



HIGHLAND PLANNING COMMISSION MINUTES

Tuesday, January 28, 2025

Approved February 25, 2025

PLANNING COMMISSION AND CITY COUNCIL COMBINED MEETING

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

7:00 PM REGULAR SESSION

Call to Order: Audrey Moore

Invocation: Debra Maughan

Pledge of Allegiance: Trent Thayn

The meeting was called to order by Chair Audrey Moore as a regular session at 7:00 pm. The meeting agenda was posted on the Utah State Public Meeting Website at least 24 hours prior to the meeting. The prayer was offered by Commissioner Debra Maughan and those in attendance were led in the Pledge of Allegiance by Commissioner Trent Thayn.

PRESIDING: Chair Audrey Moore

PLANNING COMMISSION MEMBERS:

Jerry Abbott	Present
Christopher Howden	Present
Claude Jones	Present
Debra Maughan	Present
Audrey Moore	Present
Trent Thayn	Present
Wesley Warren	Present

COUNCIL MEMBERS/MAYOR:

Brittney P. Bills	Present
Ron Campbell	Present
Doug Cortney	Present
Kurt Ostler (Mayor)	Present
Kim Rodela	Present
Scott L. Smith	Present

CITY STAFF PRESENT: City Administrator Erin Wells, Assistant City Administrator/Community Development Director Jay Baughman, City Attorney/Planning & Zoning Administrator Rob Patterson, City Recorder Stephannie Cottle

OTHERS PRESENT: Jon Hart, Liz Rice

1. UNSCHEDULED PUBLIC APPEARANCES

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

Liz Rice stated she hopes the Commission and Council are careful not to change the development code for the City for just one or two people, developers, or properties; she cited the recent focus on a cell tower project in the City and drew the group's attention to a site near Oak Canyon Junior High in Lindon where three huge cell towers are located. They are flag poles, but the biggest flag poles she has seen. There is also a cell tower designed to look like a tree in Provo; the trees around it have finally grown to help disguise the tree, but it took at least five years for that to happen. She stated she is not saying the City should not approve a cell tower, but she advised the Commission and Council to be cautious about their decision making in order to avoid a 'puzzle piece' situation that will be difficult to put together.

2. DISCUSSION ITEMS

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

a. **ACTION: Combined Commission and Council General Plan Workshop and Discussion** *Land Use (Legislative)*

Jay Baughman, Assistant City Administrator/Community Development Director, Rob Patterson, City Attorney/Planning & Zoning Administrator

The Planning Commission and City Council will hear and discuss the draft vision statement, guiding principles, and future land use concepts for the City's updated general plan prepared by Landmark Design.

Assistant City Administrator/Community Development Director Baughman introduced Sam Taylor and Aubrey Larsen of Landmark Design. They used the aid of a PowerPoint presentation to present the draft vision statement, guiding principles, and future land use concept for an update to the City's General Plan. Mr. Taylor presented a graphic explaining the planning 'journey', which began in the summer of 2024 with data gathering and analysis and is scheduled to culminate in the spring of 2025 with adoption of a final master plan. There has been extensive community engagement dating back to May of 2024, up to and including the resident survey in the fall of 2024.

Mr. Baughman then presented the highlights of the 2024 resident survey, which asked questions regarding:

- Longhorn property
- Future for residential along State Road 92
- Age-restricted senior housing
- Accessory dwelling units (ADUs) and flag lots

Ms. Larsen then presented the draft vision statement and guiding principles, which will affect how the rest of the general plan is drafted and serve as touchstones for future legislative policies. She expounded briefly on each of the following draft guiding principles:

1. Encourage a balanced approach to growth;
2. Cultivate thoughtful economic development; and
3. Enrich community life.

She also read the draft vision statement: "Highland City cherishes its roots as a "bedroom community" with a strong rural heritage, characterized by large lots, single-family homes, and open spaces that blend harmoniously with nature. As the City approaches build-out, it is committed to preserving its unique character through balanced growth, thoughtful economic development and enrichment of community life."

The presentation paused to give the Council and Commission an opportunity to discuss the topics presented to this point. Discussion points included preservation of the City's rural feeling, a diversification of housing opportunities, respect of the current residents of the community, strengthening a true town center before focusing on other economic development, an appetite in the community for a small scale community center, the need to consider traffic implications of different types of commercial development, the best locations for commercial development throughout the community, magnifying the beautify of the community, strategic redevelopment, and making the library a key component of fundamental growth in the City. Ms. Larsen thanked the Council and Commission for their feedback; it is very valuable and will help to shape the recommendations provided by Landmark Design.

Ms. Larsen then continued the presentation; she displayed an image meant to illustrate the main components for General Plan, which included: land use, transportation, housing, water use, economics, parks and recreation, environment, and public facilities. She presented the existing land use map and offered a comparison with the proposed future land use concept. This is an idealized snapshot of the future of the City illustrating the general location and extend of future land uses. The term "General" was used to identify residential areas on the map. Most vacant land is anticipated to be developed for residential use. There should be regulatory mechanisms to allow detached ADUs and flag lots that could help facilitate in-fill development and moderate-income housing strategies. Land use "A" is used to identify the Highland Town Center, which should be the commercial and civic heart of Highland. It should continue developing as a mixed-use center with residential, commercial office, and institutional uses. The Highland Marketplace and nearby areas could offer a logical northern expansion of the Town Center, and some areas could be rezoned to Residential Professional to expand the transitional commercial base. Land Use designation "B" identifies the Longhorn Property, which could be designated as a planned development. A higher-density, upscale senior housing project is envisioned, transitioning to smaller lot single-family homes into larger single-family lots buffering neighboring low-density residential areas. A Neighborhood or Mini Park could be included in the project to serve residents and address service gaps. Neighborhood-scale retail (personal services, food, gas, lodging, general retail) could be located at Timpanogos Highway and 6000 West or east of the Mortuary. Land use designation "C" is classified as State property; the State of Utah property to the south of the Ridgeview Planned Development Subdivision could also be designated as a Planned Development. Similar to Ridgeview, the development could incorporate some mixed-uses including higher density residential and neighborhood-scale retail. And, finally, designations "D", "E", and "F" are identified as highway transitional areas; a majority of residents have expressed interest in expanding the City's commercial base. Highway Transitional Areas are appropriate areas to be considered as zoning for mixed-uses. Potential uses include missing middle housing, redevelopment, neighborhood-scale retail, offices, and residential professional uses. Development should support Highland's housing and economic goals while providing a transition between low-density residential and higher-impact commercial areas. Strip commercial development should continue to be discouraged.

Commissioner Claude Jones left the meeting at 9:06 p.m.

Throughout this portion of the presentation, the Commission and Council provided input regarding development along main corridors in the City; options for residential infill housing; development preference for the Longhorn property; the possible need for further public input on certain matters, such as the development of the Longhorn Property; a continued focus on finalizing development of the town center before pursuing other commercial nodes;

Mr. Taylor concluded the presentation by discussing the next steps for proceeding with the project:

- Verifying the preferred vision
- Continue drafting and refining the General Plan
- Final Advisory Committee Meeting
- Draft Plan Public Open House/City Leadership Briefing/Draft Plan Review
- Final Plan
- Approval and Adoption/Final Plan Delivered

Before concluding the discussion, Council Member Smith asked about a parcel of land in Highland City on the east side of the community near the mountain that is surrounded by Cedar Hills City. There has not been discussion about the future use of that land, if anything. He wondered if it would be appropriate to allow Cedar Hills to annex the property, it is above the Cedar Hills Golf Course and has been identified as open space. Mr. Taylor stated that the consultants can research that property and provide a recommendation as part of their final General Plan recommendation.

Commissioner Howden also asked about recent discussion of an east/west corridor north of State Road 92; the corridor is actually highlighted in the draft changes to the General Plan as 11200 North. City Attorney Patterson stated there is a need for extensive discussion of changes to the Transportation Master Plan map to decide what will happen with that corridor.

Planning Commission Chair Moore then reviewed the upcoming Planning Commission meeting schedule and reported that the Commission will be receiving Cyber Security training virtually from the City.

ADJOURNMENT

Commissioner Wesley Warren MOVED to adjourn the regular meeting and Commissioner Debra Maughan SECONDED the motion. All voted in favor and the motion passed unanimously.

The meeting adjourned at 9:18 pm.

I, Stephannie Cottle, City Recorder of Highland City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on January 28, 2025. This document constitutes the official minutes for the Highland City Planning Commission/City Council joint meeting.

Stephannie Cottle, CMC, UCC
City Recorder

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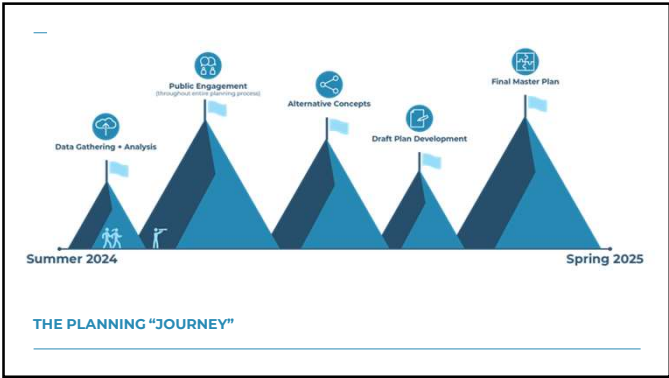
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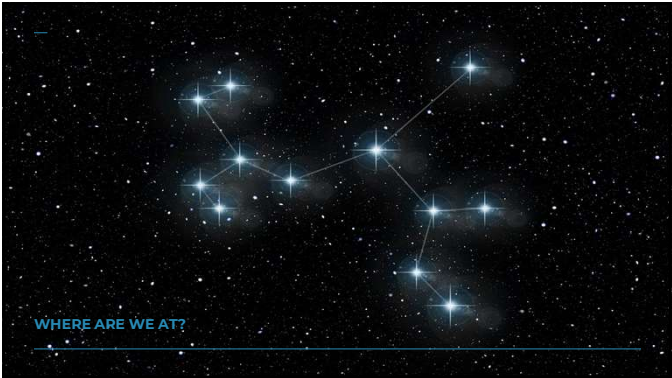
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The property at the NW corner of Timpanogos Highway (SR 92) and 6000 West, commonly called the "longhorn property", is currently zoned for one acre lots. If, as part of the current General Plan update, that zoning were to change, which of the following is acceptable?

Longhorn Property

Option	Percentage
Commercial, retail, and/or office space	38%
Senior housing (age-restricted, smaller lots)	20%
Multi-family housing	8%
Smaller lot single-family residential	32%
Keep one-acre lots	59%

HIGHLIGHTS FROM THE 2024 RESIDENT SURVEY

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What do you think is the best long-term future for the residential lots along Timpanogos Highway (SR 92)?

Future for residential along SR 92

Option	Percentage
All lots along Timpanogos Highway should be allowed to redevelop into some sort of commercial or office	32%
Only lots near existing commercial areas should be allowed to redevelop into some sort of commercial or office	40%
All lots should stay residential	28%

HIGHLIGHTS FROM THE 2024 RESIDENT SURVEY

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If a proposed development was age-restricted for senior housing, should the City deviate from traditional single family residential with large lots (1-acre) to allow for any of the following types of housing?

Age-restricted Senior Housing

Option	Percentage
No, the City should not deviate from its traditional single-family zoning with large lots	50%
Yes, allow for multi-family housing such as townhomes or town-homes	13%
Yes, allow for smaller lot single-family residential	34%

HIGHLIGHTS FROM THE 2024 RESIDENT SURVEY

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Accessory dwelling units, such as mother-in-law suites, are only allowed in Highland if they are attached to the main home. Should the City allow for accessory dwelling units that are not attached to the main home?

ADUs

Should the City allow large lot owners to create one additional lot in the back portion of their property that is accessed by a private drive (flag lot) so long as the lots meet size and density requirements?

Flag Lots

HIGHLIGHTS FROM THE 2024 RESIDENT SURVEY

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GUIDING PRINCIPLES

A REFLECTION OF COMMUNITY FEEDBACK

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1. ENCOURAGE A BALANCED APPROACH TO GROWTH

Encourage balanced growth that preserves Highland's rural residential character while integrating housing options in suitable areas, promoting an attractive, cohesive community that enhances quality of life for all residents.

- Strategic Residential Use:** Adopt regulatory mechanisms in residential areas that protect low-density housing while allowing flexibility for re-fill development and moderate income housing strategies, including detached ADUs, flag lots, and senior housing.
- Concentrated Mixed-Use:** Concentrate mixed-use, including higher-density residential and neighborhood-scale retail, near the Town Center, Planned Developments, and suitable highway corridors, minimizing impacts on traffic, the environment, and Highland's rural residential character.
- Cohesive Design:** Promote attractive and cohesive development through an ongoing, iterative process of aligning design guidelines and policies with Highland's values and vision.
- Regional Collaboration:** Collaborate with neighboring communities to manage shared resources, support sustainable growth, and strengthen regional quality of life.
- Sustainable Practices:** Support water-wise principles and other sustainable land-use practices that protect sensitive lands, conserve water, and maintain Highland's high standard of living for current and future residents.

GUIDING PRINCIPLES

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GUIDING PRINCIPLES

2. CULTIVATE THOUGHTFUL ECONOMIC DEVELOPMENT



Cultivate thoughtful, neighborhood-scale economic development that aligns with Highland's character and supports the City's commercial base, ensuring the Town Center remains the commercial, and civic heart of the City.

- **Strengthen Town Center:** Build on the existing foundation of mixed-use developments, public parks, and cultural spaces in the Town Center to further strengthen its role as a vibrant community destination, enhancing areas for social, recreational, and civic activities that bring residents and visitors together.
- **Neighborhood-Scale Retail:** Develop commercial spaces around existing retail hubs while prioritizing neighborhood-scale retail including personal services, food services, gas and lodging, and general retail purchases.
- **Targeted Commercial Development:** Utilize targeted commercial development to strengthen the commercial base without compromising Highland's charm or exceeding the town's capacity for growth.
- **Strategic Redevelopment:** In the future, strategically redevelop residential lots along Timpanogos Highway into commercial or office spaces, focusing on areas near existing commercial zones.



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HIGHLAND CITY GENERAL PLAN 2025 DRAFT

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GUIDING PRINCIPLES

3. ENRICH COMMUNITY LIFE



Enrich community life and well-being by creating a comprehensive, safe, and accessible green network that fosters outdoor recreation, healthy living, and a strong connection with nature through enhanced infrastructure, thoughtful park maintenance, and strategic expansion.

- **Safety Enhancements:** Enhance pedestrian and cyclist safety by expanding sidewalks, adding designated bike lanes, improving trail lighting, and creating well-designed crossings.
- **Walkable Access:** Ensure every resident has access to a park, trail, or open space within walking distance of their home, enriching daily life with opportunities for exercise, recreation, and social connection.
- **Park Maintenance:** Prioritize the maintenance of existing parks, trails, and amenities focusing on improvements such as better lighting, shade, restrooms, and completing connections to key destinations.
- **Unified Green Network:** Work towards the full integration of parks, trails, and open spaces into a unified green network.
- **Strategic Expansion:** Strategically develop new parks and trails in areas with sufficient local demand.



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GUIDING PRINCIPLES DRAFT

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HIGHLAND CITY

VISION STATEMENT

Highland City cherishes its roots as a "bedroom community" with a strong rural heritage, characterized by large lots, single-family homes, and open spaces that blend harmoniously with nature. As the City approaches build-out, it is committed to preserving its unique character through balanced growth, thoughtful economic development, and enrichment of community life.



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HIGHLAND CITY GENERAL PLAN 2025 DRAFT

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DISCUSSION

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LAND USE VISION FOR THE PLAN

ARRIVING AT A PREFERRED CONCEPT

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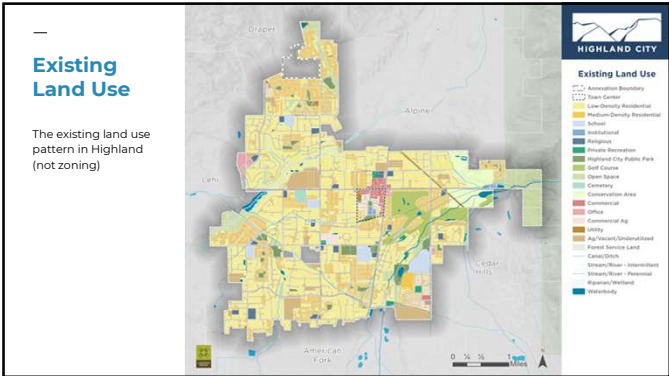
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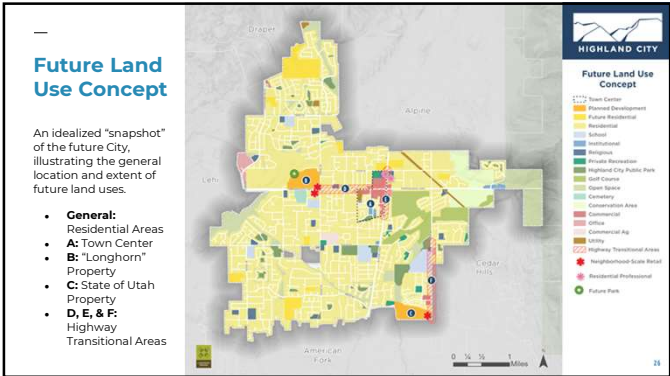
PLAN COMPONENTS

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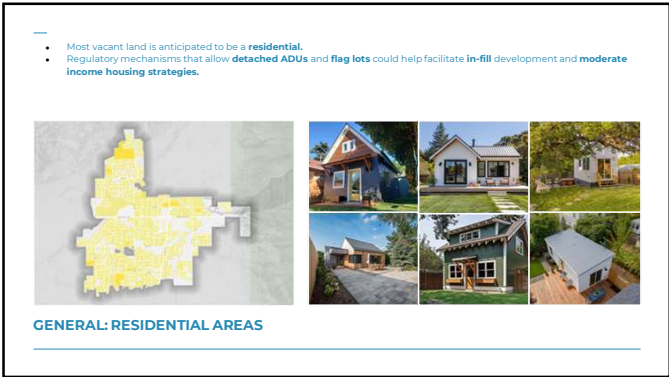
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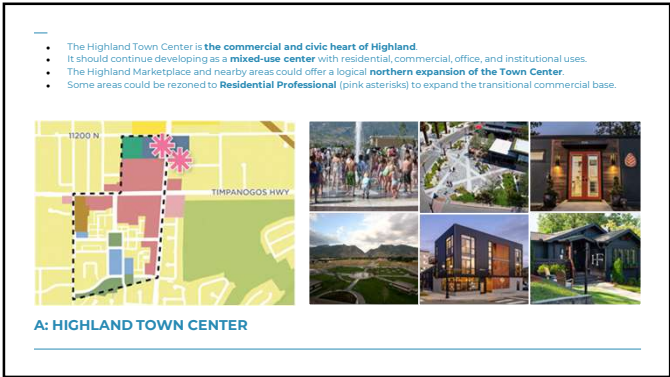
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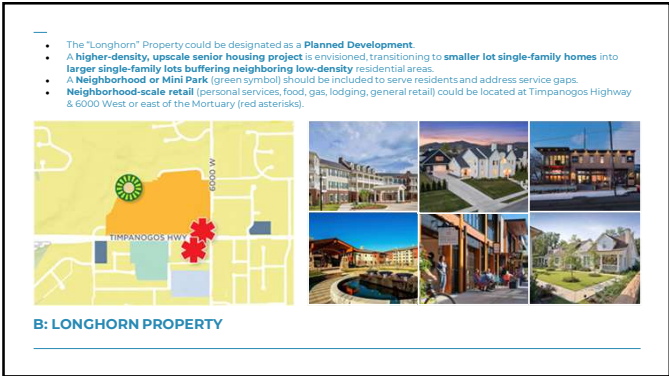
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- A majority of residents have expressed interest in expanding the City's commercial base.
- **Highway Transitional Areas** are appropriate areas to be consider **zoning for mixed-uses**
- Potential uses include **missing middle housing, redevelopment, neighborhood-scale retail, offices, and residential professional uses.**
- Development should **support Highland's housing and economic goals** while **providing a transition** between low-density residential and higher-impact commercial areas.
- Strip commercial development should **continue to be discouraged.**



D, E, & F: HIGHWAY TRANSITIONAL AREAS

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NEXT STEPS

- Verifying the preferred vision (what do you think?)
- Continue drafting and refining the General Plan
- Final Advisory Committee Meeting
- Draft Plan Public Open House/City Leadership Briefing/Draft Plan Review
- Final Plan
- Approval & Adoption/Final Plan Delivered

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DISCUSSION

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PLANNING COMMISSION AND
STAFF COMMUNICATION ITEMS

a. Future Meetings

- February 4, City Council, 7:00 PM, City Hall
- February 18, City Council, 7:00 PM, City Hall
- February 25, Planning Commission, 7:00 PM, City Hall

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