variances	He ari ng Off ice r	Hearing Officer	Hear ing Offi cer	District Court

Exceptions from design and improvement standards (unless specifically designated otherwise).	City Staff	Planning Commission City Council		Hearing Officer /District Court
Residential Single Family				
Pre-Application Meeting/Concept Plan	City Staff	City Staff	City Staff	Hearing Officer /District Court Officer /District Court
Preliminary Plan	City Staff	City Staff	Planning Commission	Hearing Officer /District Court
Final Plat/Minor Subdivision	City Staff	City Staff	City Staff	

Sensitive Lands Preliminary Plan/Final Plat	City Staff	Planning Commission City Council		
All Other Projects				
Pre-Application Meeting	City Staff	City Staff	City Staff	Hearing Officer /District Court
	City	City	City	Hearing

Concept Plan Review	Staff	Staff	Staff	Officer /District Court
Preliminary Plan/ Final Plat (Including Sensitive Lands)	City Staff	Planning Commission City Staff		

PASSED AND ADOPTED BY THE ALPINE CITY COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Chrissy Hannemann	_____	_____	_____	_____
Jason Thelin	_____	_____	_____	_____
Jessica Smuin	_____	_____	_____	_____
Brent Rummeler	_____	_____	_____	_____
Kelli Law	_____	_____	_____	_____

Presiding Officer

Attest

Carla Merrill, Mayor, Alpine City

DeAnn Parry, City Recorder, Alpine City

ALPINE CITY COUNCIL AGENDA

SUBJECT: Proposal for Canyon Crest Road Speed Limit Study

FOR CONSIDERATION ON: 27 February 2024

PETITIONER: Staff

ACTION REQUESTED BY PETITIONER: Consider approval of the contract for a speed limit study on Canyon Crest Road.

BACKGROUND INFORMATION:

City staff received a request to consider reducing the speed limit on Canyon Crest Road, particularly from the roundabout to the south side of Carlisle hill. Canyon Crest Road is an arterial street and is one of three main accesses into Alpine City. The speed limit is currently posted at 35 mph. Staff recommends that a speed study be performed when considering a reduction in the speed limit on a given street. A proposal was requested from Hales Engineering to complete this work. The proposal and scope of work is included in the packet. The fee to complete the study is \$4,200.

Section 2B.21 in the Manual on Uniform Traffic Control Devices (MUTCD) outlines how speed limits are required to be established. The complete section is included in the packet. Following are some excerpts:

- *Agencies with designated authorities to set speed limits, which include States, and sometimes local jurisdictions, can establish non-statutory speed limits or designate reduced speed zones using an engineering study.*
- *Setting appropriate speed limits is especially important to ensure safety for all road users in varying types of contexts, particularly on roadways where adjacent land use suggests that trips could be served by varied modes. These situations include urban and suburban non-freeway arterials or rural arterials that serve as main streets in smaller communities, consistent with the context classifications of urban core, urban, suburban, and rural towns found in "A Policy on Geometric Design of Highways and Streets," 2018 Edition, AASHTO.*
- *When setting a speed limit, a range of factors such as land-use context, pedestrian and bicyclist activity, crash history, intersection spacing, driveway density, roadway geometry, roadside conditions, roadway functional classification, traffic volume, and observed speeds can influence the speed limit determined in the engineering study. The engineering study will determine which of the recommended factors will prevail in setting the speed limit.*
- *To achieve desired operating speeds, agencies often implement other speed management strategies concurrently with setting speed limits, such as traffic calming measures, geometric design features, speed safety cameras, and increased enforcement.*
- *Standard: Speed zones (other than statutory speed limits) shall only be established on the basis of an engineering study that has been performed in*

accordance with traffic engineering practices. The engineering study shall consider the roadway context.

- *Guidance: Among the factors that should be considered when conducting an engineering study for establishing or reevaluating speed limits within speed zones are the following:*
 - *Roadway environment (such as roadside development, number and frequency of driveways and access points, and land use), functional classification, public transit volume and location or frequency of stops, parking practices, and pedestrian and bicycle facilities and activity;*
 - *Roadway characteristics (such as lane widths, shoulder condition, grade, alignment, median type, and sight distance);*
 - *Geographic context (such as an urban district, rural town center, non-urbanized rural area, or suburban area), and multi-modal trip generation;*
 - *Reported crash experience for at least a 12-month period;*
 - *Speed distribution of free-flowing vehicles including the pace, median (50th-percentile), and 85thpercentile speeds; and*
 - *A review of past speed studies to identify any trends in operating speeds.*
- *When the 85th-percentile speed is appreciably greater than the posted speed limit, and the roadway context does not support setting a higher speed limit, the engineering study should consider whether changes to geometric features, enforcement, and/or other speed-reduction countermeasures might improve compliance with the posted speed limit. A similar approach should be used if the results of past speed studies indicate that the 85th-percentile speed has consistently increased.*
- *On urban and suburban arterials, and on rural arterials that serve as main streets through developed areas of communities, the 85th-percentile speed should not be used to set speed limits without consideration of all factors described in Paragraph 7 of this Section.*

Hales Engineering proposes to complete the study based on UDOT Policy 06C-25 (included in packet), which follows the MUTCD requirements.

STAFF RECOMMENDATION:

Consider approval of the proposal from Hales Engineering to complete a speed limit study on Canyon Crest Road.

SAMPLE MOTION TO APPROVE:

I move to approve the proposal from Hales Engineering to complete a speed limit study on Canyon Crest Road as outlined.

SAMPLE MOTION TO APPROVE WITH CONDITIONS:

I move to approve the proposal from Hales Engineering to complete a speed limit study on Canyon Crest Road as outlined with the following conditions/changes:

- ****insert finding****

SAMPLE MOTION TO TABLE/DENY:

I move to table/deny the proposal from Hales Engineering to complete a speed limit study on Canyon Crest Road as outlined based on the following:

- ****insert finding****

February 16, 2024

Alpine City
Jed Muhlestein, PE
20 N Main St
Alpine, UT 84004

801.473.0076
jed@alpinecity.org

Subject: Alpine Canyon Crest Rd Speed Study

P3845

Jed,

Thank you for inviting Hales Engineering to submit this proposal to complete a speed study for your project located in Alpine, Utah. The following is an outline of our proposed scope of work and cost estimate to complete this study according to standard speed study guidelines.

Scope of Work

Task 1: Data Collection

Hales Engineering will collect speed data at two (2) locations along Canyon Crest Road in both directions. The 50th and 85th percentile speed by direction and combined will be identified at each location.

Task 2: Speed Analysis

Hales Engineering will evaluate the posted speed limits along the corridor according to UDOT Policy 06C-25, which follows the new MUTCD (2023). Hales Engineering will consider factors listed in UDOT Policy 06C-25, such as:

- Reported crash experience for the most recent five-year period
- Pedestrian and bicycle activity
- On-street parking utilization
- Observed speeds
- Roadway context, including roadside development, roadside side treatments, lighting, and other relevant factors

Based on these factors, Hales Engineering will make a recommendation for the posted speed limits along the corridor.

February 16, 2024

Task 3: Speed Management

If vehicle speeds are well above (5 to 10+ mph) the recommended posted speed limit, Hales Engineering will recommend speed management measures to encourage drivers to follow the posted speed.

Task 4: Memo Preparation

Hales Engineering will summarize the results of our study in a memo including the necessary text, tables, and figures. Following completion of the memo we will submit one (1) electronic version for your use and distribution.

Cost Estimate

We anticipate that the breakdown of the cost to complete the four (4) tasks identified in the scope of work will be **\$4,200**. It is anticipated that a speed study at any other location would be the same, assuming two (2) data collection points.

Out of Scope Work (e.g. Meeting Attendance)

Predicting the time commitments and the number of meetings required to move a study through the approval process varies from project to project. Therefore, in the best interest of our clients, we have not included any meetings beyond those identified in this scope of work. If additional work or meetings are necessary, they will be billed separately on a time and materials basis. Additional work will be completed and/or meetings will be attended by representatives of Hales Engineering only upon prior written approval given by you or a designated representative.

Schedule

We will complete the study after we have received the written authorization to proceed. We will complete the study within **two to three weeks** of receiving notice to proceed.

February 16, 2024

Agreement

This letter will serve as our contract along with the attached Standard Terms and Conditions. If you agree to the terms and conditions of this letter, please countersign below. Invoices for work completed will be submitted monthly for payment. Again, thank you for asking Hales Engineering to prepare this proposal. We look forward to working with you on this project. If you have any questions, please feel free to call.

Sincerely,
HALES ENGINEERING, LLC



Ryan Hales, PE, PTOE, AICP
Principal / Owner

Accepted by: _____

Company: _____

Signature:

Date: _____

P3845-UT

February 16, 2024

STANDARD TERMS AND CONDITIONS

These STANDARD TERMS AND CONDITIONS apply to, and are made part of, the attached letter agreement ("Agreement") by and between HALES ENGINEERING, LLC, a Utah company, ("Consultant"), and the "Client" referenced in the signature block on the Agreement.

WITNESSETH THAT, in consideration of the premises and covenants hereinafter set forth, the parties agree as follows:

1. **Data to Be Furnished.** All information, data, reports, records and maps with respect to the Project which are available to Client and which Client deems reasonably necessary for the performance of work set forth in the Agreement, shall be furnished to Consultant without charge by Client.

2. **Personnel.** Consultant agrees that it will employ, at its own expense, all personnel necessary to perform the services required by this Agreement and in no event, shall such personnel be the employees of Client. All the services required hereunder shall be performed by Consultant and all personnel engaged therein shall be fully qualified under applicable federal, state and local law to undertake the work performed by them. Consultant assumes full and sole responsibility for the payment of all compensation and expenses of such personnel and for all state and federal income tax, unemployment insurance, Social Security, disability insurance and other applicable withholdings.

3. **Compensation.** Client shall pay Consultant an amount not to exceed the sum noted in the Agreement as consideration for the services described. Consultant shall submit invoices to the Client monthly. Client agrees to pay the invoices within 30 days of receipt. If payment is not received within 60 days, Consultant may, at its sole discretion, elect to stop work until payments are received. In that case, Consultant will notify Client that work has ceased. Client also agrees to pay all costs, including attorney's fees and court costs, incurred by Consultant to collect on past due invoices. If Client fails to make any payment due Consultant for services and expenses within thirty (30) days after receipt of Consultant's statement, the amounts due Consultant will be increased at the rate of 1.5% per month from due date identified on invoice.

4. **Ownership of Documents.** The work papers, drawings, photographs and any other written or graphic material, hereinafter materials, prepared by Consultant for this Project are instruments of the Consultant's service for use solely with respect to this Project and, unless otherwise provided, the Consultant shall be deemed the author of these documents and shall retain all common law, statutory and other reserved rights, including the copyright. The Client shall be permitted to retain copies, including reproducible copies of Consultant's materials for information and reference in connection with the Client's use on the Project. The Client or others shall not use the Consultant's materials on other projects, or for changes to this Project without the express written consent of the Consultant. Submission or distribution of documents to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication or violation of copyright.

5. **Attorneys' Fees/Arbitration.** If either party brings an action or claim arising out of or in connection with this Agreement, the prevailing party shall be entitled to reasonable and actual attorneys' fees incurred, as well as costs incurred, as well as expert witness fees. All disputes shall be resolved by way of binding Arbitration, which shall take place in Salt Lake City, Utah utilizing a single Arbitrator. Arbitration shall take place under the auspices of either the American Arbitration Association or JAMS, at the election of the party commencing Arbitration. The prevailing party shall also be entitled to be reimbursed for any and all Arbitration expenses incurred.

6. **Limitation of Liability.** Unless Client and Consultant otherwise agree in writing in consideration for an increase in Consultant's fee, Client agrees to limit Consultant's liability to Client to the sum of the Consultant's fee for any loss or damage, including but not limited to special and consequential damages arising out of or in connection with the performance of services or any other cause, including Consultant's professional negligent acts, errors, or omissions, and Client hereby releases and holds harmless Consultant from any liability above such amount.

7. **Modification/Termination.** No waiver, alteration, modification or termination of this Agreement shall be valid unless made in writing. This agreement may be terminated for convenience and without cause by either party upon seven days' written notice.

8. **Governing Law.** This Agreement shall be governed by and constructed in accordance with the laws of the State of Utah.

9. **Entire Agreement.** This Agreement sets forth the entire understanding between the parties as to the subject matter of this Agreement and merges all prior discussions, negotiations, letters of understanding or other promises, whether oral or in writing.

06C-25 Establishment of Speed Limits on State Highways

UDOT Policy	UDOT 06C-25
Group or Divisions Affected	Traffic and Safety Division
Reference Documents	Procedures, manuals, and guides for this policy: <ul style="list-style-type: none">● Procedure for UDOT Policy 06C-25● Guidelines for Setting Speed Limits on State Highways Other reference documents: <ul style="list-style-type: none">● Manual on Uniform Traffic Control Devices● R930-6, Access Management● UDOT Roadway Design Manual
Owned by	Traffic and Safety Division
Authority	Utah Code 41-6a-602
Revised Date	November 07, 2023
Next scheduled review	November 07, 2026

I. Purpose

This policy describes how UDOT establishes speed limits on state highways. (Refer to Policy 06C-61 for temporary speed limits in work zones.)

II. Definitions

As used in this policy and its related procedures, the boldfaced terms below have the following meanings:

- A. **85th percentile speed** - the speed at or below which 85 percent of vehicles are traveling under free-flowing conditions at a given location.
- B. **Access category** - as defined in R930-6-5 and more fully described in R930-6-6, a classification assigned to a segment of highway that determines the degree at which access to a state highway is managed. (The associated GIS map is available [here](#).)

- C. **MUTCD** - the currently adopted edition of the Manual on Uniform Traffic Control Devices.
- D. **Other developed area** - an area that is not categorized as an urbanized area but that includes permanent residential dwellings and at least two other land uses in separate buildings that provide commercial, industrial, or public services for the community, surrounding area, or persons traveling through the area.
- E. **Roadway context** - the general characteristics of the land use, development patterns, and roadway connectivity along a roadway that provide cues as to the types of uses and user groups that utilize the roadway.
- F. **Signal influence area** - a segment of roadway within 0.25 miles of a signalized intersection.
- G. **Urbanized area** - an area defined by the United States Census Bureau as an urban area or urban cluster. (The associated GIS map is available [here](#).)

III. Background

As part of UDOT's goal of zero fatalities, this policy is established to promote traveling at reasonable and consistent speeds to reduce the potential of severe and fatal crashes. In addition to the long-standing practice of determining speed limits based on 85th percentile speeds, this policy adds consideration of roadway context to protect all users when UDOT establishes speed limits. Consideration of roadway context is a new approach to setting speed limits. Accordingly, UDOT will implement this policy over time.

IV. Policy

- A. UDOT will establish speed limits on state highways based on an engineering and traffic study in accordance with the MUTCD and Utah Code Sections 41-6a-601 and 41-6a-602.
- B. Except as otherwise limited by state statute or other provisions of this policy, UDOT will establish speed limits within 5 mph of the 85th percentile speed on the following facilities:
 - a. access category 1 facilities (freeway and interstate system facilities); and
 - b. facilities outside of an urbanized area or other developed area.

- C. For other roadways, UDOT will:
 - a. use access categories to identify recommended ranges of posted speed limits; and
 - b. use roadway context to determine what the posted speed limit should be within the recommended ranges.

- D. The table below outlines the recommended speed limit ranges within urbanized or other developed areas for each remaining access category.

Access category	Recommended posted speed limit range within developed areas
2 - System priority-rural importance (S-R)	45 - 55 MPH
3 - System priority-urban importance (S-U)	35 - 50 MPH
4 - Regional-rural importance (R-R)	40 - 50 MPH
5 - Regional priority-urban importance (R-PU)	35 - 45 MPH
6 - Regional-urban importance (R-U)	30 - 45 MPH
7 - Community-rural importance (C-R)	30 - 40 MPH
8 - Community-urban importance (C-U)	30 - 40 MPH
9 - Other importance (O)	15 - 30 MPH
10 - Freeway one-way frontage road (F-FR)	35 - 55 MPH

- E. When using roadway context to set speed limits, UDOT will still consider 85th percentile speeds. When setting a speed limit based on roadway context that deviates by more than 10 mph of the 85th percentile speed, UDOT will consider implementing speed management measures in cooperation with local governments. (For additional information, see UDOT’s speed management [webpage](#).)

- F. UDOT may set a speed limit outside of the access-category ranges when a roadway segment falls outside of the recommended speed range due to factors beyond the limited scope of access category classification, including if:
 - a. pedestrian, bicycle, or on-street parking activity is outside what is typical for the access category; or
 - b. access is more restricted than typical for the access category, for example where there is a raised median.

- G. As described in the table below, UDOT will determine the appropriate speed limit within the range of recommended posted speed limits for a given segment based on:
- a. reported crash experience for the most recent five-year period;
 - b. pedestrian and bicycle activity;
 - c. on-street parking utilization;
 - d. observed speeds; and
 - e. roadway context, including roadside development, raised medians, roadside side treatments, lighting, and other relevant factors.

	Set speed limit at lower end of range	Set speed limit at higher end of range
Current Roadway Conditions	History of pedestrian, bicycle, or severe speed-related crashes; frequent pedestrian or bicycle activity; frequent parking activity; slower observed speeds; or curves or other conditions that provide limited sight distances	No history of pedestrian, bicycle, or severe speed-related crashes; limited pedestrian or bicycle activity; no or infrequently used on-street parking; faster observed speeds; and adequate geometry

- H. UDOT will set speed limits at or below 55 mph within a signal influence area. This requirement takes precedence over all other factors.
- I. For a rural roadway that does not meet design standards specified in the UDOT Roadway Design Manual or standard drawings, UDOT may set a speed limit 5 mph or more below the 85th percentile speed.

V. Search Terms

Speed limit; speed zone; 85th percentile speed; context based; access categories

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SPEED LIMIT SIGNS AND PLAQUES

Section 2B.21 Speed Limit Sign (R2-1)

Support:

- 01 In general, the maximum speed limits applicable to rural and urban roads are established:
- A. Statutorily – a maximum speed limit applicable to a particular class of road, such as freeways or city streets, that is established by State law; or
 - B. As speed zones – based on engineering studies.
- 02 State statutory limits might restrict the maximum speed limit that can be established on a particular road, notwithstanding what an engineering study might indicate.
- 03 Agencies with designated authorities to set speed limits, which include States, and sometimes local jurisdictions, can establish non-statutory speed limits or designate reduced speed zones using an engineering study. Setting appropriate speed limits is especially important to ensure safety for all road users in varying types of contexts, particularly on roadways where adjacent land use suggests that trips could be served by varied modes. These situations include urban and suburban non-freeway arterials or rural arterials that serve as main streets in smaller communities, consistent with the context classifications of urban core, urban, suburban, and rural towns found in “A Policy on Geometric Design of Highways and Streets,” 2018 Edition, AASHTO. When setting a speed limit, a range of factors such as land-use context, pedestrian and bicyclist activity, crash history, intersection spacing, driveway density, roadway geometry, roadside conditions, roadway functional classification, traffic volume, and observed speeds can influence the speed limit determined in the engineering study. The engineering study will determine which of the recommended factors will prevail in setting the speed limit.
- 04 Jurisdictions can use speed limit setting tools and methods such as expert systems and those consistent with the safe system approach as part of the required engineering study for a non-statutory speed limit. As speed limit setting tools vary, jurisdictions need to be aware of their limitations and advantages, possible variation between the tools and the need to explore gaps or weaknesses of tools, and weigh the output accordingly in consideration of setting speed limits.
- 05 To achieve desired operating speeds, agencies often implement other speed management strategies concurrently with setting speed limits, such as traffic calming measures, geometric design features, speed safety cameras, and increased enforcement.

Standard:

- 06 **Speed zones (other than statutory speed limits) shall only be established on the basis of an engineering study that has been performed in accordance with traffic engineering practices. The engineering study shall consider the roadway context.**

Guidance:

- 07 *Among the factors that should be considered when conducting an engineering study for establishing or reevaluating speed limits within speed zones are the following:*
- A. *Roadway environment (such as roadside development, number and frequency of driveways and access points, and land use), functional classification, public transit volume and location or frequency of stops, parking practices, and pedestrian and bicycle facilities and activity;*
 - B. *Roadway characteristics (such as lane widths, shoulder condition, grade, alignment, median type, and sight distance);*
 - C. *Geographic context (such as an urban district, rural town center, non-urbanized rural area, or suburban area), and multi-modal trip generation;*
 - D. *Reported crash experience for at least a 12-month period;*
 - E. *Speed distribution of free-flowing vehicles including the pace, median (50th-percentile), and 85th-percentile speeds; and*
 - F. *A review of past speed studies to identify any trends in operating speeds.*
- 08 *When the 85th-percentile speed is appreciably greater than the posted speed limit, and the roadway context does not support setting a higher speed limit, the engineering study should consider whether changes to geometric features, enforcement, and/or other speed-reduction countermeasures might improve compliance with the posted speed limit. A similar approach should be used if the results of past speed studies indicate that the 85th-percentile speed has consistently increased.*
- 09 *On urban and suburban arterials, and on rural arterials that serve as main streets through developed areas of communities, the 85th-percentile speed should not be used to set speed limits without consideration of all factors described in Paragraph 7 of this Section.*

10 *On a freeway, expressway, or rural highway (outside urbanized locations or conditions), the speed limit that is posted within a speed zone should be within 5 mph of the 85th-percentile speed of free-flowing motor-vehicle traffic under the following conditions:*

- A. *All factors described in Paragraph 7 of this Section have been considered and determined to be non-mitigating, and*
- B. *The measures described in Paragraph 8 of this Section have been considered to the extent practicable.*

11 *State and local agencies should conduct engineering studies to reevaluate non-statutory speed limits on segments of their roadways that have undergone significant changes since the last review (such as changes to roadway context, the addition or elimination of parking or driveways, changes in the number of travel lanes, changes in the configuration of bicycle lanes, changes to road geometrics, changes in traffic control signal coordination, or significant changes in traffic volumes).*

12 *Speed studies for signalized intersection approaches should be taken outside the influence area of the traffic control signal, which is generally considered to be approximately 1/2 mile, to avoid obtaining skewed results for the speed distribution. If the signal spacing is less than 1 mile, the speed study should be at approximately the middle of the segment.*

Standard:

13 **The Speed Limit (R2-1) sign (see Figure 2B-3) shall display the limit established by law, ordinance, regulation, or as adopted by the authorized agency based on an engineering study. The speed limits displayed shall be in multiples of 5 mph.**

14 **Speed Limit (R2-1) signs, indicating speed limits for which posting is required by law, shall be located at the points of change from one speed limit to another.**

15 **At the downstream end of the section to which a particular speed limit applies, a Speed Limit sign showing the next speed limit shall be installed.**

16 **Speed Limit signs indicating the statutory speed limits shall be installed at entrances to the State and, where appropriate, at jurisdictional boundaries in urban areas.**

Guidance:

17 *Additional Speed Limit signs should be installed beyond interchanges and major intersections and at other locations where it is necessary to remind road users of the speed limit that is applicable.*

Support:

18 The “Traffic Control Devices Handbook” contains suggested criteria on the spacing of speed limit signs.

Option:

19 If a jurisdiction has a policy of installing Speed Limit signs in accordance with statutory requirements only on the streets that enter a city, neighborhood, or residential area to indicate the speed limit that is applicable to the entire city, neighborhood, or residential area unless otherwise posted, a CITYWIDE (R2-5aP), NEIGHBORHOOD (R2-5bP), or RESIDENTIAL (R2-5cP) plaque may be mounted above the Speed Limit sign and an UNLESS OTHERWISE POSTED (R2-5P) plaque may be mounted below the Speed Limit sign (see Figure 2B-3).

Support:

20 Section 2C.40 contains information about the use of speed zone signs to inform road users of a reduced or variable speed zone to provide advance notice to comply with the posted speed limit ahead.

Option:

21 If a W3-5b sign is posted to provide notice of a variable speed zone, an END VARIABLE SPEED LIMIT (R2-13) sign (see Figure 2B-3) may be installed at the downstream end of the zone to provide notice to road users of the termination of the speed zone.

Standard:

22 **If a W3-5c sign is posted to provide notice of a truck speed zone, an END TRUCK SPEED LIMIT (R2-14) sign (see Figure 2B-3) shall be installed at the downstream end of the zone to provide notice to road users of the termination of the speed zone.**

Guidance:

23 *An advisory speed plaque (see Section 2C.59) mounted below a warning sign should be used to warn road users of an advisory speed for a roadway condition. A Speed Limit sign should not be used for this purpose.*

24 *Advance traffic control warning signs (see Section 2C.35), intersection warning signs (see Section 2C.41), and/or other traffic control devices are appropriate warning prior to a signalized intersection. A Speed Limit sign should not be used for this purpose.*