



HIGHLAND CITY

HIGHLAND CITY COUNCIL AGENDA

TUESDAY, JULY 21, 2026

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: council@highlandut.gov

6:00 PM REGULAR SESSION

Call to Order: Mayor Brittney P. Bills

Invocation: Council Member Kim Rodela

Pledge of Allegiance: Council Member Doug Cortney

Respect Statement: Mayor Brittney P. Bills

1. UNSCHEDULED PUBLIC APPEARANCES

Anyone may share information with the City Council. If your comments require a response, staff or an Elected Official will contact you. Please limit your comments to three minutes per person. Please state your name.

2. PRESENTATIONS

Items in this section are formal presentations by invited organizations or individuals. If further discussion is needed, it will be brought to the City Council on a future agenda.

a. Fling Preview & Final Plans

Brooke Boyd and Emma Van Dyke will preview the upcoming Fling schedule with City Council and discuss parade plans for the City Council.

3. ACTION ITEMS

Items in this section are to be acted upon individually by the City Council. A report will be given on these items.

a. ACTION: Right of Way Permit Security and Enforcement Amendments *Municipal Code Update (Legislative)*

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will consider amendments to the security/bonding requirement for right of way permits, particularly removing the one-year warranty period for non-excavation permits.

4. DISCUSSION ITEMS

Items in this section are for discussion, and include supplementary information in the packet. No final action will be taken.

a. E-bike Rules & City Code *General City Management*

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will consider current city and state regulations regarding e-bikes and give direction on any changes desired to be implemented.

b. Community Wildfire Preparedness Plan (CWPP) General City Management

Jake Beck

The City Council will review the City's CWPP prepared by the Fire Department.

5. COMMUNICATION ITEMS

Items in this section are for notification and update. No final action will be taken.

a. Flock Camera Terms of Service Changes

Brian Gwilliam, Police Chief

b. Parking Regulations and Enforcement in Town Center

Rob Patterson, City Attorney/Planning & Zoning Administrator

Brian Gwilliam, Police Chief

c. Utah County Firework Show

Brittney Bills, Mayor

d. Orphan Parcel Sales Revenue Uses

Jay Baughman, Assistant City Administrator/Community Development Director

e. Annual Resident Survey

Jay Baughman, Assistant City Administrator/Community Development Director

f. Annexation of Unincorporated County Parcels

Rob Patterson, City Attorney/Planning & Zoning Administrator

g. Community Development Update ([Current Projects](#))

Rob Patterson, City Attorney/Planning & Zoning Administrator

6. WORK SESSION

a. Detached Accessory Dwelling Units Development Code Update (Legislative)

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will hold a work session to discuss detached accessory dwelling units and related regulations.

7. CLOSED MEETING

The City Council may recess to convene in a closed meeting to discuss items, as provided by Utah Code Annotated §52-4-205.

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 City Council may participate electronically during this meeting.

CERTIFICATE OF POSTING

I, Stephannie B. Cottle, the duly appointed City Recorder, 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.highlandut.gov).

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

Posted and dated this agenda on the 16th day of July 2026.

Stephannie B. Cottle, CMC|UCC, City Recorder

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL CITY COUNCIL MEETINGS.



CITY COUNCIL AGENDA REPORT

ITEM #3a

DATE: July 21, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Rob Patterson, City Attorney/Planning & Zoning Administrator
SPONSORED BY: City Staff
SUBJECT: Right of Way Permit Security and Enforcement Amendments
TYPE: Municipal Code Update (Legislative)

PURPOSE:

The City Council will consider amendments to the security/bonding requirement for right of way permits, particularly removing the one-year warranty period for non-excavation permits.

STAFF RECOMMENDATION:

Staff recommends adopting the proposed amendments related to security and enforcement of right of way permits.

PRIOR COUNCIL DIRECTION:

In July 2024, the City Council previously considered and adopted amendments to the City's regulations regarding right of way permits with ordinance 2024-20. These amendments clarified that a right of way permit is required for any work within a right of way, including both above-ground work that does not require cutting a street and work that requires excavation. The amendments also imposed a 3-year moratorium on excavation permits for roads that have been newly constructed or resurfaced and made the post-completion warranty period one year, instead of two.

BACKGROUND:

Right of way permits authorize work within a city right of way. The work can either be excavation work, such as trenching for a new fiber line or replacing a home's utility laterals, or non-excavation work, such as curb cuts for driveways or replacement of above-ground utility facilities within a park strip. The City has issued approximately 85 right of way permits within the past year. The majority of these permits are for work for developers, public utility companies, and telecom companies. A small number are for residents seeking to add or modify driveway connections.

The City currently requires all permit applicants to provide a \$2,500 refundable cash assurance to guarantee that all work, including restoration and remediation work, is completed to City standards. This assurance remains with the City for one year after the work is complete to warranty that the work was done properly and remains in good condition. The proposed amendments modify this requirement for non-excavation work. The proposal would allow the cash assurance to be released after the permittee completes all work and has it inspected and approved by the City. Excavation work, where the road surface is impacted and must be patched, would still require a one-year warranty period.

City staff believe that it is still worthwhile to require a cash assurance for non-excavation work to insure

against damage to city property and facilities (sidewalks, meters, curbs, parkways, etc.) while the work is underway. However, because there is typically little to no restoration work required with a non-excavation permit (no asphalt patches, no curb replacements, etc.), staff does not believe it is necessary to hold onto this assurance for a year and that there is not much risk in releasing the assurance after the work is completed and inspected. This would treat non-excavation right of way permits similarly to the cash bond the City requires for building permits.

In addition, a lot of the non-excavation work is for residents seeking to do driveway work. Many residents do this work without a permit and without knowing that a right of permit is even required. This can cause conflicts with driveway locations, width, and impact to storm drains. City staff would prefer to make the permit process as easy as possible for residents to encourage them to get the permit before doing any work. To that end, allowing the assurance to be refunded after the work is completed, rather than one year later, will significantly reduce the impact to residents without significantly increasing the City's risk.

Other portions of the amendment clean up some outdated language, provide clearer notice requirements, and update enforcement mechanisms if a permittee fails to complete required remediation work, and give additional options for modifying or revoking permits if needed to obtain compliance. In addition, City staff are reviewing the assurance amount, currently \$2,500 for all right of way permits, to determine if different amounts are more appropriate for different types of permits and excavations. This may be brought to the Council in a future agenda.

FISCAL IMPACT:

No significant fiscal impact. There is some lost interest revenue from the City no longer holding cash assurances for non-excavation permits for the one-year warranty period, but there are relatively few of these types of permits. In the last year, there were 30 non-excavation permits issued, 11 of which provided an assurance (6 driveway/curb-cuts, 5 telecom companies), and the remainder were for public utility companies that are not required to provide assurances with their permits. Assuming this number remains somewhat consistent, city interest revenues will decrease by approximately \$1,200 in one year's interest that would have been generated from the approximately \$30,000 previously collected in non-excavation ROW permit assurances. However, if the city increases the number of non-excavation ROW permits that are applied for by reducing the cost burden of the permit, this could increase permit revenues (\$300 per permit) to offset the decreased interest revenues.

MOTION:

I move that City Council adopt the proposed amendments to the municipal code.

ATTACHMENTS:

1. Ordinance - Amendments to ROW Permit Security Requirements

AN ORDINANCE AMENDING REGULATIONS FOR RIGHT OF WAY PERMIT ASSURANCES

WHEREAS, Highland City is authorized by Utah State law, including Utah Code § 10-8-11, to regulate the use of City streets;

WHEREAS, Highland City has previously adopted regulations regarding excavation and other work proposed to be done within or to a City-owned right of way;

WHEREAS, Highland City desires to amend the previously adopted regulations to only require a one-year warranty period secured by a cash assurance for excavation work within a right of way, to clarify enforcement procedures, and to make other edits for conformity and consistency purposes;

WHEREAS, the Highland City Council finds that this ordinance furthers the public welfare, is in the interest of the public, and does not negatively impact family health, stability, and formation.

NOW THEREFORE, BE IT ORDAINED by the Highland City Council as follows:

SECTION 1. Title 12, Chapter 20 of the Highland Municipal Code is amended as shown in Exhibit A, attached hereto.

SECTION 2. The City Recorder, under the supervision of the City Administrator and City Attorney, may make non-substantive corrections to any portion of this ordinance and to the City codes referenced herein for grammatical, typographical, numbering, and consistency purposes in accordance with the expressed intent of the City Council.

SECTION 3. All ordinances and parts and provisions thereof in conflict with this ordinance are repealed to the extent of such conflict.

SECTION 4. This ordinance shall take effect immediately upon its adoption and publication, in accordance with law.

ADOPTED AND PASSED BY THE CITY COUNCIL OF HIGHLAND CITY, UTAH, this 21st day of July, 2026.

Brittney P. Bills
Mayor

ATTESTED:

Stephannie B. Cottle
City Recorder

Exhibit A

Amendments to Municipal Code

12.20.070 Permit; No Transfer For Assignment

Permits shall not be transferable or assignable, and work shall not be performed under a permit in any place other than that specified in the permit. Nothing herein contained shall prevent a permittee from subcontracting the work to be performed under a permit; provided, however, that the holder of the permit shall be and remain responsible for the performance of the work under the permit, and for all bonding security, insurance and other requirements of this chapter and under said permit.

12.20.120 Restoration Of Public Property

- A. The permittee shall, at its own expense, restore the surface-all portions of the right of way facilities damaged or impacted by the permittee's work of any public way to its-their original or better condition and replace any removed or damaged pavement with the same type and depth of pavement as that which is adjoining, including the gravel base material. All restoration shall conform to the engineering regulations, design standards and specifications promulgated by the city and shall be accomplished within the time limits set forth in the permit, unless additional time is granted in writing by the department.
- B. At its option, tThe permittee doing the actual excavation work may request that the city restore the surface or perform any other repair or remediation work required to restore the right of way to its original condition. The city public works director may, in their sole discretion and subject to city purchasing and bidding requirements, agree to complete the work subject to the permittee's payment of all associated costs. The fee-costs for such resurfacing shall be determined by the city public works director in accordance with its-the city's reasonable costs for such work, including administration and engineering costs-and shall be charged to the person, firm, or corporation making the excavation. Payment for such work shall be received by the city prior to the city's performance of such work and prior to the release of the bond security provided by the permittee. If the city public works director does not agree, the permittee shall be responsible for completing all restoration, repair, and remediation work.

12.20.140 ~~Bond~~Security; When Required; Conditions; Warranty

A. Except as noted in this chapter, each applicant, before being issued a permit, shall provide the city with ~~an~~-acceptable security in the form of a cash deposit with the city (this may include a corporate surety bond, cash bond or letter of credit, as determined by the city) in the minimum amount specified in the consolidated fee schedule to guarantee ~~faithful performance of the completion and durability of~~ the work authorized by a permit granted pursuant to this chapter, including all required restoration and remediation work.

B. The amount of the security required may be increased or decreased at the discretion of the city public works director ~~whenever it appears that if the public works director finds that the~~ amount, scope, and cost of the work to be performed, ~~and not satisfactorily completed, may vary from or the risk to the city and the public if the work is not completed is not reasonably proportional to~~ the amount of security otherwise required under this chapter.

~~A. The form of the security and the entity issuing the security shall be subject to the approval of the city attorney.~~

B.C. Public utility ~~companies~~ franchised by the city shall not be required to ~~file~~-provide any security if such requirement is expressly waived in the franchise documents.

C.D. The security required by this section shall secure the permittee's agreement to the following as a condition of approval of a permit~~be conditioned as follows~~:

1. ~~That t~~The permittee shall fully comply with the requirements of the city ordinances and regulations, the terms and conditions of the permit, and city engineering regulations, specifications, and ~~or~~ design standards relative to work in and construction of, and upon, and under the right of public way;

1.2. The permittee shall indemnify and hold the city harmless from all damages and costs due to permittee's failure to perform all work as required by the permit, this chapter, and city standards, and from all damages, injuries, and losses arising out of the permittee's work, which obligation shall not be limited to the amount of the provided security and respond to the city in damages for failure to conform therewith;

2.3. ~~That a~~After work is commenced, the permittee shall proceed with diligence and expedition ~~and shall to~~ promptly complete such all work and to restore the public way as required by the permit, this chapter, and city standards~~to construction specifications~~, so as not to

obstruct the right of way public place or travel thereon more than is reasonably necessary;

4. ~~That~~ For work requiring any excavation within the right of way, including trenching or cutting, the permittee shall ~~guarantee warranty~~ the durability of materials and the workmanship of all work performed for a period of one year from completion of such work, with reasonable wear and tear excepted, and the security shall not be released until the one-year period expires, the permittee requests inspection of the work at or after the end of the one-year period, and the city accepts the condition of the work;

~~3.5.~~ For work that does not require excavation within the right of way, the security shall be released after the permittee completes all work, including all required restoration and remediation work, the permittee requests inspection of the completed work, and the city accepts the condition of the work; and

~~4.6.~~ ~~That u~~Unless authorized by the city public works director on the permit, all paving, resurfacing, or replacement of street facilities on major or collector streets shall be done in conformance with the regulations contained herein within three calendar days, and within seven calendar days from the time the excavation commences on all other streets, except as provided for during excavation in winter or during weather conditions which do not allow paving according to engineering regulations. In winter, a temporary patch must be provided. In all excavations, restoration of pavement surfaces shall be made immediately after backfilling is completed or concrete is cured. If work is expected to exceed the above duration, the permittee shall submit a detailed construction schedule for approval. The schedule will address means and methods to minimize traffic disruption and complete the construction as soon as reasonably possible.

12.20.170 Failure To Comply; Default In Performance

A. Any permit may be revoked or suspended and a stop order issued by the city public works director, ~~after notice to the permittee~~ for:

1. Violation of any condition of the permit, the security, or of any provision of this chapter;
2. Violation of any provision of any other ordinance of the city or law relating to the work; or
3. Existence of any condition or the doing of any act which ~~does~~ constitutes, may constitute, or causes a condition endangering life or property.

~~B.~~ A suspension or revocation ~~of a permit and issuance of a stop order~~ by the city public works director, ~~and a stop order~~, shall take effect immediately upon entry thereof by the city public works director and notice to ~~permittee and to~~ the person performing the work in the public way. Notice to the person performing the work shall be accomplished when the city public works director has posted a stop work order at the location of the work, ~~and notice to the permittee shall be accomplished when~~ and written notice has been provided mailed, return receipt requested, to the permittee using the contact information address indicated provided by the permittee on the permit with the permit application.

~~B.C.~~ In lieu of suspending or revoking a permit and issuing a stop order, the city public works director may modify a permit to add additional conditions that mitigate the violation or the condition endangering life or property. Such modified permit shall supersede the previously issued permit and take effect immediately upon notice to the person performing the work and the permittee, as set forth herein.

~~C.D.~~ Whenever the city public works director finds that a default has occurred in the performance of any term or condition of ~~the a~~ permit, including any violation of this chapter, written notice thereof may be ~~given issued~~ to the ~~permittee principal and to the surety on the bond, if there is a surety bond~~. Such notice shall state the work or other corrective act required to be done, the estimated cost thereof, and the period of time deemed by the city public works director to be reasonably necessary for the completion of the work.

E. In the event that the ~~permittee surety (or principal)~~, within a reasonable time following the ~~giving-issuance~~ of such notice (taking into consideration the exigencies of the situation, the nature of the ~~work~~ corrective act, the requirements of public safety, and ~~for~~ the protection of persons and property), fails either to commence and cause the required work ~~or act~~ to be performed with due diligence, or to indemnify the city for any damage or injury or for the city's the cost of doing the work, as set forth in the notice, the city may ~~perform the work~~, at the discretion of the city public works director, perform the work with city ~~staff, contractors, forces or contract forces~~ or both, and suit may be commenced by the city attorney against the permittee, contractor, ~~and bonding company owner of the facility being installed~~, and such other persons as may be liable, to recover the entire amount due to the city, including attorney fees and administration and engineering costs, on account thereof. ~~In the event that cash has been deposited, t~~The cost of performing the work, including attorney fees and administration and engineering costs, or any damage or injury incurred by the city, may be charged against the amount deposited as security, and suit brought for the balance due, if any, against the permittee, contractor, owner of the facility being installed, and such other persons as may be liable.

D.F. The city public works director may deny, revoke, suspend, or stop work on other permits applied for by the same permittee or the same owner of the facilities being installed until all corrective work or acts for which such permittee or owner is responsible are completed or the permittee or owner provides additional security to guarantee the completion of the corrective work or act.



CITY COUNCIL AGENDA REPORT

ITEM #4a

DATE: July 21, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Rob Patterson, City Attorney/Planning & Zoning Administrator
SPONSORED BY: City Council
SUBJECT: E-bike Rules & City Code
TYPE: General City Management

PURPOSE:

The City Council will consider current city and state regulations regarding e-bikes and give direction on any changes desired to be implemented.

STAFF RECOMMENDATION:

Staff recommends that the City Council give direction to staff on the changes, if any, the Council would like to see regarding allowing e-bikes of different categories on city parks and trails.

PRIOR COUNCIL DIRECTION:

On May 19, 2026, the City Council received an update regarding new state laws regarding e-bikes. The Council discussed whether city codes and policies regarding e-bikes on trails and in parks should be updated with the state law, and directed staff to bring the item back for further discussion in a future meeting.

BACKGROUND:

STATE LAW

Types of Equipment

- "Electric assisted bicycle" — e-bikes. Must have pedals, cranks, and be operable without electric motor, with motor limited to 750 watts. Divided into 3 classes.
- "Class 1 electric assisted bicycle" — low-speed pedal-assist. An e-bike that (a) provides assistance only when the rider is pedaling; and (b) ceases to provide assistance when the bicycle reaches the speed of **20 MPH**.
- "Class 2 electric assisted bicycle" — low-speed throttle-assist (no pedal use required, but pedals must be part of bike). An e-bike that (a) may be used exclusively to propel the bicycle; and (b) is not capable of providing assistance when the bicycle reaches the speed of **20 MPH**.
- "Class 3 electric assisted bicycle" — speed pedal-assist. An electric assisted bicycle equipped with a motor or electronics that (a) provides assistance only when the rider is pedaling (b) ceases to provide assistance when the bicycle reaches the speed of **28 MPH**; and (c) is equipped with a speedometer.

- "Motor assisted scooter" — low-speed throttle-assist like class 2 electric assisted bicycle. A scooter with an electric motor that is designed for the ability to be propelled by human power alone, but can be operated by electric motor alone, with a maximum speed of **20 MPH**.
- "High power electric device" — all bikes/scooters/etc. that can exceed 20 MPH on electric motor alone, including e-bikes that have been modified to exceed manufacturer settings
- "Electric motorcycle" — e-motorcycle (no pedals). A motorcycle (a) powered by an electric motor of more than 750 watts OR (b) capable of exceeding a speed of 20 MPH using the electric motor alone.

User Restrictions

- E-bikes and scooters are generally subject to normal rules applicable to bicycles
- Under 8: not allowed on roads
- 8-16:
 - CURRENT - cannot operate class 3 e-bikes at all, and if under 14, no e-bikes on roads without adult supervision
 - 2027 - can use e-bike and motor assisted scooters on roads under adult supervision or with certificate
- Over 16: can use e-bike on roads without supervision or certificate
- Helmets required for all users under 21

By default, state law allows all e-bikes and motor assisted scooters in locations where bicycles are allowed, unless the city chooses to restrict.

CURRENT CITY CODE

HMC 10.08.010: "No person shall operate motor or motor-driven cycles or snowmobiles in Highland City parks."

HMC 10.08.070: "Use of Trails by Motorized Vehicles Prohibited. The use of motorized vehicles of any sort, except those vehicles used by Highland City for the purpose of maintenance and public safety, on any Highland City trail is prohibited unless the trail is clearly marked as approved for such use."

OPTIONS

Staff recommends clarifying City code regardless of which option is chosen. With these options, staff has assumed that the Council desires to maintain prohibition on golf carts and traditional motor vehicles/motorcycles in parks and on trails. Staff is also researching what other cities are doing with the updated state laws on e-bikes, and staff will present that information to the Council on Tuesday as part of the discussion.

1. Complete ban. No e-bikes, motor assisted scooters, motorcycles, and motor vehicles on trails/parks.
2. Keep current implementation allowing "bike-like" use. Class 1 e-bikes only on trails/parks (low speed, pedal-assist).
3. Distinguish based on speed, but not pedaling. Class 1 & 2 e-bikes and motor-assisted scooters (limited to 20 MPH), prohibits class 3 e-bikes and e-motorcycles.
4. Prohibit only high power electric devices - devices that can travel more than 20 MPH on electric motor alone. Allows motor assisted scooters and all e-bikes, including class 3 (up to 28 MPH)

with pedal assist, but not motor alone). Prohibits e-motorcycles.

FISCAL IMPACT:

Minor fiscal impact from changes with new signage for parks and trails.

MOTION:

Discussion only.

ATTACHMENTS:



CITY COUNCIL AGENDA REPORT

ITEM #4b

DATE: July 21, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Jake Beck
SPONSORED BY: City Staff
SUBJECT: Community Wildfire Preparedness Plan (CWPP)
TYPE: General City Management

PURPOSE:

The City Council will review the City's CWPP prepared by the Fire Department.

STAFF RECOMMENDATION:

Staff recommends the Council review the City's CWPP.

PRIOR COUNCIL DIRECTION:

Not applicable.

BACKGROUND:

The Community Wildfire Preparedness Plan (CWPP) is a collaborative planning document developed by Lone Peak Fire District in partnership with Highland City, Alpine City, Utah Forestry, Fire & State Lands (FFSL), and other local, state, and federal stakeholders. It identifies wildfire risks, establish mitigation priorities, and improved community preparedness. FFSL requires participating communities to maintain a current CWPP that is reviewed and updated annually to ensure it reflects changing conditions, completed projects, and emerging priorities. This document represents a comprehensive revision to the District's existing CWPP and is the culmination of approximately 18 months of collaboration, data collection, stakeholder engagement, and technical analysis. The updated CWPP demonstrates Highland City's continued commitment to proactive wildfire risk reduction, strengthens coordination with partner agencies, and enhances eligibility for state and federal wildfire mitigation grant funding to better protect lives, property, and critical infrastructure.

Council is not required to "approve" the CWPP, but staff felt it best to make Council aware of the plan.

FISCAL IMPACT:

The City did not have any increased direct costs in the creation or finalization of this plan. The plan does contemplate goals and preventative actions to help minimize wildfire in the Lone Peak Fire District. Most of these goals are related to community education and policy or plan creation and review. The costs for these efforts will mainly be dedication of staff time along with some potential printing costs. The actions related to fuel reduction or mitigation will be dependent on grant funding or if the Highland and Alpine City Councils prioritize additional budget for those efforts.

MOTION:

Not applicable. For discussion only.

ATTACHMENTS:

1. Lone Peak Fire District CWPP 2026

State of Utah

Community Wildfire Preparedness Plan

For the Wildland – Urban Interface

Lone Peak Fire District

is a special district in Utah County, Utah.



2026



Department of Natural Resources
Division of Forestry, Fire and State Lands
1594 W North Temple, PO Box 145703, Salt Lake City, UT 84114-5703

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Lone Peak Fire District Wildfire Preparedness Plan

Declaration and Concurrence Page

*This list needs to be customized to the individual plan. Provide the names and affiliations of all cooperators. Minimum allowable signatories include **one** each from **a state entity**, a **local fire department** and a **local government representative**. Additional signatories are highly recommended to exhibit diverse collaboration. This page will then be signed by FFSL authorities after all cooperators have reviewed the plan and concur with its contents. If needed, an additional blank signature page is provided at the end of this template and should be included here.*

Carla Merrill

NAME

Alpine City Mayor

AFFILIATION

SIGNATURE

DATE

Brittney P. Bills

NAME

Highland City Mayor

AFFILIATION

SIGNATURE

DATE

Brian Patten

NAME

*Fire Chief
Lone Peak Fire District*

AFFILIATION

SIGNATURE

DATE

Jake Beck

NAME

*Deputy Fire Chief
Lone Peak Fire District*

AFFILIATION

SIGNATURE

DATE

Lone Peak Fire District Wildfire Preparedness Plan

BRIAN G WILLIAM

NAME

SIGNATURE

Police Chief

Lone Peak Public Safety District

AFFILIATION

DATE

MIKE SMITH

NAME

SIGNATURE

Sheriff

Utah County

AFFILIATION

DATE

PETER QUITTNER

SIGNATURE

Emergency Manager

Utah County

DATE

JUSTIN ROACH

NAME

JR

[Justin Roach \(Jun 17, 2026 15:27:22 MDT\)](#)

SIGNATURE

State of Utah DNR FFSL

Wasatch Front Area Manager

AFFILIATION

06/17/2026

DATE

Jennifer McBride

NAME

Jennifer McBride

SIGNATURE

State of Utah DNR FFSL Statewide

Wildland Urban Interface Coordinator

AFFILIATION

07/06/2026

DATE

Approved as to form. Tony Clinger, Assistant Attorney General. December 2022.

Lone Peak Fire District Wildfire Preparedness Plan

INTRODUCTION

Over 600 of Utah's communities have been classified as "at risk" of wildfire. The safety of the citizens of any community and the protection of private property and community infrastructure is a shared responsibility between the citizens; the owner, developer or association; and the local, county, state and federal governments. **The primary responsibility, however, remains with the local government and the citizen/property owner.**

The purpose of wildfire preparedness planning is to...

- Motivate and empower local government, communities, and property owners to organize, plan, and take action on issues impacting the safety and resilience of values at risk
- Enhance levels of fire and smoke resilience and protection to the communities and infrastructure
- Identify the threat of wildland fires in the area
- Identify strategies to reduce the risks to structures, infrastructure and commerce in the community during a wildfire
- Identify wildfire hazards, education, and mitigation actions needed to reduce risk
- Transfer practical knowledge through collaboration between stakeholders toward common goals and objectives

Outcomes of wildfire preparedness planning...

- Achieve the National Cohesive Wildfire Strategy Goals :
 1. Fire adapted communities
 2. Resilient landscapes
 3. Safe and effective fire response
- Improve community safety through:

✓ Coordination and collaboration	✓ Fuel modification	✓ Fire prevention
✓ Public awareness and education	✓ Improved fire response capabilities	✓ Development of long-term strategies

RESOURCES

To complete a wildfire preparedness plan for your community, consider involving the following:

- | | |
|--|--|
| ✓ Local / Primary fire protection provider | ✓ Local emergency management services |
| ✓ Local Resource, Conservation and Development Districts | ✓ USDA Forest Service |
| ✓ Utah Division of Forestry, Fire and State Lands | ✓ U.S. Department of Interior Agencies |
| ✓ Utah State Fire Marshal (Dept. of Public Safety) | ✓ Utah Resource Conservation Districts |
| ✓ Utah Division of Emergency Management | ✓ Utah Soil Conservation Districts |
| ✓ Local fire agencies | ✓ Local health departments |
| ✓ Utah Division of Air Quality | |

Lone Peak Fire District Wildfire Preparedness Plan

STATEMENT OF LIABILITY

This template provides the outline for, and specifies the information recommended, to be included in a Community Wildfire Preparedness Plan (CWPP) based on information currently available.

Any associated checklists, guidance documents, assessments, activities and recommendations of fire officials, including the plans and projects outlined by the community wildfire council, are made in good faith. The Utah Division of Forestry, Fire and State Lands assumes no liability and makes no guarantee regarding the level of wildfire or smoke protection resulting from completion and implementation of this plan. Wildfire may still occur despite efforts to prevent it or contain it. The intention of all decisions and actions made under this plan is to reduce the potential for, and the consequences of, wildfire.

Last revised November 2022

Completed Community Wildfire Preparedness Plans should be submitted to the local Area Manager or Fire Management Officer with the Utah Division of Forestry, Fire and State Lands for final concurrence.

The Community Wildfire Preparedness Plan should be updated regularly as it is meant to be a living document.

INSTRUCTIONS TO PREPARERS

Italicized text throughout this template indicates suggestions or instructions intended to aid the preparer. The italicized text throughout the template is intended as a guide, but is not an exhaustive list of considerations.

Lone Peak Fire District Wildfire Preparedness Plan

PLANNING OVERVIEW

Briefly describe the overall planning process that took place to complete this plan. Be sure to include:

- *A timeline of the events/meetings*
- *The organizations and partners that participated*
- *A description of why this planning process was initiated*
- *The overall intended outcome of the process.*
- *How outcomes were accomplished. This is much like the information described above (purpose and outcome) but tailored to your community.*

If desired, please acknowledge any individuals or organizations that were essential to accomplishing the final plan.

This Community Wildfire Preparedness Plan (CWPP) serves as the official State of Utah CWPP document for Lone Peak Fire District in accordance with the Utah Cooperative Wildfire System (CWS).

This CWPP is supported by the Wildfire Risk & Mitigation Technical Report: Supporting Document to the 2026 Lone Peak Fire District CWPP, which provides expanded technical analysis including wildfire behavior evaluation, hazard modeling interpretation, evacuation and access vulnerability assessment, structural ignition pathway analysis, and mitigation strategy development.

Where appropriate, this CWPP summarizes findings and recommendations contained within the Technical Report. The Technical Report is incorporated by reference as Appendix E.

2/29/2024 - WFA WUI Specialist, Mike Swinsick met with Jake Beck, Deputy Chief and Chris Willden , Captain to discuss CWS and CWPP's. A link to the live document was sent to LPFPD so that they can begin updating and finalizing the CWPP. (old plan)

12/9/2024 - A new draft plan was started on the 2022 template, all current data pulled over from the 2021 plan.

12/12/24 - M.Swinsick, G.Nielsen, J.Beck and Chief Patten met to discuss and review the LPFDX PEAP and the Draft CWPP. Community planning meetings and schedules will be developed after the first of the new year.

7/23/2025- IAFC Kickoff meeting held at the Highland Station.

01/15/2026 - Table Top Exercise held at the Highland Station.

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6/02/2026 - M.Swinsick reviewed the plan and related documents and made several edits/corrections.

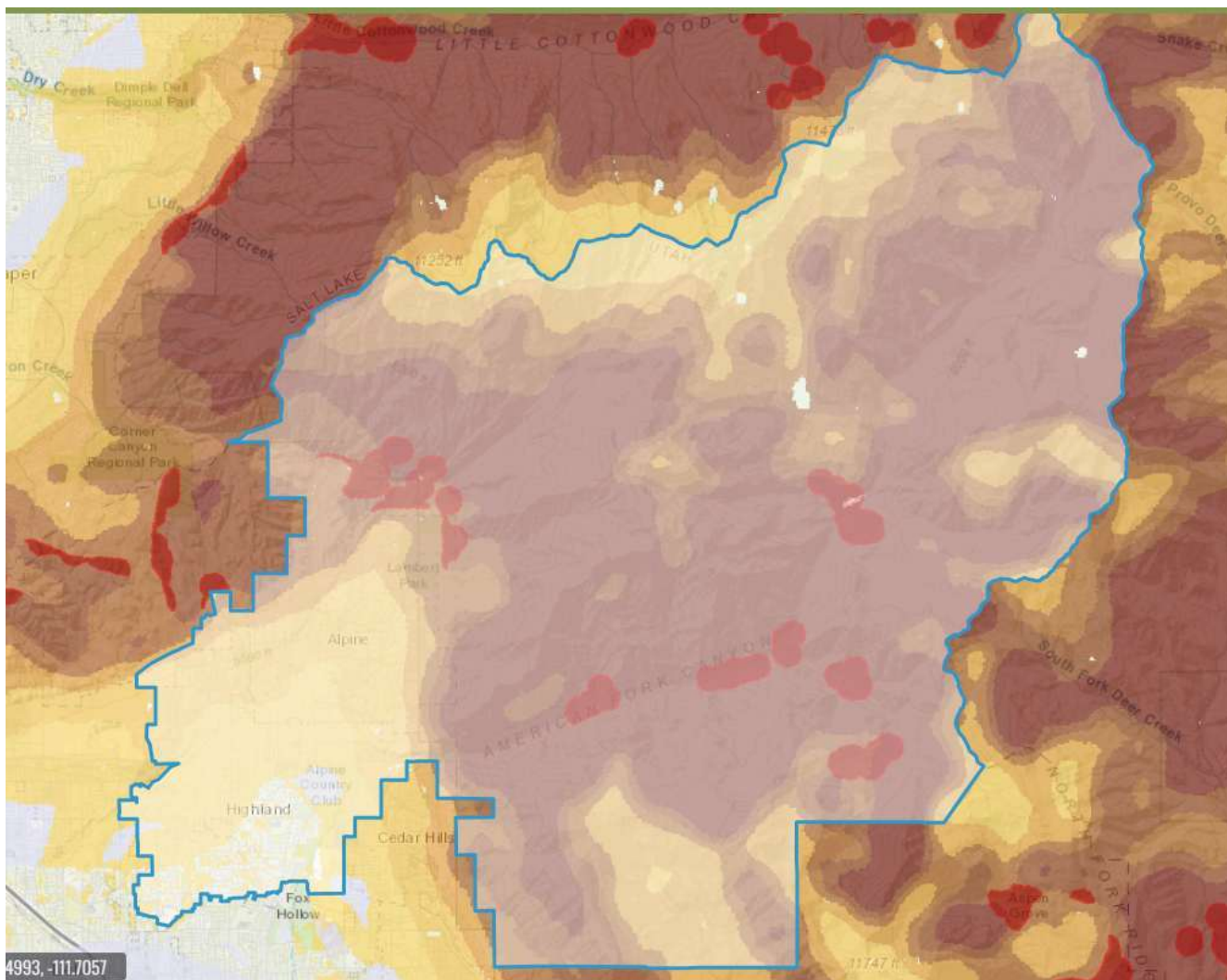
6/17/2026 - M.Swinsick submitted the plan for state review and signatures.

Lone Peak Fire District Wildfire Preparedness Plan

PLAN OVERVIEW MAP

Area of Interest

Insert an overview map of the area of interest/community/municipality/county including a buffer of greater than 1,000 yards. Identify adjoining landowners: Federal, State or Private. Show defined WUI boundaries.



Area GPS Coordinates 40.5754, -111.8320 / 40.3968, -111.8368 / 40.3914, -111.5709 / 40.5765, -111.5672

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PART I COMMUNITY DESCRIPTION

Community Attributes
Location of Community The Lone Peak Fire District (LPFD) is located in northern Utah County, positioned directly at the base of the rugged Wasatch Range. The district encompasses an active, multi-jurisdictional response footprint of approximately 22 square miles. This boundary is divided into three distinct geographic profiles, each presenting unique wildland-urban interface (WUI) hazards and operational requirements: Alpine City (~7.4 sq. miles): Situated in the northernmost section of the district, Alpine forms an immediate, high-hazard mountain interface. Residential zones here are characterized by steep hillside benches, private mountain lanes, and master-planned developments (such as Three Falls and Box Elder) that transition directly into volatile Gambel oak and sagebrush fuel beds. Highland City (~8.5 sq. miles): Located immediately south and west of Alpine, Highland consists primarily of dense, suburban master-planned neighborhoods, commercial corridors (concentrated along the SR-92/Timpanogos Highway), and interconnected open-space trail networks. While largely suburban, Highland features significant horizontal fuel continuity across local vacant lots and interior river drainages. American Fork Canyon & Unincorporated Utah County (~6 sq. miles of active response): LPFD provides critical structural and initial-attack wildland response throughout the high-traffic recreational corridor of American Fork Canyon (extending up toward Tibble Fork Reservoir) and adjacent unincorporated county foothills. This area introduces complex alpine canyon topography, steep slopes, and massive seasonal influxes of recreational vehicles and visitors, drastically increasing human-caused ignition risks. Operational Footprint and Stations The district manages this diverse topography from two strategically positioned stations. Station 202 (Alpine) handles rapid-response deployments into the upper mountain benches and northern canyon flanks, while Station 201 (Highland) covers the southern valley floor, the SR-92 commercial infrastructure, and serves as the primary gateway for canyon-bound apparatus. This dual-station matrix allows LPFD to balance the contrasting emergency profiles of tightly packed suburban developments and remote, high-hazard wildland terrain.

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Roads, Bridges, Gates, and Culvert Conditions

Access & Evacuation Constraints

While the primary transit grids of Alpine and Highland feature dual points of ingress/egress, several high-risk bench and Wildland-Urban Interface (WUI) neighborhoods rely on single-access routes, creating severe evacuation bottlenecks. Specific subdivisions within the upper benches, along with localized hillside private lanes, feature dead-end configurations and narrow turn radii that present significant tactical turnaround challenges for heavy Type 1 structural apparatus.

Critical Infrastructure & Gated Access

The Three Falls emergency access road serves as a critical secondary egress corridor for residents and a primary tactical access route for fire suppression forces. This route is fully paved, maintained, and plowed year-round. It features an automated, gate-controlled system with 24/7 emergency override capabilities. Continuous, standardized testing is maintained by the district to ensure failsafe gate functionality during power grid failures or rapid evacuation events.

Bridge, Culvert, and Fuel Load Standards

Municipal roadways are paved, clearly marked, and accessible year-round. However, progressive lateral vegetation encroachment along designated WUI evacuation corridors consistently reduces effective drive-lane width and compromises sightlines. All public bridge structures serving primary response routes are verified to support standard emergency apparatus axle-load requirements. In contrast, unverified private driveway culverts and bridge crossings remain a primary operational concern, as many lack the structural integrity to support heavy tactical water tenders or aerial apparatus.

Structural Ignitability Concerns

Structural Ignitability & Home Ignition Zone (HIZ) Vulnerabilities

Ember Intrusion Pathways Localized post-fire modeling confirms that the primary mechanism for structure loss within the Lone Peak WUI is ember intrusion rather than direct flame front contact. This vulnerability is severely compounded across both Alpine and Highland by narrow lot-line structure spacing, which creates a high probability of home-to-home fire transmission. Embers easily penetrate un-baffled attic soffits and crawlspace vents, finding receptive fuel beds immediately adjacent to primary structures.

Combustible Decking & Under-Deck Voids While modern composite decking surfaces utilized throughout the upper bench developments offer improved ignition resistance, they do not eliminate catastrophic failure risks. Wind-driven embers systematically accumulate within the gaps of composite planks and settle into un-screened under-deck voids, igniting underlying

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traditional wood joists, structural supports, and auxiliary combustible materials stored beneath the decks.

Fence-to-Structure Fuel Continuity Extensive structural surveying reveals that wood privacy fences attached directly to residential structures represent a primary fire pathway into the home envelope. When an attached wooden fence ignites, it acts as a direct fuse, transferring fire laterally to residential siding, eaves, and soffits.

Ornamental Vegetation Encroachment Mature, legacy neighborhoods within the district exhibit critical Home Ignition Zone (HIZ) failures, characterized by dense ornamental juniper and shrub plantings placed directly against residential siding. Low-hanging structural tree canopies and a lack of horizontal fuel breaks create severe ladder-fuel continuity, significantly increasing localized structural ignitability.

Homeowners Association (HOA) Risk Management Variability

Wildfire mitigation compliance and community engagement vary significantly across the district's multiple HOAs.

Model Framework (Three Falls HOA): The Three Falls community represents the district's benchmark for proactive wildfire risk management. This HOA actively funds a dedicated emergency manager, mandates strict neighborhood defensible space compliance, conducts structured resident education, and operates an auxiliary Type 6 wildland apparatus for rapid initial attack support.

Districtwide Action Item: A significant portion of the district's remaining WUI-boundary HOAs lack formalized wildfire mandates or vegetation management covenants. Expanding the Three Falls model districtwide—by establishing unified HOA-level wildfire committees and enforcing standardized WUI structural codes—is a critical priority for this planning cycle.

Community Demographics	
Approximate number of homes	8,200
Approximate number of lots	8,800
Approximate number of commercial entities	150
Approximate number of full-time residents	32,681
Approximated number of part-time residents	1,000
Notes/comments: approximately 1,200 to 1,500 lots sit entirely within the designated WUI Bench Overlay Zones. 400 to 500 of these lots are currently undeveloped or vacant.	

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Population Concerns

In Alpine and Highland, Utah, certain populations are identified as more vulnerable during wildfires due to physical health sensitivities or logistical barriers to evacuation. Based on regional demographic characteristics, an estimated 45-60% of the population may fall into one or more vulnerable categories.

Populations at High Risk During Smoke Episodes

Prolonged exposure to wildfire smoke, which contains harmful fine particulate matter (PM2.5), disproportionately affects several groups:

Individuals with Pre-existing Conditions: Those with asthma, COPD, heart disease, diabetes, or obesity may experience acute symptoms such as chest pain and difficulty breathing.

Older Adults (65+): More likely to have underlying heart or lung conditions and a reduced biological ability to respond to health stressors.

Children (Under 18): Their lungs are still developing, and they breathe more air per pound of body weight, increasing their internal dose of pollutants.

Pregnant Women: Physiological changes like increased breathing rates during pregnancy can increase sensitivity to smoke.

Populations with Evacuation Challenges

Certain residents may face significant barriers when rapid relocation is required due to fire proximity:

Individuals with Mobility or Sensory Disabilities: Those requiring specialized transportation or medical equipment may need additional time and assistance to leave safely.

Residents Without Personal Vehicles: Households lacking a private vehicle are dependent on public or community-based transportation for evacuation.

Language and Communication Barriers: Non-English speakers may face delays in receiving or understanding emergency notifications and evacuation orders.

Socially Isolated Individuals: Those with limited social networks may not receive informal warnings or help from neighbors.

Emergency Resources and Planning

Residents should stay informed through local authorities and utilize available planning tools:

[Alpine City Emergency Preparedness](#) provides information on the city's Comprehensive Emergency Management Plan.

[Lone Peak Fire District](#) serves both Alpine and Highland for fire protection and emergency services.

Lone Peak Fire District Wildfire Preparedness Plan

[Utah Wildfire Risk Assessment Portal \(UWRAP\)](#) allows residents to assess the specific risk to their properties.

[Utah Department of Environmental Quality](#) monitors air quality and provides health recommendations during smoke events.

[Wildfire Risk to Communities Portal](#) - click on Explore - Enter community name - click on Vulnerable Population Tab

Community Evacuation Plan is attached as Appendix A

Community Legal Structure

List the government entities associated with the community – city, town, unincorporated community, special service district, homeowner association(s), others.

Organization	Contact Person	Phone Number	E-mail
Lone Peak Fire District	Brian Patten, Fire Chief	801-602-6570	bpatten@lonepeakfire.org
Lone Peak Fire District	Jake Beck, Deputy Chief	801-995-5259	jbeck@lonepeakfire.org
Alpine City	Carla Merrill, Mayor	801-400-4155	cmerrill@alpineut.gov
Highland City	Brittney Bills, Mayor	801-756-5751	mayor@highlandut.gov
Lone Peak Police	Brian Gwilliam, Police Chief	801-756-9800	bgwilliam@lonepeakpolice.com
Lone Peak Police	Jamie Brooks, Lieutenant	801-756-9800	jbrooks@lonepeakpolice.com
Alpine City	Shane Sorenson, City Administrator	801-420-2962	ssorenson@alpinecity.gov
Highland City	Erin Wells, City Administrator	435-850-2450	ewells@highlandut.gov
Three Falls HOA	Jason Jones, Emergency Manager	801-319-3290	
Lone Peak Fire District	Chris Willden, WL program manager	801-915-4118	cwillden@lonepeakfire.org
Bull River HOA	Brad Walton	801-235-7368	hoahelp@amres.co

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Restricting Covenants, Ordinances etc. (Attach as Appendix C) For example, home association bylaws may have requirements regarding building construction materials or vegetation removal, or regarding access in a gated community.	
Source	Details
Wildland-Urban Interface Site Plan/Development Review Guide	Alpine City has adopted a Wildland-Urban Interface Review Guide that illustrates key provisions of the Utah Wildland-Urban Interface Code and amendments adopted by the Lone Peak Fire District. This guide is used in site plan and development review to ensure new construction and development in WUI areas meet fire access, vegetation clearance, water supply, and ignition-resistant construction standards under the International Fire Code and Utah WUI provisions. It includes vegetation spacing guidelines, definitions for ignition-resistant materials, and requirements for infrastructure such as fire access routes and signage. Both Alpine and Highland municipal codes adopt and enforce fire code standards relevant to WUI conditions through building permit review, planning and zoning processes, and code enforcement. Alpine's Planning & Zoning Department reviews proposed developments, ensuring compliance with the City's Development Code and WUI criteria during application review. HOA-level Restrictive Covenants, Conditions, and Restrictions (CC&Rs) vary by neighborhood and may include requirements related to building materials, fencing, landscaping, and vegetation maintenance. These covenants operate in addition to city code and fire code requirements. Enforcement of CC&Rs is governed by the respective HOA, and consistency across associations varies. The Three Falls HOA is an example of a neighborhood with proactive wildfire mitigation coordination and emergency planning.

Additional detail regarding geographic setting, development patterns, fuel characteristics, and wildfire behavior influences is provided in the Wildfire Risk & Mitigation Technical Report: Supporting Document to the 2026 Lone Peak Fire District CWPP.

Lone Peak Fire District Wildfire Preparedness Plan

PART II:

RISK ASSESSMENT

Community Values at Risk

Define community values that would be threatened by wildfire, (infrastructure, watershed, forest, wildlife and other values) and the conditions of the infrastructure/homes at a broad scale. It is highly encouraged that you consult a local, federal or state entity and/or a wildfire mitigation specialist to assist you. [Forestry, Fire and State Lands contact information](#)

In 2026, the **Lone Peak Fire Protection District** (LPFPD) faces a "severe" wildfire risk profile, with 100% of properties in the Lone Peak area having some degree of risk over the next 30 years.

Threatened Community Values

Wildfire within the Lone Peak Fire District threatens critical community, environmental, and economic values throughout Alpine and Highland.

- **Watershed and Water Security:** High-severity wildfire within the Wasatch Front watershed may increase erosion, sediment transport, debris flow potential, and water quality impacts affecting downstream infrastructure and regional water resources.
- **Essential Infrastructure:** Wildfire may impact utility corridors, communications infrastructure, transportation routes, municipal water systems, and emergency response operations, potentially affecting evacuation and continuity of services.
- **Forest Health and Ecosystems:** Wildfire may result in loss of vegetation, wildlife habitat impacts, invasive species expansion, and long-term ecological recovery challenges within surrounding wildland areas.
- **Economic and Recreational Value:** Wildfire threatens residential property, recreation access, trail systems, tourism activity, and community economic stability due to suppression costs, infrastructure impacts, and post-fire recovery requirements.

Expanded consequence analysis and valuation exposure assessment are provided in the Technical Report.

Broad Scale Infrastructure & Home Conditions

The Lone Peak Fire District contains approximately 8,138 homes, many of which are located within the Wildland-Urban Interface (WUI) directly adjacent to steep, fuel-dominated slopes.

Community vulnerabilities include:

- Residential development immediately adjacent to continuous wildland fuels
- Dense structure spacing increasing ember exposure potential
- Limited secondary egress within select hillside neighborhoods
- Narrow or steep access routes affecting apparatus maneuverability

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- Vegetation encroachment along evacuation corridors and around structures
- Structure ignition vulnerabilities associated with combustible fencing, decking systems, and ornamental vegetation

Many homes within the district were constructed prior to modern ignition-resistant construction standards and may lack consistent defensible space maintenance.

Transportation corridors, utility infrastructure, municipal water systems, and communications systems may also be vulnerable during large wildfire incidents, particularly during wind-driven events requiring evacuation operations.

Detailed evacuation vulnerability analysis, structural ignition pathway assessment, and operational considerations are provided in the Technical Report.

Estimated Values at Risk

Provide an approximation of the estimated current values of residential and commercial property in the area. The County Assessor should be able to assist with this information.

Estimated values at risk of commercial and residential property	\$10,307,879,967.00
Year	2025

Insurance Rating

Protection Capabilities: Insurance Services Organization (ISO) rating for the community will serve as an overall indicator of its fire protection capabilities:

1 - Moderate - ISO Rating of 6 or lower. 2 - High - ISO Rating of 7-9. 3 - Extreme - ISO Rating of 10
You can contact your local fire department to find your ISO rating

ISO Fire Insurance Rating:	2
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The Communities At Risk (CARs) list and relative wildfire risk score was developed cooperatively at the local and state level to assist land management agencies and other stakeholders in determining the scope of the WUI challenge and to monitor progress in mitigating the hazards in these areas. The CARs list and score is updated annually through the interagency fuel groups. Input the fields that are reflected on the state list found on our website. [Communities at Risk Score](#)

Communities At Risk Score	
Score:	9 (Alpine 11&Highland 7)

Area Fire History			
Month/Year of fire	Ignition point	Ignition source	Acres burned
Quail (2012)	Alpine City	Human(Equipment)	2000
View Point (2020)	US Forest	Human	21
Traverse (2020)	Lehi City	Human(Fireworks)	490
Alpine (2017)	Alpine City	Human(Shooting)	100
Water Tower (2017)	Alpine, City	Human(Shooting)	400

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Wildfire Risk

Wildfire Risk is a combined assessment of the likelihood of a fire occurring (Threat) and the values of most concern potentially adversely impacted by fire (Fire Effects). Fire Effects consist of the Impacts on Values and Suppression Difficulty.

The Wildfire Threat Index is derived from historical fire occurrence, landscape characteristics including surface fuels and canopy fuels, percentile weather derived from historical weather observations and terrain conditions. [Utah Wildfire Risk Assessment Portal \(UWRAP\)](#)

*The UWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in Utah. **Including maps from the UWRAP report may also be beneficial in this section and can be attached as Appendix D.** Consider using the following as an example.*

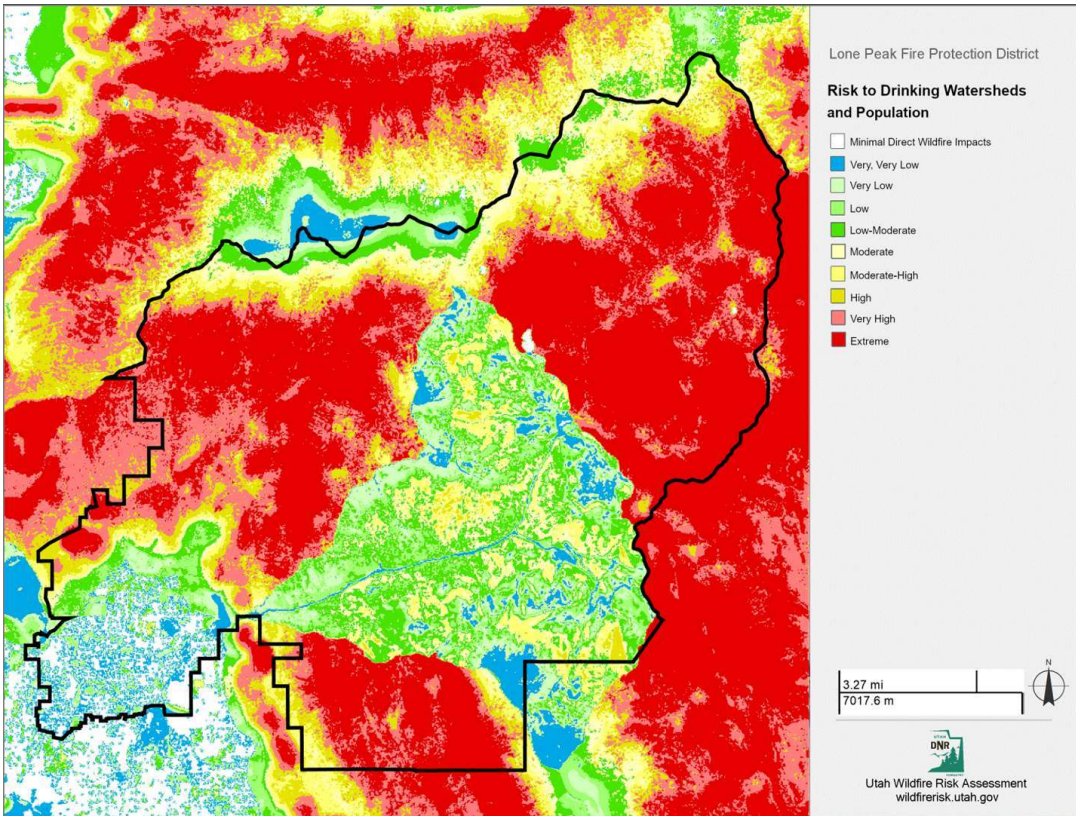
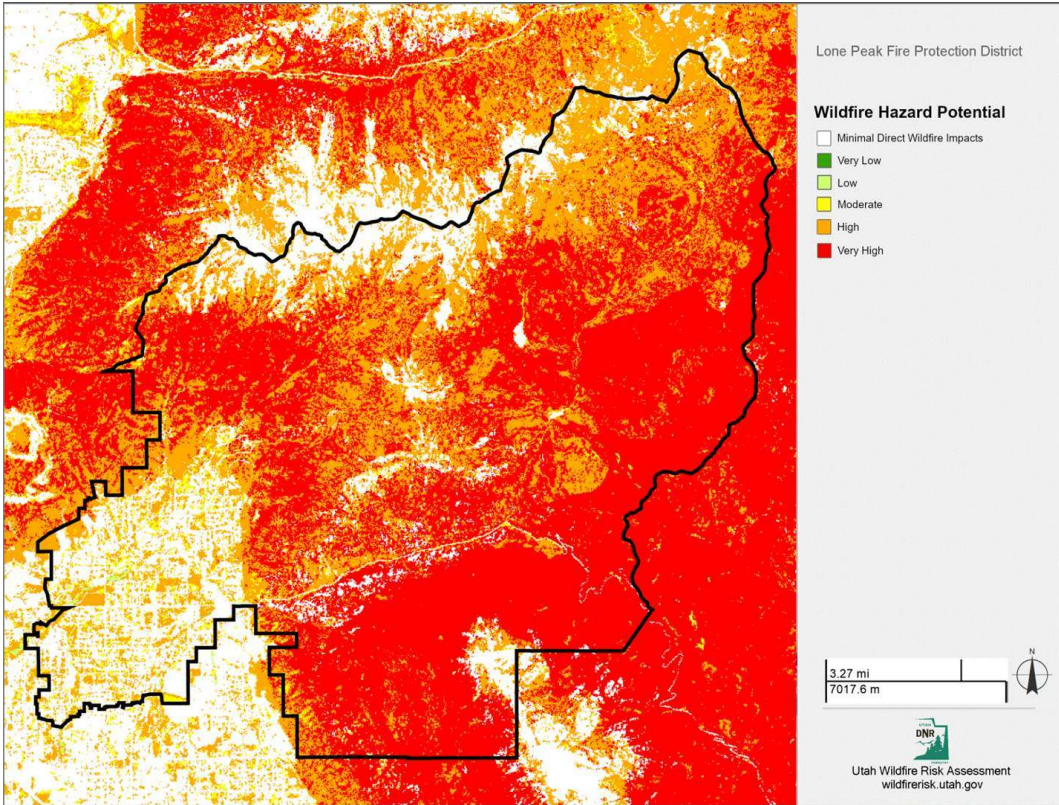
- Location Specific Ignitions
- Water Impacts
- Suppression Difficulty
- Fire Occurrence Density
- Rate of Spread
- Fire Effects

The UWRAP Area of Interest Report can be generated using the Advanced Viewer which you will need a registered account to be able to access.

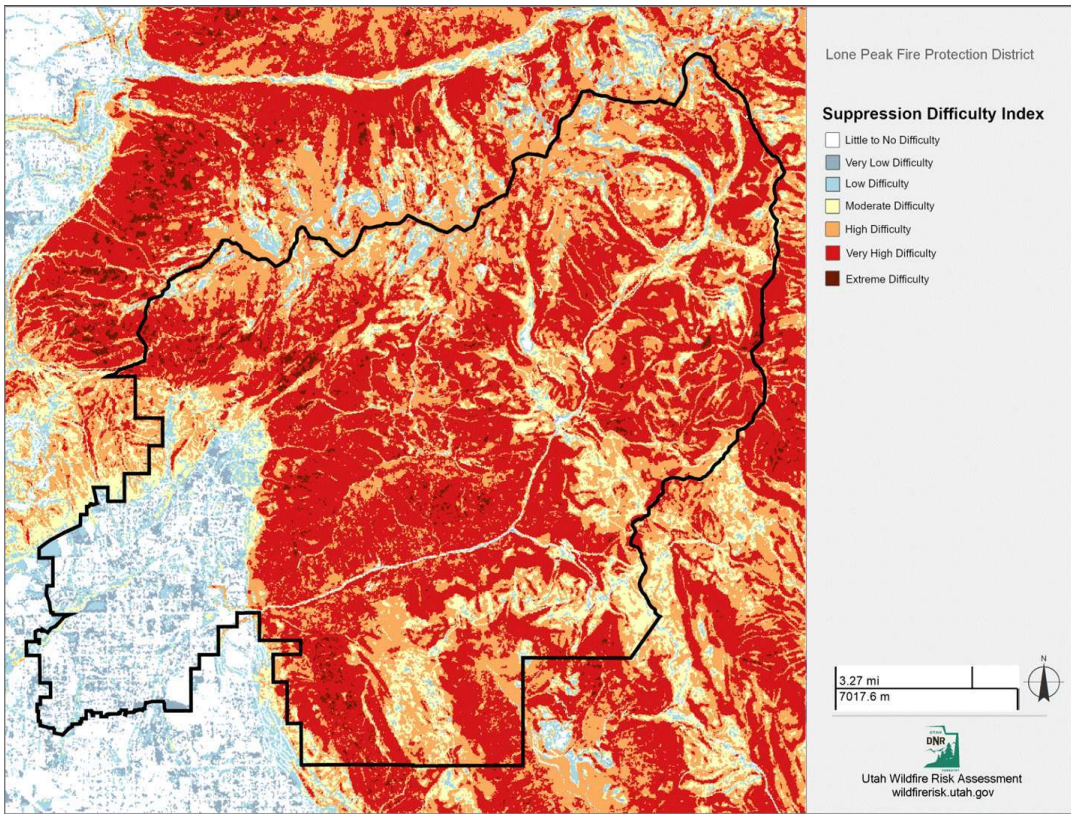
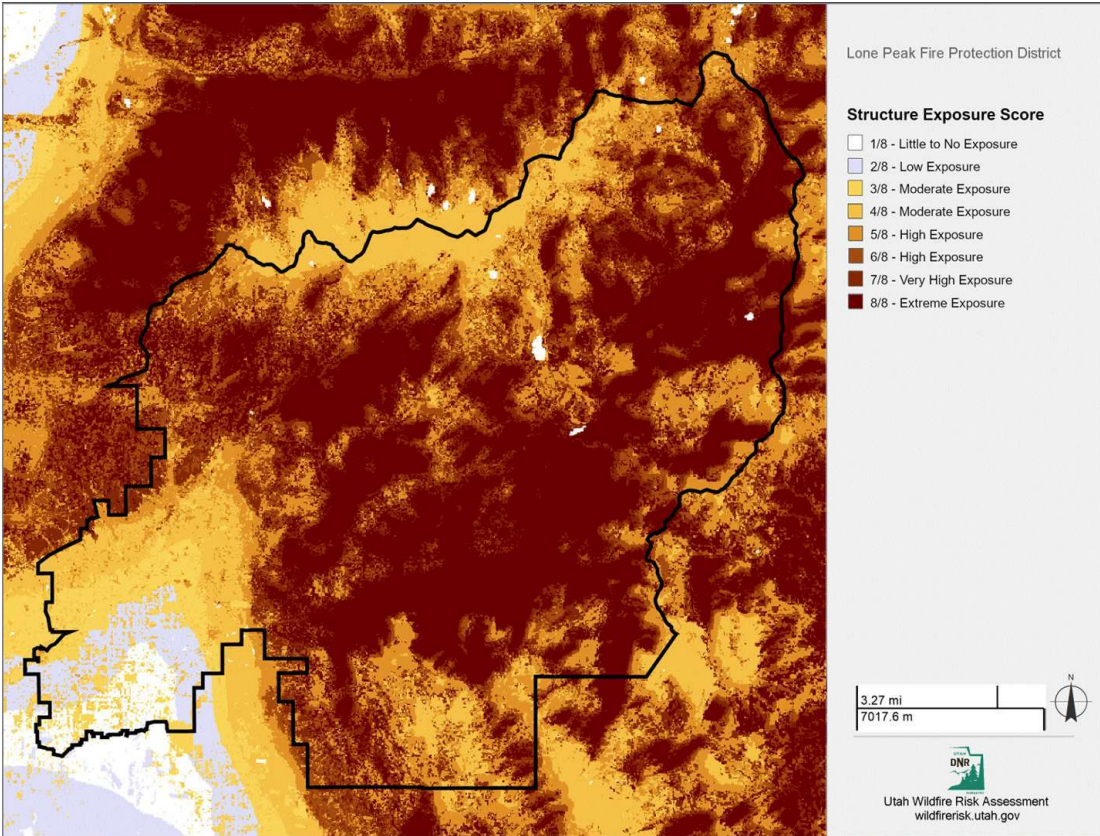
[UWRAP Wildfire Threat](#) Basic Viewer

[UWRAP user manual](#)

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PARTNERSHIPS AND COLLABORATION

In detail, what are the wildfire mitigation priorities for your community? Describe how the community is coordinating with partners and adjoining agencies identified in this document. (This section can be added to as new projects and partners are developed. Community buy-in, and desires to support and move these projects forward, is critical to overall success.)

These priorities are informed by wildfire behavior analysis, hazard modeling, evacuation assessment, and mitigation strategy development presented in the Wildfire Risk & Mitigation Technical Report: Supporting Document to the 2026 Lone Peak Fire District CWPP.

1. Shaded Fuel Break Expansion and Maintenance

Priority

Expand and maintain shaded fuel breaks along high-hazard slopes above residential development, particularly:

- Above the Three Falls neighborhood
- Above Box Elder neighborhood
- Along south-facing Alpine bench slopes
- Ridge-adjacent areas influencing View Point and eastern Highland

An existing shaded fuel break above Three Falls, completed through coordination between Utah Division of Forestry, Fire and State Lands (Utah FFSL) and Utah County, has improved tactical defensibility. However, fuel regrowth and untreated adjacent areas are reducing long-term effectiveness.

Identified Needs

- Expansion of shaded fuel break corridors
- Widening of treatment areas in high ember-production zones
- Ladder fuel reduction
- Establishment of a 3–5 year maintenance cycle
- Long-term vegetation management strategy

Coordination

- **Utah FFSL** – Technical guidance, prescription development, cooperative funding support
- **Utah County** – Coordination for treatment access and potential cost-share
- **U.S. Forest Service** (where applicable) – Adjacent federal land coordination
- **Lone Peak Fire District** – Operational input and prioritization

LPFD will continue annual coordination meetings with Utah FFSL to identify treatment corridors and pursue Community Wildfire Defense Grant (CWDG) or state cooperative funding.

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2. Bull River Drainage Fuel Reduction

Priority

Address concentrated ladder fuels and vertical fuel continuity within the Bull River corridor in Highland.

This drainage presents unique hazards including:

- Chimney-aligned fire behavior
- Dense riparian vegetation
- Ember concentration potential
- Limited evacuation redundancy

Identified Needs

- On-site fuel assessment
- Ladder fuel thinning
- Defensible space buffer improvements
- Multi-year phased implementation
- Ongoing monitoring of regrowth

Coordination

- **Utah FFSL** – Technical evaluation and treatment prescription
- **Utah County Fire Warden** – Interagency planning
- **Adjacent Property Owners / HOAs** – Access coordination and community buy-in
- **Lone Peak Fire District** – Oversight and prioritization

Community buy-in is essential for drainage treatment success. LPFD will work directly with affected homeowners and HOA leadership to ensure understanding of the life-safety benefits.

3. Citizen-Led Mitigation Initiatives

In 2025, LPFD provided oversight for four citizen-led mitigation efforts within Alpine and Highland. These projects demonstrated strong community willingness to participate in vegetation management and defensible space improvement.

Identified Needs

- Formalization of annual neighborhood mitigation focus areas
- Structured “chipper day” events
- Tracking of acreage treated
- Integration with Utah Cooperative Wildfire System reporting

Coordination

- **Homeowner Associations (HOAs)** – Organization and outreach
- **Alpine and Highland City Staff** – Public works coordination

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- **Utah FFSL** – Technical consultation
- **Lone Peak Fire District** – Project oversight and education

Expansion of these community-driven efforts will significantly reduce ember ignition vulnerability.

4. Ready, Set, Go! and Evacuation Planning

Evacuation complexity is a primary risk driver within LPFD due to:

- Single-access subdivisions
- Narrow roadway segments
- Slope-driven fire behavior
- High residential density

Identified Needs

- GIS-based evacuation zone development
- Pre-designated traffic control points
- Integration with emergency notification systems
- Neighborhood-specific evacuation education
- Identification and evaluation of Temporary Fire Refuge Areas (TFRAs) for use during wildfire incidents where evacuation routes may become compromised or evacuation timelines are insufficient for complete civilian movement

Coordination

- **Utah County Emergency Management** – Notification system integration
- **Lone Peak PD/Utah County Sheriff's Office** – Traffic control planning
- **Alpine & Highland Cities** – Public communication channels
- **Utah FFSL** – Incident coordination support

LPFD completed a wildfire tabletop exercise with stakeholders as part of this CWPP update and will continue biennial exercises to test evacuation coordination.

5. Construction and Ignition Prevention

Human-caused ignitions remain the primary fire occurrence driver in LPFD, including construction-related starts and recreational activity.

Identified Needs

- Seasonal contractor advisories
- Red Flag operational coordination
- Public education campaigns
- Shooting-related wildfire awareness

Coordination

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- **Utah County Sheriff's Office** – Shooting enforcement coordination
- **Utah FFSL** – Red Flag condition alignment
- **City Building Departments** – Permit-level wildfire education
- **Lone Peak Fire District** – Public outreach

6. Ongoing Interagency Coordination

Lone Peak Fire District maintains active coordination with:

- Utah Division of Forestry, Fire and State Lands
- Utah County Fire Warden
- Utah County Emergency Management
- U.S. Forest Service (adjacent lands)
- Alpine and Highland municipal leadership
- HOA leadership in high-risk subdivisions

Annual coordination meetings and periodic mitigation planning sessions will continue to evaluate:

- Fuel treatment effectiveness
- Evacuation zone development
- Grant funding opportunities
- Hazard modeling updates

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Describe how you have coordinated with partners/adjoining agencies on past projects and fuels treatments (What you have accomplished and who performed the work.)

Past Accomplishments	
Prevention- Activities directed at reducing unplanned, human caused, fire ignitions, including public education, law enforcement, personal contact.	- Developed a CWPP (2021) - Wildfire Tabletop Exercise with Stakeholders (2026) - Wildfire Home Surveys with ALLPS in 2023 of Bull River HOA
Preparedness- Activities that lead to a state of response readiness to contain the effects of wildfire to minimize loss of life, injury, and damage to property. Including access to homes/community, combustibility of homes/structures and creating survivable space.	- Chainsaw purchase (2023) - VHF Radio purchases (2023 and 2024) - PPE and shelter purchase (2024) - Type 6 Engine Purchase (2025) - Chainsaw purchase (2025) - Mini Mark pump purchase (2025) - Type 1/3 engine purchase 2025
Mitigation- Actions that are implemented to reduce or eliminate risks to persons, property or natural resources including fuel treatments and reduction.	- Orchard thinning project (On CWS) - Mitigation on Hillside Circle (Alpine, 2025) - Mitigation near Preston Canyon (Alpine, 2025) - Mitigation near Highland Glenn (Highland, 2025) - Mitigation at HOA Tibble Fork Summer homes (2024) - Mitigation at HOA Silver Lake Summer Homes (2024)
Maintenance- The process of preserving actions that have occurred including fuel treatments and reduction.	Annually review and update CWPP and renew every 5 yrs.

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PART III: RISK REDUCTION GOALS/PROPOSED ACTIONS

Goals of Plan: Provide a brief statement under the Prevention, Preparedness, Mitigation and Maintenance goals. These should align with the pillars of the National Cohesive Strategy and the Utah Catastrophic Wildfire Reduction Strategy (1. Resilient Landscapes 2. Fire Adapted Communities 3. Wildfire Response).

Identification of Actions: Provide detailed project information. These projects/actions should be listed in order of priority, can be mapped/tracked in the Utah Wildfire Risk Assessment (UWRAP) portal <https://wildfirerisk.utah.gov/> and should be consistent with a Cooperative Agreement in compliance with the Wildfire Policy if applicable.

PREVENTION			
Activities directed at reducing unplanned, human caused, fire ignitions, including public education, law enforcement, personal contact.			
Action(s):	Timeline:	Entity or Community Lead:	Completion Date:
PN1: Ready, Set, Go! information outreach	Annually	Fire District	2031
PN2: Defensible space enhancement information outreach	Annually	Fire District	2031
PN3: Construction-related Ignition Reduction	Annually	Fire District	2031
PN4: Law / Fire enforcement patrols on 7/4 & 7/24	Annually	Local LE	2031
PN5: Target Shooting Mitigation	Annually	Fire District/LE	2031
PN6: Fireworks Risk Management	Annually	Fire District	2031
Prevention strategies are based on documented ignition patterns and wildfire occurrence analysis presented in the Technical Report.			

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PREPAREDNESS			
<i>Activities that lead to a state of response readiness to contain the effects of wildfire to minimize loss of life, injury, and damage to property. Including access to home/community, combustibility of homes/structures and creating survivable space.</i>			
Action(s):	Timeline:	Entity or Community Lead:	Completion Date:
PN 1: Evacuation Zone Development	2026-2027	LPFD	2031
PN2: Develop Red Flag SOP's	2026-2027	LPFD	2027
PN 3: Multi-Agency Exercises	Annually	LPFD	2031
PN4: Annual WUI evacuation and public preparedness outreach campaign	Annually	LPFD/Alpine City/Highland City	2031
<i>Preparedness actions are informed by evacuation vulnerability analysis, operational assessment, and wildfire response planning considerations detailed in the Technical Report.</i>			

MITIGATION			
<i>Actions that are implemented to reduce or eliminate risks to persons, property or natural resources including fuel treatments and reduction.</i>			
Action(s):	Timeline:	Entity or Community Lead:	Completion Date:
M1: Shaded Fuel Break Expansion (Three Falls Area to East Alpine)	Annually	FFSL/UCFD/LPFD/USFS	2031
M2: Bull River Drainage Treatment	Annually	LPFD/FFSL	2031
M3: Support Citizen-Led Mitigation Program	Annually	LPFD/Alpine City/Highland City/HOAs	2031
M4:		LPFD	
<i>Mitigation priorities identified in this section are based on wildfire hazard assessment, consequence analysis, fuel modeling, and structure exposure evaluation detailed in the Technical Report.</i>			

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<u>MAINTENANCE</u>			
<i>The process of preserving actions that have occurred including fuel treatments and reduction.</i>			
Action(s):	Timeline:	Entity or Community Lead:	Completion Date:
Annually update CWPP goals and priorities with maps	Annually	LPFD/FFSL / County Fire Warden	2031
Review all mitigation projects	Annually	LPFD / FFSL	2031
<i>Long-term maintenance considerations, treatment lifecycle planning, and fuel treatment sustainability concepts are further detailed in the Technical Report.</i>			

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PART IV: CONTACTS

Community Planning Committee - Member List			
The contacts in this part identify community resources that can be used to complete the goals of the plan.			
Name	Affiliation	Phone Number	E-mail
Brian Patten	Lone Peak Fire District	(801) 602-6570	bpatten@lonepeakfire.org
Jake Beck	Lone Peak Fire District	(801)995-5259	jbeck@lonepeakfire.org
Chris Willden	Lone Peak Fire District	(801)915-4118	cwillden@lonepeakfire.org
Mike Swinsick	WFA WUI Specialist	(801)678-1655	mswinsick@utah.gov
Garrett Nielsen	Utah County Fire Warden	(385)290-0670	glnielsen@utah.gov
Chris Jensen	Utah County Fire	(801)310-0350	chrisjen@utahcounty.gov
Jason Jones	Three Falls HOA	(801)319-3290	saltcityrescue@gmail.com
Guy Wilson	USFS UWC NF	(801)360-0802	guy.wilson@usda.gov
Brian Gwilliam	Lone Peak Police	(801)756-9800	bgwilliam@lonepeakpolice.com
Jamie Brooks	Lone Peak Police	(801)756-9800	jbrooks@lonepeakpolice.com

Key Stakeholder Contacts				
Individuals who live/work in the community, tribe(s), entities that manage infrastructure, schools and other public facilities, those who provide emergency response (fire/police, etc.), land managers (federal, such as U.S. Forest Service (USFS) and U.S. Department of the Interior (DOI), and state and local representatives, etc.), 4-H groups, faith-based groups, resource conservation districts, media and anyone who is interested/or would be affected by a wildfire emergency.				
Organization	Title	Contact Person	Phone Number	E-mail
Utah County Emergency Management	Emergency Manager	Peter Quittner	801-851-8600	emergencymanagement@utahcounty.gov
Alpine School District	Safety & Security	Joe Hayes	801-610-8400	physicalfacilities@alpinedistrict.org
LDS Church	Facilities Management	N/A	801-370-6890	N/A
American Fork Water Users Association	Manager	Ernest John	801-380-3878	erniej50@gmail.com

Lone Peak Fire District Wildfire Preparedness Plan

Utilities				
Those who manage utilities: power, gas and phone services (cell towers).				
Organization	Title	Contact Person	Phone Number	E-mail
RMP	Emergency Line	General Support	1(888)221-7070	customercare@rockymountainpower.net
Enbridge	Gas Emergencies	General Support	1(800)323-5517	(website contact form)
Alpine City Pub Works	Manager	Landon Wallace	(801)420-3126	
Highland City Public Works	Manager	Jeff Murdoch	(801)851-8600	

Lone Peak Fire District Wildfire Preparedness Plan

APPENDIX

Appendix A: Community Wildfire Evacuation Plan

Narrative: The Lone Peak Fire District Community Wildfire Evacuation Plan provides a framework for coordinated evacuation planning during wildfire incidents affecting Alpine City and Highland City.

Wildfire evacuation within LPFD presents unique challenges due to steep topography, high-density WUI development, limited roadway redundancy, and slope-driven fire behavior.

This appendix should be used in conjunction with Section 10.3.5 – Community Wildfire Evacuation Coordination Framework and the evacuation vulnerability analysis (Section 7.0) contained within the Wildfire Risk & Mitigation Technical Report: Supporting Document to the 2026 Lone Peak Fire District CWPP.

The evacuation framework addresses:

- Incident coordination and Unified Command
- Emergency communications and public notification
- Traffic control and evacuation movement planning
- Evacuation considerations for vulnerable populations
- Ready, Set, Go! public preparedness integration
- Continued evacuation-focused exercises and planning

High-priority evacuation planning areas identified within the CWPP include Three Falls, Box Elder, Bull River, and View Point.

Additional evacuation maps, zone development, and operational guidance may be incorporated into this appendix as planning efforts continue.

Appendix B: (*Optional) Community Smoke Mitigation Plan

Narrative: This plan will be used by the community to address what strategies can be followed to keep the community safe in the event the air quality downgrades to unhealthy levels due to smoke caused by wildfires. The strategies can include, but are not limited to: 1) Understanding the vulnerable demographics within the community, 2) Strategy on how to inform community members of wildland fire smoke risks. 3) Strategy on how communities/community members can prepare for low air quality days e.g.: Designating a clean room in the house where air is filtered or having an air filtration plan for the whole building/house, creating a clean air space in the community, addressing air filtration in schools, attaining a cache of air filters to loan out to vulnerable populations etc. Smoke Ready Resources can be found here, [Community Fire Planning](#)

Insert plan link here

Lone Peak Fire District Wildfire Preparedness Plan

Appendix C: Restricting Covenants and Ordinances

[Wildland-Urban Interface Site Plan/Development Review Guide | Alpine, UT](#) = WUI code for both Highland and Alpine City

Appendix D: UWRAP Report

Narrative: Here is the link to the [UWRAP Risk Summary Report](#) generated 1/14/2026

Appendix E: Wildfire Risk & Mitigation Technical Report

Narrative: The Wildfire Risk & Mitigation Technical Report: Supporting Document to the 2026 Lone Peak Fire District CWPP provides expanded technical analysis supporting this Community Wildfire Protection Plan.

The Technical Report includes:

- Wildfire behavior analysis
- Hazard and consequence modeling
- Evacuation and access vulnerability assessment
- Structural ignition pathway evaluation
- Fuel treatment strategy development
- Mitigation prioritization
- Long-term maintenance considerations

This document is incorporated by reference into the CWPP and serves as the primary technical analysis supporting wildfire planning and mitigation efforts within Lone Peak Fire District. Here is the link to the [Wildfire Risk & Mitigation Technical Report](#).



CITY COUNCIL AGENDA REPORT

ITEM #6a

DATE: July 21, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Rob Patterson, City Attorney/Planning & Zoning Administrator
SPONSORED BY: City Council
SUBJECT: Detached Accessory Dwelling Units
TYPE: Development Code Update (Legislative)

PURPOSE:

The City Council will hold a work session to discuss detached accessory dwelling units and related regulations.

STAFF RECOMMENDATION:

Staff recommends that the City Council give direction on the regulations and policies the Council would like to have adopted regarding accessory dwelling units, both detached and internal (attached).

PRIOR COUNCIL DIRECTION:

In 2023 and 2026, the City Council amended or adopted a moderate income housing strategy that includes the goal of allowing detached ADU, directing in 2026 that the City would "Begin the process of drafting an ADU ordinance that aligns with Highland's community goals, housing needs, neighborhood character, and alignment with city infrastructure (consider owner-occupied requirements, rental license requirements, consistent enforcement, etc). Adopt the ordinance by the end of 2026."

On May 5, 2026, the City Council directed for the discussion of detached ADUs to be presented and discussed at a work session.

BACKGROUND:

Below are the proposed regulations for detached ADUs. Because there are several regulations that apply to both internal ADUs and detached ADUs, it is proposed that the regulations be broken down into 3 sections: Generally applicable ADU regulations, internal ADU regulations, and detached ADU regulations.

- **General ADU regulations - apply to both internal and detached ADUs**

- ADU must be registered and recorded
- Short-term rentals must have business license and comply with business regulations
- Only one ADU, whether internal or detached, allowed per lot
- Property must be owner-occupied
- ADU conforms to building, fire, health, and safety codes. Constructing ADU requires building permit and is subject to building official and fire marshal inspection (state law)
- No separate utilities - all ADUs must be connected to home utilities

- ADU cannot be constructed unless property is served by adequate utilities and facilities and city has capacity in utility systems. Allows septic tanks to continue, and new ADUs to connect to an existing septic tank, with County Health Department approval. This would allow the City to monitor ADU development and prohibit additional ADUs in an area of the City if utilities serving the area becomes overwhelmed or constrained.
- ADU and primary dwelling unit have separate addresses (or A/B type designations). This is a recommendation from police and fire, as they prefer to have some marker that identifies that there are two separate units on the property that may have occupants. Building department also supports this.
- With the separate addresses, the owner can work with USPS to obtain separate mailboxes for the ADU and the primary dwelling.
- Any required parking lost due to ADU must be replaced.
- ADU cannot be subdivided or sold separately from the property/home.

- **Proposed Internal ADU regulations - See [Utah Code 10-21-303](#)**

- IADUs limited to single-family lots with at least 6,000 square feet (cannot further restrict per state law)
- IADUs must provide 1 off-street parking space for the IADU (cannot require more per state law)
- IADUs cannot change appearance of home from single-family home, avoid duplex appearance
- IADUs must have entrance from back or side of home

- **Proposed Detached ADU regulations - See [Utah Code 10-21-304](#)**

- Allow DADUs on single-family lots with at least 11,000 square feet (cannot further restrict per state law)
- DADUs must be in accessory buildings that meet current accessory building regulations (lot coverage)
- DADUs must be in accessory buildings that meet the setbacks applicable to the home (not the setbacks for accessory buildings), though the rear setback can be reduced to 20' if the accessory building is limited to 1 story/15 feet height.
- DADUs can be built to the same maximum height as the home, but cannot exceed the existing home's height.
- Allow accessory building to be converted to DADU, if building conforms or made to conform with DADU regulations, accessory building regulations, and building codes
- DADU requires certificate of occupancy (historically, COOs have not been issued for internal ADUs. Staff had initially proposed have COOs issued for both internal and detached ADUs, but the building official did further research, and determined that a COO would not be required by building code for internal ADUs).
- DADU living area is limited to 1,250 square feet on lots less than 1 acre, and 1,500 square feet on lots of 1 acre or more. This is further limited by the lot coverage limitation for accessory buildings.
- Accessory building can have other areas/rooms that are not part of DADU, subject to accessory building regulations
- Accessory building with DADU cannot exceed footprint of main dwelling

- 1 parking space required for DADU less than 650 square feet, 2 parking spaces for DADUs 650+ square feet (cannot require more per state law)
- Accessory building with DADU must be complimentary to main dwelling

FISCAL IMPACT:

No readily quantifiable fiscal impact.

MOTION:

N/A

ATTACHMENTS: