

## Meeting Minutes

### Final Plat Approval : Ridgeview Plat N

**Date:** 05.22.2025

**Time:** 1:03 PM

**Location:** Highland City Council Chambers

**Meeting Type:** Development Administration Board

#### Attendees:

Chris Trusty – Public Works Director/City Engineer

Rob Patterson – City Attorney/Planning and Zoning Administrator

Wesley Warren – Planning Commissioner

Chris Howden – Planning Commissioner

Stephannie Cottle – City Recorder

Ben Duzett – Focus Engineering and Surveying, LLC

Christian Purkis – Focus Engineering and Surveying, LLC

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#### Purpose

1. Approval of Meeting Minutes – April 24, 2025
2. Approval of the final plat and subdivision improvement plans for Ridgeview Pod B Plat N, a 22-lot subdivision in the Ridgeview Planned Development located generally at 10000 N 5000 W, in Highland.

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#### Consent Items:

ACTION TO APPROVE THE MINUTES OF APRIL 24, 2025

**MOTION: Rob Patterson moved to approve the meeting minutes from April 24, 2025; Chris Howden seconded the motion.**

|        |               |
|--------|---------------|
| 1. Yes | Rob Patterson |
| 2. Yes | Chris Trusty  |
| 3. Yes | Chris Howden  |
| 4. Yes | Wesley Warren |

**MOTION PASSES 4:0**

**ACTION: FINAL PLAT APPROVAL FOR RIDGEVIEW PLAT N**

**DISCUSSION:**

**Rob:** part of Ridgeview development, second to last subdivision plat in that development, on west side by Highland Glen park. Staff reviewed and is generally comfortable with the plat and plans. Plat contains 22 lots – mostly estate lots with 4 carriage lots. Worked with Focus to ensure city standards have been met. Some comments (7) adding notes to make sure that engineering and construction is handled properly, based on timing of development of this and nearby plats. They need to install correct blow offs based on timing of adjacent development, but hopefully all will be built together. Staff recommends approval of this plat and plans as submitted from April 22 with stipulations that 7 items from staff report be completed

**Stipulations:**

1. The recorded plat shall be in substantial conformance with the final plat submitted April 22, 2025, as approved by Zoning Administrator and City Engineer, except as modified by these stipulations. (attachment 4)
2. Development and improvement of the subdivision shall be in substantial conformance with the subdivision improvement plans submitted April 22, 2025, as approved by City Engineer, except as modified by these stipulations. (attachment 4)
3. The final review comments from staff dated May 19, 2025, shall be addressed and corrected to the Zoning Administrator's and City Engineer's satisfaction prior to recordation of the plat and approval of the improvement plans for construction. (attachment 5)

**Open comment:**

There were no comments.

**MOTION: Wesley Warren MOVED that the Development Administration Board accept the findings and APPROVE the final plat and subdivision improvement plans for the Ridgeview Plat N subdivision, subject to the three (3) stipulations recommended by staff.**

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|--------|---------------|
| 1. Yes | Chris Trusty  |
| 2. Yes | Rob Patterson |
| 3. Yes | Wesley Warren |
| 4. Yes | Chris Howden  |

**Motion Passes 4-0**

- **Meeting Adjourned:** 1:07 PM
- **Minutes Prepared By:** Gretchen Homer
- **Minutes Approved August 28, 2025**