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**ELK RIDGE  
CITY COUNCIL MEETING  
August 25, 2015**

**TIME AND PLACE OF MEETING**

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, August 25, 2015, at 7:30 PM**; this meeting was preceded by a **City Council Work Session Meeting at 6:00 PM.** The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda of these Meetings, were provided to the Payson Chronicle, 145 E. Utah Ave, Payson, Utah, and to the members of the Governing Body, on 24<sup>th</sup> day of August, 2015.

**ROLL CALL**

*Mayor:* Hal Shelley

*Council Members:* Brian Burke, Dale Bigler, Nelson Abbott, Brittany Thompson, Paul Squires

*Others:* Melanie Hoover, *Deputy Recorder;* Royce Swensen, *Recorder;* Cody Black, *Public Works Director*  
*City Planner;* Shay Stark

*Public:* Paul Crook, Ty Ellis, Jim Chase, JT Webster, Trent Jessee, Tricia Thomas, Dean Ingram, Becky Shelley

**CITY COUNCIL WORK SESSION**

6:00 pm

1. **FIELD TRIP TO HIGH SIERRA FOR CITY COUNCIL.**

Mayor Shelley invited all interested to join him and council on the field trip to view the road condition on High Sierra Drive.

Mayor Shelly and Council returned from the field trip.

Mayor Shelley recognized and welcomed Richard Dougan who was in attendance and recording the meeting to broadcast on Comcast channel 17 and YouTube.

Mayor Shelley has been working on getting a contract in place with the property owners in regards to the road repair necessary on High Sierra Drive. He suggested public works install an overlay with an asphalt gutter to prevent the road washing from happening. He would like a signed release from the property owners for the city to have a right of way to complete the repair. Dale Bigler would like to see a current bid. Cody Black reported the repair would go out 12 feet from the curb of asphalt. The old asphalt will be taken out and replaced at a cost of \$32,000.00. Brittany Thompson had issues on the contract with re-payment arrangements and utility stubbing. Mayor Shelley reported that if the property is dedicated to the city then the city will have ownership. Cody Black reported the owners will pay for the stubs and the road will be paid for when they develop the property. Nelson Abbott recommended paving the road and installing the curb. When the owners are ready to develop, they can tear up the road and pay the costs associated with stubbing and re-paving the road. Mayor Shelley would like to get the property dedicated right away.

2. **WATER APPROPRIATION FOR MONTAGUE SUBDIVISION.**

Shay Stark reported Frank Montague purchased 1.1003 acre feet of water from the city for his 1 lot subdivision and this water needs to be allocated to him.

3. **CODE AMENDMENT – PRESSURIZED IRRIGATION REQUIREMENT REMOVAL FROM CITY CODE.**

Mayor Shelley reported this issue was previously discussed. Dale Bigler reported the cost of pressurized irrigation would cost more than watering with culinary water as per the study performed. Shay Stark stated a decision would need to be made on the code amendment at the next city council meeting as a public hearing is required and would need to be publicly posted.

- 1 4. HARRISON HEIGHTS PHASES 4 AND 5 – PRESSURIZED IRRIGATION EXEMPTION.  
2 Shay Stark reported these two subdivisions need an exception to be exempt from installing the  
3 pressurized irrigation in the subdivisions. He reported the public hearing should be held before the  
4 exemption takes place.  
5
- 6 5. AMENDMENT/REMOVAL OF PUD CODE.  
7 Mayor Shelley stated there may be certain benefits to keeping the PUD Code in place, therefore the  
8 codes could be reviewed and possibly amended rather than eliminated. There are potential projects  
9 including a senior housing overlay that will need the PUD Codes in place to be completed. Brittany  
10 Thompson feels the main issue with the PUD code is the open space that is required to be given to the  
11 city that causes higher maintenance costs. Mayor Shelley stated that arrangements could be made to  
12 exchange the park space with funds to go towards other/existing parks instead of adding more parks.  
13 Shay Stark sees two benefits with keeping the PUD Code 1) if the city retains the 7,000 square foot  
14 minimum requirement on lots and the option for multi-unit housing, the city would still qualify for  
15 modern income housing with the state and 2) the park impact fees could go towards the 55% cost the  
16 city has to match. Mayor Shelley recommended the Planning Commission hold discussion in this  
17 regard. Nelson Abbott recommended accurate numbers since he feels the development in Elk Ridge  
18 Meadows is enough to qualify the city. Shay Stark reported the last housing study included the plan  
19 for townhomes and this qualified the city for 5 years. In the future, the city will need qualifying  
20 projects to be included in the study. The state has cracked down on the housing plans and requires  
21 cities to turn in housing plans or the city won't be eligible for programs. He questioned what the  
22 programs are and if the city is ok to walk away from benefiting from these programs. If the city can  
23 continue to allow self-help homes, this would qualify the city. Brittany Thompson asked Council to  
24 consider what they want the city to look like in the future. She would like the PUD Code removed to  
25 eliminate smaller lots and extra open space.  
26
- 27 6. ATTACH IMPACT FEE SCHEDULE TO CITY ORDINANCE.  
28 Shay Stark reported the impact fees were approved last spring and the new rates went into effect July  
29 1, 2015. The final step is to update the fee schedule to the city codes.  
30
- 31 7. DISCUSSION OF YOUTUBE/COMCAST BROADCAST OF MEETINGS.  
32 Dale Bigler was interested in where it will go from here. Richard Dougan reported he has created a  
33 channel on you tube and Comcast channel 17. Comcast will need to contact the city to get it  
34 broadcasted. Mr. Dougan confirmed this is a free service.  
35
- 36 8. MINIMUM FEE REQUIREMENT FOR PLAN CHECK REVIEWS ON BUILDING PERMITS  
37 EXCLUDING HOMES.  
38 Mayor Shelley reported that Sunrise Engineering provides inspections on buildings other than homes  
39 and wondered how much of a fee should be collected at the time of application. Plan review costs  
40 vary per project. He would like to establish a minimum fee to cover administration and Sunrise costs.  
41 Royce Swensen reported that if plans are submitted, costs are incurred. If the applicant does not  
42 proceed with the project, the city is left with the costs. He recommended a \$50.00 plan review fee to  
43 cover these costs. This amount would then be applied towards the total cost of the building permit.  
44

45 Mayor Shelley closed the City Council Work Session at 7:08 pm.  
46

47 **ELK RIDGE**  
48 **CITY COUNCIL MEETING**  
49 **August 25, 2015**  
50

51 **TIME AND PLACE OF MEETING**

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53 **Tuesday, August 25, 2015, at 7:30 PM**; this meeting was preceded by a **City Council Work**

1 **Session Meeting at 6:00 PM.** The meetings were held at the Elk Ridge City Hall, 80 East Park  
2 Drive, Elk Ridge, Utah.

3 Notice of the time, place and Agenda of these Meetings, were provided to the Payson  
4 Chronicle, 145 E. Utah Ave, Payson, Utah, and to the members of the Governing Body, on the 24<sup>th</sup>  
5 day of August, 2015.

6  
7 **ROLL CALL**

8 *Mayor:* Hal Shelley

9 *Council Members:* Brian Burke, Dale Bigler, Nelson Abbott, Brittany Thompson, Paul Squires

10 *Others:* Melanie Hoover, *Deputy Recorder;* Royce Swensen, *Recorder;* Cody Black, *Public Works Director*  
11 *City Planner;* Shay Stark

12 *Public:* Paul Crook, Ty Ellis, Jim Chase, JT Webster, Trent Jessee, Tricia Thomas, Dean Ingram, Becky  
13 Shelley

14  
15 **OPENING REMARKS** An invocation was offered by Paul Crook and Paul Squires led those present in the Pledge  
16 of Allegiance, for those who wished to participate.

17  
18 **PLEDGE OF ALLEGIANCE**

19  
20 **AGENDA TIME FRAME**

21 **BRITTANY THOMPSON MOVED, DALE BIGLER SECOND, TO ADJUST THE START TIME**  
22 **OF THE CITY COUNCIL MEETING TO 7:08 PM.**

23 **VOTE: AYE (5) NAY (0)**

24  
25 **PUBLIC FORUM**

26 There was not any public comment.

27  
28 1. **HARRISON HEIGHTS PHASE 4 – APPROVAL OF OFF-SITE IMPROVEMENTS.**

29 *Cody Black* referred to the handout he provided of the off-site plans for sewer and water in the Harrison  
30 Heights Phase 4 subdivision. This is to connect the sewer from point A to point B and the tie in has to  
31 happen below the PRV. This needs to be completed to have the water and sewer connected. This is all  
32 in the public roadway. The PRV was approved in Harrison Heights Phase 4 and the developer has asked  
33 it to be taken out and put into Elk Ridge Meadows Phase 7 due to the construction of the roundabout to  
34 get elevations right.

35  
36 **BRITTANY THOMPSON MOVED, NELSON ABBOTT SECOND, TO CHANGE THE PRV**  
37 **INSTALLATION REQUIREMENT FROM HARRISON HEIGHTS PHASE 4 TO ELK RIDGE**  
38 **MEADOWS PHASE 7 AND TO APPROVE THE OFF-SITE IMPROVEMENTS FOR HARRISON**  
39 **HEIGHTS PHASE 4.**

40 **VOTE: AYE (5) NAY (0)**

41  
42 2. **WATER APPROPRIATION FOR MONTAGUE SUBDIVISION.**

43  
44 **NELSON ABBOTT MOVED, DALE BIGLER SECOND, TO APPROVE THE MONTAGUE**  
45 **WATER RIGHT ALLOCATION OF 1.1003 ACRE FEET OF WATER FROM THE CITY TO**  
46 **FRANK MONTAGUE'S PARCEL LOCATED AT 426 S HILLSIDE DRIVE.**

47 **VOTE: AYE (5) NAY (0)**

48  
49 3. **HARRISON HEIGHTS PHASE 4 AND 5 – PRESSURIZED IRRIGATION EXEMPTION.**

50  
51 **NO ACTION TAKEN AT THIS TIME.** (a public hearing will be held in this matter at the next City  
52 Council meeting)

1  
2  
3 4. AMENDMENT/REMOVAL OF PUD CODE -- DISCUSSION/RECOMMENDATION TO MOVE TO  
4 PLANNING COMMISSION.  
5

6 **DALE BIGLER MOVED, BRIAN BURKE SECOND, TO MOVE THE DISCUSSION OF AN**  
7 **AMENDMENT/REMOVAL OF PUD CODE TO PLANNING COMMISSION FOR THEIR**  
8 **REVIEW AND DECISION.**

9 **VOTE: AYE (5) NAY (0)**

10  
11 5. ATTACH IMPACT FEE SCHEDULE TO CITY ORDINANCE.  
12

13 **BRITTANY THOMPSON MOVED, DALE BIGLER SECOND, TO ATTACH THE IMPACT FEE**  
14 **SCHEDULE DATED AUGUST 25, 2015 TO THE CITY ORDINANCE.**

15 **VOTE: AYE (5) NAY (0)**  
16

17 6. DECISION ON HIGH SIERRA AGREEMENT.

18 Dale Bigler feels the right of way needs to be deeded over to the city and may need to be a separate  
19 agreement if needed. He would like to see the road project completed by the public works by installing  
20 a temporary asphalt curb and gutter. Brittany Thompson feels the conditional repayment of \$32,000.00  
21 needs to be modified to have the word conditional eliminated from the proposed agreement. Dale Bigler  
22 feels the 7-8 year timeline of the owners being required to subdivide the lots needs to be taken out of the  
23 contract. Mayor Shelley proposed to discuss with the owner the concerns and start with getting a deed  
24 of the property to the city. He requested that if the property is not deeded, the city to install the asphalt  
25 curb and gutter. Brian Burke doesn't want to see this project take any longer. Dale Bigler suggested  
26 getting additional bids for the cost for asphalt. Cody Black offered to get new bids and Mayor Shelley  
27 will go talk to the owners personally.  
28

29 **BRITTANY THOMPSON MOVED, BRIAN BURKE SECONDS, THAT THE CITY WILL TAKE**  
30 **NECESSARY ACTION TO FIX THE ROAD THIS FALL BEFORE WINTER IF THERE IS NOT A**  
31 **SIGNED AGREEMENT WITHIN TWO WEEKS.**

32 **VOTE: AYE (3) NAY (2)**

33 **PAUL SQUIRES, DALE BIGLER VOTED NAY AS THEY FEEL THE CITY SHOULD TRY**  
34 **TO GET THE EASEMENT FIRST.**

35  
36 7. DISCUSSION/ACTION OF YOUTUBE/COMCAST BROADCAST OF MEETINGS.  
37

38 **NO ACTION NECESSARY.**  
39

40 8. MINIMUM FEE REQUIREMENT FOR PLAN CHECK REVIEWS ON BUILDING PERMITS  
41 EXCLUDING HOMES.  
42

43 **NELSON ABBOTT MOVED, DALE BIGLER SECOND, TO PUT IN PLACE A MINIMUM FEE**  
44 **REQUIREMENT FOR PLAN CHECK REVIEWS ON BUILDING PERMITS EXCLUDING**  
45 **HOMES IN THE AMOUNT OF \$50 TO BE APPLIED TOWARDS THE ACTUAL COST**  
46 **INCURRED FOR PLAN CHECK REVIEWS.**

47 **VOTE: AYE (5) NAY (0)**  
48

49 9. DEPARTMENT HEAD REPORTS

50 A. Administrative & Planning Commission – Mayor Hal Shelley

51 1. City Facebook Page.



1 would like the trail that connects the city park to Hillside Drive to be mowed. Mr. Bigler  
2 noticed the trucks have been moved and Cody Black reported the dodge truck has been  
3 sold on the auction site and the ten wheeler has an interested buyer. Cody Black reported  
4 the heater oil and other items will be listed in the fall. Mr. Bigler reported he has talked  
5 with Brittany Thompson to amend landscaping codes to have a requirement that the  
6 contractor be required to have a front yard in, sprinkler system in with a timer, and the  
7 required trees and shrubs planted before a certificate of occupancy is issued. He would like  
8 this brought forward to Planning Commission as well as water conservation code changes.  
9 Paul Squires questioned enforcing existing homes. Mayor Shelley responded that existing  
10 homes would have to be maintained by code enforcement.

11 D. Water, Public Safety – Paul Squires

12 No report at this time.

13 E. Sewer, Sanitation & SESD – Nelson Abbott

14 Nelson Abbott has reached out to Payson and would like to have a meeting with them on  
15 the regional sewer plant. Mr. Abbott reported SESD is waiting for a review of the proposed  
16 code by attorneys before it's opened to the public hearing portion in regards to the solar  
17 power issue.

18 F. Economic Development & Code Enforcement – Brittany Thompson

19 No report at this time.

20  
21 9. CLOSED SESSION IF NECESSARY.

22 Mayor Shelley, City Council, Royce Swensen and Cody Black went into closed session.

23  
24 ADJOURNMENT

25  
26 Mayor Shelley adjourned this meeting at 8:20 pm.

27  
28  
29  
30 \_\_\_\_\_  
Melanie Hoover, Deputy Recorder