



HIGHLAND CITY

HIGHLAND PLANNING COMMISSION AGENDA

TUESDAY, MAY 27, 2025

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

VIRTUAL PARTICIPATION



YouTube Live: <http://bit.ly/HC-youtube>



Email comments prior to meeting: planningcommission@highlandcity.org

7:00 PM REGULAR SESSION

Call to Order: Chair Christopher Howden

Invocation: Tracy Hill

Pledge of Allegiance: Christopher Howden

1. UNSCHEDULED PUBLIC APPEARANCES

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

2. CONSENT ITEMS

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

a. Approval of Meeting Minutes - April 22, 2025

3. ACTION ITEMS

a. PUBLIC HEARING/ORDINANCE: PH - General Plan - Transportation Element Amendments

General Plan Amendment (Legislative)

Rob Patterson, City Attorney/Planning & Zoning Administrator

The Commission will consider and provide a recommendation regarding two amendments to the transportation element of the City's general plan.

4. DISCUSSION ITEMS

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

a. Daycare Development Agreement Land Use (Legislative)

Rob Patterson, City Attorney/Planning & Zoning Administrator

The Commission will review and give direction regarding a potential legislative development agreement to facilitate the construction of a daycare facility within the PO zone on the Professional Office "B" site.

5. COMMUNICATION ITEMS

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

ADJOURNMENT

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

ELECTRONIC PARTICIPATION

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

CERTIFICATE OF POSTING

I, Rob Patterson, City Attorney/Planning & Zoning Administrator, certify that the foregoing agenda was posted at the principal office of the public body, on the Utah State website (<http://pmn.utah.gov>), and on Highland City's website (www.highlandcity.org).

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

Posted and dated this agenda on the 22nd day of May, 2025
Attorney/Planning & Zoning Administrator

Rob Patterson, City

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



HIGHLAND PLANNING COMMISSION MINUTES


TUESDAY, APRIL 22, 2025

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

Awaiting Formal Approval

VIRTUAL PARTICIPATION

 YouTube Live: <http://bit.ly/HC-youtube>

 Email comments prior to meeting: planningcommission@highlandcity.org

7:02 PM REGULAR SESSION

Call to Order: Chair Chris Howden

Invocation: Commissioner Chris Howden

Pledge of Allegiance: Commissioner Debrah Maughan

The meeting was called to order by Commissioner Audrey Moore as a regular session at 7:02 pm. The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting. The prayer was offered by Commissioner Howden and those in attendance were led in the Pledge of Allegiance by Commissioner Maughan.

PRESIDING: Commissioner Chris Howden

COMMISSIONERS

PRESENT: Jerry Abbott, Tracy Hill, Claude Jones, Audry Moore, Debra Maughan, Trent Thayn

CITY STAFF PRESENT: Assistant City Administrator/Community Development Director Jay Baughman, City Attorney/Planning & Zoning Coordinator Rob Patterson, Deputy Recorder Heather White

OTHERS PRESENT: Jon Hart, Elizabeth Rice

1. UNSCHEDULED PUBLIC APPEARANCES

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

Resident Liz Rice said the Mayor recently asked why Canal Boulevard was so wide. She wanted to pass the information on to the planning commission. When she served on the planning commission Canal Boulevard was meant to be a collector road with no driveways permitted. 1100 North in American Fork was also meant to connect to the interstate. Ms. Rice asked that surrounding neighbors be notified of all new trails. Speaking specifically about the trail at 9600 North, she thought people would park on 9600 North to access the trail and voiced concern about traffic. Ms. Rice spoke about neighborhoods getting a lot of solicitors and voiced concern with people casing

neighborhoods.

Commissioner Jones arrived at 7:05 PM.

2. CONSENT ITEMS

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

a. Approval of Meeting Minutes – March 25, 2025 *Heather White, Deputy City Recorder*

Commissioner Thayn MOVED to approve the minutes from the March 25, 2025 meeting. Commissioner Moore SECONDED the motion. All present were in favor. The motion carried unanimously.

3. ACTION ITEMS

a. PUBLIC HEARING/ORDINANCE: Property Boundary Adjustment Regulations (SB 104) – *Land Use (Legislative)*

Rob Patterson, City Attorney/Planning & Zoning Administrator

The Planning Commissioner will consider the proposed text amendments related to the procedures for adjusting property boundaries and combining properties.

He explained there were three new processes for boundary adjustment regulations; simple boundary adjustments, plat amendments, and full boundary adjustments. He spoke about each process.

Commissioner Howden opened the public hearing at 7:15 PM and asked for public comment. Hearing none, he closed the public hearing at 7:15 PM. The planning commission discussed examples of when a particular process would be applied.

Commissioner Thayn MOVED that the Planning Commission recommend approval of the proposed amendments related to boundary adjustments.

Commissioner Maughan SECONDED the motion.

The vote was recorded as follows:

<i>Commissioner Jerry Abbott</i>	<i>Yes</i>
<i>Commissioner Tracy Hill</i>	<i>Yes</i>
<i>Commissioner Christopher Howden</i>	<i>Yes</i>
<i>Commissioner Claude Jones</i>	<i>Yes</i>
<i>Commissioner Debra Maughan</i>	<i>Yes</i>
<i>Commissioner Audrey Moore</i>	<i>Yes</i>
<i>Commissioner Trent Thayn</i>	<i>Yes</i>
<i>Commissioner Alternate Sherry Kramer</i>	<i>Absent</i>
<i>Commissioner Alternate Wesley Warren</i>	<i>Absent</i>

The motion carried 7:0

b. PUBLIC HEARING/ORDINANCE: Adoption of Fire Code Appendices (HB368) - *Land Use*

(Legislative)

Rob Patterson, City Attorney/Planning & Zoning Administrator

The Planning Commissioner will consider the proposed text amendment to adopt all appendices of the state fire code.

Mr. Patterson explained that HB 368 was a lengthy bill that modified many aspects of land use and development. It included the following statement: “a municipality may adopt and enforce any appendix of the international fire code, 2021 edition.” Because of the wording, there was a question of whether or not the appendices were automatically adopted. After speaking with the city fire chief, staff was encouraged to adopt all appendices.

Commissioner Moore asked about grandfathered codes. Mr. Patterson explained that if something was built according to code at the time, it was grandfathered in. If it was touched or changed in any way it would be evaluated and approved according to current code. She asked how it would apply to in-home businesses. Mr. Patterson did not think it would apply to very many if they were already approved.

Mr. Patterson mentioned that the proposed amendment was only to adopt the 2021 appendices, and not the whole 2021 fire code.

Commissioner Howden opened the public hearing at 7:26 PM and asked for public comment. Hearing none, he closed the public hearing at 7:26 PM.

Commissioner Maughan moved that the Planning Commission recommend approval of the proposed amendments related to the adoption of fire code appendices.

Commissioner Hill SECONDED the motion.

The vote was recorded as follows:

<i>Commissioner Jerry Abbott</i>	<i>Yes</i>
<i>Commissioner Tracy Hill</i>	<i>Yes</i>
<i>Commissioner Christopher Howden</i>	<i>Yes</i>
<i>Commissioner Claude Jones</i>	<i>Yes</i>
<i>Commissioner Debra Maughan</i>	<i>Yes</i>
<i>Commissioner Audrey Moore</i>	<i>Yes</i>
<i>Commissioner Trent Thayn</i>	<i>Yes</i>
<i>Commissioner Alternate Sherry Kramer</i>	<i>Absent</i>
<i>Commissioner Alternate Wesley Warren</i>	<i>Absent</i>

The motion carried 7:0

c. PUBLIC HEARING/ORDINANCE: Procedures for Classification and Approval of New Business Uses (SB179) - Land Use (Legislative)

Rob Patterson, City Attorney/Planning & Zoning Administrator

The Planning Commissioner will consider the proposed text amendment to create city-wide procedures to review new and unlisted business uses within non-residential zones.

Mr. Patterson said that Highland already had the processes in place that the state was now requiring. He said it only applied to non-residential zones. He reviewed the criteria to determine compatibility of uses within non-residential zones.

Commissioner Howden opened the public hearing at 7:31 PM and asked for public comment.

Ms. Rice asked if check-cashing places, tattoo parlors, etc. were still prohibited. Mr. Patterson explained that everything in the code would stay in place.

Commissioner Howden closed the public hearing at 7:32 PM and called for a motion.

Commissioner Hill MOVED that the Planning Commission recommend approval of the proposed amendments related to classification of business uses.

Commissioner Maughan SECONDED the motion.

The vote was recorded as follows:

Commissioner Jerry Abbott	Yes
Commissioner Tracy Hill	Yes
Commissioner Christopher Howden	Yes
Commissioner Claude Jones	Yes
Commissioner Debra Maughan	Yes
Commissioner Audrey Moore	Yes
Commissioner Trent Thayn	Yes
Commissioner Alternate Sherry Kramer	Absent
Commissioner Alternate Wesley Warren	Absent

The motion carried 7:0

d. PUBLIC HEARING/ORDINANCE: Land Use Regulation Updates per HB 368 - Land Use
(Legislative)

Rob Patterson, City Attorney/Planning & Zoning Administrator

The Planning Commissioner will consider the proposed text amendments to reflect and incorporate changes to land use development procedures as required by HB 368.

Mr. Patterson explained that HB 368 modified many aspects of land use and development. He said many things would be implemented by default without the need to amend city code. He talked about ways to notify the general public of land use changes. Commissioner Moore suggested adding information in the city newsletter specifically to inform new homeowners.

Mr. Patterson said there were three areas where staff recommended updating city code: appeal hearings, annexation procedures, and subdivision bonding requirements. He explained that public hearings should not be held for variances or land use appeals, although it was still a public meeting. The appeals should not involve the city council nor planning commission.

Mr. Patterson proposed that the city simply follow state law regarding annexation procedures because of the frequency of changes made by the state. He recommended retaining the criteria by which annexation procedures were evaluated.

Mr. Patterson explained that HB 368 significantly changed bonding for subdivision improvements. The bonds would now be categorized under one of seven infrastructure categories for improvement. A land use authority was now required for bond issues. He reviewed the changes to bonding requirements and said it would require more tracking for staff.

Commissioner Howden opened the public hearing at 7:51 PM and asked for public comment.

Ms. Rice thought the State took power away from cities by passing HB 368. She had concerns about having to open so many accounts. She wondered if cities would need to increase administrative fees. She wondered if a larger city tried to challenge the last three bills. Mr. Patterson said they had, but cities were limited. Sometimes municipalities worked with the legislature to find a middle ground.

Commissioner Howden closed the public hearing at 7:54 PM and called for a motion.

Commissioner Abbott MOVED that the Planning Commission recommend approval of the proposed amendments related to annexation, bonding hearings and other land use matters with the additional amendment recommended by staff.

Commissioner Hill SECONDED the motion.

The vote was recorded as follows:

<i>Commissioner Jerry Abbott</i>	<i>Yes</i>
<i>Commissioner Tracy Hill</i>	<i>Yes</i>
<i>Commissioner Christopher Howden</i>	<i>Yes</i>
<i>Commissioner Claude Jones</i>	<i>Yes</i>
<i>Commissioner Debra Maughan</i>	<i>Yes</i>
<i>Commissioner Audrey Moore</i>	<i>Yes</i>
<i>Commissioner Trent Thayn</i>	<i>Yes</i>
<i>Commissioner Alternate Sherry Kramer</i>	<i>Absent</i>
<i>Commissioner Alternate Wesley Warren</i>	<i>Absent</i>

The motion carried 7:0

4. COMMUNICATION ITEMS

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

ADJOURNMENT

Commissioner Maughan MOVED to adjourn the meeting. Commissioner Jones SECONDED the motion. All were in favor. The motion carried.

The meeting ended at 8:02 pm.

I, Heather White, Deputy Recorder, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on April 22, 2025. The document constitutes the official minutes for the Highland City Planning Commission Meeting.



PLANNING COMMISSION AGENDA REPORT ITEM #3a

DATE: May 27, 2025
TO: Planning Commission
FROM: Rob Patterson, City Attorney/Planning & Zoning Administrator
SUBJECT: PH - General Plan - Transportation Element Amendments
TYPE: General Plan Amendment (Legislative)

PURPOSE:

The Commission will consider and provide a recommendation regarding two amendments to the transportation element of the City's general plan.

STAFF RECOMMENDATION:

Staff recommends that the Commission consider and recommend adoption of the proposed amendments.

PRIOR REVIEW:

On April 8, 2025, the Commission held a joint workshop with the City Council regarding the transportation element of the City's general plan. As part of that discussion, the Commission and Council discussed the various classifications of roads within Highland and discussed whether 11200 North, which is currently classified as a minor collector, should keep or change that classification. The informal direction from a majority of the Council and Commission present was that 11200 North should not serve as a minor collector and should instead be classified as a local road, and that the City should strive to complete the connection between the east and west portions of 11200 North.

BACKGROUND & SUMMARY OF REQUEST:

A city's general plan is largely an informational document that helps guide future policy-making and zoning decisions. However, some portions of the general plan are more binding on a city. This includes descriptions and classifications of public roads. Utah Code 10-9a-406 provides, "After the legislative body has adopted a general plan, no street, park, or other public way, ground, place, or space, no publicly owned building or structure, and no public utility, whether publicly or privately owned, may be constructed or authorized until and unless it conforms to the current general plan." So with roads, the city cannot do a road project or approve a new development unless the planned roads meet the standards and requirements of the City's general plan.

Currently, the transportation element of the City's general plan includes a classification of certain roads within Highland as collectors and arterials. These are streets that are wider (66 ft to 106 ft) and are used to collect traffic from local roads and channel them to arterial streets for access through and out of Highland. The City restricts access to collectors and arterials, meaning the City limits whether residences can face and have driveways onto collectors and arterials and limits how many intersections there can be and how close those intersections can be to each other. Based on the information discussed during the transportation general plan workshop, national standards recommend collector streets every 1/2 mile and arterial streets every mile or so, to allow for efficient routing of vehicular traffic.

11200 North is currently classified as a two-lane minor collector, which means it should be improved and constructed as a 66-foot-wide right of way (44 feet of asphalt with 2 feet of curb, 4 feet of park strip, and 5 feet of sidewalk on each side). However, 11200 North has not been constructed to that standard for the vast majority of its length. And recently, when the Williams View subdivision was approved, the Council approved using a local road standard (56-foot-wide ROW) for the construction of 11200 N adjacent to the development rather than the 66-foot wide ROW standard.

Further, 11200 North is approximately 1/4 mile from Timpanogos Highway, which is closer than recommended by national standards for a collector road. In addition, there are not major destinations or connections to arterials on the north and south ends of 11200 North. In reviewing recently collected usage data for the City's east-west collectors, 11200 North has the lowest traffic volume, under 1,000 trips per day, which is in line with a residential street, not a collector. Further, it has the second-largest number of residential connections, 43.

Because of this, it appears that 11200 North has been treated more as a local street than a collector. It also does not appear that the City needs 11200 North to serve as a collector, due to the proximity to Timpanogos Highway and the relatively low usage. Accordingly, it would make sense to reclassify 11200 North from a residential collector to just a standard, local street. This would mean that any future development along 11200 North, and any road projects undertaken by the City, would only be required to improve 11200 North to the typical 56-foot ROW standard, rather than the 66-foot ROW standard, and new residential connections would be permitted to connect to 11200 North.

Relatedly, there is a portion of 11200 North that is incomplete, located at approximately 5700 West. On the east side of this gap, there is a cul-de-sac, and on the west side there is a 90 degree bend in the road with a slight knuckle. The City does own approximately 20 feet of property connecting these two points, which has been improved with a sidewalk for pedestrian access, but it has not been improved for vehicular access. Based on the informal direction from the Commission and Council during the general plan transportation element workshop, it appears the City would like to complete the connection of 11200 North for local and emergency access purposes along the City's currently owned property. The City does not plan on condemning or acquiring property to build the full 56-foot wide ROW in this area, which means that this connection would not be built to City standards for a local road, but would rather be built to meet minimum emergency access standards.

To facilitate this connection, staff is recommending that a provision be added to the City's general plan that allows the City to approve the construction of roads that do not meet the City's standards where there are significant obstacles to construction of the normal ROW, the street is necessary or beneficial to the City, and the alternative design for the road promotes access, circulation, and safety. This would give the City some limited flexibility in unique circumstances--such as the 11200 North connection--to approve road construction at a different standard when necessary.

STAFF REVIEW & PROPOSED FINDINGS:

Amendments to the general plan are legislative in nature, which means the Commission and Council have wide discretion on what is and is not part of the general plan. Based on the usage and history of 11200 North, staff is comfortable with reclassifying the street as a local road, rather than a collector. And staff would recommend adopting the language that allows the City to approve alternative standards for road construction when necessary, so as to allow the City greater flexibility to provide needed road connections, even if those connections cannot be constructed according to the City's typical right of way standards. Staff accordingly recommends that the Commission hold a public hearing and, after considering the proposed amendments and any comments or objections, recommend ADOPTION of the

amendments to the general plan to the City Council.

MOTION:

I move that the Planning Commission recommend ADOPTION of the two amendments to the transportation element of the City's general plan.

ATTACHMENTS:

1. GP Transportation Element - Current and Proposed Amendment
2. GP Transportation Element - Future Transportation Network with Proposed Amendment
3. East West Collector Data
4. 11200 North Gap

Functional Classification System

Highland City roads are organized according to the functional classification system. Functional classification is the process by which public streets and highways are grouped into classes according to the character of service they are intended to provide - land access versus mobility. Generally, there are four broad functional categories: freeway, arterial, collector, and local roads. Freeways have limited access and are intended to move vehicles more quickly over longer distances. Arterials provide longer through-travel between major trip generators (larger cities, recreational areas, etc.). Collector roads collect traffic from the local roads and also connect smaller cities and towns with each other and to the arterials. Local roads provide access to private property or low volume public facilities. This concept is illustrated in Figure 3-8.

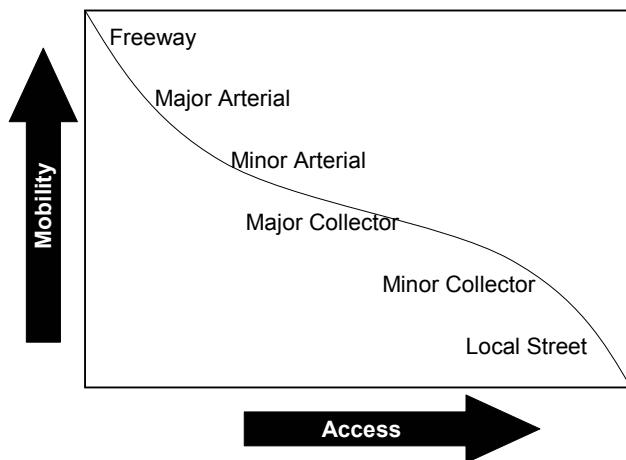


Figure 3-8. Access and Mobility by Functional Classification

The Arterial Street System

Road alignments for arterial roads shown in the recommended network map (shown later in this chapter) are conceptual in nature and do not account for sensitive environmental conditions or other obstacles. The demand to develop land in the vicinity of the proposed rights-of-way will dictate when more specific and detailed plans and designs for these streets should be developed. It is important to plan for the general alignments of the major roads so that the City is in a position to preserve necessary corridors. As the arterial system is developed, the following principles will be considered:

1. The function of an arterial street is to move traffic efficiently. Access to development should be strictly controlled. Access to the arterial should be limited to relatively few, well-designed, high capacity, 4-legged intersections located where collectors or other arterials intersect the arterial. Although all arterial streets normally should be of a design standard sufficient to safely accommodate medium to high traffic volumes, the design of certain arterial streets may give special emphasis to land use access. The design for an arterial street that directly serves major land uses may include elements such as more turning bays and split signal phases than might otherwise be permitted.
2. Arterial streets can be a major determinant of land use patterns, and land use generates the traffic on arterial streets. A new or improved arterial street will not only improve access to adjacent land uses, but is also likely to stimulate new development. In fact, commercial development thrives on proximity to high-volume arterials making it necessary to provide access by fewer thoughtfully designed and well-spaced access points.

3. The arterial street system should respect the stability and integrity of residential neighborhoods and school areas. A poorly planned arterial system will not only increase the negative aspects of traffic (dirt, noise, air pollution, accident hazard, and energy consumption), but it also limits the positive use of an arterial street as an effective buffer in separating (both physically and psychologically) industrial, commercial, and residential areas. To the extent possible, schools should not be located on higher functioning roads such as arterials or major collectors.
4. In planning and designing the arterial system, consideration should be given to accommodating future bus service. Where most Highland City residents find employment in other communities in Utah and Salt Lake Counties and with the planned commuter rail transit service west of the City, Highland City will provide a valuable service to its residents by working with the Utah Transit Authority in developing of commuter transit service, park and ride lots, and other amenities served by the arterial system.

The Collector and Local Street Systems

The development of the collector and local street systems should ensure that the major street system is preserved and protected and that the local and collector street system is designed in accordance with the concepts and recommendations described here. Most importantly, the local street system should prioritize pedestrians and offer a safe environment to walk and bike. Traffic calming elements should be considered in all new street development in order to minimize fast-moving vehicles. If the city has the opportunity to connect streets for the purpose of providing better traffic circulation, more efficient and prudent maintenance costs, and more efficient access for public safety purposes, then streets should be connected and cul-de-sacs should be avoided. Where undeveloped land prevents the connection of streets and there is potential for future development to complete those street connections, streets improved on adjacent properties should be stubbed to allow for that future connection. Where topographical or existing development will not allow street connections, cul-de-sacs longer than 200 feet should be avoided for purposes previously stated.

In order to review subdivision street networks in a systematic way, Highland City has developed the following checklist. Each of the following elements needs to be considered in subdivision street plans.

1. Traffic Impact Studies (TIS) will be required on all new commercial developments and on all new residential developments of 10 units or more.
2. Adequate vehicle and pedestrian access should be provided to all parcels.
3. Local streets should be designed to maximize access and through-traffic movements.
4. Street patterns should minimize the need for out-of-the-way travel.
5. The local street system should be designed for a relatively uniform low traffic volume (approximately 1,000 vehicles per day).
6. Local streets should be designed to discourage excessive speeds.
7. Pedestrian and vehicular conflict points should be minimized.
8. The minimum angle for any intersection should be as close to 90 degrees as possible and never less than 80 degrees.
9. Local circulation systems and land development patterns should not detract from the efficiency of bordering arterial streets.
10. Elements in the local circulation system should not rely on extensive traffic regulations in order to function efficiently and safely.
11. Local street configurations should be logical and identified by street names and house numbers that are simple, consistent, and understandable.
12. Traffic generators within residential areas should be considered in planning the local circulation pattern.

13. Planning and construction of local streets should clearly indicate their local function.
14. Local street arrangement should permit economical and practical patterns, shapes, and sizes of development parcels.
15. Local streets should be related to topography from the standpoint of economics, aesthetics, and amenities.
16. A minimum amount of the total subdivision space should be devoted to street uses, usually about 20 percent.
17. If necessary and appropriate, provisions for transit services within residential areas should be established.
18. Construction specifications for road design for materials such as concrete, asphalt, road base, compaction, workmanship, etc., should follow guidelines provided by the Utah State Department of Transportation.
19. In local street design, for the purposes of better traffic circulation, more efficient maintenance, and more efficient access for public safety, streets should be connected and cul-de-sacs should be avoided except where necessary.
20. If it is determined by City staff to be necessary to build a cul-de-sac for reasons such as topography or existing development, the cul-de-sac should not exceed 200 feet in length.
21. Sidewalks will be required on all residential streets and on any other street that is in the vicinity of schools, churches, and other pedestrian destinations unless otherwise approved by the Highland City Council.

22. If significant obstacles such as topography, land ownership, or existing infrastructure impede construction of a street to City standards, and the street is necessary or beneficial to the City, the City Council may approve an alternative standard that promotes access, circulation, and safety.

Recommended Transportation Network

Cross-Sections

The recommended major street plan for Highland City by functional classification is summarized in Map 3-2. Typical cross-sections for these street classifications are shown in Figures 3-9 through 3-15.

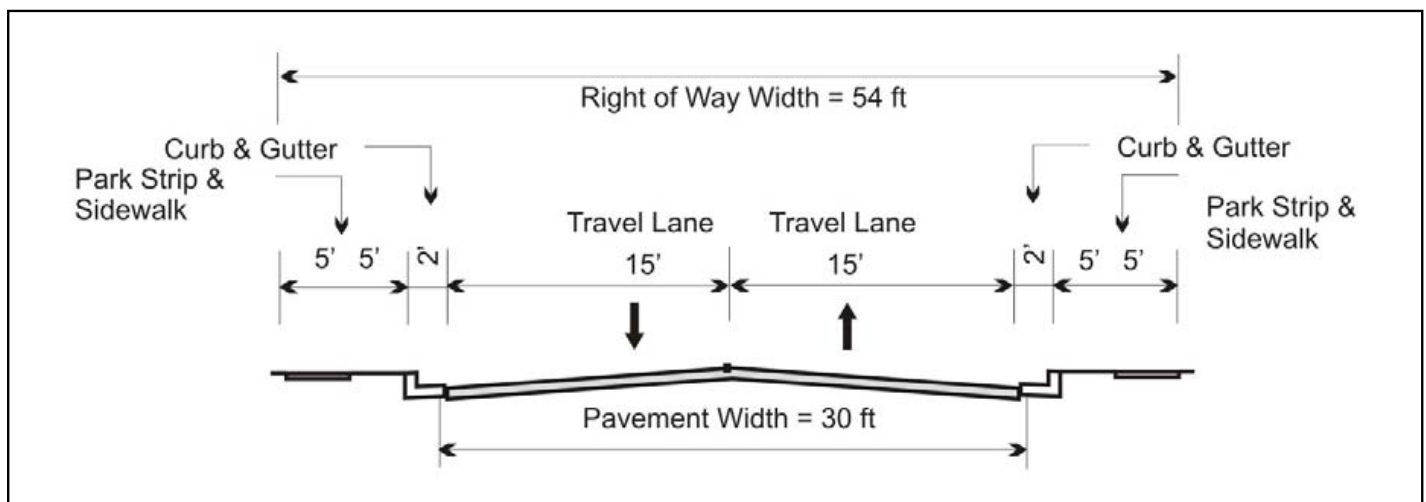


Figure 3-9. Local Subdivision Street Cross-section

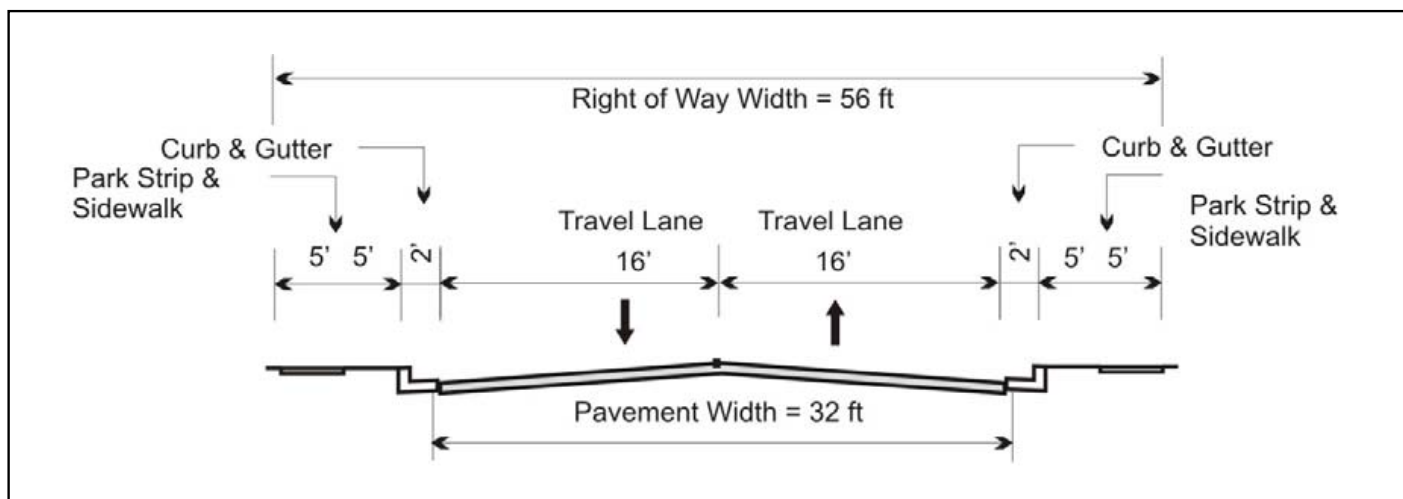


Figure 3-10. Subdivision Connector Street Cross-section

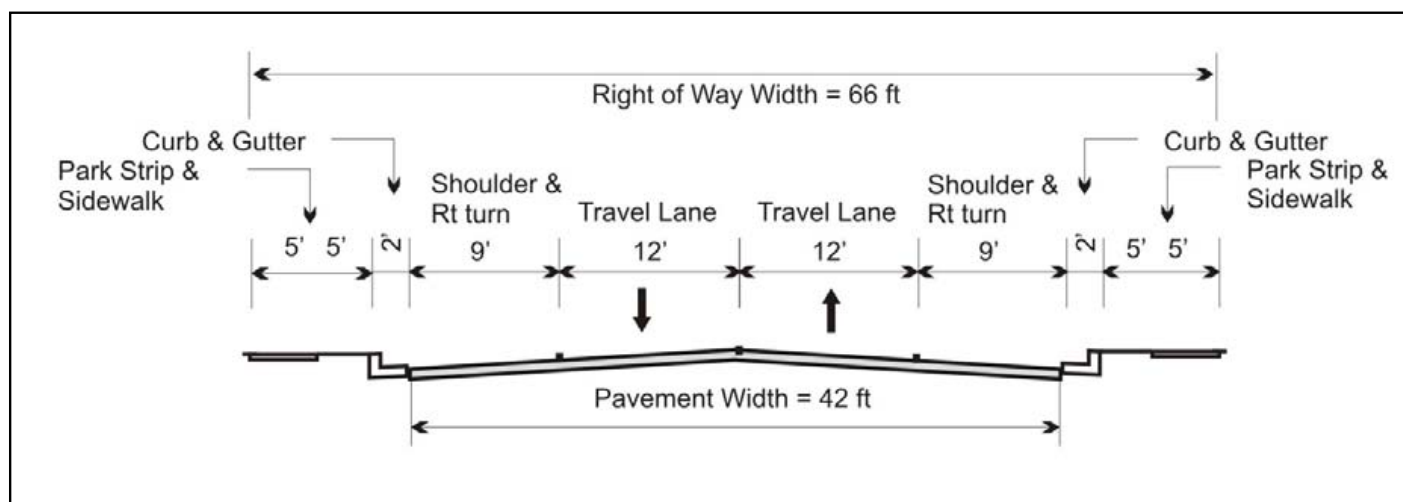


Figure 3-11. Two-lane Residential Collector Street Cross-section

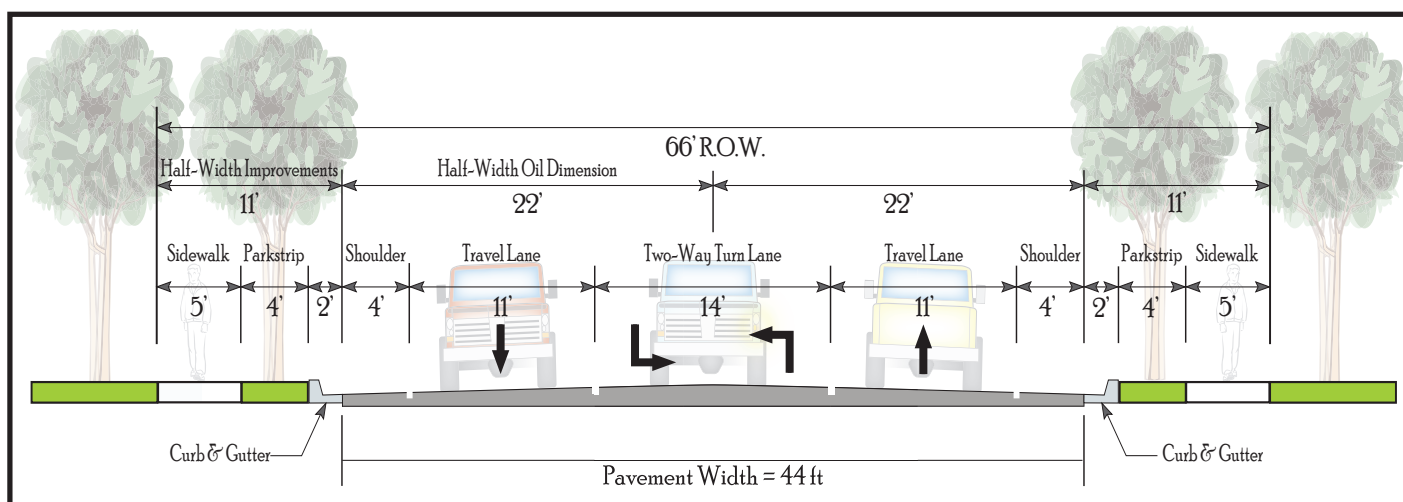


Figure 3-12. Three-lane Minor Residential Collector Street Cross-section

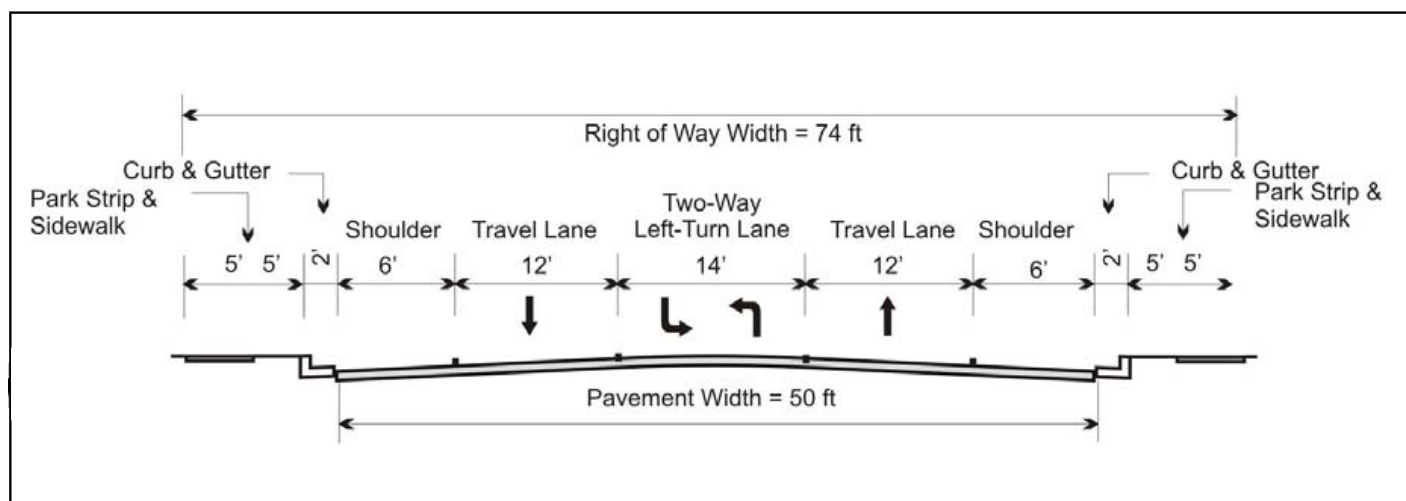


Figure 3-13. Three-lane Major Collector Street Cross-section, Between Intersections

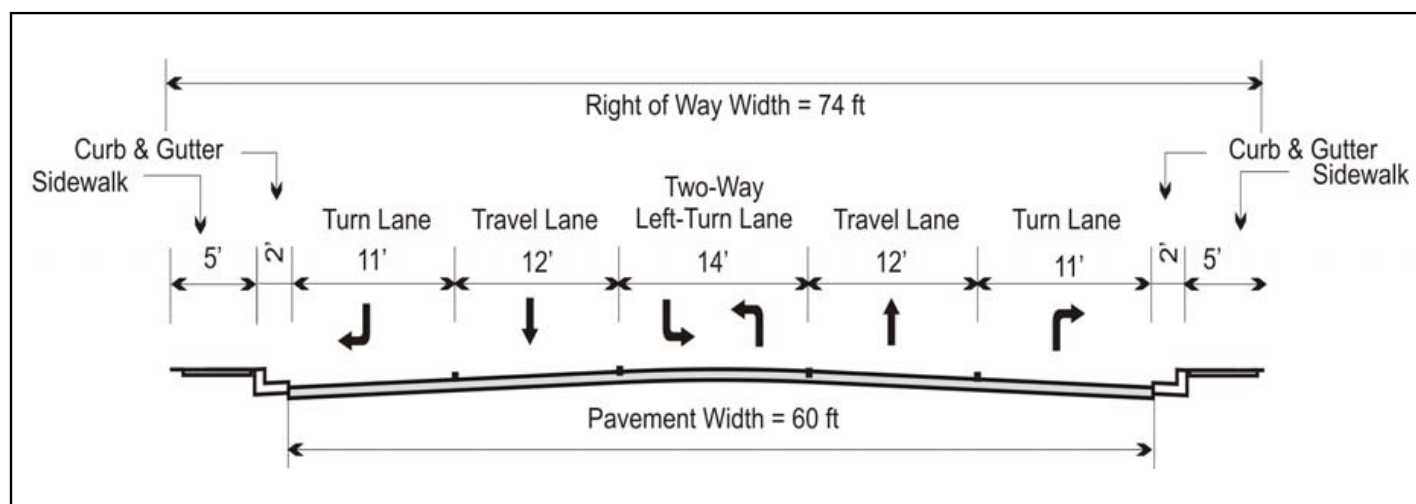


Figure 3-14. Three-lane Major Collector Street Cross-section, At Intersections

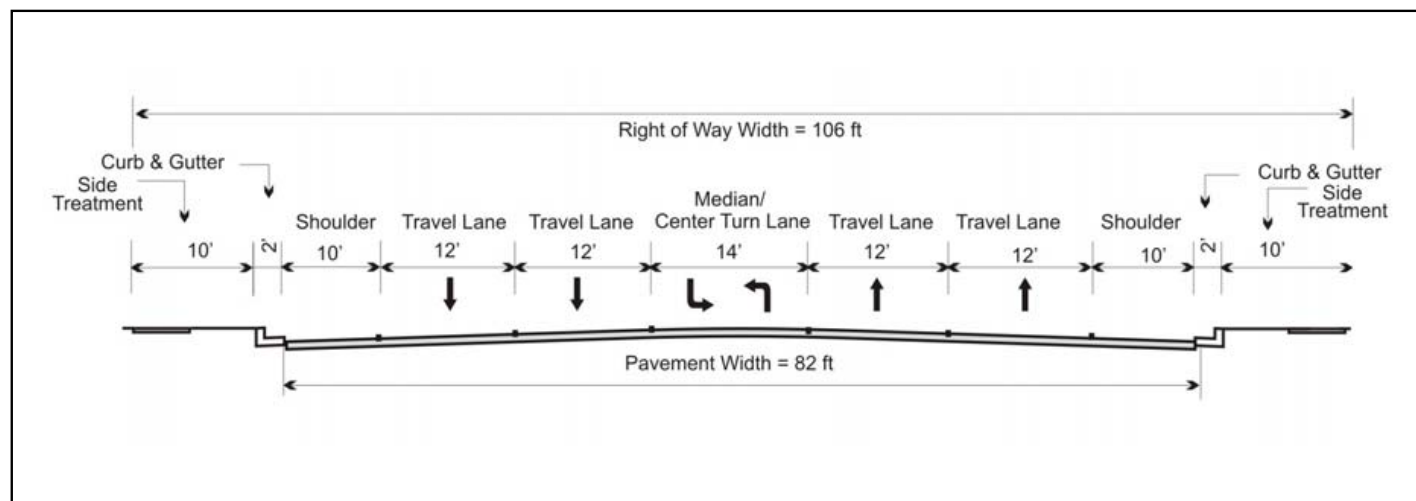


Figure 3-15. Five-lane Arterial Cross-section, Between Intersections

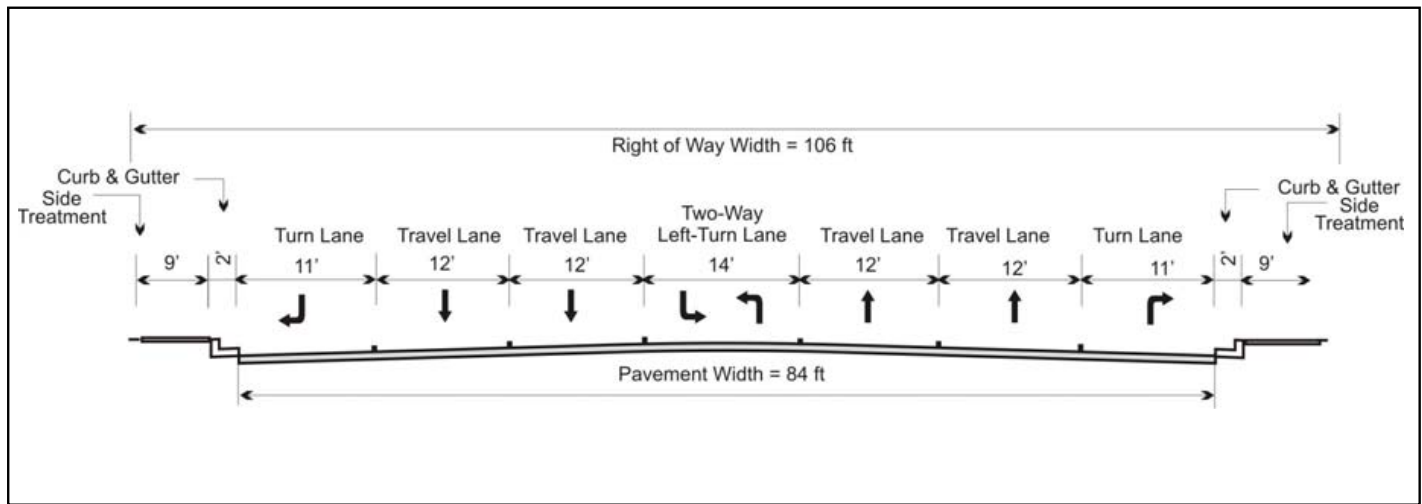


Figure 3-16. Five-lane Arterial Cross-section, At Intersections

Parkway Detail

Highland City has developed a Parkway Landscape Detail that is intended to provide major roads in Highland City with a side treatment that is attractive and functional for pedestrians and other roadway users. Roads on which Highland City has implemented or is planning to implement the Parkway Landscape Detail include:

- ♦ SR-92*
- ♦ SR-74*
- ♦ 11800 North
- ♦ 10400 North
- ♦ 4800 West*
- ♦ Highland Boulevard
- ♦ Beacon Hill Boulevard

**Except where the Streetscape Enhancement is recommended.*

See Element 7 – Community Design, for more details.

The specifics of the Parkway Landscape Detail easement are shown in Figure 3-17.



*The Parkway
Detail along the
Alpine Highway
(SR-74)*

MAP 3-2 RECOMMENDED TRANSPORTATION NETWORK

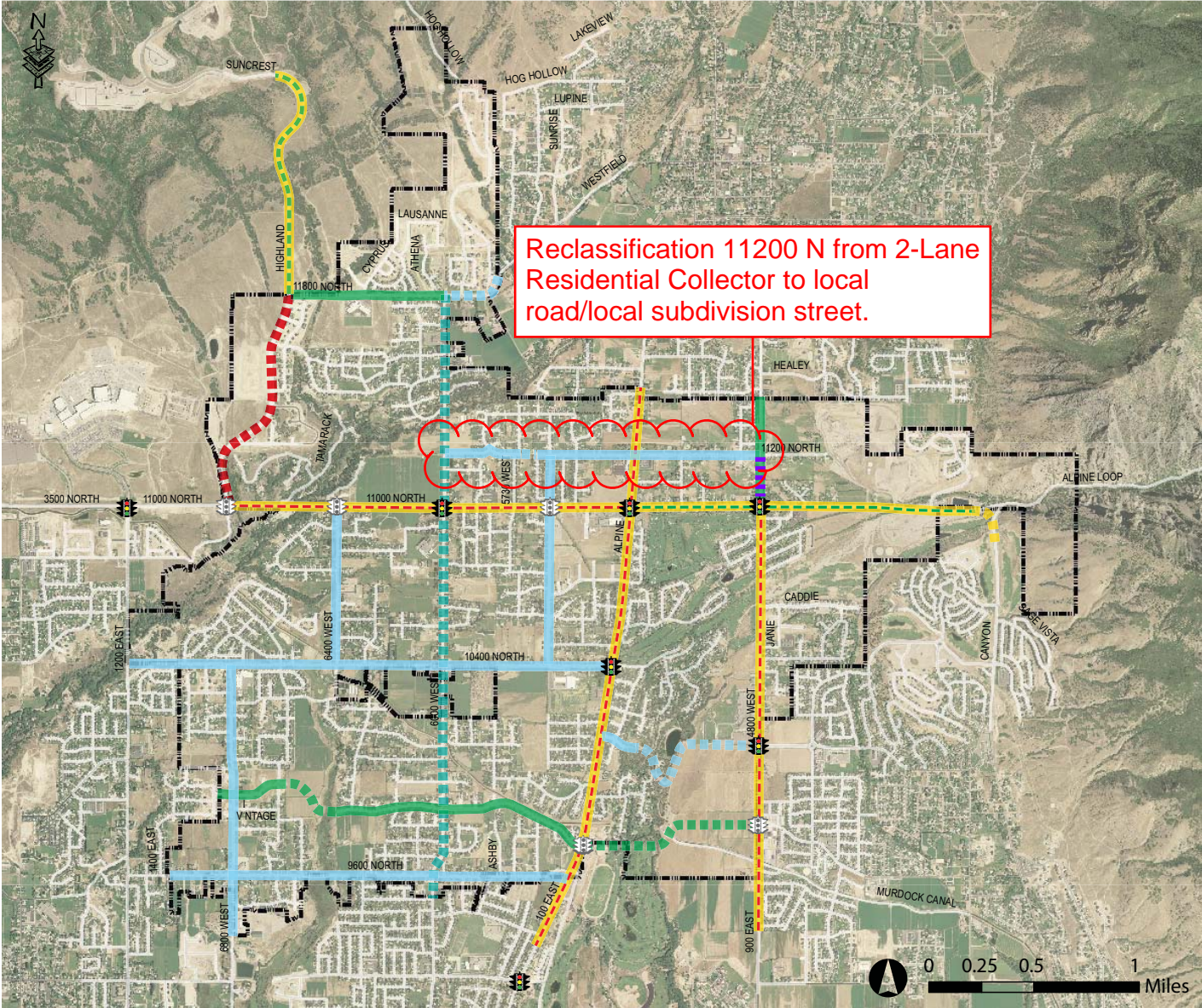
- 5-Lane Arterial - Constructed
- 5-Lane Arterial - Proposed
- 3-Lane Major Collector - Constructed
- 3-Lane Major Collector - Proposed
- 3-Lane Minor Collector - Proposed
- 2-Lane Residential Collector - Constructed
- 2-Lane Residential Collector - Proposed
- Other Jusidiction (State, County, Municipal)
- Highland City
- Existing Signals
- Planned Signals
- 4-Lane Arterial - Proposed
(Amendment Adopted March 12, 2024)

Highland City
General Plan Update

LANDMARK
DESIGN

Adopted February 19, 2008
With Amendments Adopted March 12, 2024

Reclassification 11200 N from 2-Lane Residential Collector to local road/local subdivision street.



East West Collectors

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



PLANNING COMMISSION AGENDA REPORT ITEM #4a

DATE: May 27, 2025
TO: Planning Commission
FROM: Rob Patterson, City Attorney/Planning & Zoning Administrator
SUBJECT: Daycare Development Agreement
TYPE: Land Use (Legislative)

PURPOSE:

The Commission will review and give direction regarding a potential legislative development agreement to facilitate the construction of a daycare facility within the PO zone on the Professional Office "B" site.

STAFF RECOMMENDATION:

Staff recommends that the Commission consider the daycare proposal and give direction to staff and the applicant as to what terms or limitations the Commission would like to see in a one-off legislative development agreement for this site.

PRIOR REVIEW:

The Commission has recently discussed the City's professional office (PO) zone on several occasions. The Commission rejected a proposed text amendment from an owner of property in the PO zone, but directed staff to lead out on drafting amendments to the zone. Currently, staff is working on the requested, holistic changes to the PO zone to address the many concerns city officials and residents have with the zone.

BACKGROUND & SUMMARY OF REQUEST:

Staff has not yet presented code changes for the PO zone to the Planning Commission or Council. Despite this, staff wanted to bring this item to the Commission because staff believes that this proposal may resolve some concerns with the relevant portion of the PO zone and facilitate a business that is needed in Highland.

Staff was approached by a potential developer who wants to establish a large, commercial daycare facility in Highland within the PO zone. Specifically, on the "Professional Office 'B'" site from the original master plan. This is the site on the west side of Highland Blvd., south of the storage units. In the original master plan, this site was planned to have two buildings (buildings 4 and 6), each with three floors (basement + two above-ground floors). Those buildings are currently planned to each have an approximate 3,400 square foot footprint (6,800 square foot combined footprint), with the buildings being 9,400 square feet in total between all three floors of each building (combined 18,800 square feet).

The site and building as proposed by the daycare client would be for a single building on the site, one story, 10,200 square feet, with pitched roofs and more traditional residential architecture. This would be a larger footprint than the original two planned buildings (6,800 square feet vs 10,200 square feet), but overall the massing would be smaller (18,800 square feet vs 10,200 square feet). The height would also

likely be less with the daycare proposal, as the structure would be one story vs. two two-story buildings.

While staff understood the Council's and Commission's direction to address the PO zone holistically, the daycare client desires a shorter timeframe than staff could likely meet with the PO zone update, given the expressed desire to involve residents and stakeholders in the review of changes to the PO zone. Further, staff believes that this proposal may resolve several concerns some commissioners and residents had with this site. During the recent text amendment process, residents expressed concern with the master plan for this site, specifically with the planned two-story height for the building and the number of buildings. The daycare proposal would be a single, single-story building, which seems to align better with the expressed desires of the residents.

The daycare client is asking for the City to consider entering into a legislative development agreement that establishes a development plan and conditions specific to this site that override the general PO zone regulations. Under Utah Code 10-9a-532, cities are authorized to enter into development agreements for terms related to "a master planned development," and cities can enter into development agreements that deviate from adopted zoning regulations if the city follows the same process for adoption of a land use regulation, including public hearings and review and recommendation from the planning commission.

The Council discussed this item on May 20 and expressed tentative support for a development agreement/ Staff and the daycare client are looking for direction from the Commission as to what terms and restrictions should be involved in a site-specific development agreement for this property that both allows for the building and site improvements as generally proposed by the client and protects the interests and desires of the city and residents. The City could include in that development agreement terms related to improvement/landscaping of the medians, sidewalk construction, and other details to complete the development of that area of the PO zone to City desired standards.

The current plan is for a draft version of this agreement to be presented to the Commission during the June meeting, but staff wanted to involve the commission as soon as possible.

STAFF REVIEW & PROPOSED FINDINGS:

A site-specific, legislative development agreement could help with the City's goal to rework the PO zone, as it reduces the need to retain or fix the original master plan for this site.

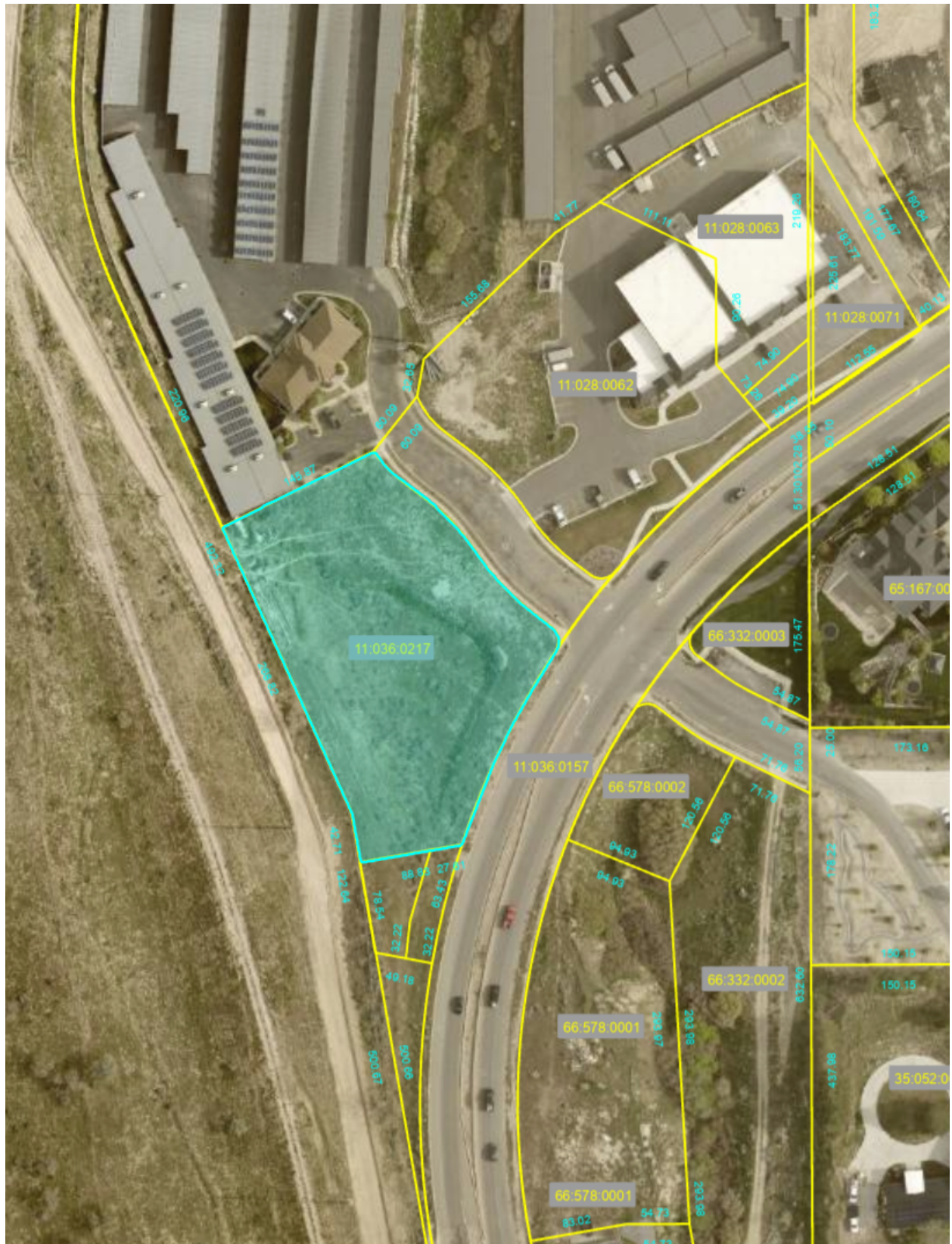
MOTION:

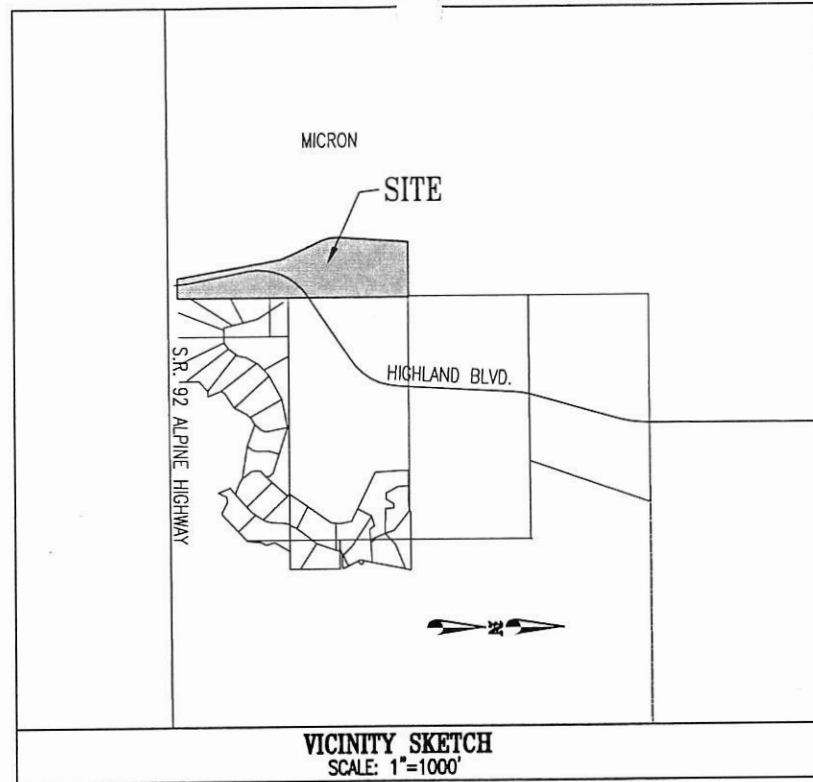
No action - for discussion only.

ATTACHMENTS:

1. VICINITY MAP
2. PO Zone Ex A Amended Site Plan
3. Highland Daycare Concept Site Plan
4. Highland Daycare Site Plan Comparison
5. Pages from PO Zone Exhibit C - Building Design
6. 22.003 - A-2 - Concept Elevations
7. 22.003 - A-3 - Concept Elevations

VICINITY MAP ~11200 N HIGHLAND BLVD





STORAGE TABULATIONS

BUILDING LETTER	SIZE OF BUILDING
A	16,050 SF
B	6,300 SF
C	11,520 SF
D	12,000 SF
E	1,600 SF
F	4,050 SF
G	2,220 SF
H	2,750 SF
I	2,500 SF
J	3,000 SF
K	1,800 SF
L	1,400 SF
M	3,600 SF
N	4,800 SF
O	7,200 SF
P	8,400 SF
Q	6,100 SF
R	11,600 SF
S	10,150 SF
T	8,700 SF
U	12,000 SF
V	9,700 SF
W	9,000 SF
X	1,200 SF
Y	2,850 SF
Z	9,300 SF
AA	3,150 SF
BB	9,300 SF
CC	6,400 SF
DD	8,300 SF
TOTAL UNITS	196,940 SF

GENERAL NOTES

1. THIS PLAN PRESENTED AS PART OF NEW HIGHLAND CITY PROFESSIONAL OFFICE ZONE.
2. DEVELOPMENT DENSITIES, BUILDING AREAS, & GENERAL LAYOUT ALREADY ESTABLISHED AS PER SETTLEMENT AGREEMENT BETWEEN CITY, SUNCREST, & SUNSET MT.
3. HIGHLAND BLVD. (FORMERLY SUNCREST DRIVE) TO BE CONSTRUCTED BY SUNCREST DEVELOPMENT AS PER AGREEMENT.
4. SEE SEPERATE LANDSCAPE ANALYSIS AND PLAN.
5. CONSTRUCTION OF OFFICE BUILDINGS & STORAGE UNITS MAY BE PHASED.

LOT CALCULATIONS

PROFESSIONAL OFFICE A	1.93 AC
BUILDINGS	20,400 SF
OPEN SPACE	0.98 AC 51%
PARKING/DRIVES	0.71 AC 37%
PARKING STALLS	77 STALLS
PROFESSIONAL OFFICE B	1.29 AC
BUILDINGS	13,600 SF 24%
OPEN SPACE	0.42 AC 33%
PARKING/DRIVES	0.56 AC 43%
PARKING STALLS	57 STALLS
PROFESSIONAL OFFICE C	1.29 AC
BUILDINGS	13,600 SF 24%
OPEN SPACE	0.28 AC 21%
PARKING/DRIVES	0.70 AC 54%
PARKING STALLS	60 STALLS

BOUNDARY DESCRIPTION

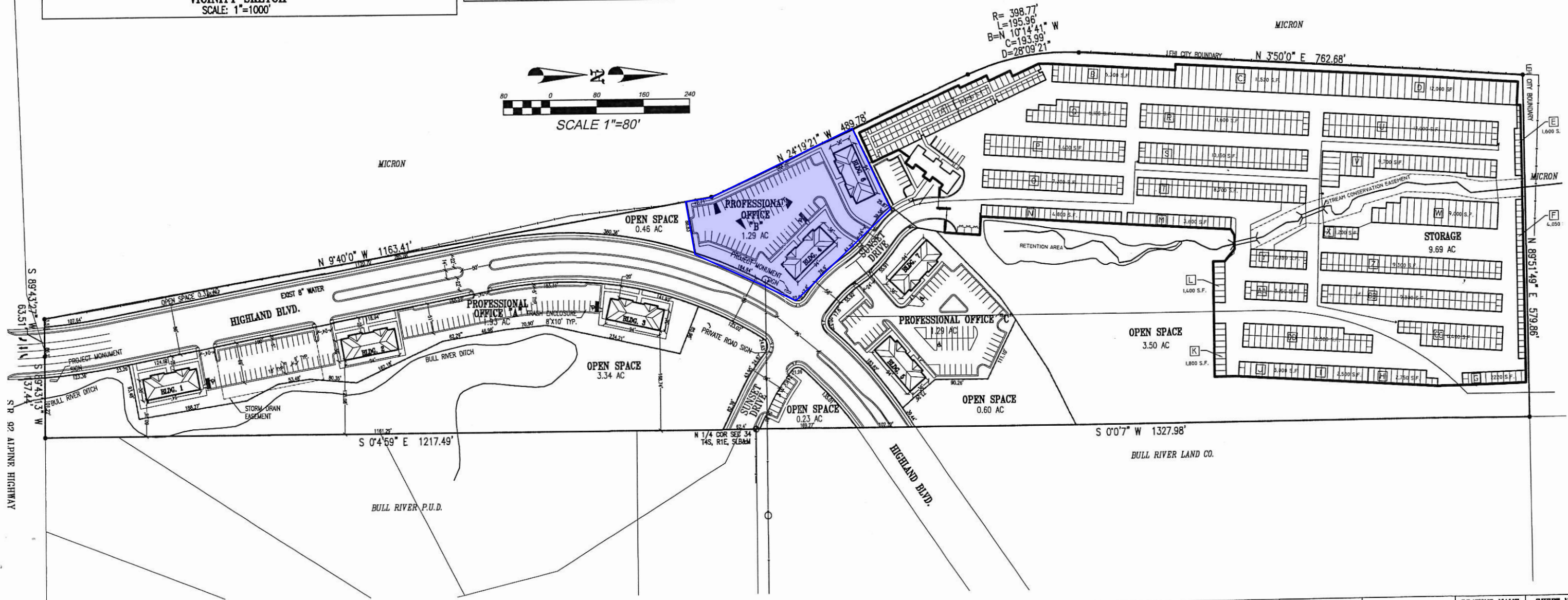
BEGINNING AT A POINT WHICH IS THE NORTH QUARTER CORNER OF SECTION 34 TOWNSHIP 4 SOUTH, RANGE 1 EAST, SALT LAKE BASE & MERIDIAN.

RUNNING THENCE S 00°04'59" E 1217.49 FEET; THENCE S 89°43'13" W 137.44 FEET; THENCE S 89°43'27" W 63.51 FEET; THENCE N 09°40'00" W 1163.41 FEET; THENCE N 24°19'21" W 489.78 FEET; THENCE ALONG THE ARC OF A 398.77 FOOT RADIUS CURVE TO THE RIGHT 195.96 FEET (CURVE HAS A CENTRAL ANGLE OF 28°09'21" AND A CHORD BEARING N 10°14'41" W 193.99 FEET); THENCE N 03°50'00" E 762.68 FEET; THENCE N 89°51'49" E 579.86 FEET; THENCE S 00°00'07" W 1327.98 FEET TO THE POINT OF BEGINNING.

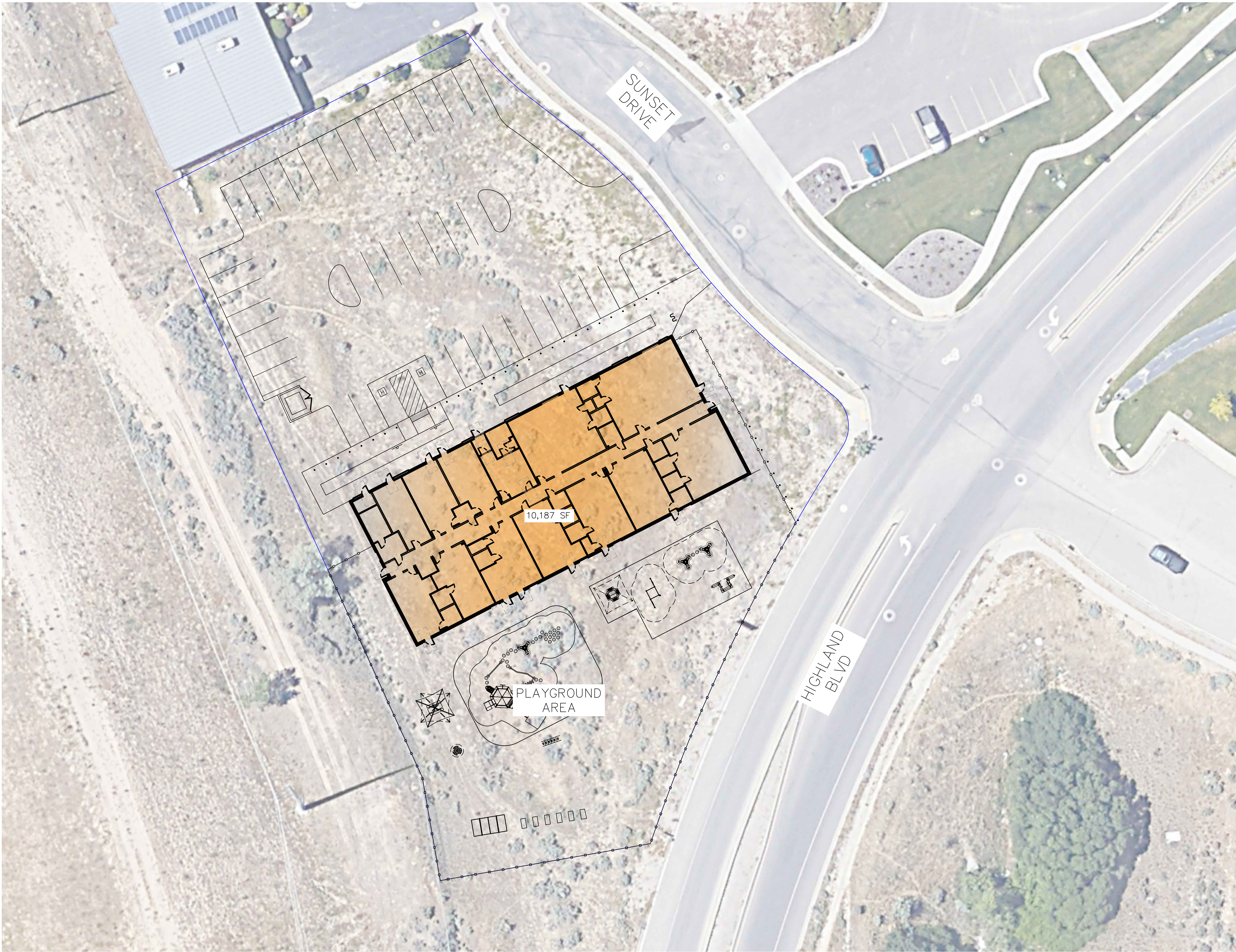
PARCEL CONTAINING 26.22 ACRES

TABULATIONS



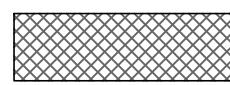
TOTAL PROPERTY	26.22 AC
HIGHLAND BLVD	3.03 AC
NET DEVELOPED AREA	23.19 AC 100.0%
SUNSET DRIVE	0.49 AC 2.1%
PROFESSIONAL OFFICE A	1.93 AC 8.3%
PROFESSIONAL OFFICE B	1.29 AC 5.6%
PROFESSIONAL OFFICE C	1.29 AC 5.6%
STORAGE UNITS	9.69 AC 41.8%
STREAM CONSERVATION EASEMENT	0.36 AC 1.5%
OPEN SPACE BY STORAGE	3.50 AC 15.1%
OPEN SPACE BY BULL RIVER DITCH	3.57 AC 15.4%
OPEN SPACE BY HIGHLAND BLVD.	0.46 AC 2.0%
OPEN SPACE BY OFFICE C	0.60 AC 2.6%
TOTAL ACCESSIBLE OPEN SPACE	8.13 AC 35.1%



THOMAS C:\Users\Thomas.VD.000\Hunt Day\Dropbox\Projects\102-51 Highlands CCO\Highland Childrens Courtyard_B 5/1/2024 4:35 PM



Legend

-  = ADA ROUTE - NOT TO EXCEED A RUNNING SLOPE GREATER THAN 4.5% OR CROSS SLOPE GREATER THAN 1.5%
-  = ADA AREA - NOT TO EXCEED SLOPE GREATER THAN 1.5% IN ANY DIRECTION
-  = SPILL CURB, SEE APPLICABLE CURBING DETAIL

Site Data

LOCATION: HIGHLAND, UTAH COUNTY, UTAH

PROPERTY SIZE: 1.30 AC
BUILDING FOOTPRINT: 10,187 SF (X.X%)
HARD SURFACE AREA: XX,XXX SF (X.X%)
LANDSCAPE AREA: XX,XXX SF (X.X%)

PARKING: 3 STALL / 1,000 SF
10,187 SF / 1,000 SF x 3 = 31 STALLS REQUIRED
41 STALLS PROVIDED
INCLUDING 1 ADA + 1 VAN ADA

2 BICYCLE PARKING PROVIDED

Notice To Contractors

THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITIES OR STRUCTURES SHOWN ON THESE PLANS WERE OBTAINED FROM AVAILABLE INFORMATION PROVIDED BY THE SURVEYOR OR CITY PRODUCED DOCUMENTS. THE LOCATIONS SHOWN ARE APPROXIMATE AND SHALL BE CONFIRMED IN THE FIELD BY THE CONTRACTOR, SO THAT ANY NECESSARY ADJUSTMENT CAN BE MADE. IF FIELD CONDITIONS VARY FROM SHOWN AT MOBILIZATION, CONTRACTOR TO PROVIDE NOTICE TO THE OWNER AND ENGINEER OF RECORD IMMEDIATELY. THE CONTRACTOR IS REQUIRED TO CONTACT THE UTILITY COMPANIES AND TAKE PRECAUTIONARY MEASURES TO PROTECT ANY UTILITIES SHOWN OR NOT SHOWN ON THESE PLANS.



HUNT · DAY

3445 Antelope Drive, St 200
Syracuse, UT 84075
PH: 801.664.4724
EM: Thomas@HuntDay.co

PROJECT TITLE

**HIGHLAND BLVD & SUNSET DRIVE
HIGHLAND, UT**


LOCATED IN THE NORTH HALF OF SECTION 25,
TOWNSHIP 9 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN

REVISIONS

SEAL

REV. DATE DESCRIPTION BY

VERIFY SCALES

BAR IS ONE INCH ON ORIGINAL DRAWING
0  1'
IF NOT ONE INCH ON THIS SHEET, ADJUST
SCALES ACCORDINGLY

PROJECT INFO.

Engineer: T. Hunt
Drawn: T. Pridemore
Date: 05 / 01 / 2024
Proj. No. 102 - 52

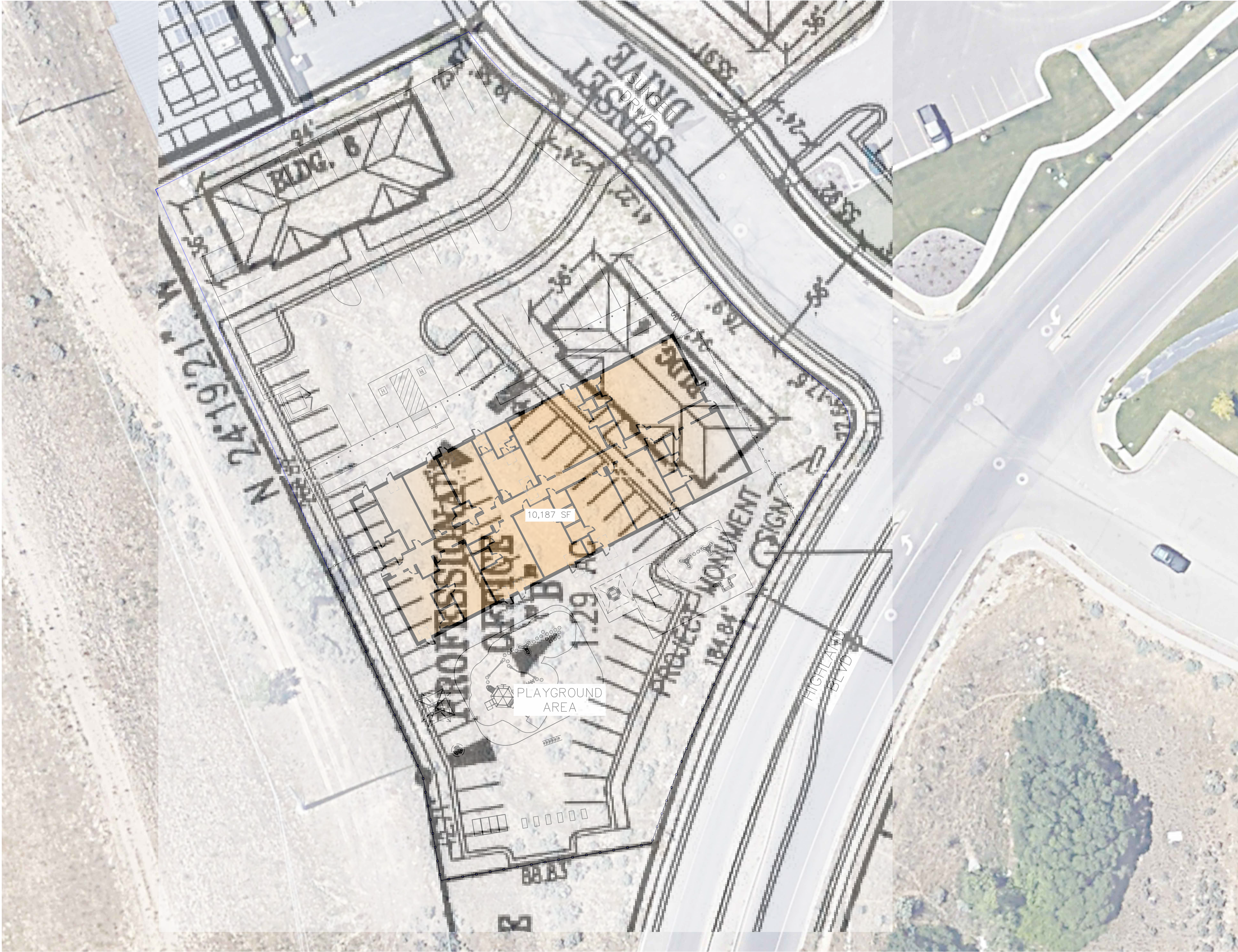
SHEET TITLE

####

####

SHEET NO.

THOMAS C:\Users\Thomas.VD.000\Hunt Day\Dropbox\Projects\102-51 Highlands CCO\Highland Childrens Courtyard_B 5/1/2024 4:35 PM



Legend

ADA

ADA ROUTE - NOT TO EXCEED A RUNNING SLOPE GREATER THAN 4.5% OR CROSS SLOPE GREATER THAN 1.5%

ADA AREA

ADA AREA - NOT TO EXCEED SLOPE GREATER THAN 1.5% IN ANY DIRECTION

SPILL CURB

SPILL CURB, SEE APPLICABLE CURBING DETAIL

Site Data

LOCATION:

HIGHLAND, UTAH COUNTY, UTAH

PROPERTY SIZE:

1.30 AC

BUILDING FOOTPRINT:

10,187 SF (X.X%)

HARD SURFACE AREA:

XX,XXX SF (X.X%)

LANDSCAPE AREA:

XX,XXX SF (X.X%)

PARKING:

3 STALL / 1,000 SF
10,187 SF / 1,000 SF x 3 = 31 STALLS REQUIRED
41 STALLS PROVIDED
INCLUDING 1 ADA + 1 VAN ADA

2 BICYCLE PARKING PROVIDED

Notice To Contractors

THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITIES OR STRUCTURES SHOWN ON THESE PLANS WERE OBTAINED FROM AVAILABLE INFORMATION PROVIDED BY THE SURVEYOR OR CITY PRODUCED DOCUMENTS. THE LOCATIONS SHOWN ARE APPROXIMATE AND SHALL BE CONFIRMED IN THE FIELD BY THE CONTRACTOR, SO THAT ANY NECESSARY ADJUSTMENT CAN BE MADE. IF FIELD CONDITIONS VARY FROM SHOWN AT MOBILIZATION, CONTRACTOR TO PROVIDE NOTICE TO THE OWNER AND ENGINEER OF RECORD IMMEDIATELY. THE CONTRACTOR IS REQUIRED TO CONTACT THE UTILITY COMPANIES AND TAKE PRECAUTIONARY MEASURES TO PROTECT ANY UTILITIES SHOWN OR NOT SHOWN ON THESE PLANS.

HUNT · DAY

3445 Antelope Drive, St 200
Syracuse, UT 84075
PH: 801.664.4724
EM: Thomas@HuntDay.co

PROJECT TITLE

HIGHLAND BLVD & SUNSET DRIVE
HIGHLAND, UT
LOCATED IN THE NORTH HALF OF SECTION 25,
TOWNSHIP 9 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN

REV.	DATE	DESCRIPTION	BY

SEAL

VERIFY SCALES

BAR IS ONE INCH ON ORIGINAL DRAWING
0 1" IF NOT ONE INCH ON THIS SHEET, ADJUST
SCALES ACCORDINGLY

PROJECT INFO.

Engineer:

T. Hunt

Drawn:

T. Pridemore

Date:

05 / 01 / 2024

Proj. No.

102 - 52

SHEET TITLE

####

####

SHEET NO.

####

Page 25 of 31

Building 4

Specifications:

Two story building
3400 sq ft main floor
3000 sq ft upstairs
3000 sq ft basement

Building Materials

Front and sides-
 Cultured Stone
 Shingle Siding- hardy plank
 Wood Trim- resawn & stained facia material and/or natural timber
Rear- stone trim with stucco
Colors- earth tones or muted variations as per renderings
 Emphasis on grey, brown and green
Matching colored window frames
Aged metal accents
Roofing Materials- Heavy grade asphalt 1/4" thickness (appearance of shingles)



Building 6

Specifications:

Two story building
3400 sq ft main floor
3000 sq ft upstairs
3000 sq ft basement

Building Materials

Front and sides-

Cultured Stone

Shingle Siding- hardy plank

Wood Trim- resawn & stained fascia material and/or natural timber

Rear- stone trim with stucco

Colors- earth tones or muted variations as per renderings

Emphasis on grey, brown and green

Matching colored window frames

Aged metal accents

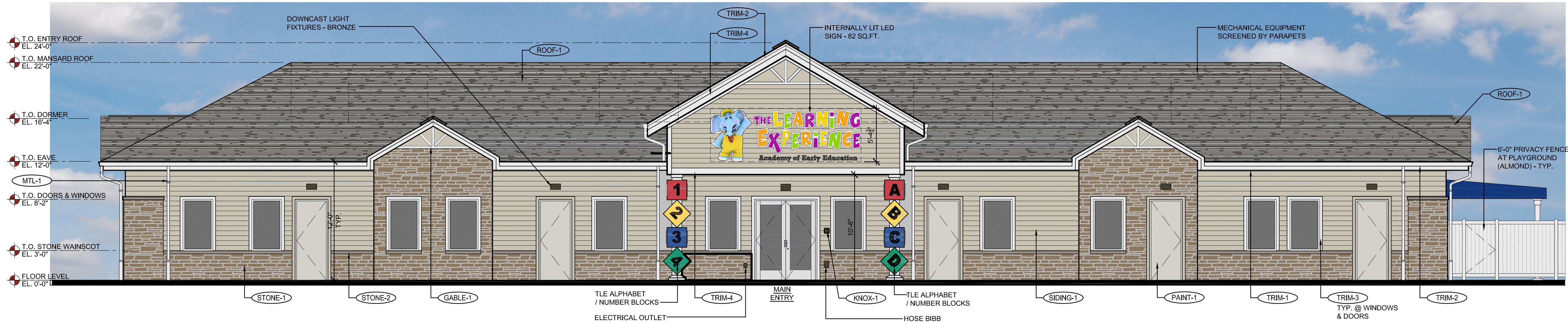
Roofing Materials- Heavy grade asphalt 1/4" thickness (appearance of shingles)



1. CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK USING THE CONTRACTOR'S BEST SKILL AND ATTENTION. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE AND HAVE CONTROL OVER CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCE, AND JOB SITE SAFETY.

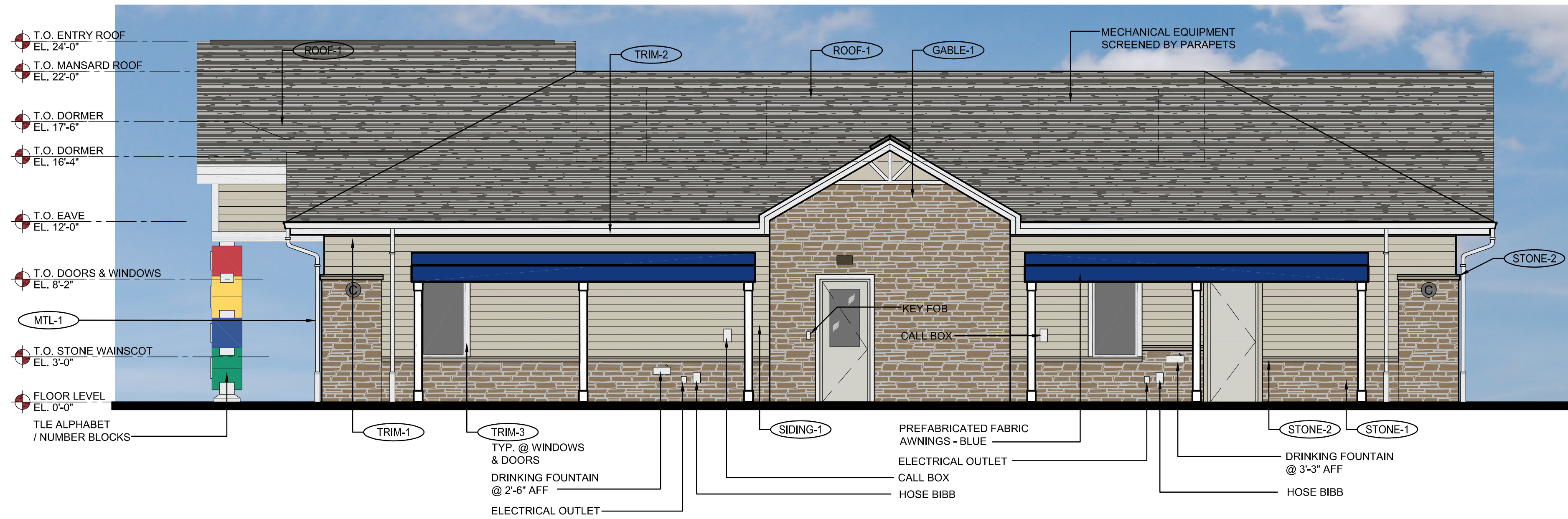
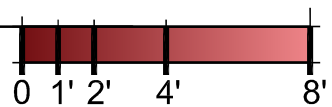
2. GC MUST PROVIDE & INSTALL ALL PRODUCTS PER PLANS. ONLY SUBSTITUTED PRODUCTS NEED TO BE SUBMITTED TO THE ARCHITECT FOR APPROVAL. UNAPPROVED SUBSTITUTIONS WILL BE REPLACED AT THE EXPENSE OF THE GC.

3. VERBAL REPRESENTATION HAS NO VALUE AND ALL REQUESTS TO CHANGE ANY PRODUCTS OR SPECIFICATIONS PER PLANS MUST BE SUBMITTED IN WRITING TO THE ARCHITECT & TLE FOR APPROVAL.



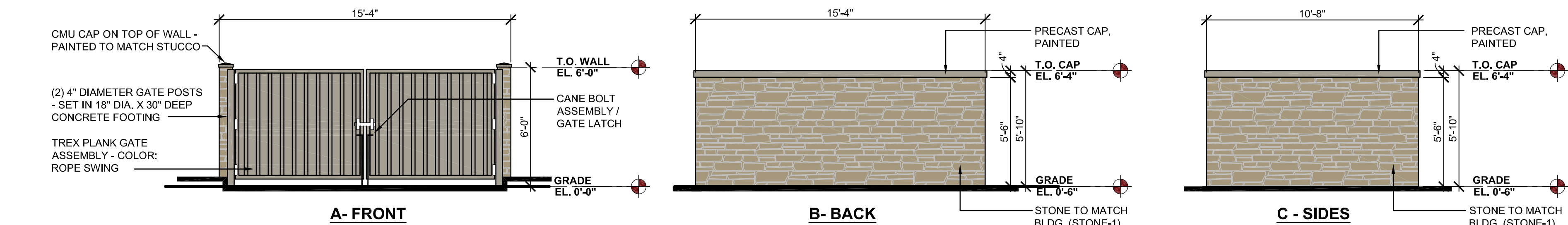
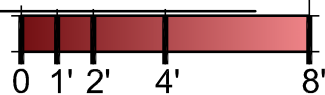
3 PROPOSED WEST ELEVATION

scale: 3/16" = 1'-0"



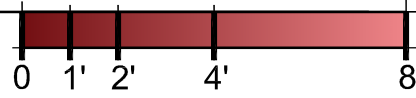
2 PROPOSED SOUTH ELEVATION

scale: 3/16" = 1'-0"



1 PROPOSED TRASH ENCLOSURE ELEVATIONS

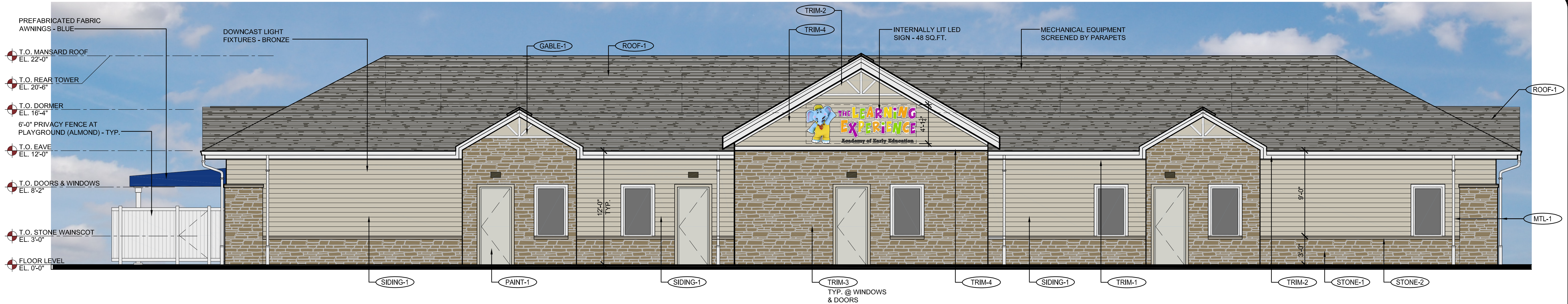
scale: 1/4" = 1'-0"



1. CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK USING THE CONTRACTOR'S BEST SKILL AND ATTENTION. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE AND HAVE CONTROL OVER CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCE, AND JOB SITE SAFETY.

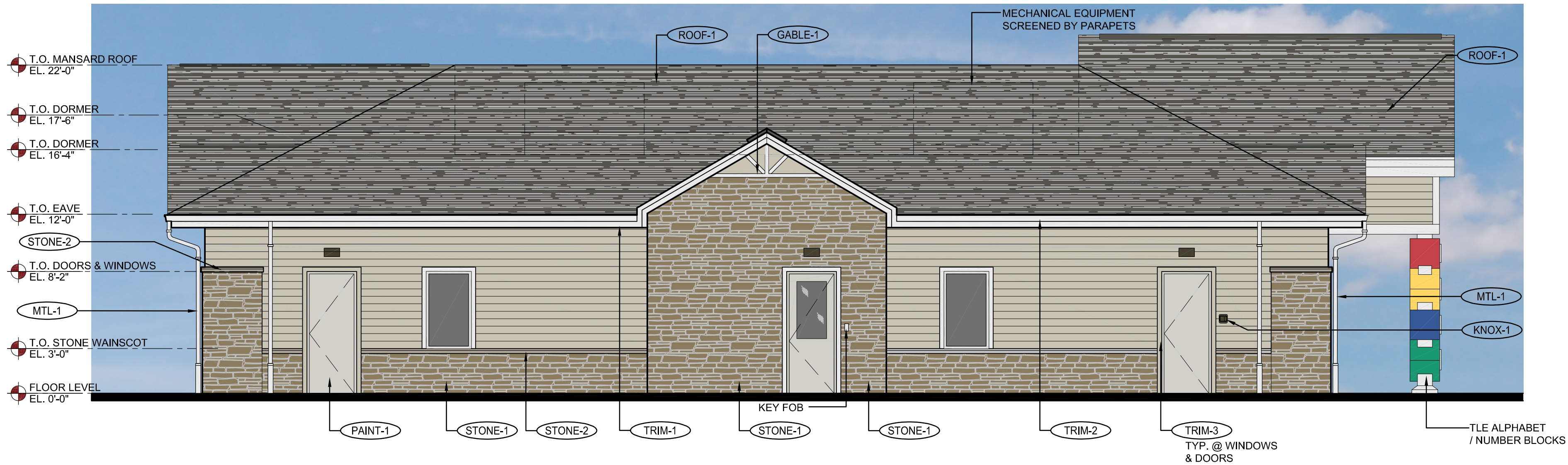
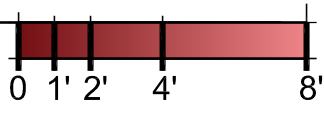
2. GC MUST PROVIDE & INSTALL ALL PRODUCTS PER PLANS. ONLY SUBSTITUTED PRODUCTS NEED TO BE SUBMITTED TO THE ARCHITECT FOR APPROVAL. UNAPPROVED SUBSTITUTIONS WILL BE REPLACED AT THE EXPENSE OF THE GC.

3. VERBAL REPRESENTATION HAS NO VALUE AND ALL REQUESTS TO CHANGE ANY PRODUCTS OR SPECIFICATIONS PER PLANS, MUST BE SUBMITTED IN WRITING TO THE ARCHITECT & TLE FOR APPROVAL.



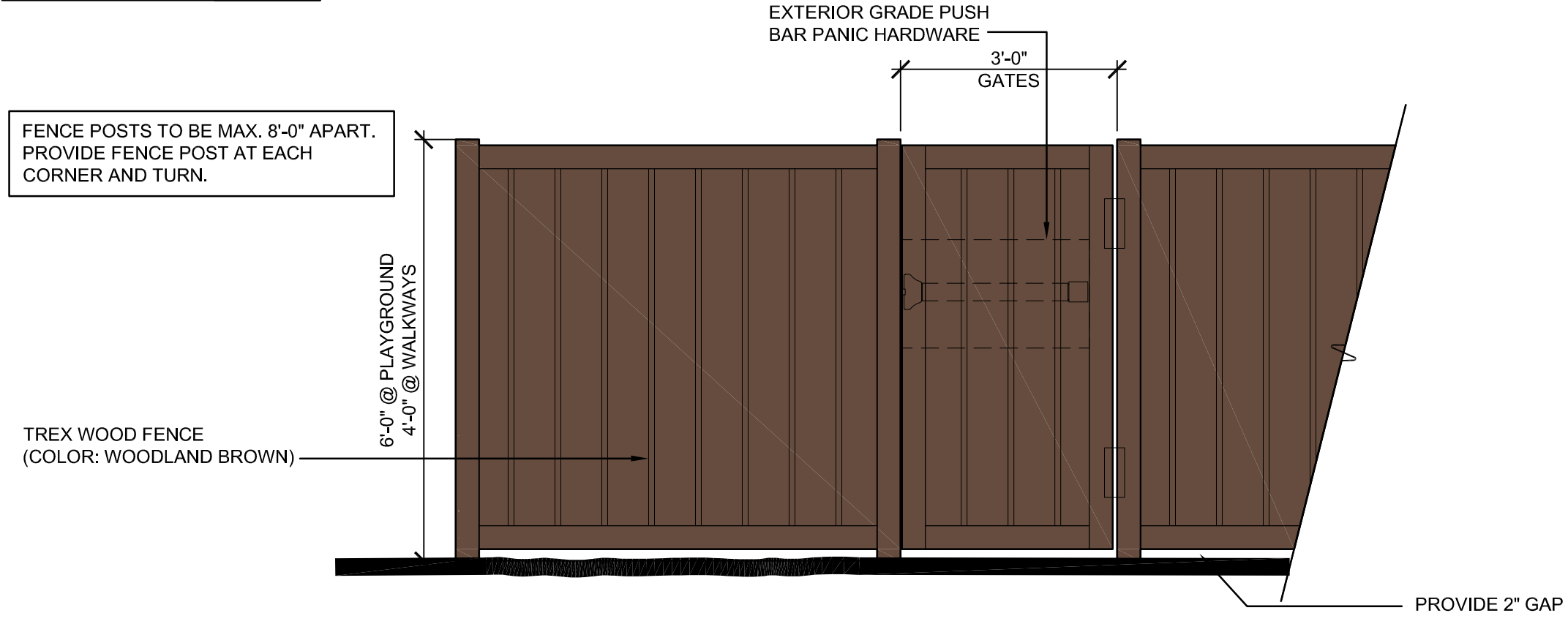
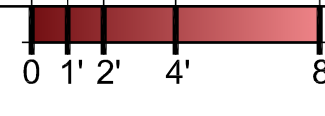
3 PROPOSED EAST ELEVATION

scale: 3/16" = 1'-0"



2 PROPOSED NORTH ELEVATION

scale: 3/16" = 1'-0"



1 TYPICAL FENCING ELEVATION

scale: 1/2" = 1'-0"

EXTERIOR MATERIAL SCHEDULE			
LABEL	MANUFACTURER	SIZE/TYPE	FINISH COLOR
STOREFRONT	KAWNEER	TRIFAB 451	BRONZE
DOOR	-	PER DOOR SCHEDULE	FACTORY PRIMED
FIXED WINDOW	PLYGEM (1500 SERIES) OR SILVERLINE V-1 SERIES	PER WINDOW SCHEDULE	BRONZE
STONE-1	EL DORADO STONE (OR EQUIV.)	MOUNTAIN LEDGE	YUKON OR APPROVED EQUAL
SILL-1	EL DORADO STONE (OR EQUIV.)	MOUNTAIN LEDGE STOCK SILL	YUKON OR APPROVED EQUAL
SIDING-1	JAMES HARDIE	HARDIEPLANK LAP SIDING PRODUCT: CEDARMILL	COLOR: COBBLE STONE
TRIM-1	ROYAL BUILDING PRODUCTS (OR EQUIV.)	COLORSCAPES NOM. THICKNESS 0.042"	TRIPLE 4 SOFFIT COLOR: OFF-WHITE PERFORATED
TRIM-2	JAMES HARDIE (FIBER CEMENT)	8" HARDIE BOARD	COLOR: OFF-WHITE PRODUCT: 5/4 SMOOTH
TRIM-3	JAMES HARDIE (FIBER CEMENT)	4" HARDIE BOARD	COLOR: OFF-WHITE PRODUCT: 5/4 SMOOTH
TRIM-4	JAMES HARDIE (FIBER CEMENT)	11" HARDIE BOARD	COLOR: OFF-WHITE PRODUCT: 5/4 SMOOTH
ROOF-1	GAF TIMBERLINE OR EQUAL	ULTRA HD SHINGLES 30 YEAR WARRANTY	WEATHERED WOOD OR SIMILAR
MTL-1	MBCI (OR EQUIV.)	METAL TRIM & GUTTERS / DOWNSPOUTS	COLOR: OFF -HITE
PAINT-1	BENJAMIN MOORE	DOORS & FRAMES	BM#859 COLLINGWOOD
KBOX-1	KNOX BOX (MAIN ENTRY / MECHANICAL)	3200 SERIES W/ RECESSED MOUNT FLANGE, HINGE DOOR, & TAMPER SWITCH	COLOR: WHITE (REF. NOTE 2 BELOW)
GABLE-1	GABLE TRIM	FAUX GABLE TRUSS ACCENT	COLOR: OFF-WHITE PRODUCT: GPF66X19.25