



HIGHLAND CITY

HIGHLAND CITY COUNCIL MINUTES

Tuesday, June 10, 2025

Approved August 13, 2025

City Council & Planning Commission General Plan Meeting

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

6:00 PM WORK SESSION

Call to Order: Mayor Kurt Ostler

Invocation: Council Member Brittney P. Bills

Pledge of Allegiance: Commissioner Debra Maughan

The meeting was called to order by Mayor Kurt Ostler as a work session at 6:09 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 Council Member Brittney P. Bills and those in attendance were led in the Pledge of Allegiance by Mayor Kurt Ostler.

PRESIDING: Mayor Kurt Ostler

COUNCIL MEMBERS:

Brittney P. Bills	Present
Ron Campbell	Present
Doug Cortney	Present
Kim Rodela	Present (via YouTube)
Scott L. Smith	Present

PLANNING COMMISSIONERS:

Jerry Abbott	Present
Tracy Hill	Absent
Christopher Howden	Present
Claude Jones	Absent
Sherry Kramer	Present (via YouTube)
Debra Maughan	Present (arrived at 6:31 pm)
Audrey Moore	Absent
Trent Thayn	Absent
Wesley Warren	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 Stephanie Cottle

OTHERS PRESENT: Jon Hart, Liz Rice, Kristin Richey, Kristen Chevrier, Fred Philpot, Sam Taylor

1. 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 General City Management**
Stephannie Cottle, City Recorder
March 11, 2025
- b. **Approval of Meeting Minutes General City Management**
Stephannie Cottle, City Recorder
April 8, 2025

Council Member Doug Cortney MOVED to approve the meeting minutes from March 11, 2025 and April 8, 2025.

Council Member Ron Campbell SECONDED the motion.

City Council Members Brittney P. Bills, Ron Campbell, Doug Cortney, and Scott L. Smith voted in favor. Planning Commission Members Jerry Abbott, Christopher Howden, Wesley Warren voted in favor.

The motion passed unanimously.

2. PRESENTATIONS

- a. **General Plan - Land Use** *Jay Baughman, Assistant City Administrator/Community Development Director, Rob Patterson, City Attorney/Planning & Zoning Administrator*
The City Council and Planning Commission will discuss the Land Use Element of the General Plan, with a focus on economic development and the city's moderate income housing goals.

Sam Taylor, Landmark Design representative, used the aid of a PowerPoint presentation to facilitate review and discussion of the Land Use Element of the General Plan, including economic development and housing. He noted this is the second workshop regarding the topic and he summarized the feedback that was provided during the first open house of the topic – the strongest theme of that conversation being connection between neighbors, street networks, gathering spaces, etc. Also, during the first open house on the topic, Landmark Design asked several questions about the vision that local leaders and residents have for Highland in the next 10 years; the feedback and answers to those questions will help to inform recommendations regarding land use in the General Plan. The 2024 resident survey coupled with community engagement insights has also helped to guide the consultants on topics such as strategic commercial development; ideas that have been generated include the following:

- Focus on the Town Center:
 - Expand existing footprint
 - Allow for mixed uses that support desired business types
 - Implement design standards that encourage high-quality development and architectural character
 - Invest in infrastructure improvements in the district that promote walkability and a cohesive experience
 - Beautify main streets and prominent buildings.
 - Implement additional wayfinding signage and public art/spaces.
- Target major corridors:
 - A majority of residents have expressed interest in expanding the City's commercial base.
 - Highway Transitional Areas are appropriate areas to be considered zoning for mixed-uses (housing, redevelopment and small-scale commercial).
 - Provides a transition between low-density residential and higher-impact commercial areas.

- Reduce business barriers:
 - Reduce restrictions on business hours, alcohol, parking, etc.
 - Establish specific incentives in return for reduced impact fees.
- Business retention expansion:
 - Focus on supporting and growing existing local businesses.
 - Regularly survey business needs and challenges.
 - Offer small-scale financial incentives for expansion or modernization.
 - Facilitate networking opportunities.
- Host regular events and programming:
 - Farmers markets (build on the success of existing market), night markets, art walks, and street festivals can draw foot traffic and generate interest. The City could partner with local artists, musicians, and community groups (Highland Library) to animate public spaces.
- Encourage mixed-use or office development:
 - Increase daytime demand by attracting co-working spaces, small offices, or creative studios (residential professional uses?). May require incentives to promote use of existing buildings.
- Promote local identity:
 - Focus branding and storytelling around a unique theme (e.g., historic district, arts corridor, event (Highland Fling?), etc.). Use signage, murals, or wayfinding to highlight and unify the area.
 - The Longhorn Property is the gateway to Highland; how can it help to promote local identity (special gateway treatments)?
- Senior economy/aging in place:
 - Leverage the economic power and needs of aging populations.
 - Promote healthcare services, home renovation businesses, and mobility providers.
 - Attract retirees by marketing quality of life and healthcare access as pillars of the economy.
 - Develop intergenerational programming to integrate seniors and youth.
- Promote/support local entrepreneurship:
 - Encourage residents to start businesses within the community.
 - Establish a small business incubator (this will depend on budget).

Throughout the presentation, the group engaged in discussion with Mr. Taylor about topics such as commercial development sights on the horizon that are different from the established Town Center; blight that has occurred in different areas of the City and addressing those conditions with different types of commercial or mixed-use development; population projections and the amount of commercial development that is appropriate/supportable based upon those projections; quality design of commercial development.

Fred Philpot then polled the group; they were asked what measures should the City use to support existing and desired businesses in Highland. The group was able to select multiple options, which included:

- Focus on Town Center (10);
- Target major highway corridors (2);
- Reduce business barriers (hours, alcohol, parking, etc.) (2);
- Business retention/expansion (6);
- Host regular events and programming (10);
- Encourage mixed use or office development (5);
- Promote local identity (7);
- Senior economy/aging in place (8);
- Promote/support local entrepreneurship (8);
- Other ideas? Please share (3).

The group engaged in philosophical discussion and debate about the best ways to support existing and desired businesses in Highland; this included topics such as creating a Chamber of Commerce; providing spaces that

accommodate different types of businesses, or businesses that grow out of their original space; improving the expertise of City staff charged with supporting economic development; clearly defining the term ‘senior population’ in order to identify the types of programs/economic offerings that should cater to the population; specifically restricting uses on different commercial properties in the community; and the strong community desire for larger lots and a rural feeling.

Mr. Philpot summarized the broad discussion of measures the City should use to support existing and desired businesses in Highland. He feels the group is focused on clarifying and expanding the Town Center and what the future phases of the development should look like; it seems the group is open to higher densities and mixed-use development occurring within the Town Center. He noted another thing he has heard is the need to support the existing business community and perhaps dedicating some resources to establish something like a Chamber of Commerce. He did not get the sense there is support for expanding the commercial footprint beyond the Town Center and the Ridgeview area. The group agreed that is accurate, but they engaged in high level discussion regarding the areas that are considered as being part of the Town Center and the points to which commercial development should be allowed to expand. Mr. Philpot and City staff indicated that the City could assign a land use designation – such as mixed-use development – to the properties surrounding the Town Center, and as long as a developer applies for a zone allowed under that land use designation, they will be allowed to develop. The group supported mixed-use for the area surrounding the Town Center and Highland Mains but also discussed the idea of using overlay zoning to regulate density and the types of commercial uses allowed.

Mr. Taylor thanked the group for their participation this evening and noted the topic of the next meeting will be moderate-income housing.

ADJOURNMENT

The work session adjourned at 8:02 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 June 10, 2025. This document constitutes the official minutes for the Highland City Council and Planning Commission work session meeting.



Stephannie Cottle, CMC, UCC
City Recorder

HIGHLAND GENERAL PLAN UPDATE 2025

Land Use Workshop #2

(plus a pinch of Economics and a scoop of
Housing)

PLANNING COMMISSION/CITY COUNCIL WORKSHOP

June 10, 2025

6:00 pm

WHAT WE HEARD DURING THE 1ST LAND USE WORKSHOP

Connection!

(between neighbors, street network, gathering spaces, etc.)

What do you want Highland to be like for you and other families in 10 years?

Core Themes:

- Preserve open space & rural character (5 mentions)
- Retain small-town identity (4 mentions)
- Improve walkability & trail connectivity (4 mentions)

What do you want Highland to be like for you and other families in 10 years?

Other Themes:

- Safe, family-oriented community
- Inviting public spaces and cohesive aesthetics
- Diverse housing options for all life stages
- Clean, self-sustaining city with strong schools and local jobs
Balanced revenue through local sales and targeted commercial growth

What does it mean to be a family centric community?

Core Themes:

- Spaces to gather, play, and connect (6 mentions)
- Safe, accessible environment (4 mentions)
- Strong community connections (3 mentions)

What does it mean to be a family centric community?

Other Themes:

- Welcoming culture with multi-generational appeal
- Affordable living and recreational access
- Land use and zoning that support family life
- High-quality amenities (parks, library, churches, water park, etc.)
- Balanced commercial areas that encourage community gathering

What land use/housing strategies should the City pursue to help Highland remain a family-centered community?



ADUs and Flag Lots (Infill Development)



Focus on Remaining Vacant Areas



Provide Age-restricted Housing Options

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Require/Incentivize Affordable Housing Units



Mixed-use Development in Town Center



Other Ideas (Please Share)

**WHERE WE LEFT OFF LAST
TIME**

NOT REQUIRED BUT “MAY INCLUDE”

The Economic Element (10-9a-403):

- May include an economic element composed of **appropriate studies and forecasts**, as well as **an economic development plan**, which may include review of existing and projected municipal revenue and expenditures, revenue sources, identification of basic and secondary industry, primary and secondary market areas, employment, and retail sales activity;
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REMEMBER TO CONSIDER...

Resident interest in strategic commercial development:

- Many residents express concern that **increasing costs are becoming unaffordable**, especially for seniors and long-term residents.
 - Rather than tax hikes, many are calling for strategic commercial development that **generates tax revenue while reducing dependence on residential property taxes**.
 - Residents express interest in bringing more **retail businesses, restaurants, and high-end commercial development** to areas such as the Town Center or along Timpanogos Highway.
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Supporting Existing & Future Businesses

Strategy Options & Ideas



1. FOCUS ON THE TOWN CENTER

- Expand existing footprint
 - Allow for mixed uses that support desired business types
 - Implement design standards that encourage high-quality development and architectural character
 - Invest in infrastructure improvements in the district that promote walkability and a cohesive experience
 - Beautify main streets and prominent buildings.
 - Implement additional wayfinding signage and public art/spaces.
-

2. TARGET MAJOR CORRIDORS

- 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 (housing, redevelopment and small-scale commercial).
 - Provides a transition between low-density residential and higher-impact commercial areas.
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3. REDUCE BUSINESS BARRIERS

- Reduce restrictions on business hours, alcohol, parking, etc.
 - Establish specific incentives in return for reduced impact fees.
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4. BUSINESS RETENTION/EXPANSION

- Focus on supporting and growing existing local businesses.
 - Regularly survey business needs and challenges.
 - Offer small-scale financial incentives for expansion or modernization.
 - Facilitate networking opportunities.
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5. HOST REGULAR EVENTS & PROGRAMMING

- Farmers markets (build on the success of existing market), night markets, art walks, and street festivals can draw foot traffic and generate interest. The City could partner with local artists, musicians, and community groups (Highland Library) to animate public spaces.
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6. ENCOURAGE MIXED-USE OR OFFICE DEVELOPMENT

- Increase daytime demand by attracting co-working spaces, small offices, or creative studios (residential professional uses?). May require incentives to promote use of existing buildings.
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7. PROMOTE LOCAL IDENTITY

- Focus branding and storytelling around a unique theme (e.g., historic district, arts corridor, event (Highland Fling?), etc.). Use signage, murals, or wayfinding to highlight and unify the area.
 - The Longhorn Property is the gateway to Highland, how can it help to promote local identity (special gateway treatments)?
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8. SENIOR ECONOMY/AGING IN PLACE

- Leverage the economic power and needs of aging populations.
 - Promote healthcare services, home renovation businesses, and mobility providers.
 - Attract retirees by marketing quality of life and healthcare access as pillars of the economy.
 - Develop intergenerational programming to integrate seniors and youth.
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9. PROMOTE/SUPPORT LOCAL ENTREPRENEURSHIP

- Encourage residents to start businesses within the community.
 - Establish a small business incubator (this will depend on budget)
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PROMPT 4

What measures should the City use to support existing and desired businesses in Highland? (you can select multiple options)

