



HIGHLAND CITY COUNCIL AGENDA

TUESDAY, AUGUST 4, 2026

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

Amended August 3, 2026

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: Scott L. Smith

Pledge of Allegiance: Liz Rice

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. Kristoffer Pagel - Highland Glen Park Proposal

Mayor Bills will present an award to Kristoffer Pagel for his volunteer efforts at Highland Glen Park.

3. 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

July 7, 2026

4. 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: Orphan Parcel Land Sale - Carman *General City Management*

Jay Baughman, Assistant City Administrator/Community Development Director

The City Council will review documents prepared for the sale of city-owned orphan parcels adjacent to property owned by Jared Carman and direct staff to prepare a sale contract and finalize the sale of that property.

- b. **ACTION: Orphan Parcel Land Sale - Johanson** *General City Management*
Jay Baughman, Assistant City Administrator/Community Development Director
 The City Council will review documents prepared for the sale of city-owned orphan parcels adjacent to property owned by Craig Johanson and direct staff to prepare a sale contract and finalize the sale of that property.
- c. **ACTION: Orphan Parcel Land Sale - Louder** *General City Management*
Jay Baughman, Assistant City Administrator/Community Development Director
 The City Council will review documents prepared for the sale of city-owned orphan parcels adjacent to property owned by Rick Louder and direct staff to prepare a sale contract and finalize the sale of that property.
- d. **PUBLIC HEARING/ORDINANCE: Water-Wise Landscaping Ordinance** *Development Code Update (Legislative)*
Municipal Code Update (Legislative)
Rob Patterson, City Attorney/Planning & Zoning Administrator
 The City Council will consider proposed amendments adopting water-wise landscaping requirements that will allow Highland residents to qualify for the full Utah State and Central Utah Water Conservancy District rebate programs.
- e. **PUBLIC HEARING/ORDINANCE: Sight Triangle Regulation Amendments** *Development Code Update (Legislative)*
Rob Patterson, City Attorney/Planning & Zoning Administrator
 The City Council will consider proposed amendments to both the Development Code and Municipal Code that standardize and clarify the City's sight triangle regulations.

5. EXPEDITED ITEMS

Items in this section are to be acted upon individually by the City Council. These items have previously been discussed by the Council. No report will be given.

- a. **ACTION: Well 4 Motor Repair & Rewind** *General City Management*
Chris Trusty, City Engineer/Public Works Director
 The City Council will consider a bid award to Sidewinders to repair the motor in well #4.
- b. **ACTION: Beacon Hills Booster Station SCADA Replacement** *General City Management*
Chris Trusty, City Engineer/Public Works Director
 The City Council will consider a bid award to ICTech to replace the existing SCADA equipment in the Beacon Hills booster station.
- c. **ACTION: Annual Sewer Slip Lining Project** *General City Management*
Chris Trusty, City Engineer/Public Works Director
 The City Council will consider a bid award to Insituform for phase 3 of the slip lining project.

6. DISCUSSION ITEMS

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

- a. **Detached Accessory Dwelling Units (DADUs) - Setbacks and Height** *Land Use (Legislative)*
Rob Patterson, City Attorney/Planning & Zoning Administrator
 The City Council will discuss and give direction on desired regulations for detached ADU setbacks and height.

7. COMMUNICATION ITEMS

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

- a. **Annual Resident Survey**
Jay Baughman, Assistant City Administrator/Community Development Director
- b. **Community Development Update (Current Projects)**
Rob Patterson, City Attorney/Planning & Zoning Administrator
- c. **9600 N Road Improvements Update**
Chris Trusty, City Engineer/Public Works Director

8. 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 30th day of July 2026.

Stephannie B. Cottle, CMC|UCC, City Recorder

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

Tuesday, July 7, 2026

Waiting Formal Approval

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

6:00 PM REGULAR SESSION

Call to Order: Mayor Brittney P. Bills

Invocation: Council Member Scott L. Smith

Pledge of Allegiance: Council Member Liz Rice

Respect Statement: Mayor Brittney P. Bills

The meeting was called to order by Mayor Brittney P. Bills as a regular session at 6:05 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 Scott L. Smith and those in attendance were led in the Pledge of Allegiance by Council Member Liz Rice. The Respect Statement was read by Mayor Brittney P. Bills.

PRESIDING: Mayor Brittney P. Bills

COUNCIL MEMBERS:

Ron Campbell	Present
Doug Cortney	Present
Liz Rice	Present
Kim Rodela	Present
Scott L. Smith	Present

CITY STAFF PRESENT: Assistant City Administrator/Community Development Director Jay Baughman, City Attorney/Planning & Zoning Administrator Rob Patterson, City Recorder Stephannie Cottle, Finance Director David Mortensen, City Engineer/Public Works Director Chris Trusty, Police Chief Brian Gwilliam, Fire Chief Brian Patten

OTHERS PRESENT: Jon Hart, Sarah Sandberg Pletsch, Taylor Cutler, Jeff Farr, Kal Farr, Wes Warren, Jesse & Lauren Myrick, Melissa Homan

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.

Sarah Sandberg Pletsch addressed the Council on behalf of the Highland City Run Club organizers. She read a letter signed by six organizing mothers describing the Run Club's nine-year history at Canterbury South Park, noting that children have collectively run nearly 90,000 miles and raised tens of thousands of dollars for humanitarian causes. She emphasized that the program is a free, informal neighborhood activity operating for

30 minutes each summer morning, averaging 80 runners per day. She noted that the program complies with the city's noise ordinance, has been observed firsthand by the City Manager, and relies on a park loop that is uniquely suitable for young children. She asked the Council to allow the Run Club to continue at its current location, arguing that a larger, more distant park would pose safety concerns for young participants traveling independently.

Taylor Cutler thanked the Council for installing a crosswalk at the Canal Boulevard and 6180 intersection, noting that the improved road narrowing had made crossing significantly safer.

Wes Warren read a letter describing an incident in which an elderly woman came to the city library after being scammed out of \$40,000. Library staff activated a silent alarm, and assisted police in responding. Mr. Warren used the story to urge the Council not to cut library hours or staffing, cautioning that even well-intentioned underfunding has practical consequences for vulnerable residents who depend on library services.

Melissa Homan addressed the Council regarding the city's contract with Flock Safety, expressing concern about what she characterized as a violation of Fourth Amendment rights through the use of automated surveillance technology. She raised objections about the company's investors and the potential for data misuse and urged the Council to reconsider the Flock Safety contract.

Mayor Bills then noted that Item 5A (Public Safety Report on Independence Day) and Item 5B (Property Sale Process and Notices) would be moved up on the agenda to accommodate the schedules of the Police and Fire Chiefs and to provide context prior to the orphan parcel discussions.

2. **CONSENT ITEMS**

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

- a. **Approval of Meeting Minutes General City Management**
Stephannie Cottle, City Recorder
June 2, 2026
- b. **Approval of Meeting Minutes General City Management**
Stephannie Cottle, City Recorder
June 16, 2026
- c. **Ratification of Large Purchases General City Management**
David Mortensen, Finance Director
The City Council will consider ratifying large purchases made during June 2026.

Council Member Doug Cortney MOVED to approve the consent agenda, with printed amendment to the June 16, 2026 minutes.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

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. ORDINANCE: Fire and Wildland-Urban Interface (WUI) Code Update and WUI Map
Municipal Code Update (Legislative)

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will consider amending municipal code to reference the current the fire and wildland-urban codes and to adopt the state-approved wildland-urban interface map and designation of at-risk wildland-urban interface areas. Staff recommends adoption of the proposed ordinance and map.

City Attorney/Planning & Zoning Administrator Patterson presented an update to the city's Wildland-Urban Interface (WUI) code and map. He explained that state law now requires cities to adopt and enforce a WUI code to remain eligible for state funding and assistance with wildland fires. The city had previously adopted the 2006 Utah WUI code; the proposed ordinance updates the reference to the 2024 code, also updates the fire code reference from 2021 to 2024, and formally adopts the state-approved WUI map. Both the code and map changes are set to take effect January 1 to align with state law. Mr. Patterson presented a revised, clarified map showing only the areas designated at risk level 5 or higher by the state. Three primary areas in Highland fall within the map: the Beacon Hill/Twin Bridges area, a portion of Sky Estates near the clubhouse, and the eastern portion of the Viewpoint subdivision along the mountain. Mr. Patterson and Fire Chief Brian Patten both emphasized that the WUI code is not retroactive. Existing homes will not be required to make changes unless they undertake additions or new construction, and even then, only the portions being modified must be brought into compliance. The primary enforcement focus will be on defensible space—ensuring that vegetation and modified fuels (such as dry brush, dead wood, and densely placed flammable plantings) are managed to reduce fire spread. New construction within the WUI area will be required to install fire suppression sprinklers.

Council Member Smith asked about the potential effect on homeowners' insurance rates. Fire Chief Patten explained that the defensible space requirements were negotiated in part with insurance companies as a way to keep homes insurable rather than subject to cancellation, and that proactive compliance tends to improve insurability.

Council Member Rice noted that her own insurer had recently conducted a review of her property and suggested the removal of trees. She cautioned residents to read insurance communications carefully, particularly opt-out forms for wildfire coverage.

Council Member Smith asked for clarification on the process for residents seeking building permits within the WUI zone, which Mr. Patterson described as an educational process that would begin well before residents encounter the requirements at the permitting stage.

Council Member Liz Rice MOVED that City Council adopt the ordinance adopting the state fire code, state wildland-urban interface code, and wildland-urban interface map, distributed today.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

COMMUNICATION ITEM

a. Public Safety Report on Independence Day Holiday

Brian Gwilliam, Police Chief

Brian Patten, Fire Chief

Police Chief Brian Gwilliam reported that the city received only four calls related to fireworks over the holiday period, compared to ten to fifteen calls in prior years. Officers who observed residents preparing to light fireworks engaged them in conversation, and in most cases, residents voluntarily chose not to proceed. Chief Gwilliam credited community awareness of drought and fire conditions for the improved compliance.

Fire Chief Patten reported that he was stationed at the Highland Fire Station on the Fourth of July and was not called out once for any fire or fireworks-related incident, which he described as impressive given the dry conditions in the city. He noted that Highland and Alpine have significant open space and dry vegetation between homes. He confirmed that wildland seasonal personnel had recently returned from a two-week deployment on a Utah strike team and that the city's wildland firefighter Chris Wilden was still on the Iron Fire.

Council Member Smith asked about a fireworks-related building fire in Layton. Council Member Campbell noted that a Costa Vida restaurant in Layton sustained approximately \$1,000,000. Layton City did allow fireworks in that area, though the cause had not been formally confirmed at the time of the meeting.

Council Member Rice shared a written comment from a constituent who raised concerns about chemical contamination from fireworks—specifically the presence of ammonium perchlorate—in agricultural fields and water supplies.

Council Member Smith asked whether the Highland Fling celebration could still include a professional fireworks show. Fire Chief Patten confirmed that a professionally managed show is significantly safer and more controllable than residential fireworks.

COMMUNICATION ITEM

b. Property Sale Process and Notices

Rob Patterson, City Attorney/Planning & Zoning Administrator

City Attorney/Planning & Zoning Administrator Patterson informed the Council of a new state law requirement related to the disposal of public property. Even for orphan parcels—which are exempt from the most extensive notice requirements due to their prior designation—the city is now required to post a physical sign on each property indicating it is available for sale and that offers may be submitted to the city. He advised that following approval of the orphan parcel resolutions that evening, staff would post the required signs promptly, and that final sale contracts would be brought back to the Council for approval after the notice period. The surveys establishing exact legal descriptions and square footage would be the responsibility of each applicant and must be completed prior to final approval.

Council Member Smith raised the question of whether proceeds from orphan parcel sales should be directed, at least in part, toward the neighborhoods from which the parcels originate, as had been discussed in prior councils when an open space fund existed.

Assistant City Administrator/Community Development Director Baughman noted that City Administrator Wells had suggested using some proceeds to install fencing to better delineate city property boundaries in areas where

encroachment has been an issue. Council Member Smith supported revisiting the question of how proceeds are allocated.

ACTION ITEMS (Cont.)

- b. RESOLUTION: Declare Certain Property Adjacent to Jared Carman as an Orphan Parcel**
General City Management
Jay Baughman, Assistant City Administrator/Community Development Director
The City Council will consider declaring city-owned property adjacent to property owned by Jared Carman as an orphan parcel and directing staff to move forward with the sale of that property.

Assistant City Administrator/Community Development Director Baughman presented the first of three orphan parcel sale requests. The applicant, Jared Carman, resides in the Viewpoint subdivision and is requesting to purchase an approximately 1,300-square-foot parcel adjacent to his property. The parcel was previously held as a potential trail corridor, but staff determined that a path parallel to an existing sidewalk was unnecessary, and the city no longer has a use for the land. Estimated revenue to the city would be approximately \$7,500. Sale conditions include the applicant's responsibility to survey the parcel, cap and reroute any city irrigation sprinklers affected, and comply with all park strip ordinances. A 5-foot buffer from any trail corridor must also be maintained.

The applicant was not present. Council discussion was brief, with no significant concerns raised.

Council Member Liz Rice MOVED that the City Council approve the attached Resolution declaring city-owned property adjacent to the property owned by Jared Carman as an orphan parcel and direct staff to move forward with the sale of that property to Jared Carman.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

- c. RESOLUTION: Declare Certain Property Adjacent to Craig Johanson as an Orphan Parcel**
General City Management
Jay Baughman, Assistant City Administrator/Community Development Director
The City Council will consider declaring city-owned property adjacent to property owned by Craig Johanson as an orphan parcel and directing staff to move forward with the sale of that property.

Assistant City Administrator/Community Development Director Baughman presented the second orphan parcel request. The applicant, Craig Johanson, resides adjacent to open space near Bull River in the Country French Estates area. He is requesting to purchase approximately 1,500 square feet behind his home, running parallel to his existing property line. Estimated revenue to the city would be approximately \$8,500, with an additional pressurized irrigation impact fee of approximately \$750. A 5-foot buffer from the existing trail corridor must be maintained, and the applicant would be required to either enter into a maintenance agreement for the gap property between his new property line and the trail or cease watering and maintaining that area.

The most significant discussion concerned a pre-existing 25-foot no-build zone on properties backing to the trail corridor in that neighborhood. The applicant is reportedly interested in constructing a pool, and Mr. Baughman noted that without clarity on whether the no-build line would move with the new property line or remain in its current location, the applicant may be uncertain about the feasibility of his plans. Council Member Smith provided historical context, noting that the no-build zone had been the subject of multiple heated public hearings in prior years, and that a neighboring property had already set a precedent by constructing a pool in the area.

Council Member Cortney expressed general skepticism about selling this particular parcel, noting that unlike some orphan parcels, this property is on a corner and he was not fully persuaded there was no future city use for it. The Council agreed that the no-build zone question need not be resolved that evening and that the default position—maintaining the line in its current location—would apply pending further discussion.

Council Member Kim Rodela MOVED that the City Council approve the attached Resolution declaring city-owned property adjacent to the property owned by Craig Johanson as an orphan parcel and direct staff to move forward with the sale of that property to Craig Johanson and that the 25' no build zone be maintained at its current location, until further discussion.

Council Member Liz Rice SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>No</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 4:1

d. RESOLUTION: Declare Certain Property Adjacent to Rick Louder as an Orphan Parcel
General City Management

Jay Baughman, Assistant City Administrator/Community Development Director

The City Council will consider declaring city-owned property adjacent to property owned by Rick Louder as an orphan parcel and directing staff to move forward with the sale of that property.

Assistant City Administrator/Community Development Director Baughman presented the third orphan parcel request on behalf of applicant Rick Louder. The request involves two components: (1) a small triangular parcel of approximately 150 square feet that was originally intended as a trail corridor but is no longer viable as such due to a stream running through the property and the prior sale of adjacent corridor sections, and (2) two additional small areas where inadvertent encroachment occurred during the landscaping of Mr. Louder's property. Combined estimated revenue was approximately \$6,620, plus a pressurized irrigation impact fee of approximately \$765 for the triangle parcel.

Mr. Louder explained that flooding from the shallow creek had damaged his landscaping three times due to heavy snow years, and that his intent in purchasing the triangle is to build a small berm for flood mitigation. He acknowledged the inadvertent encroachments, which occurred in part because of the challenging topography of the site and the need to bring in approximately 95 dump truck loads of fill dirt.

Council Member Smith, who disclosed that Mr. Louder had been his neighbor for 25 years, noted that the institutional history of the property is complex. He expressed some surprise at a staff estimate that the

encroachment areas could total approximately 1,000 square feet, as the encroachments he had personally observed—rock reinforcement along the stream bank—appeared to be a matter of a few feet in width. Mr. Baughman acknowledged the estimate was rough and would be refined by survey.

The Council discussed the fairness of measuring encroachment to the base of the retaining rocks versus the top of the usable space. Council Member Campbell, who had visited the site, noted that Mr. Louder's rock work had likely stabilized the stream bank and benefited the city's property as well, and supported measuring encroachment at the usable space rather than the base of the rocks.

Council Member Cortney noted that while he had some philosophical discomfort with selling encroached city land at the standard rate, he did not believe the encroachment was intentional and would not oppose the sale.

The Council directed that the survey define usable versus unusable space, with the final sale price to reflect that distinction.

Council Member Scott L. Smith MOVED that the City Council approve the attached Resolution declaring the city-owned property with improvements on them adjacent to the property owned by Rick Louder as an orphan parcel and direct staff to move forward with the sale of that property to Rick Louder, with going forth with the survey and define what is usable and unusable property.

Council Member Liz Rice SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

Council Member Smith expressed appreciation for Mr. Louder, mentioning that he had been his neighbor for 25 years and had always tried to do the right thing.

- e. ORDINANCE: Elected Officer Compensation Code Municipal Code Update (Legislative)**
Rob Patterson, City Attorney/Planning & Zoning Administrator
The City Council will consider an ordinance proposed by Councilmembers Cortney and Rice regarding notice and hearing requirements related to potential increases in elected officer compensation.

City Attorney/Planning & Zoning Administrator Patterson presented a proposed ordinance brought forward by Council Members Cortney and Rice. The ordinance would establish formal notice and public hearing requirements for any changes to elected officer compensation, mirroring the existing state law requirements that already apply to executive officer (staff) compensation changes. The ordinance would require a public hearing prior to final budget adoption that includes elected officer compensation changes, with specific notice language identifying the hearing's purpose.

Council Member Cortney explained that the intent was to standardize the process: state law already requires a separate public hearing with specific notice for any increase in executive officer compensation, yet no comparable requirements exist for elected officer compensation. He and Council Member Rice expressed a desire for greater transparency when the Council considers its own pay. There was discussion about appropriate public notification

for all wage increases in the City, such as a citywide mailer and a social media notification requirement, in an effort to increase transparency regarding the matter.

Council Member Rodela opposed the ordinance, arguing that existing state law and public meeting requirements are sufficient and that creating a separate procedural layer for one specific topic sets an undesirable precedent. Council Member Campbell concurred with the staff preference to avoid additional notice requirements beyond state law.

Council Member Kim Rodela MOVED that City Council reject the proposed ordinance regarding elected officer compensation.

Council Member Ron Campbell SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>No</i>
<i>Council Member Liz Rice</i>	<i>No</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>No</i>

The motion failed 3:2

Council Member Doug Cortney MOVED to adopt the ordinance for elected officer compensation with option 2.

The Council briefly discussed the public noticing requirements included in ordinance option two, which includes specific language in the notice stating “proposed elective official compensation increase.”

Council Member Liz Rice SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>No</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>No</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 3:2

4. EXPEDITED ITEMS

Items in this section are to be acted upon individually by the City Council. These items have previously been discussed by the Council. No report will be given.

a. PUBLIC HEARING/ORDINANCE: Approval of Business Use: Private Dog Park Land Use (Legislative)

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will consider a request from Kal Farr to allow private dog recreation and training as an allowed use within the R-1-40 zone, subject to certain conditions regarding preventing nuisances and impacts to adjacent properties. This is a continued item to allow for a public hearing. No comments have been received yet, and the Council is able to approve the use after holding a hearing if desired.

City Attorney/Planning & Zoning Administrator Patterson briefly presented the continued item, noting that this hearing had been re-noticed as a proper public hearing. The proposed ordinance would create a new permitted business use for private dog training and recreation in the R-1-40 zone, subject to conditions including: a required business license, compliance with the animal and dog code, a fully fenced and maintained property, hours of operation limited to 8:00 a.m. to 6:00 p.m. Monday through Saturday, a dog limit consistent with the number of small animals allowed on the lot, and no overnight boarding.

Mayor Brittney P. Bills opened the public hearing at 8:03 pm.

There were no public comments.

Mayor Brittney P. Bills closed the public hearing at 8:03 pm.

Council Member Kim Rodela MOVED that City Council adopt the proposed ordinance creating a new business use for private dog training and recreation in the R-1-40 zone.

Council Member Liz Rice SECONDED the motion.

Council Member Doug Cortney MOVED to AMEND the motion to add 18h with the text "all parking related to this use must be provided on site and there will be no more than 20 vehicular trips per day generated or associated with this use".

Council Member Liz Rice SECONDED the AMENDED motion.

Council Member Cortney stated his amended motion would add a condition requiring that all parking related to the use be provided on-site and that no more than 20 vehicular trips per day be generated or associated with the use. He explained that while the condition would not affect the current applicant's proposed operation, it was prudent to establish such limits given that the ordinance would apply citywide across all R-1-40 properties.

Council Member Smith inquired about the proposed amendment regarding the limit on vehicular trips, asking how these trips would be defined and monitored. Council Member Rodela expressed skepticism about the enforceability of the 20-trip limit, questioning the practicality of counting trips. Mr. Patterson explained that, similar to how home occupations are managed, the city would primarily rely on complaints to initiate monitoring. If a complaint is received, the city would then send someone to count trips as necessary to determine compliance.

The vote on amended motion was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

The vote on the original motion, as amended, was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>

<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

b. ACTION: 10100 North Improvements Reimbursement Agreement *General City Management*

Chris Trusty, City Engineer/Public Works Director

The City Council will consider a reimbursement agreement between Ivory Homes and Highland for roadway improvements along 10100 North near Lone Peak High School.

City Engineer/Public Works Director Chris Trusty presented a reimbursement agreement between Highland City and Ivory Homes for improvements to 10100 North, adjacent to Lone Peak High School, as the Ridgeview subdivision nears final phase completion. The city has approximately \$273,000 in remaining fund balance from Utah County road improvement funds received for the 10400 project. The proposed city reimbursement to Ivory Homes is up to \$145,673.30, including a 10% contingency, with the actual cost likely to come in closer to \$100,000 based on recently refined contractor estimates. Ivory Homes will install curb and gutter on the south side and reshape the asphalt roadway to achieve proper drainage. The city's share represents approximately 40% of total improvement costs. Approximately \$130,000 would remain in the city for future road projects.

Council Member Smith asked whether savings from this project might be coordinated with improvements to the road entering Highland Glen, and Mr. Trusty indicated it would be more appropriate to bid that work separately. Council Member Rice expressed mild concern about the precedent of reimbursing a developer for road improvements, though she acknowledged the legitimacy of the specific arrangement.

Council Member Scott L. Smith MOVED that the Highland City Council approve the reimbursement agreement between Ivory Homes and Highland City for the city's portion of improvements to be made on 10100 North in an amount up to \$145,673.30.

Council Member Ron Campbell SECONDED the motion.

Council Member Cortney asked for clarification regarding the remaining \$145,673.30. He confirmed with City Engineer/Public Works Director Chris Trusty that any unused portion of the reimbursement amount will revert to the city's fund and not be spent on anything beyond the 10100 North improvement project. Mr. Trusty confirmed that once the project is completed and final costs are determined, any leftover funds will remain with the city's budget and could be allocated for future projects.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

c. RESOLUTION: Truth in Taxation - Property Tax Impact Schedule *General City Management*

Jay Baughman, Assistant City Administrator/Community Development Director

Utah Code 59-2-924 requires that at any meeting where there is a public hearing about the City's budget, the Property Tax Impact Schedule must be presented. In addition, staff is seeking to have Council adopt an updated Impact Schedule that has changed with new average commercial property

valuation from Utah County.

Assistant City Administrator/Community Development Director Baughman presented a revised Property Tax Impact Schedule incorporating updated figures from Utah County, including a revised estimated property tax revenue of \$172,488, an updated residential property valuation of \$1,036,000, and a revised commercial property valuation of \$2,177,845. Council Member Cortney also noted that the certified tax rate had been updated from 0.000097 to 0.000095, reflecting the effect of increased property values.

Council Member Ron Campbell MOVED that the Highland City Council adopt the resolution approving the revised Property Tax Impact Schedule.

Council Member Kim Rodela SECONDED the motion.

Council Member Cortney then inquired if this version of the Property Tax Impact Schedule would be included with the property tax notices and if it would automatically be sent out without needing further specification. Mr. Baughman answered yes.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>No</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 4:1

5. COMMUNICATION ITEMS

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

c. Trail Plans in Canterbury & Foxwood Subdivision

Ron Campbell, Council Member

Liz Rice, Council Member

Council Member Campbell raised the issue of a fence installed by developer Millhaven along a trail corridor in the Canterbury/Foxwood area without a fence permit. The fence is 100% opaque, whereas city code requires fences along trail corridors to be 60% open. He reported that the cost to modify the fence—either by removing and replacing the solid upper panels or by cutting the existing fence and adding a 40% open section to the top—would not be substantial, and that both options would preserve the reusable lower fence materials.

Council Member Rice, who had visited the site independently, expressed the view that the fence is attractive, is not adjacent to an active trail, and that the trail corridor in question leads nowhere and is unlikely to ever be developed as a public trail. She indicated she did not favor requiring the current or future property owner to modify it.

Council Member Campbell acknowledged that accountability is important but clarified that under the city attorney's interpretation, the obligation would fall on the new property owner rather than the developer who installed the non-compliant fence, since the developer has already sold the property. He stated that if the city cannot hold the developer accountable, he would not support requiring the homeowner to bear the cost.

Council Member Rodela noted interest in preserving the potential for a future informal trail connection (similar

to Brandon's Trail) through that area and indicated her preference for that option to remain open even if the fence is not immediately modified.

Council Member Smith acknowledged that he could see arguments for both allowing the fence to remain as is and for requiring modifications. He noted the issue is complex due to the unenforced code requirement for fences on trail corridors to be 60% open, the reality that the trail corridor itself is unlikely to become an actual trail anytime soon, and the potential concerns of residents with homes backing to the newly installed privacy fence.

Council Member Cortney expressed strong concern about the broader precedent of allowing developers to ignore code requirements simply by completing the work and selling the property before enforcement action is taken. However, he acknowledged that once confirmed the developer was no longer the property owner, there was little practical recourse, and stated he could accept leaving the fence in place given that reality.

Council Member Rice indicated that despite the developer having installed the fence without a permit, the responsibility now falls on the homeowner since the land has already been sold. She expressed that she does not favor requiring the current or any future property owner to modify the fencing, acknowledging that it would be unjust to hold them accountable for a developer's oversight. Given these circumstances, Council Member Rice suggested leaving the fence as is.

The Council provided informal direction that staff should not pursue enforcement against the current or future property owner for the non-compliant fence, and that the trail corridor should remain designated to preserve future trail options. No formal motion was taken.

d. Run Club - Canterbury Circle Park Usage

Scott Smith, Council Member

Council Member Smith requested a brief discussion to provide context for newer Council members regarding the history of the Highland City Run Club at Canterbury Circle Park. He noted that the Run Club has been the subject of Council discussions in prior years due to neighborhood complaints, and that the Council had at one point encouraged the organizers to consider relocating to Highland Family Park when it opened. He asked for clarification on why that transition had not occurred.

Council Members acknowledged that while the city could encourage the Run Club to relocate, it has no authority to require it, as the Run Club's activities do not violate any code or ordinance. The Run Club's representative had provided specific reasons why the smaller, neighborhood park is uniquely suited for young children, including the short, fully visible loop and walkable proximity.

A majority of Council Members expressed support for the Run Club continuing at its current location. Council Member Rice noted that during site visits she observed the group to be well within noise ordinance limits, that participants park at a nearby church, and that organizers even collect trash left by others. The Council expressed general consensus that the matter is resolved and that no further action is needed.

e. Meeder Investment Update

David Mortensen, Finance Director

Finance Director Mortensen presented an update on the city's \$15,000,000 investment placed with Meeder Investments in September 2025. Over the past nine months, the Meeder portfolio has yielded an average of approximately 3.33%, while the same funds would have yielded approximately 4% had they remained in the State Treasurer's Public Treasurer's Investment Fund (PTIF). As a result, the Meeder investment has underperformed the PTIF by approximately 0.5% during this period, generating roughly \$316,000 in interest compared to an estimated \$395,000 from the approximately \$13,000,000 remaining in PTIF.

Mr. Mortensen explained that the ladder structure of the Meeder portfolio—with short-, medium-, and long-term instruments—was intended to lock in rates before anticipated Fed rate cuts, and that the strategy is intended to provide stability and predictability over the long term. He noted that as PTIF rates trend downward with the broader rate environment, the Meeder portfolio's locked-in rates are expected to outperform. Current inflation data (approximately 4.2% year-over-year) has caused the Fed to hold rates higher than anticipated, which has kept PTIF yields elevated longer than projected.

Council Member Cortney expressed continued confidence in the strategy for its stability and forecast-ability. Council Member Campbell stated he was not yet convinced the decision was the right one and urged close monitoring. Council Member Rice expressed discomfort with the current gap in returns. Council Member Rodela noted that investment performance should be viewed over the long term, not the short term. The Council directed staff to continue providing regular updates.

f. Annual Resident Survey Topics

Jay Baughman, Assistant City Administrator/Community Development Director

Assistant City Administrator/Community Development Director Baughman noted that the annual resident survey is upcoming and that the Council would be receiving an email with last year's survey and an opportunity to suggest topics. The Council was directed to send comments or suggestions to Mr. Baughman.

g. Community Development Update (Current Projects)

Rob Patterson, City Attorney/Planning & Zoning Administrator

City Attorney/Planning & Zoning Administrator Patterson reported that a preliminary plat for a six-lot subdivision was approved by the Planning Commission the prior week for an applicant who had previously sought a code amendment regarding rounding in the R-1-40 zone. The applicant is working toward final plat.

Regarding Highland Mains, Mr. Patterson noted that four businesses—a gelato shop, Pilates, a wellness studio, and a fourth tenant—are in the final stages of tenant improvements. The developer has also received a building permit for an office building on the northeast corner. The development is currently at approximately 40% occupancy, and additional inquiries have been received including a boutique furniture store and a Heber City café operator. Council Member Campbell asked whether the developer is working on a required fence to obtain occupancy permits, and Mr. Patterson confirmed that is in progress.

The meeting recessed at 9:03 p.m.

The meeting reconvened at 9:12 p.m.

6. WORK SESSION

a. PI Rates

City Engineer/Public Works Director Trusty and Project Engineer Timothy presented an update on proposed pressurized irrigation (PI) rate structures to accompany the city's newly installed metering system. The presentation reviewed three rate structure options, all designed to generate revenue approximately equal to the city's current collections—not to increase the fund balance—while complying with state conservation incentive requirements and encouraging residents to use water within their allocated allotments.

All three options incorporate a tiered usage structure. Tiers 1 and 2 would actually decrease the per-unit cost for residents using less than their allocation, incentivizing conservation. Tiers 3 through 6 escalate with a punitive jump

between Tiers 5 and 6 for significant over-users.

Option 1 includes a flat \$15/month base rate plus a square footage cost and tiered usage charges. Options 2 and 3 drop the flat base rate entirely and instead weigh more of the revenue toward square footage (with Option 3 placing 67% of revenue in the base/square footage component and 33% in tiered usage). Mr. Trusty noted that the current fund balance is healthy—partly due to ARPA grant funding that offset metering costs—but that the balance is projected to reach critically low levels by approximately 2034 without rate adjustments.

The Council reviewed real-world billing examples using anonymized lots belonging to Council Members in various parts of the city. Under Option 1, a quarter-acre lot using 100% of its allocation would pay approximately \$40/month during peak summer months.

Mr. Tavis Timothy reported that approximately 40% of users are currently using more than their allocation, with 15% using more than 1.5 times their allotment. However, year-to-date 2026 usage is approximately 20% lower than in 2025, suggesting that metering awareness and education efforts are having an effect.

Council Member Rice asked whether bills could be modified to show residents what their charges would be under the new rate structure so they can see a real-world projection before rates are formally adopted. Mr. Trusty indicated staff would explore whether that display could be added to bills or the online portal, and that a calculator on the city website was also being considered.

Staff indicated the intent is to return to the Council in the fall for formal rate adoption, with rates potentially taking effect January 1 to align with the start of an irrigation cycle. The Council would continue monitoring 2026 usage data in the interim.

The Council expressed consensus direction to proceed with developing Option 1 for public presentation and feedback. Staff will also reach out to the city's higher-volume users—including some HOAs and commercial properties using well over their allotments—with door hangers or direct contact ahead of any rate adoption.

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.

At 9:51 pm Council Member Liz Rice MOVED that the City Council recess the regular meeting to convene in a closed meeting in the Executive Conference Room to discuss pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

Council Member Ron Campbell MOVED to adjourn the CLOSED MEETING and Council Member Doug

Cortney SECONDED the motion. All voted in favor and the motion passed unanimously.

The CLOSED MEETING adjourned at 10:37 pm.

ADJOURNMENT

Council Member Doug Cortney MOVED to adjourn the regular meeting and Council Member Ron Campbell SECONDED the motion. All voted in favor and the motion passed unanimously.

The meeting adjourned at 10:38 pm.

I, Stephannie B. Cottle, City Recorder of Highland City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on July 7, 2026. This document constitutes the official minutes for the Highland City Council Meeting.

Stephannie B. Cottle, CMC, UCC
City Recorder



CITY COUNCIL AGENDA REPORT

ITEM #4a

DATE: August 4, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Jay Baughman, Assistant City Administrator/Community Development Director
SPONSORED BY: Jared Carman
SUBJECT: Orphan Parcel Land Sale - Carman
TYPE: General City Management

PURPOSE:

The City Council will review documents prepared for the sale of city-owned orphan parcels adjacent to property owned by Jared Carman and direct staff to prepare a sale contract and finalize the sale of that property.

STAFF RECOMMENDATION:

Staff recommends Council consider the Resolution attached to this report. If approved, staff would follow all state and local ordinances regarding the sale of City property.

PRIOR COUNCIL DIRECTION:

At the February 3, 2026 City Council Meeting, the City Council approved Resolution R-2026-07, which updated the method by which the City calculated the value of orphan parcels of land and reiterated its policies and guidelines for the disposal of surplus real public property owned by the City. The square footage amount set for 2026 is \$5.72.

At the March 24, 2026 City Council Meeting, the City Council reviewed a draft Open Space Sale Application developed and presented by staff. The application, as an administrative tool to process requests for land purchases, was supported by Council. Staff transposed the application to its online Civic Review platform, where other similar land-use applications are processed. At this time, the link to the application is shared upon request by Community Development and Planning staff so that we are able to speak with and discuss the suitability of a request for purchase with the applicant.

At the July 7, 2026 City Council Meeting, the City Council declared the city-owned property adjacent to property owned by Jared Carman as an orphan parcel and directed staff to move forward with the sale of that property.

BACKGROUND:

Following the Council's vote to declare property adjacent to the Carman's property an orphan parcel and authorize the sale of the property, staff posted a notice of sale in the location, as required by state law.

During the two-week notice period, the City received no other bids for purchase.

Mr. Carman, in cooperation with staff, is having the land surveyed and the parcel drawn up with a legal

description and map exhibits, which is still pending. The proposed parcel of land for sale is attached as Exhibit A.

Pending approval from City Council, the next steps in the process would be to receive the survey of the property, complete with a legal description and exhibit map that closely resembles the proposed parcel of land for sale, prepare a contract of sale and set a closing date to execute final documents with the appropriate party, which will be handled by the City Attorney and a title company. The authorization of the sale of the property to Mr. Carman and related sale terms are set forth in the attached draft resolution.

FISCAL IMPACT:

The area for the piece at the southern border of the Carman property is approximately 1,300 square feet, which at the current rate of \$5.72/SF would be \$7,436.

The cost for pressurized irrigation impact fees for the 1,300 square foot property is \$0.51 per square foot, for a total of \$663.

Mr. Carman, the applicant, is paying for the surveying of the land and preparation of the land exhibit and legal description. Unless directed otherwise, all costs the City directly incurs for the potential sale would be borne by the applicant with the purchase.

MOTION:

I move that the City Council approve the attached Resolution authorizing the sale of city-owned property adjacent to the property owned by Jared Carman and direct staff and the Mayor to prepare and execute a sale contract and finalize the sale of that property to Jared Carman.

ATTACHMENTS:

1. Resolution Approving Sale of Orphan Open Space - Carman
2. Exhibit A: Carman Purchase Proposal Map

**A RESOLUTION OF THE HIGHLAND CITY COUNCIL, HIGHLAND CITY, UTAH
AUTHORIZING THE SALE OF CERTAIN OPEN SPACE PROPERTY AND THE EXECUTION
OF CONTRACTS AND DOCUMENTS RELATED THERETO**

WHEREAS, Highland City has adopted a policy outlining the sale of orphan properties suitable for sale and allowing interested buyers to complete an Open Space Sale application to seek approval of the sale of an orphan property;

WHEREAS, Highland City may only dispose of property in good faith and for adequate consideration;

WHEREAS, Highland City has previously adopted a methodology for establishing the market value of orphan/surplus open space areas based on the County's current assessment of the market value of similarly situated orphan/surplus open space areas that have been previously sold by the City;

WHEREAS, the Highland City Council has reviewed the Open Space Sale application and the property at issue and determined that the property in question meets the criteria for sale of orphan parcels and designated the property in question as a surplus orphan parcel;

WHEREAS, a physical sign was placed on the property as required by Utah Code § 11-1-203(3) for at least two weeks prior to approval of the sale;

WHEREAS, no other requests besides the original applicant to purchase the property have been received;

WHEREAS, the property being sold is a designated surplus orphan parcel, which is not a significant parcel of real property under Utah Code § 11-1-1-2 and HMC § 2.44.020, and therefore it may be disposed of according to HMC § 2.44.030(D) without following any further process pursuant to the market valuation previously adopted by the City Council;

WHEREAS, the Council finds that the sale of the property according to the previously adopted market valuation, which is based on the market value assessment performed by the Utah County Assessor, will result in adequate value and fair market value being received by the City;

WHEREAS, the Council finds that the sale of the property to the adjacent property owner is a sale in good faith because it aligns with the City's code, policies, and historical practice;

WHEREAS, the Council finds that it is in the best interest of the City to approve the sale of the property in question to the applicant and adjacent property owner according to the City's established orphan sale procedures and valuation process.

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

1. The City-owned property adjacent to 11173 N Shoreline Dr. and illustrated in the attached documents ("Property") be sold to Mr. Jared Carman ("Buyer"):
 - a. The Property sold to include the area shown on the attached document.
 - b. The sale price for the Property be the 2026 surplus orphan parcel sale rate adopted

by the City Council.

- c. The Buyer pay the pressurized irrigation impact fees relative to the additional property.
 - d. The Buyer pay all closing, surveying, and title insurance costs associated with the sale.
 - e. The Property be transferred by quit-claim deed.
 - f. The sale of the Property close within the authorized timeframe established by the resolution designating the Property as surplus.
2. Staff is directed to prepare a real estate purchase contract to accomplish the sale of the Property to Buyer on the terms set forth herein.
 3. The Mayor and City Administrator are directed to execute and carry out the real estate purchase contract on the terms set forth herein and to sign and execute all associated and necessary documents and instruments.
 4. The City Recorder, under the supervision of the City Administrator and City Attorney, may make non-substantive corrections to any portion of this resolution and to the City codes referenced herein for grammatical, typographical, numbering, and consistency purposes in accordance with the expressed intent of the City Council.
 5. This resolution shall take effect immediately upon its adoption.

PASSED and ADOPTED by Highland City Council this 4th day of August, 2026

HIGHLAND CITY, UTAH

Brittney P. Bills
Mayor

ATTESTED:

Stephannie B. Cottle
City Recorder

Proposed Land to Purchase





CITY COUNCIL AGENDA REPORT

ITEM #4b

DATE: August 4, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Jay Baughman, Assistant City Administrator/Community Development Director
SPONSORED BY: Craig Johanson
SUBJECT: Orphan Parcel Land Sale - Johanson
TYPE: General City Management

PURPOSE:

The City Council will review documents prepared for the sale of city-owned orphan parcels adjacent to property owned by Craig Johanson and direct staff to prepare a sale contract and finalize the sale of that property.

STAFF RECOMMENDATION:

Staff recommends Council consider the Resolution attached to this report. If approved, staff would follow all state and local ordinances regarding the sale of City property.

PRIOR COUNCIL DIRECTION:

At the February 3, 2026 City Council Meeting, the City Council approved Resolution R-2026-07, which updated the method by which the City calculated the value of orphan parcels of land and reiterated its policies and guidelines for the disposal of surplus real public property owned by the City. The square footage amount set for 2026 is \$5.72.

At the March 24, 2026 City Council Meeting, the City Council reviewed a draft Open Space Sale Application developed and presented by staff. The application, as an administrative tool to process requests for land purchases, was supported by Council. Staff transposed the application to its online Civic Review platform, where other similar land-use applications are processed. At this time, the link to the application is shared upon request by Community Development and Planning staff so that we are able to speak with and discuss the suitability of a request for purchase with the applicant.

At the July 7, 2026 City Council Meeting, the City Council declared the city-owned property adjacent to property owned by Craig Johanson as an orphan parcel and directed staff to move forward with the sale of that property.

BACKGROUND:

Following the Council's vote to declare property adjacent to the Johanson's property an orphan parcel and authorize the sale of the property, staff posted a notice of sale in the location, as required by state law.

During the two-week notice period, the City received no other bids for purchase.

Mr. Johanson, in cooperation with staff, had the land surveyed and the parcel drawn up with a legal description and map exhibits, which is attached as Exhibit A.

Pending approval from City Council, the next steps in the process would be to prepare a contract of sale and set a closing date to execute final documents with the appropriate party, which will be handled by the City Attorney and a title company. The authorization of the sale of the property to Mr. Johanson and related sale terms are set forth in the attached draft resolution.

FISCAL IMPACT:

The area for the rectangular piece at the southern border of the Johanson property is 1,021 square feet, which at the current rate of \$5.72/SF would be \$5,840.12.

The cost for pressurized irrigation impact fees for the 1,021 square foot property, is \$0.51 per square foot, for a total of \$520.71.

Mr. Johanson, the applicant, has already paid for the surveying of the land and preparation of the land exhibit and legal description. Unless directed otherwise, all costs the City directly incurs for the potential sale would be borne by the applicant with the purchase.

MOTION:

I move that the City Council approve the attached Resolution authorizing the sale of city-owned property adjacent to the property owned by Craig Johanson and direct staff and the Mayor to prepare and execute a sale contract and finalize the sale of that property to Craig Johanson.

ATTACHMENTS:

1. Resolution Approving Sale of Orphan Open Space - Johanson
2. Exhibit A: Johanson Property Survey - Final

**A RESOLUTION OF THE HIGHLAND CITY COUNCIL, HIGHLAND CITY, UTAH
AUTHORIZING THE SALE OF CERTAIN OPEN SPACE PROPERTY AND THE EXECUTION
OF CONTRACTS AND DOCUMENTS RELATED THERETO**

WHEREAS, Highland City has adopted a policy outlining the sale of orphan properties suitable for sale and allowing interested buyers to complete an Open Space Sale application to seek approval of the sale of an orphan property;

WHEREAS, Highland City may only dispose of property in good faith and for adequate consideration;

WHEREAS, Highland City has previously adopted a methodology for establishing the market value of orphan/surplus open space areas based on the County's current assessment of the market value of similarly situated orphan/surplus open space areas that have been previously sold by the City;

WHEREAS, the Highland City Council has reviewed the Open Space Sale application and the property at issue and determined that the property in question meets the criteria for sale of orphan parcels and designated the property in question as a surplus orphan parcel;

WHEREAS, a physical sign was placed on the property as required by Utah Code § 11-1-203(3) for at least two weeks prior to approval of the sale;

WHEREAS, no other requests besides the original applicant to purchase the property have been received;

WHEREAS, the property being sold is a designated surplus orphan parcel, which is not a significant parcel of real property under Utah Code § 11-1-1-2 and HMC § 2.44.020, and therefore it may be disposed of according to HMC § 2.44.030(D) without following any further process pursuant to the market valuation previously adopted by the City Council;

WHEREAS, the Council finds that the sale of the property according to the previously adopted market valuation, which is based on the market value assessment performed by the Utah County Assessor, will result in adequate value and fair market value being received by the City;

WHEREAS, the Council finds that the sale of the property to the adjacent property owner is a sale in good faith because it aligns with the City's code, policies, and historical practice;

WHEREAS, the Council finds that it is in the best interest of the City to approve the sale of the property in question to the applicant and adjacent property owner according to the City's established orphan sale procedures and valuation process.

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

1. The City-owned property adjacent to 56375 W Bull River Road and illustrated in the attached documents ("Property") be sold to Mr. Craig Johanson ("Buyer"):
 - a. The Property sold to include the area shown on the attached documents.
 - b. The sale price for the Property be the 2026 surplus orphan parcel sale rate adopted

by the City Council.

- c. The Buyer pay the pressurized irrigation impact fees relative to the additional property.
 - d. The Buyer pay all closing, surveying, and title insurance costs associated with the sale.
 - e. The Property be transferred by quit-claim deed.
 - f. The sale of the Property close within the authorized timeframe established by the resolution designating the Property as surplus.
2. Staff is directed to prepare a real estate purchase contract to accomplish the sale of the Property to Buyer on the terms set forth herein.
 3. The Mayor and City Administrator are directed to execute and carry out the real estate purchase contract on the terms set forth herein and to sign and execute all associated and necessary documents and instruments.
 4. The City Recorder, under the supervision of the City Administrator and City Attorney, may make non-substantive corrections to any portion of this resolution and to the City codes referenced herein for grammatical, typographical, numbering, and consistency purposes in accordance with the expressed intent of the City Council.
 5. This resolution shall take effect immediately upon its adoption.

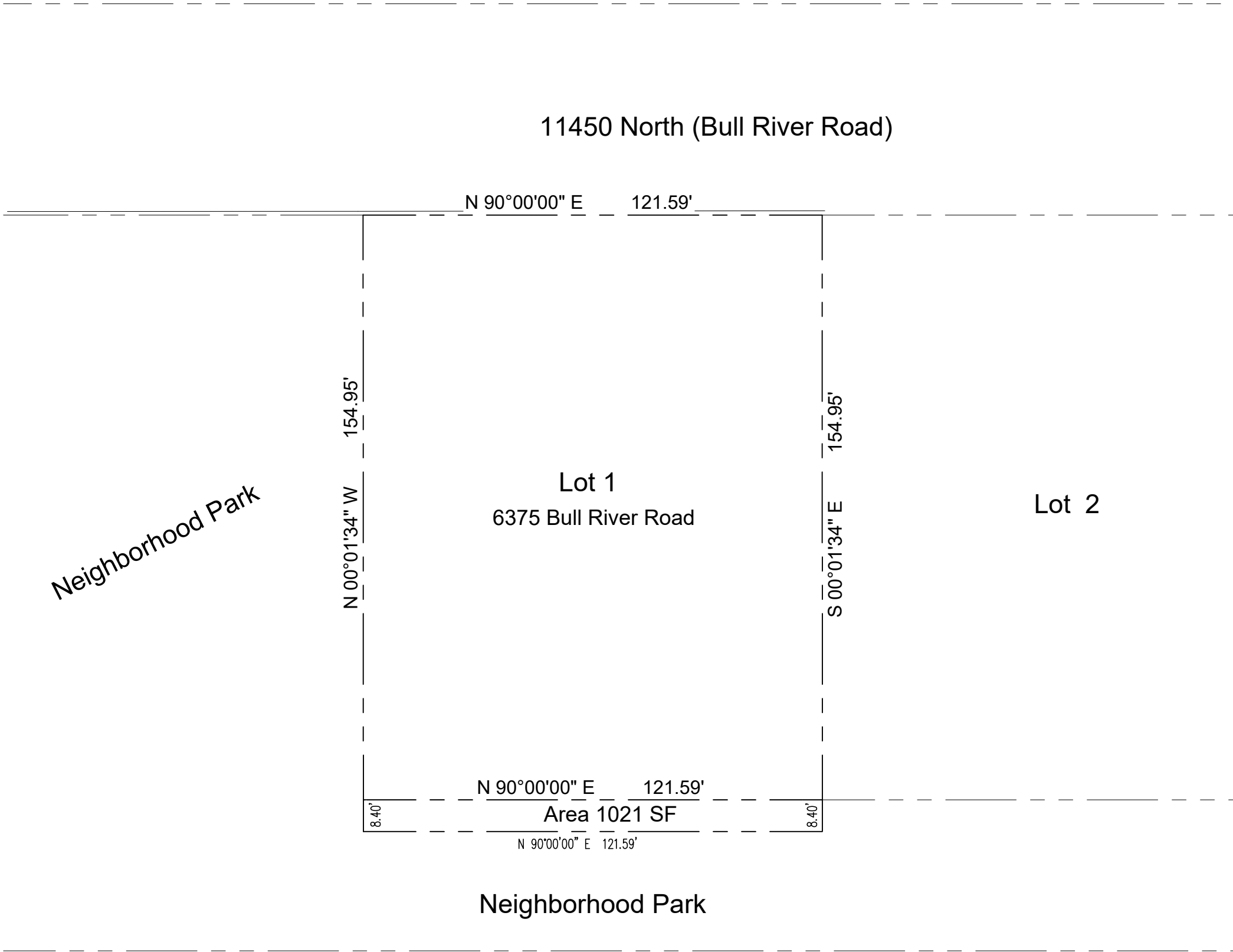
PASSED and ADOPTED by Highland City Council this 4th day of August, 2026

HIGHLAND CITY, UTAH

Brittney P. Bills
Mayor

ATTESTED:

Stephannie B. Cottle
City Recorder





CITY COUNCIL AGENDA REPORT

ITEM #4c

DATE: August 4, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Jay Baughman, Assistant City Administrator/Community Development Director
SPONSORED BY: Rick Louder
SUBJECT: Orphan Parcel Land Sale - Louder
TYPE: General City Management

PURPOSE:

The City Council will review documents prepared for the sale of city-owned orphan parcels adjacent to property owned by Rick Louder and direct staff to prepare a sale contract and finalize the sale of that property.

STAFF RECOMMENDATION:

Staff recommends Council consider the Resolution attached to this report. If approved, staff would follow all state and local ordinances regarding the sale of City property.

PRIOR COUNCIL DIRECTION:

At the February 3, 2026 City Council Meeting, the City Council approved Resolution R-2026-07, which updated the method by which the City calculated the value of orphan parcels of land and reiterated its policies and guidelines for the disposal of surplus real public property owned by the City. The square footage amount set for 2026 is \$5.72.

At the March 24, 2026 City Council Meeting, the City Council reviewed a draft Open Space Sale Application developed and presented by staff. The application, as an administrative tool to process requests for land purchases, was supported by Council. Staff transposed the application to its online Civic Review platform, where other similar land-use applications are processed. At this time, the link to the application is shared upon request by Community Development and Planning staff so that we are able to speak with and discuss the suitability of a request for purchase with the applicant.

At the July 7, 2026 City Council Meeting, the City Council declared the city-owned property adjacent to property owned by Rick Louder as an orphan parcel and directed staff to move forward with the sale of that property as well as two other areas where some encroachment on City property has occurred.

BACKGROUND:

Following the Council's vote to declare certain areas of property adjacent to the Louder's property orphan parcels and authorize the sale of the properties, staff posted a notice of sale in the location, as required by state law.

Mr. Louder, in cooperation with staff, had the land surveyed and the parcels drawn up with legal descriptions and map exhibits, which are attached as Exhibit A.

During the two-week notice period, the City received one bid for purchase, which is attached as Exhibit B. The bid is from Louder's neighbor to the north, Ken Raney, who proposed \$1,800 for the triangle piece that borders his property and \$6,500 for the other pieces where encroachment has occurred.

- For the triangular piece that borders both the Raney and Louder properties, the area is 314 square feet, which, at the current rate of \$5.72/SF would be \$1,796.08, which is almost exactly the same as Mr. Raney's \$1,800 offer. Mr. Raney has also not paid for the survey establishing it, while Mr. Louder did (as well as the application fee). The City is required to only sell property in good faith and for adequate consideration. "Adequate consideration" requires showing a clear present benefit reflecting fair market value. For non-significant parcels of real property, state law and City code direct the City to follow its normal procedures for sale, which authorize sale of these parcels at a specific rate established annually by the City Council. The council's updated sale-rate policy, adopted earlier this year, applies a sale rate based on the County-assessed market values of similar orphan parcels, which is a fair assessment of market value. Courts give cities broad discretion in property sales as long as they can demonstrate fair market value, so an above-rate offer for property that does not align with City policy and practices can be rejected so long as the City still receives market value. The majority of the triangle piece adjoins Mr. Louder's property and would be functional as part of his property, but the narrowing triangle area would not really be usable property for Mr. Raney. In addition, as discussed in the next point, the City has historically only sold property behind a lot to the adjacent lot owner, not to neighboring lot owners. Mr. Raney indicates that he desires to own this property for conservation purposes, which the Council can weigh against these other factors.
- For the pieces that Mr. Raney refers to as "banana" pieces, indicating the encroached areas, staff does not support the sale of non-contiguous pieces of land which would serve no utility to the purchaser, other than to block the sale to another party with a more reasonable claim on the property. The City's policy directs that open space should not be sold if it creates orphan parcels, and this sale would essentially create privately owned orphan parcels, which creates tax, title, and access issues. Furthermore, the sale would not follow the City's historical approach and informal policy of selling open space behind people's lots. In other areas, we have denied requests to purchase open-space property that was not directly behind the buyer's lot, or we have required all the lot owners that touched the property to come to an agreement. So, while the triangle area is a potentially more reasonable option to sell to either property owner, staff believes the City's previous course of action to sell to the adjacent neighbor weighs in favor of Mr. Louder, as well as the fact that the property mostly shares a boundary line with Mr. Louder's property. It is not really functional property for Mr. Raney.
- Mr. Raney states in his letter that he sent \$900 in earnest money. Because we did not receive a check with the bid letter itself, we reached out to Mr. Raney to notify him of this, and he stated that he sent the check separately via certified mail. In that phone call, we requested he not send us any money unless he is selected to purchase property. The check was received on July 30; the City Attorney informed Mr. Raney by email that it would not be cashed and requested he pick it up at his earliest convenience.

The City's code, policies, and historical practices weigh in favor of selling the surplus orphan property to Mr. Louder at the 2026 orphan parcel rate. Pending approval from City Council, the next steps in the process would be to prepare a contract of sale and set a closing date to execute final documents with the appropriate party, which will be handled by the City Attorney and a title company. The authorization of the sale of the property to Mr. Louder and related sale terms are set forth in the attached draft resolution.

FISCAL IMPACT:

The area for the triangular piece is 314 square feet, which at the current rate of \$5.72/SF would be \$1,796.08. The area of the piece near the firepit is 178 square feet, which at the current rate of \$5.72/SF would be \$1,018.16. The southernmost piece near the playlet has an area of 313 square feet, which at the current rate of \$5.72/SF would be \$1,790.36. The total square footage for all pieces is 805 square feet and the price would be \$4,604.60.

The cost for pressurized irrigation impact fees for just the 314 square foot corner property, which is the only irrigable parcel, is \$0.51 per square foot, for a total of \$160.14.

Mr. Louder, the applicant, has already paid for the surveying of the land and preparation of the land exhibits and legal description. Unless directed otherwise, all costs the City directly incurs for the potential sale would be borne by the applicant with the purchase.

MOTION:

I move that the City Council approve the attached Resolution authorizing the sale of city-owned property with improvements on them adjacent to the property owned by Rick Louder and direct staff and the Mayor to prepare and execute a sale contract and finalize the sale of that property to Rick Louder.

ATTACHMENTS:

1. Resolution Approving Sale of Orphan Open Space - Louder
2. 2026-07-23 Property Purchase Exhibits Final
3. Ken Raney Bid Proposal 2026

**A RESOLUTION OF THE HIGHLAND CITY COUNCIL, HIGHLAND CITY, UTAH
AUTHORIZING THE SALE OF CERTAIN OPEN SPACE PROPERTY AND THE EXECUTION
OF CONTRACTS AND DOCUMENTS RELATED THERETO**

WHEREAS, Highland City has adopted a policy outlining the sale of orphan properties suitable for sale and allowing interested buyers to complete an Open Space Sale application to seek approval of the sale of an orphan property;

WHEREAS, Highland City may only dispose of property in good faith and for adequate consideration;

WHEREAS, Highland City has previously adopted a methodology for establishing the market value of orphan/surplus open space areas based on the County's current assessment of the market value of similarly situated orphan/surplus open space areas that have been previously sold by the City;

WHEREAS, the Highland City Council has reviewed the Open Space Sale application and the property at issue and determined that the property in question meets the criteria for sale of orphan parcels and designated the property in question as a surplus orphan parcel;

WHEREAS, a physical sign was placed on the property as required by Utah Code § 11-1-203(3) for at least two weeks prior to approval of the sale;

WHEREAS, two requests to purchase the property have been received, but only one is from the adjacent property owner who is directly adjacent to all of the orphan parcels, while the other offer would create orphaned parcels unconnected to the offeror's property, potentially creating future tax, title, and access issues;

WHEREAS, the property being sold is a designated surplus orphan parcel, which is not a significant parcel of real property under Utah Code § 11-1-1-2 and HMC § 2.44.020, and therefore it may be disposed of according to HMC § 2.44.030(D) without following any further process pursuant to the market valuation previously adopted by the City Council;

WHEREAS, the Council finds that the sale of the property according to the previously adopted market valuation, which is based on the market value assessment performed by the Utah County Assessor, will result in adequate value and fair market value being received by the City;

WHEREAS, the Council finds that the sale of the property to the adjacent property owner is a sale in good faith because it aligns with the City's code, policies, and historical practice;

WHEREAS, the Council finds that it is in the best interest of the City to approve the sale of the property in question to the applicant and adjacent property owner according to the City's established orphan sale procedures and valuation process.

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

1. The City-owned property adjacent to 5941 New London Street and illustrated in the attached documents ("Property") be sold to Mr. Rick Louder ("Buyer");

- a. The Property sold to include all three areas shown on the attached documents.
 - b. The sale price for the Property be the 2026 surplus orphan parcel sale rate adopted by the City Council.
 - c. The Buyer pay the pressurized irrigation impact fees relative to the additional property for the northern-most area that will be irrigated (triangle area).
 - d. The Buyer pay all closing, surveying, and title insurance costs associated with the sale.
 - e. The Property be transferred by quit-claim deed.
 - f. The sale of the Property close within the authorized timeframe established by the resolution designating the Property as surplus.
2. Staff is directed to prepare a real estate purchase contract to accomplish the sale of the Property to Buyer on the terms set forth herein.
 3. The Mayor and City Administrator are directed to execute and carry out the real estate purchase contract on the terms set forth herein and to sign and execute all associated and necessary documents and instruments.
 4. The City Recorder, under the supervision of the City Administrator and City Attorney, may make non-substantive corrections to any portion of this resolution and to the City codes referenced herein for grammatical, typographical, numbering, and consistency purposes in accordance with the expressed intent of the City Council.
 5. This resolution shall take effect immediately upon its adoption.

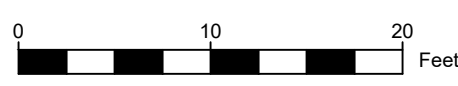
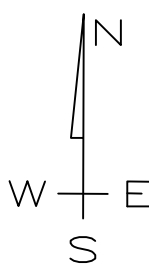
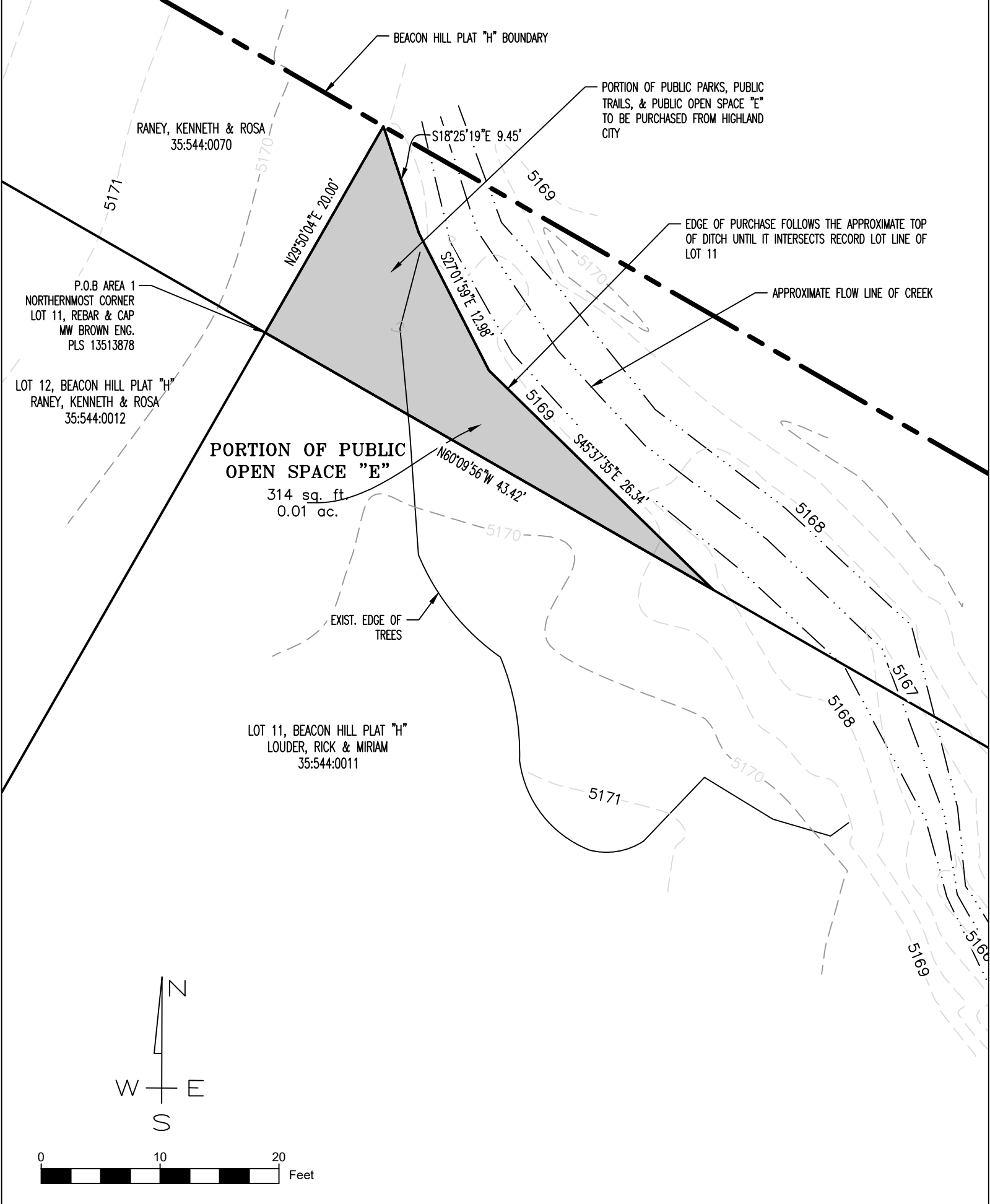
PASSED and ADOPTED by Highland City Council this 4th day of August, 2026

HIGHLAND CITY, UTAH

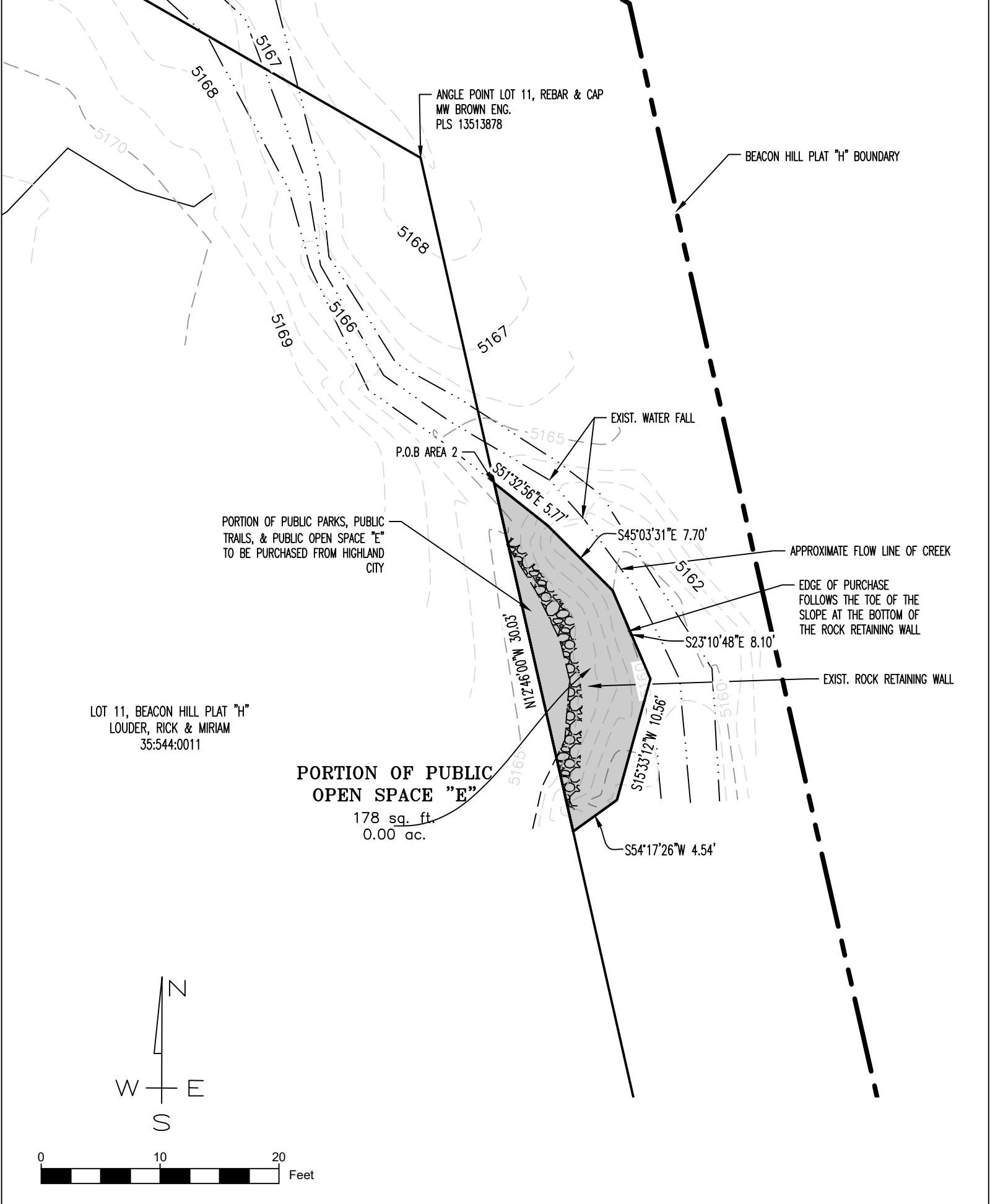
Brittney P. Bills
Mayor

ATTESTED:

Stephannie B. Cottle
City Recorder



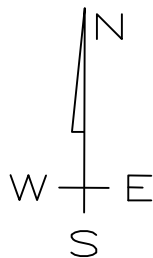
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LOT 11, BEACON HILL PLAT "H"
LOUDER, RICK & MIRIAM
35:544:0011

PORTION OF PUBLIC
OPEN SPACE "E"

178 sq. ft.
0.00 ac.



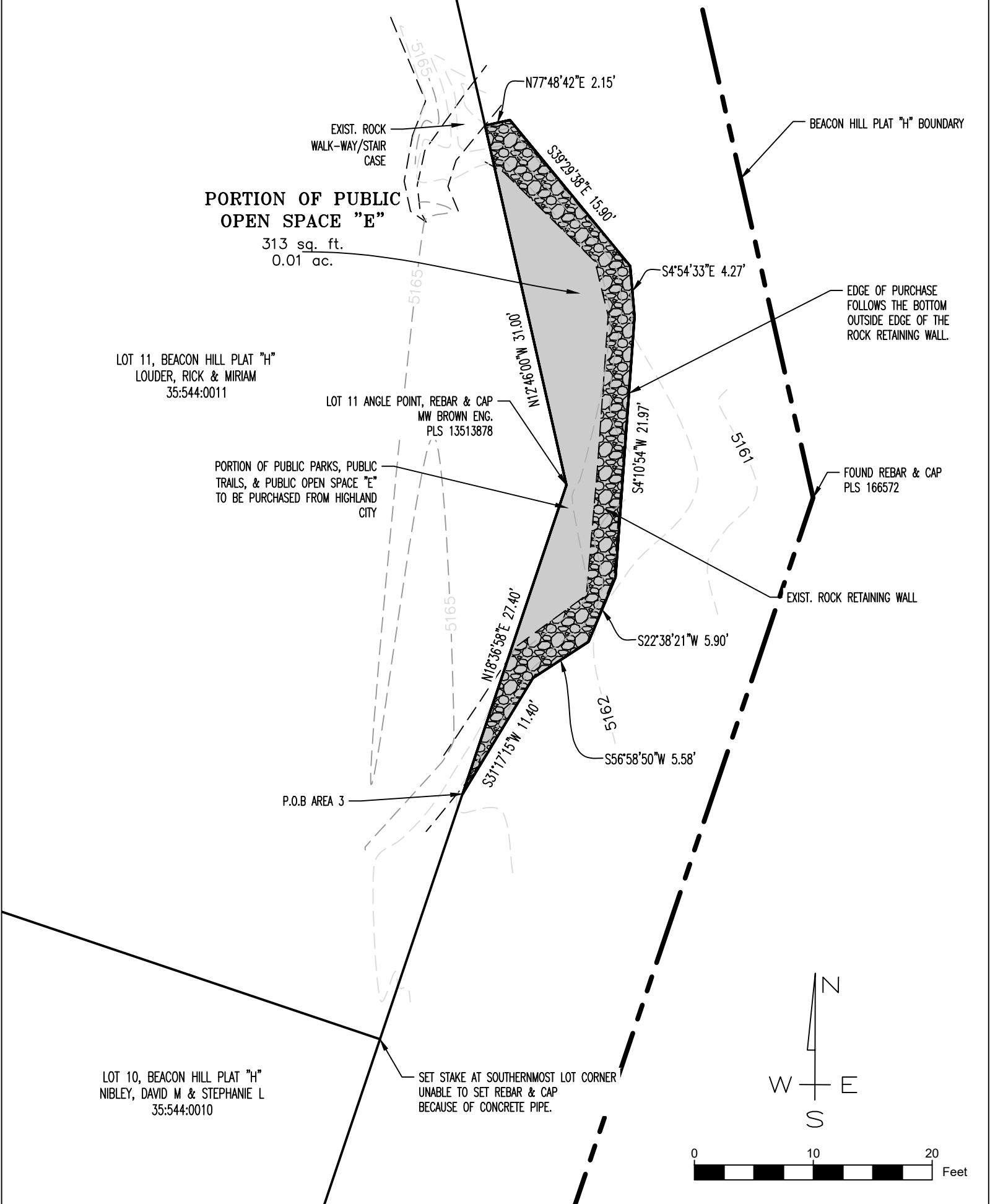
0 10 20 Feet



Office: (801) 377-1790 Fax: (801) 377-1789
578 East 770 North, Orem UT 84058

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Date _____					
REVISIONS					
Notes	By	Date	No.		

Title:	LOUDER PROPERTY PURCHASE	PROJECT NO:	2026.025
Location:	HIGHLAND, UTAH	SHEET NO:	106 3
Drawing Name:	PROPERTY EXHIBIT AREA 2	Page 35 of 106 3	



Designed _____					
Drawn _____					
Checked _____					
Date _____					
REVISIONS					
Notes	By	Date	No.		

July 22, 2026

Ken Raney
5946 New London St.
Highland UT 84003

Mr. David Mortensen
Finance Director
5400 West Civic Center Dr.
Highland, UT 84003

Dear Mr. Mortensen,

I recently sent a bid on a partial public land sale parcel(s) but did not receive an acknowledgement or response, so I do not know if anyone at (planning@highlandut.gov) received it or not. I am therefore resubmitting it in a separate email, and via this correspondence in regular and certified/registered USPS mail. I am also adjusting the bid price since I've become aware of a shortfall in your Library funding (my wife's favorite place and weekly group meeting).

I took the liberty of adding you to the email to make this letter brief.

Per my email, I have a real vested interest in the "triangle" portion of Highland's offer.

Mr. Patterson told me that the entire OS parcel is not for sale because of waterway easements. I fully understand and appreciate that. So, as a competitive bid on the same property, I am offering for a second time at an inflated price as follows:

1. \$6,500 for the "banana" pieces you referred to in the 7-7-26 meeting, and
2. \$1,800 for the "triangle" portion
3. in addition to the ancillary and customary closing costs mentioned in your meeting from the slide presentation.

My purpose for this bid (offer) is the same as it was 5 years ago;
"to preserve the integrity of natural resources, wildlife, and the ecosystem we have been graciously blessed with, and to protect the whole of it. Love Nature.

I have included an earnest money check for \$900 in good faith.

Thank you for your time and consideration.

Ken Raney 847.742.8885



CITY COUNCIL AGENDA REPORT

ITEM #4d

DATE: August 4, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Rob Patterson, City Attorney/Planning & Zoning Administrator
SPONSORED BY: City Staff
SUBJECT: Water-Wise Landscaping Ordinance
TYPE: Development Code Update (Legislative)
Municipal Code Update (Legislative)

PURPOSE:

The City Council will consider proposed amendments adopting water-wise landscaping requirements that will allow Highland residents to qualify for the full Utah State and Central Utah Water Conservancy District rebate programs.

STAFF RECOMMENDATION:

Staff recommends the City Council consider the proposed amendments and the recommendation of the Planning Commission, hold a public hearing, and adopt the proposed landscaping amendments.

PRIOR COUNCIL DIRECTION:

The City has modified its landscaping standards several times over the past few years to encourage appropriate xeriscaping. In addition, the updated General Plan directs the City to consider implementing water-wise landscaping standards for private development and property, including commercial uses. The General Plan also notes that the City could consider partnering with the Central Utah Water Conservancy District (CUWCD) to adopt landscape standards that allow Highland residents to be eligible for landscape update rebate programs.

On May 19, 2026, the City Council discussed the current requirements for participating in the "flip the strip" and related rebate programs sponsored by the State and Central Utah Water Conservancy District. The Council had previously indicated it did not want to participate in those programs, because to participate, the City had to significantly restrict and regulate resident's properties and landscaping. During the May meeting, the Council was informed that the rebate program standards had been relaxed somewhat. With those changes, the Council indicated it wanted to explore participation in the program and directed staff to prepare amendments for consideration.

BACKGROUND:

The City previously considered participating in the CUWCD rebate programs 2-3 years ago, but ultimately decided against participation due to the feeling that the landscaping standards were onerous. The CUWCD rebate standards have been modified recently to allow more flexibility, so Council directed staff to prepare this item for consideration. Currently, if the City does not adopt the CUWCD water-wise landscaping standards, Highland residents are potentially eligible for \$1.50/SF rebate program, but if the standards are adopted, the rebate doubles to \$3.00/SF. The proposed amendments

accomplish the following:

1. Update language regarding supplemental regulations and landscaping standards to be consistent throughout all zones, so all zones use the same water-wise landscaping standards.
2. Update park strip regulations for clarity and to point to new water-wise landscaping standards.
3. Add parkway detail regulations to distinguish park strips from parkways. These regulations confirm current practices and standards, ensuring that these are codified.
4. Update driveway regulations to ensure that driveways must be graded and installed so as to not allow run-off onto adjacent properties.
5. Update and add general definitions:
 1. Landscaping - clarify that landscaping includes traditional and water-wise landscaping, and that "landscaped areas" (for site plan purposes) do not include buildings, driveways, sidewalks, parking areas, and similar areas.
 2. Park strip - add definition based on current code
 3. Parkway detail - add definition based on current standard
 4. Xeriscape - change to "water-wise landscaping," update language, and remove 25% planting requirement, which is now part of generic landscaping regulation

Finally, the proposed amendments create a new, generally applicable landscaping regulation as section 3-628 of the Development Code. This regulation incorporates the definitions, requirements, and recommendations of CUWCD, which should render Highland residents eligible for the full rebate program. These regulations focus on removing non-usable lawn and encouraging water-wise landscaping. Specifically, the regulations require the following for new development:

1. No lawn in areas smaller than 8 feet wide.
2. No lawn in park strips, on paths, or on slopes greater than 25% (4:1).
3. New residential development may only have 50% lawn in front and side yards. (Cities are prohibited from regulating rear yards)
4. New non-residential development may only have 20% lawn in landscaped area.
5. In non-lawn area, plants must be installed (avoiding zero-scaped areas) to create 50% living ground cover.

In addition, staff has proposed and the Planning Commission recommended retaining the minimum 25% planting requirement for xeriscaped areas and adding a new 25% limit to impervious areas within landscaped areas. Staff has dealt with code complaints regarding proper front yard landscaping, and this requirement should help provide better clarity and enforcement capacity.

PLANNING COMMISSION ACTION

The Planning Commission held a duly noticed public hearing on these amendments on July 28, 2026. No public comments were received. The Commission discussed the proposed amendments. The Commission supported the new standards, and the discussion focused on how much impervious surface should be allowed within landscaped areas and how to best inform the public about additional water conservation and water-wise irrigation methods that were not required as part of the CUWCD rebate program. The Commission ultimately voted unanimously to recommend approval of the amendments, with a 25% impervious material limit and to have the additional conservation and irrigation recommendations part of citizen education and outreach efforts, rather than in code.

STAFF REVIEW

Staff prepared the proposed amendments to allow Highland residents to qualify for the full \$3/SF rebate programs offered through CUWCD. The CUWCD standards and program details are included with this report. The majority of the amendments update individual zone landscaping standards to point to the

new water-wise landscaping standard, with some clarifying amendments for definitions and existing regulations. The new water-wise landscaping standards are the minimum requirements for Highland to qualify for the CUWCD program. In reviewing both residential and commercial developments, staff believe that the water-wise landscaping standards are a reasonable and feasible method of reducing non-functional turf and encouraging water conservation. Many homes and businesses in Highland already appear to be meeting the new standards, which they did voluntarily. Accordingly, if the Council still believes that participation in the CUWCD rebate program and the potential water conservation is worth the additional regulations, staff recommends adoption of the amendments.

FISCAL IMPACT:

No anticipated fiscal impact. Enforcement and education regarding the new landscaping standards will be accomplished by current staff, including the new full-time planner technician, and current outreach and communication efforts. Because the landscaping standards only apply prospectively to new development, the City will not need to convert existing City landscaping, though the City can explore its own partnership with CUWCD for converting non-functional lawn on city properties.

MOTION:

I move that City Council adopt the ordinance amending the Development Code regarding landscaping standards.

ATTACHMENTS:

1. Ordinance - Waterwise Landscaping Amendments - As Rec by PC
2. CUWCD Water Efficiency Standards 2026
3. CUWCD Simplified_LIP_Rules

AN ORDINANCE AMENDING HIGHLAND CITY DEVELOPMENT CODE RELATED TO LANDSCAPING REGULATIONS

WHEREAS, Highland City is authorized to enact land use regulations that govern the use and development of property in accordance with State law;

WHEREAS, Highland City desires to promote water-wise landscaping methods and water conservation and to establish minimum landscaping standards to accomplish such goals;

WHEREAS, a duly noticed public hearing was held by the Planning Commission regarding the proposed amendments on July 28, 2026, after which hearing the Commission recommended adoption of certain amendments;

WHEREAS, the Highland City Council provided notice of and conducted a public hearing regarding the proposed amendments and to review the recommendation of the Planning Commission on August 4, 2026;

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. The Highland Development 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 4th day of August, 2026.

Brittney P. Bills
Mayor

ATTESTED:

Stephannie B. Cottle
City Recorder

Exhibit A

3-4107 Special Provisions [R-1-40]

~~Special provisions shall apply in the R-1-40 Zone in order to protect its essential characteristics:~~

1. The space required around buildings and structures shall be kept free from refuse and debris.
2. All buildings and uses within this zone shall comply with all applicable ~~sections of Chapter 3, Article 6~~ portions of Sections 3-601 through 3-620.
3. Park or Planter Strips. All park strip areas, between the sidewalk and the curb, ~~are to shall~~ be ~~covered landscaped~~ and maintained ~~according to the requirements defined in Chapter 3, Article 6, in compliance with~~ Section 3-621 in this Code.
4. At least seventy percent (70%) of the area contained within a required front yard or side yard adjacent to a street shall be landscaped within one year of occupancy in compliance with Section 3-628.
5. Sufficient off street parking shall be provided and maintained for all automobiles and recreational vehicles owned or used by occupants of each dwelling.

3-4207 Special Provisions [R-1-20]

Special provisions shall apply in the R-1-20 Zone in order to protect its essential characteristics:

1. The setback required around buildings and structures shall be kept free from refuse and debris.
2. All buildings and uses within this zone shall comply with all applicable sections of Chapter 3, Article 6~~portions of Sections 3-601 through 3-620.~~
3. At least seventy percent (70%) of the area contained within a required front yard or side yard adjacent to a street shall be landscaped within one year of occupancy in compliance with Section 3-628.
4. Park or Planter Strips. All park strip areas, between the sidewalk and the curb, ~~are to shall~~ be landscaped~~covered~~ and maintained according to ~~the requirements defined in Chapter 3, Article 6, Section 3-621 in this Code.~~
5. Sufficient off street parking shall be provided and maintained for all automobiles and recreational facilities owned or used by occupants of each dwelling.

3-4257 Special Provisions [R-1-30]

~~Special provisions shall apply in the R-1-30 Zone in order to protect its essential characteristics:-~~

1. The setback required around buildings and structures shall be kept free from refuse and debris.
2. All buildings and uses within this zone shall comply with all applicable ~~sections of Chapter 3, Article 6~~portions of Sections 3-601 through 3-620.
3. At least seventy percent (70%) of the area contained within a required front yard or side yard adjacent to a street shall be landscaped within one year of occupancy in compliance with Section 3-628.
4. Park or Planter Strips. All park strip areas, between the sidewalk and the curb, ~~are to shall~~ be ~~covered~~landscaped and maintained ~~according to the requirements defined in Chapter 3, Article 6, in compliance with~~ Section 3-621~~in this Code.~~
5. Sufficient off street parking shall be provided and maintained for all automobiles and recreational facilities owned or used by occupants of each dwelling.

3-4312 Landscaping [C-1]

The following guidelines for landscaping shall apply to all developments within the commercial district:

1. Landscaping shall enhance the overall visual appearance of the development and be designed, installed, and maintained in compliance with Sections 3-621 and 3-628.

3-4361 Landscaping [CR]

The following guidelines for landscaping shall apply to all developments within the commercial district:

1. Landscaping shall enhance the overall visual appearance of the development and be designed, installed, and maintained in compliance with Sections 3-621 and 3-628.

3-4408 Special Provisions

~~Special provisions shall apply in the A-1 Zone in order to protect its essential characteristics:~~

1. The setbacks around buildings shall be kept free of debris, refuse, weeds, and other flammable material which may constitute a fire or health hazard.
2. All buildings and uses within the zone shall comply with all applicable ~~sections of Chapter 3, Article 6~~ portions of Sections 3-601 through 3-620.
3. Sufficient off-street parking shall be provided and maintained for all automobiles and recreational facilities or vehicles used by the occupants of the premises.
4. Driveways shall be paved or shall be graded for adequate access of emergency vehicles.

3-4512 Landscaping [R-P]

The following guidelines for landscaping shall apply to all developments within the Residential-Professional district:

1. Landscaping shall enhance the overall visual appearance of the development and be designed, installed, and maintained in compliance with Sections 3-621 and 3-628.

3-4613 Landscaping [SCALO]

The following guidelines for landscaping shall apply to all developments within the Senior Care Assisted Living Overlay district:

1. Landscaping shall enhance the overall visual appearance of the development.
 - a. The City may require that landscaping plans be prepared by a registered landscape architect.
 - ~~a.b.~~ Landscaping shall be designed, installed, and maintained in compliance with Sections 3-621 and 3-628
2. A fully comprehensive landscaping plan shall include, but not be limited to:
 - a. List of plants
 - b. Size
 - c. Location
 - d. Irrigation plan
 - e. Hardscape
3. Minimum caliper for all trees shall be one-half inch (1/2") and minimum shrub size shall be one-half (1/2) gallon unless the landscaping is specifically required to screen adjacent residential property in which case the trees shall be a minimum of two inch (2") caliper and shrubs shall be a minimum size of one (1) gallon.
4. When inorganic or non-living ground cover is used, it shall be in combination with live plants.
 - ~~a. Inorganic ground cover shall not exceed 50% of the landscaping material.~~

3-4729 Landscaping [Town Center]

All areas not incorporated in the building footprint, parking area or access drives shall be landscaped. A minimum of fifteen (15%) of the project area shall be landscaped. The developer/owner shall incorporate the following landscaping design concepts and landscaping elements into each project and shall submit the following landscaping information with each project:

1. Quality. Landscaping shall enhance the overall visual appearance of the development and be designed, installed, and maintained in compliance with Sections 3-621 and 3-628.

3-4747 Special Provisions

~~Special provisions shall apply in the Town Center Overlay Urban Subdivision in order to protect its essential characteristics:~~

1. The space required around buildings and structures shall be kept free from refuse and debris.
2. All buildings and uses within this zone shall comply with all applicable sections of Chapter 3, Article 6~~portions of Sections 3-601 through 3-620 as applicable.~~

3-4767 Special Provisions

~~Special provisions shall apply in the Town Center Overlay Urban Subdivision in order to protect its essential characteristics:~~

1. The space required around buildings and structures shall be kept free from refuse and debris.
2. All buildings and uses within this zone shall comply with all applicable ~~portions of Sections 3-601 through 3-622 as applicable of Chapter 3, Article 6.~~
3. Common Space. Land areas that are not occupied by buildings, parking area, streets or alleys, shall be accessible by the residents and considered common space. All common space shall be devoted to landscaping and maintained by the home owners association. It is the intent that all common space shall not be maintained, planted in, fenced in or be in control of any resident of a particular dwelling within the development with the exception of the “courtyard” space specifically identified by Addendum “B”. Newly installed landscaping shall be designed, installed, and maintained in compliance with Sections 3-621 and 3-628.
4. Common Driveways. Driveways serving more than one unit shall be accessible by both residents of the development and the residents of the dwelling units. However, the owners of the dwelling units attached to the driveway shall have a perpetual access easement. Maintenance of common driveways shall be the responsibility of the Homeowners Association.
5. Private Space. Private space shall consist of that area provided for each dwelling unit for personal use noted as “courtyard” as defined by the plat and shall be immediately adjacent to, attached to, or within the dwelling unit it is designed to serve and shall be for the exclusive use of the residents of the dwelling unit. The private space shall be owned fee simple by the owner of the dwelling.
6. Streets. All public streets shall conform to Highland City subdivision standards and shall be maintained by the City and shall conform to the street layout as specified in addendum “B” Sufficient off street parking shall be provided and maintained for all automobiles and recreational vehicles owned or used by occupants of each dwelling.
7. Alleys. All alleys shall be accessible by both residents of the development, city personnel, utilities, franchisees of the city and the public. Alleys shall be deemed a Public Utility Easement and may be used accordingly. Alleys shall

be installed in accordance to location and to the cross-section as depicted on addendum “B”. There shall be no parking or storage of any kind in the alleys. All garbage containers except on collection day must be stored out of sight in a garage or behind an approved screen. No common dumpsters will be allowed. Maintenance and ownership of alleys shall be the responsibility of the Homeowners Association.

8. Fences and Screening. Each unit shall be permitted reasonable visual and acoustical privacy. Landscaping and sound reducing construction techniques are encouraged and shall be used as appropriate for the aesthetic enhancement of property and the privacy of its occupants. No fences or screens shall be constructed within the common space. A homeowner may construct a fence which is a maximum of four (4) feet in height within the courtyard area as identified on the recorded plat if constructed of similar material to the wainscot of the home it is located on. A fence may be extended and additional two (2) feet in height if it is 55% open and constructed with wrought iron, high quality maintained wood, or a high quality vinyl fencing material. Homeowners who wish to install any fence in Highland are required to obtain a fence permit prior to construction after obtaining approval from the Architectural Review Committee.
9. Landscaping. It shall be the responsibility of the developer of the subdivision to install the landscaping and shall post a performance bond for all landscaping per Chapter 6, Guarantee of Performance, in this Code. In order to protect the landscaping, landscaping may be deferred until such time as final inspection on the dwelling structure. All landscaping shall be originally installed in accordance with irrigation, landscaping and amenities plan incorporated into addendum “C”, and all new landscaping shall be designed, installed, and maintained in compliance with Sections 3-621 and 3-628. This development shall include two separately defined landscaping areas which shall be classified as “common area” and “personal space”. It is the responsibility of Homeowners Association to maintain all common areas before and after landscaping is installed.
 - a. The “personal space” shall be defined as the area immediately surrounding each unit as illustrated in addendum “C” (plan L2.1 and L2.2).
 - i. No unit builder or homeowner can remove any landscaping item from the ‘personal space’ area surrounding each building unless that landscaping item is replaced with, at minimum, a

landscaping item of equal aesthetic value that is designed, installed, and maintained in compliance with Sections 3-621 and 3-628.

- ii. A unit builder or homeowner may add to and/or enhance the landscaping items within their 'personal space' surrounding each unit with landscaping that is aesthetically equal to or an improvement above the originally approved landscaping plan, including modifications, enhancements, and improvements to landscaping that conform to Sections 3-621 and 3-628, following approval from the Home Owners Association.
- b. The "common area" shall be the entire area of the development excluding the main dwelling unit, the 'personal space', and any improved hard surface as illustrated in addendum "C" (plan L1).
 - i. No unit builder or homeowner can remove, alter, or add any item to the "common area" without first amending addendum "C" (plan L1), except to comply with the requirements and standards of Sections 3-621 and 3-628.

3-4911 Landscaping [PO]

The following shall apply to all developments within the professional office district, and a landscape plan conforming to the following requirements shall be submitted for review in connection with site plan approval:

1. Landscaping shall enhance the overall visual appearance of the development and should incorporate varied landscaping features, such as planters, gardens, courtyards, terraces, shade structures, and seating areas to enhance the residential character of the site and provide outdoor spaces for employees and visitors, in compliance with Sections 3-621 and 3-628.

3-4951 Landscaping [P-I]

The following guidelines for landscaping shall apply to all civic buildings constructed within the Public Institution Zone:

1. Landscaping shall enhance the overall visual appearance of the development and be designed, installed, and maintained in compliance with Sections 3-621 and 3-628.
2. A fully comprehensive landscaping plan shall include, but not be limited to:
 - a. List of plants
 - b. Size
 - c. Location
 - d. Irrigation plan
 - e. Hardscape
3. Minimum caliper for all trees shall be 2" and minimum shrub size shall be one gallon. Trees shall be a mixture of a 50% deciduous and 50% evergreen variety. There shall be a minimum of one (1) tree per 3,000 sf of landscape area in addition to trees along rights-of-way. Street trees shall be planted at a minimum of one tree per 30 feet o.c., excluding any access driveway, or as per the designated street plan if defined.
4. ~~Not more than twenty-five percent (25%) of inorganic~~ and non-living ground cover may be used, ~~and it shall be~~ in combination with live plants.

3-41011 Landscaping [P-U]

The following guidelines for landscaping shall apply to all developments within the Public Utility Zone:

1. Landscaping shall enhance the overall visual appearance of the development and be designed, installed, and maintained in compliance with Sections 3-621 and 3-628.
2. A fully comprehensive landscaping plan shall include, but not be limited to:
 - a. List of plants
 - b. Size
 - c. Location
 - d. Irrigation plan
 - e. Hardscape
3. Minimum caliper for all trees shall be 2" and minimum shrub size shall be one gallon. Trees shall be a mixture of a 50% deciduous and 50% evergreen variety. There shall be a minimum of one (1) tree per 3,000 sf of landscape area in addition to trees along rights-of-way. Street trees shall be planted at a minimum of one tree per 30 feet o.c., excluding any access driveway, or as per the designated street plan if defined.
4. The City may require that landscaping plans be prepared by a registered landscape architect.
5. ~~Not more than twenty-five percent (25%) of i~~norganic and non-living ground cover may be used ~~, and it shall be~~ in combination with live plants.

3-601 Supplementary Regulations ~~Within Zones~~

1. The intent of the regulations in this Article Sections 3-602 through 3-621 is to provide ~~for several miscellaneous~~ land use and development standards ~~which that~~ are applicable in more than one zone.
2. The general regulations set forth in this Article ~~The requirements of those Sections~~ shall apply to all property within Highland ~~be~~ in addition to the specific use and development standards set forth ~~contained within~~ the various zones.
- 1.3. _____ Where the provisions of ~~those Sections this Article~~ may be in conflict with other provisions of this Code, the more stringent shall ~~prevail~~ control.

3-621 Park ~~Or Planter~~ Strips and Parkway Detail Regulations

1. All park strips ~~areas, the area between the sidewalk and the curb,~~ shall be landscaped and maintained by the property owner directly adjacent to that sidewalk using ~~Xeriscape or~~ water-wise landscaping methods according to the as-defined definition in Chapter 10 ~~Definitions, the standards provided in~~ Section 3-628, and the following requirements:-
 - a. Lawn shall not be installed in park strips.
 - b. Vegetation such as grasses, flowers, ground covers and shrubs shall not exceed 22-inches in height. Vegetation shall not include weeds identified on the State of Utah Department of Agriculture and Food Designated Noxious Weed List for Colorado (CO), Idaho (ID), Kansas (KS), Montana (MT), Nebraska (NE), North Dakota (ND), South Dakota (SD), Utah (UT), Wyoming (WY) but may include approved drought tolerant plants.
 - c. The park strip may be covered with ~~non-living material mulch~~ such as wood chips or decorative landscaping rocks (rock diameter of one inch minimum and six inches maximum) in combination with live plants if commonly practiced xeriscape landscaping procedures are followed.
 - d. Vegetation and Trees planted in the park strip shall be watered through drip irrigation systems and not watered may be separated by non-living materials only if a water source is available at each tree (not from a hose, or above ground sprinkler).
 - e. Only trees from the city approved Class I Trees list may be planted within a park strip pursuant to . ~~See~~ Section 2.36.160 ~~(J) Tree Class Divisions in the Highland City of the~~ Municipal Code ~~for the permitted Class I trees.~~
2. The seller of a newly constructed residence shall inform the first buyer of the residence of the water-wise and xeriscaping landscaping requirements ~~for park strips.~~
3. Parkway details shall be dedicated, improved, and maintained as follows:
 - a. Parkway detail areas shall be landscaped and improved according to the city's current design and construction standards and specifications. The city council may approve modifications to the parkway detail implementation in a specific area to address specific property or design constraints or to improve public use and connectivity such as by widening roadways or adding multiuse trails.

b. Parkway details shall be installed and maintained along the right of way corridors identified in the city's general plan and master transportation plan, including the following:

- i. Timpanogos Highway (SR-92);
- ii. Alpine Highway (SR-74);
- iii. 4800 West and North County Boulevard (SR-129);
- iv. Highland Boulevard;
- v. Beacon Hill Boulevard;
- vi. 10400 North;
- vii. 11800 North;
- viii. 6800 West.

c. The property on which a parkway detail is installed and maintained that extends beyond the area required by the applicable right of way cross-section standard shall be dedicated to the city either in fee simple or as a parkway landscape and public access easement.

a.d. Unless the city has otherwise agreed in writing, parkway detail areas shall be maintained by the city and not by the property owner directly adjacent to the parkway detail or another person. No person shall modify, re-grade, or landscape parkway detail areas or use parkway detail areas for construction or vehicular access without the City's prior written authorization. Fences installed along the boundary of parkway detail areas remain owned by the adjacent property owner, who is responsible for the maintenance of such fence.

3-626 Driveway Regulations

1. Driveways and other accesses that provide vehicular access from a public or private road shall conform to all requirements of the applicable zoning district, the clear view requirements set forth in Section 3-610, and the city's adopted engineering, design, and construction standards and specifications.
2. Driveways and other accesses that provide vehicular access from a public or private road shall be planned and designed in connection with any site plan or building permit that requires or necessitates the driveway or access.

3. Driveways and other accesses that provide vehicular access from a public or private road shall not be permitted to cross or be constructed upon a landscape easement, parkway detail, conservation or open space area, or any land reserved or dedicated for stormwater, drainage, or flood control purposes.

3.4. Driveways and other accesses that provide vehicular access from a public or private road and on-site parking areas and drive aisles shall be designed, graded, located, and maintained so as to not cause water to drain or run off onto adjacent properties.

- 4.5. After January 1, 2024, no new driveways or other accesses that provide vehicular access from a public or private road to a property shall be permitted to connect to the following roads:

- a. Highland Boulevard
- b. 4800 West from SR-92 north to Highland City boundary
- c. 11800 North
- d. 6800 West from 9600 North south to Highland City boundary

3-628 Landscape Regulations

1. As used in this Section:

- a. “Activity Zones” means portions of the landscape designed for recreation or function, such as storage areas, fire pits, vegetable gardens, and playgrounds.
- b. “Active Recreation Areas” means areas of the landscape dedicated to active play where lawn is used as the playing surface.
- c. “Gathering Areas” means portions of the landscape dedicated to congregating, such as patios, gazebos, decks, and other seating areas. Gathering areas shall be constructed of hardscape.
- d. “Hardscape” means durable landscape materials, such as concrete, wood, pavers, stone, or compacted inorganic mulch.
- e. “Lawn” means ground that is covered with grass or turf that is or typically should be regularly mowed.
- f. “Mulch” means any material such as rock, bark, compost, wood chips or other materials left loose and applied to the soil or on top of landscape fabric or similar barriers.
- g. “Paths” means designed routes between buildings, activity zones, active recreation areas, gathering areas, and other landscape areas and features. Does not include sidewalks along rights of ways and accesses.
- h. “Planting Bed” means areas of the landscape that consist of plants, such as trees, ornamental grasses, shrubs, perennials, and other regionally appropriate plants.
- i. “Total Landscaped Area” means the improved areas of the property that incorporate all the completed features of the landscape. The landscaped area does not include footprints of buildings or structures, sidewalks along rights of ways and accesses, parking areas, drive aisles, driveways, and other vehicular accesses, and non-irrigated areas intentionally left undeveloped.

2. Water-wise landscaping. All new commercial, institutional, industrial, and multi-family development, and all front and side yard landscaping for new

single-family residential development shall implement water-wise landscaping and shall comply with the following:

- a. Lawn shall not be less than 8 feet wide at its narrowest point.
 - b. Lawn shall not be installed in park strips, paths, or on slopes greater than 25% or 4:1 grade.
 - i. Paths shall be made with hardscape, mulch, or other non-lawn ground surface material.
 - c. For residential development, lawn shall not exceed 50% of the total landscaped area in front and side yards.
 - a.d. For commercial, industrial, institutional, and common area landscapes for multi-family development, lawn areas shall not exceed 20% of the total landscaped area outside of active recreation areas.
 - e. At least 25% of non-lawn landscaped areas must contain plants, trees, and shrubs that create at least 50% living plant cover at maturity at the ground plane, not including tree canopies, throughout the total landscaped area.
- 2.3. No more than 25% of the total landscaped area outside of activity zones and gathering areas may be covered by impervious material. All impervious materials and hardscapes shall be designed, graded, located, and maintained so as to not cause water to drain or run off onto adjacent property.

...

44. **Landscaping.** Landscaping shall mean the use and integrations of traditional landscape design methods and water-wise landscaping methods including Xeriscape. Landscaping consists of the A-combination of planted trees, shrubs, vines, ground covers, grass, rocks, mulch, fountains, pools, art works, screens, walls, fences, benches, planters, and paths or surrounding walkways set into any aesthetically pleasing arrangement should be implanted. Landscaped areas do not include footprints of buildings or structures, sidewalks along rights of ways and accesses, parking areas, drive aisles, driveways, and other vehicular accesses. The use of structures or surfaced walkways, alone, in the absence of planted trees, grass, etc., shall not meet the requirements of this Code.

...

63. **Park Strip.** The area within a right of way between the back of curb to the sidewalk. Park strips do not include any area within a parkway detail.

64. **Parkway Detail.** A streetscape and landscape standard defined by the City's adopted design and construction standards that is implemented or planned to be implemented along designated right of way corridors. Parkway details may be located on property owned by the city or within an easement dedicated to the city.

...

986. **Xeriscape Water-Wise Landscaping.** Xeriscape Water-wise landscaping, also referred to as xeriscaping or localscaping, is interpreted to be landscaping in a manner that reduces the need for supplemental irrigation, conserves water, and enhances the beauty and utility of the property. Water-wise landscaping Residents should be conscientious of avoids overuse of both lawn and non-living ground cover, utilizing plants, trees, and shrubs appropriate to the climate with sufficient density to maintain soil and plant health and to avoid creating or exacerbating heat islands, while employing high efficiency irrigation methods that to avoid losing water to evaporation and run-off. Xeriscape Water-wise landscaping shall consists of an attractive mix of plantings, lawn, rocks non-living mulch, hardscapes, paths, planting beds, and other landscaping materials. For front yards and park strips, at least 25% of any xeriscape must contain plants, trees and shrubs. See Section 3-628 for additional regulations and definitions.

-[Renumber accordingly]



Water Efficiency Standards

1. Purpose

The purpose of these Water Efficiency Standards is to conserve the public's water resources by establishing water conservation standards for outdoor landscaping and indoor plumbing fixtures.

Definitions

- A. Activity Zones: Portions of the landscape designed for recreation or function, such as storage areas, fire pits, vegetable gardens, and playgrounds.
- B. Active Recreation Areas: Areas of the landscape dedicated to active play where lawn may be used as the playing surface (ex. sports fields).
- C. Central Open Shape: An unobstructed area that functions as the focal point of a landscape and is designed in a geometric shape.
- D. Gathering Areas: Portions of the landscape dedicated to congregating, such as patios, gazebos, decks, and other seating areas.
- E. Hardscape: Durable landscape materials, such as concrete, wood, pavers, stone, or compacted inorganic mulch.
- F. Lawn: Ground that is covered with grass or turf that is regularly mowed.
- G. Mulch: Any material such as rock, bark, compost, wood chips or other materials left loose and applied to the soil.
- H. Park Strip: A typically narrow landscaped area located between the back-of-curb and sidewalk.
- I. Paths: Designed routes between landscape areas and features.
- J. Planting Bed: Areas of the landscape that consist of plants, such as trees, ornamental grasses, shrubs, perennials, and other regionally appropriate plants.
- K. Total Landscaped Area: Improved areas of the property that incorporate all the completed features of the landscape. The landscape area does not include footprints of buildings or structures, sidewalks, driveways, and other non-irrigated areas intentionally left undeveloped.

2. Applicability

- A. The following standards shall at a minimum be required for all **new** commercial, institutional, industrial, and multi-family construction, as applicable and for the front and side yards of all new single-family residential construction. These standards shall apply to existing ordinances related to city required landscaping.



- i. If the backyard is required to be landscaped for certificate of occupancy, the standards shall apply to the backyard as well.
 - B. These outdoor standards are not intended to conflict with other landscaping requirements as defined by Utah law, including stormwater retention requirements and low-impact development guidelines. Notwithstanding these outdoor standards, whenever any requirement may conflict with Utah law, such conflicting requirements shall not apply.
- 3. **Landscaping Requirements**
 - A. Lawn shall not be less than 8 feet wide at its narrowest point.
 - B. Lawn shall not be installed in park strips, paths, or on slopes greater than 25% or 4:1 grade.
 - C. Lawn shall not exceed 50% of the total landscaped area in the front and side yards of new residential construction.
 - i. Small residential lots, which have no back yards, in which the total landscaped area is less than 250 square feet, and in which the front yard dimensions cannot accommodate the minimum 8 feet wide lawn area requirement, are exempt from the 8 feet minimum width lawn area requirement and maximum of 50% lawn requirement.
 - D. In commercial, industrial, institutional, and multi-family development common area landscapes, lawn areas shall not exceed 20% of the total landscaped area, outside of active recreation areas.
- 4. **Landscaping Recommendations**
 - A. All irrigation shall be appropriate for the designated plant material to achieve the highest water efficiency. Drip irrigation shall be used except in lawn areas. Drip irrigation systems shall be equipped with a pressure regulator, filter, flush-end assembly, and any other appropriate components.
 - B. Each irrigation valve shall irrigate landscaping with similar site, slope and soil conditions, and plant materials with similar watering needs. Lawn and planting beds shall be irrigated on separate irrigation valves. In addition, drip emitters and sprinklers shall be placed on separate irrigation valves.
 - C. Landscaped areas shall be provided with a WaterSense labeled smart irrigation controller which automatically adjusts the frequency and/or duration of irrigation events in response to changing weather conditions. All controllers shall be equipped with automatic rain delay or rain shut-off capabilities.
 - D. At least 3-4 inches of mulch, permeable to air and water, shall be used in planting beds to control weeds and improve the appearance of the landscaping.



- E. At maturity, landscapes are recommended to have enough plant material (perennials and shrubs) to create at least 50% living plant cover at maturity at the ground plane, not including tree canopies.
5. Landscaping Design Considerations
- A. If size permits, the landscaped areas of the front yard and back yard shall include a designed central open shape created by using lawn, hardscape, groundcover, or gravel.
 - B. Gathering areas shall be constructed of hardscape and placed outside of the central open shape. In a landscape without lawn, gathering areas may function as the central open shape.
 - C. Activity zones shall be located outside of the central open shape and shall be surfaced with materials other than lawn.
 - D. Paths shall be made with materials that do not include lawn, such as hardscape, mulch, or other ground surface material.
6. Additional Recommendations
- A. It is recommended and encouraged that all new and future construction and future additions, remodels, or refurbishments install plumbing fixtures that have the WaterSense label, including lavatory faucets, shower heads, sink faucets, water closets (tank and flushometer-valve toilets), and urinals, to the extent Utah law allows municipalities or local districts to require these fixtures.

2026 Residential Landscape Incentive Program Eligibility

Below are the eligibility details and program requirements for CUWCD's Landscape Incentive Program for Residential Projects. Please note that while this information outlines the requirements to qualify for an incentive, it is the applicant's responsibility to verify that projects comply with city and/or HOA ordinances and requirements.

About the Program

The Landscape Incentive Program offers two project types; lawn replacement and switch to drip (for existing planting beds irrigated with overhead spray). The application form is the same for both. These project types may be done concurrently in one application or split into successive applications.

The incentive for planting new trees (Treebate) may be done with either project type but is not a standalone incentive and does not have a separate application.

The maximum incentive amount allowed per property is \$50,000.

Lawn Replacement

Eligibility

1. The program application must include current photos of the existing landscape, a 2-dimensional landscape design showing the project area, and a project description of what will replace the lawn.
2. Project area has existing, well-maintained, living lawn at initial site visit.
3. Projects started or completed prior to receiving a site visit and approval to proceed from program coordinator are ineligible for this program.
4. Project must be completed within 12 months of initial site visit. Irrigation must be turned on and operational for the completed project inspection visits. These visits are typically unavailable between October 15th and April 15th in cities with secondary irrigation water.
5. Projects may be specific areas or whole landscape conversions, but each project area must meet all terms of the program.

6. Project area is at least 200 square feet. This requirement can be met with multiple smaller areas (in aggregate).
7. No impervious hardscape (concrete, asphalt, pavers, etc.), water features (pools, hot tubs, fountains, etc.), rubber mulch, or artificial turf will be incentivized. These materials may be limited or banned in certain cities. Check your city code before installing these materials in your landscape.
8. Landscape fabric is allowed but is not recommended. The negative effects of landscape fabric are outlined [here](#).
9. Replacement of traditional lawns with native or drought-tolerant lawns, while encouraged, does not qualify for the incentive.
10. Following a project's completion, a program participation agreement and IRS W-9 form will be sent to the property owner(s). Both documents must be signed and returned before a project can receive an incentive. Incentives will be paid to property owner only.

Completed Project Requirements to Receive Incentive

1. Projects may not create or leave in place any areas, lengths, or widths of lawn less than eight feet. Any remaining lawn must be eight feet wide or wider.
2. The project area must have 50% perennial plant coverage at maturity at the ground plane. This does not include tree canopy, annuals, or bulbs.
3. Plants are planted directly in the ground (not in pots, burlap, or cages). Plants in pots are allowed, but do not contribute to the 50% perennial plant coverage requirement.
4. The project area is covered in 3-4 inches of organic (bark, compost, etc.) or inorganic mulch (gravel, chat, flagstone chips, etc.). Rubber mulch is not permitted.
5. The converted area must be drip irrigated. Each drip irrigation zone is separated from any overhead spray irrigation.
6. Each drip irrigation zone/valve is equipped with a dedicated filter and pressure reducer.
7. Each drip irrigation zone/valve may only use one type of drip irrigation (point source or in-line).

8. Drip emitters cannot exceed 5 gallons per hour.
9. Micro-sprays, bubblers, adjustable drip emitters, and soaker hoses are not permitted.
10. Park strip project areas must have 50% perennial plant coverage at the ground level at maturity with no perennials exceeding 24 inches tall at maturity. Plants that must be pruned to stay below 24 inches are not allowed.
11. For the final visit, irrigation must be operational and free of leaks. Filters and pressure reducers must be accessible and visible.
12. Hardscape cannot exceed 50% of the front yard landscaped area or 75% of the backyard landscaped area.
13. Any portion of the installed project that does not meet the requirements at the final inspection may be corrected within 60 days from the inspection or within the remainder of the designated time frame, whichever is greater, without penalty.

Switch to Drip- For Existing Planting Beds

Eligibility

1. Project area is at least 200 square feet (If not in conjunction with a lawn removal project. Can meet requirement with multiple smaller areas (in aggregate).
2. The application must include current photos of the proposed project area, a 2-dimensional landscape design showing the project area, and a description of the proposed changes.
3. Projects started or completed prior to receiving a site visit and approval to proceed from program staff are ineligible for this program.
4. Project must be completed within 12 months of initial site visit. Irrigation must be turned on and operational for the final visit. These visits are typically unavailable between October 15th and April 15th in cities with secondary irrigation water.
5. Planting beds must be a defined space with intentional ornamental plants. Undeveloped or unmaintained landscape areas do not qualify for the Switch to Drip incentive.
6. Areas to be converted must have existing, operable, overhead spray irrigation **within** the planting bed at the time of the site visit from program staff.

7. Landscape fabric is allowed but is not recommended. The negative effects of landscape fabric are outlined [here](#).
8. Following a project's completion, a program participation agreement and IRS W-9 form will be sent to the property owner(s). Both documents must be signed and returned before a project can receive an incentive. Incentives will be paid to property owner only.

Completed Project Requirements to Receive Incentive

1. The project area must have 50% perennial plant coverage at maturity at the ground plane. This does not include tree canopy, annuals, or bulbs. The project area may include this plant material however it will not be calculated to meet the plant coverage requirement.
2. Plants are planted directly in the ground (not in pots, burlap, or cages). Plants in pots are allowed, but do not contribute to the 50% perennial plant coverage requirement.
3. The project area is covered in 3-4 inches of organic (bark, compost, etc.) or inorganic (rock, chat, flagstone chips, etc.) mulch. Rubber mulch is not permitted.
4. The converted area must be drip irrigated. Each drip irrigation zone is separated from any overhead spray irrigation.
5. Each drip irrigation zone/valve is equipped with a dedicated filter and pressure reducer. Filters and pressure reducers must be accessible for regular maintenance.
6. Each drip irrigation zone/valve may only use one type of drip irrigation (point source or in-line).
7. Drip emitters cannot exceed 5 gallons per hour.
8. Micro-sprays, bubblers, adjustable drip emitters, and soaker hoses are not permitted.
9. For the final visit, irrigation must be operational and free of leaks. Filters and pressure reducers must be accessible and visible.
10. Any portion of the installed project that does not meet the requirements at the final inspection may be corrected within 60 days from the inspection or within the remainder of the designated time frame, whichever is greater, without penalty.

Treebate

Incentive Amount = \$50/tree up to 10 trees per project

Eligibility

1. This incentive is offered only in conjunction with one of the above-mentioned projects. Trees must be planted in the project area. No stand-alone treebates are offered.
2. Trees on the provided [exclusion list](#) are ineligible for the treebate.
3. Plant tags for new trees must be provided at the final visit.
4. Trees planted within park strips less than 10 feet wide or within 10 feet of a home are not eligible.
5. Must comply with local city or HOA requirements.

Requirements to Receive Incentive

1. Trees must be planted in the ground. Trees planted with burlap or cages, or in pots, will not be eligible.
2. Trees must be single-stemmed and be at least a one-inch caliper (have a one-inch diameter trunk six inches above the ground plane) at the time of installation.
3. Trees must be at least 10 feet tall and wide at maturity.
4. Trees must be drip irrigated, meeting all requirements of drip irrigation listed in the lawn replacement and switch to drip project types above. **In-line drip irrigation throughout the rootzone is strongly recommended for new and mature trees.**



CITY COUNCIL AGENDA REPORT

ITEM #4e

DATE: August 4, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Rob Patterson, City Attorney/Planning & Zoning Administrator
SPONSORED BY: City Staff
SUBJECT: Sight Triangle Regulation Amendments
TYPE: Development Code Update (Legislative)

PURPOSE:

The City Council will consider proposed amendments to both the Development Code and Municipal Code that standardize and clarify the City's sight triangle regulations.

STAFF RECOMMENDATION:

Staff recommends the City Council consider the proposed amendments and the recommendation of the Planning Commission, hold a public hearing, and adopt the proposed sight triangle amendments.

PRIOR COUNCIL DIRECTION:

No recent specific review of sight triangle regulations. The City Council reviewed and approved updates to the City's general design and construction standards and specifications at the beginning of 2024, which include the sight triangle regulations being implemented into the City's codes with these amendments.

BACKGROUND:

Highland City, like most cities, regulates landscaping, grading, fences, and structures near intersections. These regulations are commonly referred to as "sight triangle" regulations, because they establish triangular areas required to be kept clear of any visual obstructions. The City currently has a few different and somewhat contradictory sight triangle regulations in its code, which has caused some confusion as to the City's requirements. The proposed amendments attempt to clarify and provide consistency to these regulations.

In general, sight triangle regulations prohibit anything over 3 feet from being within a designated sight triangle. The City's code currently uses different sizes and measurements for locating sight triangles - 25 feet for trees along property line, 40 feet for signs along property lines, 40 feet for other obstructions along street lines, etc. At the beginning of 2024, the City adopted updated design and construction standards that included updated sight triangle drawings and standards. These drawings and standards apply two uniform standards: first, a 40-foot sight triangle that generally applies to all local streets, and second, the national sight triangle standards promulgated by AASHTO (American Association of State Highway and Transportation Officials). A copy of these design standards is attached.

Staff is proposing to update the City's municipal and development codes to similarly incorporate these two standards as the general sight triangle regulations and remove all contrary standards. With these

amendments, staff and the Planning Commission have recommended two substantive clarifications.

1. Clarifying that the 3-foot height limit is measured from sidewalk or, where there is no sidewalk, from the road surface.
2. Updating the tree and vegetation requirement to limit the circumference of vegetation in a sight triangle to a maximum of 12 inches, requiring trimming of foliage between 3 and 8 feet in height (increased from 6 feet), and keeping vegetation 20 feet apart.

PLANNING COMMISSION ACTION

The Planning Commission held a duly noticed public hearing on these amendments on July 28, 2026. One public comment was received regarding a concern with a potential 14-foot sight triangle driveway regulation that staff proposed to the Commission. The Commission discussed the proposed amendments, including two additional amendments staff had proposed for consideration, including a 14-foot driveway regulation and removing the allowance for pruned and spaced trees and vegetation within sight triangles.

The Commission supported the clarification and consolidation of the sight triangle standards. As to the 14-foot driveway sight triangle, the Commission recommended removing that specific regulation and relying on the generally applicable AASHTO standard already in code. They did not believe that this regulation was needed for residential properties, given the low traffic, and would already be handled for non-residential properties with the AASHTO standard. As to vegetation, the Commission believed that, so long as the trees and vegetation were properly trimmed and maintained, they would not significantly impact the sight triangle. The Commission ultimately voted unanimously to recommend approval of the amendments without the 14-foot driveway sight triangle and with a clarified vegetation standard.

STAFF REVIEW

Staff prepared the proposed amendments to clarify and consolidate sight triangle regulations, relying on the already existing general construction standards and specifications. Staff's preference would be to not allow any vegetation over 3 feet within a sight triangle, since vegetation and trees that begin acceptable tend to grow beyond what is allowed, requiring staff to push residents to trim trees. However, staff is not strongly opposed to continuing the exception, with the clarifications recommended by staff.

Accordingly, staff supports and recommends adoption of the proposed amendments as recommended by the Commission, and staff has updated the proposed amendments to reflect the changes recommended by the Commission. If the Council wants to adopt the amendments but prohibit vegetation over 3 feet within a sight triangle, the ordinance would be approved without section 3-610(2).

FISCAL IMPACT:

No anticipated fiscal impact.

MOTION:

I move that City Council adopt the two ordinances amending both the Development Code and Municipal Code regarding sight triangle regulations.

If the Council wants to prohibit vegetation over 3 feet in the sight triangle, the Council may adopt the ordinances without section 3-610(2).

ATTACHMENTS:

1. Ordinance Dev Code - Sight Triangle Amendments - As Rec by PC
2. Ordinance Muni Code - Sight Triangle Amendments
3. Sight Triangle - Current Design Standards

AN ORDINANCE AMENDING HIGHLAND CITY DEVELOPMENT CODE RELATED TO SIGHT TRIANGLE REGULATIONS

WHEREAS, Highland City is authorized to enact land use regulations that govern the use and development of property in accordance with State law;

WHEREAS, Highland City desires to clarify and consolidate its sight triangle regulations;

WHEREAS, a duly noticed public hearing was held by the Planning Commission regarding the proposed amendments on July 28, 2026, after which hearing the Commission recommended adoption of certain amendments;

WHEREAS, the Highland City Council provided notice of and conducted a public hearing regarding the proposed amendments and to review the recommendation of the Planning Commission on August 4, 2026;

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. The Highland Development 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 4th day of August, 2026.

Brittney P. Bills
Mayor

ATTESTED:

Stephannie B. Cottle
City Recorder

Exhibit A

3-4311 Driveway And Curb Openings

...

4. The following standards shall apply in determining the size of curb openings and location of driveways:

... m. No object shall be so situated as to interfere with the required sight ~~triangle areas~~distance at intersections, on or off site, including driveway openings, and intersecting driveways, as set forth in Section 3-610. the AASHTO "Policy on Geometric Design of Highways and Streets," latest edition, hereinafter referred to as the AASHTO Policy on Geometric Design.

3-4312 Landscaping

...

11. At Intersections. Landscaping along all streets, accesses, and boundaries shall comply with Section 3-610 regarding sight triangle areas ~~be limited to a height of not more than three (3) feet within the area required for minimum sight distance as specified in the AASHTO Policy on Geometric Design for including landscaping adjacent to~~ the following intersections.

- a. A vehicular trafficway or driveway and a street;
- b. A vehicular trafficway or driveway and a sidewalk;
- c. Two or more vehicular traffic ways, driveways, or streets.

3-4361 Landscaping

...

11. At Intersections. Landscaping along all streets, accesses, and boundaries shall comply with Section 3-610 regarding sight triangle areas ~~be limited to a height of not more than three (3) feet within the area required for minimum sight distance as specified in the AASHTO Policy on Geometric Design for including landscaping adjacent to~~ the following intersections.

- a. A vehicular trafficway or driveway and a street;
- b. A vehicular trafficway or driveway and a sidewalk;
- c. Two or more vehicular traffic ways, driveways, or streets.

3-4511 Driveway And Curb Openings

...

4. The following standards shall apply in determining the size of curb openings and location of driveways:

...

- m. No object shall be so situated as to interfere with the required sight triangle areas ~~distance at intersections, on or off site, including driveway openings, and intersecting driveways,~~ as set forth in Section 3-610 the AASHTO "Policy on Geometric Design of Highways and Streets," latest edition, hereinafter referred to as the AASHTO Policy on Geometric Design.

3-4512 Landscaping

...

11. At Intersections. Landscaping along all streets, accesses, and boundaries shall comply with Section 3-610 regarding sight triangle areas ~~be limited to a height of not more than three (3) feet within the area required for minimum sight distance as specified in the AASHTO Policy on Geometric Design for including landscaping adjacent to~~ the following intersections.
 - a. A vehicular trafficway or driveway and a street;
 - b. A vehicular trafficway or driveway and a sidewalk;
 - c. Two or more vehicular traffic ways, driveways, or streets.

3-4613 Landscaping

...

12. At Intersections. Landscaping along all streets, accesses, and boundaries shall comply with Section 3-610 regarding sight triangle areas ~~be limited to a height of not more than three (3) feet within the area required for minimum sight distance as specified in the AASHTO Policy on Geometric Design for including landscaping adjacent to~~ the following intersections.
 - a. A vehicular trafficway or driveway and a street;
 - b. A vehicular trafficway or driveway and a sidewalk;
 - c. Two or more vehicular traffic ways, driveways, or streets.

3-4729 Landscaping

...

11. At Intersections. Landscaping along all streets, accesses, and boundaries shall comply with Section 3-610 regarding sight triangle areas ~~be limited to a height of not more than three (3) feet within the area required for minimum sight distance as specified in the AASHTO Policy on Geometric Design for including landscaping adjacent to~~ the following intersections.

- a. A vehicular trafficway or driveway and a street;
- b. A vehicular trafficway or driveway and a sidewalk;
- c. Two or more vehicular traffic ways, driveways, or streets.

3-4910 Driveway And Curb Openings

...

4. The following standards shall apply in determining the size of curb openings and location of driveways:

...

- m. No object shall be so situated as to interfere with the required sight ~~triangle areas~~ distance at intersections, on or off site, including driveway openings, and intersecting driveways, as set forth in Section 3-610 ~~the AASHTO "Policy on Geometric Design of Highways and Streets," latest edition, hereinafter referred to as the AASHTO Policy on Geometric Design.~~

3-4911 Landscaping

...

11. At Intersections. Landscaping along all streets, accesses, and boundaries shall comply with Section 3-610 regarding sight triangle areas ~~be limited to a height of not more than three (3) feet within the area required for minimum sight distance as specified in the AASHTO Policy on Geometric Design for including landscaping adjacent to~~ the following intersections.

- a. A vehicular trafficway or driveway and a street;
- b. A vehicular trafficway or driveway and a sidewalk;
- c. Two or more vehicular traffic ways, driveways, or streets.

3-4951 Landscaping

...

9. At Intersections. Landscaping along all streets, accesses, and boundaries shall comply with Section 3-610 regarding sight triangle areas ~~be limited to a height of not more than three (3) feet within the area required for minimum sight distance as specified in the AASHTO Policy on Geometric Design for including landscaping adjacent to~~ the following intersections.

- a. A vehicular trafficway or driveway and a street;
- b. A vehicular trafficway or driveway and a sidewalk;
- c. Two or more vehicular traffic ways, driveways, or streets.

3-41010 Driveway And Curb Openings

...

4. The following standards shall apply in determining the size of curb openings and location of driveways:

...

- m. No object shall be so situated as to interfere with the required sight triangle areas ~~distance at intersections, on or off site, including driveway openings, and intersecting driveways,~~ as set forth in Section 3-610 ~~the AASHTO "Policy on Geometric Design of Highways and Streets," latest edition, hereinafter referred to as the AASHTO Policy on Geometric Design.~~

3-41011 Landscaping

...

11. At Intersections. Landscaping along all streets, accesses, and boundaries shall comply with Section 3-610 regarding sight triangle areas ~~be limited to a height of not more than three (3) feet within the area required for minimum sight distance as specified in the AASHTO Policy on Geometric Design for including landscaping adjacent to~~ the following intersections.

- a. A vehicular trafficway or driveway and a street;
- b. A vehicular trafficway or driveway and a sidewalk;
- c. Two or more vehicular traffic ways, driveways, or streets.

3-610 Clear View Of Intersecting Streets Sight Triangle and Clearance Regulations

1. ~~Clear Vision Area — Corner Lots. In all Zones except C-1, n~~Sight triangles. Except as provided herein, no structure, vegetation, landscaping, walls, fences, or grading in excess of three (3) feet in height shall be allowed, installed, or constructed within any sight triangle area described herein.
 - a. ~~shall be placed on any corner lot within a triangle area formed by the street property lines and~~For intersecting streets, the sight triangle shall be the area formed by the diagonal line connecting them at two points forty (40) feet on either side of from the intersection of the street curb lines or the edge lines of the roadways where curbing is not installed.~~property lines. See Standard Drawing ST-06.~~
 - b. For all roads, driveways, and other vehicular accesses or trafficways, the sight triangle shall also include all minimum required sight distance areas described in the AASHTO Policy on Geometric Design of Highway and Streets, latest edition.
2. Exception. Trees or other vegetation over three (3) feet in height may be planted and maintained within a sight triangle area only if:
 - a. The total diameter of the trunk and any foliage of the tree or other vegetation parallel to the road surface at all points between three (3) and eight (8) feet in height is twelve (12) inches or less; and
 - b. The closest distance between the trunk or foliage of any tree or vegetation over three (3) feet in height remains at least twenty (20) feet apart, except for foliage above eight (8) feet in height.
- ~~2. On street intersections where speed limits are greater than 35 mph all fences, walls, and hedges over three feet in height must be~~
 - a. ~~Outside the 40 foot triangle and either 10 feet off of the side property line, or~~
 - b. ~~18 feet from the edge of the closest 12 foot travel lane, or~~
 - c. ~~As per AASHTO Policy on Geometric Design of Highway and Streets regarding safe sight distances.~~

~~3. Setbacks. All fences, walls, hedges, or similar devices must be placed within property boundaries and always outside the planned road right of way.~~

~~4.3. Height measurement. For purposes of this section, height shall be measured from grade of the adjacent sidewalk or from the grade of the adjacent driving surface where sidewalk is not installed. Where there is a difference in the grade of the properties on either side of the fence or wall, the height of a fence or wall shall be measured from either side of the adjoining properties except that in any instance a three (3) foot height fence shall be measured from the higher side.~~

~~5.4. Fire safety. There shall be no fence, wall, structure, or vegetation other than ground cover or hedge within three (3) feet of any fire hydrant.~~

~~6. Hedge Definition for Clear Vision Area: single shrub planting shall not constitute a hedge if the closest distance between the foliage of any two (2) plants, over three feet in height, is and remains at least (20) feet apart except for that foliage above 6 foot in height. Hedges shall consist of nursery grade plants, shrubs, trees, grass, or similar landscaping materials.~~

~~7.5. The portion of a sight triangle area within a park strip or unimproved right of way between the Roadway and/or sidewalks and fences are to and the areas near fire hydrants shall be maintained by the abutting property owner, with park strip areas maintained according to the requirements set forth in defined in Chapter 3, Article 6, Section 3-621 in this Code. Private fences, walls, structures, hedges, and similar vegetation and improvements shall not be installed within a public right of way, whether improved or unimproved.~~

3-707 Signs In Commercial Zones And Commercial Uses In Planned Development Zones

1. Permanent Signs. All signs within commercial zones and commercial uses in Planned Development zones shall require a sign permit with exception of those stated as such below. All permanent signs within commercial zones shall be installed by a licensed sign contractor according to State Law. All permanent signs shall require the approval of the Land Use Authority. All permanent signs within commercial zones of a sign type that has not been previously approved shall require specific approval by the architectural review Land Use Authority. In addition to any other permitted sign or signs, signs for special purposes set forth in this Section shall be permitted as provided herein:

...

f. Vehicle Fueling Signs

- i. Vehicle Fueling Signs is to mean a sign containing prices and grades of fuel for sale at a service station.
- ii. A vehicle fueling station may have one fuel price monument sign per street frontage. The maximum sign area shall be 58 square feet on one street and 30 square feet on the other. The maximum height of the signs shall be eight feet excluding a required two-foot stone or brick base.
- iii. Vehicle fueling stations may use up to one-half (1/2) of the allowed monument sign area for a reader panel only to identify the current price of fuel being sold.
- iv. Vehicle Fueling Signs may not be located closer than 100 feet from a street intersection and shall be located outside of ~~the clear vision sight~~ triangle areas.
- v. Sign lighting shall be shielded in a manner that the illumination source is not visible from any contiguous lot or real property.

3-714 Exceptions

...

2. Political Signs shall be permitted as follows:
 - a. Political signs are allowed in all zoning districts.
 - b. The maximum sign area for any political sign shall be thirty-two (32) square feet and the maximum height shall be eight (8) feet.
 - c. Political signs are not permitted on private property or in a park strip fronting on private property without the private property owner's permission. Signs may be taken down by the private property owner.
 - d. Political signs are not permitted on public property or in a park strip fronting on public property.
 - e. Political signs shall not be permitted in ~~the clear vision sight~~ triangle areas.

3-718 Sign Definitions

...

49. Sign, Signs in ~~traffic safety~~ sight triangle areas. Signs are not permitted within any traffic safety sight triangle area as defined by Section 3-610. ~~shown to the right. A traffic safety sight area is an area at a corner of a street. The area is within a triangle measured from a point where the property line would meet (see figure to the right) and then measured 40 feet back (see Fig. 3-718.12).~~

~~Figure 3-718.12~~

10-102 Definitions

73. **Sight Triangle.** Triangular areas adjacent to streets, driveways, and other vehicular accesses, defining areas where vision obstructions are prohibited. See Section 3-610.

[renumber sections accordingly]

**AN ORDINANCE AMENDING HIGHLAND CITY MUNICIPAL CODE RELATED TO
SIGHT TRIANGLE REGULATIONS**

WHEREAS, Highland City is authorized to enact regulations that govern the use and development of property, the use, maintenance, and protection of City rights of way, and the maintenance of required safety standards in accordance with State law;

WHEREAS, Highland City desires to clarify and consolidate its sight triangle regulations;

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. 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 4th day of August, 2026.

Brittney P. Bills
Mayor

ATTESTED:

Stephannie B. Cottle
City Recorder

Exhibit A

2.36.160 Appendix A – Arboricultural Standards and Specifications

...

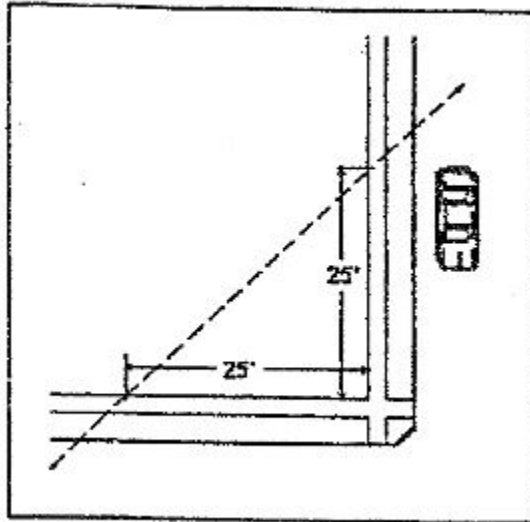
D. Street Tree Spacing and Location Requirements.

...

3. General Guidelines.

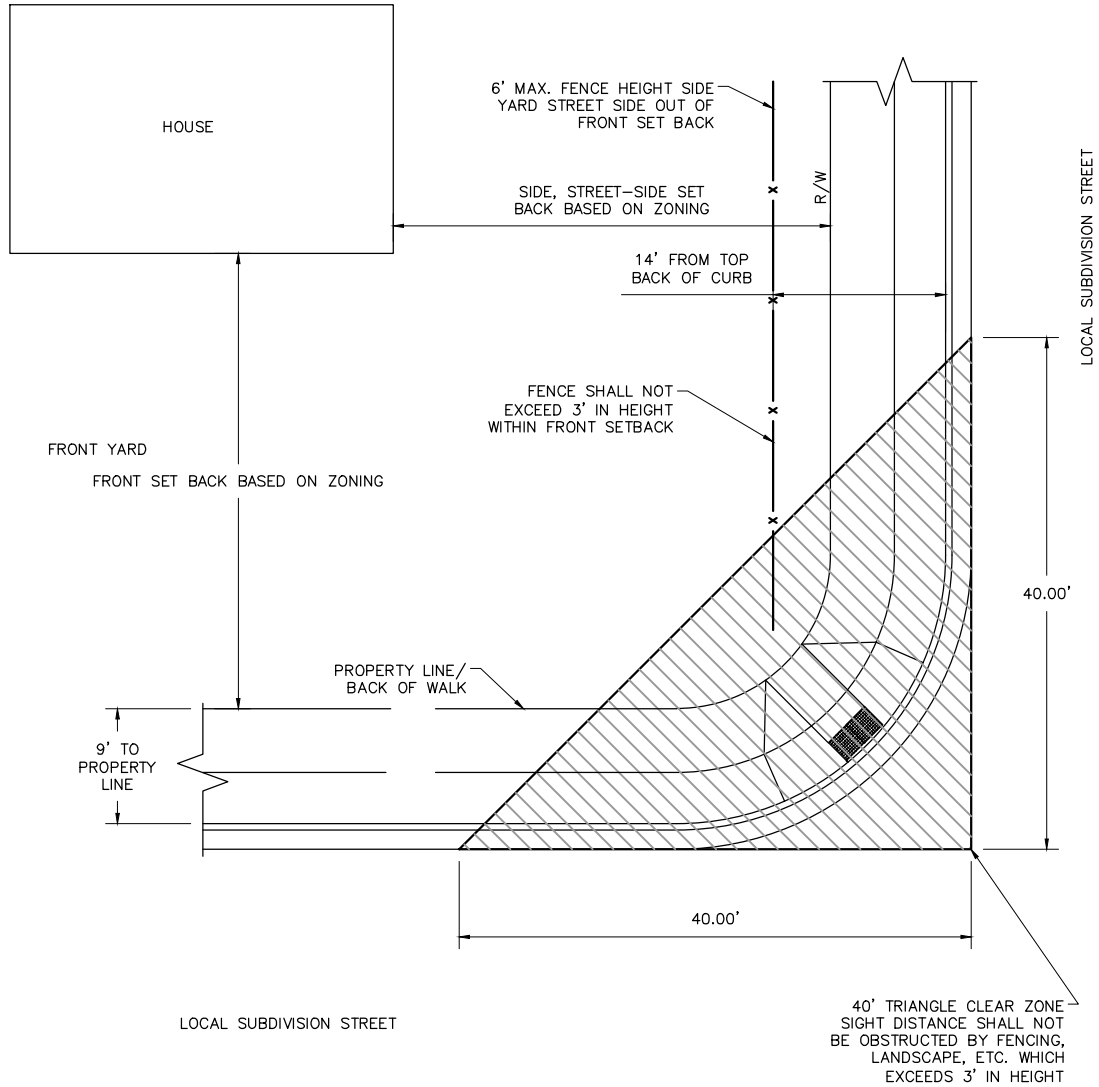
...

- j. The planting, location, and maintenance of trees and other vegetation shall comply with the sight triangle regulations set forth in Section 3-610 of the Development Code. At the intersection of roadways, no plant material with a mature height greater than thirty six inches shall be planted within a sight triangle measuring twenty five feet along the boundary of each of the intersecting curb lines, except where engineering standards indicate otherwise. No tree shall be planted in such a location that it would create a conflict with sight obstacle triangle.

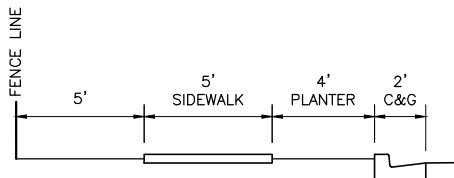


- k. The All sight triangle areas shall be clear vision area is maintained by the adjacent property owner to provide an adequate field of vision for motorists and pedestrians at road intersections.

NOTE: SEE APPROPRIATE NOTES IN
HIGHLAND TRAFFIC CALMING MANUAL &
CITY DESIGN CRITERIA



SIGHT TRIANGLE
SCALE: NTS



TYPICAL CROSS SECTION LOCAL STREETS
SCALE: NTS

NOTE:
1. SIGHT DISTANCE SHALL ALSO COMPLY WITH
HIGHLAND CITY DESIGN CRITERIA, SECTION 2.06 (F).

STATEMENT OF USE
THIS DOCUMENT AND ANY ILLUSTRATIONS HEREON ARE PROVIDED AS
STANDARD CONSTRUCTION DETAILS WITHIN HIGHLAND CITY. DEVIATION
FROM THIS DOCUMENT REQUIRES APPROVAL OF HIGHLAND CITY.
HIGHLAND CITY CORP. CAN NOT BE HELD LIABLE FOR MISUSE OR
CHANGES REGARDING THIS DOCUMENT.

CHECKED BY: AJS



**HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING**

SITE TRIANGLE DETAIL

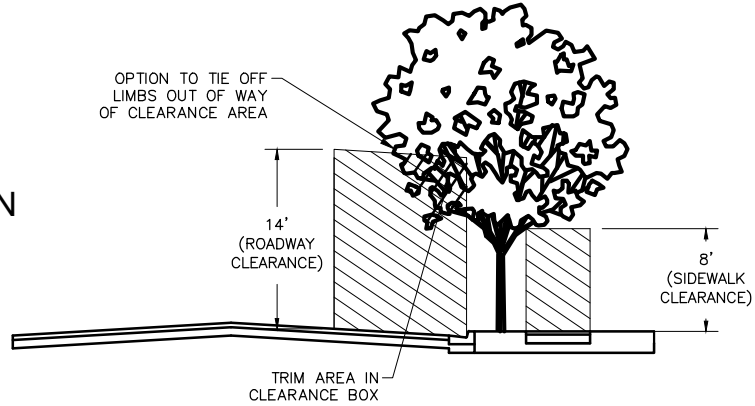
STD DWG #

ST-06

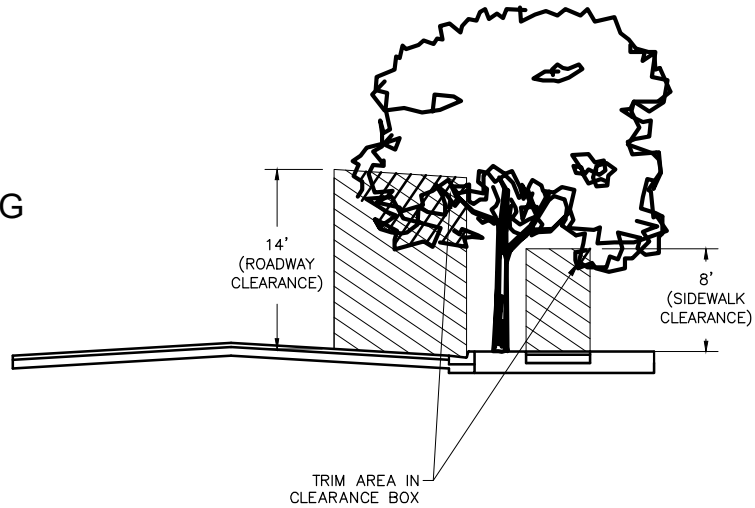
NO.	REVISION DESCRIPTION	BY	DATE	LAST UPDATED: 1/5/2024

HIGHLAND CITY TREE TRIMMING GUIDE

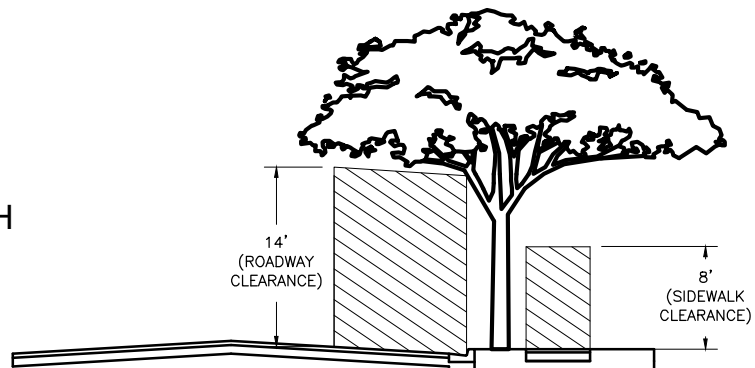
YOUNG TREE STILL IN
GROWTH CYCLE



REQUIRES TRIMMING
AT FULL GROWTH



TRIMMED TREE
AT FULL GROWTH



STATEMENT OF USE
THIS DOCUMENT AND ANY ILLUSTRATIONS HEREON ARE PROVIDED AS STANDARD CONSTRUCTION DETAILS WITHIN HIGHLAND CITY. DEVIATION FROM THIS DOCUMENT REQUIRES APPROVAL OF HIGHLAND CITY. HIGHLAND CITY CORP. CAN NOT BE HELD LIABLE FOR MISUSE OR CHANGES REGARDING THIS DOCUMENT.

CHECKED BY: AJS



HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING

TREE TRIMMING DETAIL

STD DWG #

ST-09

NO.	REVISION DESCRIPTION	BY	APR	DATE	LAST UPDATED: 12/5/2023

Sub-Section C. ADA Curb Ramp Design:

Curb ramps shall be designed in accordance with current ADA standards and guidelines and shall meet the Accessibility Standards found in the Highland City Standard Specifications. The improvement design drawings also include site specific dimensional information to ensure ramps are constructed appropriately.

Sub-Section D. Stop Controlled Grades at Intersections:

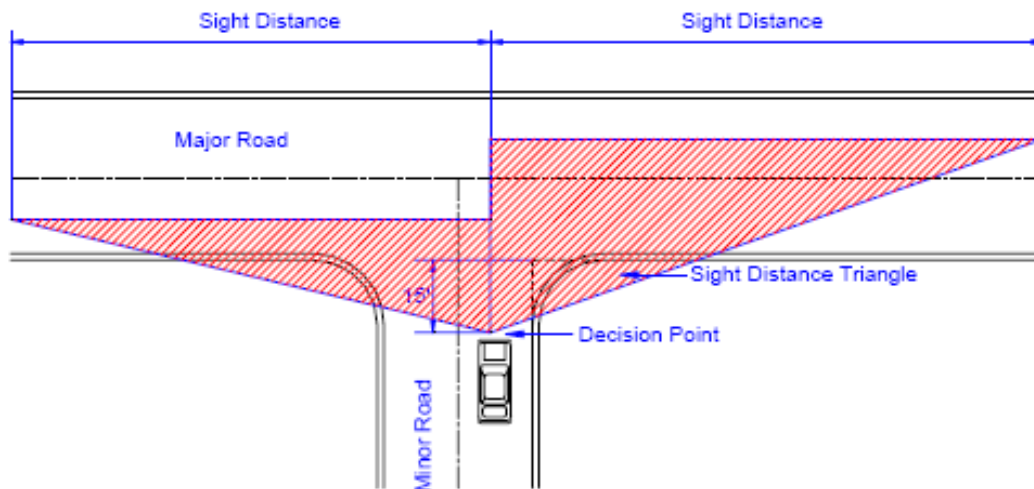
Streets that will have stop control at an intersection shall not have a grade slope of greater than three percent (3%) for a distance of fifty (50) feet from the intersecting streets right-of-way.

Sub-Section E. Roundabout Design:

Roundabouts shall be designed in accordance with the U.S. Department of Transportation publication FHWA-RD-00-067 (*Roundabouts: An Informational Guide*). Roundabouts in local streets shall also follow the criteria shown in the standard drawings. The engineer shall submit the circulatory design speeds with the design drawings.

Sub-Section F. Site Distance Triangle:

A clear line of sight must be provided at all intersections. The “Sight Distance Triangle” must be calculated using the stopping “Sight Distance” of the road being intersected. The stopping “Sight Distance” is 200 feet for a Local street, 300 feet for a Collector and 425 feet for an Arterial. The figure below illustrates the required “Sight Distance Triangle” based on the “Sight Distance”. Compare to drawing.

**Section 2.07 ACCESS MANAGEMENT**

All access to property shall follow the Highland Traffic Calming and Pedestrian Safety Manual, as adopted by Highland City, and as specifically shown in Table 7.

The maximum driveway width allowed is 50'-0" and may not be closer than 30' to the PC of the curb return. Additional access to property may be allowed on separate frontage but must not exceed 15'-0" in width.



CITY COUNCIL AGENDA REPORT

ITEM #5a

DATE: August 4, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Chris Trusty, City Engineer/Public Works Director
SPONSORED BY: City Staff
SUBJECT: Well 4 Motor Repair & Rewind
TYPE: General City Management

PURPOSE:

The City Council will consider a bid award to Sidewinders to repair the motor in well #4.

STAFF RECOMMENDATION:

Staff recommends approval of a bid to repair the well #4 motor to Sidewinders in the amount of up to \$28,553.54, which includes a 10% contingency.

PRIOR COUNCIL DIRECTION:

On June 16, 2026, city council approved the interim fiscal year 2026-2027 budget.

BACKGROUND:

Earlier this month, in the course of normal exercise of well #4, the motor stopped working. As staff investigated the problem, it was determined the motor wasn't functioning properly. A less expensive alternative to replacing the motor is to "rewind" the motor. This is a process in which damaged or burned out copper wires inside an electric motor are replaced to restore its function. Staff obtained a quote from Sidewinders to do the needed work. Sidewinders suspects that the reason the motor failed is due to short resulting in a ground fault. In addition, they mention the wires were epoxy and should have been VPI resin. Inadequate winding support likely permitted conductor movement during operation, leading to insulation breakdown between turns and the eventual ground fault. The motor for this well is a 400 HP motor which is the largest in the system, hence the high pricing.

FISCAL IMPACT:

The cost of this service is \$28,553.54. Funding for this expense is included in GL 55-40-41 System Repairs in the FY2027 budget.

MOTION:

I move that City Council award the bid to repair the well #4 motor to Sidewinders Motor Services in the amount of up to \$28,553.54, which includes a 10% contingency.

ATTACHMENTS:

1. Quote Sheet



9187 W. Magna Main Street, Magna, Utah 84044
801-250-6267 sidewindersllc.com

Quote

1/2

Attn

cc

Roy Bond

Phone:

(801) 756-5757 x

Fax:

Quote Number

RQ3051

Job Number

R3206

Customer Information

Highland City
5400 W Civic Center Dr. Ste 1
AMERICAN FORK, UT 84003

Ship To Information

Highland City
4066 W 11000 N
AMERICAN FORK, UT 84003

Quote Date: 7/21/2026

Customer ID: 1178

Quoted By: Martin Dooney

RFQ #:

Salesperson: Sidewinders LLC

Terms: Net 30

Nameplate Information

ID	RE2858
Motor-Make	GE
Rating	400
Motor-Model	5KS449DAJ6103
RPM	1800
Full Load	1790
Frame	1449TP20
Enclosure	WP1

Poles	4
Rated V.	460
Rated A.	441
ODE Brg#	235A253AB01
DE Brg#	6217 C3
# of Phases	3
Frequency (Hz)	60

Quote Information

Ship Via: Customer Drop Off

Reason For Work:

Cause of Failure:

- Suspected turn-to-turn short resulting in a ground fault.
The windings appear to have been epoxy coated rather than VPI resin impregnated. Inadequate winding support likely permitted conductor movement during operation, leading to insulation breakdown between turns and the eventual ground fault.

Required Work:

MAJOR AC MOTOR REPAIR:
DISMANTLE, CLEAN, AND INSPECT. ELECTRICALLY TEST WINDINGS. (GROUNDED / SHORTED) MIC AND RECORD ALL MECHANICAL FITS. REWIND, VPI AND BAKE STATOR. HYPOT AND SURGE TEST STATOR WINDINGS. DYNAMICALLY BALANCE ALL ROTATING PARTS. INSTALL NEW BEARINGS. INSTALL NEW SGR. ASSEMBLE, TEST RUN AND RECORD ALL DATA. PAINT AND COMPLETE.

Comments:

New upper bearings and SGR have a 1 week lead time ARO at time of quoting.
Replacement bearings are NSK

Pick Up On

Lead Time

Total Price

Work Based on Straight Time:

7-8 WD

\$25,957.76

Replacement Unit(s)	Unit Price	Insp. Fee	Lead Time	Total Price
6-400-4-hs-wpi-ped24	25,637.72		STOCK	25,637.72
BMR MOTOR, 400 HP, 1800 RPM, 460 VOLTAGE, 5806P FRAME, WP1 ENCLOSURE, SERIAL#				(+ Freight)

SIGNATURE:

DATE:

PRINT NAME:

PO# (If not yet issued)



9187 W. Magna Main Street, Magna, Utah 84044
801-250-6267 sidewindersllc.com

Attn	cc
Roy Bond	
Phone:	Fax:
(801) 756-5757 x	

Quote Number
RQ3051
Job Number
R3206

Customer Information	Ship To Information
Highland City 5400 W Civic Center Dr. Ste 1 AMERICAN FORK, UT 84003	Highland City 4066 W 11000 N AMERICAN FORK, UT 84003

Quote Date:	7/21/2026
Customer ID:	1178
Quoted By:	Martin Dooney
RFQ #:	
Salesperson:	Sidewinders LLC
Terms:	Net 30

Quotes Do Not Include Sales Tax or Freight, Unless Otherwise Noted.
Quote is valid for 30 days and is subject to our most recent 2024 Terms and Conditions.
Quoted lead time is based on current volume and could be subject to change ARO.

SIGNATURE:	_____	DATE:	_____
PRINT NAME:	_____	PO# (If not yet issued)	_____



CITY COUNCIL AGENDA REPORT

ITEM #5b

DATE: August 4, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Chris Trusty, City Engineer/Public Works Director
SPONSORED BY: City Staff
SUBJECT: Beacon Hills Booster Station SCADA Replacement
TYPE: General City Management

PURPOSE:

The City Council will consider a bid award to ICTech to replace the existing SCADA equipment in the Beacon Hills booster station.

STAFF RECOMMENDATION:

Staff recommends approving a bid award to ICTech to replace the existing PLC control panel in the Beacon Hills Booster Station in the amount of up to \$32,810.29 which includes a 10% contingency.

PRIOR COUNCIL DIRECTION:

On June 16, 2026, the City Council approved the interim fiscal year 2026-2027 budget.

BACKGROUND:

The Beacon Hills Booster Station was commissioned in 2005. The SCADA (supervisory control and data acquisition in the booster station is original to the building. The PLC, which is programable logistical control for the SCADA system, was discontinued by the manufacturer in 2017, and a few years ago technical support also ceased. To this point, staff has purchased parts off of e-bay to keep it running. However, that is getting more and more difficult to do. The SCADA equipment allows city staff to monitor the operations of city equipment and will send an alert if a failure were to occur. A non-functioning SCADA system could result in city operators not being notified or a pump or motor failure, which is why it is vital to keep it functioning properly. City staff is proposing to replace this equipment with a new PLC to ensure continued operation. ICTech is the contractor Highland City has used for a number of years to help keep all of our SCADA equipment functioning properly. Staff has been pleased with the partnership and their work.

FISCAL IMPACT:

The cost of this service is \$32,810.29. Funding for this expense is included in GL 55-40-41 System Repairs in the FY2027 budget.

MOTION:

I move that City Council approved the bid award to ICTech for SCADA PLC replacement in the amount of up to \$32,810.29.

ATTACHMENTS:

1. ICTech Proposal

Rev 1

ICTECH, Inc

7/21/2026

All ICTech Control panels include:

- UL listed and Labeled to UL508 Standards (if applicable).
 - 1 Year Warranty on all ICTech supplied components and workmanship.
 - If you have any questions or require additional information please contact Igor Kovalenko at 801-571-6740 or 801-556-0606

Clarifications:

* Submittals will be provided within two weeks after receipt of Purchase Order.
 * Delivery is 4 to 6 weeks dependent on component availability after receipt of Submittal Approval and Purchase Order.
 * Freight to job site not included.

* Tax has been included.

* Our quote is valid for 45 days.

* Payment Terms: 50% on Order, Balance at Shop Test, NET-30.

Project
 Designation
 Description

HIGHLAND CITY RTU4, BEACON PUMP STATION PLC CONTROL PANEL UPGRADE.
 PLC CONTROL PANEL UPGRADE

MATERIAL						
LINE	ITEM	NAME	MANUFACTURER	QTY	UNIT	NOTES
1		CP-1 MAIN CONTROL PANEL	ICTECH	1	EA	
2	SCE-36EL3010LP	ENCLOSURE, 36"HX30"WX10"D, NEMA 12	SCE	1	EA	
3	SCE-36P30	BACK PANEL	SCE	1	EA	
4	630000205	HMI, 7" COLOR	BEIJER	1	EA	
5	EDS-2005-EL	5 PORT ETHERNET SWITCH	MOXA	1	EA	
6	FC6A-D16R1CEE	MICROSMART FC6A PLUS PLC	IDEC	1	EA	
7	FC6A-N16B1	MICROSMART FC6A PLC 16PT DI	IDEC	2	EA	
8	FC6A-R081	MICROSMART FC6A PLC 8PT DO	IDEC	1	EA	
9	FC6A-J8A1	MICROSMART FC6A PLC 8PT AI	IDEC	1	EA	
11	FC6A-K4A1	MICROSMART FC6A PLC 4PT AO	IDEC	1	EA	
13	RDA D900-10	YAGI ANTENNA 890-960MHZ 40DBI	RDA	0	EA	REUSED
14	AL6-NFNFBW-9	LIGHTNING PROTECTOR	LCOM	0	EA	REUSED
15	FGR2-CE-U	FGR3-CE-U RADIO 900MHZ	FREEWAVE	1	EA	
16	P55R-VF24	24VDC POWER SUPPLY	IDEC	1	EA	
17	SJ15-07LW	RELAY BASE	IDEC	17	EA	
18	RJ15-CL-D24	RELAY 1PDT, 24VDC	IDEC	16	EA	
19	RJ15-CL-A120	RELAY 1PDT, 120VAC	IDEC	1	EA	
20	3044102	UNIVERSAL TERMINAL BLOCK - UT 4	PHOENIX CONTACT	15	EA	
21	3044128	UNIVERSAL GROUND TERMINAL BLOCK - UT 4-PE	PHOENIX CONTACT	5	EA	
22	3047028	END COVER - D-UT 2,5/10	PHOENIX CONTACT	3	EA	
23	0800886	END CLAMP - E/NS 35 N	PHOENIX CONTACT	16	EA	
24	3214360	GROUND MODULAR TERMINAL BLOCK - UT 4-PE/L/L	PHOENIX CONTACT	20	EA	
25	3044814	DOUBLE-LEVEL TERMINAL BLOCK - UTTB 4	PHOENIX CONTACT	60	EA	
26	3047293	END COVER - D-UTTB 2,5/4	PHOENIX CONTACT	5	EA	
27	2907571	THERMOMAGNETIC DEVICE CIRCUIT BREAKER - UT 6-TMC M 15A	PHOENIX CONTACT	2	EA	
28	2907566	THERMOMAGNETIC DEVICE CIRCUIT BREAKER - UT 6-TMC M 10A	PHOENIX CONTACT	2	EA	
29	5600461	SOCKET - EM-DUO 120/15	PHOENIX CONTACT	1	EA	
30	804155	SOCKET - EO-ABUTLED15	PHOENIX CONTACT	1	EA	
31	3046090	FUSE MODULAR TERMINAL BLOCK - UT 4-HESILED 24 (5X20)	PHOENIX CONTACT	22	EA	
32	3046100	FUSE MODULAR TERMINAL BLOCK - UT 4-HESILED 250 (5X20)	PHOENIX CONTACT	5	EA	
33	3032211	PLUG-IN BRIDGE - FBS 50-6	PHOENIX CONTACT	1	EA	
34	1004348	TERMINAL STRIP MARKER CARRIER - KLM-A	PHOENIX CONTACT	6	EA	
35	801733	DIN RAIL PERFORATED - NS 35/ 7,5 PERF 2000MM	PHOENIX CONTACT	2	EA	
36	2907918	TYPE 3 SURGE PROTECTION DEVICE - PLT-SEC-T3-120-FM-UT	PHOENIX CONTACT	1	EA	
37	217 005	217 SERIES, 5X20MM, 5A	LITTELFUSE	27	EA	
38	TYD2X4NPW6	2X2 NARROW SLOT WHITE DUCT	TY-DUCT	4	EA	
39	TYD2CPW6	2 WHITE DUCT COVER	TY-DUCT	4	EA	
40	BE600M1	600VA UPS BATTERY BACKUP & SURGE PROTECTOR	APC	1	EA	
41	MISC. SHOP	LABELS, TAG, WIRE, SHOP SUPPLIES	ICTECH	1	EA	
				Sub -Total:	\$13,187.53	
				Tax 7.25%	\$0.00	NOT INCLUDED
				SUB-TOTAL:	\$13,187.53	
LABOR						
	SUBMITTAL	SUBMITTALS, DRAWINGS		16	HR	
	FABRICATION	PANEL ASSEMBLING		36	HR	
	SHOP TESTING	TEST OF PANEL IN SHOP		8	HR	
	STARTUP	FIELD START-UP		30	HR	
	PROGRAMMING	PROGRAMMING, PLC, HMI, AND INTEGRATION TO HIGHLAND CITY SCADA SYSTEM		38	HR	
				Sub-total:	\$16,640.00	
				TOTAL :	\$29,827.53	



CITY COUNCIL AGENDA REPORT

ITEM #5c

DATE: August 4, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Chris Trusty, City Engineer/Public Works Director
SPONSORED BY: City Staff
SUBJECT: Annual Sewer Slip Lining Project
TYPE: General City Management

PURPOSE:

The City Council will consider a bid award to Insituform for phase 3 of the slip lining project.

STAFF RECOMMENDATION:

Staff recommends awarding the slip lining phase 3 bid to Insituform in the amount of up to \$481,385.30 which includes a 10% contingency.

PRIOR COUNCIL DIRECTION:

On March 4, 2025, City Council approved a bid award for phase 1 of the sewer lining project to Insituform for the amount of \$249,850.00.

On June 17, 2026, City Council approved the tentative FY 2026-2027 budget.

BACKGROUND:

As part of the City's ongoing maintenance plan to extend the service life of the city's infrastructure, the city has initiated a program to combat pipe degradation, root intrusion, and groundwater infiltration into our sewer system. As part of this program, Highland has been phasing upgrades to the city system with the annual slip lining program for the last several years. This year, staff has identified 3,010 linear feet of 8 inch sewer main line and 5,651 linear feet of 10 inch sewer line for this next phase. While the project does represent a capital cost, the project also creates savings for the City. When the pipes are sealed and infiltration is reduced, the fees from Timpanogos Special Service District (TSSD) are reduced as we are not paying to treat groundwater infiltrating our pipes.

The recommended method is CIPP (Cured in Place Pipe). It is a 4.5mm liner with a resin that is cured and hardened with steam or ultraviolet (UV) light. A portion of this liner will need to be UV-cured due to existing pipe conditions. When hardened, it becomes a new pipe within the existing pipe without any joints. It is a trenchless repair installed through the manholes. It has a 100-year design life with a 1-year installation warranty. This is the same product we have used in past successful projects. After the liner has cured, the contractor will open the lateral connections from homes adjacent to the lining project. The curing and connection process all occur on the same day, so there is no significant impact on adjacent residents.

This total includes the base bid and 7 of the alternate bid top-hat lateral seals. Top-hat seals are seals that

are placed inside the main sewer pipe after the sewer lateral connection to the pipe has been restored. The seal is between the sewer main and the lateral. It extends approximately 6-inches into the sewer lateral and seals the lateral-to-main connection. They are called "Top Hat" because the assembly has the appearance of a top hat.

In 2025, city staff elected to bid the remaining portions of the sewer line over the course of the next four years. This was done to check current pricing in the hopes of potentially bundling some projects and/or obtaining pricing now for future phases. Phase 1 was awarded on March 4, 2025, and phase 2 was awarded on June 17, 2025. Phase 2 was modified in a change order approved by city council on August 5, 2025, to take advantage of the project savings from phase 1 to include portions of what had been bid as phase 3.

Because of this change, phase 3 now includes the remaining portions of the original phase 3 along with what had previously been included in phase 4. This brings the total amount awarded for the slip lining projects as they were originally bid to \$1,028,789.20. The total was from the original bid was \$1,070,700, so the city is still less than the expected totals for this project. However, there is still a section of sewer line along SR 92 that had not been included in the original bid which will need to be completed. Ideally, this could be accomplished in the next fiscal year if budgeted by council and if the city has sufficient fund balance to cover the expense.

For the current phase to be installed this fiscal year (Phase 3), the bid for the project was \$437,623.00 from Insituform. Typically, a 10% contingency is added to the bid award so the total value of the bid award is up to \$481,385.30. Staff has been pleased with the work that Insituform has done in the past and recommends working with them again.

FISCAL IMPACT:

The cost of this project is \$481,385.30. Funding for this expense is included in GL 52-40-73 Capital expenses/ Projects within the FY2026-2027 budget in the amount of \$366,000. The additional \$115,385.30 will need to be funded by fund balance and will be included as part of the mid-year budget adjustments unless otherwise directed by the Council. As this year's project is finishing phase 3 which was planned for this fiscal year and completing phase 4 which was planned for next fiscal year, essentially the the phase 4 money is just being spent early and will then be replenished in the fund balance in FY 28. Using the fund balance to do phase 4 early will still preserve the recommended days of cash on hand for the Sewer Fund.

MOTION:

I move that City Council award the bid for the phase 3 slip lining project to Insituform in the amount of \$481,385.30.

ATTACHMENTS:

1. Highland 2025-2027 Sewer Lining Project Phase 3 - UPDATED - CIPP ITL 7.7.26

7/7/2026

Project Proposal

Re: Phase 3 – 2025-2027 Sewer Lining Project – CIPP Lining
Highland, UT
Opportunity No.: SO-00199459, 172227

Attn: Tavis Timothy
Highland City

INSITUFORM TECHNOLOGIES, LLC herein proposes to furnish a Proposal for the labor, materials, equipment, and services set forth below to reconstruct the referenced project. The following prices should be considered confidential.

PROPOSAL PRICING

Bid Item	Description	Quantity	Unit	Unit Cost	Amount
14	CO-2 Mobilization	1	LS	\$ 6,734.00	\$ 6,734.00
15	CO-2 Traffic Control	1	LS	\$ 29,700.00	\$ 29,700.00
16	CO-2 Bypass Pumping	1	LS	\$ 1,040.00	\$ 1,040.00
17	CO-2 Install 8" CIPP Liner	3,010	LF	\$ 36.00	\$ 108,360.00
18	CO-2 Install 10" CIPP Liner	5,651	LF	\$ 46.00	\$ 259,946.00
19	CO-2 Re-connection of Sewer Laterals	77	EA	\$ 80.00	\$ 6,160.00
20	CO-2 Top Hat Lateral Sealing	7	EA	\$ 3,669.00	\$ 25,683.00
	TOTAL				\$ 437,623.00

ASSUMPTIONS AND QUALIFICATIONS

- Insituform Technologies, LLC (Insituform) have based this proposal on a nominal wall thickness for the Insitutube as shown in the specifications or derived from general, industry accepted specifications and design criteria. This is based on the best available information at the time of this proposal. Existing pipe deterioration in excess of the conditions assumed, ground water loads in excess of those assumed, or other loads or conditions may increase the recommended thickness for all or portions of the work. Final recommendations may be submitted to you following the completion of the preliminary TV phase of the project. Stated prices are subject to adjustment if design changes are agreed upon.
- Process and cleaning water shall be provided at no cost to ITL for all construction phases of this project. The Owner/General Contractor (GC) shall furnish ITL with required water meters and pay all associated fees, deposits, and charges. A 2-inch water source with a 2-inch shut off with at least 50 pounds of pressure, a 2-inch male cam lock and a valve is required at each CIPP installation location. ITL will follow all required backflow prevention and metering procedures.
- Access requirements for existing pipeline to be rehabilitated shall be provided by Owner/GC – includes entry and exit access approved from Insituform Project Manager and/or Field Engineer.
- Specific service connections, if encountered, will not be reconnected only when written directions are received from the Owner. The Owner will indemnify and hold Insituform harmless from all claims arising from backups and other effects of such actions or inactions from services not opened at the Owner's request. In the event that Insituform is unable to locate or reconnect a service lateral internally, the Prime

Insituform® Proposal

Contractor will externally reconnect the service and repair any damages to the CIPP at no cost to Insituform.

PROPOSAL INCLUSIONS

Insituform proposal pricing includes only the items listed below; other items, scope of work, and/or project requirements are not part of the Insituform proposal pricing:

1. One mobilization and demobilization. - based **on a mutually agreeable schedule between Insituform and the Owner and/or Prime Contractor**. The Owner and/or Prime Contractor needs to give Insituform at least one-week advance notice of any changes to the mutually agreed upon schedule. If through no fault of Insituform the mutually agreed upon schedule changes with less than one-week notice, then Insituform may charge the Owner and/or Prime Contractor an additional mobilization charge and any potential lost materials including but not limited to tube already "wetout".
2. Installation of Cured-In-Place Pipe (CIPP) lining per ASTM F1216 Cured-In-Place Pipe Lining including inversion, curing, and finishing.
3. Cleaning and CCTV, pre- and post-installation.
4. Internal lateral reinstatement.
5. Bypass Pumping.
6. Lateral Seal Connections – Top Hats.
7. Traffic Control.
8. Confined space safe entry practices.
9. As specified standard construction warranty.
10. Certificate of insurance with a standard coverage.

PROPOSAL EXCLUSIONS

Insituform proposal pricing excludes all items and scope of work listed below. These items, if needed or found to be applicable, would be provided by Insituform at your additional cost; or would be furnished by others, at your direction, at no cost to Insituform:

1. If preliminary video inspection of the pipe interior indicates excessive damage, or other extra-ordinary condition, which will require excavation, or other extraordinary remedy such as point repairs, to prepare the pipe for installation of the CIPP lining, then those services will be provided by the Owner/GC.
2. Heavy cleaning, mechanical cleaning.
3. Chemical grouting of any kind.
4. Point repairs, prior to lining.
5. Excavation of any kind.
6. Removal of manhole cones for access to pipe – none are expected.
7. Surface Restoration.
8. Archaeological Monitoring.
9. *If any hazardous or toxic materials are encountered during the project, the Owner will be responsible for the removal and disposal of the materials.*
10. Project permits and/or local licenses and associated fees.
11. Standby time for any delay or shut down.
12. State and local sales and/or use taxes are excluded, including gross receipts. If the project is exempt, please submit the appropriate documentation.
13. Additional premiums for special insurance coverage(s) required by you or other parties particular to this project.
14. Performance and payment bond not included and is available upon request. If required, please add 2.5% to the total project cost.
15. Stamped Designs.
16. Prevailing Wages. Insituform is not a union shop and shall not be subject to any union requirements or project labor agreements.

PROPOSAL TERMS AND CONDITIONS

- a) When CIPP is required to negotiate bends or defects in the host pipe, there is a tendency to experience wrinkling in the installed CIPP around the inside radius of the bend or in the area where the host pipe defect is located. This is normal and should be expected. It will not affect the structural integrity of the finished product. Insituform Technologies, LLC will not be liable for repairs or penalties due to wrinkles in the CIPP at the locations of bends or defects in the host pipe.

Insituform® Proposal

- b) Limits of Liability. In consideration of **INSITUFORM TECHNOLOGIES, LLC** agreement to maintain no less than \$5,000,000 of comprehensive general liability insurance in the form required by the Contract, **INSITUFORM TECHNOLOGIES, LLC** liability to the Owner for any matter covered by such insurance will be limited to the extent of such insurance and the Owner will indemnify and hold **INSITUFORM TECHNOLOGIES, LLC** harmless from any third party claims covered by such insurance to the extent such claims exceed the limits of such insurance. Neither party shall be liable to the other for consequential damages relating to the contract. In case of conflict between this provision and any other provision in the Contract as ultimately executed, this provision shall govern and prevail.
- c) LIMITED WARRANTY. IN LIEU OF ALL OTHER EXPRESSED, IMPLIED AND/OR STATUTORY WARRANTIES, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, INSITUFORM AGREES TO CORRECT ANY DEFECTS IN THE MATERIALS OR SERVICES PROVIDED BY INSITUFORM WHICH ARE BROUGHT TO THE ATTENTION OF INSITUFORM WITHIN ONE YEAR FOLLOWING COMPLETION OF INSITUFORM'S WORK, PROVIDED OWNER AFFORDS INSITUFORM SUITABLE ACCESS AND WORKING CONDITIONS TO ACCOMPLISH SUCH CORRECTION.
- d) MUTUAL RELEASE OF CONSEQUENTIAL DAMAGES. Neither party shall be liable to the other for consequential damages relating to or arising out of the Contract.
- e) PROPOSAL SUBJECT TO NEGOTIATION OF OTHER STANDARD TERMS OF AGREEMENT. This proposal is subject to agreement of the parties on other terms and conditions as are customary in contracts of this nature.
- f) If actual quantities differ significantly from those stated in the proposal, then work will be renegotiated.
- g) Payments are due at net within thirty days of invoice. Final payment is due within thirty days of completion of project.
- h) Monthly progress partial payments may be requested for the value of work in progress or completed, including materials secured and on site.
- i) Prices stated are in effect for thirty days from the date of this proposal. The acceptance period may be extended at the sole option of **INSITUFORM TECHNOLOGIES, LLC**.
- j) Conflicts. In case of conflict between the provision of the aforesaid paragraphs and any other provision in the Contract as ultimately executed the provisions as set forth above shall govern and prevail.

OFFERED BY:

ACCEPTED BY:

INSITUFORM TECHNOLOGIES, LLC



BRAD CONDER, PE
COMMERCIAL MANAGER
(801) 472-8472
bconder@azuria.com

UTAH OFFICE:

993 BENDING RIVER ROAD
SALT LAKE CITY, UT 84101

CONTRACTOR NAME OR ORGANIZATION

SIGNATURE

AUTHORIZED REPRESENTATIVE

TITLE

DATE



CITY COUNCIL AGENDA REPORT

ITEM #6a

DATE: August 4, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Rob Patterson, City Attorney/Planning & Zoning Administrator
SPONSORED BY: City Staff
SUBJECT: Detached Accessory Dwelling Units (DADUs) - Setbacks and Height
TYPE: Land Use (Legislative)

PURPOSE:

The City Council will discuss and give direction on desired regulations for detached ADU setbacks and height.

STAFF RECOMMENDATION:

Staff recommends the Council consider the differences between home and accessory building setbacks and the reasons for allowing detached ADUs, and determine whether to apply home setbacks, which will restrict many residents from converting existing accessory buildings into detached ADUs, or whether to apply accessory building setbacks, which may result in dwelling units being closer to property lines than some may desire.

PRIOR COUNCIL DIRECTION:

The City Council held a work session regarding detached ADUs on July 21, 2026. As a result of that work session, the Council identified a few final areas of regulation that needed additional discussion: heights, setbacks, and size of detached ADUs. This item focuses on height and setback regulations, as those are interrelated with the recommended ordinance from the Planning Commission.

BACKGROUND:

As part of regulating detached ADUs, the Council needs to specify the required setback and height regulations. The Planning Commission recommended following home setbacks of the applicable zone, with an allowance for decreasing the rear setback to 20 feet if the detached ADU building is kept to 1 story/15 feet in height.

Below are two charts showing the current building setback and height regulations. Home setbacks and height are more zone-specific, while accessory building setbacks are consistent across all non-PD zones. The biggest difference between the setbacks are that home side setbacks are typically between 10-15 feet while accessory building side setbacks are 10 feet; home street-side setbacks are 30 feet while accessory building street-side setbacks are 20 feet; and home rear setbacks are typically 30 feet while accessory building rear setbacks are 10 feet.

Many Highland residents build accessory buildings, and a majority of them build to the accessory building setbacks, not to home setbacks. Accordingly, if DADUs are required to comply with home setbacks, this will prevent many people from converting their existing accessory buildings (garages,

workshops, pool houses, etc.) into detached ADUs. Due to lot coverage limitations, this will mean in large part that only those with the means to demolish and relocate an accessory building (and any impacted landscaping features) or those without any accessory buildings/new builds will be able to qualify for a DADU. Whether this is a desired result is a policy decision for the Council.

Home	R-1-40	R-1-30	R-1-20	Open Space
Front	30'	30'	30'	25'-30'
Rear	30'	30'	30'	10'-30'
Side	15' (NC 10'/24')	10'/25	10'/25' (NC 10'/24')	10'/25'
RoadSide	30'	30'	30'	None provided
Height	35'	35'	35'	35'

Accessory Buildings Setbacks	Accessory Building Other Regulations
Front – 30'/home	Height – 25' grade
Rear – 10'	Coverage: 7% other zones R-1-40 5% (7% 2+ acres)
Side – 10'	
Street/Pkwy-Side – 20'	
Main Building – 6'	

QUESTIONS TO ANSWER

1. Should DADUs comply with home setbacks or accessory building setbacks?
2. If DADUs must comply with home setbacks, can we have a single accessory building with a DADU where the accessory building meets accessory building setbacks, while the living area of the DADU within that accessory building meets home setbacks?
3. If DADUs must comply with home setbacks, does the Council want to keep the Planning Commission's recommended rear setback reduction allowance for single-story buildings?
4. Outside of the rear setback reduction area, should DADUs be limited to accessory building height (25') or home height (35').
5. If DADUs are allowed to be built to home height, is it just the living area of the DADU that is allowed to be over 25'?

FISCAL IMPACT:

No direct fiscal impact. Depending on regulations, DADUs will be more or less achievable, resulting in more or less adoption with related impacts (permit revenues, additional utility costs, etc.).

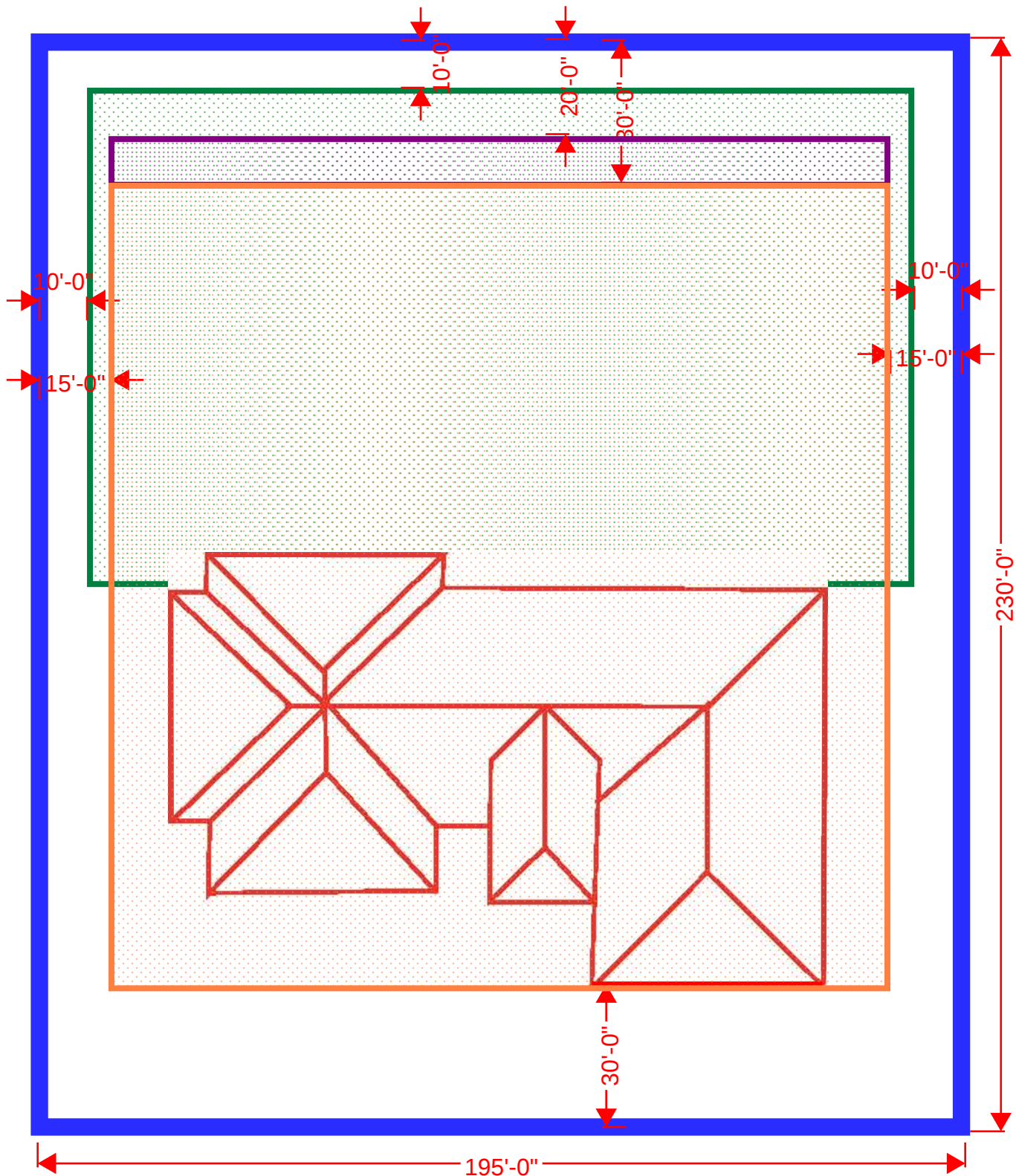
MOTION:

Discussion only.

ATTACHMENTS:

1. DADU Diagrams - Setbacks

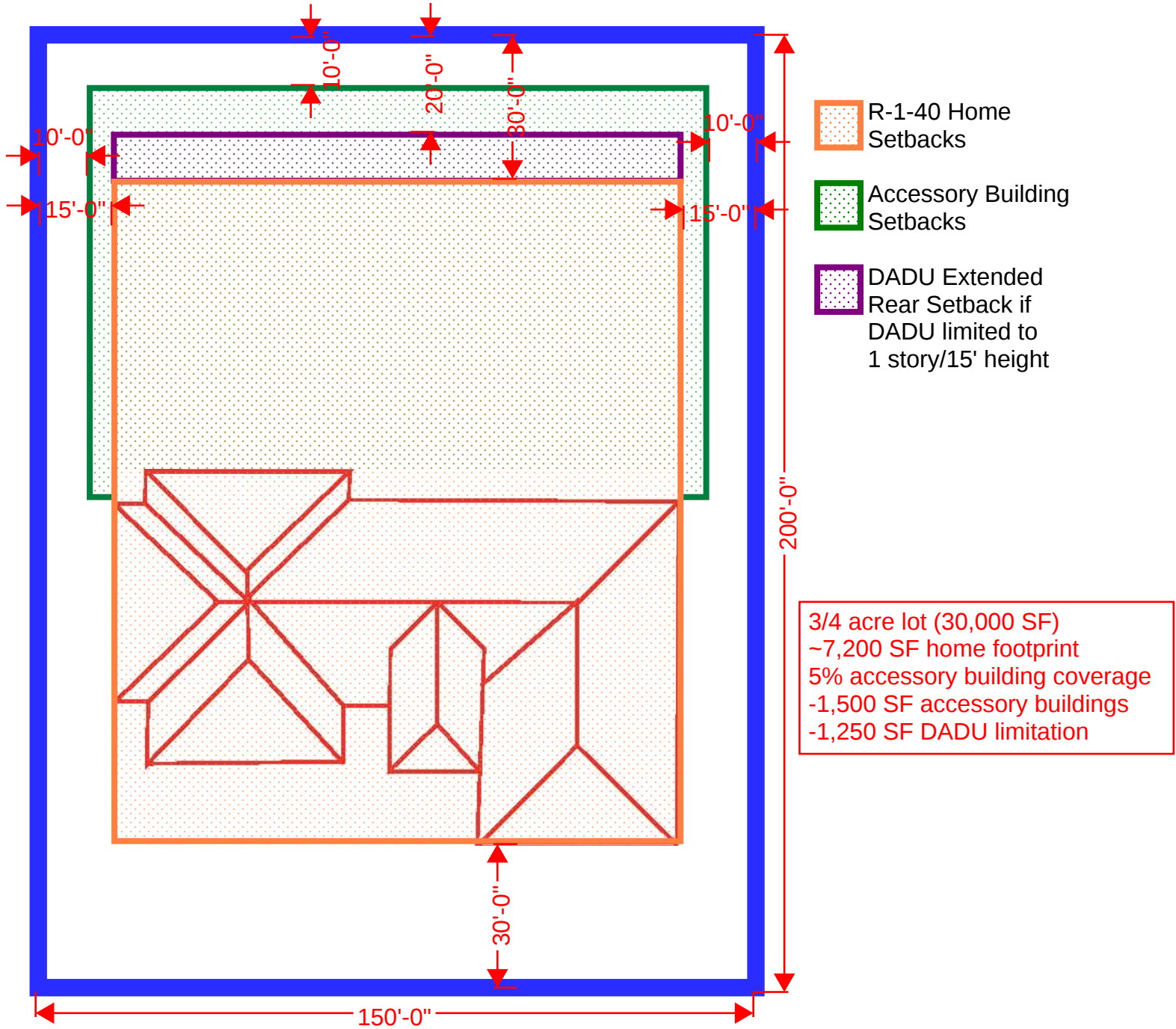
1 Acre/45,000 SF Lot - R-1-40



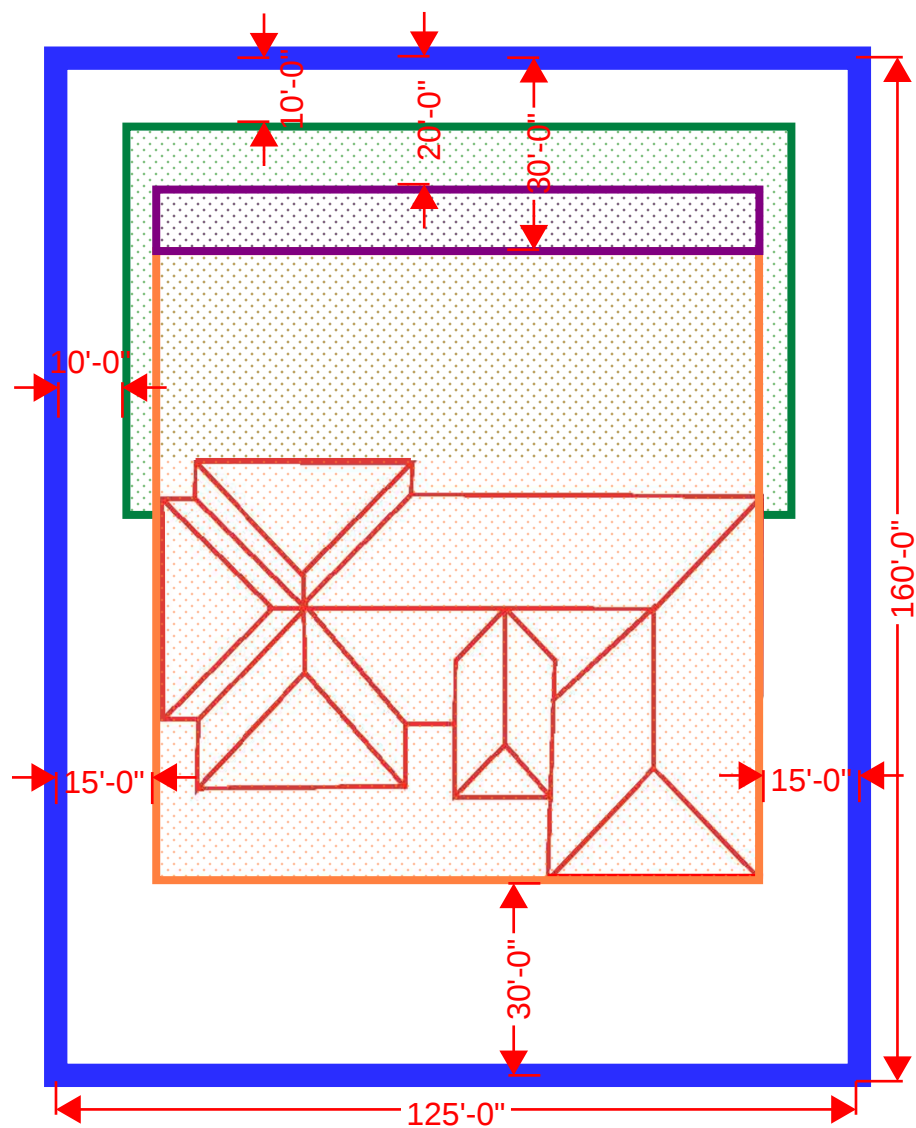
-  R-1-40 Home Setbacks
-  Accessory Building Setbacks
-  DADU Extended Rear Setback if DADU limited to 1 story/15' height

1 acre lot (44,850 SF)
 ~10,000 SF home footprint
 5% accessory building coverage
 -2,242.5 SF accessory buildings
 -1,500 SF DADU limitation

3/4 Acre/30,000 SF Lot - R-1-40



1/2 Acre/20,000 SF Lot - R-1-40



1/2 acre lot (20,000 SF)
~5,000 SF home footprint
5% accessory building coverage
-1,000 SF accessory buildings
-1,250 SF DADU limitation



R-1-40 Home Setbacks

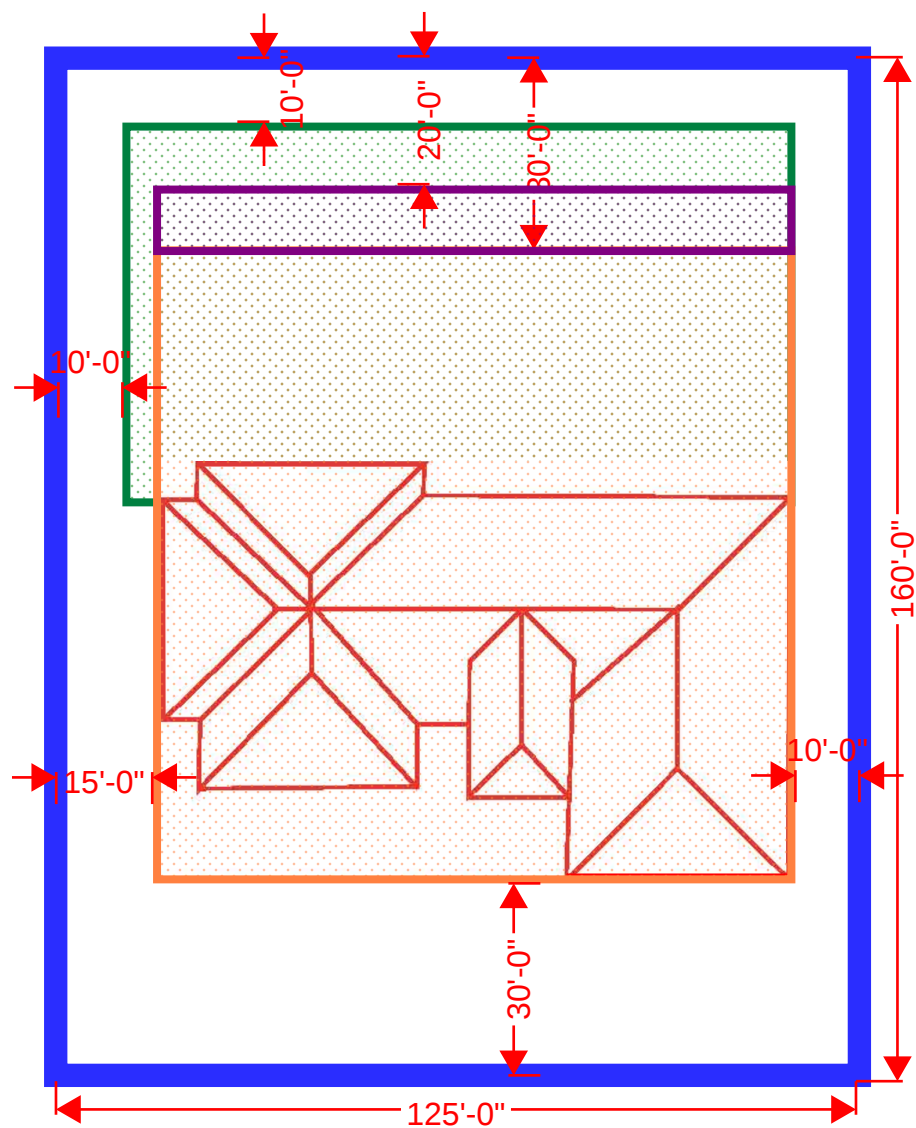


Accessory Building Setbacks



DADU Extended Rear Setback if
DADU limited to 1 story/15' height

1/2 Acre/20,000 SF Lot - R-1-20/30



1/2 acre lot (20,000 SF)
~5,000 SF home footprint
7% accessory building coverage
-1,400 SF accessory buildings
-1,250 SF DADU limitation



R-1-20/30 Home Setbacks



Accessory Building Setbacks



DADU Extended Rear Setback if
DADU limited to 1 story/15' height

1/4 Acre/11,000 SF Lot

Open Space/PDs

