



CITY COUNCIL MEETING

Notice is hereby given that the City Council will hold a City Council meeting at **7:00 pm, on Wednesday, May 15th, 2024**, in the City Council Chambers at **38 West Center Street**.

AGENDA

1. Roll Call
2. Invocation/Inspirational Thought
3. Pledge of Allegiance
4. Public Forum (Individuals' public comments shall be limited to 3 minutes and must be pertinent to the scope of city authority and jurisdiction. Comments may be delivered in person at the meeting or submitted to the City Recorder prior to 5:00 pm on the meeting date for presentation to the Council)
5. Minutes –
 - a. May 15th, 2024, Work Meeting Pg 2
 - b. May 15th, 2024, Regular Council Meeting Pgs 3-8
6. Bills for the period ending May 31, 2024, totaling \$761,591.82. Pgs 9-18
7. Bids, Awards, Recognitions and Appointments
 - a. Gunnison Architectural Review Committee Appointments Pg 19
8. Discussion and Possible Action Items
 - a. GVHS Request for Donations Pg 20
 - b. Gunnison Valley Pool Boiler Replacement Pgs 21-22
 - c. Irrigation Meter Installation Project – Change Order Pg 23
 - d. Accepting Money in Lieu of Water Dedication for New Developments Pg 24
 - e. Tentative 2024-2025 Budget Revisions Pg 25
9. Ordinances and Resolutions
 - a. Ordinance 2024-08 Adopting Cottage Development Regulations Pgs 26-53
10. Reports of Officers, Staff, Boards and Committees
11. Reports by Mayor and Council Members
12. EXECUTIVE SESSION (May be called to discuss the character, professional competence, or physical or mental health of an individual)
13. EXECUTIVE SESSION (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)
14. Adjournment

ADA NOTICE

If you are planning to attend this Public Meeting and due to a disability need assistance in understanding or participating in the meeting, please notify the City Office ten or more hours in advance and we will, within reason, provide what assistance may be required.

CERTIFICATE OF MAILING/POSTING

The undersigned duly appointed City Recorder for the municipality of Gunnison City hereby certifies that a copy of the foregoing Notice and Agenda was posted on www.gunnisoncityutah.org, as well as posted on the State of Utah's Public Notice Website.

BY: _____
Valerie Andersen, City Recorder



City Council Work Meeting

May 15th, 2024

City Council Chambers, 38 West Center

5:44 P.M. Councilor Crane opened the meeting.

Present:

Donald Childs, Shawn Crane, Stella Hill, Dennis Marker, Gary Keddington, Valerie Andersen, Jed Hansen, Jeremy Vincent, JD Bunnell, Carolyn Childs, Mayor Nay.

Discussion regarding 2024-2025 Tentative Budget:

City Administrator Dennis Marker led the discussion. He went over his recommended changes to the tentative budget based on prior council discussions. For the library he recommended increasing the library tax revenues by \$9.011 which would represent an overall city tax increase of 3.53% and combined tax increase of 0.064%, reduce the general library expenses by \$600, and increase the capital expenditures by \$2000 for annual computer rotation. The council had some discussion with City Accountant Gary Keddington about the cola raise. Gary went through numbers with them and told them that they should run some numbers to make sure that their colas through the last few years have kept up with the actual cost of living.

Discussion regarding May 15, Regular Council Agenda Items:

Dennis went over the agenda for the regular council meeting with the council.

Adjournment:

Councilor Crane made the motion to adjourn, Councilor Hill seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Crane: Yes, Hill: Yes

Approval Date: June 5th, 2024

Lori Nay, Mayor

Attest:

Valerie Andersen, City Recorder



City Council Meeting

May 15th, 2024

City Council Chambers, 38 West Center

7:15 P.M. Mayor Nay opened the meeting.

Roll Call:

Donald Childs, Mike Wanner, Shawn Crane, Stella Hill, Lori Nay

Invocation/Inspirational Thought:

Given by Councilor Donald Childs

Pledge of Allegiance:

Led by Mayor Nay

Public Forum:

Carlton Jensen addressed the council. He is concerned about the cost of living currently in Sanpete County. He is concerned about what he thinks has been unnecessary spending that Gunnison City has been doing. He started that his utility bill has gone up 25% in the last two years. He stated that he is upset at how the council handled him asking if he could take care of his own garbage but that they wouldn't allow him. He also stated that he is upset that every time expenses go up that they automatically put it on the citizens rather than figure out or negotiate something different. The council expressed thanks for the information that he provided.

Marty McCain with Sanpete Pantry addressed the council. He stated that he likes to visit all the Cities ones a year. He started his gratitude for the mobile food truck and how Gunnison giving him the opportunity has helped them grow immensely. 63,000 meals were given out last year. He stated that they have recently lost some funds and he is hoping that Gunnison City can help.

Minutes

May 1st, 2024, Work Council Meeting:

Councilor Crane made the motion to approve the minutes for the May 1st, 2024, regular council meeting, Councilor Childs seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Shawn: Yes, Hill: Yes

May 1st, 2024, Regular Council Meeting:

Councilor Hill made the motion to approve the minutes for the May 1st, 2024, regular council meeting, Councilor Crane seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Shawn: Yes, Hill: Yes

Bills for period ending May 5th, 2024, totaling \$29,081.52:

Councilor Wanner made the motion to approve the bills for the period ending May 5th, 2024, totaling \$29,081.52, Councilor Crane seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Crane: Yes, Hill: Yes

Public Hearings

Public Hearing regarding 2024-2025 Tentative Budget:

Councilor Crane made a motion to open the public hearing, Councilor Hill seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Crane: Yes, Hill: Yes, Andersen: Yes

City Administrator Dennis Marker stated that this is just a tentative budget and that they still have time to make changes. During the work meeting the council discussed executing Truth in Taxation to raise additional money for the library budget. He stated that while Library costs are going up it is still a small amount compared to the large budget that the City has. Some of the other recent changes he went over were \$1,500 added to administration for annual Chamber of Commerce membership. Increased road maintenance expenses by \$6,111 to match Class C revenues. He stated the pool manager Jeremy Vincent would like funding to replace the Wubit. He stated that rather than increasing the pool budget they could absorb some of the capital expenditures, which is currently set at \$200,000, this amount was planned to go into a reserve fund to replace the roof. The council then discussed the rest of the budget. Dennis also went over all the capital projects that the City has planned over the next few years.

Carlton Jensen spoke to the council, he stated that he has gone through the budget. He stated that he looked at the waste department budget. He also stated that he feels like the City should investigate trying to cut back on a few things that are unnecessary with the economy being as bad as it is right now.

Councilor Crane made a motion to close the public hearing, councilor Wanner seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Crane: Yes, Hill: Yes

Discussion and Possible Action Items

D.U.P. Cabin Museum:

Claudia Sanborn spoke with the council. She stated that John A Johnson built the cabin in 1891 and it was later donated to the DUP in 1943. Gunnison City has a lease agreement. She stated that she had a contract that she would like to execute with the council. She went over all the details of turning the cabin into a museum. She stated that this contract will have to be signed before she can move forward in making it a museum. They want to be open by the 4th of July.

Ratification of Bid Award: Gunnison Multi-Use Path and Mill and Overlay for \$970,884:

Kelly Chappell with Ensign Engineering addressed the council. The City recently advertised bids on two projects: Annual Mill and Overlay (i.e., road maintenance) and construction of the 10'-wide asphalt trail along Farmer's Freeway and 200 West. They received 3 bids for the combined projects. Bennett Paving bid \$41,137,130.00, Hales Sand and Gravel bid \$1,134,871.00, and Rasmussen Excavation bid \$690,884.00. Kelly recommended that the council ratify awarding the Multi-use Path and Mill and Overlay project to Rasmussen Excavation for \$970.884. He stated that they will be able to start as soon as next week with approval from the council tonight.

Councilor Wanner made the motion to ratify awarding the multi-use path and mill and overlay project to Rasmussen Excavation for \$970.884, Councilor Childs seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Crane: Yes, Hill: Yes

Truth in Taxation Process for FY 2024-2025:

Dennis Marker addressed the council. He stated that an increase in the library apportionment of the city's property tax may be warranted. The current property tax dedicated for library purposes raises \$18,051. This is a mill rate of .000115. The tentative library expense budget for 2024-2025 is \$102,350, which means the taxes dedicated to the library cover only 18% of the library costs. Other library specific revenues, such as memberships, copy fees, grants, and donations from other cities, only contribute an average of \$4,000. All other library funding is from general fund subsidies. He stated that by Increasing the library tax by 50% or by \$9,011 enables the city to balance the budget while marginally increasing the amount of taxes dedicated to Library services. Increasing the property tax by \$9,011 would be a 3.53% increase to the city's general property tax but only represents a 0.062% increase in the overall property tax. For the

average property owner that is approximately a \$10 increase. He let the council know that if they want to move forward with Truth in Taxation the budget will not have to be approved until the end of August. The council discussed this and decided that they will not go through the Truth in Taxation process this year. Dennis let them know that they will have to finalize the budget by the end of June. Dennis went over all the new changes in the tentative budget.

Ordinances and Resolutions

Resolution 2024-04 Modifying the City Fee Schedule:

The pool would like to add a summer pass for \$75 for a family. The council thought that \$100 was a better number. The fee schedule also notes that Centerfield citizens will get the resident rate.

During the previous council meeting there was discussion about increases to the monthly irrigation system base rates. The current increased rate of \$6.50 went into effect June of 2023 to repay the loan from the State of Utah. There have also been requests from community members to be able to choose the size of meter that they would like. Dennis suggested the following fee structure; 1" would add an additional \$3, 1.5" would be a \$8 increase, 2" would be \$11, and the 3" would add \$15. They would like to start the new fee increase 07-01-24.

Councilor Crane made the motion to approve Resolution 2024-04 Modifying the City Fee Schedule, Councilor Childs seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Crane: Yes, Hill: Yes

Reports of Officers, Staff, Boards and Committees

Dennis Marker:

4 Planning Commission members went to the conference in Cedar City. He stated that he and Mike Wanner spoke at one of the sessions.

JD Bunnell:

He stated that he would like more communication on complaints with meter issues. He wants to be able to get things taken care of as soon as possible.

Reports by Mayor and Council Member

Mike Wanner:

The Fourth of July committee came up with a new sponsorship idea that he wanted to go over with the council. He stated that the funding opportunity would focus on entertainment, but that all the money coming in would still go towards the project. Valerie Andersen stated that it maybe needs to be worded differently so that individuals don't think that they are donating to help with the cost of the concert. The council agreed that the money spent by the City was all a donation from the City and that all money coming in would go towards the project chosen by the committee. Mike stated that they also need to do a better job at staying within the budget that is set.

Steven Saulter: Went over the increased costs of the fireworks show for the Independence Day celebration.

Stella Hill:

The park and cemetery are looking nice, and she wanted to express her gratitude to the Public Works department.

Mayor Nay:

Miss Gunnison float doesn't fit in the Shop. The Mayor asked that it be put out on social media to see if anyone in the community would be willing to let Miss Gunnison store their float.

Needing commission members for architectural review committee. Casey Dyreng and Jolynn Chappell have accepted to be on the committee. Dennis Marker will be heading up that committee.

Six County Growth Summit in Richfield next week, need to arrive before 5 P.M.

Executive Session:

Councilor Crane made the motion to go into executive session, Councilor Hill seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Crane: Yes, Hill: Yes

10:40 P.M. put of executive session.

Adjournment:

Councilor Crane made the motion to adjourn, Councilor Wanner seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Crane: Yes, Hill: Yes

Approval Date: June 5th, 2024

Lori Nay, Mayor

Attest:

Valerie Andersen, City Recorder

Report Criteria:

Detail report.
Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-2150							
4029	KATLYND LEATHERWOOD	2024.05	PAYROLL- DIRECT DEPOSIT CA	05/28/2024	797.80	797.80	05/31/2024
Total 10-2150:					797.80	797.80	
10-2221							
4009	IRS	2024.05.05	04/22/2024-05/05/2024	05/05/2024	5,793.73	5,793.73	05/31/2024
4009	IRS	2024.05.19	05/06/2024-05/19/2024	05/19/2024	4,950.60	4,950.60	05/31/2024
Total 10-2221:					10,744.33	10,744.33	
10-2225							
3570	UTAH RETIREMENT SYSTEMS	2024.05.05	4/22/2024-5/5/2024	05/05/2024	3,678.92	3,678.92	05/31/2024
3570	UTAH RETIREMENT SYSTEMS	2024.05.19	5/6/2024-5/19/2024	05/19/2024	3,566.03	3,566.03	05/31/2024
Total 10-2225:					7,244.95	7,244.95	
10-2231							
4003	PEHP FLEX	2024.05.05	4/22/2024-5/5/2024	05/05/2024	155.00	155.00	05/31/2024
4003	PEHP FLEX	2024.05.19	5/6/2024-5/19/2024	05/19/2024	155.00	155.00	05/31/2024
2385	PUBLIC EMPLOYEES HEALTH	2024.05	LIABILITIES-MAY 2024	04/15/2024	12,359.12	12,359.12	05/17/2024
3545	UTAH LOCAL GOVERNMENTS T	121825	BENEFITS MAY 2024	05/10/2024	70.00	70.00	05/08/2024
Total 10-2231:					12,739.12	12,739.12	
10-2232							
2390	PEHP LTD PROGRAM	2024.05.05	4/22/2024-5/5/2024	05/05/2024	77.17	77.17	05/31/2024
2390	PEHP LTD PROGRAM	2024.05.19	5/6/2024-5/19/2024	05/19/2024	76.72	76.72	05/31/2024
2385	PUBLIC EMPLOYEES HEALTH	2024.05	LIFE-APRIL 2024	04/15/2024	393.24	393.24	05/17/2024
Total 10-2232:					547.13	547.13	
10-2243							
3545	UTAH LOCAL GOVERNMENTS T	121825	WORKER COMP- MAY 2024	05/10/2024	263.93	263.93	05/08/2024
Total 10-2243:					263.93	263.93	
10-36-20							
1365	GUNNISON VALLEY HOSPITAL	1098162	CITY HALL RENTAL DEPOSIT	05/06/2024	150.00	150.00	05/17/2024
Total 10-36-20:					150.00	150.00	
10-41-23							
4018	DONALD CHILDS	2024.5	MILEAGE- ULTC	05/08/2024	245.52	245.52	05/17/2024
2020	LORI NAY	2024.04	MILEAGE REIMBURSEMENT- U	04/30/2024	272.80	272.80	05/17/2024
3110	SHAWN CRANE	2024.04	COUNCIL-MILEAGE REIMBURS	05/07/2024	245.52	245.52	05/17/2024
3120	STELLA HILL	2024.04	COUNCIL- MILEAGE REIMBURS	05/16/2024	245.52	245.52	05/17/2024
Total 10-41-23:					1,009.36	1,009.36	
10-41-31							
4014	5 STAR INTERPERTING	437716	COUNCIL- ASL 4-10-24	04/16/2024	897.00	897.00	05/08/2024
1070	ETJ LAW,INC.	2785	INACCURATE ORDINANCE QUE	05/14/2024	130.00	130.00	05/31/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-41-31:					1,027.00	1,027.00	
10-42-24							
3849	TAMI LARSON	2024.04	COURT-OFFICE EXPENSE REP	04/30/2024	29.73	29.73	05/17/2024
Total 10-42-24:					29.73	29.73	
10-42-31							
870	DAVID J. ANGERHOFER, P.C.	2024.04	COURT-CASE #231000019	04/30/2024	330.00	330.00	05/17/2024
998	DYNAMIC INTEGRATIONS, LLC	INV-10266	COURT- MONTHLY MPS	05/01/2024	130.00	130.00	05/08/2024
3998	KEVIN LYNN DANIELS	84	COURT- APRIL 2024	05/15/2015	798.00	798.00	05/17/2024
Total 10-42-31:					1,258.00	1,258.00	
10-43-21							
31	AMAZON BUSINESS	1L36-RW71-N7	P&Z- NAME PLATES	05/10/2024	50.88	50.88	05/17/2024
Total 10-43-21:					50.88	50.88	
10-43-22							
3918	DENNIS MARKER	2024.05	MILAGE REIMBURSEMENT- UA	05/24/2024	182.28	182.28	05/31/2024
Total 10-43-22:					182.28	182.28	
10-43-31							
4014	5 STAR INTERPERTING	437876	PLANNING AND ZONING- ASL 4-	04/30/2024	866.00	866.00	05/08/2024
1067	ESRI	94732609	ONLINE GSI	05/28/2024	127.83	127.83	05/31/2024
1330	GUNNISON MARKET	2024.3-5	PLANNING AND ZONING- WATE	05/01/2024	69.86	69.86	05/31/2024
1330	GUNNISON MARKET	2024.3-5	PLANNING AND ZONING- DRES	05/01/2024	24.16	24.16	05/31/2024
1330	GUNNISON MARKET	2024.3-5	PLANNING & ZONING- COOKIE	05/01/2024	26.97	26.97	05/31/2024
4021	PEOPLE + PLACE, LLC	040124	P&Z- GUNNISON VALLEY 2050	05/01/2024	12,423.77	12,423.77	05/17/2024
4021	PEOPLE + PLACE, LLC	050124	P&Z-LABOR CHRISTIE OOSTEM	05/01/2024	14,240.77	14,240.77	05/17/2024
4028	ULINE	177369577	OVOV- MAP BOARDS	04/25/2024	595.84	595.84	05/08/2024
Total 10-43-31:					28,375.20	28,375.20	
10-49-23							
3918	DENNIS MARKER	2024.05	MILEAGE REIMBURSEMENT- R	05/24/2024	17.98	17.98	05/31/2024
3900	VALERIE ANDERSEN	2024.04	MILEAGE REIMBURSEMENT- U	05/03/2024	37.20	37.20	05/08/2024
Total 10-49-23:					55.18	55.18	
10-49-24							
31	AMAZON BUSINESS	1L36-RW71-N7	ADMIN-FILES, PAPER	05/10/2024	66.09	66.09	05/17/2024
31	AMAZON BUSINESS	1X41-3JML-HQ	ADMIN- DESK POWERRISER, D	04/28/2024	262.32	262.32	05/08/2024
780	COPY STATION	5374	BLANK LABEL SHEETS	05/04/2024	28.50	28.50	05/31/2024
1067	ESRI	94732609	ONLINE GSI	05/28/2024	127.84	127.84	05/31/2024
Total 10-49-24:					484.75	484.75	
10-49-34							
998	DYNAMIC INTEGRATIONS, LLC	INV-10266	ADMIN- MONTHLY MPS	05/01/2024	275.00	275.00	05/08/2024
1970	LES OLSON COMPANY	EA1405179	ADMIN- APRIL 2024	04/30/2024	156.46	156.46	05/08/2024
Total 10-49-34:					431.46	431.46	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-49-60							
1330	GUNNISON MARKET	2024.3-5	ADMIN- FRIT, BROWNIES, DRIN	05/01/2024	32.54	32.54	05/31/2024
3911	Mandi Buege	2024.5	GYM MEMBERSHIP REIMBURS	05/06/2024	28.00	28.00	05/08/2024
Total 10-49-60:					60.54	60.54	
10-51-25							
1330	GUNNISON MARKET	2024.3-5	WATER	05/01/2024	2.99	2.99	05/31/2024
Total 10-51-25:					2.99	2.99	
10-51-26							
1140	MOUNTAIN ALARM FIRE	4593187	CITY HALL-MAY 2024	05/01/2024	59.00	59.00	05/08/2024
2375	PCS	INV-24-5740	CTY HALL-	05/15/2024	517.50	517.50	05/17/2024
2555	RASMUSSEN'S ACE HARDWAR	2024.04	CITY HALL	04/30/2024	20.97	20.97	05/08/2024
Total 10-51-26:					597.47	597.47	
10-51-29							
2685	ROCKY MOUNTAIN POWER	2024.04.66589	CITY HALL- APRIL 2024	05/03/2024	1,071.41	1,071.41	05/17/2024
Total 10-51-29:					1,071.41	1,071.41	
10-51-30							
2505	DOMINION ENERGY	2024.04.50231	CITY HALL- APRIL 2024	05/02/2024	1,148.85	1,148.85	05/17/2024
Total 10-51-30:					1,148.85	1,148.85	
10-52-29							
2685	ROCKY MOUNTAIN POWER	2024.04.66589	SHOP	05/10/2024	102.00	102.00	05/31/2024
Total 10-52-29:					102.00	102.00	
10-52-30							
2505	DOMINION ENERGY	2024.04.54857	SHOP- ARPIL 2024	05/02/2024	155.06	155.06	05/17/2024
Total 10-52-30:					155.06	155.06	
10-52-61							
31	AMAZON BUSINESS	19DH-FJC9-M	MAINT- DRY ERASE BOARD	05/15/2024	59.06	59.06	05/17/2024
31	AMAZON BUSINESS	1DPM-7F17-W	DRY ERASE MARKERS	05/16/2024	14.84	14.84	05/31/2024
2555	RASMUSSEN'S ACE HARDWAR	2024.04	SHOP	04/30/2024	40.98	40.98	05/08/2024
Total 10-52-61:					114.88	114.88	
10-54-15							
1350	GUNNISON VALLEY POLICE DE	Q4 2023-2024	Q-4 2023-2024 CONTRIBUTION	05/17/2024	118,592.50	118,592.50	05/31/2024
Total 10-54-15:					118,592.50	118,592.50	
10-54-31							
1970	LES OLSON COMPANY	EA1405179	POLICE- APRIL 2024	04/30/2024	25.07	25.07	05/08/2024
Total 10-54-31:					25.07	25.07	
10-56-23							
1067	ESRI	94732609	ONLINE GSI	05/28/2024	127.83	127.83	05/31/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-56-23:					127.83	127.83	
10-56-42							
3906	MANTI TRAIL BUILDERS	11	G-HILL- NORTH EXIT TRAIL, SO	05/29/2024	39,000.00	39,000.00	05/31/2024
2550	RASMUSSEN EXCAVATION L.L.	1	GHILL	05/20/2024	93,611.10	93,611.10	05/24/2024
3310	THE RICHFIELD REAPER	8FADF42A-000	LEGAL NOTICE	04/12/2024	216.12	216.12	05/08/2024
3395	TRUST LANDS ADMINISTRATIO	2024.06	RIGHT OF ENTRY APPLICATION	05/23/2024	400.00	400.00	05/31/2024
Total 10-56-42:					133,227.22	133,227.22	
10-56-55							
3685	THE VERDIN COMPANY	UTGU001	CLOCK TOWER- SUPREME TO	05/16/2024	5,860.00	5,860.00	05/31/2024
Total 10-56-55:					5,860.00	5,860.00	
10-58-31							
1340	GUNNISON VALLEY ANIMAL CLI	2024.04	ANIMAL CONTROL-APRIL 2024	04/26/2024	238.00	238.00	05/08/2024
Total 10-58-31:					238.00	238.00	
10-60-25							
2110	MASON DIESEL SERVICE INC	175134	ROADS- DUMP TRUCK	04/17/2024	2,007.05	2,007.05	05/17/2024
Total 10-60-25:					2,007.05	2,007.05	
10-60-29							
2685	ROCKY MOUNTAIN POWER	2024.04.66589	STREETS	05/10/2024	553.79	553.79	05/31/2024
2685	ROCKY MOUNTAIN POWER	2024.04.66589	STREETS- POWER APRIL 2024	05/03/2024	140.05	140.05	05/17/2024
Total 10-60-29:					693.84	693.84	
10-61-25							
1063	ENSIGN	110718	MILL AND OVERLAY PROJECT	04/25/2024	792.50	792.50	05/08/2024
Total 10-61-25:					792.50	792.50	
10-61-29							
3590	UTAH STATE DIVISION OF FINA	2024.B2224	ROADS- B2224	05/02/2024	6,215.00	6,215.00	05/17/2024
Total 10-61-29:					6,215.00	6,215.00	
10-61-30							
3590	UTAH STATE DIVISION OF FINA	2024.B2224	ROADS- B2224	05/02/2024	66,152.00	66,152.00	05/17/2024
Total 10-61-30:					66,152.00	66,152.00	
10-62-56							
3755	WHITE'S SANITATION	44X00294	CITY PICK-UP- APRIL 2024	04/30/2024	8,234.85	8,234.85	05/17/2024
Total 10-62-56:					8,234.85	8,234.85	
10-70-25							
2505	DOMINION ENERGY	2024.04.20890	PARK- APRIL 2024	05/01/2024	21.57	21.57	05/17/2024
1315	GUNNISON IMPLEMENT CO	14458	PI-XBO DUST MASK	04/30/2024	4.29	4.29	05/17/2024
1455	HERMANSEN'S MILL	227362	FERTILIZER, SOREADER RENT	04/30/2024	1,050.20	1,050.20	05/31/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-70-25:					1,076.06	1,076.06	
10-70-26							
5	A TO Z GLASS, INC	2179	PARK- CABIN WINDOW	05/03/2024	75.00	75.00	05/17/2024
Total 10-70-26:					75.00	75.00	
10-70-29							
2685	ROCKY MOUNTAIN POWER	2024.04.66589	PARKS-CEMETERY	05/10/2024	70.32	70.32	05/31/2024
Total 10-70-29:					70.32	70.32	
10-70-40							
1315	GUNNISON IMPLEMENT CO	14458	PARKS CEMETERY FUEL	04/30/2024	230.44	230.44	05/17/2024
Total 10-70-40:					230.44	230.44	
10-70-51							
323	BIG T RECREATION	6247	BLEACHERS, TABLES	05/28/2024	15,352.00	15,352.00	05/31/2024
Total 10-70-51:					15,352.00	15,352.00	
10-70-52							
1063	ENSIGN	110718	BASEBAL FIELD NET	04/25/2024	877.50	877.50	05/08/2024
1315	GUNNISON IMPLEMENT CO	14458	BALLPARK- MUFFLER	04/30/2024	21.29	21.29	05/17/2024
Total 10-70-52:					898.79	898.79	
10-75-21							
31	AMAZON BUSINESS	163R-QLJ-71	LIBRARY- ASSORTED BOOKS	05/04/2024	60.46	60.46	05/17/2024
31	AMAZON BUSINESS	1FK-4MHJD-F	ASSORTED BOOKS	05/19/2024	85.93	85.93	05/31/2024
31	AMAZON BUSINESS	1HRN-TDGR-V	LIBRARY- ASSORTED BOOKS	05/12/2024	124.09	124.09	05/17/2024
31	AMAZON BUSINESS	1VQW-NW4D-	ASSORTED BOOKS	05/18/2024	76.69	76.69	05/31/2024
31	AMAZON BUSINESS	1WLL-DYXP-G	ASSORTED BOOKS	05/19/2024	93.10	93.10	05/31/2024
31	AMAZON BUSINESS	1YG7-16Y6-D	ASSORTED BOOKS	05/18/2024	40.58	40.58	05/31/2024
1330	GUNNISON MARKET	2024.3-5	LIBRARY	05/01/2024	19.96	19.96	05/31/2024
2170	MICRO MARKETING LLC	951847	LIBRARY- ASSORTED BOOKS	04/23/2024	52.70	52.70	05/08/2024
2170	MICRO MARKETING LLC	952267	LIBRARY- ASSORTED BOOKS	04/25/2024	22.95	22.95	05/08/2024
2170	MICRO MARKETING LLC	952451	LIBRARY- ASSORTED BOOKS	04/29/2024	130.96	130.96	05/08/2024
2170	MICRO MARKETING LLC	953131	LIBRARY-ASSORTED BOOKS	05/07/2024	24.60	24.60	05/17/2024
2170	MICRO MARKETING LLC	953714	ASSORTED BOOK	05/14/2024	276.39	276.39	05/31/2024
2170	MICRO MARKETING LLC	953982	ASSORTED BOOK	05/16/2024	22.95	22.95	05/31/2024
3833	OVERDRIVE, INC	01506CO2415	LIBRARY	05/15/2024	282.46	282.46	05/31/2024
3675	VERIZON WIRELESS	9962787040	LIBRARY	04/28/2024	88.06	88.06	05/17/2024
Total 10-75-21:					1,401.88	1,401.88	
10-75-31							
998	DYNAMIC INTEGRATIONS, LLC	INV-10266	LIBRARY- MONTHLY MPS	05/01/2024	420.00	420.00	05/08/2024
1970	LES OLSON COMPANY	EA1405179	LIBRARY-APRIL 2024	04/30/2024	40.63	40.63	05/08/2024
Total 10-75-31:					460.63	460.63	
10-75-61							
31	AMAZON BUSINESS	117L-NF4G-C6	LIBRARY- ASSORTED BOOKS	05/03/2024	74.86	74.86	05/17/2024
31	AMAZON BUSINESS	11H9-NHY9-7R	LIBRARY- ASSORTED BOOKS	05/03/2024	58.67	58.67	05/17/2024
31	AMAZON BUSINESS	14G3-MDMM-	ASSORTED BOOKS	05/25/2024	124.34	124.34	05/31/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
31	AMAZON BUSINESS	1663-QRC1-K7	ASSORTED BOOKS	05/26/2024	59.48	59.48	05/31/2024
31	AMAZON BUSINESS	1FDR-44JV-VH	LIBRARY- ASSORTED BOOKS	05/06/2024	294.93	294.93	05/17/2024
31	AMAZON BUSINESS	1N6V-J4JT-LG	LIBRARY- ASSORTED BOOKS	05/10/2024	276.01	276.01	05/17/2024
31	AMAZON BUSINESS	1P37-FQV6-CF	ASSORTED BOOKS	05/25/2024	84.32	84.32	05/31/2024
31	AMAZON BUSINESS	1X46-QGT9-FF	ASSORTED BOOKS	05/19/2024	39.37	39.37	05/31/2024
2170	MICRO MARKETING LLC	952642	LIBRARY-ASSORTED BOOKS	04/29/2024	59.78	59.78	05/08/2024
2170	MICRO MARKETING LLC	953618	ASSORTED BOOK	05/14/2024	14.75	14.75	05/31/2024
Total 10-75-61:					1,086.51	1,086.51	
10-76-30							
2685	ROCKY MOUNTAIN POWER	2024.04.66589	RODEO	05/10/2024	10.86	10.86	05/31/2024
Total 10-76-30:					10.86	10.86	
10-76-35							
570	CENTERFIELD CITY	2024.04	RAP TAX- APRIL 2024	05/01/2024	3,587.85	3,587.85	05/08/2024
Total 10-76-35:					3,587.85	3,587.85	
10-78-29							
2685	ROCKY MOUNTAIN POWER	2024.04.66589	AIRPORT	05/10/2024	140.15	140.15	05/31/2024
Total 10-78-29:					140.15	140.15	
21-40-22							
3996	CINTAS CORPORATION	5210013191	POOL- FIRST AID SUPPLIES AP	05/06/2024	7.70	7.70	05/17/2024
3996	CINTAS CORPORATION	9270069986	POOL- ZOLL 3 AED APRIL 2024	05/01/2024	126.00	126.00	05/08/2024
Total 21-40-22:					133.70	133.70	
21-40-24							
3980	KELSIE WIRSCH	2024.04	MILEAGE REIMBRSEMENT	04/28/2024	188.48	188.48	05/17/2024
Total 21-40-24:					188.48	188.48	
21-40-25							
2480	QUENCH USA, INC	INV06981235	POOL-WATER DISPENSER 02/1	04/01/2024	39.95	39.95	05/08/2024
2480	QUENCH USA, INC	INV07308287	POOL-WATER DISPENSER-4-17	04/17/2024	39.95	39.95	05/17/2024
Total 21-40-25:					79.90	79.90	
21-40-29							
2685	ROCKY MOUNTAIN POWER	2024.04.66589	POOL	05/10/2024	1,417.23	1,417.23	05/31/2024
Total 21-40-29:					1,417.23	1,417.23	
21-40-30							
2505	DOMINION ENERGY	2024.04.69072	POOL-APRIL 2024	05/02/2024	4,440.51	4,440.51	05/17/2024
Total 21-40-30:					4,440.51	4,440.51	
21-40-33							
998	DYNAMIC INTEGRATIONS, LLC	INV-10266	POOL- MONTHLY MPS	05/01/2024	240.00	240.00	05/08/2024
1970	LES OLSON COMPANY	EA1405179	POOL- APRIL 2024	04/30/2024	44.76	44.76	05/08/2024
Total 21-40-33:					284.76	284.76	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
21-40-40							
31	AMAZON BUSINESS	1LJG-FKV4-9K	TABLE TOP EPOXY	05/03/2024	238.74	238.74	05/31/2024
2410	PETERSON REFRIGERATION &	126256	POOL- GLYCOL	04/30/2024	575.00	575.00	05/31/2024
3650	VALLEY BUILDERS	2405-335197	POOL	04/30/2024	434.40	434.40	05/08/2024
Total 21-40-40:					1,248.14	1,248.14	
21-40-42							
565	CEM AQUATICS	16799	POOL- CHEMICALS	04/23/2024	2,107.90	2,107.90	05/17/2024
Total 21-40-42:					2,107.90	2,107.90	
21-40-65							
31	AMAZON BUSINESS	1KV1-MJTX-K	LOCKERS	04/17/2024	2,335.30	2,335.30	05/31/2024
2555	RASMUSSEN'S ACE HARDWAR	2024.04	POOL	04/30/2024	15.98	15.98	05/08/2024
2555	RASMUSSEN'S ACE HARDWAR	2024.04	POOL	04/30/2024	255.91	255.91	05/08/2024
3650	VALLEY BUILDERS	2405-335197	POOL	04/30/2024	1,643.36	1,643.36	05/08/2024
Total 21-40-65:					4,250.55	4,250.55	
22-40-22							
1330	GUNNISON MARKET	2024.3-5	FIRE	05/01/2024	141.12	141.12	05/31/2024
1330	GUNNISON MARKET	2024.3-5	FIRE	05/01/2024	61.50	61.50	05/31/2024
1330	GUNNISON MARKET	2024.3-5	FIRE	05/01/2024	13.96	13.96	05/31/2024
Total 22-40-22:					216.58	216.58	
22-40-25							
1200	FREEDOM FORD- MERCURY IN	6090314	FIRE-FORD F-450	05/10/2024	198.69	198.69	05/17/2024
1200	FREEDOM FORD- MERCURY IN	6090355	F-450	05/25/2024	408.24	408.24	05/31/2024
3712	WILLIAM PARK	2024.02	FIRE- REIMBURSEMENT	05/01/2024	56.95	56.95	05/17/2024
3795	YARD GUARD	1553	CORNERSTONE-WEEDAR 64 A	05/15/2024	88.00	88.00	05/31/2024
Total 22-40-25:					751.88	751.88	
22-40-28							
3675	VERIZON WIRELESS	9962662680	FIRE-	04/26/2024	40.04	40.04	05/17/2024
Total 22-40-28:					40.04	40.04	
22-40-29							
2685	ROCKY MOUNTAIN POWER	2024.04.66589	FIRE	05/10/2024	20.00	20.00	05/31/2024
Total 22-40-29:					20.00	20.00	
22-40-30							
2505	DOMINION ENERGY	2024.04.67543	FIRE STATION- APRIL 2024	05/02/2024	223.11	223.11	05/17/2024
Total 22-40-30:					223.11	223.11	
22-40-66							
1140	MOUNTAIN ALARM FIRE	4593187	FIRE- MAY 2024	05/01/2024	53.50	53.50	05/08/2024
Total 22-40-66:					53.50	53.50	
22-40-69							
845	DALLAM CONST INC.	49354	GUTTER DOWNSPOUT REPLAC	05/29/2024	6,644.00	6,644.00	05/31/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 22-40-69:					6,644.00	6,644.00	
22-40-70							
998	DYNAMIC INTEGRATIONS, LLC	INV-10266	FIRE- MONTHLY MPS	05/01/2024	180.00	180.00	05/08/2024
Total 22-40-70:					180.00	180.00	
50-40-24							
31	AMAZON BUSINESS	1L36-RW71-N7	PI- PAPER, ENV, LABELS	05/10/2024	101.10	101.10	05/17/2024
1067	ESRI	94732609	ONLINE GSI	05/28/2024	127.83	127.83	05/31/2024
1315	GUNNISON IMPLEMENT CO	14458	PI- SPIL FI COUPLER	04/30/2024	31.49	31.49	05/17/2024
1315	GUNNISON IMPLEMENT CO	14458	PI-POLY RISER	04/30/2024	7.14	7.14	05/17/2024
Total 50-40-24:					267.56	267.56	
50-40-25							
2225	MOUNTAINLAND SUPPLY CO	S106119484.00	PI-	04/26/2024	2,332.10	2,332.10	05/17/2024
3650	VALLEY BUILDERS	2405-335197	PI	04/30/2024	153.97	153.97	05/08/2024
Total 50-40-25:					2,486.07	2,486.07	
50-40-30							
998	DYNAMIC INTEGRATIONS, LLC	INV-10266	PI- MONTHLY MPS	05/01/2024	135.00	135.00	05/08/2024
1063	ENSIGN	110718	PEACOCK SPRINGS BOUNDAR	04/25/2024	147.50	147.50	05/08/2024
Total 50-40-30:					282.50	282.50	
50-40-75							
3976	BEH BROTHERS	7	PI METER PROJECT REQUEST	05/20/2024	242,129.42	242,129.42	05/20/2024
Total 50-40-75:					242,129.42	242,129.42	
51-81-24							
3970	BADGER METER	80158607	APRIL 2024	05/02/2024	17.00	17.00	05/17/2024
1067	ESRI	94732609	ONLINE GSI	05/28/2024	127.83	127.83	05/31/2024
Total 51-81-24:					144.83	144.83	
51-81-25							
1315	GUNNISON IMPLEMENT CO	14458	WATER- MINI BULB-LIBNG LIFE	04/30/2024	7.12	7.12	05/17/2024
1315	GUNNISON IMPLEMENT CO	14458	WATER- TRL BALL MOUNT	04/30/2024	44.99	44.99	05/17/2024
1315	GUNNISON IMPLEMENT CO	14458	WATER-FUEL	04/30/2024	200.00	200.00	05/17/2024
2555	RASMUSSEN'S ACE HARDWAR	2024.04	WATER	04/30/2024	24.57	24.57	05/08/2024
2555	RASMUSSEN'S ACE HARDWAR	2024.04	WATER	04/30/2024	20.69	20.69	05/08/2024
Total 51-81-25:					297.37	297.37	
51-81-29							
2685	ROCKY MOUNTAIN POWER	2024.04.66589	WATER	05/10/2024	4,921.67	4,921.67	05/31/2024
Total 51-81-29:					4,921.67	4,921.67	
51-81-31							
998	DYNAMIC INTEGRATIONS, LLC	INV-10266	WATER- MONTHLY MPS	05/01/2024	165.00	165.00	05/08/2024
Total 51-81-31:					165.00	165.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
51-81-51							
3545	UTAH LOCAL GOVERNMENTS T	121825	BONDS- ANNUAL	05/10/2024	1,050.00	1,050.00	05/08/2024
Total 51-81-51:					1,050.00	1,050.00	
51-81-77							
3395	TRUST LANDS ADMINISTRATIO	C27201	DEPOST FOR POTENTIAL SALE	05/20/2024	5,000.00	5,000.00	05/20/2024
Total 51-81-77:					5,000.00	5,000.00	
51-82-24							
1067	ESRI	94732609	ONLINE GSI	05/28/2024	127.84	127.84	05/31/2024
Total 51-82-24:					127.84	127.84	
51-82-25							
1315	GUNNISON IMPLEMENT CO	14458	SEWER- FUEL	04/30/2024	128.59	128.59	05/17/2024
2555	RASMUSSEN'S ACE HARDWAR	2024.04	SEWER	04/30/2024	13.67	13.67	05/08/2024
Total 51-82-25:					142.26	142.26	
51-82-29							
2685	ROCKY MOUNTAIN POWER	2024.04.66589	SEWER	05/10/2024	88.39	88.39	05/31/2024
Total 51-82-29:					88.39	88.39	
51-82-31							
998	DYNAMIC INTEGRATIONS, LLC	INV-10266	SEWER- MONTHLY MPS	05/01/2024	135.00	135.00	05/08/2024
Total 51-82-31:					135.00	135.00	
51-83-90							
3590	UTAH STATE DIVISION OF FINA	2024.B2224	STORM DRAIN-B2224	05/02/2024	4,024.98	4,024.98	05/17/2024
Total 51-83-90:					4,024.98	4,024.98	
51-83-91							
3590	UTAH STATE DIVISION OF FINA	2024.B2224	STORM DRAIN- B2224	05/02/2024	42,848.00	42,848.00	05/17/2024
Total 51-83-91:					42,848.00	42,848.00	
Grand Totals:					761,591.82	761,591.82	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Paid and unpaid invoices included.



Memorandum

To: Mayor Nay and City Council
From: Dennis L. Marker, City Administrator
Date: June 3, 2024
Re: Architectural Review Committee Appointments

The Council adopted the Main Street Overlay Zone in December 2023. Part of that ordinance is establishing a committee to review applications against the city's architectural standards. The committee is to include the Mayor, Zoning Administrator, a member of the Planning Commission and two individuals appointed by the Mayor with the consent of the Council.

The Mayor has proposed that Casey Dyreng and JoLyn Chappell be appointed to the Gunnison Architectural Review Committee.

Action Needed:

The council must consider the proposed appointments and determine if they will provide consent.



Memorandum

To: Mayor Nay and City Council
From: Dennis L. Marker, City Administrator
Date: June 3, 2024
Re: GVHS Requests for Donations

A group of seniors from GVHS will be attending the upcoming meeting. They will report on their activities and request a donation from city to support their efforts. It is unknown how much they will be requesting.

In the past, GVHS groups have approached the city and requested donations from \$100-\$500. Not all sports teams or groups have requested donations. Most years, the city is approached by the FFA, football, soccer, and basketball teams. For \$150 each year the school places a banner on the main gym wall for the city. There are 16 sports teams and multiple other groups at GVHS that could seek funding in a year.

The current budget for “contributions” is \$1,000. So far this year the city spent \$784.

The proposed budget for FY 2024-25 includes \$3,000 with \$2,000 of that going to the food bank.



Memorandum

To: Mayor Nay and City Council
From: Dennis L. Marker, City Administrator
Date: June 3, 2024
Re: Gunnison Valley Pool Boiler Replacement

The primary boiler at the pool is now leaking into the coil system and needs to be replaced.

A bid was obtained from Peterson Refrigeration and Mechanical for two options:

- | | |
|---|-------------|
| 1) Replace the single boiler with similar boiler and add heat exchanger | \$32,948.50 |
| 2) Replace the boiler with two, smaller, 97% efficient boilers | \$30,750.54 |

Peterson's is recommending the first option.

Due to the cost of the project, the City Council must authorize the purchase.



550 South Main Gunnison, UT 84634
Phone: (435)528-3365 Email: petersonref@hotmail.com

Prepared by: Mike Fackrell
Cell: 435-979-1422

PRICE QUOTATION

For: Gunnison City Swimming Pool

Date: May 28, 2024
Email: jeremy.vincent@gunnisoncity.org

We hereby submit Estimate for:

Option #1 (Recommended)

(1)500,000 BTU High Efficiency Boiler & Heat Exchanger Installed.....\$32,948.50 _____Initial

Bid Includes: Replacing Boiler with (1)500,000 BTU High Efficient Boiler; Add Heat Exchanger to Make Boiler Part of Closed Loop; Labor & Materials To Install Complete.

Option #2

(2)97% Efficient 250,000 BTU Pool Heaters Installed.....\$30,750.54 _____Initial

Bid Includes: (2)25,000 BTU 97% Efficient Pool Heaters; Labor & Materials To Install Complete.

Price quotes good for 30 days & secured upon acceptance signature. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Price Quotes exclude Building Permits and Inspections.

Please Mail signed quote with 50% down if you decide to accept this bid, so equipment can be ordered.

50% Due upon completion. No credit card charges over \$1000.00 please.

Authorized Signature
for Peterson Refrigeration & Mech.

Authorized Acceptance Signature
for Gunnison City Swimming Pool

Date _____



Memorandum

To: Mayor Nay and City Council
From: Dennis L. Marker, City Administrator
Date: May 10, 2024
Re: Irrigation Meter Installation Project – Change Order

Ensign Engineering has been working with Beh Brothers Construction to prepare a change order for the irrigation meter project. The change order would modify the number and anticipated sizes of meters to be installed and eliminate any meters on the Gunnison Irrigation & Canal system south of the San Pitch River. It is anticipated that the change order will result in cost savings to the city. Additional details will be provided at the meeting.



Memorandum

To: Mayor Nay and City Council
From: Dennis L. Marker, City Administrator
Date: May 10, 2024
Re: Money in Lieu of Water Standards

A verbal request has been made by a potential developer for the city to provide a money in-lieu of water price.

The Gunnison City development standards currently require all new development to provide 1 share in the Gunnison Irrigation and Canal company to be turned over to the city for each ½ acre of development. The City may accept other water rights at the sole discretion of the Council. However, Sections 9.30.040.1 and 2 provide that connections to the irrigation system are possible upon “receipt of payment of the required connection fee, water rights conveyance **or in-lieu payment** and any other required submittal.”

The language construction of this section indicates that developers can pay money in lieu of dedicating water. The Council does not currently have discretion to accept or reject an in-lieu payment request.

This raises a few questions.

- 1) Does the city want to accept in-lieu payments for water? If so, how much capacity for “buy-in” is available versus willingness to accept money and seek additional shares?
- 2) What will dictate the amount to be paid in lieu of dedicating water? This determined amount will essentially dictate the market rate for shares and so careful, strategic formulation of this value should be made.
- 3) Is a combination of water and money an acceptable option?

It is highly recommended that the language in the above referenced sections be changed to allow the city to decide if they want to allow an in-lieu payment rather than dedication of water. Additionally, language should be adopted that outlines how requests for payment in-lieu of water dedication will be handled moving forward.

As for the developer’s request, no amount has been given at this time. The Council may discuss this further and provide direction to staff before a response is given.



Memorandum

To: Mayor Nay and City Council
From: Dennis L. Marker, City Administrator
Date: May 10, 2024
Re: Tentative 2024-25 Budget Revisions

Based on discussions at the previous Council meeting and additional analysis by the city's financial staff, the following changes are recommended to the tentative 2024-25 budget (i.e., DRAFT final budget).

General Fund Revenues

- 1) Increased projected General Sales and Use Taxes by \$40,350 based on most recent payments.
- 2) Updated pool revenues by \$5,000 and library revenues based on cooperation with Centerfield and other communities.
- 3) Recognized book sales of \$1,000 as new Library revenue rather than general fund revenues.
- 4) Increased conservative interest earnings by \$36,670 to \$96,670 to balance the general fund.
Interest earnings in the budget process are generally minimized in order maintain some reasonable cushion against unanticipated expenses. Interest earnings have been favorable in the past two years due to higher interest rates (5-8%), but those same accounts have historically received less than 1/4%. If interest rates plummet again, future budgets will need to be adjusted against the loss of this nearly \$100,000 revenue line.

General Expenses

- 1) Added a cushion for potential OT in all departments with wages and benefits.
- 2) Added cost for interpreters (\$2,500), and food bank donation (\$2,000) to the Council budget.
- 3) Added \$2,500 for reserve to replace kitchen appliances.
- 4) Increased fireworks cost by \$4,000 to \$15,000 based on reported expenses.
- 5) Increased Parks/Cemetery Equipment Supplies and Maintenance line by \$7,000 to \$17,000.
- 6) Added \$12,000 for more riverwalk lighting to match prior year Independence Day Auction receipts toward the same purpose.
- 7) Added \$2,000 to library capital expenses for annual computer replacement program.
- 8) Added \$35,000 in reserve funds for an airport fuel island and future runway maintenance.

Special Funds

- 1) Fire - Added \$5,000 annual payment for new fire vehicle.
- 2) Irrigation – Added \$75,00 to revenues to account for new meter maintenance fees.
- 3) Irrigation – Added \$74,000 to reserves for future meter replacement funds.
- 4) Water – Added \$11,400 to reserves for water right purchasing.
- 5) Sewer – Corrected department wages to reflect proposed wages rather than previous year.



Memorandum

To: Mayor Nay and City Council
From: Dennis L. Marker, City Administrator
Date: May 10, 2024
Re: Ordinance 2024-08 Regarding Cottage Home Developments

Ms. Debi Abbot submitted a request to amend the Gunnison City Land Use Ordinances (GCLU). The request would allow “cottage” developments in the RC zone. A summary of the amendment request is as follows:

Standard	Current RC	Proposed Cottage
Min Home Size	900 (Single Family(SF)) 800 (Multi-Family (MF))	700 (SF)
Min Lot Size (Internal lot)	7,500 (SF) 3,750 (area per 4-plex unit ((MF))	1,400 (SF)
Min Lot Size (Corner lot)	9,000 (SF) 4,500 (area per 4-plex unit ((MF))	1,700 (SF)
Min Lot Width	75 feet	35 feet
Min Home Width	25 feet	15 feet
Setbacks		
Front	25 feet	8 feet
Side	8 feet with combined 20 feet	5 feet with combined 10 feet
Rear	20 feet	8 feet

Under the amendment, Cottage Developments would require Planning Commission and City Council approval as a conditional use in the RC zone.

PLANNING COMMISSION RECOMMENDATION

During their May 29, 2024, meeting, the Planning Commission recommended that the code amendment be denied. Prior to the Planning Commission meeting, the applicant requested the city expedite final action on the code amendment, as provided in state code Section 10-9a-509.5, which necessitated the Planning Commission having to make a recommendation during their recent meeting. Although the Planning Commission agreed that elements of the request may be appropriate to bring more affordable housing to the area, more information and time to work through issues was needed.

Since the application was submitted on April 2, 2024, the Commission and city staff analyzed multiple cottage developments around the state and the jurisdictional regulations that applied. Gunnison staff presented options for allowing cottage developments under the city’s multi-family development regulations, as a new zone type with development agreements, or even under a master planned

community scenario. Beyond the requested changes, several development standards were identified as needing to be changed to address the intended cottage developments proposed. Some of those included:

- Whether cottage developments should be reviewed as multi-family developments in the RC zone or as a new single family subdivision option.
- What are the conditional use factors that Cottage Developments would be weighed against?
- Depending on the review option, would the city create private street standards or possible changes to the city's public street standards based on a development's traffic volumes.
- Conflicts between proposed cottage setbacks and lot areas relative to multi-family development landscaping, open space and setback requirements.
- Changes to multi-family parking standards to allow no garages.
- Mechanisms to address long-term property and infrastructure maintenance concerns.

The formal motion was to not make any changes to the city code at this time because of concerns about moving forward with affordable housing in a way that is responsible and more doable for the city and its residents. There were too many issues to address and do it right, not fast. The city needed to look at the big picture of what Gunnison needs and wants.

STAFF RECOMMENDATION

On April 30, 2024 the applicant requested the city take action on the request within 45 days. This means the Council's final action on the request must take place before June 13. Since there is limited time to work through the many issues identified by the Planning Commission, it is recommended that the Council deny the requested code amendment.

Materials shared with the Planning Commission during their April 24 and May 29 meetings are attached to this memo for the Council's reference.



Memorandum

To: Planning Commission
From: Dennis L. Marker, City Administrator
Date: February 2, 2024
Re: Code Amendment: Creating Cottage Development Standards
Action Type: Legislative

PUBLIC HEARING, Discussion, and Possible Action Item

Background

Ms. Debbi Abbott has applied to amend the city’s development standards to allow “cottage developments.” Such developments are characterized by small, single-family homes on small parcels or as part of a multi-family development option. The applicant is considering a cottage development on the Country Paradise motel property at 435 South Main Street.

Planning Commission Action Needed

State law requires that any rezone/code amendment request must be reviewed by the Planning Commission and only after a public hearing on the matter can a recommendation be sent to the City Council for consideration. There is no limitation to the number of public hearings that can be held on a rezoning application. Like any code change, the Planning Commission must ultimately weigh the requested change against established review criteria as noted below.

The Proposal

The applicant’s initial proposal was to construct a development having rentable cottage homes with a single property management group to care for site improvements and monitor tenant activities. With some language changes, the development could fall under the city’s multi-family development standards even though each unit is separate from the others. The concept would be similar to developments in Moroni and Ephraim (See Exhibits A & B).

Lot Standards.

After discussing her idea with the City Council, during their April 10, 2024 meeting, the applicant understood the city’s desire would be for individual ownership of the homes and thus prepared a code amendment to effect the same. The code amendment proposes to allow detached, single-family homes with the following characteristics: (The city’s smallest comparable standard is also shown)

Factor	Proposed	Smallest Currently Allowed (zone)
Home Dimensions	Min size: 400 square feet Max size: 1,300 square feet Min Width: 15 feet	700 square feet (Mobile Home (MH)) *No maximum in city code 24 feet (All Res. Zones)

Lot Dimensions	Min. Width (Int/Cor): 30/35' Min. Size (Int/Cor) 1,400/1,700	75 feet (R4, MH, RC) 90 feet (R4, MH, RC)
Setbacks	Front (Int/Cor): 8 feet Side (Int/Cor): 5 / 8 feet Rear (Int/Cor): 8 / 8 feet	Front (Int/Cor): 25 feet (All Res. Zones) Side (Int/Cor): 8 / 20 feet (R2, R4, MH, RC) Rear (Int/Cor): 20 feet (all Res. Zones)

(Int/Cor) refers to whether the lot is internal to a city block or on a block corner

Road Standards.

In addition to home and lot standard changes, the applicant is asking that the city reconsider its road cross-section standards. It's proposed to modify the road based on traffic volumes and street ownership. The anticipated development could be built under three scenarios; 1) as a private road within a privately owned and maintained multi-unit development, 2) as a standard street connection from Main Street to 200 East as 400 South, and 3) as a limited access public road where only residents living along the street would be expected to use the road.

If access to the cottages will be via private road then the city's only concern is public safety access and maneuverability since the city doesn't regulate private road designs other than needed fire and waste collection turnarounds. A developer could construct 26-foot-wide internal roads without curbing or sidewalks and thus retain more developable lands for future residents. Long-term maintenance of the road would be the responsibility of the project owner, who would likely collect funds from renters over time to pay for repairs and eventual reconstruction.

Under road scenario two, development could make full road improvements and stub those to the property lines. The current local street standard includes a 50-foot wide right-of-way with 5-foot wide sidewalks and 2½ foot curb and gutter on both sides of a 35-foot wide oiled road. The 35-feet of oil provides a 26-foot wide public safety access corridor and accommodates a 9-foot wide parking area on one side of the road. Development of adjacent properties could be required to connect to the stubbed improvements. Future traffic off Main Street could utilize 400 South to connect to 100 East and 200 East as extensions of the city's road grid system. Maintenance of the road would become part of the city's road budget. Compared to scenario one, this option would reduce front or rear yard areas by nine to ten feet, which is significant with a development pattern that already includes limited setback areas.

The third scenario is predicated upon the developer obtaining rights-of-way on the adjacent property to create the second access point, possibly back to 300 South. Because of the limited development potential along this new route, and the road not functioning as a true through street, the road design could be modified to address the small volume of reasonably anticipated traffic. It may be possible to eliminate sidewalks from one or both sides of the road depending on traffic volumes. If parking was provided off the street, the width of the oiled road may also be reduced.

Standard of Review

The Gunnison City Land Use Code (GCLU) provides review factors for considering any request to change zoning or amend the city's code. Any request to amend the city's zoning regulations may be considered in light of the future intended uses, in this case, cottage developments in the R&C Zone.

The following matrix provides some information for the Planning Commission to consider relative to the review factors from GCLU Section 603.

Review Factor per GCLU Section 603	Items for Consideration
1. The effect of the proposed amendment on the overall well-being of the City.	Cottage homes are one of many housing types that can be introduced to the Gunnison market to bring more affordable housing options to many residents. 64% of Gunnison households have low to moderate income, which means an average household of 3 persons makes less than \$41,000 per year according to HUD. Using a standard of no more than 30% of annual income for housing expenses, means most families can't afford mortgage payments or rents exceeding \$1,300/month or a house exceeding \$182,000. Today's real estate listings have only one, single-bedroom home for less than that amount and the listed two-bedroom homes all exceed \$220,000. Introducing more affordable housing options in Gunnison will help many current and future home buyers/employees be able to live in our community and begin building generational wealth, which leads to greater health, educational attainment, income, and quality of life. Much of the impacts from cottage homes, and other more affordable housing developments, will depend on the standards that area adopted by the city. See additional considerations below
2. The effect of the proposed amendment on the public health, welfare, and safety.	
3. The effect of the proposed amendment on the interests of the City, and its residents.	
4. The ability of the City, and other service providers, as applicable, to provide all infrastructure, facilities, and services required by the proposed uses and activities allowed by the proposed amendment.	
5. Compatibility of the proposed uses, if applicable, with nearby and adjoining properties.	This will be dependent upon the standards established for any cottage development.
6. The suitability of the properties for the uses and activities proposed.	
7. The effect of the proposed amendment on the existing goals, objectives, and policies of the General Plan, and listing any other revisions to the City's Land Use Ordinances, and any other Ordinances required to implement the amendment.	One of the economic strategies found in the general plan states, "Conduct a review of the city ordinances and zoning code to determine that they are currently applicable to the goals and needs of Gunnison City."

Additional Considerations

Small homes on small lots with limited frontage and setbacks were common in post-WWII developments as families sought "The American Dream" with little income (See Exhibits C and D).

While lots in Utah during the 1940s and 50s may have been narrow, they also traditionally provided ample backyard areas for a household to have a garden or raise a small number of farm animals to supplement household food needs. As those backyards became less productive and space or resources became limited, some communities in Utah began permitting the small lots to fit within the constraints of those backyards (See Exhibits E, F, & G). LaVerkin and Hurricane enabled small lot developments in the first decade of this century (See Exhibits H and I), but have since revised their development standards to require more yards and greater setbacks.

The exhibited developments illustrate a variety of options to permit small homes and small lot developments. The community aesthetic and impacts of these developments go beyond lot size and road widths. Property maintenance in rental and HOA-controlled developments is handled through private management companies and the collection of rents or fees is to assure uniformity of quality. In those developments where individual ownership exists, property maintenance is subject to city code enforcement and self-policing within neighborhoods. Even the number of cottage units has a different impact. The 4-unit, college town, St George development has a different impact than the age-restricted 25 homes in central Ogden, the slumbering neighborhood in the Denver suburb, and the commuter homes of LaVerkin and Hurricane. Each option has pros and cons that impact or reduce reliance upon the community dollar. Each has an aesthetic. Each meets the demand of a demographic seeking to have a place of their own but with limited budgets.

Some questions for the Planning Commission to consider:

- Would this housing product be beneficial to Gunnison City's future residents?
- What are aspects of cottage home developments that warrant additional city standards?
- How can the standards be tailored to effect the most important community goals without causing the housing option to no longer be economically viable for residents?
- What level of review (Administrative, PC, or City Council) would be appropriate for such development?
- Are cottage developments appropriate in the RC Zone? What about other areas of the city?
- Should cottage developments be considered multi-family or single-family developments?
- Is home ownership more important than a well-maintained neighborhood? Are those mutually exclusive elements?

Staff Recommendation:

It is recommended that the Planning Commission accept public hearing comments during the meeting and then discuss the proposed amendment and any desired facets and possible changes before developing a recommendation to the City Council.



Address:	~480 N. 350 W Moroni, UT
Number:	8 Cottage Homes
Development Size:	0.99 acres +/-
Density	8 units/acre +/-
Ownership Type:	Rentals
Review Standards:	Unknown
Setbacks (F/S/R):	10' / 0-10' / 20-25'
Parking:	Driveways for 2 vehicles
Unit Size:	900 s.f.
Year Built:	2022
Street Type/Width:	Private/32'





Address:	340 E 100 North Ephraim, UT
Number:	12 Cottage Homes
Development Size:	0.93 acres +/-
Density	13 units/acre +/-
Ownership Type:	Rentals
Review Standards:	Multi-Family
Setbacks (F/S/R):	25' / 5-10' / 5-8'
Parking:	Driveway for 2 vehicles
Unit size:	~600 s.f.
Year Built:	2016
Street Type/Width:	Private/36'





Address:	2200 South 1100 East Ogden, UT
Number:	25 Cottage Homes
Development Size:	5.5 acres +/-
Density	4.5 units/acre +/-
Ownership Type:	Individual Ownership
Review Standards:	Single Family
Setbacks (F/S/R):	30' / 5-10' / 25'+
Parking:	Driveway
Unit size:	800-1200 s.f.
Year Built:	1940-50s
Lot Widths/Depth/Area:	50'/165' / 8,250 s.f.
Street Type/Width:	Public/60'



Note that the city right-of-way extends 10 feet behind the curb line in anticipation of future sidewalks and utilities.



Address:

23rd Ave East Side
Denver, CO

Number:

25 Homes

Development Size:

4.4 acres +/-

Density

5.7 units/acre +/-

Ownership Type:

Individual Ownership

Review Standards:

Single Family

Setbacks (F/S/R):

25' / 5-10' / 35'

Parking:

Alley-loaded garage

Unit size:

1200+ s.f.

Year Built: `

1940-50's

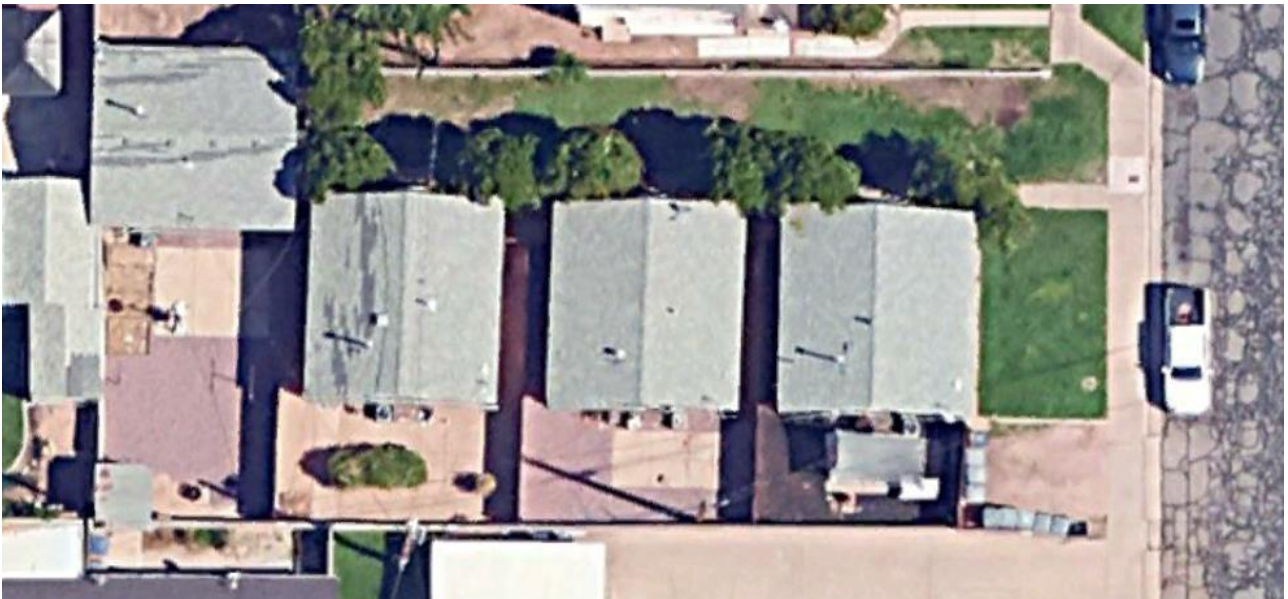
Lot Width/Depth/Area:

50' / 127' / 6,500 s.f.

Street Type/Width:

Public/60'





Address:	~120 S. 100 West St George, UT
Number:	4 Cottage Homes
Development Size:	0.21 acres +/-
Density	19 units/acre +/-
Ownership Type:	Rental
Review Standards:	Residential Commercial
Setbacks (F/S/R):	18' / 0-16' / 0-16'
Parking:	On Street
Unit Size:	~ 700 s.f.
Year Built:	<1993
Street Type/Width:	Public/85'



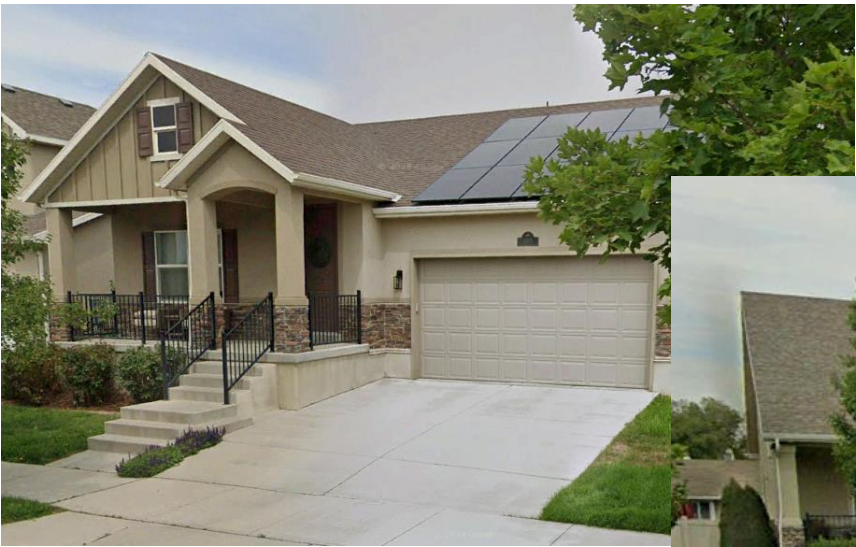


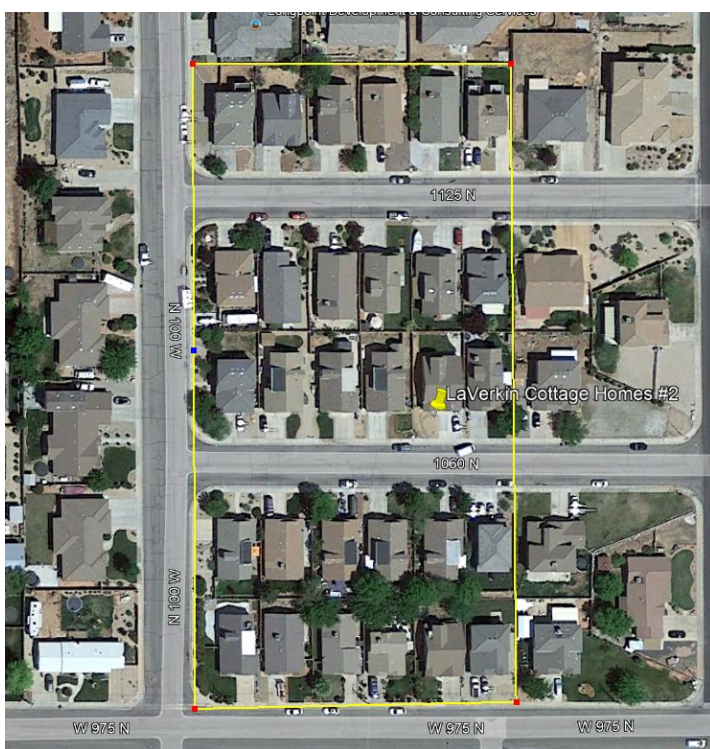
Address:	1000 E 1280 South Ogden, UT
Number:	25 Cottage Homes
Development Size:	3.75 acres +/-
Density	6.7 units/acre +/-
Ownership Type:	Own with HOA
Review Standards:	Multi-Family / Condo
Setbacks (F/S/R):	15-20' / 0-8' / 0-15'
Parking:	1 car garage+ driveway
Unit size:	900-1200 s.f.
Year Built:	1993
Lot Width/Depth/Area:	42-50' / 80' / 4,000 s.f.
Street Type/Width:	Public/Private 32'/18'





Address:	200 E 8500 South Sandy, UT
Number:	19 Homes
Development Size:	3.3 acres +/-
Density	5.8 units/acre +/-
Ownership Type:	Individual Ownership
Review Standards:	Single Family Infill
Setbacks (F/S/R):	25' to living / 6-10' / 20'
Parking:	2 car garage+ driveway
Unit size:	1200+ s.f.
Year Built:	2004-5
Lot Width/Depth/Area:	70' / 100' / 7,000 s.f.
Street Type/Width:	Public/60'





Address:

1125 N 50 West
Hurricane, UT

Number:

30 Cottage Homes

Development Size:

4.0 acres +/-

Density

7.5 units/acre +/-

Ownership Type:

Individual Ownership

Review Standards:

RM-1 (Multi-Family)

Setbacks (F/S/R):

25' (20-22') / 5-10' / 5-10'

Parking:

2 car garage+ driveway

Unit size:

1200+ s.f.

Year Built:

2004-5

Lot Width/Depth/Area:

47' / 100' / 4,700 s.f.

Street Type/Width:

Public/52'





Address:

420 N 50 East

LaVerkin, UT

Number:

31 Cottage Homes

Development Size:

3.88 acres +/-

Density

8 units/acre +/-

Ownership Type:

Individual Ownership

Review Standards:

R-3-6 (Multi-Family)

Setbacks (F/S/R):

25' / 5-10' / 10'

Parking:

1 car garage+ driveway

Unit size:

900-1200 s.f.

Year Built: `

2004

Lot Width/Depth/Area:

48' / 70' / 4,800 s.f.

Street Type/Width:

Public/50'



Option 1: Cottage Developments under Multi-Family Standards

Appendix C DEFINITIONS:

Cottage Development – A multiple-unit development where units are detached from one another, have building footprints less than 1,000 square feet, are rented or sold as condominiums within a communal framework of property maintenance and tenant and waste management, and which utilize architectural elements such as porches, gables, bay windows and other elements indicative of bungalow housing in the early 1900's.

Multiple-unit Development – Any development which includes single or multi-unit structures on a single property or within a communal framework of property maintenance, tenancy, and waste management.

Appendix A TABLE OF USES

ZONING DISTRICTS									
USES	A-1	RR-1	R-2	R-4	MH	RC	CC-1	L-1	S-1
Cottage Development	x	x	x	x	x	C	x	x	x

Appendix B TABLES OF DEVELOPMENT STANDARDS

REQUIREMENTS	ZONING DISTRICTS								
	A-1	RR-1	R-2	R-4	MH	RC	CC	I-1	S-1
Building Foundation Requirements	All habitable buildings and structures shall be constructed on and permanently attached to a permanent <u>foundation</u> .								
Minimum Dwelling Size. The minimum habitable living area of each dwelling. <u>(*see Section 1730 for multiple-unit structure standards where permitted)</u>	Single Family 1,000 s.f.	Single Family 1,000 s.f. Two-Family 900 s.f.	Single family 900 s.f. Two-Family 850 s.f. Multi-Family* 800 s.f.	Single family 700 s.f. Two-Family 850 s.f. Multi-Family* 800 s.f.	Single family 900 s.f. Two-Family 850 s.f. Multi-Family* 800 s.f.	Single family 900 s.f. <u>Not Applicable</u>			

Option 1: Cottage Developments under Multi-Family Standards

Minimum Lot Sizes and Widths. The following standards are for specified residential uses permitted within the city's zones. Permitted non-residential uses or multi-family developments with more units than those listed below must have sufficient acreage and site dimensions to comply with the development standards of this code based on the intended use (See Section 1730, Multiple Unit Development standards for other applicable standards).

Minimum Yard Requirements for primary structures:

	A-1	RR-1	R-2	R-4	MH	RC	CC	I-1	S-1
Front	40 feet	25 feet				25 feet	As required by the Land Use Authority for Land Use Application approval.	25 feet	As required by the Land Use Authority for Land Use Application approval.
Minimum Dwelling Unit Dimension	<u>The inhabitable areas of</u> All dwelling units shall be a minimum of twenty-four <u>fifteen (24.15)</u> feet wide at the narrowest point, excluding any attached accessory structures <u>and garages</u> . The building width shall be considered the lesser of the two (2) primary dimensions of the building.						No Requirement		

Section 1710 Requirements for Landscaping In Nonresidential and Multiple Dwelling Developments, paragraph 6 Landscape Maintenance, is amended as follows: (underlined text is added, stricken text is deleted)

6. Landscape Maintenance.

- a. All landscape plans shall include necessary irrigation plans and shall demonstrate that long-term landscape maintenance has been considered in the landscape design.
- b. Failure to maintain approved landscaping in a healthy manner and consistent with the approved landscape plan for a specific development shall be considered a violation of this Ordinance and the City may pursue enforcement of this ordinance through all possible remedies outlined herein or otherwise be available until compliance occurs.

Section 1730 Multiple Unit Dwelling Standards is renamed Multiple Unit Development Standards and amended as follows: (underlined text is added, stricken text is deleted)

- A. General Standards. The standards of this part shall be in addition to those provided in applicable paragraph B, ~~or C or D~~ of this section unless otherwise noted herein.

5. Minimum Floor Area: The minimum habitable floor area of each multiple-unit dwelling shall not be less than eight hundred (800) square feet. Cottage development units may not have

*Traffic study
requirements for development
over 42 units.*

Option 1: Cottage Developments under Multi-Family Standards

less than 700 square feet. Multi-story dwellings should have a minimum floor area of one thousand two hundred (1,200) square feet.

7. Agreements. A development agreement is required for any multiple unit developments. Such agreements will outline the provision of public services, extension of infrastructure, long term maintenance of the development, dwelling unit design elements, and other issues deemed pertinent by the City Council.

D. Cottage Development Standards.

1. Development Area. Cottage Developments reviewed under these standards will only be permitted on properties having less than 1.5 acres. Stand-alone cottage homes may be proposed in larger developments only as part of a master planned development agreement.

2. Setbacks.

a. The habitable area of Cottage units shall be setback from all public streets the same setbacks as other primary structures in the same zone. The minimum setback distance from private roads and sidewalks shall be 8' to uninhabitable spaces and 15' to livable spaces and garages.

b. Cottage structures shall have a minimum 15-foot separation between each structure.

c. Cottage structures shall have a minimum setback of 15' from development boundaries to habitable areas of the structure. Covered porches and decks may encroach into this boundary setback up to five feet.

3. Accessory Structures. Accessory Structures shall not be permitted for individual units within a cottage development unless attached to the dwelling unit and in compliance with the above setback standards and building codes.

4. Parking. Each cottage unit must have an adjacent parking area able to accommodate two vehicles off the street. Guest parking shall be accommodated within the development at a rate of one guest parking stall for each of the first 10 units in the development. Additional guest parking shall be provided at a rate of ½ space for each unit after the first 10 units. Guest parking spaces shall be designated as such and not utilized for storage of RV's, boats, additional tenant vehicles, etc.

Chapter 18: Off-Street Parking and Loading Standards, Section 1804 Access Requirements is amended as follows: (underlined text is added, stricken text is deleted)

1. All ingress and egress locations from an adjacent road or street to any off-street parking areas, including curb cuts, drive approaches, or other accesses, shall be approved by the City or the Utah Department of Transportation, as applicable.
2. A single-family residential lot shall have no more than two (2) driveways, each of which shall be a maximum of twenty (20) feet wide at the street lot line. Such driveways shall not be closer to each other than twelve (12) feet. No driveway shall be closer to a side property line than three (3) feet.
3. The location and dimension of all driveways shall be as approved by the Land Use Authority with use approval, as applicable.

Option 1: Cottage Developments under Multi-Family Standards

- ~~3.~~ 4. Private drive aisles and roads within developments shall comply with the minimum travel width requirements of the most recent state or city adopted international fire code.

Chapter 18: Off-Street Parking and Loading Standards, Section 1811 Number of Required Off-Street Parking Spaces is amended as follows: (underlined text is added, stricken text is deleted)

The number of required off-street parking spaces shall be provided as required by Table 18-1, Minimum Off-Street Parking Requirements, and shall comply with the following:

1. For multiple-unit dwellings, no off-street parking or parking area(s) shall be permitted in any front yard setback area, and no on-street parking shall be used to meet the required minimum off-street parking standards unless otherwise allowed within the historic Main Street Overlay Zone.
2. **Fractional Amount.** In calculating the total number of required off-street parking spaces, fractional amounts shall be rounded up to the nearest whole number.
3. **Unspecified Uses.** The Land Use Authority, based on the requirements for similar uses, shall determine the off-street parking requirements for any use not specifically listed.
- ~~3.4.~~ Americans With Disabilities Act (ADA): ADA parking requirements must be complied with in every way. This includes, but is not limited to, adequate stall count, dimensions, travel areas, pavement markings, signage, connectivity within a site, proximity to business entrances and access points.

Chapter 18: Off-Street Parking and Loading Standards, Section 1817 Pedestrian Circulation Requirements is created and shall read as follows:

Pedestrian Circulation: Multiple-unit developments and non-residential sites shall be designed to allow for safe pedestrian access along drive aisles, private roads, and from parking areas to dwellings, associated buildings, between buildings, to adjacent developments and public sidewalks. Pedestrian connections within and between sites should follow the following standards:

1. Pedestrian walks and crossings should be located to minimize the number of interruptions by creating a continuous walking environment along and between buildings. Where pedestrian crossing areas exist, minimize the distance across the street, drive aisle, or similar walking interruption by use of extended sidewalks, bulb outs, etc.
2. Sites shall be designed to minimize the need to walk within the parking lot among cars.
3. ADA standards shall apply to all accessible routes which utilize sidewalks within developments.

Appendix C DEFINITIONS:

Master Planned Development – A development area consisting of multiple dwellings and possible types of dwellings, common or limited common areas with amenities for residents of the area, and generally having conditions, covenants, and restrictions monitored by a home owners' association.

Appendix A TABLE OF USES

Zoning Districts									
Uses	A-1	RR	R-2	R-4	MH	RC	CC	L-1	S-1
Master Planned Development	C	C	C	X	X	C	X	X	X

Chapter 24 Master Planned Development Standards

Section 2401 Purpose

The purpose of the Master Planned Development (MPD) is to allow and encourage a flexible, efficient, and imaginative development pattern. Master Planned Developments can:

1. Provide flexible development options where a standard lot pattern is not practical or desirable due to physical constraints.
2. Promote attractive architectural design, creative lot configuration, provide open spaces, and ensure efficient delivery of services.
3. Promote usable public and private recreation areas, parks, trails, and open space with assurance of maintenance through a homeowners' association.
4. Reduce development costs and ongoing maintenance costs to the city.
5. Provide high quality affordable housing which can accommodate a variety of demographic needs.
6. Provide a mix of residential and compatible nonresidential uses.

Section 2402 Intent

Intent: The intent of this section is to provide regulations that further the objectives of the general plan relating to residential developments. It is the intent to achieve an excellent balance between open space and buildings, harmony between new development and the surrounding area, longer life expectancy for buildings, as well as superior maintenance and appearance of buildings and premises. The regulations are intended to create residential development which offers a better living environment than is obtained through standard lot by lot development while assuring that the character of the underlying district is maintained and the requirements of the design guidelines and standard specifications are satisfied. Upon approval of a Master Planned Development, the approved site plan shall establish the lot development standards, restrictions and regulations applied to the territory shown on the plan. It is also the intent of this section to require the developer to demonstrate by the application submitted for approval that the objectives and goals of the general plan will be fostered. If this cannot be shown, approval of the density increases allowed through these regulations shall not be given.

Section 2403 MPD Designation

Option 2: Master Planned Development Standards

MPD Designation: Only developments having more than five (5) acres and which are located within the A-1, RR-1, R-2, and RC zones are eligible to be designated as a MPD. Any designation as a MPD shall be subject to the applicant's demonstration of ability to comply with all open space, architectural, or site improvement standards outlined in this chapter and adequate acreage to develop a project that is beneficial to both the residents of the project and the city as a whole. Designation of an MPD shall be considered a rezoning, subject to all procedures for such process. MPA rezonings shall not take affect without a city council approved development agreement first being in place. Development agreements should include all approved amenities and open spaces to be associated with the development, housing types (including elevations) and exterior dwelling materials, perimeter fencing and screening standards, any density bonus based on provision of the approved amenities, and timing of amenity installation.

Section 2404 Minimum Standards

- A. Open Spaces: Each Master Planned Development is required to contain at least ten percent (10%) of the net developable acreage of the development in permanent open space. The ten percent (10%) acreage must meet the following guidelines:
 - 1. Such acreage must be nonencumbered except for utility easements.
 - 2. The open space must be improved by the developer and contain recreation activity areas, picnic pavilions, gazebos, water features, playgrounds, or privately maintained landscape areas as stipulated in the development agreement.
 - 3. Where a development will be constructed in phases, the ratio of improved and dedicated open space to the total platted property must always meet or exceed the required open space amounts for the entire development.
 - 4. The ten percent (10%) open space requirement may not be used to obtain increased density bonuses under the provisions of paragraph E.
 - 5. A maximum of fifty percent (50%) of the open space may be utilized for storm drain detention or retention.
 - 6. All open space areas must be accessible by emergency vehicles and personnel.
 - 7. Preservation, maintenance, and/or ownership of required and amenity open spaces within a MPD development shall be accomplished by:
 - a. Dedication of the land as a public park or parkway system if agreed to and accepted by the City;
 - b. Establish and operation of a condominium project in compliance with the provisions of the Condominium Ownership Act of 1963, Utah Code 57-8, as amended, which provides for the payment of common expenses for the upkeep of the common areas and facilities;
 - c. Creation of a homeowners' association by which common areas shall be owned and maintained; or
 - d. Other arrangement devised by the applicant, which is found to be acceptable and approved by the City Council prior to preliminary plat approval.

Section 2405 Parking

Parking shall be provided in accordance with chapter 18 as well as the following minimum standards:

- A. Guest Parking: Where guest parking is provided, such shall be located within two hundred feet (200') of the dwelling entrances served.
- B. Covered Parking: The architecture of any covered parking structures shall complement the architectural materials and design elements of the structures within the MPD. Such must include

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metal columns, colors must match those primary colors on the associated buildings, and roof materials being standing seam or be similar to the associated building.

- C. RV Parking: Owners shall not park or store recreational vehicles or trailers in front of the associated dwelling. Such must be screened from public view and located behind the front of the home or in an approved and development provided RV storage area. This requirement, with appropriate enforcement provisions, shall be included in all covenants, conditions and restrictions, that run with the property; homeowners' association bylaws; leases; rental agreements; etc.

Section 2410 Dwellings and Development Structures

Dwellings and development structures must comply with the following minimum standards:

- A. The following dwelling types are allowed within a MPD and must meet the associated minimum lot standards listed:

Structure Type	Minimum Lot Area
Detached single-family	70% of the underlying zone for those lots abutting developments without an MPD designation. Otherwise, the minimum lot size is 6,000 sq. ft.
Cottage single-family	3,000 sq. ft.
Attached single-family	250 sq. ft. of private/limited common open space shall be attached to each unit in addition to Section 1710
Stacked apartments/condominiums	See Section 1710
Compatible Non-Residential Facility. Anticipated uses include professional offices, corner markets, small retail and eateries, salons, religious, cultural, or civic institutions. A nonresidential zoning for these uses is not necessary with an MPD.	These uses must be reviewed under the city's development review process, however, required parking and landscaping provisions may be reduced in accordance with a city council approved development plan for the MPD.

- B. The material standards of Title 1710 shall apply to all dwellings within an MPD unless otherwise stipulated in a city approved development agreement.
- C. Living units shall have the following minimum finished floor areas:

Dwelling Type	Minimum Floor Area
Detached single-family	1,000 sq. ft.
Cottage single-family	700 sq. ft.
Attached single-family	1,000 sq. ft.
Stacked apartments/condominiums	800 sq. ft.

Section 2420 Trail and Open Space Connections

Where developments abut, include, or encompass trails, parks, or other public facilities outlined within the city's general plan or parks and recreation capital facilities plan, such amenities are to be provided and constructed by the developer. Any associated lands for these facilities will be counted toward the ten

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percent (10%) open space requirement above. Costs for installation may be reimbursed to the developer in accordance with the capital facilities plan schedule and any development agreement clauses.

Section 2425 Landscaping and Development Maintenance

- A. Developments must provide completely landscaped front yards and side yards for each dwelling unit, where such are visible from the public or private street, including grass or other acceptable ground cover, at least four (4) 1-gallon shrubs, and two (2) trees (deciduous trees with at least a 1.5 inch caliper or 5 feet tall minimum evergreen trees).
- B. Every MPD shall conform to the approved site plan. The applicant or any other person or entity shall not add any structures or make any improvements or changes to a MPD that did not appear on the approved site plan or allowed in accordance with the development CC&Rs. The applicant and subsequent owners and applicable associations shall maintain all landscaping and other improvements shown on the site plan in a neat and attractive manner. Failure to complete or maintain a MPD in accordance with this section and with the approved site plan is a violation of the terms of this chapter. The city may initiate criminal and/or civil legal proceeding against any person, firm, entity or corporation, whether acting as principal, agent, property owner, lessee, lessor, tenant, landlord, employee, and employer or otherwise, for failure to complete or maintain a MPD in accordance with this section and with the approved site plan.

Section 2430 Establishment of Homeowners' Associations

A homeowners' association (HOA) shall be established for every MPD containing common or limited common property between more than one owner. The HOA shall be established for the general maintenance, upkeep and enforcement of those areas held in common or limited common ownership. The following standards must be met in establishing an HOA:

- A. A feasibility study shall be provided to the city which evaluates:
 - 1. A maintenance plan for all common or limited common areas within the development and areas for which the HOA is responsible.
 - 2. Estimated annual maintenance costs of common or limited common areas.
 - 3. Cost of replacing common or limited common structures, facilities, roads, amenities, etc., in a five (5), ten (10), and fifteen (15) year period.
 - 4. Recommended minimum HOA fees per unit necessary to handle annual maintenance and replacement costs.
 - 5. Upfront capital necessary for a maintenance fund to be sustained until sixty percent (60%) of the planned units are owner occupied/leased.
- B. The developer shall provide the upfront capital to the HOA, which is necessary for the maintenance fund to be sustained through project development and for a period of at least one year upon completion. This is in addition to any bonding requirements for the development.
- C. The HOA must maintain the common or limited common areas within the MPD in accordance with the approved development plan or agreement. Failure to do so will constitute a violation of this section. Furthermore, no deviation by the HOA from the approved development plan can be made without prior approval from the city, including termination of the HOA.

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- D. Codes, covenants, and restrictions (CC&Rs) for the development must be approved by the city to assure compliance with the above standards.

Section 2440 Bonus Density Standards.

Density Bonuses: An applicant for a MPD is eligible for a density bonus based on additional amenities provided in the project approval. Density in excess of the base density may be considered for projects which satisfy the requirements of one or more of the density bonus amenities listed below:

- A. **Base Density:** For purposes of this section, the base density for a development shall be based upon a yield plan prepared by the developer. Yield plans are to be reviewed by the Community Development Director and Planning Commission as part of the MPD designation proposal and be finalized prior to a recommendation on the development for MPD designation to the City Council. The resulting yield plan shall represent the total number of base units appropriate for the development site. Yield plans are to be prepared under the following requirements:
- B. **Yield Plan Layout:** Yield plans must be prepared as conceptual layout plans in accordance with the standards of the subdivision ordinance, containing proposed lots, streets, rights of way, and other pertinent features. Although it must be drawn to scale, it need not be based on a field survey. However, it must be a realistic layout reflecting a development pattern that could reasonably be expected to be implemented, taking into account the presence of floodplains, geologic hazard areas, steep slopes, drainage channels, existing easements or other encumbrances.
- C. **Density Bonus Amenities:** An application for a Master Planned Development may include one or more amenities in the design of the subdivision and be considered for a density bonus in accordance with city council approved development agreements. The following is a list of possible bonus density increases subject to Council approval:

Amenity Type	Possible Bonus Density
Active Recreation: Active recreation facilities for residents of the development or city at-large such as swimming pools, sports courts, spas, common buildings or facilities constructed for use by the residents of the project, or citizens of the community, for meetings, indoor recreation, receptions, classes, or other similar uses and other similar areas are eligible for up to a twenty percent (20%) density increase based on the following table:	2-6% per element (Max. 20% collectively)
Master Design Theme: Developments which incorporate design elements into the project consistent with an architectural style or motif encouraged by the city in a manner compatible with surrounding or planned development	4%
Fencing: Fencing throughout the project in harmony with the architectural features of the structures such as brick columns with vinyl or wood fencing, decorative iron, or cast in place walls and have provisions for the perpetual maintenance of such	1-6% based on proposed materials
Additional Open Space: (For lands in addition the minimum required 10%.) Lands being reserved as additional open space do not have to be improved for recreation purposes. However, if open spaces are to remain in a natural state, then such must be owned, managed, administered, and maintained by Gunnison	Based on percentage of development area being dedicated

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City, or a recognized land trust or conservancy, or any other entity approved by the city council and have permanent conservation easements established upon them to prevent future development in such areas.	
Special Features: Special features such as fountains, streams, architectural features, design themes, or other features that are used commonly and are highly visible in the project	Up to 5%
Nonresidential Uses: Schools, religious centers, care facilities, etc., which are at least 3 acres. Some site elements associated with these uses and which are generally accessible to the public may be counted toward bonus density. Written acknowledgment and intent to accept the site by the anticipated public or tax-exempt entity is required to receive the bonus density under this section.	Up to the number of houses eliminated by the use.
Moderate Income Housing: Developments which provide moderate income housing for at least six percent (6%) of the total residential units. Units will only be identified as moderate-income housing when a deed restriction is recorded with the County Recorder's office on a subdivision plat or other appropriate deed restriction means which states that the "units must be reserved for occupancy by households with a gross household income equal to or less than eighty percent (80%) of the median gross income for households of the same size in Sanpete County.	Up to (6%)

- D. Total Project Density: Total project density is determined by increasing the base density by the total percent of density increase earned through the approval and implementation of amenities into the development. In no case will the total project density exceed forty five percent (45%) more than the base density (i.e., if the base density for a project is 50 units and a density increase of 35 percent is earned, the maximum total project density shall be 67 units).

Section 2440 Relationship to Other Development Ordinances.

This Chapter is intended to be supplementary to the other provisions of this title. Unless specifically indicated in this section, all requirements of this title and any other development ordinances or standards of Gunnison City must be satisfied with the following exceptions:

1. Setback requirements are to be determined by the city council upon recommendation from the planning commission for all structures within the Master Planned Development, and shall not fall below the requirements of the international building code nor less than ten feet (10') between separated dwelling structures.
2. The frontage requirements shall be determined by the city council upon recommendation from the planning commission for all lots or parcels within the MPD except those located across a public street from a development which has standard frontage requirements as outlined in the zoning ordinance. Such MPD single-family lots shall not have public frontage reduced below the required frontage for the underlying zone less $\frac{1}{2}$ the percent of density bonus earned for the project.
3. Any proposed MPD designation shall receive approval by the City Council before the subdivision review process can begin for the first phase of the development.

Appendix C DEFINITIONS:

Cottage Development – A single family development where units have building footprints less than 1,000 square feet, are owned individually or as part of a condominium association, and which utilize architectural elements such as porches, gables, bay windows and other elements indicative of bungalow housing in the early 1900's.

Appendix A TABLE OF USES

Zoning Districts										
Uses	A-1	RR	R-2	R-3	R-4	MH	RC	CC	L-1	S-1
Cottage Development	X	X	X	C	X	X	X	X	X	X

Appendix B TABLES OF DEVELOPMENT STANDARDS

REQUIREMENTS	ZONING DISTRICTS									
	A-1	RR	R-2	R-3	R-4	MH	RC	CC	I-1	S-1
Building Foundation Requirements	All habitable buildings and structures shall be constructed on and permanently attached to a permanent <u>foundation</u> .									
Minimum Dwelling Size. The minimum habitable living area of each dwelling.	Single Family 1,000 s.f.	Single Family 1,000 s.f. Two-Family 900 s.f.	Single Family 700 S.F.	Single family 900 s.f. Two-Family 850 s.f. Multi-Family* 800 s.f.	Single family 700 s.f. Two-Family 850 s.f. Multi-Family* 800 s.f.	Single family 900 s.f. Two-Family 850 s.f. Multi-Family* 800 s.f.	Single family 900 s.f. Not Applicable			

Option 3: New Cottage Zone

Minimum Lot Sizes and Widths. The following standards are for specified residential uses permitted within the city's zones. Permitted non-residential uses or multi-family developments with more units than those listed below must have sufficient acreage and site dimensions to comply with the development standards of this code based on the intended use.										
	A-1	RR	R-2	R-3	R-4	MH	RC	CC	I-1	S-1
Minimum Lot Size - Internal lot	40 ac	1 ac	10,000 sq. ft. Single-Family. 15,000 sq. ft. Two-Family	3,000 sq. ft.	7,500 sq. ft. Single-family. 10,000 sq. ft. Two-family. 12,500 sq. ft. Three-family 15,000 sq. ft. Four-family					
Minimum Lot Size for Corner Lots	40 ac	1 ac	12,000 sq. ft. Single-Family. 18,000 sq. ft. Two-Family	5,000 sq. ft.	9,000 sq. ft. Single-family. 12,000 sq. ft. Two-family 15,000 sq. ft. Three-family 18,000 sq. ft. Four-family					
Minimum Lot Width - Internal lot	200 ft	130 ft - Single-Family See also Section 1115 for cul-de-sac lots	100 ft - Single-Family 118* ft - Two-Family See also Section 1115 for cul-de-sac lots.	35 ft	75 feet - Single-Family 90 feet - Two-Family 100 feet - Three-Family 110 feet - Four-Family See also Section 1115 for cul-de-sac lots.					
Minimum Lot Width for Corner Lots	240 ft	160 ft	120 feet - Single-Family. 142* feet - Two-Family	55 ft	90 feet - Single-Family 110 feet - Two-Family 120 feet - Three-Family 135 feet - Four-Family,					

As necessary to comply with city development standards.

Option 3: New Cottage Zone

Minimum Yard Requirements <u>for primary structures on interior lots:</u>										
	A-1	RR	R-2	R-3	R-4	MH	RC	CC	I-1	S-1
Front	40 ft	25 ft	25 ft	15 ft to living area	25 ft	25 ft	25 ft	*	25 ft	*
Side	30 ft	15 ft	8 ft on one side, 20 ft combined	0 ft on one side, 10 ft combined	8 ft on one side, 20 ft combined	8 ft on one side, 20 ft combined	Residential - 8 feet on one side, 20 feet combined Commercial - 8 feet both sides	*	20 feet or 25 feet when the side yard is adjacent to any road or street.	*
Rear	60 ft	30 ft	20 ft	15 ft	20 ft	20 ft	Residential - 20 feet Commercial - 8 feet	*		*
*As required by the Land Use Authority for Land Use Application approval.										
Minimum Yard Requirements for Corner Lots:										
Front	40 ft	25 ft	25 ft	25 ft	25 ft	25 ft	Residential - 25 feet Commercial - 20 feet	As required by the Land Use Authority for Land Use Application approval.		
Side	30 feet on interior side yard, 40 feet on side yard adjacent to any road or street	15 feet on interior side ward, 25 feet on side yard adjacent to any road or street	8 feet on interior side, 20 feet on side yard adjacent to road or street	10 on interior side and 20 feet on side yard adjacent to road or street	8 feet on interior side, 20 feet on side yard adjacent to any road or street	8 feet on interior side, 20 feet on side yard adjacent to any road or street	8 feet on interior side, 20 feet on side yard adjacent to any road or street			
Rear	60 ft	30 ft	20 ft	15 ft	20 ft	20 ft	Residential - 20 feet Commercial - 8 feet			