

# FY2025-26 EMPLOYEE PAY SCALE

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# FY2025-26 EMPLOYEE PAY SCALE – Item 3.2

## Grades 1-34

- Not all grades are used

- Positions are assigned to grades

- Grade assignments are reviewed for internal and external equity

## Not step-based

- Low – Medium – High

- Flexibility based on merit vs years of service

- Currently, all grades have approx. 44% spread low → high

## COLA

- Applies to entire table

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- Applies to entire table

# FY2025-26 DEPT DIRECTORS & DEPUTIES / ASSISTANTS SALARY INCREASES– Item 3.3

Department Director	Deputy / Assistant	COLA	Merit	Mkt Adj	Total
City Manager / Econ Dev Dir		3.0%	1.5%		4.5%
Asst City Mgr / P&Z Director	Current Planning Manager	3.0%	1.5%		4.5%
City Attorney				5.0%	5.0%
Building Services Director		3.0%	1.5%		4.5%
City Recorder	Deputy City Recorder	3.0%	1.5%		4.5%
Comunications Director	Marketing Manager	3.0%	1.5%		4.5%
	Emergency / Risk Manager	3.0%	1.5%		4.5%
Facilities Director	Facilities Manager	3.0%	1.5%		4.5%
Finance / HR Director	Deputy Treasurer	3.0%	1.5%		4.5%
	HR Manager	3.0%	1.5%		4.5%
MC Common Exec / Events Dir	Senior Recreation Manager	3.0%	1.5%		4.5%
	Events Manager	3.0%	1.5%		4.5%
	Public Markets Manager	3.0%	1.5%		4.5%
Promise Program Director		3.0%	1.5%		4.5%
PW Director / City Engineer	Deputy City Engineer	3.0%	1.5%		4.5%

# FY2025-26 MILLCREEK BUDGET

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Revised as of 06/09-25

# MAY 12 – GEN FUND TENTATIVE BUDGET

## ✓ Key Budget Components

Total Budget: \$68,175,840

## ✓ Personnel

3% COLA + 1.5% merit

General Fund – no increase in staffing

Stormwater Fund – increase 1 FTE for GIS support

## ✓ Debt Issue

\$24.0 M to construct Millcreek East Common

\$ .3 M Cost of Issuance

Bond related interfund transfers to and from Gen Fund

# MAY 27 – GEN FUND TENTATIVE BUDGET

## ✓ Key Changes to General Fund Tentative Budget

Total Budget = \$42,954,740

## ✓ Revenues

+\$ 10 K – Increase in local grants (SLCo for Promise)

(\$24.3)M – move bond proceeds to Millcreek Center CRA

(\$ 1.1)M – trnsfr from East Common for Series 2025 debt svc

+\$ 269 K – Increase in Budgetary Use of Fund Bal

## ✓ Expenditures

(\$24.3)M – COI and trnsfr of bond proceeds to Cap Project Fund

(\$ 1.0)M – Series 2025 Debt service payments

+\$ 125 K – Millcreek 10-yr Legacy Project

# JUNE 9 – GEN FUND TENTATIVE BUDGET

## ✓ Key Changes to General Fund Tentative Budget

05/12/25     \$68,175,840

05/27/25     \$42,954,740

06/09/25     \$43,064,240

## ✓ Revenues

+\$109.5K – Budgetary Use of Fund Balance

## ✓ Expenditures

+\$ 47.5 K – Property Insurance

+\$ 27.0 K – Reg PT Promise position

+\$ 35.0 K – Millcreek's share of CRE program noticing



# JUNE 9 – GEN FUND TENTATIVE BUDGET

## REVENUES

**\$ 68,175,840 05/12/25 Tentative Budget**

10,000 Increase in local grant (SLCo grant for Promise)

(24,361,085) Series 2025 bonds

(1,139,400) Trnsfr-in from MC East for Series 2025 debt Svc

Increase in Budgetary Use of Fund Balance:

125,000 Legacy Project

47,500 Property insurance permium increase

27,000 Reg PT Promise employee

35,000 CRE (City's share of program noticing)

94,460 Balancing

154,400 Bond transactions

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**\$ 43,168,715 06/09/25 Revised Tentative Budget**

## EXPENDITURES

**\$ 68,175,840 05/12/25 Tentative Budget**

35,000 CRE Contribution

125,000 Add Millcreek 10-yr / Legacy project

27,000 Reg PT Promise employee

(286,100) Series 2025A - Cost of Issuance

(75,000) Series 2025B - Cost of Issuance

(785,000) Series 2025A - Debt Service

(200,000) Series 2025B - Debt Service

47,500 Property Insurance increase

104,475 Correction to trasfer to Phase II

(24,000,000) Transfer of bond proceeds to cap proj fund

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**\$ 43,168,715 06/09/25 Revised Tentative Budget**

## FY26 SECIAL REV FUNDS – CRAs

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- ✓ 201 – Millcreek Center CRA
- ✓ 202 – West Millcreek CRA
- ✓ 203 – Woodland Ave CRA
- ✓ 204 – Olympus Hills CRA
- ✓ 205 – MedTech CRA
- ✓ 220 – CRA Aggregate Housing Fund
- ✓ 250 – Millcreek Community Foundation

# MILLCREEK CENTER CRA

## May 12 – Tentative Budget Key Budget Components

Total Budget: \$1,722,500

Estimated Tax Increment: 2024 (tax yr) Increment

Series 2019 Debt Service: \$ 988,000

## May 27 – Interfund Loan Schedules introduced to Council

## June 09 – Tentative Budget Changes

Total Budget: \$26,976,400

Rev: \$24.3 M Series 2025 Bond Proceeds + Premium

\$ 1.0 M Trnsfr from Cap Proj - Series 2025 debt svc

Exp: \$24.0 M Trnsfr to Cap Proj for East Common

\$ .3 M Cost of Issuance

\$ 1.0 M Series 2025 Debt Service

# WEST MILLCREEK CRA

## May 12 – Tentative Budget Key Budget Components

Total Budget: \$2,680,820

Estimated Tax Increment: 2024 (tax yr) Increment

Rev: \$ 2,670 Woodland Ave Interfund Loan Pymt

Chng in Fund Bal: \$1,075,820 Budgetary Addition to Fund Balance

## May 27 – Interfund Loan Schedules introduced to Council

## June 09 – Tentative Budget Changes

Total Budget: \$2,684,237

Rev: \$ 3,809 Woodland Ave Interfund Loan Pymt

\$ 2,278 Olympus Hills Interfund Loan Pymt

Chng in Fund Bal: \$1,075,820 Budgetary Addition to Fund Balance

# WOODLAND AVENUE CRA

## May 12 – Tentative Budget Key Budget Components

Total Budget: \$ 23,900

Estimated Tax Increment: 2024 (tax yr) Increment

Exp: \$ 2,670 Interfund Loan Pymt to W Millcreek CRA

Chng in Fund Bal: \$ 15,980 Budgetary Addition to Fund Balance

## May 27 – Interfund Loan Schedules introduced to Council

## June 09 – Tentative Budget Changes

Exp: \$ 3,809 Interfund Loan Pymt to W Millcreek CRA

Chng in Fund Bal: \$ 14,891 Budgetary Addition to Fund Balance

# OLYMPUS HILLS CRA

## May 12 – Tentative Budget Key Budget Components

Total Budget: \$ 10,000  
Interfund Loan: \$10,000 to cover PY negative cash balance  
Exp: \$ 10,000 Professional Services  
Chng in Fund Bal: \$ -0- Budgetary Addition to Fund Balance

## May 27 – Interfund Loan Schedules introduced to Council

## June 09 – Tentative Budget Changes

Exp: \$ 7,500 Professional Services  
\$ 2,278 Interfund Loan Pymt to W Millcreek CRA  
Chng in Fund Bal: \$ 222 Budgetary Addition to Fund Balance

# MEDTECH CRA

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May 12 – Tentative Budget Key Budget Components

Total Budget: \$ -0-

June 09 – Tentative Budget – NO Changes

Total Budget: \$ -0-

# CRA AGGREGATE HOUSING FUND

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May 12 – Tentative Budget Key Budget Components

Total Budget: \$ 599,150

June 09 – Tentative Budget – NO Changes

Total Budget: \$ 599,150

# FUND 250 – COMMUNITY FOUNDATION

## May 12 – Tentative Budget Key Budget Components

Total Budget: \$ 162,500

Rev:	\$ 2,500	Local Grants
	\$ 15,000	Promise Sponsorships
	\$ 145,000	Venture Out Sponsorships

Chng in Fund Balance: \$ -0-

## June 09 – Tentative Budget – NO Changes

Total Budget: \$ 162,500



# FY26 CAPITAL PROJECT FUNDS

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- ✓ 450 – General Capital Improvements (CIP)
- ✓ 451 – Millcreek Common Phase II
- ✓ 452 – Millcreek East Common
  
- ✓ 460 – Park Impact Fee Fund

# FUND 450 – GEN CAP IMPROVEMENTS

## May 12 – Tentative Budget Key Budget Components

Total Budget: \$ 325,000

Chng in Fund Bal: (\$ 345,000) Budgetary Use of Fund Balance

## June 09 – Tentative Budget

Total Budget: \$3,925,000

Chng in Fund Bal: (\$3,600,000) Budgetary Use of Fund Balance

Exp: \$3,135,000 HB244 Projects (cash on hand)

+\$ 120,000 Increase in C/G/S projects

# FUND 451 – MILLCREEK COMMON PHASE II

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## May 12 – Tentative Budget Key Budget Components

Total Budget: \$1,920,000

Rev: \$1,250,000 Transfer from Gen Fund

\$ 670,000 Transfer Park Impact Fees

## June 09 – Tentative Budget – NO Changes

Total Budget: \$1,920,000

# FUND 452 – MILLCREEK COMMON EAST

## May 12 – Tentative Budget Key Budget Components

Total Budget: \$24,050,000  
Trnsfr from Other Funds: \$24,000,000 Trnsfr Bond Proceeds from Gen Fund  
Interest: \$ 50,000  
Trnsfr to Other Funds: \$ 981,400 Trnsfr 2025 Debt Service to Gen Fund  
Chng in Fund Balance: \$11,127,600 Budgetary Addition to Fund Bal

## June 09 – Tentative Budget Changes

Total Budget: \$24,050,000 No Change  
Trnsfr from Other Funds: \$24,000,000 Trnsfr Bond Proceeds from CRA  
Trnsfr to Other Funds: \$ 956,000 Trnsfr 2025 Debt Service to CRA  
Chng in Fund Balance: \$11,153,000 Budgetary Addition to Fund Bal

# FUND 460 – PARK IMPACT FEE FUND

## May 12 – Tentative Budget Key Budget Components

Total Budget: \$ 670,000

Rev: \$ 75,000 Park Impact Fees

\$ 15,000 Interest Income

Change in Fund Bal: **(\$580,000)** Budgetary Use of Fund Bal

## June 09 – Tentative Budget – NO Changes

Total Budget: \$ 670,000

# FUND 510 – STORMWATER UTILITY FUND

## May 12 – Tentative Budget Key Budget Components

Total Budget: \$6,773,125

Rev: \$1,135,125 Fed Grant for Debris Basin Design  
\$3,375,000 Stormwater fees (2.3% increase)

Chng in Fund Bal: (\$2,212,900) Budgetary Use of Fund Balance

## June 09 – Tentative Budget – NO Changes

Total Budget: \$6,773,125



# MILLCREEK CITY COUNCIL

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June 9th, 2025



# ZM-25-001

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**Request to Rezone a property from the R-1-8  
(Single-family Residential) Zone to the R-M  
(Multi-Family Residential) Zone**

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Location: 4261 S 700 E

Applicant: Miles Maynes

Planner: Carlos Estudillo



## ZM-22-007 (PAST APPLICATION)



On June 15th, 2022, the same applicant presented a similar application (ZM-22-007) for this property. The Planning Commission's recommendation was a continuation, since at that time, staff asked the Planning Commission to assess the definition of "Mixed use 1" under the Future Land Use in our general plan and define whether a residential multi-family complex is a proper use for the assigned future land use, in addition to other design standards needed to be reassessed.

# AERIAL





# STREET VIEW

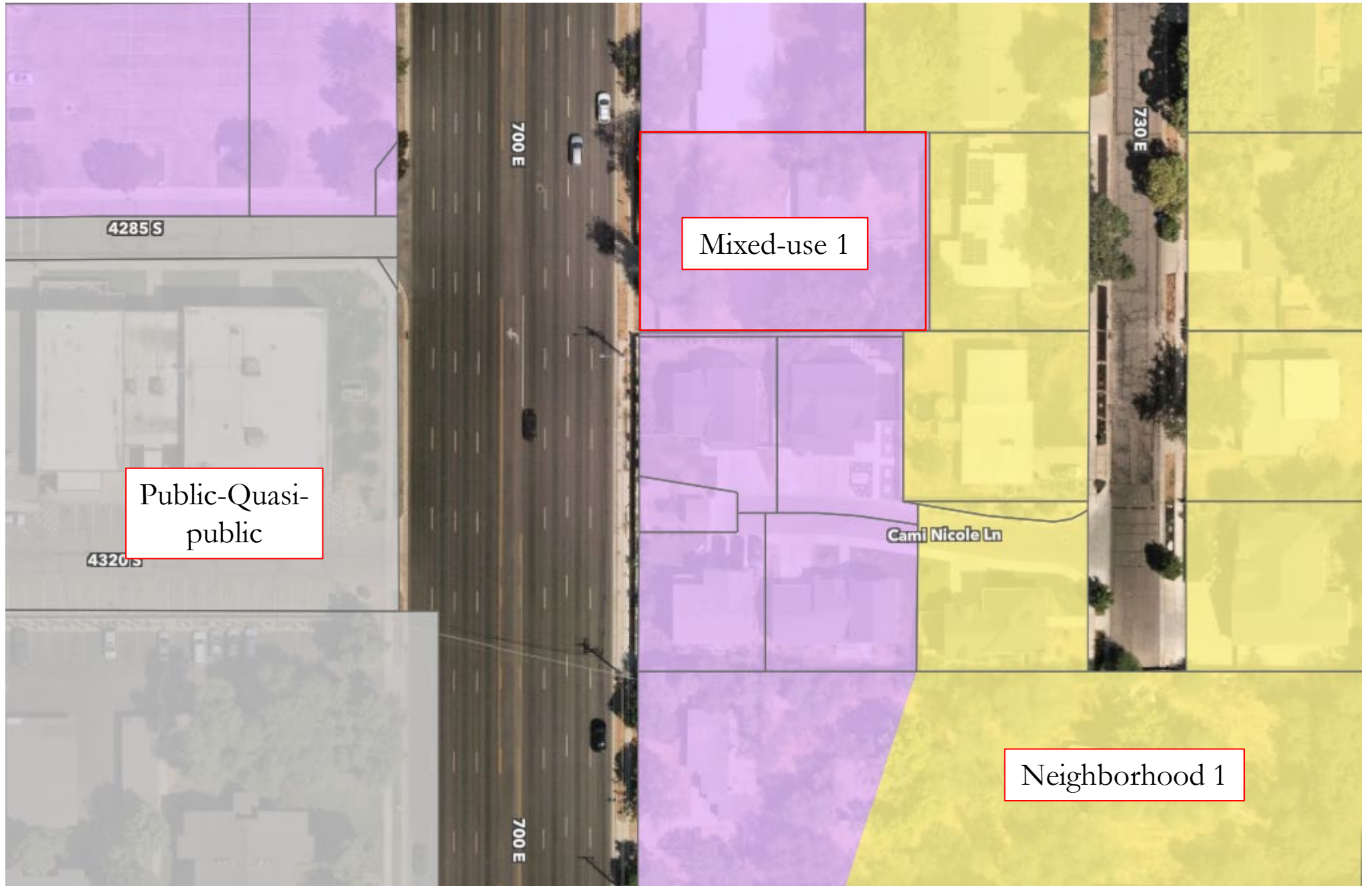




# ZONING

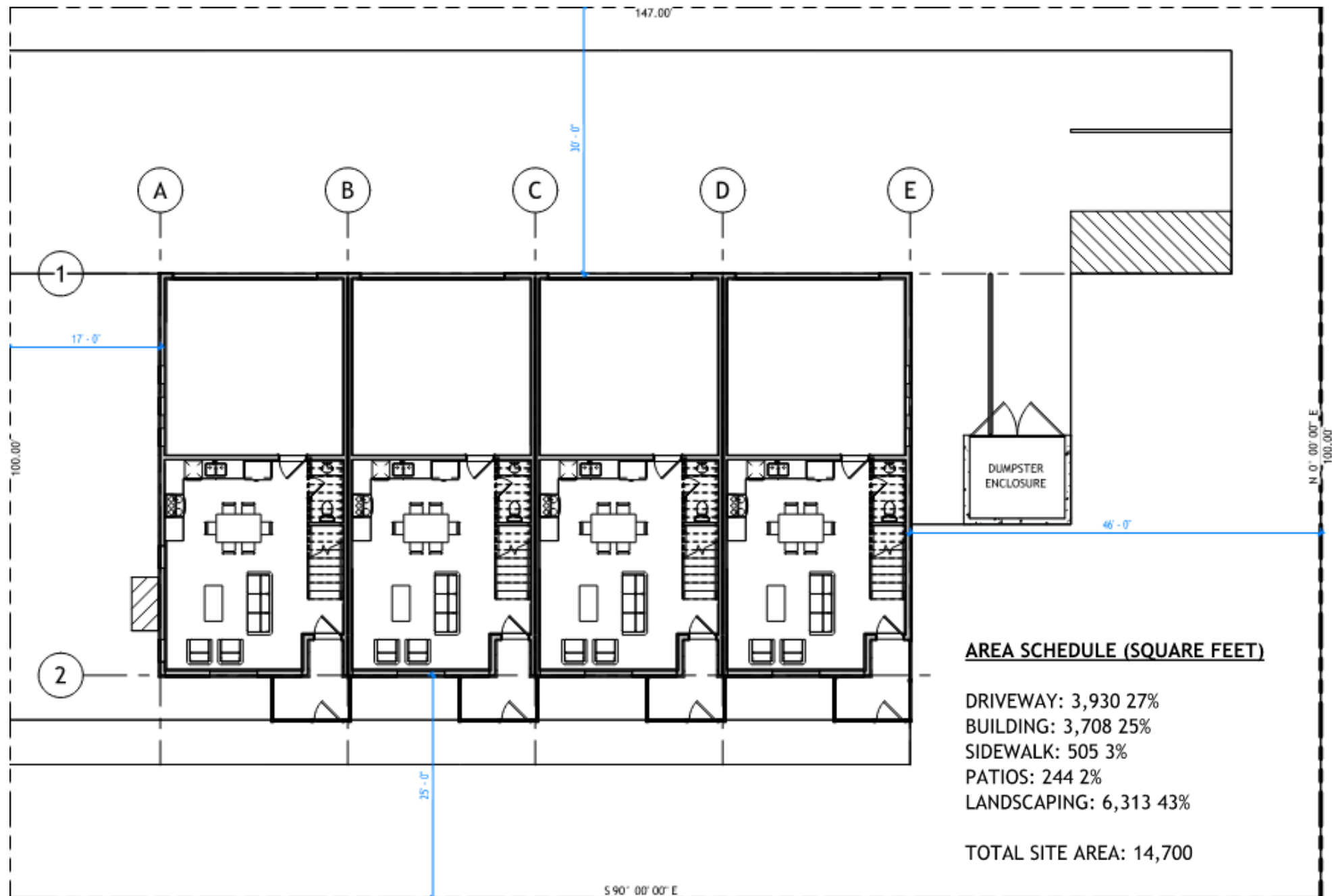


# LAND USE

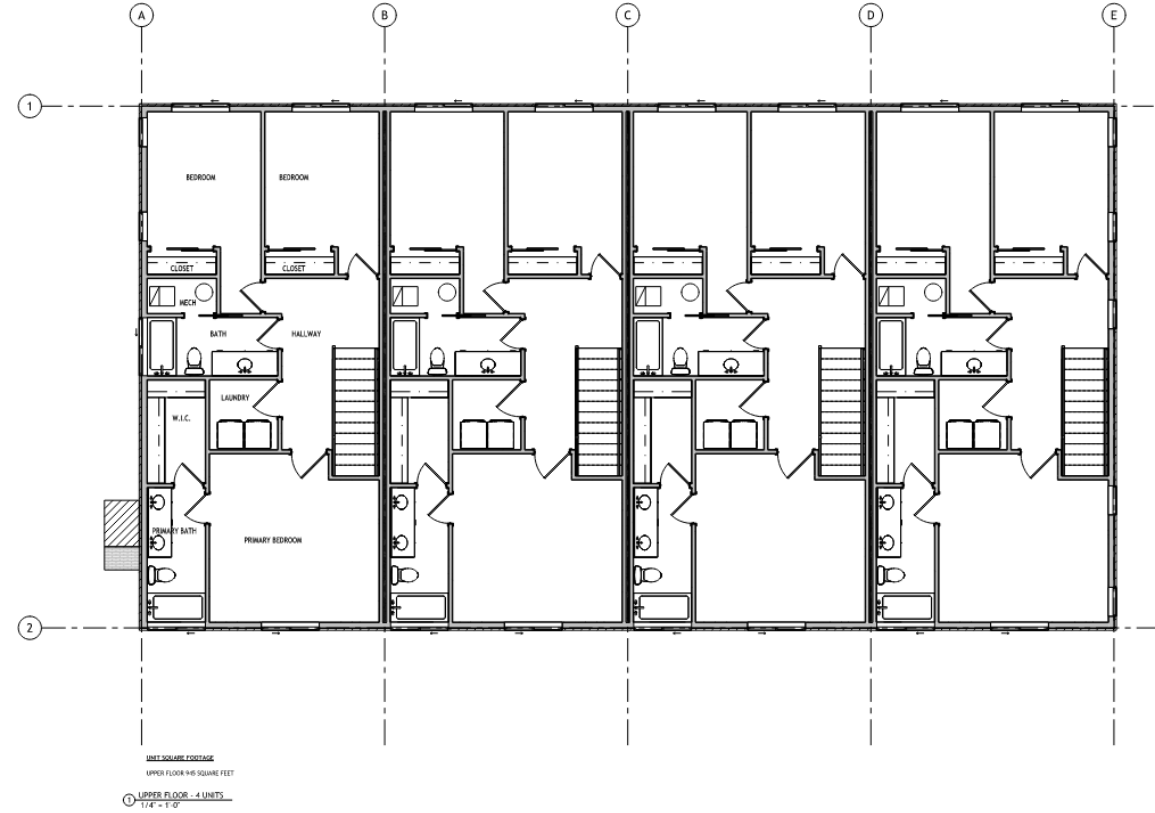
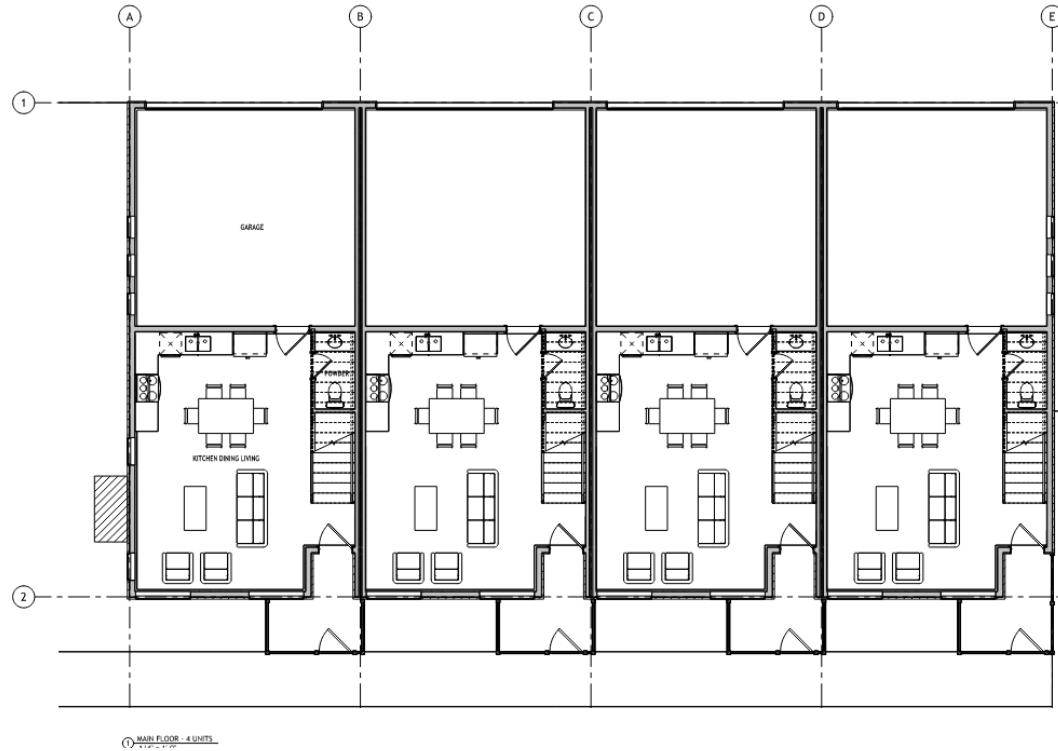




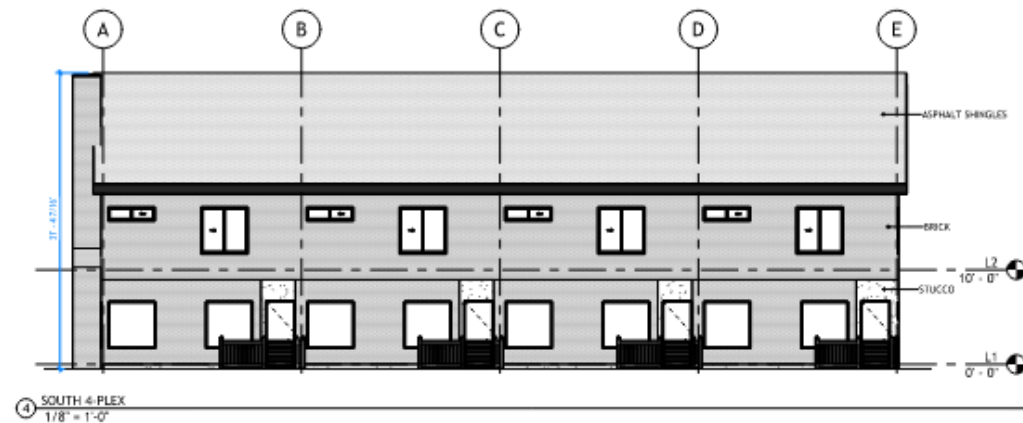
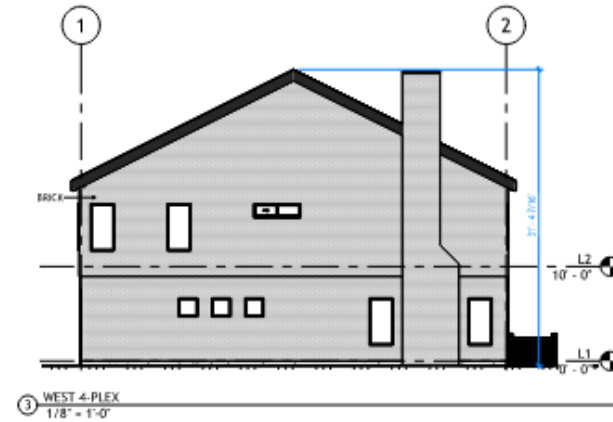
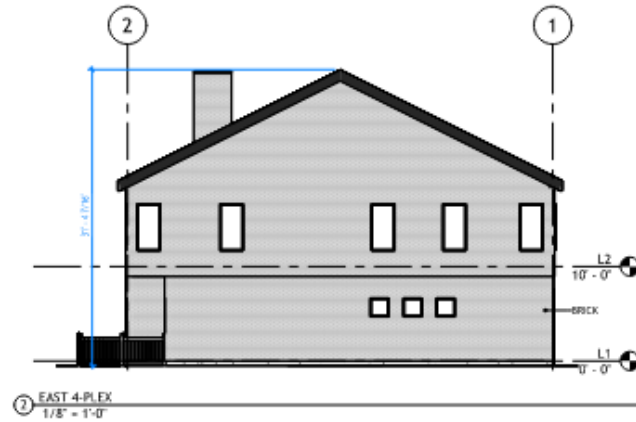
# SITE PLAN



# FLOOR PLANS (4-PLEX)



# ELEVATIONS (4-PLEX)





# ELEVATIONS (TRI-PLEX)





# ELEVATIONS (TRI-PLEX)



# GENERAL PLAN GOALS:

- **CHARACTER. GOAL N-1: Preserve and enhance the physical elements that define each neighborhood's character.**
  - The Subject Property is a new infill development which can be made to be compatible if, the zoning change is accompanied by a development agreement which will help ensure comparable densities, building forms, setbacks, buffering, and other factors.
  - The applicant's proposed fourplex have been designed by the applicant to be as close as possible to the neighborhood in terms of compatibility (Massing, architecture). While they are considered multi-family units, the proposed townhomes near are spacious enough to resemble the single-family homes that could potentially be built in the neighborhood.
- **CHOICE. GOAL N-2: Strive for a variety of housing choices in types, styles, and costs of housing throughout Millcreek.**
  - If the rezone is granted, the R-M zone would allow to provide a style of housing in a mixed-use corridor that bleeds into a calmer, single-family neighborhood, shielding the single-family neighborhoods (nearby) from a busy 700 E.
- **HOUSING TYPES AND CHOICES:**
  - The proposed development provides medium-density townhomes that would add to the variety of "for-sell" units in Millcreek, in a lot that was originally zoned for single-family residences. Due to the size of the units and the density to which they would be developed on, price ranges are expected to be cheaper than the medium house price in Millcreek

# DEVELOPMENT AGREEMENT:

A development agreement may be best ensuring the type, scale, orientation, dedication, utility easements, access, phasing and other aspects pertaining to the future development of these properties, where the underlying zoning and land use ordinances may be insufficient; Therefore, a development agreement may be considered to ensure development design and layout of the property. Some of these terms are the following:

1. **Uses.** The Project shall consist of four (4) total residential units within one (1) building.
2. **Ownership.** Prior to the City issuing a final Site Plan/Conditional Use Permit approval, the Developer shall obtain preliminary subdivision approval from the Planning Commission.
  - The Developer shall record a final subdivision plat within one year of the date of Site Plan/Conditional Use Permit approval to create individual lots for each of the four units.
  - To ensure owner occupancy for each of the four units, the Developer shall, prior to issuance of any building permits with respect to the Project, record a subdivision plat to create four separate lots capable of individual ownership, common areas, property line alignments, right of way dedication (if any) and all easements for access, utilities, shared parking, shared open space, etc. along with a restrictive use agreement with the office of the Salt Lake County Recorder including language as set forth in item No. 8 of Exhibit “B” attached hereto and a Notice and Declaration of Deed Restriction in the form attached as Exhibit “D.”
3. **Height.** The height of the buildings shall not exceed thirty-five feet (35’) in height, as measured from the lowest elevation point of original grade ( TBD ft), as depicted in the attached ALTA/NSPS Land Title & Topography survey
4. **Setbacks.** The building setbacks shall be as depicted on the site plan.
5. **Parking.** The Project shall have at least ten (10) parking stalls, eight (8) of which shall be contained within the four (4) individual two-car garages. The remaining two (2) guest parking stalls shall be located near the eastern side of the project’s site.

# DEVELOPMENT AGREEMENT:

- **Materials.** The building's facades shall consist of high-quality, durable, low-maintenance materials (e.g., composite siding and trellises, brick, stone, stucco, glass, and metal) in accordance with the R-M Zone ordinance. The materials and windows shall be arranged according to the elevation sheets.
- **Right-of-way improvements.** The Developer shall provide a ten-foot (10') wide public-utility easement parallel to and abutting the 700 East right-of-way. The Developer shall also install frontage improvement to the abutting right of way (including but not limited to curb, gutter, sidewalk, landscaped park strip, asphalt, and utilities.).
- **Restrictive-Use Agreement.** The Developer shall cause the following language to be included in a declaration of covenants, conditions, and restrictions (CC&Rs) against the Property, which is to be recorded by the Developer at the time of recording a subdivision plat and shall apply to each of the four (4) units:
  - Each of the four units is intended to be owner-occupied, including occupancy by the owner's immediate family members (including parents, siblings, children, and grandchildren) and unrelated persons so long as the owner remains in occupancy.
  - The foregoing restriction shall not apply, however, to:
    - Any of the units owned by a person who has ceased occupying such Unit due to military service for the period of the owner's deployment;
    - To any unit occupied by an owner's parent, child, or sibling;
    - An owner whose employer has relocated the owner for two (2) years or less;
    - Any unit owned by an entity that is occupied by an individual who:
      - has voting rights with respect to the entity and
      - has at least 25% ownership of the entity; or
    - Any unit owned by a trust or other entity created for estate planning purposes if the trust or other estate planning entity was created for the estate of:
      - a current resident of the unit; or
      - the parent, child, or sibling of the current resident of the unit;

# CONCLUSIONS:

- A Future Land Use Amendment will not be contemplated, as staff will analyze and possibly reconsider the current future land use map, within the entirety of the 700 E corridor, in a more holistic manner, later in 2025.
- However, a multifamily residential use would be in harmony with the General Plan's goals and Land Use designation of "Mixed Use 1" identified in the west side of the property, abutting 700 E. "Mixed Use 1" primary intended use is to accommodate infill and redevelopment of medium density residential and service-oriented uses near lower-intensity established residential neighborhoods.
- The proposal will meet the requirements set forth in MKZ 19.44 (Multi-family Residential zone), 19.77 (Landscape standards) and 19.80 (Parking and Mobility Standards).
- A development agreement would be in place to ensure development use, design and layout of the property, as well as individual ownership of units.
- All development will be required to meet the minimum zoning and land use ordinances; to which the concept plan may likely evolve from what is currently presented for this rezone application.

# RECOMMENDATIONS & MOTION:

- **Neighborhood Meeting** – A neighborhood meeting was held on April 2022 on site. Neighbors within 600’ of the subjected property were notified. A fair number of residents showed up with the following comments:
  - Increased Traffic and Parking.
  - Neighborhood Safety
  - Parking spilled over to 730 E.
  - Neighborhood Compatibility (Single-Family)
- **Millcreek Community Council Recommendation** – The Millcreek Community Council held a meeting on April 1st, whereupon six of the seven (6-1) members recommend approving the rezone of the subject property from the R-1-8 Zone to the R-M zone. Some of the reasons being:
  - Neighborhood compatibility.
  - Low-medium Density.
  - Relative affordability.
  - Development agreement locking the desired standards on this parcel for this development only. Pushing out any potential possibility for the applicant to just obtain a rezone without going through their promised development.

The Millcreek Community Council recommended the applicant to hold a neighborhood meeting, showcasing the updated application to the neighborhood, as plans have reduced the number of units from five to four, and to get a temperature of the neighborhood since it has been nearly three years since the last neighborhood meeting.

# RECOMMENDATIONS & MOTION:

**Neighborhood Meeting:** As requested by the Millcreek Community Council, the applicant organized a neighborhood meeting on April 14<sup>th</sup>, 2025, in which four neighbors showed up, commenting on the following:

- Improvements to site plan and unit count.
- Acceptable neighborhood compatibility.
- Relative affordability of units.
- Construction mitigations for neighbors on 730 E.



## RECOMMENDATIONS & MOTION:

- **Staff Recommendation** – Staff recommends that the Millcreek City Council take public comments and consider not recommending a rezone, and a development Agreement with reasonable criteria, due to a future land use amendment not recommended by staff, as the 700 E corridor will be analyzed in a more holistic matter, to determine an updated future land use for this lot and the rest of the 700 E corridor.
- **Motion:** I move to that the Planning Commission recommend denial of application, file number ZM-25-001, as presented.

# ZM-25-003

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## Amendment to a Development Agreement

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Location: 3956-3960 S 300 E

Applicant: Dwight Yee

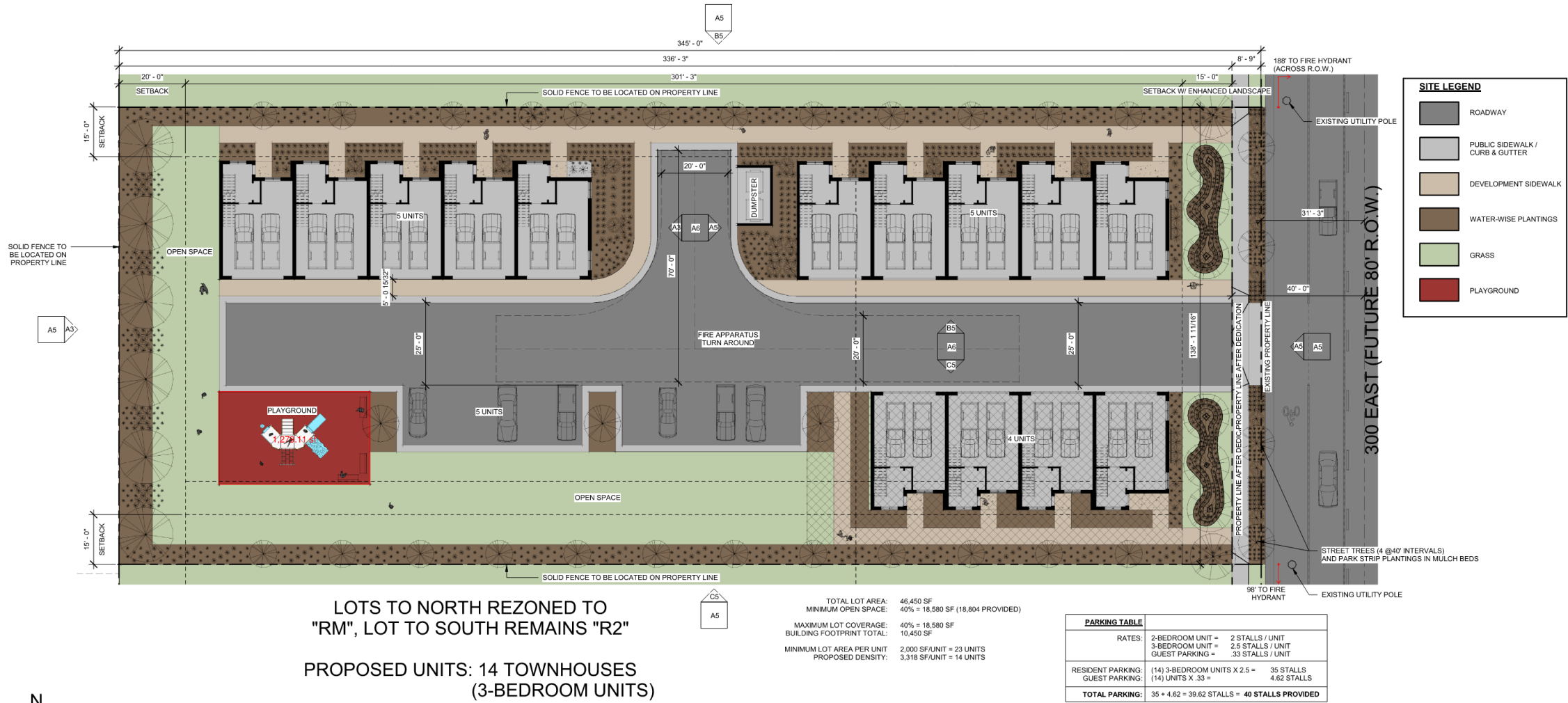
Planner: Carlos Estudillo

On April 24<sup>th</sup>, 2023, the City Council approved application ZM-22-013 for a zone change, from the R-2-10 to the R-M zone, on this property to accommodate a 14-unit townhome development with a development agreement. The development agreement was put in place to ensure the type, scale, style, materials, orientation and other aspects pertaining to the future development of the property, where the underlying zoning and land use ordinances may be insufficient.

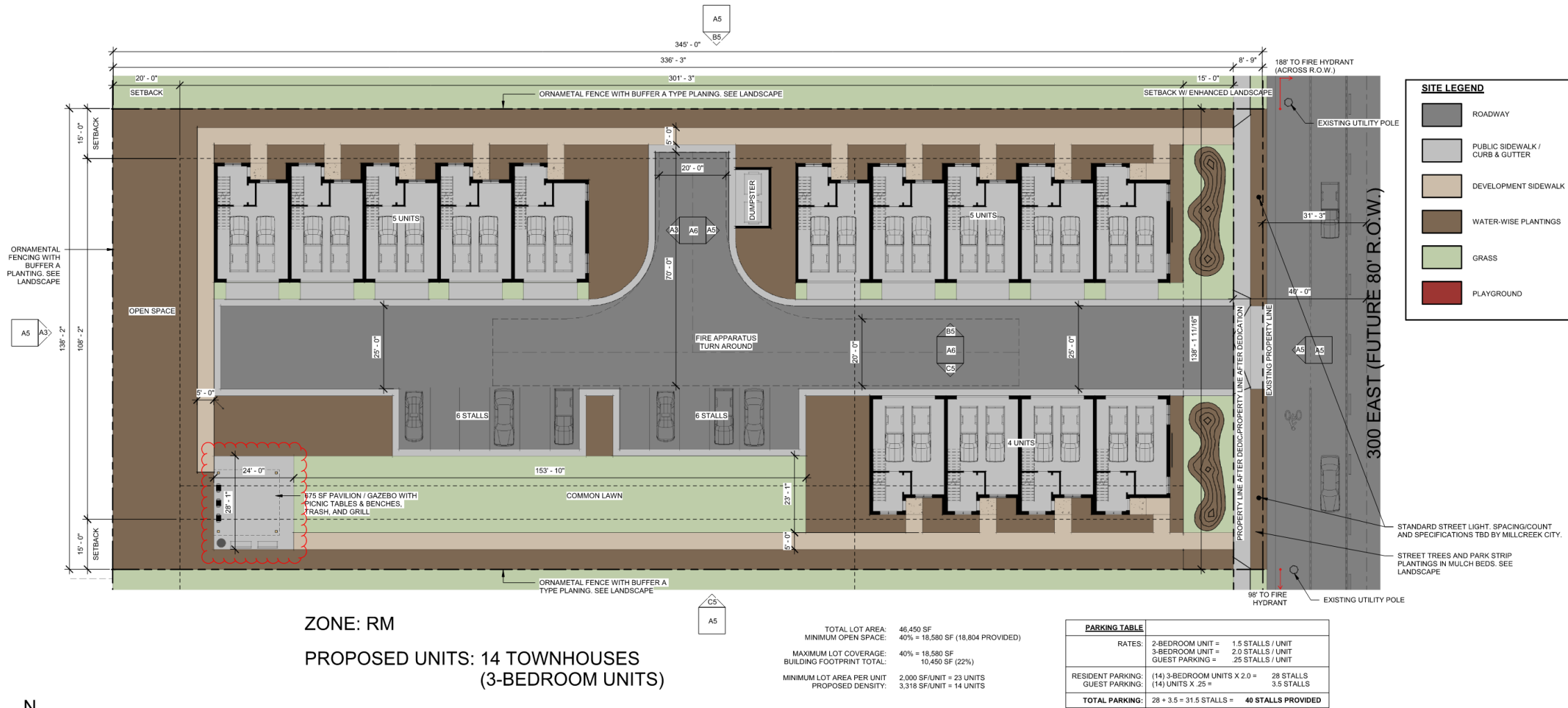
The applicant is now seeking to amend the development agreement pertaining to a rezone on 3956-3960 S 300 E to allow the applicant to replace a previously proposed playground (as depicted in exhibit B of the current development agreement) with a pavilion/gazebo as part of their required amenities for their upcoming townhome proposal.

No other changes are envisioned regarding this development.

# SITE PLAN (PREVIOUSLY PROPOSED)



# SITE PLAN (AMENDED)



Picnic Area. A picnic area may be considered as one (1) recreational amenity, up to a limit of two (2), should it meet all the following criteria:

- The seating area is covered by a pavilion, gazebo, pergola, or similar shelter covering a minimum of 500 square feet;
- Tables with seating and /or benches for a minimum of 15 persons;
- At least one fixed cooking grill is provided; and
- A least one trash receptacle is provided.

# DEVELOPMENT AGREEMENT:

The Developer shall develop the Project consistent with the design and improvement criteria as identified below:

- **Uses.** The Project shall consist of fourteen (14) total residential units within three (3) buildings, as depicted on Exhibit C.
  - Northwest building
    - Five-plex building, each unit containing a three-bedroom townhome.
  - Northeast building
    - Five-plex building, each unit containing a three-bedroom townhome.
  - Southeast building
    - Four-plex building, each unit containing a three-bedroom townhome.
- **Height.** The height of the buildings shall not exceed thirty-five feet (30') in height, as measured from **4,274 ft** as depicted in Exhibit C.
- **Setbacks.** The minimum building setbacks shall be according to the current R-M Zone and as depicted in Exhibit C.
- **Parking.** The Project shall include a total of 40 parking stalls. 28 of which will be within enclosed garages. Each unit will have a minimum two-car garage. The remaining twelve (12) Guest parking stalls shall be located along the southernmost property line of the Project site, as depicted in the attached site plan, Exhibit C.

# DEVELOPMENT AGREEMENT:

- **Open Space and Amenities.** The minimum open space provided shall be according to the current R-M zone, and as depicted in Exhibit C. A 675 square foot pavilion/Gazebo with picnic tables, benches (with seating for a minimum of 15 persons) and a fixed, cooking grill shall be provided as an amenity to the development. The pavilion must also include, at least, one trash receptacle.
- **Materials.** The building's facades shall consist of high-quality, durable, low-maintenance materials (e.g., composite siding and trellises, brick, stone, stucco, glass, and metal) in accordance with the R-M Zone ordinance. The materials and windows shall be arranged according to the elevation sheets, as depicted in Exhibit C.
- **Right-of-way improvements.** The Developer shall install frontage improvements along the 300 East right-of-way (including but not limited to curb, gutter, sidewalk, landscaped park strip, asphalt, and utilities).
- **Easement:** The Developer shall provide a ten-foot (10') wide public utility easement abutting 300 East.
- **Fencing:** Prior to obtaining a building permit, the developer shall install a decorative masonry fence at least six (6) feet tall along the property line abutting any single-family residential use.



## RECOMMENDATIONS & MOTION:

- **Staff Recommendation** – Staff recommends that the Millcreek City Council take public comments and consider amending the current development agreement to allow the applicant to replace a playground with a pavilion/gazebo as part of their required amenities for their upcoming townhome proposal.
- **Motion:** I move that the City Council recommend approval of application, file number ZM-25-003, as presented.

# ZM-25-004

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## Amendment to a Development Agreement

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Location: 2888 E 3300 S

Applicant: Tariq Mughal

Planner: Carlos Estudillo

On December 11<sup>th</sup>, 2023, the City Council approved application ZM-23-006 for a zone change, from the C-2 to the R-M zone, on this property to accommodate a 6-unit townhome development with a development agreement. The development agreement was put in place to ensure the type, scale, style, materials, orientation and other aspects pertaining to the future development of the property, where the underlying zoning and land use ordinances may be insufficient.

Consequently, on August 21<sup>st</sup>, 2024, The Planning Commission granted Conditional Use Permit and Subdivision approval of application CU-24-002/SD-24-007, to allow for a six-unit residential complex to be constructed at 2888 E 3300 S, with no conditions. Since then, The Millcreek Zoning Ordinances have changed, particularly the open space requirements on the Residential Multi-family Zone.

The applicant is now seeking to amend the development agreement pertaining to a rezone on 2888 E 3300 S to allow the applicant to replace the imposed open space requirement, which consists of forty (40) percent of the total area of the lot set forth in the now extinct MKZ 19.44 (Multi-Family Residential), to the open space requirement of the newly adopted MKZ 18.39 (Residential Mixed Zone) of Thirty (30) percent of the total area of the lot, for their upcoming townhome project.

No other changes are envisioned regarding this development.

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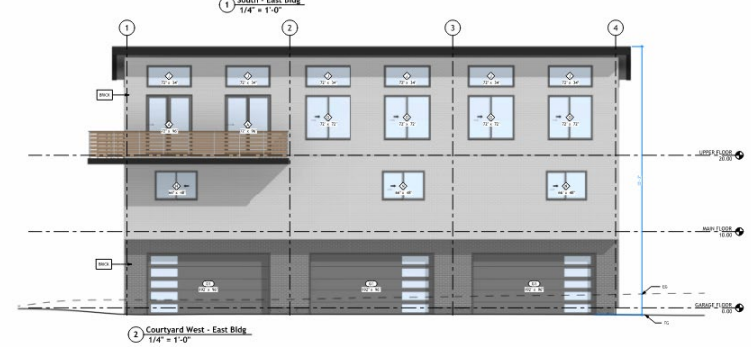
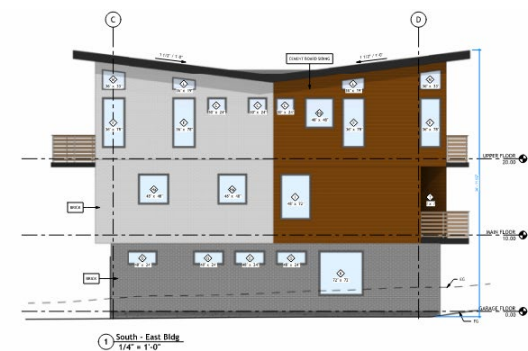
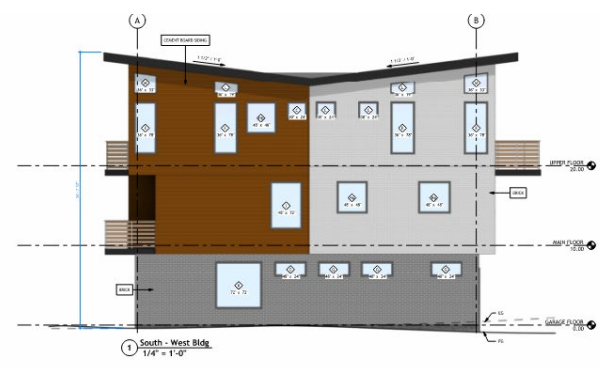
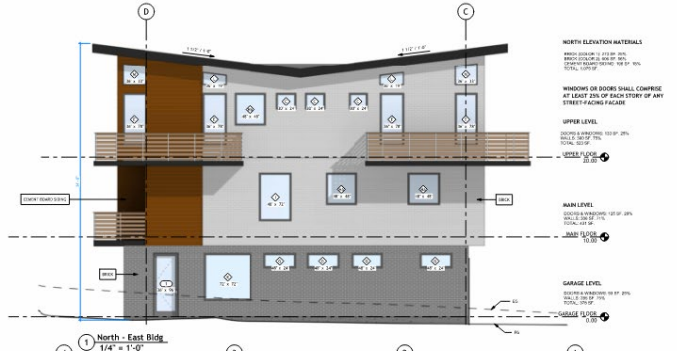
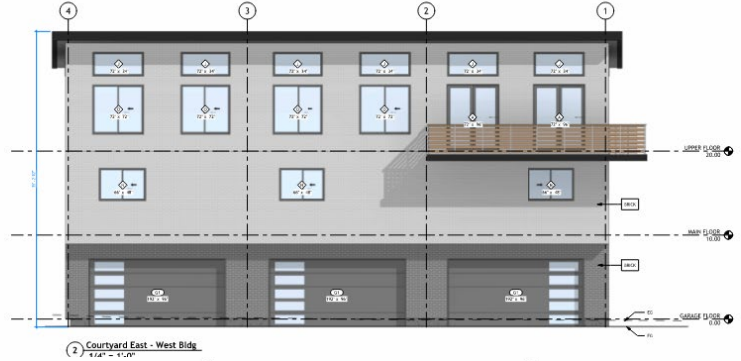
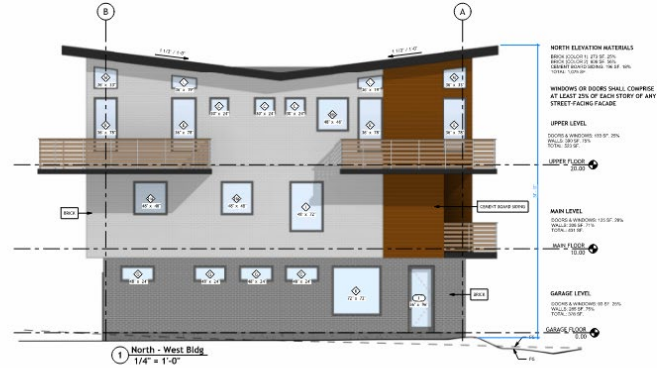
[illegible]



# SITE PLAN (AMENDED)



# SITE PLAN (AMENDED)



Open Space. Common and private open space shall be provided for residential uses in the amount of at least 30 percent of the gross site area of the building or development in the RM zone.

- For purposes of this section, gross site area means the total area of the development excluding anything in the public right-of-way.
- The required common open space shall be usable land areas that are not occupied by buildings, dwellings, structures, parking areas, streets, public park strips, curbs, gutters, sidewalks in a right-of-way, driveways, or alleys and shall be accessible by all residents of the development.
- The area of a building erected in the RM zone for the principal purpose of providing an amenity or required interior common amenity spaces may be included as open space. Said open space may be an area of land or water set aside, or reserved for use by residents of the development, including an expanse of lawn, trees, plants, fully accessible landscaped roof areas, or other natural areas.
- Private outdoor open space serving individual dwelling units shall be counted toward the total open space requirement.
- Common open space also includes formal picnic areas, and recreational areas. Common open space may be distributed throughout the development and need not be in a single large area.
- Open space amenities and gathering places shall reflect the market that the development is attempting to attract.



# DEVELOPMENT AGREEMENT:

- **Uses.** The Project shall consist of six (6) total residential units, being contained within two buildings, as depicted on Exhibit C.
- **Ownership.** Prior to City issuing a final Site Plan/Conditional Use Permit approval, the Developer shall obtain preliminary subdivision approval from the Planning Commission.
  - The Developer shall record a final subdivision plat within one year of the date of Site Plan/Conditional Use Permit approval, to create individual lots for each of the six (6) units.
- **Height.** The height of the buildings shall not exceed thirty-five (35) feet in height, as measured from **4768' ft** as depicted in Exhibit C.
- **Setbacks.** The minimum building setbacks shall be according to the current R-M Zone and as depicted in Exhibit C.
- **Parking.** The Project shall have at least fifteen (15) parking stalls, twelve (12) of which shall be contained within a two-car garage. The remaining two (2) guest parking shall be located near the southernmost property line of the Project site, as depicted in Exhibit C.

# DEVELOPMENT AGREEMENT:

- **Open Space and Amenities.** The minimum allocated open space shall be according to the current R-M (Residential Mixed) zone and be landscaped according to Millcreek code (MKZ 19.64). Additionally, the following trees shall be located as conceptually depicted in the attached site plan, Exhibit C and as listed below:
  - Eight (8) Queen Elizabeth hedge maple (2-inch caliper)
  - Four (4) Honey locust (2-inch caliper)
  - Four (4) English Holly conifers (min. 8 feet tall)
- **Exterior Lighting.** All exterior light fixtures (excluding public streetlights) shall be shielded and directed downward to prevent outward glare.
- **Materials.** The building's facades shall consist of high-quality, durable, low-maintenance materials (e.g., composite siding and trellises, brick, stone, stucco, glass, and metal) in accordance with the R-M Zone ordinance. The materials and windows shall be arranged according to the elevation sheets, as depicted in Exhibit C.
- **Right-of-way improvements.** Applicant shall provide a 10' wide public utility easement parallel to and abutting the 3300 South right-of-way. The Developer shall also install frontage improvement to the abutting right of way (including but not limited to curb, gutter, sidewalk, landscaped park strip, asphalt, utilities.).
- **Street Lighting.** The developer shall install one (1) standard streetlight within the park strip of the 3300 South right of way, located near the northwest corner of the property.
- **Utilities.** All utilities, including open ditches as part of a private irrigation system, shall be placed underground or piped, with the appropriate access and maintenance easements, (subject to utility providers approval).

## RECOMMENDATIONS & MOTION:

- **Staff Recommendation** – Staff recommends that the Millcreek City Council take public comments and consider amending the current development agreement to allow the applicant to replace their open space requirement from 40% to 30% for their approved townhome project.
- **Motion:** I move that the City Council recommend approval of application, file number ZM-25-004, as presented.