NEXT

HIGHLAND CITY

HIGHLAND CITY COUNCIL AGENDA

Tuesday, June 4, 2019

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

7:00 PM REGULAR SESSION *(CITY COUNCIL CHAMBERS)*

Call to Order – Mayor Rod Mann
Invocation – Council Member Ed Dennis
Pledge of Allegiance – Council Member Tim Irwin

1. UNSCHEDULED PUBLIC APPEARANCES

Time has been set aside for the public to express their ideas, concerns, and comments. (Please limit comments to three minutes per person. Please state your name and address.)

2. CONSENT ITEMS

Items on the consent agenda are of a routine nature or have been previously studied by the City Council. They are intended to be acted upon in one motion. Council members may pull items from consent if they would like them considered separately.

a. **ACTION: Approval of Meeting Minutes**
Regular City Council Meeting May 7, 2019

b. **ACTION: Approval to Purchase a Pickup Truck for the Building Department**
The City Council will consider approving the purchase of a Ford Ranger pickup truck in the amount of $29,304.47 for the Building Department. The Council will take appropriate action.

3. ACTION: APPROVAL OF CONDITIONAL USE PERMIT AND SITE PLAN FOR PROFESSIONAL OFFICE BUILDINGS IN THE PROFESSIONAL OFFICE ZONE

The City Council will consider a request from Eternal Springs for a Site Plan approval and Conditional Use Permit of professional office buildings located at 10298 N 4800 W (SP-19-01 and CU-19-01). The Council will take appropriate action.

4. ACTION: RECONSTRUCTION OF THE EXISTING TENNIS COURT IN THE CANTERBURY CIRCLE SUBDIVISION

The City Council should decide whether to fund the reconstruction of the existing tennis court in the Canterbury Circle subdivision with proceeds from the sale of open space property. The Council will take appropriate action.

5. ACTION/RESOLUTION: INVOCATION POLICY FOR PUBLIC MEETINGS

The City Council will consider adopting a written policy relating to prayers at public meetings. The Council will take appropriate action.

6. MAYOR/COUNCIL AND STAFF DISCUSSION AND COMMUNICATION ITEMS

a. Community Open House Report - *Assistant City Administrator Erin Wells*

7. FUTURE MEETINGS

a. Future Meetings

- June 18, City Council Meeting, 7:00 pm, City Hall
- June 25, Planning Commission Meeting, 7:00 pm, City Hall

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 via telephone, Skype, or other electronic means during this meeting.

CERTIFICATE OF POSTING
I Cindy Quick, the duly appointed City Recorder certify that the foregoing agenda was posted in three public places within Highland City limits. The agenda was also 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.highlandcity.org).

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 30th day of May, 2019

Cindy Quick, MMC
City Recorder

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

HIGHLAND CITY

HIGHLAND CITY COUNCIL MINUTES

Tuesday, May 7, 2019

Waiting Formal Approval

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

PRESIDING: Mayor Rod Mann

COUNCIL MEMBERS PRESENT: Brian Braithwaite, Ed Dennis, Tim Irwin, Kurt Ostler, Scott L. Smith

CITY STAFF PRESENT: City Administrator / Community Development Director Nathan Crane, Assistant City Administrator Erin Wells, Finance Director Gary LeCheminant, Planner & GIS Analyst Tara Tannahill, City Attorney Tim Merrill, and City Recorder Cindy Quick, Brian Gwilliam and Reed Thompson

OTHERS: Carmen Zapata, Jessica Stucki, Lee Howard, James Thomas, Tim Ball, Natalie Ball, Sarah Riding, Tayton Godwin, Wesley Warren, Debbie Mickelsen, Larinda Harvey, Russ Johnson, Jeff Harvey, Carolyn Smith, Brad Smith, Kristie Smith, Kim Rodela, Jennie Roos, Rick Roos, Keri Bushman, Kendall Bushman

7:00 PM REGULAR SESSION *(CITY COUNCIL CHAMBERS)*

Call to Order – Mayor Rod Mann
Invocation – Lee Howard
Pledge of Allegiance – Council Member Ed Dennis

The meeting was called to order by Mayor Rod Mann as a regular session at **7:03 p.m.** 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 Lee Howard and those assembled were led in the Pledge of Allegiance by Council Member Ed Dennis.

1. UNSCHEDULED PUBLIC APPEARANCES

There were none.

2. PRESENTATIONS

a. RECOGNITION OF MIKE KENNEDY – *Mayor Rod Mann*

Mayor Mann presented Mike Kennedy with a Recognition Award for his service in the community. He was also presented a Highland Hero pin.

Mike Kennedy took the opportunity to thank the City Council Members for their service and the residents of Highland for working together.

b. POINT OF THE MOUNTAIN CHAMBER – *Mark Welcker*

Mark Welcker provided information regarding the Point of the Mountain Chamber of Commerce. He invited the Highland City Council Members to attend the quarterly Executive Round Table meetings. The Chamber of Commerce offered a free membership for one year for new businesses, and they offered something similar for cities that wanted to become part of the Chamber. Mr. Welcker briefly described the benefits of joining the Chamber.

c. EVENT UPDATE – *Civic Events Manager Julie Tapusoa*

Julie Tapusoa invited Tayton Goodwin to come forward and give an update from Youth Council. Tayton Goodwin, Deputy Mayor of the Youth Council, reported on the Leadership Luncheon, Easter Egg Hunt, Arbor Day activity, the recent Open House, and the Spring Cleaning event.

Julie Tapusoa added some information regarding the Easter Egg Hunt, including the area for children with special needs, participation numbers, and the updated outfit for the Easter Bunny. She then stated that she was creating a volunteer data base, and that she held her first Highland City Volunteer Appreciation Event. She reported on the Arbor Day festivities, the fishing program, Senior Citizen Appreciation Day scheduled in the fall, the Pumpkin Walk, and Christmas Craft Day.

Julie Tapusoa then reported on the upcoming Highland Fling which was less than 12 weeks away. The theme for the Fling was "What a Wonderful World," and the plan was to celebrate various cultures around the world. She went over the schedule of events. The Fling magazine would be distributed to citizens in Highland, Alpine, and Cedar Hills. She still needed volunteers for several events. She encouraged everyone to follow Highland Fling on Instagram, Facebook, and Twitter.

Council Member Kurt Ostler asked about fundraising, and Julie Tapusoa felt confident that they would hit their fundraising goal in the next two weeks.

3. CONSENT ITEMS

Items on the consent agenda are of a routine nature or have been previously studied by the City Council. They are intended to be acted upon in one motion. Council members may pull items from consent if they would like them considered separately.

a. ACTION: Approval of Meeting Minutes

Regular City Council Meeting April 2, 2019 and April 16, 2019

Council Member Brian Braithwaite MOVED to approve the minutes from April 2 and April 16, 2019.
Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

Council Member Brian Braithwaite	*Yes*
Council Member Ed Dennis	*Yes*
Council Member Tim Irwin	*Yes*
Council Member Kurt Ostler	*Yes*
Council Member Scott L. Smith	*Yes*

The motion passed.

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4. PUBLIC HEARING/RESOLUTION: DESIGNATION OF OPEN SPACE PROPERTY FOR DISPOSAL AND REMOVAL OF NEIGHBORHOOD OPTION TRAILS IN THE BEACON HILL THE HIGHLANDS SUBDIVISION

Planner & GIS Analyst Tara Tannahill presented the staff report regarding a request to designate open space property for disposal and removal of the neighborhood option trails in the Beacon Hills Subdivision. The application contained two requests. The first was to remove the neighborhood option trail, which would be approximately 2,178 square feet. The second request was for open space disposal that would extend 40 feet from the trail for a total of 2,613 square feet, and extend to the Highland City Water Tank. The second request would inhibit the City's ability to fully access the City's water tank. Using 25% of the County assessment, the fair market value of the property would be $3.19 per square foot. She confirmed that the petitioners received the required percentage of signatures from the residents. No written correspondence was received from the citizens.

Council Member Scott L. Smith asked about the City property around the water tank. City Administrator Nathan Crane said that the property was 1.04 acres in size. There was no existing trail because the City lacked the funds to build one. He noted that the City Engineer recommended that they maintain the property around the water tank, but he was not present to explain further.

Mayor Mann opened the public hearing at 7:53 PM and called for any citizens who would like to speak on the item to come to the podium and state their name for the record.

Citizen Comments:

Jessica Stucki, resident and applicant, said that her intention was to expand her lot to mirror her neighbor's property, but she would take whatever the Council felt comfortable with. What she really wanted was to be able to maintain the property.

Kendal Bushman, a resident, was concerned about the price the City had determined for the land. He noted that the property was not large enough to build on, and there was only one potential buyer.

Mayor Mann explained that the Council recently approved language that set the value of orphan parcels at 25% of the county assessed appraised value. Council Member Ed Dennis added that part of that language allowed an applicant the opportunity to get their own appraisal. Council Member Kurt Ostler noted that the county appraisal was normally below market value.

There was some discussion between the Council and Mr. Bushman regarding the value of the property.

Mayor Mann closed the public hearing at 8:01 PM.

Council Member Scott L. Smith wondered why staff would be opposed to the second request. Council Member Kurt Ostler did not think they should go against the recommendation of the City Engineer.

Fire Chief Reed Thompson reported that staff would need appropriate space around the tank if they needed to bring in heavy equipment to rebuild the tank or redo the cement. There was some discussion regarding the property, and it was noted that there was a slope for natural drainage.

Council Member Brian Braithwaite MOVED to approve Request 1 for the easement of the trail, based on the fact that the Council has already approved and sold the trail further to the north; and deny Request 2, for City needs and the maintenance of the water tank.
Council Member Tim Irwin SECONDED the motion.

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Council Member Tim Irwin MOVED to amend the motion to approve Request 2 to include the additional 40 feet.
Council Member Scott L. Smith SECONDED the amended motion.

Council Member Brian Braithwaite asked for clarification on the amendment, and Council Member Tim Irwin said that he would like to include the additional 40 feet. Council Member Kurt Ostler said there must be some reason that the City Engineer recommended keeping the property. He was hesitant to go against that recommendation.

Council Member Brian Braithwaite made a Substitute motion to continue the item to the next meeting.
Council Member Kurt Ostler SECONDED the motion.

The vote was recorded as follows:

Council Member Brian Braithwaite	*Yes*
Council Member Ed Dennis	*No*
Council Member Tim Irwin	*Yes*
Council Member Kurt Ostler	*Yes*
Council Member Scott L. Smith	*No*

The motion passed 3:2.

5. PUBLIC HEARING/RESOLUTION: DESIGNATION OF OPEN SPACE PROPERTY FOR DISPOSAL AND REMOVAL OF NEIGHBORHOOD OPTION TRAILS IN THE WINDSOR MEADOW SUBDIVISION

Planner & GIS Analyst Tara Tannahill presented the staff report regarding a request to designate open space property for the disposal and removal of the neighborhood option trails in the Windsor Meadow subdivision. She displayed a vicinity map and identified the subject property. The applicants were proposing to purchase approximately 28,400 square feet of property. The designated price per square foot is $3.71, but the applicant was requesting a price decrease to $1.44 per square foot. There were no utilities in the property besides a sprinkler line. The estimated cost to cut and cap the sprinkler line was $100. Staff recommended allowing the applicants to purchase the property up to five feet to the trail so that the City can continue trail maintenance. The applicant did not provide a separate appraisal, but they provided a narrative of the reasons for the price reduction request.

Council Member Scott L. Smith asked if the applicants were told that they could provide their own appraisal. Staff confirmed that the applicants were informed, but they may not have understood.

Council Member Kurt Ostler asked why the form and petition were in a different format, and staff stated that the applicant used an older application form. The City did not make them fill out another form because the signatures had already been obtained.

Mayor Mann asked why staff requested keeping five feet adjacent to the trail, and City Administrator Nathan Crane said that staff needed the room to take equipment along the trail to maintain it. It was standard for the City to have five feet on each side of a trail. This trail was eight feet wide.

Council Member Ed Dennis said that one of the challenges with the formula the Council chose to determine the value of orphan parcels was that smaller lots have a greater cost per square footage then larger lots. The cost per square foot here was significantly higher than Beacon Hills. He strongly encouraged the applicants to get an appraisal. Mayor Mann and Council Member Kurt Ostler agreed.

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Mayor Mann opened the public hearing at 8:24 PM and called for any citizens who would like to speak on the item to come to the podium and state their name for the record.

Citizen Comments:

Jeff Harvey, the applicant, said that a lot of information was given to him when they began the application process, so he missed the option for a separate appraisal. He said that three of the six petitioners are the original home owners, and they simply wanted to take control of the property so that it could be properly maintained. The City could not maintain the property on their current budget. They also had a consistent problem with puncture weeds damaging bicycle tires.

Council Member Scott L. Smith asked if the neighbors wanted the trail to remain, and Mr. Harvey answered affirmatively.

Council Member Brian Braithwaite noted that the puncture weeds would not go away because they were buying and maintaining the property. The City would still own the trail and most likely some square footage on either side of the trail, and the City still did not have the budget to fully maintain trails and open space.

Council Member Kurt Ostler was curious as to whether the residents would be installing fences or keeping the property open. Mr. Harvey had not asked his neighbors about fencing.

Council Member Kurt Ostler asked the applicant if he would like additional time to get an appraisal. Mr. Harvey said that they would be willing to take on the cost of an appraisal, but cost was a challenge for a few of the residents on this petition. Some may not be able to afford anything more than $1.44 per square foot.

Lee Howard, a resident, thought that his property went to the trail line when he purchased his home. He requested that the Council allow them to purchase the property to the trail in order to be able to maneuver landscaping equipment. He identified his property on an aerial map.

Council Member Tim Irwin worried about setting precedent by accepting the lower price offer, but going the full appraised value seemed high. Council Member Kurt Ostler stated that these residents paid the price for a quarter-acre lot, even though their lots were smaller, because they were in an open space neighborhood. He wanted to be sure that these residents were treated fairly.

Brad Smith, a resident, said that the properties in their neighborhood were very well-maintained, and it was a stark contrast to the condition of the City's property along the trail. The residents simply wanted to be able to maintain that property so that it was consistent with the rest of the neighborhood.

Council Member Ed Dennis agreed that the area looked scruffy, and he was tired of it as well. He asked the legal department about the precedent that was set by accepting offers of $1.40 per square foot prior to the Council adopting a new policy.

City Attorney Tim Merrill explained that the State required the City to receive fair market value for the parcel. The Council cannot act arbitrarily. Precedent was not set because the City has to look at the value of the property today, not what it was valued at in the past. The code the Council adopted was legally defensible, and the language allowed residents to provide their own appraisal.

Council Member Kurt Ostler said that he was the one that contacted the County and asked them to appraise several orphan parcels throughout the City. That took place in 2014.

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Larinda Harvey, a resident, said that a previous open space trail was sold for $1.44 per square foot a few months ago. She noted that if they had started their application a month earlier, the Council easily would have agreed to that price. She was mostly concerned about the weeds behind her home being a fire hazard. If they were unable to purchase the property, she would be calling the City regularly to come and mow the property to keep the weeds down.

Council Member Brian Braithwaite understood her concern, but if the City retained five feet on either side of the trail the weed problem would still exist.

Council Member Kurt Ostler added that they could not guarantee that the residents would landscape the property. They may not get the solution they were hoping for.

Council Member Brian Braithwaite said the City did not expect the maintenance expense because they were told that these areas would have natural vegetation. He understood the residents' concerns because they had been trying to find a good solution to this for years.

Council Member Tim Irwin asked if they could defend the price decrease to $1.44, and City Attorney Tim Merrill said that they could not because it was not fair market value.

Jeff Harvey, a resident, argued that the $1.44 price was not arbitrary or capricious because it was based on other sales in the area.

There was some discussion regarding the timing of the original assessment of the orphan parcels, which was several years ago. The Council expressed concerns about whether this assessment was fair because of inflation.

Corb Keith, a resident, argued that County assessments can change dramatically from year to year. Mr. Keith enjoyed living in Highland, and he simply wanted to improve the property behind his home.

Council Member Tim Irwin said that they were following State requirements by asking for fair market value. They could not arbitrarily decide on the price. Council Member Scott L. Smith argued that they were also responsible for solving problems in the community, and this problem had been kicked down the road for years. They had not been successful in solving this problem.

Keri Bushman, a resident, said that the law was important, but mercy was also important. They have spent a lot of money replacing bike tires and paying the open space fee for 16 years. She fully believed that the community could come together and donate their time and energy to maintain these neglected areas, but they needed to be allowed to do so. The current system was not working, so they needed to work together on a better solution.

Council Member Kurt Ostler said that the open space fee was not used specifically for the area behind her home. There were 18 open space communities that pay the fee, and all of them have varying levels of maintenance needs.

Kendall Bushman, a resident, said that they were told by the developer and City that there would be wildflowers behind their home. At this point, they just wanted to be able to maintain the property. Mr. Bushman researched the CC&Rs regarding a different matter, and he found that the CC&Rs were never recorded. The bond was released to the developer without requirements being fulfilled. All of the residents along the trail were willing to maintain the property.

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Natalie Ball, a resident, said that this was not the first neighborhood to go through this application process. Her neighborhood was involved in an application a year ago and it divided the neighborhood pretty severely. She spoke about the flaws in the petition process. The property in question was sold a year ago, but she hasn't seen any improvement of that property yet. She believed that selling City property was not a good solution to the problem.

Mayor Mann closed the public hearing at 9:20 PM.

Council Member Kurt Ostler said that $1.44 seemed low. There were issues with the application process and the pricing needed to be more clearly defined.

Council Member Ed Dennis said that natural vegetation was not conducive to an upscale neighborhood. It was fine to have native vegetation in hiking areas, but it detracts from residential neighborhoods. He was supportive of the proposal.

James Thomas, a resident, commented that their intention was not to increase their home values. He believed that $3.61 per square foot was not a reasonable price for the property.

There was continued discussion regarding the County assessment.

Council Member Scott L. Smith MOVED to approve the request to dispose of open space up to five feet south of the trail at $1.44/square foot to the home owners in the Beacon Hill the Highlands subdivision.
The property purchase shall end within five feet of the south edge of the trail.

1. *The purchasers shall be responsible for the costs associated with any costs related to modification of the city sprinkler system as determined by the City Engineer.*

Council Member Ed Dennis seconded the motion.

Council Member Brian Braithwaite understood the desire to be fair, but the Council discussed this at length and decided to go with 25% of the County assessed value so that it was consistent across the board. As they knew from experience, appraisals come in all over the place. Approving the price at $1.44 is arbitrary and cannot be justified. The Council had put a process in place to determine the fair market value, and they should be true to that.

Council Member Brian Braithwaite made a Substitute motion and MOVED that the item be continued and give the petitioners an opportunity, if they so choose, to get an appraisal that can be brought to Council. If they chose to challenge it, they could do that, if they chose not to move forward, that is also an option.
Council Member Kurt Ostler seconded the substitute motion.

Council Member Scott L. Smith said that the term "fair" could be defined many different ways. The City had not sold any property since they established the price at 25% of the County assessed value. Council Member Kurt Ostler argued that the Canterbury residents were fine with the higher price, but the Council still found a way to deny their proposal. They needed to come up with a real, viable solution to the problem at hand.

Council Member Ed Dennis expressed concerns about the appraisal process. They needed to define the criteria that would constitute an acceptable appraisal.

Council Member Tim Irwin wanted to be sure that the City would not be open to lawsuits in whatever choice they made.

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City Administrator Nathan Crane said that he and City Attorney Tim Merrill could get together and write down a list of criteria for an appropriate appraisal. They would share that with the Council for review before passing that onto the citizens.

Council Member Brian Braithwaite MOVED to continue the item to give the petitioners an opportunity, if they so choose, to get an appraisal that can be brought to Council and direct staff to get together with the City Attorney to identify the specifics of what the appraisal criteria should be for the evaluation of the property and to share it with Council.
Council Member Kurt Ostler SECONDED the motion.

Council Member Ed Dennis argued that the Council had approved $1.44 per square foot before, and it was based on an appraisal. It was hard for the residents to see that price continually change because of the economic cycle they were in. It would be beneficial for the City to sell property that they could not maintain.

Council Member Brian Braithwaite said that was a viable solution to the problem. Another solution would be to create a fund so that the City could take care of the property. Once the property was sold, the City could not get it back.

Council Member Brian Braithwaite CALLED the Question.

Council Member Brian Braithwaite MOVED to continue the item to give the petitioners an opportunity, if they so choose, to get an appraisal that can be brought to Council and direct staff to get together with the City Attorney to identify the specifics of what the appraisal criteria should be for the evaluation of the property and to share it with Council and the petitioners.
Council Member Kurt Ostler SECONDED the motion.

The vote was recorded as follows:

Council Member Brian Braithwaite	*Yes*
Council Member Ed Dennis	*No*
Council Member Tim Irwin	*Yes*
Council Member Kurt Ostler	*Yes*
Council Member Scott L. Smith	*No*

The motion passed 3:2.

6. ACTION/ORDINANCE: TIME, PLACE, AND MANNER REGULATIONS

City Attorney Tim Merrill oriented the City Council regarding an ordinance regulating time, place, and manner regulations. The State recently passed the Free Expression Regulation Amendment Bill, which required all cities to have an ordinance in their code stating that they would follow the constitution in this matter. The proposed language would be an enabling ordinance stating that they would provide space in traditional public forums to exercise first amendment rights. He confirmed that they currently do not have an ordinance like this.

There was some discussion regarding free speech and how this could be enforced.

Council Members Tim Irwin and Scott L. Smith would vote against the motion because they felt that they had not been given enough time to vet out any unintended consequences.

Council Member Brian Braithwaite MOVED to approve the enacting of a free expression regulation ordinance in accordance with the new state law requirements.

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Council Member Kurt Ostler SECONDED the motion.

The vote was recorded as follows:

Council Member Brian Braithwaite	*Yes*
Council Member Ed Dennis	*Yes*
Council Member Tim Irwin	*No*
Council Member Kurt Ostler	*Yes*
Council Member Scott L. Smith	*No*

The motion passed 3:2.

7. MAYOR/COUNCIL AND STAFF DISCUSSION AND COMMUNICATION ITEMS

a. Length of Council Meetings

Mayor Mann said that he had spoken to Council Member Tim Irwin regarding the length of the City Council meetings, and he was considering putting a policy in place that requires meetings to end by 10:00 or 10:30 p.m. unless the Council votes to continue. He was concerned that the public hearings had become a Q&A with Council rather than a public hearing. It also seemed that the Council Members became short with each other when the meetings extended beyond 10:30 pm and their discussions were less effective.

Council Member Ed Dennis agreed with Mayor Mann's concerns. He asked if they could regulate the length of each public hearing. City Attorney Tim Merrill said that there would be no violation if they set a time limit. Mayor Mann would be responsible to enforce any time limitations during the meeting.

Mayor Mann suggested listing an anticipated time limit for each topic on the agenda. Public hearings should be limited to 20 minutes. He encouraged public input, but many times the comments were repetitive, which was not constructive.

Council Member Tim Irwin suggested limiting the timeframe for presentations as well.

Council Member Kurt Ostler commented that some issues were more sensitive than others. They needed to be sure that they provided enough time for the residents to make their voices heard.

City Administrator Nathan Crane cautioned the Council against setting a time limit for public hearings on legislative items. He suggested keeping each citizen's comments to two or three minutes, and making sure Mayor Mann was consistent in enforcing that. It was also suggested that the Council limit their comments to before and after the public comment period. The most effective time to influence a Council member is prior to the meeting. Mayor Mann encouraged the citizens to engage with the Council Members outside of public meetings, because they were more than willing to respond.

b. Funding Increase

Assistant City Administrator Erin Wells briefly updated the Council regarding the Open House survey for the Public Safety increase. The majority of people said that they were willing to support the increase to police and fire through a property tax increase. See the chart below.

	Support Fire Proposal	Support Police Proposal	Support Property Tax Increase

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Yes	79% (38)	81% (39)	75% (36)
No	10% (5)	10% (5)	17% (8)

Council Member Tim Irwin was concerned that they did not include a fee option in the survey. Assistant City Administrator Erin Wells said that the Council instructed staff not to include a fee because they were more favorable toward a property tax increase. Staff presented concerns regarding a fee during the previous meeting. A few citizens did ask about a fee at the Open House.

Assistant City Administrator Erin Wells said that they were now preparing for the Stake Holder Meetings on the 15th and 16th. They would post a Notice of Quorum, just in case enough Council Members choose to attend.

Council Member Scott L. Smith recommended presenting the option of a fee at the Stake Holder's meeting. He was already receiving pushback regarding a property tax increase. The residents were misunderstanding that the 40% increase would be to only the City's portion of their overall property tax. Council Member Kurt Ostler agreed. Council Member Tim Irwin said that a tax increase or a fee was essentially a tax. He felt that the fee would be fairer to everyone.

Mayor Mann was concerned about potential litigation with implementing a fee.

Council Member Brian Braithwaite wanted to pursue the option that was most likely to pass. Education was essential to either choice.

Council Member Tim Irwin said that doing the right thing was more important. The tax increase would affect the residents differently based on the value of their property, and he did not think that was fair.

City Attorney Tim Merrill said that he would defend whatever choice the Council made. He felt that the tax was legally bullet proof, but a fee could be litigated.

After continued discussion, the Council directed staff to present both options to the citizens.

Council Member Kurt Ostler relayed information that he had received regarding what it would take for Highland to get its own zip code. Essentially, it was estimated that Highland would not be large enough for their own zip code until at least 2025. It was more likely that Highland would change and share a zip code with Alpine.

Council Member Ed Dennis encouraged the Council to consider implementing a Citywide park fee.

8. CLOSED SESSION

The Highland City Council may temporarily recess the City Council meeting to convene in a closed session to discuss pending or reasonable imminent litigation, as provided by Utah Code Annotated §52-4-205

*At **10:27 PM** Council Member Tim Irwin MOVED that the City Council recess to convene in a closed session to discuss pending or reasonable imminent litigation, as provided by Utah Code Annotated § 52-4-205. Council Member Brian Briathwaite SECONDED the motion.*

The vote was recorded as follows:

Council Member Brian Braithwaite	*Yes*
Council Member Ed Dennis	*Yes*
Council Member Tim Irwin	*Yes*
Council Member Kurt Ostler	*Yes*
Council Member Scott L. Smith	*Yes*

The motion passed unanimously.

9. FUTURE MEETINGS

a. Future Meetings

- May 21, City Council Meeting, 7:00 pm, City Hall
- May 28, Planning Commission Meeting, 7:00 pm, City Hall

ADJOURNMENT

Council Member Tim Irwin MOVED to adjourn the CLOSED SESSION and Council Member Brian Braithwaite SECONDED the motion. All voted in favor and the motion passed unanimously.

The CLOSED SESSION adjourned at 10:48 PM.

Council Member Tim Irwin MOVED to adjourn the regular meeting and Council Member Brian Braithwaite SECONDED the motion. All voted in favor and the motion passed unanimously.

*The meeting adjourned at **10:49 PM**.*

I, Cindy Quick, City Recorder of Highland City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on May 7, 2019. This document constitutes the official minutes for the Highland City Council Meeting.

Cindy Quick

Cindy Quick, MMC
City Recorder

DRAFT

AGENDA NEXT

HIGHLAND CITY

CITY COUNCIL AGENDA REPORT
ITEM #2b

DATE: June 4, 2019

TO: Honorable Mayor and Members of the City Council

FROM: Todd Trane
City Engineer/Public Works Director

SUBJECT: Approve the Purchase of a Pickup Truck in the amount of $29,304.47 for the Building Department

STAFF RECOMMENDATION:

The City Council approve the purchase of a Ford Ranger pickup truck in the amount of $29,304.47 for the Building Department.

BACKGROUND:

The public works vehicle utilized by the building department for inspections is a 2007 Chevrolet pickup. After 12 years of around town driving it has developed some substantial and ongoing mechanical issues. A recent diagnostic evaluation of the truck discovered extensive transmission repairs were needed and a knock in the engine that would require work on the camshaft. Based on the cost of these repairs and the age of the truck, bids were solicited utilizing the State bid pricing to replace the vehicle.

Staff compared pricing on the 2019 Ford Ranger ($29,304.47) and 2019 F-150 Pickup ($33,328). After careful consideration, staff has selected the Ford Ranger truck. This truck will provide more interior space for the storage of inspection equipment as well as 4-wheel drive for getting into and out of the mud and snow of construction sites. Staff considered the fuel consumption of the two trucks as well, and felt that the Ranger had better miles per gallon ratings that would be beneficial.

FISCAL IMPACT:

Funding will be allocated from the General Fund and will require a budget adjustment.

RECOMMENDATION AND PROPOSED MOTION:

I move that the City Council **APPROVE** the purchase of a Ford Ranger pickup truck for the Building Department in the amount of $29,3047.47.

ALTERNATIVE MOTION:

I move that the City Council **DENY** the purchase of the vehicle for the following reasons. (The Council should state appropriate reasons).

ATTACHMENTS:

1. Bid for the 2019 Ford Ranger Pickup
2. Bid for the 2019 F-150 Ford Pickup

2019 Ranger CREW CAB -

IN STOCK

Print window sticker

Disclaimer: This window sticker is only representative of the information contained on an actual window sticker, and may or may not match the actual window sticker on the vehicle itself. Please see your retailer for further information.

Vehicle Description

RANGER **2019 RANGER 4X4 C/C**
2.3L ECOBOOST ENGINE
ELEC 10-SPEED AUTO TRANS

VIN 1FTER4FH1KL **A17780**

Exterior
OXFORD WHITE
Interior
EBONY INTERIOR TRIMPREMIUM CLOTH SEATS

Standard Equipment INCLUDED AT NO EXTRA CHARGE

EXTERIOR
. EASY FUEL® CAPLESS FILLER
. FULLY BOXED STEEL FRAME
. HEADLAMPS - AUTOLAMP
. HEADLAMPS-HALOGEN
. PICKUP BOX TIE DOWN HOOKS
. WHEEL LIP MOLDINGS

INTERIOR
. A/C W/MANUAL CLIMATE
. DRIVER SEAT - 4-WAY MANUAL
. DUAL SLIDING SUNVISORS
. POWERPOINTS (2)

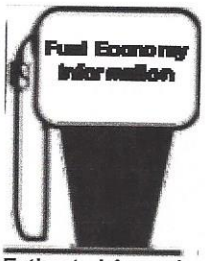
FUNCTIONAL
. AUTO START STOP TECH
. ELECTRONIC PWR ASST STEER
. HILL START ASSIST
. REAR VIEW CAMERA

SAFETY/SECURITY
. BELT-MINDER CHIME
. SECURILOCK® ANTI-THEFT SYS
. 3YR/36,000 BUMPER / BUMPER
. 5YR/60,000 ROADSIDE ASSIST
. DAYTIME RUNNING LIGHTS
. FUEL TANK - 18.0 GALLON
. GRILLE - BLACK (ON/OFF)
. LOCKING TAILGATE
. TRAILER SWAY CONTROL
. WIPERS- INTERMITTENT
. 2ND ROW FOLD BENCH CONTROL, SINGLE ZONE W/ MANUAL LUMBAR
. LOCKING GLOVE BOX
. TILT/TELESCOPE STR COLUMN
. 4-WHEEL DISC BRAKES W/ABS
. CURVE CONTROL
. FADE-TO-OFF INTERIOR LIGHT
. PRE-COLLISION ASSIST W/AEB
. AIRBAGS - SAFETY CANOPY®
. CTR HIGH MOUNT STOP LAMP
. TIRE PRESSURE MONIT SYS

WARRANTY
. 5YR/60,000 POWERTRAIN

Price Information	**MSRP**
STANDARD VEHICLE PRICE	**$30,680**
Included on this Vehicle	
EQUIPMENT GROUP 101A XL SERIES CRUISE CONTROL	1,135
Optional Equipment	
2019 MODEL YEAR OXFORD WHITE EBONY PREMIUM CLOTH SEATS .2.3L ECOBOOST ENGINE .ELEC 10-SPEED AUTO TRANS SYNC, AM/FM RADIO,6-SPKRS .FORDPASS CONNECT 4G WIFI MODE	
STX APPEARANCE PACKAGE .17" SILVER PAINTED ALUM WHEEL FRONT LICENSE PLATE BRACKET	995
TOTAL VEHICLE & OPTIONS	32,810
DESTINATION & DELIVERY	1,195
TOTAL MSRP	**$34,005**

Disclaimer: Option pricing will be blank for any item that is priced as 0 or "No Charge".



CITY MPG
20
HIGHWAY MPG
24

Estimated Annual Fuel Cost: $

Vehicle Engine Information

Actual mileage will vary with options, driving conditions, driving habits and vehicle's condition. Results reported to EPA indicate that the majority of vehicles with these estimates will achieve between _ and _ mpg in the city and between _ and _ mpg on the highway. **For Comparison Shopping** all vehicles classified as have been issued mileage ratings from _ to _ mpg city and _ to _ mpg highway.

Ford EXTENDED SERVICE PLAN

Ford Extended Service Plan is the ONLY service contract backed by Ford and honored by the Ford and Lincoln dealers. Ask your dealer for prices and additional details or see our website at www.Ford-ESP.com.

State price # 29304.47

Ken Garff Ford | American Fork

Phone: 801-763-6800
Cell: 801-362-1261
Fax: 801-763-6895
jime@kengarff.com

JIM ELLIOTT
COMMERCIAL FLEET MANAGER

597 East 1000 South
American Fork, UT 84003
www.kengarfford.com

in stock

Print window sticker

Disclaimer: This window sticker is only representative of the information contained on an actual window sticker, and may or may not match the actual window sticker on the vehicle itself. Please see your retailer for further information.

Vehicle Description

F-150 **2019 F150 4X4 CREW**
3.5L V6 ECOBOOST
ELEC 10-SPEED AUTO W/TOW MODE

VIN 1FTFW1E49KK **C71611**

Exterior
OXFORD WHITE

Interior
MEDIUM EARTH GRAYCLOTH 40/20/40 FRONT SEAT

Standard Equipment INCLUDED AT NO EXTRA CHARGE

EXTERIOR
. EASY FUEL® CAPLESS FILLER
. HALOGEN HEADLAMPS
. HEADLAMPS - AUTOLAMP
. LOCKING REMOVABLE TAILGATE
. TRAILER SWAY CONTROL

INTERIOR
SEAT
CONTROL, SINGLE ZONE
. ILLUMINATED ENTRY
. POWERPOINT - 12V (FRONT)

FUNCTIONAL
. CURVE CONTROL
. ELECT 4X4 SHIFT-ON-FLY
. FADE-TO-OFF INTERIOR LIGHT
. GAS-CHARGED SHOCKS
. MANUAL FOLD MIRRORS
. PRE-COLLISION ASSIST W/AEB
. REAR VIEW CAMERA

SAFETY/SECURITY
. AIRBAGS - FRONT SEAT
. AIRBAGS - SAFETY CANOPY®
. SECURILOCK® ANTI-THEFT SYS
. TIRE PRESSURE MONIT SYS
. 3YR/36,000 BUMPER / BUMPER
. 5YR/60,000 ROADSIDE ASSIST
. DAYTIME RUNNING LIGHTS
. FULLY BOXED STEEL FRAME
. HEADLAMPS - AUTO HIGH BEAM (ON/OFF)
. PICKUP BOX TIE DOWN HOOKS
. WIPERS- INTERMITTENT
. 60/40 FOLD-UP REAR BENCH
. A/C W/MANUAL CLIMATE
. DUAL SUNVISORS
. OUTSIDE TEMP DISPLAY
. TILT/TELESCOPE STR COLUMN
. AUTO START STOP TECH
. DYNAMIC HITCH ASSIST
. ELECTRIC-ASSIST PARK BRAKE
. FAIL-SAFE COOLING SYSTEM
. HILL START ASSIST
. OUTBOARD MNTD REAR SHOCKS
. PWR RACK AND PINION STEER
. SELECTSHIFT®
. ADVANCETRAC® WITH RSC® MOUNTED SIDE IMPACT
. CTR HIGH MOUNT STOP LAMP
. SOS POST-CRASH ALERT SYS

WARRANTY
. 5YR/60,000 POWERTRAIN

Price Information	**MSRP**
STANDARD VEHICLE PRICE	**$40,460**
Included on this Vehicle	
EQUIPMENT GROUP 101A XL SERIES XL POWER EQUIPMENT GROUP CRUISE CONTROL	2,255
Optional Equipment	
2019 MODEL YEAR	
OXFORD WHITE	
DARK GRAY CLOTH 40/20/40	
3.5L V6 ECOBOOST	600
ELEC 10-SPEED AUTO W/TOW MODE	
.265/70R 17 OWL ALL-TERRAIN	
3.55 ELECTRONIC LOCK RR AXLE	470
7050# GVWR PACKAGE	
FRONT LICENSE PLATE BRACKET	
COLOR-COORDINATED CARPET	145
BLACK PLATFORM RUNNING BOARDS	250
PRO TRAILER BACKUP ASSIST SYNC	
TRAILER TOW PACKAGE	995
REAR-WINDOW DEFROSTER	220
REVERSE SENSING SYSTEM	275
XL CHROME APPEARANCE PACKAGE .CHROME FRONT/REAR BUMPERS .FOG LAMPS .17" SILVER PAINTED ALUMINUM	775
PRIVACY GLASS	100
BEDLINER-TOUGHBED SPRAYIN*ACCY	595
TOTAL VEHICLE & OPTIONS	47,140
DESTINATION & DELIVERY	1,495
TOTAL BEFORE DISCOUNTS	48,635
XL MID DISCOUNT	-750
XL MID DISCT CHROME APP	-500
TOTAL SAVINGS	**-1,250**
TOTAL MSRP	**$47,385**

Disclaimer: Option pricing will be blank for any item that is priced as 0 or "No Charge".

State price. $33328

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CITY MPG
17
HIGHWAY MPG
23

Vehicle Engine Information

Actual mileage will vary with options, driving conditions, driving habits and vehicle's condition. Results reported to EPA indicate that the majority of vehicles with these estimates will achieve between _ and _ mpg in the city and between _ and _ mpg on the highway. **For Comparison Shopping** all vehicles classified as have been issued mileage ratings from _ to _ mpg city and _ to _ mpg highway.

AGENDA NEXT

HIGHLAND CITY

CITY COUNCIL AGENDA REPORT
ITEM #3

DATE: June 4, 2019

TO: Honorable Mayor and Members of the City Council

FROM: Tara Tannahill
Planner & GIS Analyst

SUBJECT: **ACTION** – A request by Eternal Springs for a Site Plan approval and Conditional Use permit of professional office buildings located in the Professional Office Zone at 10298 N 4800 W (SP-19-01 and CU-19-01) *Administrative*

STAFF RECOMMENDATION:

Staff recommends that the City Council **APPROVE** the site plan subject to the ten stipulations recommended by the Planning Commission.

BACKGROUND:

The site was rezoned from R-1-40 to Professional Office (P.O Zone) District on December 4, 2018. As part of the approval, City Council put in four stipulations for the applicant to have as part of the site plan, in addition to the requirements for the P.O District.

Stipulations:

1. The building shall not exceed a total of 8,400 square feet.
2. The building setback is at least 80 feet from the rear property line and no second story shall be closer than 100 feet from the rear property line.
3. The dumpster will be no closer than half way between the east and west property line.
4. The number of parking stalls for the assisted living and the office space be reviewed as part of the site plan and conditional use permit review.

Section 3-4902.7 Conditional Uses states:

7) Any other conditional or other types of professional services which the Planning Commission and City Council determine to be compatible with the intent of the zone.

Section 3-4903.1 Prohibited Uses States:

1) Determination of Use – Whenever a use has not specifically been identified in the foregoing classification, it shall be the duty of the City Planning Commission to determine if said use:

(a) Is consistent with the intended us of the PO Zone; and

(b) Is compatible with the other listed uses; and
(c) Is compatible with the uses of adjacent properties.

In the Professional Office (P.O Zone) District the City Council is the approval body for a site plan and conditional use permit, after receiving a recommendation from the Planning Commission. The Planning Commission is the approval body for the architectural review.

Conditional Uses:
Conditional uses are uses that are meant to give limited flexibility in the review of an application. In Highland, the Planning Commission makes a recommendation to the City Council. A conditional use is regulated by the following standards:

Utah State Code 10-9a-507. Conditional Uses.
(1) A land use ordinance may include conditional uses and provisions for conditional uses that require compliance with standards set forth in an applicable ordinance.
(2)

(a) A conditional use shall be approved if reasonable conditions are proposed, or can be imposed, to mitigate the reasonably anticipated detrimental effects of the proposed use in accordance with applicable standards.
(b) If the reasonably anticipated detrimental effects of a proposed conditional use cannot be substantially mitigated by the proposal or the imposition of reasonable conditions to achieve compliance with applicable standards, the conditional use may be denied.

If a use is allowed as a conditional use it is assumed that the use is desirable but that it may require an extra level of review. Denial must be based on some factor unique to the proposed location that renders the potential negative effects of the proposed use beyond mitigation. Mitigation means to temper or reduce the negative aspects, not eliminate them.

The action taken in response to an application must be supported by substantial evidence in the record. Substantial evidence is evidence that is relevant and credible. To be relevant, it must relate to the standards in the ordinance. To be credible it must be objective and independent.

SUMMARY OF THE REQUEST:

1. The applicant is requesting site plan, architectural plan, and conditional use permit approval for an 8,243 square foot office building. The property is located approximately at 10298 N 4800 W and is .68 acres. The petitioner does not have any tenants at this time.

2. Vehicular access will be provided from a shared access with Ashford Assisted Living

Center from 4800 West.

3. There are 33 parking stalls provided with two designated handicap parking stalls.
4. Hours of operation will be 8:00 am to 5:00 pm Monday through Friday. Number of employees is unknown at this time.

CITIZEN PARTICIPATION:

The neighborhood meeting notification sign was posted on the property May 8, 2019 and the neighborhood meeting was held on May 16, 2019. No residents attended the meeting.

Notice of the Planning Commission meeting was published in the Daily Herald on May 12, 2019 and posted on the state website May 9, 2019. Notification of the public hearing associated with this meeting was mailed to all property owners within 500 feet of the proposed site on May 13, 2019. No written correspondence has been received.

No notification was required for City Council.

REQUIRED FINDINGS:

The Planning Commission must determine that the proposed use meets three findings prior to granting a Conditional Use Permit. The burden of proof rests with the applicant. Each finding is presented below along with staff's analysis.

1. **The use will not be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.**

The property to the north is Ashford Assisted Living Center. The properties to the south and east are residential homes. The property to the west is Lone Peak High School. There is an existing trail to the south of the property.

2. **The use complies with all applicable regulations in the Development Code.**

The Development Code allows for professional offices and services in the PO District. The applicant doesn't have any tenants selected, but they anticipate the type of business to be commercial office related services.

The site plan provides adequate access and onsite circulation for the proposed use. There are 33 parking stalls provided. The Development Code requires 20. Parking has been evaluated for Ashford Assisted Living and it has been determined that the parking requirement is still satisfied with this site plan in accordance with the Development Code.

A landscape plan has been submitted showing a minimum of 35% landscaping as required in Section 3-4911 in the Development Code.

The proposed architecture includes the elements required in Section 3-4922 of the Development Code. Materials include wood-grained siding, dark gray metal, brick soldier course, and white stucco.

The foot candles on the East side of the property will need to be reduced as required in Section 3-4915 of the Development Code. Staff is recommending a stipulation that all lighting be less than one-foot candle at the property lines on the east side to reduce the light pollution. The Planning Commission is recommending a stipulation of a 4 feet height maximum light to reduce the light pollution to the property owners on the east. Similar light height is also utilized in the Ashford Assisted Living property to the north.

All utility and mechanical equipment is screened as required by Section 3-4918 in the Development Code. A stipulation was placed during Planning Commission for the equipment demonstrated on the north elevation of the building. However, this equipment has been confirmed to be electrical and gas meters, which is required to be accessible by the utility companies.

The building height is 29 feet 11 inches which is below the 30 feet limit as required in Section 3-4907 in the Development Code.

The building size is approximately 18% of the site coverage. This is below the 30% limitation as required in Section 3-4905 of the Development Code.

The monument sign meets the sizing and architecture requirements in Section 3-709 of the Development Code.

Republic services has requested that sizing be evaluated during site plan approval to verify the sizing meets their vehicles. Sizing has been provided by the applicant and it does meet their requirements. Architecture will need to be provided for the refuse enclosure to make sure architectural elements are compatible with the building elevations as required in Section 3-4913 of the Development Code. The applicant has confirmed that they will make sure the architecture elevations of the refuse container shall be compatible with the architecture of the building.

Section 4-913 in the Development Code requires the refuse container to be removed from the frontage and be at least 40 feet from any residential zone. City Council put a stipulation for the rezone approval that the refuse container shall be placed no closer than half way between the east and west property line. The property to the South has recently been rezoned to P.D District and the west side of this property is going to be commercial. The applicant has moved the refuse container to the south west side of the property. This will make sure the container is less visible from the frontage and still meet the stipulation placed

by council.

The Planning Commission made a stipulation that the fencing on the south side of the property be wrought iron for visibility reasons along the trail and because the property is a residential zone. However, the property to the south is no longer a residential use zone because it was rezoned to a P.D District on May 21, 2019, but there is a trail that runs along the south side of the property. City Council will need to discuss and determine if a wrought iron fencing shall still be required to be installed along the south side of the property. Fencing is currently installed along the east side of the property.

With the proposed stipulations the site plan complies with the stipulations of City Council for approval for the rezoning.

3. **Conditions are imposed to mitigate any detrimental effects.**

Draft stipulations have been included to ensure compliance with the Development Code.

PLANNING COMMISSION ACTION:

The Planning Commission held a public meeting on May 28, 2019. There was one comment from the public regarding the proposal. Comments from the resident related to the type of screen wall along the south side of the property and the lighting. These are addressed in the proposed stipulations. The Commission voted 7-0 to recommend approval of the site plan subject to the following stipulations:

1. Development of the site shall comply with the site plan January 2, 2018 and building elevations dated May 6, 2019 except as modified by these stipulations.
2. All signage shall require a separate permit and comply with the Development Code requirements.
3. The light levels shall not exceed one-foot candle at the south and east property lines.
4. The refuse container shall be revised to meet the requirements of the Development Code.
5. The monument sign shall be revised to meet the requirements of the Development Code.
6. Prior to Council consideration, the second floor setback shall be provided to staff to review.
7. A six foot wrought iron fence shall be installed on the south side of the property.
8. All utility and mechanical equipment shall be screened.
9. Final civil engineering plans shall be reviewed and approved by the City Engineer. The site shall meet all requirements of the City Engineer.
10. Final civil engineering plans shall be reviewed and approved by the Fire Marshall.

Subsequent to the Planning Commission Meeting the applicant has revised the location of

the trash enclosure as shown on Attachment 5. The applicant has also provided a letter addressing the above stipulations as shown on Attachment 6.

CONCLUSION:

The proposed use appears to meet the required findings for approval.

RECOMMENDATION:

Staff recommends that the City Council **APPROVE** the site plan subject to the ten stipulations recommended by the Planning Commission.

PROPOSED MOTION:

I move that the City Council accept the findings and **APPROVE** case SP-19-01 & CU-19-01, a request for site plan and conditional use permit approval for Eternal Springs, subject to the six stipulations recommended by Planning Commission

ALTERNATIVE MOTIONS:

I move that the City Council **DENY** case SP-19-01 & CU-19-01, a request for site plan and conditional use permit approval for Eternal Springs based on the following findings: (The Council will need to draft appropriate findings.)

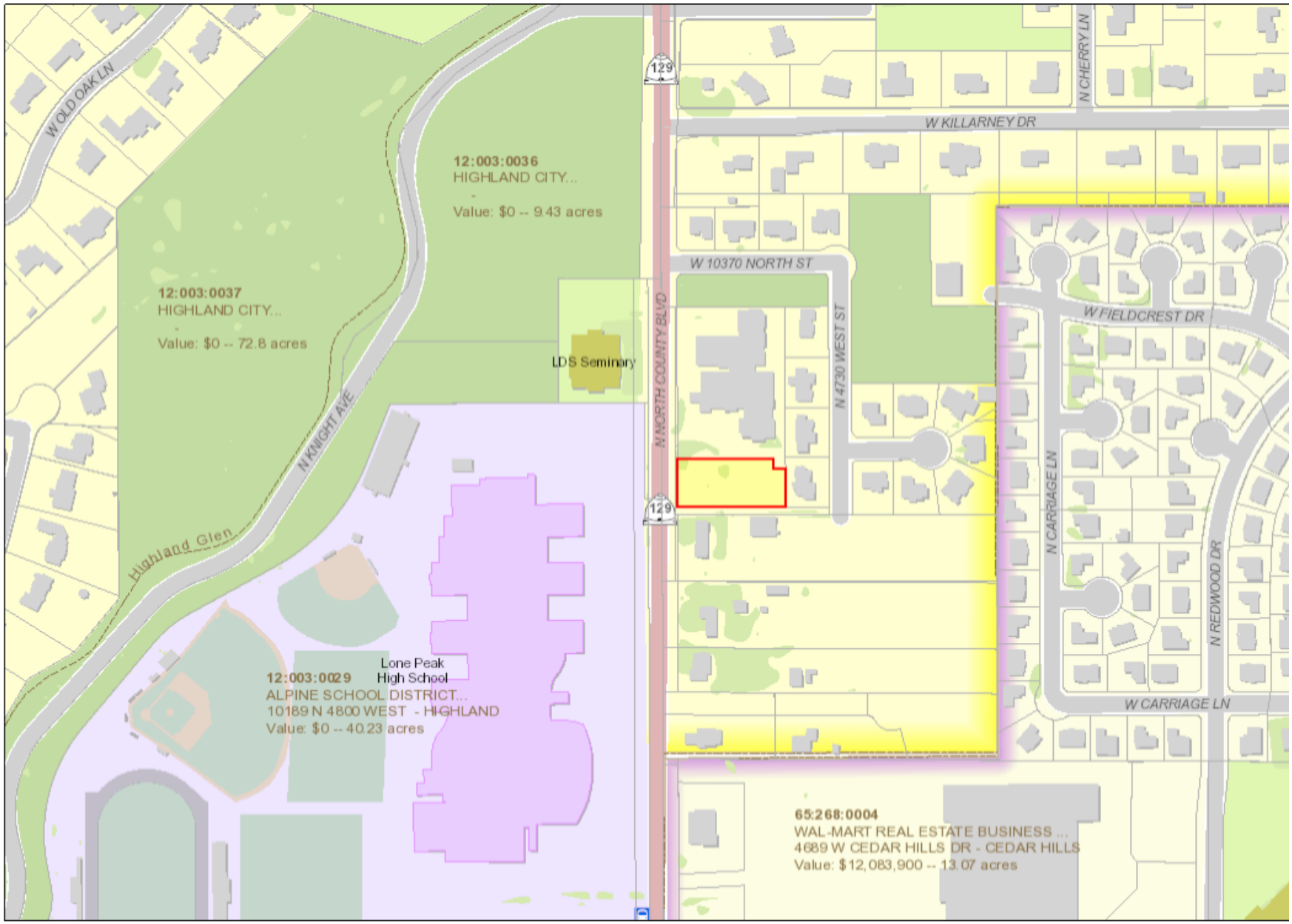
FISCAL IMPACT:

This action will not have a financial impact on this fiscal year's budget expenditures.

ATTACHMENTS:

1. Vicinity Map
2. Applicant's Project Narrative
3. Site Plan
4. Updated Monument Sign
5. Refuse Container Details and Updated Location
6. Applicant Letter Dated May 30, 2019 Addressing Conditions of Approval

Attachment 1:



Utah County Parcel Map

This cadastral map is generated from Utah County Recorder data. It is for reference only and no liability is assumed for any inaccuracies, incorect data or variations with an actual survey

Date: 5/6/2019

N

Attachment 2:

Site Plan Application Narrative

The property in question was successfully rezoned from residential to commercial zoning earlier this year. We are now applying for our site plan approval and have developed a site plan, building elevations, and associated landscape architecture, civil engineering drawings, and site lighting plans.

When we applied for the rezone we submitted a conceptual site plan with parking mostly to the south of the building. However, in working with staff, we have discovered that the site plan submitted did not meet the zoning's 35% landscaped area requirement. Because of this we needed to drastically change the site plan. We now have two disconnected parking areas, one at the east and one at the west of the building. Our building is central within the lot and kept more than 10' from the north property line for fire separation and more than 30' from the south property line for the setback from residential zones. We have also maintained our 80' setback from the east property line for the first story and 100' for the second story as restricted during the rezone process.

The building we are proposing will composed of primarily 3 exterior materials. The ground floor will be broken up into two halves, one of a dark gray brick and the other of a light colored stucco. The brick and the stucco both have expressed reveals and solder coursing to meet the city's architectural design standards. The upper floor will be clad in a wood grained siding to add warmth and a natural element to the design. The roof of the upper story is a slight shed roof to the east, which gives more height on the street facing side and less on the residential facing side of the building. The architecture is designed to complement the Ashford Assisted Living Center but is more commercial in nature.

We have planned the building to house of up 6 small tenants, 4 on the ground floor and 2 on the upper floor. However, the building is planned for ultimate flexibility and it could house as few as 2 tenants, one on each level. Though we do not have the building pre-leased, we currently expect that these tenants will be commercial offices. It is also most likely that the hours of operation for the type of tenants we will be marketing to will be Monday through Friday 8:00 AM to 5:00 PM.

ATTACHMENT 3:

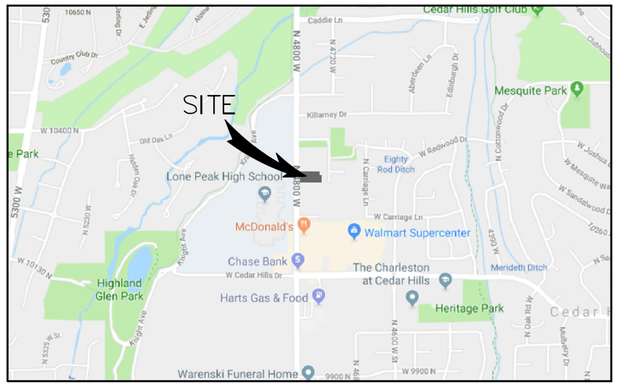
ASHFORD OFFICE BUILDING

10290 NORTH NORTH COUNTY BOULEVARD
HIGHLAND CITY, UTAH 84003

MAY 2, 2019

LEGEND

PROPERTY LINE	EXISTING FIRE HYDRANT
EASEMENT LINE	PROPOSED FIRE HYDRANT
4240.0 PROPOSED GRADE CONTOURS	EXISTING STREET LIGHT
4240.0 EXISTING GRADE CONTOURS	PROPOSED STREET LIGHT
EXISTING CURB	PROPOSED PARKING LOT LIGHT
PROPOSED CURB AND GUTTER	EXISTING WATER METER
PROPOSED CURB WALL	EXISTING WATER VALVE
REVERSE PAN CURB & GUTTER	EXISTING GATE VALVE
SS EXISTING SEWER	EXISTING OVERHEAD POWER POLE
SS PROPOSED SEWER	TBC TOP BACK CONCRETE
W EXISTING WATER	FF FINISHED FLOOR
W PROPOSED WATER	HW HIGH WATER
F EXISTING FIRE LINE	TOG TOP OF GRATE
F PROPOSED FIRE LINE	TOL TOP OF LID
SD EXSIITING STORM DRAIN	IE INVERT ELEVATION
SD PROPOSED STORM DRAIN	EX EXISTING
RD PROPOSED ROOF DRAIN	NG NATURAL GROUND
G EXISTING GAS	TA TOP OF ASPHALT
G PROPOSED GAS	TC TOP OF CONCRETE
OHP EXISTING OVERHEAD POWER	EC EDGE OF CONCRETE
UGP EXISTING UNDERGROUND POWER	EA EDGE OF ASPHALT
UGP PROPOSED UNDERGROUND POWER	TOW TOP OF WALL
T EXISTING TELEPHONE LINE	TG TOP OF GRAVEL
T PROPOSED TELEPHONE LINE	TL TOP OF LANDSCAPING
FO EXISTING FIBER OPTIC LINE	TS TOP OF SIDEWALK
FO PROPOSED FIBER OPTIC LINE	PROP PROPOSED
PROPOSED CONCRETE	4895.00 TBC CALLOUT UNLESS OTHERWISE DESIGNATED
PROPOSED ASPHALT	
PROPOSED LANDSCAPING	



VICINITY MAP
NOT TO SCALE

SHEET INDEX

CV	COVER SHEET
C0.1	EXISTING SITE/DEMOLITION PLAN
C1	SITE PLAN
C2	GRADING & DRAINAGE PLAN
C3	UTILITY PLAN
C4	DETAIL SHEET
C5	EROSION CONTROL PLAN (SWPPP)

PROJECT CONSTRUCTION NOTES:

1. CONTRACTOR TO NOTIFY BLUE STAKES PRIOR TO CONSTRUCTION, 1-800-662-4111.
2. CONTRACTOR TO VERIFY LOCATION OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION.
3. SEE SOILS REPORT FOR PAVEMENT SECTION DETAILS, INSTALLATION SPECIFICATIONS AND ALL SITE EARTHWORK REQUIRMENTS.
4. ALL CONSTRUCTION SHALL CONFORM TO CITY STANDARDS AND SPECIFICATIONS. IF A CONFLICT BETWEEN THESE PLANS AND THE CITY STANDARDS AND SPECIFICATIONS OCCURS, THE CITY STANDARDS AND SPECIFICATIONS SHALL GOVERN.
5. ALL HANDICAP PARKING STALLS TO BE INSTALLED PER ADA STANDARDS. SLOPE ON ANY ADA STALL IS TO BE LESS THAN 2% IN ALL DIRECTIONS.
6. CONTRACTOR TO VERIFY PRIOR TO ANY CONSTRUCTION THAT THE BUILDING AND BUILDING LOCATION SHOWN ON CIVIL DRAWINGS MATCHES THE ARCHITECTURAL PLANS.
7. CONTRACTOR TO VERIFY, WITH ARCHITECT, THAT F.F. ELEVATION SHOWN ON CIVIL PLANS EQUALS THE ARCHITECTS 100.0' ELEVATION.
8. CONTRACTOR TO REPLACE IN KIND ANY AREAS THAT ARE DAMAGED DURING CONSTRUCTION.
9. INSTALL ALL SIDEWALKS PER CITY STANDARDS OR APWA PLAN NO. 231, 235, AND 236 WHERE APPLICABLE.
10. INSTALL ALL CONCRETE PAVEMENT JOINTS PER CITY STANDARDS OR APWA PLAN NO. 261.
11. ALL SEWER, WATER AND STORM DRAIN PIPES SHALL BE BACKFILLED WITH SELECT GRANULAR FILL PER APWA STANDARDS AND SPECIFICATIONS.
12. ALL CATCH BASINS AND MANHOLES TO BE INSTALLED PER CITY STANDARDS.
13. ALL STORM DRAIN PIPING TO BE CUT OFF FLUSH WITH INSIDE WALL OF DRAINAGE BOX. INSIDE WALL TO BE GROUTED SMOOTH WITH A NON-SHRINK GROUT.
14. FOR STORM DRAIN INLET BOXES AND MANHOLES THE I.E. IN AND I.E. OUT ELEVATIONS ARE THE SAME UNLESS OTHERWISE CALLED OUT ON THE PLANS
15. ALL WATER LINES TO HAVE A MINIMUM 5' OF COVER WITH A MINIMUM VERTICAL CLEARANCE OF 1' OF COVER BETWEEN OTHER UTILITY LINES (1.5' VERTICAL SEPARATION WITH SEWER).
16. THRUST BLOCKS TO BE INSTALLED PER APWA PLAN NO'S 561 AND 562. SEE DETAIL SHEET C5.
17. CONTRACTOR SHALL COORDINATE CONSTRUCTION AND INSTALLATION OF ELECTRICAL, TELEPHONE, NATURAL GAS AND CABLE TV SERVICES WITH THE RESPECTIVE UTILITY COMPANY.
18. THE EXISTENCE AND LOCATION OF ALL UNDERGROUND UTILITY PIPES, LINES OR STRUCTURES SHOWN ON THESE PLANS WERE OBTAINED AND SHOWN FROM SURVEYED INFORMATION AND EXISTING UTILITY LOCATIONS PROVIDED BY OTHERS. THERE IS NO GUARANTEE THAT ALL EXISTING UTILITY INFORMATION IS SHOWN ON THESE PLANS. CONTRACTOR IS RESPONSIBLE FOR CONTACTING BLUE STAKES AND FIELD VERIFYING THE LOCATION AND ELEVATION OF ALL EXISTING UTILITY PIPES, LINES AND STRUCTURES, PRIOR TO CONSTRUCTION.
19. ANY OFF SITE DAMAGE TO EXISTING ASPHALT, CURB & GUTTER, LANDSCAPING AND ALL UTILITIES TO BE REPLACED IN KIND.
20. THE DRIVE APPROACHES APRONS MUST BE CONCRETE TO THE PROPERTY LINE.
21. ALL ACCESSIBLE ROUTES AND ACCESSIBLE MEANS OF EGRESS ROUTES, THE MAXIMUM SLOPE SHALL NOT EXCEED 5% AND THE CROSS SLOPE SHALL NOT EXCEED 2%. ALL EXTERIOR LANDINGS AT DOORS SHALL NOT EXCEED 2% SLOPE.

FIRE DEPARTMENT NOTES:

1. FIRE HYDRANTS SHALL BE EQUIPPED WITH ONE 4½", AND 2½" OUTLETS, WHICH HAS NATIONAL STANDARD THREADS (NST).
2. FIRE HYDRANTS SHALL BE INSTALLED SO THAT THE CENTER LINE OF THE LOWEST CAP, NUT SHALL NOT BE CLOSER THAN 18" FROM THE FINISHED GRADE.
3. FIRE HYDRANTS SHALL HAVE THE 4½" BUTT FACING THE FIRE ACCESS ROADWAY.
4. UNDERGROUND PIPING SHALL BE TESTED AT 200 PSIA FOR TWO HOURS. TEST CERTIFICATE SHALL BE PROVIDED TO FIRE DEPARTMENT OFFICE.
5. BURNING OF TRASH, SCRAP WOOD OR OTHER MATERIALS IS A VIOLATION OF CITY ORDINANCE.
6. A 3 FOOT CLEARANCE SHALL BE MAINTAINED AT ALL TIMES AROUND FIRE EQUIPMENT TO INCLUDE BUT NOT LIMITED TO HYDRANTS, FIRE DEPARTMENT CONNECTIONS AND FIRE SUPPRESSION CONTROL VALVES.
7. NEW FIRE HYDRANTS SHALL BE COLOR CODED AND BE DIRECTED BY PUBLIC UTILITIES AS TO THE COLOR AND SHADE OF THE HYDRANT BONNET.
8. FIRE HYDRANTS SHALL BE EQUIPPED WITH AN INDEPENDENT LATERAL CONTROL VALVE PLACED AT THE BASE INLET OF THE FIRE HYDRANT.
9. FIRE DEPARTMENT ACCESS ROADS AND FIRE HYDRANTS SHALL BE INSTALLED PRIOR TO CONSTRUCTION OF THE FOOTINGS AND FOUNDATIONS OF ANY STRUCTURE. FIRE HYDRANTS SHALL BE ACCESSIBLE, OPERATIONAL AND MAINTAINED IN THAT CAPACITY.
10. WATER LATERALS WHICH ARE 16 FOOT IN LENGTH OR LONGER SHALL BE PROVIDED WITH CONTROL VALVES AT THE TAP OF THE WATER MAIN AND AT THE FIRE HYDRANT.
11. WATER LATERALS WHICH SUPPLY WATER BASED FIRE PROTECTION SHALL BE FERROUS PIPE WHEN PASSING UNDER OR THROUGH FOOTINGS OR FOUNDATION WALLS.

UDOT NOTES:

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3. ROW WORK: WORK IS NOT ALLOWED ON THE RIGHT-OF-WAY DURING THE AM-PM PEAK TRAFFIC HOURS (6:00-9: AM AND 3:30-6:00 PM). ADDITIONAL WORK RESTRICTIONS OR MODIFICATIONS MAY BE IMPOSED AT THE TIME OF ENCROACHMENT PERMIT.
4. REPLACE ALL PAVEMENT MARKINGS IN KIND (TAPE WITH TAPE ON PAINT WITH PAINT). INSTALL ALL PAINT LINES WITH PERMANENT PAINT APPLICATION PER UDOT SPECIFICATION 02765. PAINT MUST HAVE AT LEAST 6 MONTHS LIFE AS DETERMINED BY UDOT'S PERMITS OFFICER.
5. ALL NEW PAVEMENT WORDS, ARROWS AND SYMBOLS MARKING WITHIN THE RIGHT-OF-WAY SHALL BE PRE-FORMED THERMO PLASTIC. ALL LETTERS, ARROWS, AND SYMBOLS SHALL CONFORM WITH THE "STANDARD ALPHABET FOR HIGHWAY SIGNS AND PAVEMENT MARKINGS: ADOPTED BY THE FEDERAL HIGHWAY ADMINISTRATION.
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7. BEFORE COMMENCING WORK ON THE STATE HIGHWAY, THE GENERAL CONTRACTOR IS REQUIRED TO OBTAIN AN ENCROACHMENT PERMIT FROM THE APPLICABLE REGION 6 PERMITS OFFICE BEFORE WORKING WITHIN THE STATE RIGHT-OF-WAY.
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9. FOR ALL UTILITY TAPS (ROAD CUTS), USE FLOWABLE FILL PER UDOT'S CURRENT MIX DESIGN (50-150 PSI) UDOT SPEC. 03575.
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17. ALL ABOVE GROUND FEATURES INCLUDING UTILITIES (POLES, FIRE HYDRANTS, BOXES, ETC.) MUST BE RELOCATED OUT OF THE

CIVIL ENGINEER:
CIR
ENGINEERING, L.L.C.
3032 SOUTH 1030 WEST, SUITE 202
SLC, Utah 84119 - PH: 801-949-6296

OWNER:
ETERNAL SPRINGS, LLC
10322 NORTH 4800 WEST
HIGHLAND, UTAH 84003
CONTACT PERSON: GREG NIELD
PH: (801) 380-9451

ARCHITECT:
RAW DESIGN STUDIO
517 SOUTH 200 WEST
SALT LAKE CITY, UTAH 84111
CONTACT PERSON: DARIN MANO
PH: (801) 633-5273

CONTRACTOR:
MINT CONSTRUCTION
651 GALENA PARK BLVD.
DRAPER, UTAH 84020
CONTACT PERSON: MORGAN SHARP
PH: (801) 996-3646

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DESIGNER: SDT | PROJECT ENGINEER: SDT

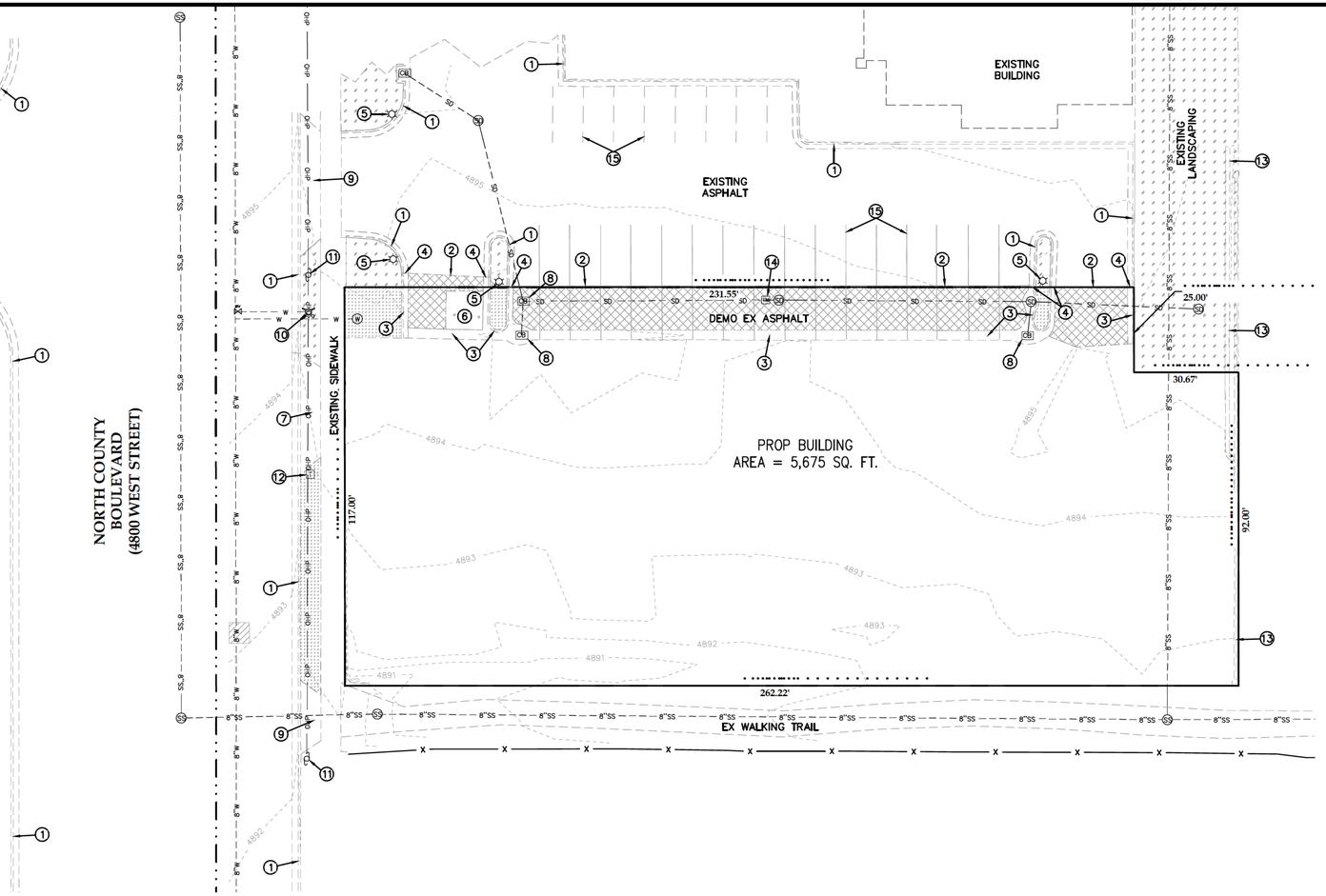
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10290 N. NORTH COUNTY BLVD., HIGHLAND, UTAH 84003
COVER SHEET

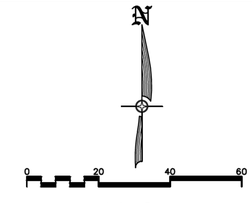
LICENSED PROFESSIONAL ENGINEER
SCOTT D. THORSEN
No. 354291
STATE OF UTAH

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BLUE STAKES 1-800-662-4111

SHEET NO.
CV

PROJECT ID	DATE:
N1011-01	01/02/18
FILE NAME: PRJ-HGN	SCALE:





SEE COVER SHEET FOR PROJECT LEGEND.

SHEET LEGEND

- EXISTING ASPHALT, TO REMAIN
- EXISTING ASPHALT, TO BE REMOVED.
- EXISTING LANDSCAPING, TO REMAIN.
- EXISTING LANDSCAPING, TO BE REMOVED.

SITE PLAN NOTES:

1. EXISTING CURB & GUTTER.
2. SAWCUT EXISTING ASPHALT TO PROVIDE A SMOOTH EDGE FOR PROPOSED ASPHALT TO MATCH INTO.
3. EXISTING CURB & GUTTER, TO BE REMOVED.
4. SAWCUT EXISTING CURB & GUTTER TO PROVIDE A SMOOTH EDGE FOR PROPOSED CURB & GUTTER TO MATCH INTO.
5. EXISTING LIGHT POLE.
6. EXISTING CONCRETE PAD, TO BE REMOVED.
7. EXISTING DRIVE APPROACH TO BE REMOVED. SEE SHEET C1 FOR DETAILS.
8. EXISTING TOP OF GRATES TO BE ADJUSTED TO MATCH PROPOSED GRADE. SEE SHEET C2 FOR DETAILS.
9. EXISTING DRIVE APPROACH.
10. EXISTING FIRE HYDRANT.
11. EXISTING POWER POLE.
12. EXISTING TELEPHONE PEDESTAL.
13. EXISTING PRIVACY WALL, TO REMAIN.
14. EXISTING ELECTRICAL BOX.
15. EXISTING PARKING STALL STRIPING (TYP.).

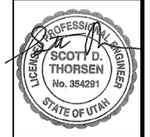
NO.	REVISIONS	BY	DATE
DESIGNER: SDT		PROJECT ENGINEER: SDT	

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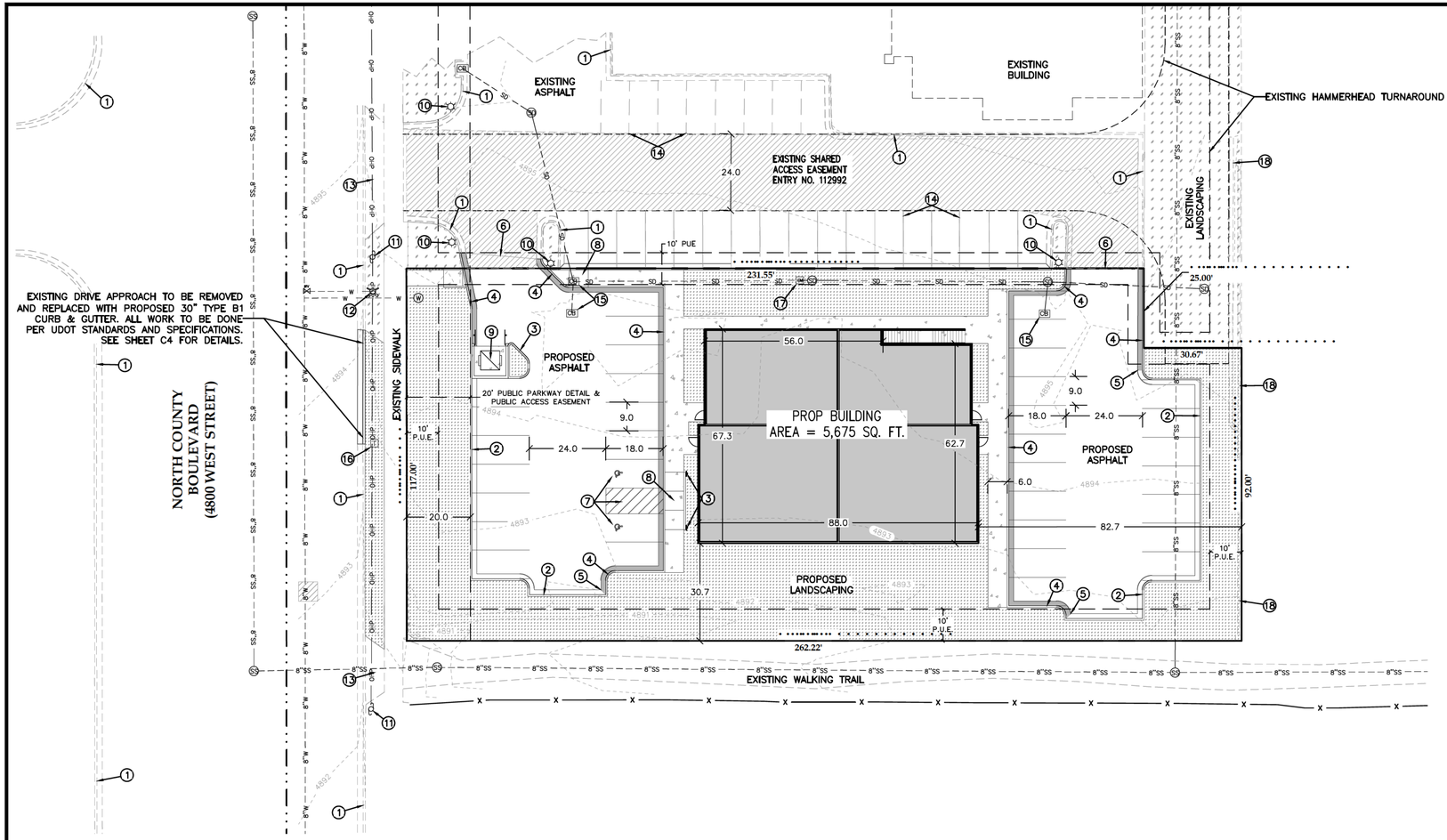
EXISTING SITE/DEMOLITION PLAN

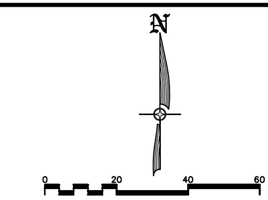


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SHEET NO.	
C0.1	
PROJECT ID: N1011-01	DATE: 01/02/18
FILE NAME: PRJ-HGN	SCALE: 1"=20'

C:\





SEE COVER SHEET FOR PROJECT LEGEND.

SHEET LEGEND

- EXISTING ASPHALT
- PROPOSED ASPHALT
- EXISTING LANDSCAPING
- PROPOSED LANDSCAPING

SITE PLAN NOTES:

1. EXISTING CURB & GUTTER.
2. PROPOSED 24" CURB & GUTTER. SEE DETAIL 1/C4.
3. INSTALL ADA SIGN, SEE DETAIL 10 & 11/C4.
4. PROPOSED 24" REV PAN CURB & GUTTER. SEE DETAIL 2/C4.
5. PROVIDE A SMOOTH TRANSITION BETWEEN CURB & GUTTER AND REV. PAN CURB & GUTTER.
6. SAWCUT EXISTING ASPHALT TO PROVIDE A SMOOTH EDGE FOR PROPOSED ASPHALT TO MATCH INTO.
7. ALL HANDICAP STALLS SHALL HAVE SLOPES OF LESS THAN 2% IN ALL DIRECTIONS. SEE DETAIL 10/C4.
8. ADA RAMPS ARE TO BE INSTALLED PER CITY AND ADA STANDARDS AND SPECIFICATIONS. SEE DETAILS 4/C4 & 5/C4.
9. PROPOSED TRASH ENCLOSURE. SEE ARCHITECTURAL DRAWINGS FOR DETAILS.
10. EXISTING LIGHT POLE.
11. EXISTING POWER POLE.
12. EXISTING FIRE HYDRANT.
13. EXISTING DRIVE APPROACH.
14. EXISTING PARKING STALL STRIPING (TYP.).
15. EXISTING TOP OF GRATES TO BE ADJUSTED TO MATCH PROPOSED GRADE. SEE SHEET C2 FOR DETAILS.
16. EXISTING TELEPHONE PEDESTAL.
17. EXISTING ELECTRICAL BOX.
18. EXISTING PRIVACY WALL.

LOT AREAS:

	SQ. FT. / ACRES
LOT	29,913 SQ. FT. / 0.69 ACRES
BUILDING FOOTPRINT	5,675 SQ. FT. / 0.13 ACRES
ASPHALT	10,340 SQ. FT. / 0.24 ACRES
LANDSCAPING	10,484 SQ. FT. / 0.24 ACRES
CONCRETE	3,415 SQ. FT. / 0.08 ACRES

NOTE:
1. ALL AREA CALCULATIONS ARE APPROXIMATE AND CAN CHANGE DUE TO CONSTRUCTION TOLERANCES.

LOT LANDSCAPING AREAS:

	SQ. FT.	CITY REQ'T
TOTAL LANDSCAPING	10,484 SQ. FT. (35.05% PROVIDED)	
OPEN SPACE	10,484 SQ. FT. (35% REQ'D: 10,470 SQ. FT.)	

NOTE:
1. PARKING AREA DOES NOT INCLUDE TRUCK MANUVERING AREA OR LANDSCAPED BUFFER AS DIMENSIONED.
2. LANDSCAPED AREAS DO NOT INCLUDE HARD SURFACE AREAS(WALKWAYS, BIKE RACKS, CURB & GUTTERS).
3. ALL AREA CALCULATIONS ARE APPROXIMATE AND CAN CHANGE DUE TO CONSTRUCTION TOLERANCES.

LOT PARKING REQUIREMENTS:

	SQ. FT.	CITY REQM'T	
OFFICE	8,364 SQ. FT.		
MAIN LEVEL	5,675 SQ. FT.	23	(1/250)
UPPER LEVEL	2,689 SQ. FT.	11	(1/250)
TOTAL REQUIRED:		34	
TOTAL PROVIDED:		34	
ACCESSIBLE SPACES		2 (2 REQ'D 26 TO 50)	

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NO.	REVISIONS	BY	DATE

DESIGNER: SDT PROJECT ENGINEER: SDT

CIR ENGINEERING, L.L.C.
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SLC, Utah 84119 - 801-949-6296

ASHFORD OFFICE BUILDING

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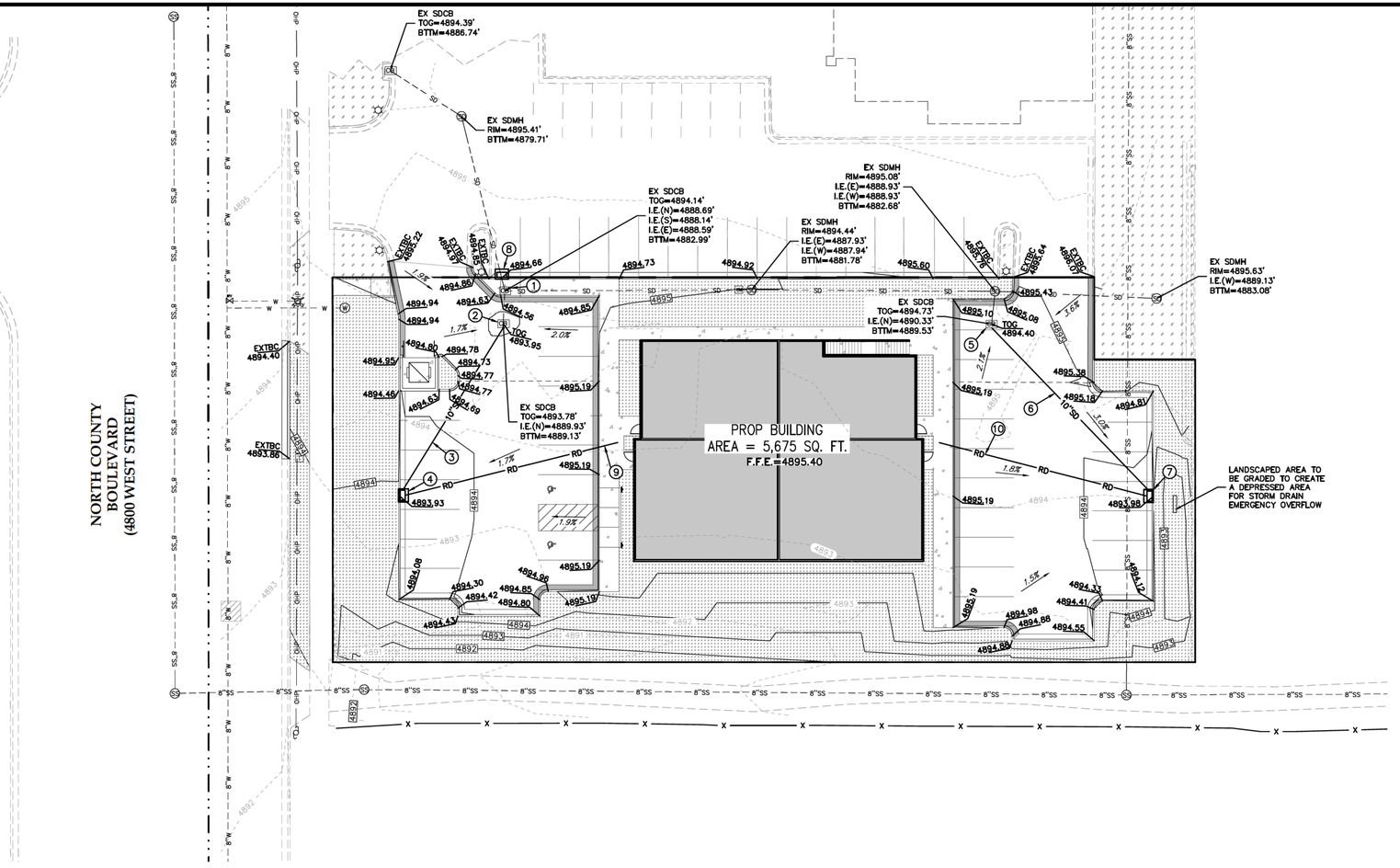
SITE PLAN

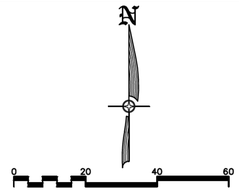
LICENSED PROFESSIONAL ENGINEER SCOTT D. THORSEN No. 354291 STATE OF UTAH

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SHEET NO. C1

PROJECT ID	DATE:
N1011-01	01/02/18
FILE NAME: PRJ-HGN	SCALE: 1"=20'





SEE COVER SHEET FOR PROJECT LEGEND.

DRAINAGE SHEET NOTES:

1. EXISTING GRATE TO BE REPLACED WITH A SOLD LID. CONTRACTOR TO ADJUST TOP OF LID ELEVATION TO MATCH ELEVATION AND SLOPE OF ADA RAMP.
2. EXISTING TOP OF GRATE ELEVATION TO BE ADJUSTED. EX TOG=4893.78 PROP TOG=4893.95
3. CONNECT TO EXISTING INLET BOX (I.E.=4889.93) AND INSTALL 59'± OF 10" ADS PIPE, S=1.50%.
4. INSTALL CURB INLET BOX, TOG=4893.43, I.E.=4890.81.
5. EXISTING TOP OF GRATE ELEVATION TO BE ADJUSTED. EX TOG=4894.73 PROP TOG=4894.40
6. CONNECT TO EXISTING INLET BOX (I.E.=4890.33) AND INSTALL 70'± OF 10" ADS PIPE, S=1.00%.
7. INSTALL CURB INLET BOX, TOG=4893.48, I.E.=4891.03.
8. CUT EXISTING SD PIPE AND INSTALL CURB INLET BOX. INVERT OF INLET BOX TO MATCH FLOWLINE OF EXISTING PIPE, TOG=4894.16, I.E.=4885.53.
9. INSTALL 67'± OF 6" ADS PIPE FOR ROOF DRAIN, S=MIN.1.0% END PIPE 5' FROM BUILDING AND SEE MECHANICAL PLANS FOR CONTINUATION INTO BUILDING.
10. INSTALL 66'± OF 6" ADS PIPE FOR ROOF DRAIN, S=MIN.1.0% END PIPE 5' FROM BUILDING AND SEE MECHANICAL PLANS FOR CONTINUATION INTO BUILDING.

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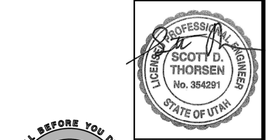
DESIGNER: SDT PROJECT ENGINEER: SDT

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SLC, Utah 84119 - 801-949-6296

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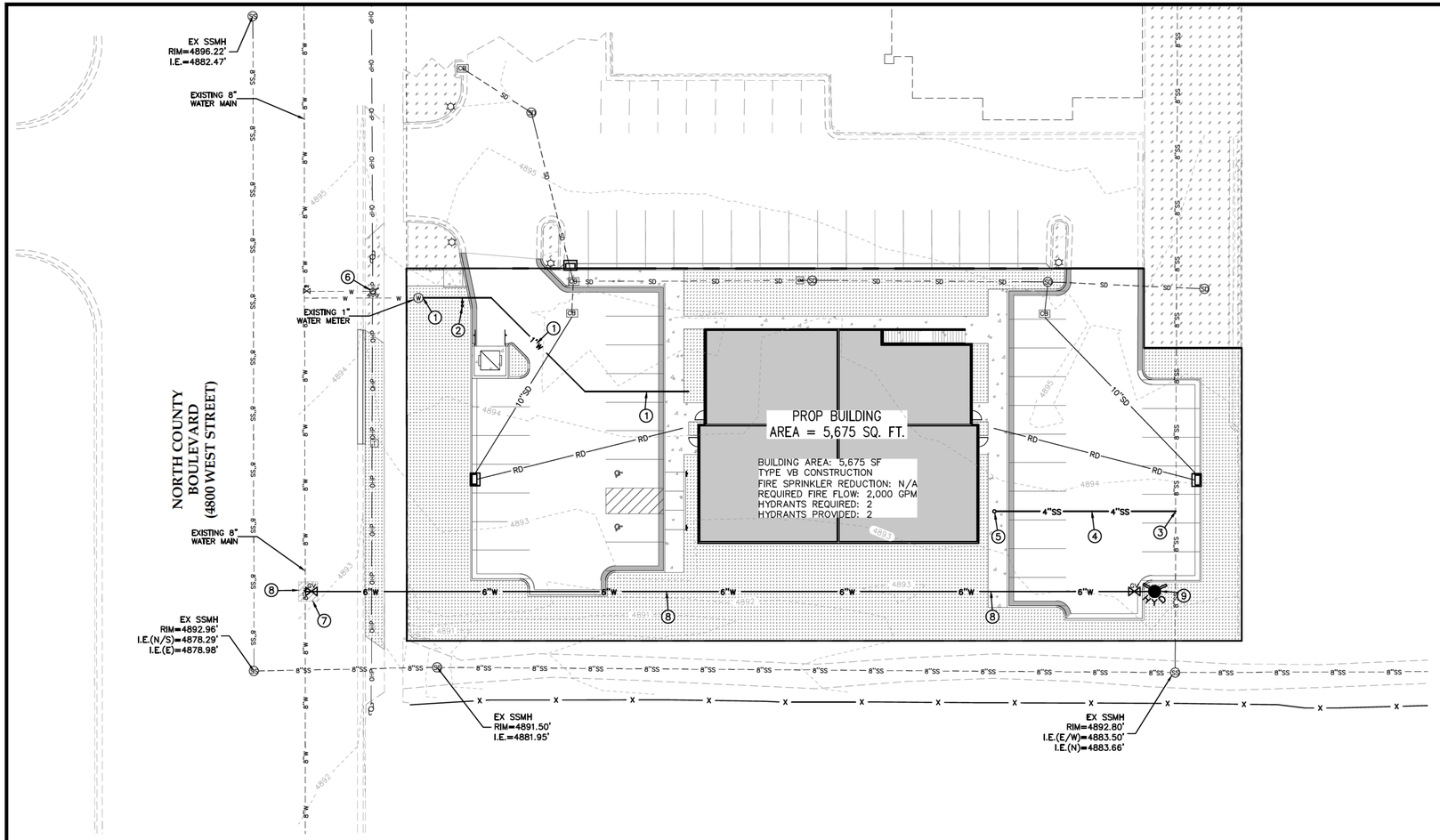
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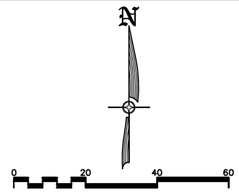
GRADING & DRAINAGE PLAN



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SHEET NO.	
C2	
PROJECT ID	DATE:
N1011-01	01/02/18
FILE NAME: PRJ-HGN	SCALE: 1"=20'





SEE COVER SHEET FOR PROJECT LEGEND.

UTILITY SHEET NOTES:

1. CONNECT TO EXISTING 1" WATER METER AND INSTALL 1" POLY PIPE W/BENDS. END PIPE 5' FROM BUILDING AND SEE MECHANICAL PLANS FOR CONTINUATION INTO BUILDING.
2. INSTALL 1" IRRIGATION LATERAL. SEE LANDSCAPING PLANS FOR CONTINUATION OF STOP & WASTE AND BACKFLOW PREVENTER.
3. CONNECT TO EXISTING 8" SEWER LINE AND INSTALL 4" SEWER LATERAL PER HIGHLAND CITY STANDARD DRAWING SS-01. I.E.(8")=4884.62, I.E.(4")=4885.28. SEE SHEET C4 FOR DETAILS.
4. INSTALL 57'± OF 4" PVC SEWER PIPE, S=6.50%.
5. END 4" SEWER LATERAL 5' FROM BUILDING AND INSTALL 4" CLEANOUT WYE. TOL=MATCH TOP OF SIDEWALK, I.E.=4889.27.
6. EXISTING FIRE HYDRANT.
7. ALL NEW UTILITIES LOCATED IN REDWOOD ROAD MUST BE BORED. FOR ALL UTILITY TAPS, FLOWABLE FILL PER UDOT'S CURRENT MIX DESIGN (50-150PSI/UDOT SPEC. 03575) AND 7" OF PG-64-28 ASPHALT CONFORMING TO STATE SPECIFICATIONS IS REQUIRED. ALL LANES DISTRUBED SHALL BE ROTO MILLED 1" AND REPLACED WITH OGSC (OPEN GRADED SURFACE COURSE) MEETING UDOT SPECS.
8. CONNECT TO EXISTING 8" WATER MAIN AND INSTALL 6" PVC C-900 WATER LINE. ALL WORK TO BE DONE PER HIGHLAND CITY AND UDOT STANDARDS AND SPECIFICATIONS.
9. INSTALL FIRE HYDRANT PER HIGHLAND CITY STANDARD DW-03. SEE DETAIL SHEET C4.

UDOT NOTES:

1. UDOT RESERVES THE RIGHT, AT ITS OPTION, TO INSTALL A RAISED MEDIAN ISLAND OR RESTRICT THE ACCESS TO A RIGHT-IN OR RIGHT-OUT AT ANY TIME.
2. WORK ON THE UDOT RIGHT-OF-WAY IS SEASONALLY RESTRICTED FROM OCTOBER 15 TO APRIL 15.
3. ROW WORK: WORK IS NOT ALLOWED ON THE RIGHT-OF-WAY DURING THE AM-PM PEAK TRAFFIC HOURS (6:00-9: AM AND 3:30-6:00 PM). ADDITIONAL WORK RESTRICTIONS OR MODIFICATIONS MAY BE IMPOSED AT THE TIME OF ENCROACHMENT PERMIT.
4. REPLACE ALL PAVEMENT MARKINGS IN KIND (TAPE WITH TAPE ON PAINT WITH PAINT). INSTALL ALL PAINT LINES WITH PERMANENT PAINT APPLICATION PER UDOT SPECIFICATION 02765. PAINT MUST HAVE AT LEAST 6 MONTHS LIFE AS DETERMINED BY UDOT'S PERMITS OFFICER.
5. ALL NEW PAVEMENT WORDS, ARROWS AND SYMBOLS MARKING WITHIN THE RIGHT-OF-WAY SHALL BE PRE-FORMED THERMO PLASTIC. ALL LETTERS, ARROWS, AND SYMBOLS SHALL CONFORM WITH THE "STANDARD ALPHABET FOR HIGHWAY SIGNS AND PAVEMENT MARKINGS: ADOPTED BY THE FEDERAL HIGHWAY ADMINISTRATION.
6. ALL SIGNS INSTALLED ON THE UDOT RIGHT-OF-WAY MUST BE HIGH INTENSITY GRADE (TYPE IX SHEETING) WITH A B3 SLIP BASE. INSTALL ALL SIGNS PER UDOT SN SERIES STANDARD DRAWINGS.
7. BEFORE COMMENCING WORK ON THE STATE HIGHWAY, THE GENERAL CONTRACTOR IS REQUIRED TO OBTAIN AN ENCROACHMENT PERMIT FROM THE APPLICABLE REGION 6 PERMITS OFFICE BEFORE WORKING WITHIN THE STATE RIGHT-OF-WAY.
8. NO ROAD CUTS ALLOWED ON THIS JOB.
9. FOR ALL UTILITY TAPS (ROAD CUTS), USE FLOWABLE FILL PER UDOT'S CURRENT MIX DESIGN (50-150 PSI) UDOT SPEC. 03575.
10. ALL UTILITIES WITHIN THE PAVED SURFACE MUST BE BORED.
11. FOR EXCAVATIONS OUTSIDE OF THE ROADWAY, BACK FILL WITH UDOT APPROVED GRANULAR BORROW AND ROAD BASE. COMPACTION PER UDOT SPEC. 2056 AND 2721.
12. OWNER, DEVELOPER, AND/OR THE CONTRACTOR IS REQUIRED TO HIRE AN INDEPENDENT COMPANY FOR ALL TESTING WITHIN THE UDOT RIGHT-OF-WAY.
13. OWNER, DEVELOPER, AND THE CONTRACTOR ARE RESPONSIBLE FOR ANY DAMAGE TO THE UDOT RIGHT-OF-WAY THAT MAY BE DIRECTLY OR INDIRECTLY CAUSED BY THE DEVELOPMENT ACTIVITY.
14. TRAFFIC SIGNAL INSTALLATION OR MODIFICATION REQUIRES A SEPARATE WARRANTY BOND ONCE THE WORK HAS BEEN COMPLETED AND ACCEPTED. THE PERMITTEE IS RESPONSIBLE FOR HIRING AN INDEPENDENT INSPECTION COMPANY TO PERFORM INSPECTION SERVICES FOR ALL SIGNAL WORK COMPLETED. FOR A LIST OF THE UDOT APPROVED CONTRACTORS AND CONSULTANTS CONTACT THE APPROPRIATE REGIONS TRAFFIC SIGNALS ENGINEER.
15. PARTIAL CONCRETE PANEL REPLACEMENT IS NOT ALLOWED. WHEN PANELS ARE REMOVED, THE ENTIRE PANEL IS REQUIRED TO BE REPLACED PER UDOT STANDARDS, SPECIFICATIONS, AND STANDARD DRAWINGS.
16. DOUBLE SAW CUT THE CONCRETE TO PREVENT THE SPALLING OF OTHER CONCRETE PANELS AND TO AVOID OVER CUTS. OVER CUTS AND SPALLS WILL REQUIRE FULL PANEL REPLACEMENT.
17. ALL ABOVE GROUND FEATURES INCLUDING UTILITIES (POLES, FIRE HYDRANTS, BOXES, ETC.) MUST BE RELOCATED OUT OF THE

NO.	REVISIONS	BY	DATE
DESIGNER: SDT		PROJECT ENGINEER: SDT	

CIR
ENGINEERING, L.L.C.
3032 SOUTH 1030 WEST, SUITE 202
SLC, Utah 84119 - 801-949-6296

ASHFORD OFFICE BUILDING

10290 N. NORTH COUNTY BLVD., HIGHLAND, UTAH 84003

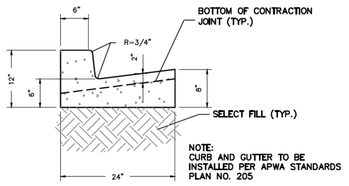
UTILITY PLAN

PROFESSIONAL ENGINEER
LICENSED
SCOTT D. THORSEN
No. 354291
STATE OF UTAH

CALL BEFORE YOU DIG!
BLUE STAKES 1 800 662 4111

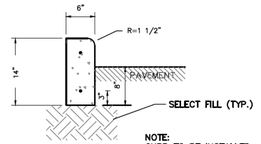
SHEET NO.	
C3	
PROJECT ID	DATE:
N1011-01	01/02/18
FILE NAME: PRJ-HGN	SCALE: 1"=20'

C:\



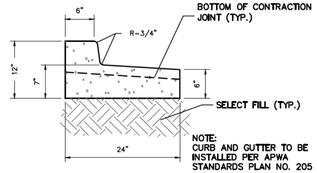
NOTE:
CURB AND GUTTER TO BE INSTALLED PER APWA STANDARDS PLAN NO. 205

1 | 24" CURB & GUTTER
N.T.S.



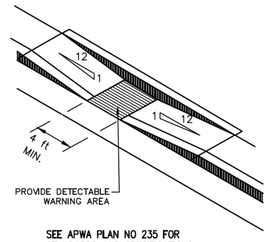
NOTE:
CURB TO BE INSTALLED PER APWA STANDARDS PLAN NO. 209

2 | 6" CURB WALL
N.T.S.



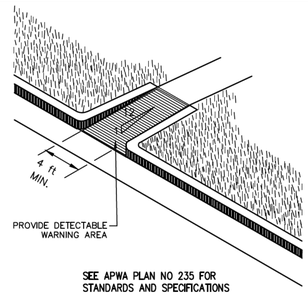
NOTE:
CURB AND GUTTER TO BE INSTALLED PER APWA STANDARDS PLAN NO. 205

3 | 24" REVERSE PAN CURB & GUTTER
N.T.S.



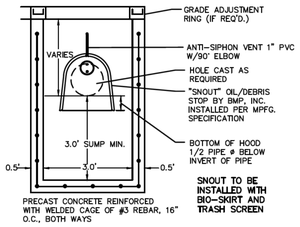
SEE APWA PLAN NO 235 FOR STANDARDS AND SPECIFICATIONS

4 | ADA RAMP
N.T.S.



SEE APWA PLAN NO 235 FOR STANDARDS AND SPECIFICATIONS

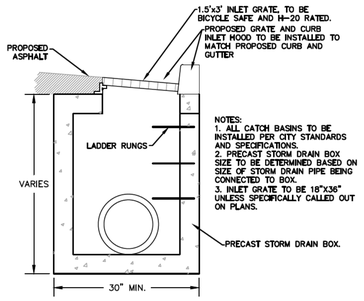
5 | ADA RAMP
N.T.S.



PRECAST CONCRETE REINFORCED WITH WELDED CAGE OF #3 REBAR, 16" O.C., BOTH WAYS

SNOUT TO BE INSTALLED WITH BIO-SKIRT AND TRASH SCREEN

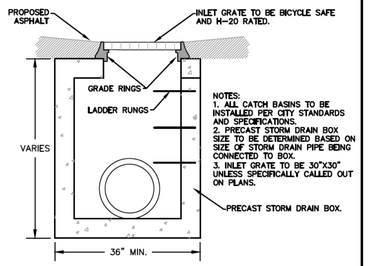
6 | SNOUT OIL & DEBRIS STOP
N.T.S.



NOTES:
1. ALL CATCH BASINS TO BE INSTALLED PER CITY STANDARDS AND SPECIFICATIONS.
2. PRECAST STORM DRAIN BOX SIZE TO BE DETERMINED BASED ON SIZE OF STORM DRAIN PIPE BEING CONNECTED TO BOX.
3. INLET GRATE TO BE 18"X36" UNLESS SPECIFICALLY CALLED OUT ON PLANS.

PRECAST STORM DRAIN BOX.

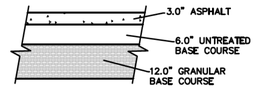
7 | STANDARD STORM DRAIN CURB INLET BOX
N.T.S.



NOTES:
1. ALL CATCH BASINS TO BE INSTALLED PER CITY STANDARDS AND SPECIFICATIONS.
2. PRECAST STORM DRAIN BOX SIZE TO BE DETERMINED BASED ON SIZE OF STORM DRAIN PIPE BEING CONNECTED TO BOX.
3. INLET GRATE TO BE 30"X30" UNLESS SPECIFICALLY CALLED OUT ON PLANS.

PRECAST STORM DRAIN BOX.

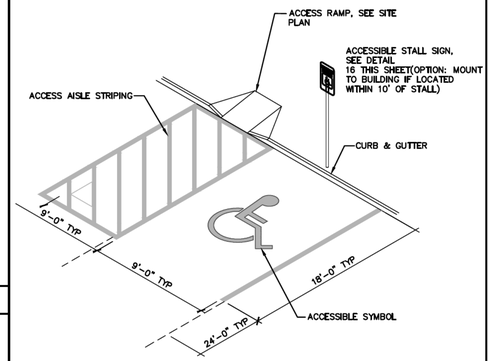
8 | STANDARD STORM DRAIN INLET BOX
N.T.S.



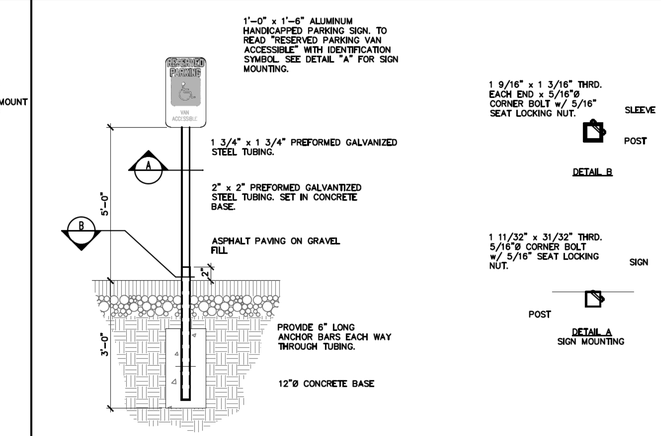
OVER PROPERLY PREPARED NON-ENGINEERED FILLS, SUITABLE NATURAL SOILS AND/OR STRUCTURAL SITE GRADING FILL EXTENDING TO SUITABLE NATURAL SOILS.

PAVEMENT SECTIONS ARE PER THE MARCH 22ND, 2010 GEOTECHNICAL STUDY BY Y2 GEOTECHNICAL, P.C. (JOB NO 10G-013). CONTRACTOR TO INSTALL ALL PAVEMENT PER THE GEOTECH REPORT.

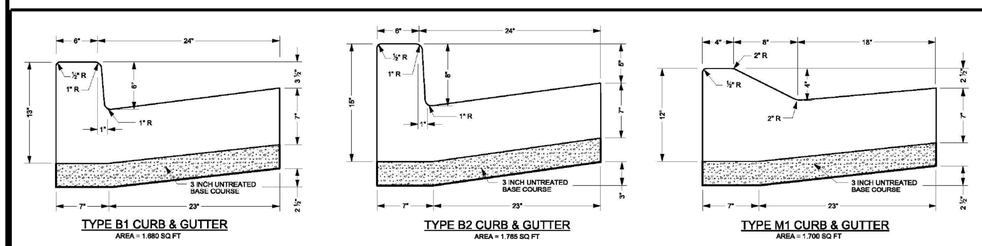
9 | ASPHALT PAVEMENT SECTION
N.T.S.

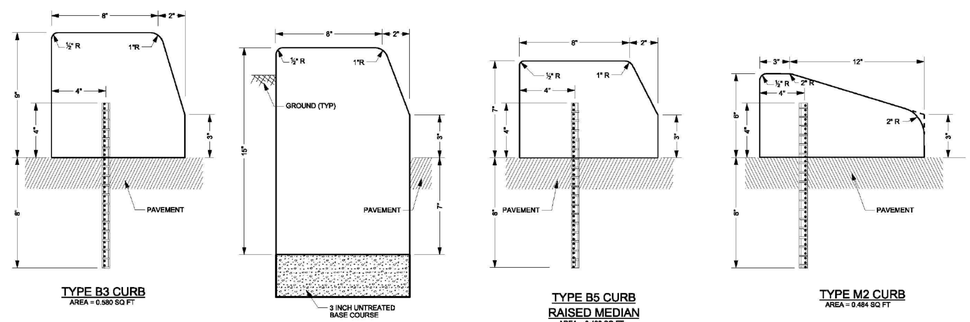


10 | ACCESSIBLE PARKING STALL
N.T.S.



11 | HANDICAPPED PARKING SIGN
N.T.S.





NOTES:

1. DRAINAGE CURBS: TYPE B1, B2 & M1.
2. MOUNTABLE CURBS: TYPES M1 & M2. FOR APPLICATION REFER TO THE AASHTO POLICY ON GEOMETRIC DESIGN OF HIGHWAYS AND STREETS.
3. USE CURBS TYPES B1, B2, B3, B4 & B5 WITH DESIGN SPEED UP TO 40 MPH EXCEPT IN PREDOMINATELY URBAN OR RAPIDLY DEVELOPING RURAL AREAS WHERE CURBS MAY BE USED WITH DESIGN SPEEDS UP TO 50 MPH.
4. USE ¾ INCH DEFORMED DOWELS ON 5 FT MAXIMUM CENTERS.
5. PRECAST CURBS:
   A. MINIMUM OF 10 FT IN LENGTH.
   B. DOWELS AT A MINIMUM OF 3 PER 10 FT LENGTH.
   C. INCLUDE ADEQUATE REINFORCING STEEL TO WITHSTAND HANDLING STRESSES.
6. USE CONCRETE CLASS AA "AE."
7. USE TYPE B4 ONLY AS BORDER CURB.
8. MEASURE CURB HEIGHT VERTICALLY FROM THE FLOW LINE OF THE GUTTER TO TOP BACK OF CURB.
9. REFER TO ROADWAY PLANS FOR UNTREATED BASE COURSE SIZE.
10. ADJUST CURB FACE TO 4 INCH MAXIMUM HEIGHT WHEN USED IN CONJUNCTION WITH GUARDRAIL BARRIER.
11. REFER TO STD DWG GW 5 FOR CURB AND GUTTER AT ADA RAMPS.

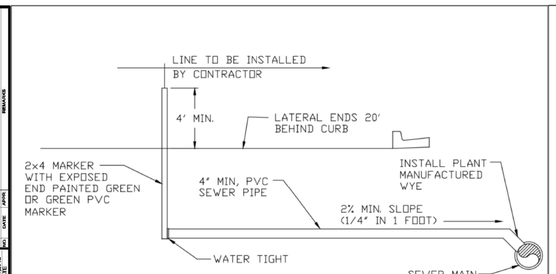
REVISIONS

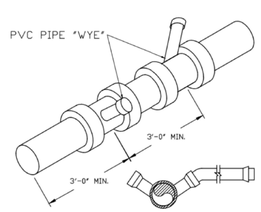
NO.	DESCRIPTION	BY	DATE

UTAH DEPARTMENT OF TRANSPORTATION
STANDARD DRAWINGS FOR ROAD AND BRIDGE CONSTRUCTION
SALT LAKE CITY, UTAH
RECOMMENDED FOR APPROVAL — JAN 27, 2012
APPROVED — JAN 27, 2012
CHAIRMAN STANDARDS COMMITTEE
CHIEF ENGINEER

CONCRETE CURB AND GUTTER TYPES

STD. DWG. NO. GW 2





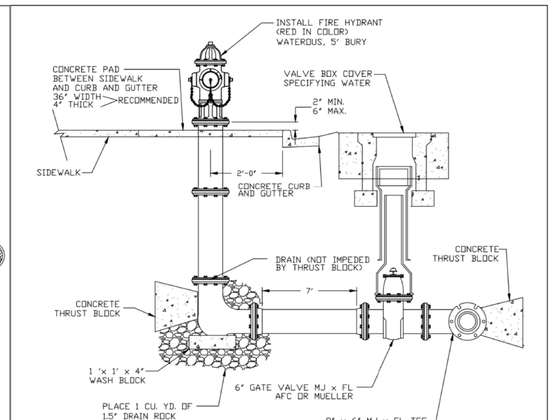
NOTES:
1. SANITARY SEWER SERVICE TAPS SHALL BE LOCATED ON THE MAIN AT THE 2 O'CLOCK OR 10 O'CLOCK POSITION.
2. THE MINIMUM DISTANCE BETWEEN ANY TWO CONSECUTIVE FITTINGS SHALL BE 3 FEET, MEASURED BETWEEN FITTING CENTERLINES.
3. SANITARY SEWER SERVICE TAPS SHALL NOT BE MADE WITHIN 3 FEET OF A PIPE JOINT, OR 5 FEET FROM EDGE OF MANHOLE BASE.
4. A MAXIMUM OF FOUR SERVICE TAPS ARE ALLOWED PER 20 FOOT LENGTH OF PIPE.
5. ALL SANITARY SEWER TAPS SHALL USE "WYE" STYLE FITTINGS. TEES ARE NOT ALLOWED.
6. LATERAL SHALL NOT ENTER MANHOLES, UNLESS APPROVED BY CITY ENGINEER AND CITY PUBLIC WORKS DEP.
7. AN APPROVED PVC "WYE" SHALL BE USED ON NEW MAIN LINE INSTALLATIONS 18" OR SMALLER.
8. TAPS INSTALLED IN STAGGERED CONFIGURATION AT 10 O'CLOCK OR 2 O'CLOCK POSITION.

STATEMENT OF USE
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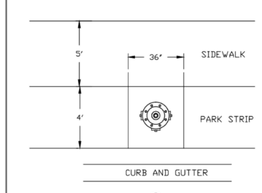
FILE: HIGHLAND CITY SS-01 SEWER LATERAL DETAIL
DRAWN BY: ####
DESIGN BY: ####
CHECKED BY: ####
LAST UPDATED: 1/30/2018

NO.	REVISION DESCRIPTION	BY	APP'D	DATE

HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING
SEWER LATERAL DETAIL
STD DWG # SS-01



NOTE:
ENCASE WITH POLYWRAP FM GREASE ON ALL NUTS AND BOLTS



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FILE: HIGHLAND CITY DW-03 FIRE HYDRANT DETAIL
DRAWN BY: ####
DESIGN BY: ####
CHECKED BY: ####
LAST UPDATED: 1/30/2018

NO.	REVISION DESCRIPTION	BY	APP'D	DATE

HIGHLAND CITY
PUBLIC WORKS AND ENGINEERING
FIRE HYDRANT DETAIL
STD DWG # DW-03

CIR ENGINEERING, L.L.C.
3032 SOUTH 1030 WEST, SUITE 202
SLC, Utah 84119 - 801-949-6296

DESIGNER: SDT
PROJECT ENGINEER: SDT

ASHFORD OFFICE BUILDING
10290 N. NORTH COUNTY BLVD., HIGHLAND, UTAH 84003

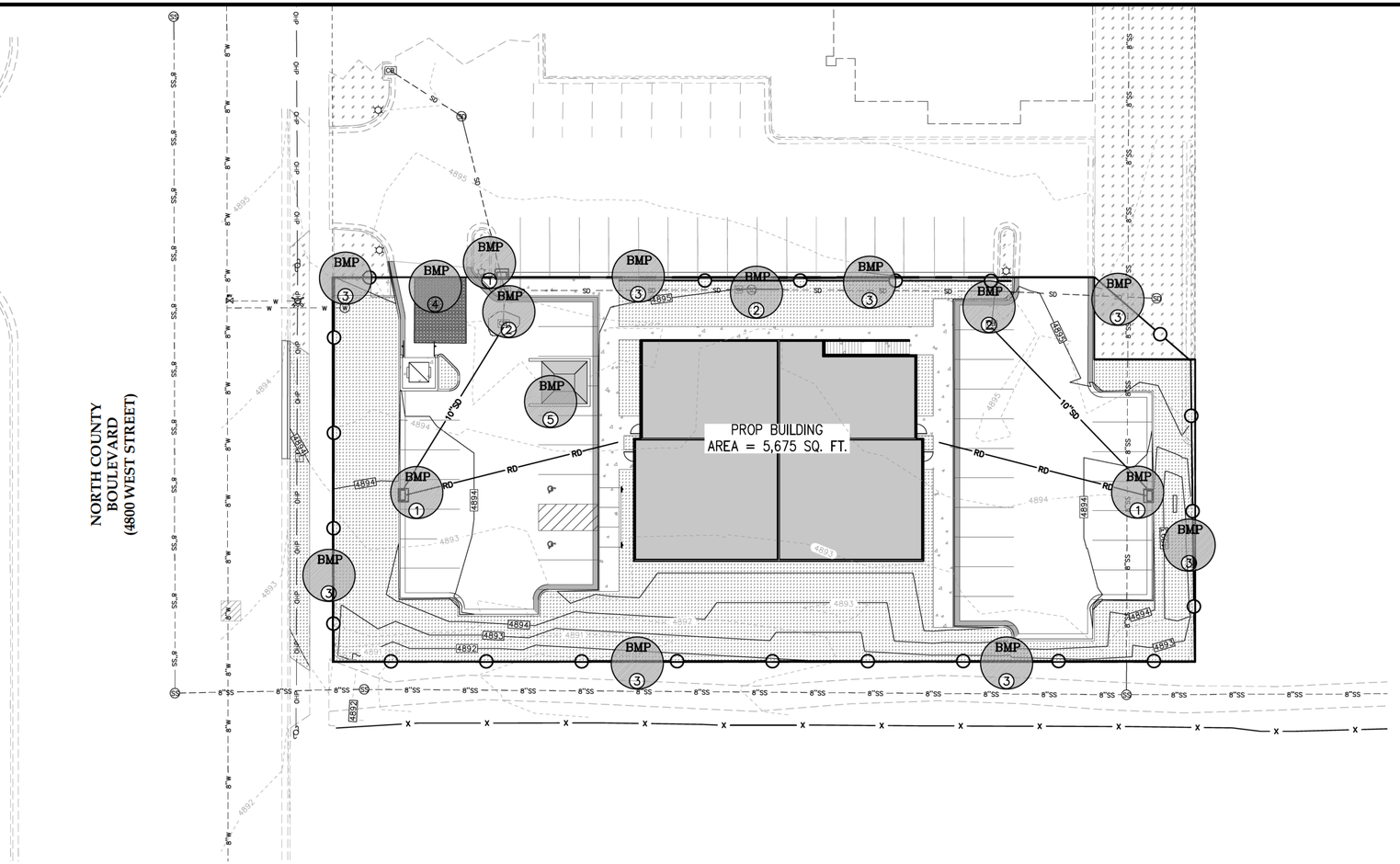
DETAIL SHEET

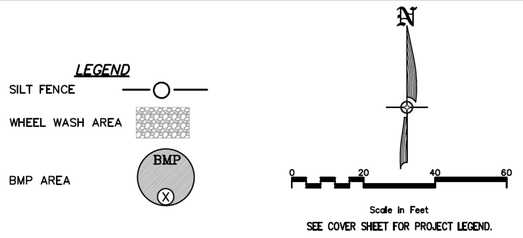
LICENSED PROFESSIONAL ENGINEER
SCOTT D. THORSEN
No. 354291
STATE OF UTAH

CALL BEFORE YOU DIG
BLUE STAKES 1 800 662 4111

SHEET NO.
C4

PROJECT ID	DATE:
N1011-01	01/02/18
FILE NAME: PRJ-HGN	SCALE:





SEE COVER SHEET FOR PROJECT LEGEND.

BMP CALLOUTS

(1) PLACE A SILT FENCE AROUND THE PERIMETER OF THE INLET, ONCE PAVEMENT AND/OR CURB HAS BEEN INSTALLED PLACE GRAVEL BAGS AROUND THE INLET. GRAVEL BAGS TO BE USED ON PAVED OR CONCRETE SURFACES AND SILT FENCE TO BE USED ON UNIMPROVED SURFACES.
NOTE: IN HIGH TRAFFIC AREAS CONTRACTOR TO USE INSERT FILTER FABRIC. IF INLET HAS CURB OPENING, THE FILTER FABRIC IS TO BE EXTENDED UP TO COVER THE CURB OPENING AND GRAVEL BAGS PLACED IN GUTTER AT EACH SIDE OF OPENING TO KEEP FILTER FABRIC SNUG AGAINST CURB WALL.

(2) PLACE GRAVEL BAGS AS NECESSARY TO PREVENT SEDIMENT FROM DRAINING INTO EXISTING CATCH BASINS.
SEE NOTE IN CALLOUT 1.

(3) INSTALL TYPICAL SILT FENCE, SILT FENCE TO BE INSTALLED PERPENDICULAR TO STORM WATER FLOW. INSTALLATION TO BE DONE SO AS TO PREVENT SEDIMENT FROM LEAVING THE SITE.
NOTE: CONTRACTOR TO USE VEGETATIVE BUFFER AND OR CUT BACK INSTEAD OF SILT FENCE WHERE POSSIBLE.

(4) CONTRACTOR TO INSTALL A MIMIMUM OF 6" DEEP GRAVEL (3" TO 6") OF SUFFICIENT SIZE (MINIMUM OF 50' IN LENGTH AND 20' WIDE) AS TO PROVIDE A WHEEL WASH AREA TO PREVENT THE TRACKING OF MUD OFFISTE. THE LOCATION OF WHEEL WASH MAY VARY FROM LOCATION SHOWN ON PLANS SO AS TO PROVIDE THE BEST PROTECTION AGAINST TRACKING MUD OFFSITE. CONTRACTOR TO MAINTAIN AND CLEAN WHEEL WASH AREA AS NEEDED TO PREVENT THE TRACKING OF MUD OFFSITE.

(5) CONTRACTOR TO INSTALL CONCRETE WASHOUT AREA. THE LOCATION MAY VARY FROM LOCATION SHOWN ON PLANS.

DURING CONSTRUCTION

1. ALL EROSION CONTROL BEST MANAGEMENT PRACTICES SHALL BE INSPECTED AND MAINTAINED REGULARLY (MINIMUM ONCE A WEEK) AND AFTER EVERY STORM EVENT
2. CONTRACTOR TO KEEP LAND DISTURBANCE TO MINIMUM TO CONTROL RUNOFF FROM THE SITE
3. LIMIT LAND CLEARING AND RESTORE ALL GRADING AS SOON AS POSSIBLE
4. STAGED SEEDING TO RE-VEGETATE CUT AND FILL SLOPES AS THE WORK IS IN PROGRESS
5. AT ALL TIMES DURING CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR PREVENTING AND CONTROLLING EROSION DUE TO WIND AND OTHER EROSION
6. MAINTENANCE OF STREET: STREETS TO BE KEPT CLEAN AND FREE FROM DEBRIS
7. CONTRACTOR SHALL PROVIDE DUST CONTROL MEASURES AT ALL TIMES DURING CONSTRUCTION.
8. CONTRACTOR TO HAVE WATER TRUCK AVAILABLE AS WATER SOURCE FOR WHEEL WASH AREA, OR ALTERNATE WATER SOURCE MAY BE USED IF APPROVED BY CITY.
9. IF GROUND WATER IS ENCOUNTERED DURING THE CONSTRUCTION ACTIVITIES AND REQUIRES PUMPING OFF THE PROJECT, THE CONTRACTOR IS TO FILTER THE WATER THROUGH THE USE OF SAND BAGS AND/OR GEO FABRIC. THIS IS TO BE DONE PRIOR TO IT BEING INTRODUCED INTO THE PUBLIC STORM DRAIN SYSTEM.
10. A COPY OF THE STORM WATER POLLUTION PREVENTION PLAN SHALL BE KEPT ON THE SITE DURING ALL CONSTRUCTION ACTIVITY

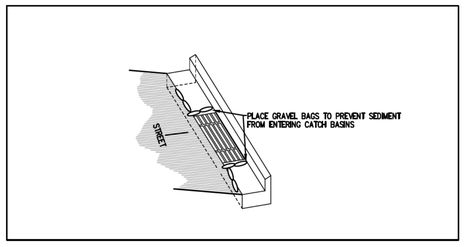
POST CONSTRUCTION

1. EROSION CONTROL STRUCTURES MAY BE REMOVED ONCE FINAL LANDSCAPING IS IN PLACE
2. EROSION CONTROL STRUCTURES BELOW SEEDED AREAS MUST REMAIN IN PLACE UNTIL THE ENTIRE AREA HAS BEEN ESTABLISHED
3. EROSION CONTROL IN PROPOSED PAVEMENT AREAS SHALL REMAIN IN PLACE UNTIL PAVEMENT IS COMPLETE
4. THE FOLLOWING PRECAUTIONS SHALL BE PERFORMED:
A) PERIODIC INSPECTION OF CATCH BASIN SEDIMENT TRAPS AND CLEANING WHEN THE BASIN IS MORE THAN 1/4 FULL. INSPECTION SHALL BE DONE AFTER EVERY MAJOR RAINFALL AND EVERY 6 MONTHS AS A MINIMUM. DISPOSAL OF ANY GREASE OR OIL MUST BE DONE IN ACCORDANCE WITH CURRENT ENVIRONMENTAL REGULATIONS
B) LITTER, DEBRIS AND CHEMICALS MUST BE PICKED UP AND KEPT IN A CONTAINED LOCATION TO PREVENT POLLUTION OF STORM WATER DISCHARGE
C) PARKING AREAS SHALL BE KEPT FREE FROM AUTOMOBILE FLUIDS THAT COULD WASH INTO THE STORM DRAIN SYSTEM

GRAVEL BAG BARRIER

DEFINITION: TEMPORARY SEDIMENT BARRIER CONSISTING OF A ROW OF GRAVEL BAGS.

PURPOSE: TO FILTER STORM WATER RUNOFF FROM UP-GRADIENT DISTURBED AREA AND TRAP SEDIMENT ON SITE.



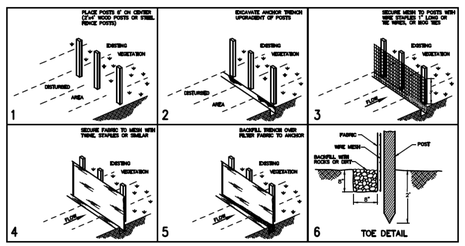
MAINTENANCE:
- INSPECT IMMEDIATELY AFTER ANY RAINFALL AND AT LEAST DAILY DURING PROLONGED RAINFALL.
- LOOK FOR RUNOFF BYPASSING ENDS OF BARRIERS OR UNDERCUTTING BARRIERS.
- REPAIR OR REPLACE DAMAGED AREAS OF THE BARRIER AND REMOVE ACCUMULATED SEDIMENT.
- REALIGN BAGS AS NECESSARY TO PROVIDE CONTINUOUS BARRIER AND FILL GAPS.

SILT FENCE

DEFINITION: A TEMPORARY SEDIMENT BARRIER CONSISTING OF FILTER FABRIC STRETCHED ACROSS AND SECURED TO SUPPORTING POSTS AND ENTRENCHED.

PURPOSE: TO FILTER STORM WATER RUNOFF FROM UPGRADIENT DISTURBED AREA AND TRAP SEDIMENT ON SITE.

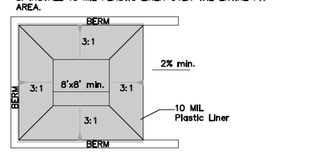
APPLICATION:
- PERIMETER CONTROL: PLACE FENCE AT DOWNGRADIENT LIMITS OF DISTURBANCE
- SEDIMENT BARRIER: PLACE FENCE AT TOE OF SLOPE OR SOIL STOCKPILE
- PROTECTION OF EXISTING WATERWAYS: PLACE FENCE AT TOP OF STREAM BANK
- INLET PROTECTION: PLACE FENCE SURROUNDING CATCH BASINS
- BUILDING SITES: PLACE FENCE ON THE DOWNHILL LOCATION OF ALL BUILDING SITES
- ROADWAYS: PLACE FENCE ON THE DOWNHILL LOCATION OF ALL ROADWAY GRADED AREAS



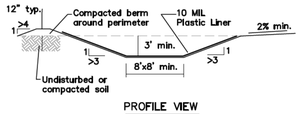
INSTALLATION:
- PLACE POSTS 6 FOOT ON CENTER ALONG CONTOUR (OR USE PRE-ASSEMBLED UNIT) AND DRIVE 2 FEET MINIMUM INTO GROUND. EXCAVATE AN ANCHOR TRENCH IMMEDIATELY UPGRADIENT OF POSTS.
- SECURE WIRE MESH (14 GAUGE MIN. WITH 6 INCH OPENINGS) TO UPSLOPE SIDE OF POSTS. ATTACH WITH HEAVY DUTY WIRE STAPLES 1 INCH LONG, TIE WIRES OR HOG RINGS.
- CUT FABRIC TO REQUIRED WIDTH, UNROLL ALONG LENGTH OF BARRIER AND DRAPE OVER BARRIER. SECURE FABRIC TO MESH WITH TWINE, STAPLES, OR SIMILAR, WITH TRAILING EDGE EXTENDING INTO ANCHOR TRENCH.
- BACKFILL TRENCH OVER FILTER FABRIC TO ANCHOR.
- SPLICES TO OCCUR ONLY @ POSTS W/A MIN 6" OVERLAP AND SECURE SEAL.

MAINTENANCE:
- INSPECT IMMEDIATELY AFTER ANY RAINFALL AND AT LEAST DAILY DURING PROLONGED RAINFALL.
- LOOK FOR RUNOFF BYPASSING ENDS OF BARRIERS OR UNDERCUTTING FENCE.
- REPAIR OR REPLACE DAMAGED AREAS OF THE FENCE AND REMOVE ACCUMULATED SEDIMENT.
- REANCHOR FENCE AS NECESSARY TO PREVENT SHORTCUTTING.
- REMOVE ACCUMULATED SEDIMENT WHEN IT REACHES 1/2 THE HEIGHT OF THE FENCE.

1. WASHOUT AREA TO BE INSTALLED PRIOR TO CONCRETE PLACEMENT ON SITE.
2. CWA SHALL INCLUDE A FLAT SUBSURFACE PIT THAT IS AT LEAST 8' BY 8'. SLOPES LEADING OUT OF THE SUBSURFACE PIT SHALL BE 3:1 OR FLATTER AND THE PIT SHALL BE AT LEAST 3' DEEP.
3. BERM SURROUNDING SIDES AND BACK OF THE CWA SHALL HAVE MINIMUM HEIGHT OF 1'.
4. USE EXCAVATED MATERIAL FOR BERM CONSTRUCTION.
5. INSTALL 10 MIL PLASTIC LINER OVER THE ENTIRE PIT AREA.



PLAN VIEW



PROFILE VIEW

CONCRETE WASHOUT AREA

CIR
ENGINEERING, L.L.C.
3032 SOUTH 1030 WEST, SUITE 202
SLC, Utah 84119 - 801-949-6296

NO	REVISIONS	BY	DATE

DESIGNER: SDT PROJECT ENGINEER: SDT

ASHFORD OFFICE BUILDING
10290 N. NORTH COUNTY BLVD., HIGHLAND, UTAH 84003

EROSION CONTROL PLAN (SWPPP)

PROFESSIONAL ENGINEER
LICENSED
SCOTT D. THORSEN
No. 354291
STATE OF UTAH

CALL BEFORE YOU DIG
BLUE STAKES 1 800 662 4111

SHEET NO.
C5

PROJECT ID	DATE:
N1011-01	01/02/18
FILE NAME: PRJ-HGN	SCALE: 1"=20'

IRRIGATION SCHEDULE

SYM.	MODEL	P.S.I.	G.P.M. (x-H)	RADIUS
⊟	Rainbird 1804-PRS w/ 15 Strip Series MPR (15RCS,15LCS,15SST)	30	1.21	4 x 15
⊠	Rainbird 1804-PRS w/ 5 Series MPR (5Q-5F, 5VAN)	30	0.20	5.0
⊗	Rainbird 1804-PRS w/ 8 Sereis MPR (8Q-8F, 8VAN)	30	0.52	8.0
◪	Rainbird 1804-PRS w/ 10 Series MPR (10Q-10F, 10VAN)	30	0.79	10.0
◍	Rainbird 1804-PRS w/ 12 Series MPR (12Q-12F, 12VAN)	30	1.30	12.0
◓	Rainbird 1804-SAM-R-VAN18 Adust./Full Rotary Spray Head	45	1.01	13' - 18'
⬟	Rainbird 1804-SAM-R-VAN24 Adust./Full Rotary Spray Head	45	1.68	17' - 24'
▨	Pressure Compensating Inline Emitter Tubing - Rainbird XFD-09-18-xxx			
◔	Automatic Control Valve - Rainbird PEB - See Plan for Sizes			
⊕	Drip Control Zone - Rainbird XCZ-100-PRBCOM			
⦿	Quick Coupling Valve Assembly			
C	Controller - Rainbird ESP8LXME - 8 Stations			
F	Amiad Filter - 1"			
——	Lateral Pipe - Schedule 40 PVC			
——	1 1/4" Sch 40 PVC Mainline			
S	Irrigation Sleeving (See Plan)			

A-01 | Valve #
2.7 | GPM

IRRIGATION PIPE SIZING SCHEDULE

Distance - valve to end of lateral	0 - 160 FT.	160 - 200 FT.	200 - 250 FT.	250 - 300 FT.	300 - 350 FT.
3/4" SCH. 40 PVC PIPE	0 - 8 GPM	0 - 5 GPM	0 - 4 GPM	0 - 4 GPM	0 - 3 GPM
1" SCH. 40 PVC PIPE	8 - 12 GPM	5 - 10 GPM	4 - 9 GPM	4 - 8 GPM	3 - 7 GPM
1-1/4" SCH. 40 PVC PIPE	12 - 22 GPM	10 - 18 GPM	9 - 18 GPM	8 - 16 GPM	7 - 14 GPM

IRRIGATION NOTES

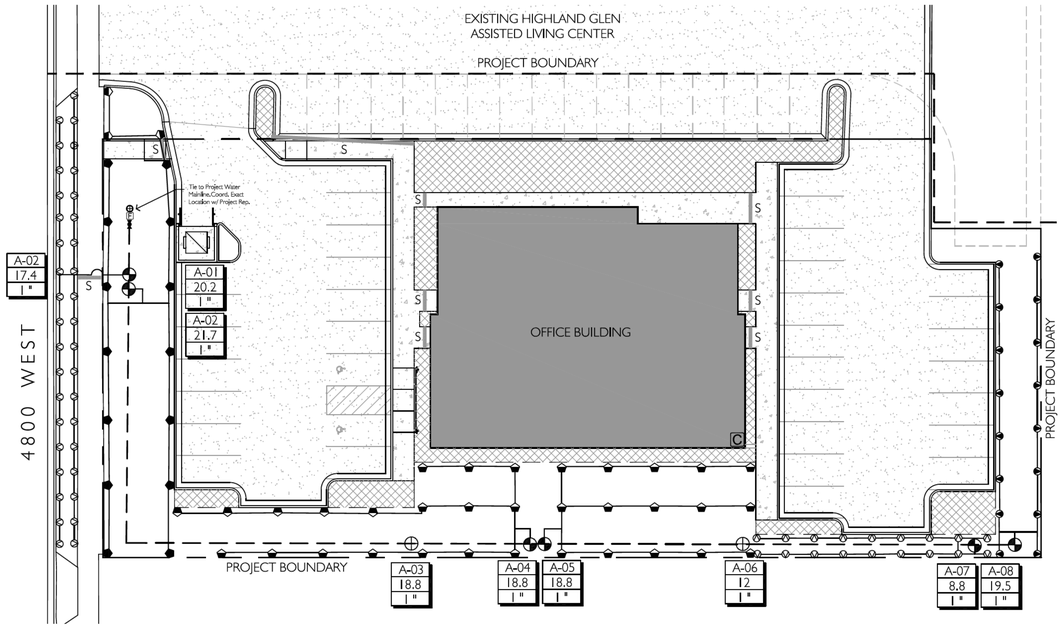
1. Base drawings for irrigation design have been provided by others.
2. Irrigation design based on schematic layout of turf-shrub areas, along with schematic depiction of buildings. Any major deviation in building design and/or turf-shrub areas may require re-design of irrigation system.
3. Exact locations of major irrigation components to be approved by the Owner's Representative in the field prior to installation.
4. Contractor is responsible to verify material counts and square footages. Irrigation table quantities provided as a courtesy. In the event of a discrepancy, plan quantities take precedence over table quantities.
5. Contact the local underground utility services for utility location and identification.
6. Perform excavation in the vicinity of underground utilities with care and if necessary, by hand. The Contractor bears full responsibility for this work and disruption or damage to utilities shall be repaired immediately at no expense to the Owner.
7. Irrigation main line and/or other components are shown schematically in hardscapes for graphic clarity only. All Irrigation components shall be located in landscaped areas.
8. Place remote control valves in logical groupings as field conditions permit. All remote control valves and quick coupler valves shall be isolated from the main line via an isolation valve as shown in details.
9. Quick coupler valves in landscaped areas shall be installed as close as possible to plan locations. Quick coupler valve spacing shall not exceed 200 feet apart to allow for hand watering of plant material.
10. Sprinklers are placed at various percentages of manufacturers published radii. see Irrigation table for specific spacing. Spray heads typically shown at 90% of manufacturer's published coverage radius. Rotor heads typically shown at 90% of manufacturer's published coverage radius.
11. Spray sprinklers are designed for 30 PSI at the head. Rotor sprinklers are designed for 50 PSI at the head. If operational pressure varies, coordinate with Owner's Representative.
12. Not all sleeving necessary to complete this project is shown on plan. Coordinate location and usage with Owner's Representative.
13. Rotor zones may be shown with same nozzles for half circle and full circle heads, full circle head zones shall need double run time on controller. Rotor zones using the same nozzle for half circle and full circle heads shall be placed on separate zones.
14. POC's and Main line are designed for one zone to be operated at a time, per POC & Controller.

LANDSCAPE GENERAL NOTES

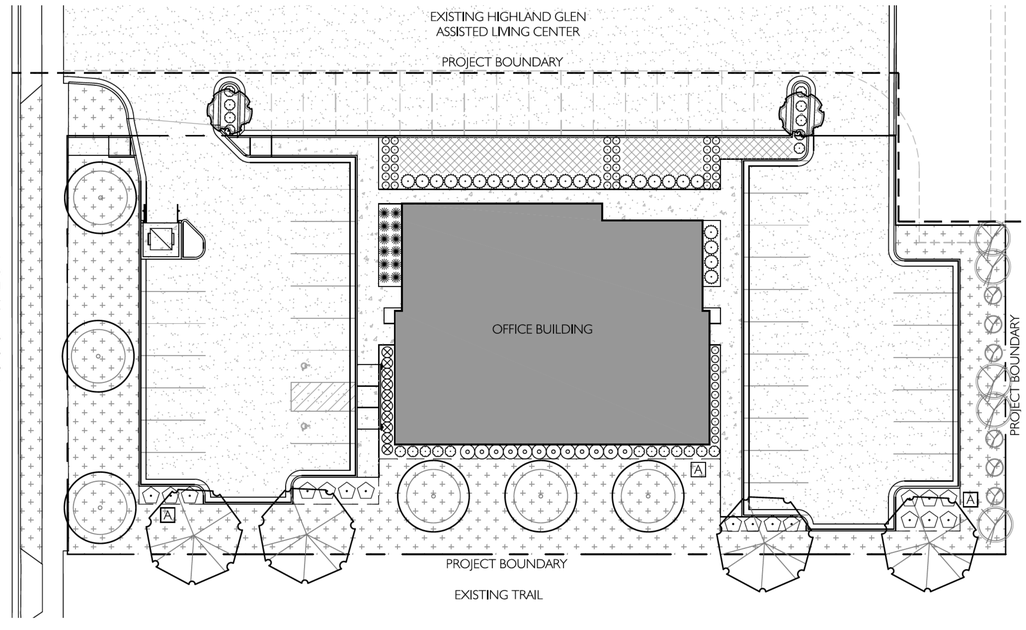
1. Contractor shall locate and verify the existence of all utilities within project area prior to commencement of work.
2. Do not commence planting operation until rough grading has been completed.
3. All plants shall bear the same relationship to finished grade as the original grade before digging.
4. All alterations to these drawings during construction shall be approved by the Project Representative and recorded on "as Built" drawings by the Contractor.
5. Pre-emergent herbicide shall be used prior to mulch placement.
6. All plant materials shall conform to the minimum guidelines established by the American Standard for Nursery Stock, published by the American Nursery Association, Inc.
7. All plants to be balled and burlapped or container grown, unless otherwise noted on the plant list.
8. The contractor shall supply all plant material in quantities sufficient to complete the planting shown on the drawings.
9. Any proposed substitutions of plant species shall be made with plants of equivalent overall form, height, branching habit, flower, leaf color, fruit and culture only as approved by the Project Representative.
10. The Contractor shall locate and verify all existing utility lines prior to planting and shall report any conflicts to the Project Representative.
11. Stake location of all proposed planting for approval by the Project Representative prior to commencement of planting.
12. All turf areas shall receive four inches (4") of topsoil prior to planting. All shrub, groundcover, and perennial beds shall receive four inches (4") of topsoil prior to planting.
13. Topsoil shall meet the following mechanical analysis:
    Sand (0.05 - 2.0 mm Dia.) 20 - 70%
    Clay (0.002 - 0.05 mm Dia.) 20 - 70%
    The max. retained on a #10 sieve will be 15 percent.
    The topsoil shall meet the following analysis criteria:
    pH Range of 5.5 to 8.2
    Min. of 4% and max. of 8% organic matter content
    Free of stones 3/4" or larger
    Soluble salts <2 dS/m or mmho/cm
    Sodium absorption ration (sar) <6.
14. All tree rings and plant beds to receive mulch as specified in the Landscape Schedule.
15. Provide a 1 year warranty for trees and shrubs.

LANDSCAPE SCHEDULE

Sym	Qnty	Scientific Name	Common Name	Size
		TREES		
	2	Prunus sargentii 'Columnaris'	Columnar Sargent Cherry	2" Cal.
	6	Syringa reticulata 'Ivory Silk'	Ivory Silk Japanese Tree Lilac	2" Cal.
	4	Zelkova serrata 'Green Vase'	Green Vase Zelkova	2" Cal.
	11	Existing Trees to Remain		
		SHRUBS		
⊗	10	Berberis thunbergii 'Crimson Pygmy'	Crimson Pygmy Japanese Barberry	2 Gal.
○	47	Buxus sempervirens suffruticosa	Dwarf Boxwood	2 Gal.
⊙	12	Rhus aromatica 'Grow Low'	Grow Low Sumac	5 Gal.
⊙	21	Spiraea bumalda 'Goldmound'	Goldmound Spirea	5 Gal.
⊙	26	Taxus cuspidata 'Densiformis'	Dense Japanese Yew	5 Gal.
		ORNAMENTAL GRASSES		
✺	12	Calamagrostis x acutifolia 'Karl Foerster'	Karl Foerster Feather Grass	1 Gal.
⬠	17	Miscanthus sinensis 'Gacillimus'	Slender Maiden Grass	1 Gal.
		GROUNDCOVER		
▨	15	Lysimachia nummularia	Creeping Jenny	F/36
		TURF		
+ + +	8,463	S.F. Chanshare Imperial Blue		Sod
		MULCH		
⋰⋱		Crushed Decorative Gravel Mulch w/ Weed Barrier - All Planters Unless Noted Otherwise		3" Depth
		EDGING		
A		4" x 3/16" Metal Edging		



A IRRIGATION PLAN
SCALE: 1"=20'-0" NORTH



B LANDSCAPE PLAN
SCALE: 1"=20'-0" NORTH

STB DESIGN
LANDSCAPE ARCHITECTURE & LAND PLANNING
POTOMAC BUSINESS CENTER
699 EAST SOUTH TEMPLE, 201D
SALT LAKE CITY, UTAH 84102
PH/TXT/MO 801.554.6146
SCOTT@STBDESIGNLLC.COM

ISSUE DESCRIP.	DATE
	05.01.2019

#	REV. DESCRIPTION	DATE

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ASHFORD OFFICES
HIGHLAND, UTAH

SITE PLAN

LANDSCAPE / IRRIGATION PLAN

L101

PROJECT MANAGER: XX

FIXTURE SCHEDULE

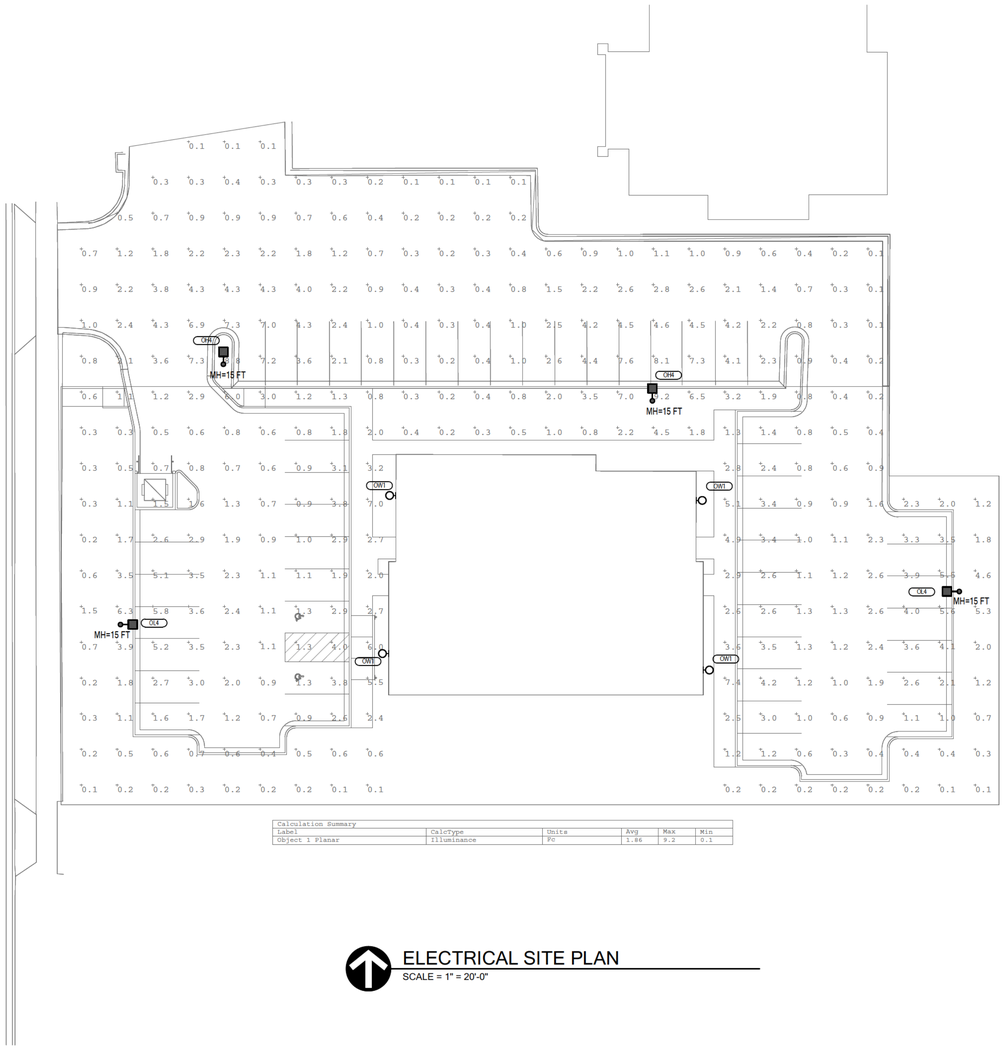
LIGHT FIXTURE ABBREVIATION SCHEDULE

A.F.F.	ABOVE FINISH FLOOR	SCBA	STANDARD PAINTED COLOR AS SELECTED BY THE ARCHITECT
WALL@CLG	WALL MOUNT AT CORNER OF WALL AND CEILING	CFBA	CUSTOM FINISH AS SELECTED BY THE ARCHITECT
CCBA	CUSTOM PAINTED COLOR AS SELECTED BY THE ARCHITECT	SFBA	STANDARD FINISH AS SELECTED BY THE ARCHITECT

LIGHT FIXTURE GENERAL NOTES

1. REFER TO ARCHITECTURAL REFLECTED CEILING PLANS FOR LOCATIONS OF LIGHT FIXTURES. BRING ALL DISCREPANCIES OF LOCATIONS AND QUANTITIES TO THE ATTENTION OF THE ARCHITECT AND ELECTRICAL ENGINEER PRIOR TO BIDDING.
2. REFER TO ARCHITECTURAL ELEVATIONS FOR MOUNTING HEIGHTS AND LOCATIONS OF LIGHT FIXTURES. BRING ALL DISCREPENCIES TO THE ATTENTION OF THE ARCHITECT PRIOR TO BIDDING.
3. REFER TO THE SPECIFICATIONS FOR OTHER LIGHT FIXTURE, FUSING, BALLAST, AND LAMP REQUIREMENTS AND ACCEPTABLE MANUFACTURERS.
4. CONFIRM AVAILABLE MOUNTING DEPTHS OF ALL LIGHT FIXTURES AND COMPARE WITH DEPTHS SHOWN ON SHOP DRAWINGS. BRING ALL POTENTIAL CONFLICT AREAS TO THE ATTENTION OF THE ARCHITECT AND ELECTRICAL ENGINEER PRIOR TO RELEASE.
5. REFER TO LIGHTING PLANS FOR ALL LINEAR FIXTURE LENGTHS. THE CATALOG NUMBER IS BASED ON THE FIXTURE SPECIFIED AND MAY NOT REFLECT THE QUANTITY OR OVERALL LENGTH OF LINEAR FIXTURES REQUIRED. CONTRACTOR TO NOTE THAT VARIOUS FIXTURE LENGTHS MAY BE REQUIRED TO ACHIEVE THE OVERALL RUN LENGTH.
6. REFER TO LIGHTING PLANS FOR ALL UNDERCABINET FIXTURE LENGTHS. THE CATALOG NUMBER IS BASED ON THE FIXTURE SPECIFIED AND MAY NOT REFLECT THE QUANTITY OR OVERALL LENGTH OF THE UNDERCABINET FIXTURES REQUIRED. CONTRACTOR TO NOTE THAT VARIOUS FIXTURE LENGTHS MAY BE REQUIRED TO ACHIEVE THE OVERALL RUN LENGTH OR TO FIT WITHIN THE MILLWORK. COORDINATE FIXTURE LAYOUT WITH MILLWORK SHOP DRAWINGS PRIOR TO LIGHTING SUBMITTALS.
7. WHEN A CONTRADICTION EXISTS BETWEEN A SPECIFIC MODEL NUMBER AND THE DESCRIPTION, NOTIFY THE ELECTRICAL ENGINEER AND/OR LIGHTING DESIGNER.
8. PRIOR APPROVALS ARE REQUIRED BEFORE BIDDING THE PROJECT AND SHALL BE SUBMITTED TO THE ELECTRICAL ENGINEER'S OFFICE AT LEAST (8) EIGHT WORKING DAYS BEFORE THE BID. PRIOR APPROVALS RECEIVED AFTER THIS TIME PERIOD SHALL BE REJECTED.
9. REFER TO SPECIFICATIONS 20 0500, 26 5100 & 26 5600 (16001, 16510 & 16551).
10. VALUE ENGINEERING CONDUCTED WITHOUT THE DESIFGN TEAM IE; ARCHITECT, ENGINEER & LIGHTING CONSULTANT/DESIGNER WILL NOT BE ALLOWED, REVIEWED OR APPROVED.

TYPE	DESCRIPTION	MFR.	CATALOG NUMBER	VOLTS	TOTAL WATTS	LAMP
OH4	LED OUTDOOR POLE; 15 FT STRAIGHT SQUARE STEEL POLE; TYPE IV DISTRIBUTION	EATON	VXM-E06-LED-E1-T4	120 V	150 VA	LED; 4000K; 19,000 LUMENS
OL4	LED OUTDOOR POLE; 15 FT STRAIGHT SQUARE STEEL POLE; TYPE IV DISTRIBUTION	EATON	VXM-E04-LED-E1-T4	120 V	97 VA	LED; 400K; 12,700 LUMENS
OW1	EXTERIOR LED WALL PACK	EATON	ENT-E02-LED-E1-BL4	120 V	47 VA	LED; 4000K; 5,225 LUMENS



Calculation Summary					
Label	CalcType	Units	Avg	Max	Min
Object 1 Planar	Illuminance	Fc	1.86	9.2	0.1

ELECTRICAL SITE PLAN
SCALE = 1" = 20'-0"



OW1



OL4/OH4

NO	REVISIONS	BY	DATE

DESIGNER: SDT
PROJECT ENGINEER: SDT

CIR ENGINEERING, L.L.C.
3032 SOUTH 1030 WEST, SUITE 202
SLC, Utah 84119 - 801-949-6296

BNA CONSULTING
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Salt Lake City, Utah 84111
P:801 532.2196
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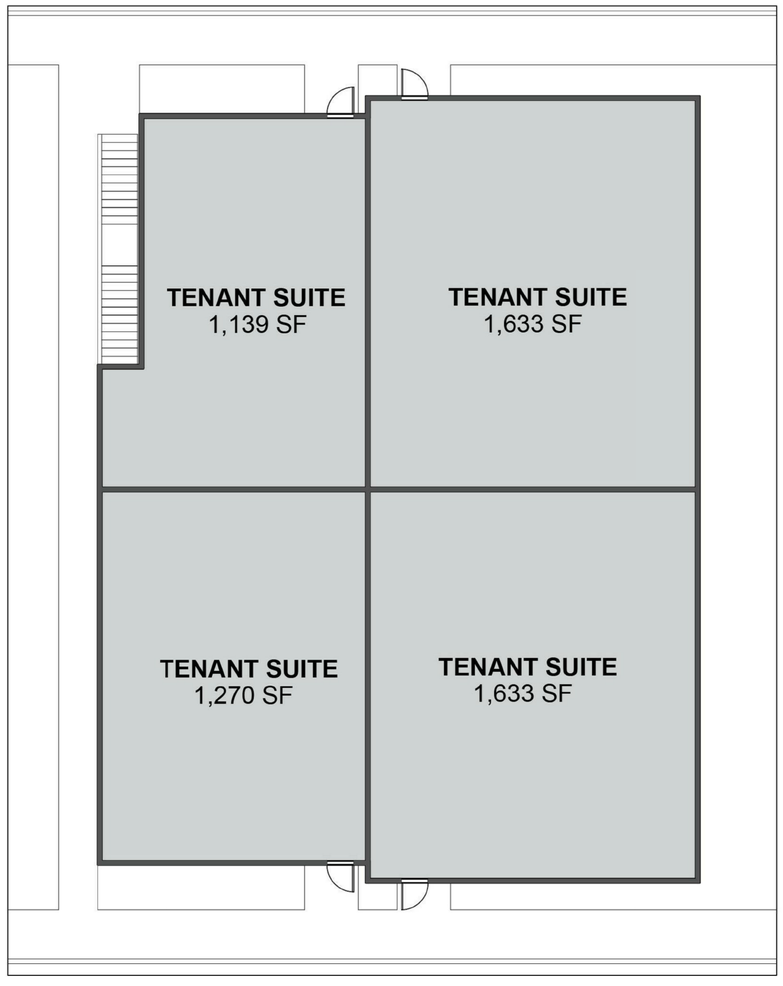
SALT LAKE ST.GEORGE

ASHFORD OFFICES
10290 NORTH COUNTY BOULEVARD, HIGHLAND, UTAH

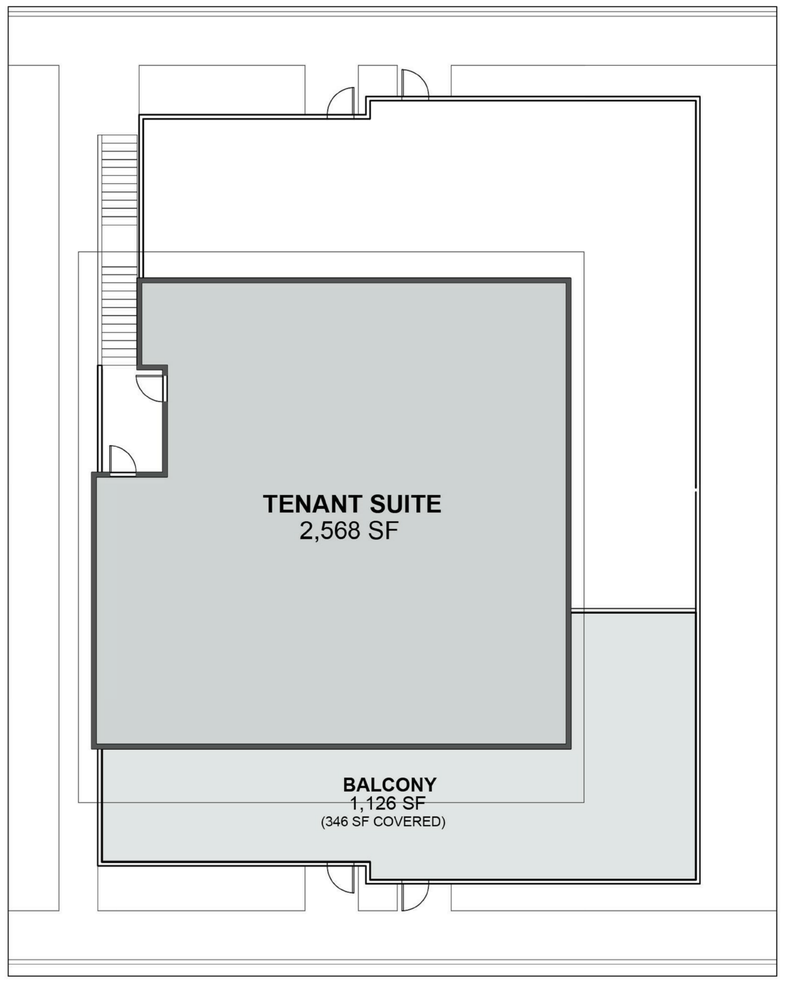
ELECTRICAL SITE PLAN

PROFESSIONAL ENGINEER
JOSHUA DAKESON
7170871-2202
STATE OF UTAH

SHEET NO.	
E101	
PROJECT ID: A-1000	DATE: 04/18/19
FILE NAME: PRJ-HGN	SCALE:



A1 LEVEL 1 FLOOR PLAN
1/8" = 1'-0"



A4 LEVEL 2 FLOOR PLAN
1/8" = 1'-0"

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STATE OF UTAH · LICENSED ARCHITECT
DARIN M. MANO
9502000-0301

ASHFORD OFFICES
ETERNAL SPRINGS

HIGHLAND, UTAH

CONCEPT PLAN APPLICATION

Rev#	Date	Description

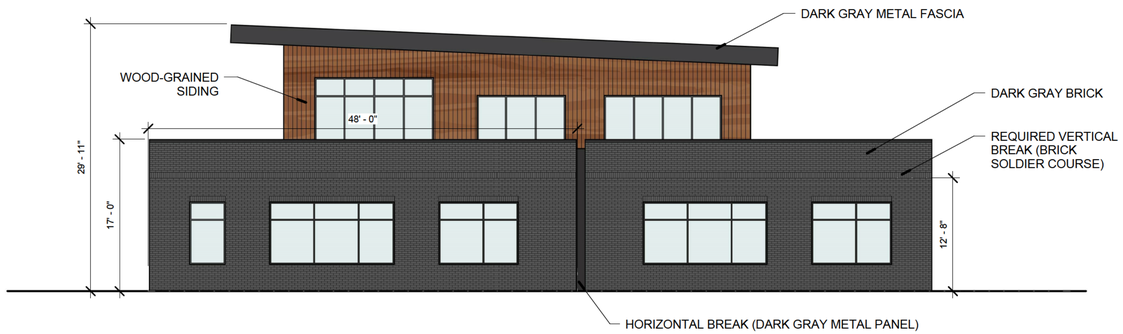
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Owner	ETERNAL SPRINGS
Date	05/06/19
Drawn	TC
Checked	DM

FLOOR PLANS

A101

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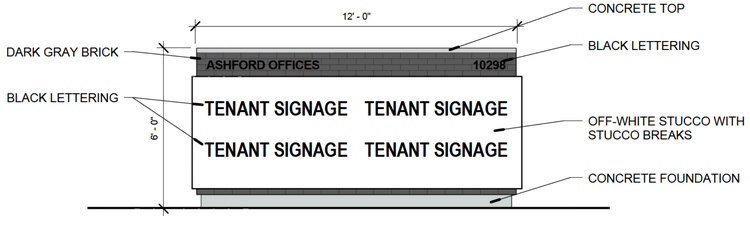
D2 SOUTH ELEVATION
1/8" = 1'-0"



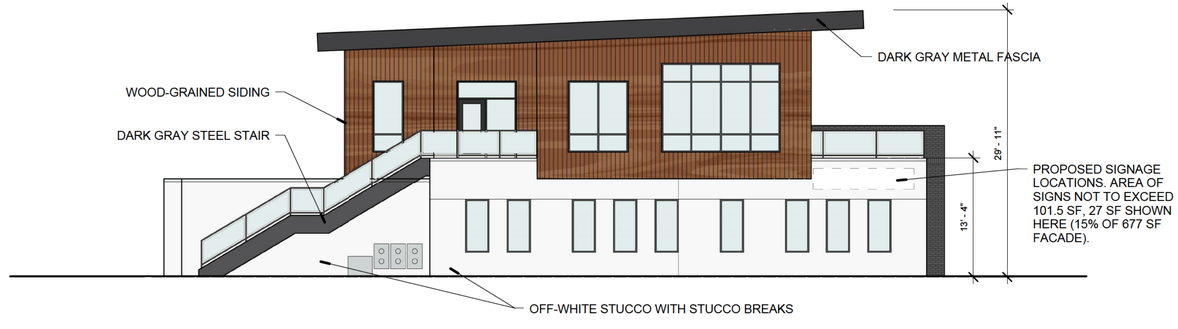
B1 WEST ELEVATION
1/8" = 1'-0"



B4 EAST ELEVATION
1/8" = 1'-0"



A1 MONUMENT SIGN
3/8" = 1'-0"



A2 NORTH ELEVATION
1/8" = 1'-0"

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9502000-0301

ASHFORD OFFICES
ETERNAL SPRINGS

HIGHLAND, UTAH

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EXTERIOR ELEVATIONS

A201

5/6/2019 9:50:49 AM



A1 NORTH WEST VIEW
3/16" = 1'-0"

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CONCEPT PLAN APPLICATION

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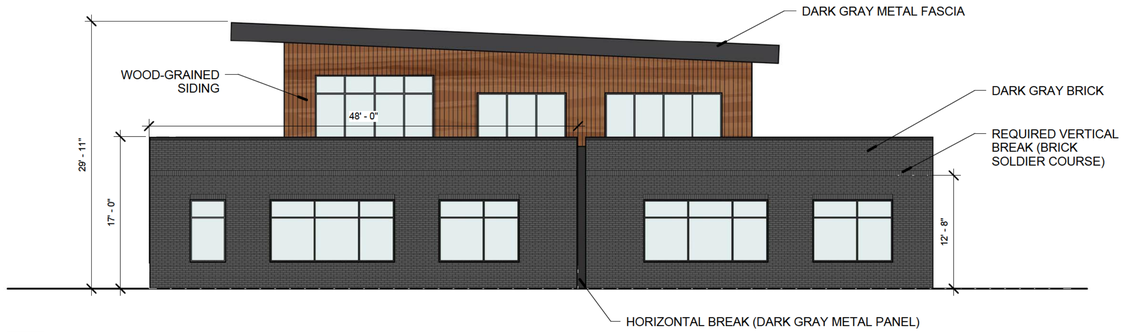
Job #	18095
Owner	ETERNAL SPRINGS
Date	05/06/19
Drawn	TC
Checked	DM

RENDERING

A202

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ATTACHMENT 4:



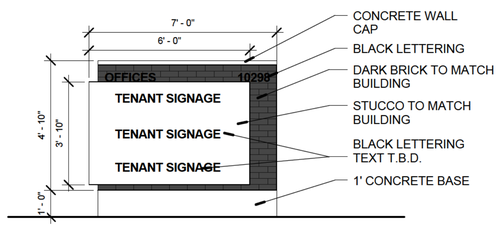
D2 SOUTH ELEVATION
1/8" = 1'-0"



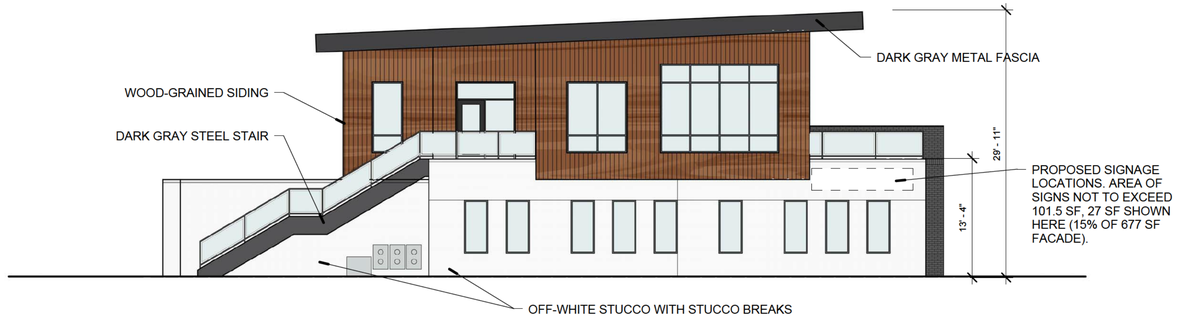
B1 WEST ELEVATION
1/8" = 1'-0"



B4 EAST ELEVATION
1/8" = 1'-0"



A1 MONUMENT SIGN
3/8" = 1'-0"



A2 NORTH ELEVATION
1/8" = 1'-0"

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STATE OF UTAH · LICENSED ARCHITECT
DARIN M. MANO
9562000-0301
5/30/19
OFF MM GRD

OFFICES ON THE GLEN
ETERNAL SPRINGS

HIGHLAND, UTAH

CONCEPT PLAN APPLICATION

Rev#	Date	Description

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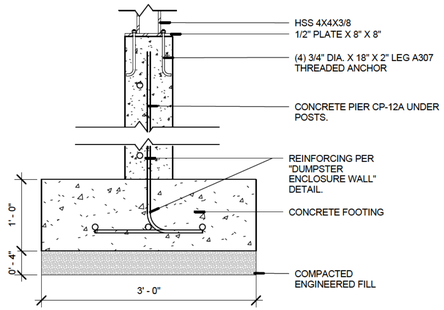
Job #	18095
Owner	ETERNAL SPRINGS
Date	05/06/19
Drawn	TC
Checked	DM

EXTERIOR ELEVATIONS

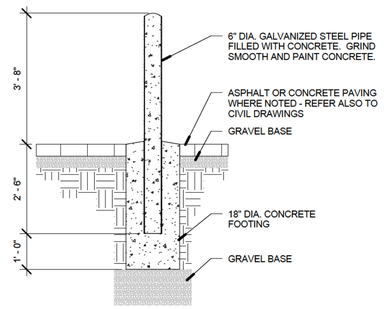
A201

5/30/2019 11:15:09 AM

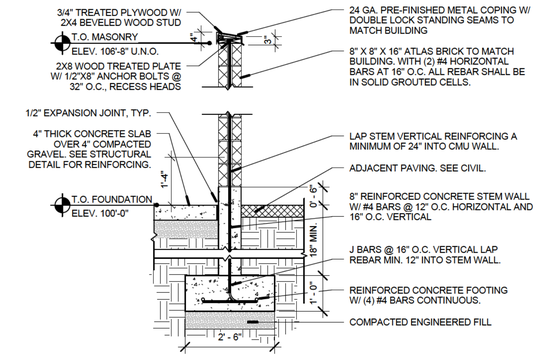
ATTACHMENT 5:



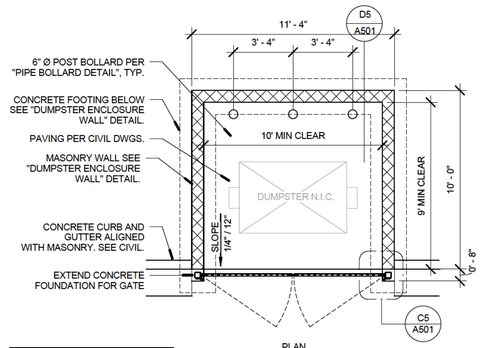
D2 GATE POST SECTION DETAIL
1" = 1'-0"



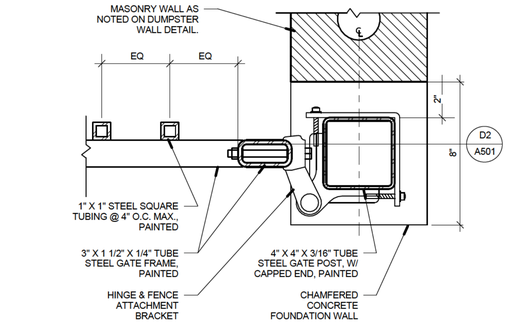
D3 PIPE BOLLARD DETAIL
1/2" = 1'-0"



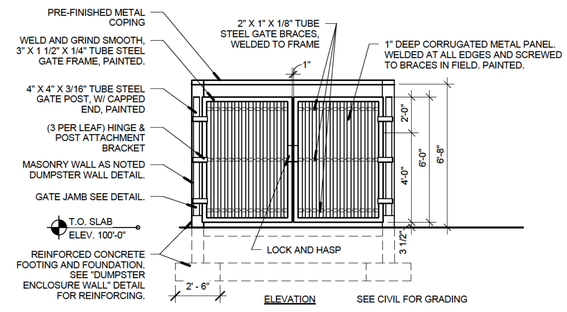
D5 DUMPSTER ENCLOSURE WALL
1/2" = 1'-0"



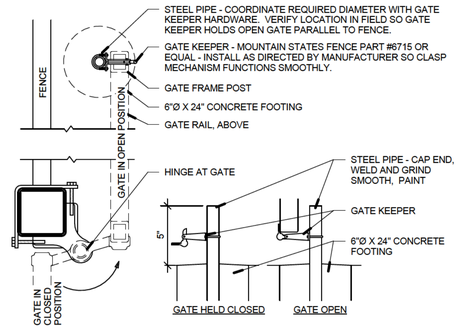
NOTES:
1. WELD AND GRIND SMOOTH ALL CONNECTIONS.
2. CAP ALL EXPOSED OPEN TUBE ENDS W/ STEEL PLATE



C5 GATE JAMB DETAIL, (PLAN VIEW)
3" = 1'-0"



B3 DUMPSTER ENCLOSURE
1/4" = 1'-0"



B5 GATE KEEPER
2" = 1'-0"

DESIGN RAW STUDIO

RAW DESIGN STUDIO
517 SOUTH 200 WEST
SALT LAKE CITY, UT 84101
(801) 215-9729
info@rawdesignstudio.com
www.rawdesignstudio.com

STATE OF UTAH · LICENSED ARCHITECT
DARIN M. MANO
9562000-0301
5/30/19
OFF ING GRD

OFFICES ON THE GLEN
ETERNAL SPRINGS
HIGHLAND, UTAH
CONCEPT PLAN APPLICATION

Rev#	Date	Description

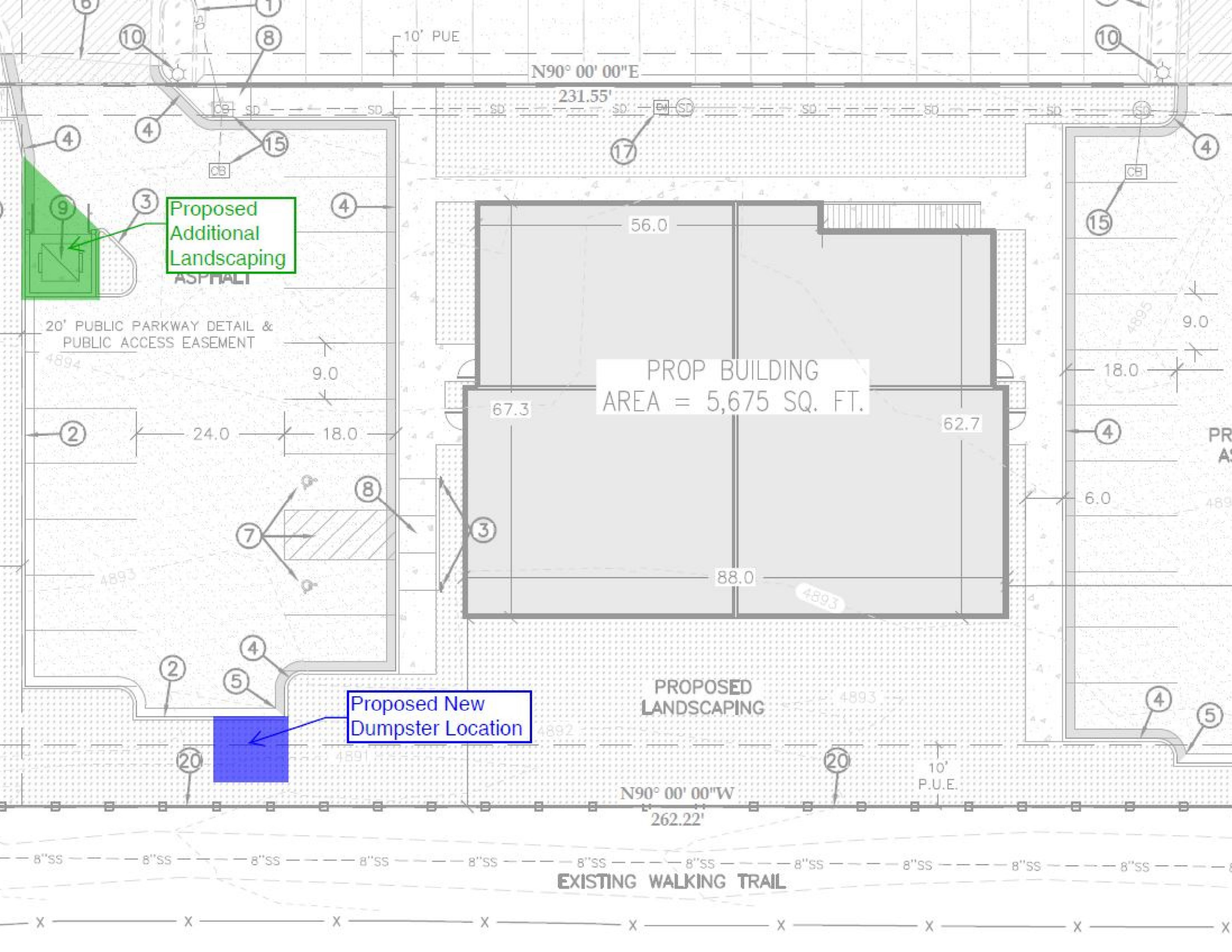
NOTE: THIS DRAWING IS NTENDED FOR A 24"X36" SHEET. F PR NTED ON ANYTHING ELSE, THIS IS A REDUCED COPY. PLEASE SCALE ACCORDINGLY.

Job #	18095
Owner	ETERNAL SPRINGS
Date	05/06/19
Drawn	BN
Checked	DT

SITE DETAILS

A501

5/30/2019 11:15:11 AM


10' PUE
N90° 00' 00"E
231.55'
Proposed Additional Landscaping
ASPHALT
20' PUBLIC PARKWAY DETAIL & PUBLIC ACCESS EASEMENT
9.0
24.0
18.0
56.0
PROP BUILDING
AREA = 5,675 SQ. FT.
67.3
62.7
88.0
6.0
Proposed New Dumpster Location
PROPOSED LANDSCAPING
N90° 00' 00"W
262.22'
10' P.U.E.
EXISTING WALKING TRAIL

Offices On The Glen (Ashford Office Building) – Highland City, UT

PLANNING DEPARTMENT COMMENTS and RESPONSES

DATE: 5/30/2019

May 20, 2019 Email from Tara Tannahill to Greg Nield:

- **COMMENT 1:** Lighting – east side of property has 2.0+. We need these decreased.
- **RESPONSE:** We will revise the lighting plan as well as change to pipe bollard lighting per discussion at Planning Commission meeting on 5/28/2019. Because this is a major change we cannot complete it prior to the city council meeting.

- **COMMENT 2:** Monument sign: Section 3-709
  - Need to demonstrate where it is located on the site plan
  - Need to decrease the width to 7' maximum.
  - 1' rock base is required.
  - 6" of rock on the vertical edge that faces the business. Nothing is demonstrated on the signage elevations.
- **RESPONSE:** Sign location has been shown on Civil Drawings. Elevations and design has been adjusted for size restrictions. We prefer to have the vertical edge facing businesses be brick instead of rock as that is more consistent with the building. We also prefer that the 1' base be concrete instead of stone for the same reason. Please advise if that is okay. We have drawn it accordingly. We do not feel stone or rock is appropriate for this building.

- **COMMENT 3:** Architecture – north elevation – I can't tell if that is mechanical equipment. If it is we will need those covered.
- **RESPONSE:** These are electric and gas meters, not mechanical equipment. All mechanical equipment is planned for the roof and will be shielded by the parapet walls.

- **COMMENT 4:** Refuse Collection – We need sizing and architecture elevations. Republic services requires 10' width and 9' minimum depth. Architecture needs to be similar to building architecture.
- **RESPONSE:** We have included sheet A501 which shows the minimum clearances. We are showing Atlas brick for the enclosure which will be an exact color match to the building.

- **COMMENT 5:** City Council Requirements: Can't tell if the second floor is 100' away?
- **RESPONSE:** The second floor is 103' away from the rear property line to the wall. There is a 3' overhang so the roof overhang is 100' away from the rear property line. We have added a note for this setback on sheet A101.

- **COMMENT 6:** Fencing is required for the perimeter that abuts a residential zone. I didn't see this demonstrated.
- **RESPONSE:** See response to comment 18 below.

May 28, 2019 Staff Report to Planning Commission:

- **COMMENT 7:** Stipulation 3. The dumpster will be no closer than half way between the east and west property line.
- **RESPONSE:** Per email from Tara Tannahill on 5/29/19 we will place the dumpster on the south end of the drive aisle on the west side of the building. We have included a screenshot showing were we would like it.

- **COMMENT 8:** The foot candles on the East side of the property will need to be reduced as required in Section 3-4915 of the Development Code. Staff is recommending a stipulation that all lighting be less than one-foot candle at the property lines on the east side to reduce the light pollution. A stipulation has been included to address this.
- **RESPONSE:** We will adjust this accordingly. We will also use Pipe Bollards instead of tall light poles as discussed in the Planning Commission Meeting on 5/28.

- **COMMENT 9:** All utility and mechanical is required to be screened from view. A stipulation has been included to address this issue.
- **RESPONSE:** Noted. The final mechanical system has not been designed. We expect that all equipment will be mounted to the roof and screened by the parapet walls. If this is not the case we will add secondary screening.

- **COMMENT 10:** The monument sign will need to be reduced in size and updated with the Architectural elements required in Section 3-709 of the Development Code. The signs location will also need to be demonstrated on the site plan. A stipulation has been created to address this.
- **RESPONSE:** See response to comment 2 above.

- **COMMENT 11:** Sizing will need to be provided for the refuse enclosure because Republic Services is requesting that staff review the size of the refuse enclosures going forward to make sure their vehicles are able to access the dumpster. The refuse container will need to be moved from the frontage of the building as required in Section 4-913 of the Development Code. Architecture will need to be provided for the refuse enclosure to make sure architectural elements are compatible with the building elevations as required in Section 3-4913 of the Development Code. A stipulation has been created to address this.
- **RESPONSE:** See responses to comments 4 and 7 above.

- **COMMENT 12:** Fencing will need to be provided along the perimeter of the site plan that abut any residential districts as required by Section 3-612 of the Development Code. A stipulation has been created to address this.
- **RESPONSE:** See response to comment 19 below.

- **COMMENT 13:** Recommended Stipulation #1. Development of the site shall comply with the site plan January 2,2018 and building elevations dated May 6,2019 except as modified by these stipulations.
- **RESPONSE:** Noted.

- **COMMENT 14:** Recommended Stipulation #2. All signage shall require a separate permit and comply with the Development Code requirements.
- **RESPONSE:** Noted.

- **COMMENT 15:** Recommended Stipulation #3. The light levels shall not exceed one-foot candle at the south and east property lines.
- **RESPONSE:** See response to comment 1 above.

- **COMMENT 16:** Recommended Stipulation #4. The refuse container shall be revised to meet the requirements of the Development Code.
- **RESPONSE:** See responses to comments 4 and 7 above.

- **COMMENT 17:** Recommended Stipulation #5. The monument sign shall be revised to meet the requirements of the Development Code.
- **RESPONSE:** See response to comment 2 above.

- **COMMENT 18:** Recommended Stipulation #6. Prior to council consideration, the second floor setback shall be provided to staff to review.
- **RESPONSE:** Second floor setback is 103’ to the exterior wall and 100’ to the roof overhang.

- **COMMENT 19:** Recommended Stipulation #7. A screen wall shall be installed against the perimeter that abuts a residential district, except the senior care facility. Update on 5/29/19: The south property is no longer residential. Unsure if the property owners to the east already have a wall. Planning Commission did request a wrought iron along the trail. We can let City Council make the final decision, unless you are wanting to install one either way.
- **RESPONSE:** We prefer to leave the south property line open, without any fence. We feel that will create better connectivity of commercial properties and give us the option to add a fence in the future if after construction it is determined to be helpful. There is a wall installed already along the East Property Line. We are willing to change that if necessary but for our purposes we prefer to leave the wall as is. The installed wall matched the wall to the North.

- **COMMENT 20:** Recommended Stipulation #8. All utility and mechanical equipment shall be screened.
- **RESPONSE:** Noted.

- **COMMENT 21:** Recommended Stipulation #9. Final civil engineering plans shall be reviewed and approved by the City Engineer. The site shall meet all requirements of the City Engineer.
- **RESPONSE:** Noted.

- **COMMENT 22:** Recommended Stipulation #10. Final civil engineering plans shall be reviewed and approved by the Fire Marshall.
- **RESPONSE:** Noted.

AGENDA NEXT

HIGHLAND CITY

CITY COUNCIL AGENDA REPORT
ITEM #4

DATE: June 4, 2019

TO: Honorable Mayor and Members of the City Council

FROM: Tara Tannahill
Planner & GIS Analyst

SUBJECT: **ACTION** – Reconstruction of the Existing Tennis Court in the Canterbury Circle Subdivision. *Administrative.*

STAFF RECOMMENDATION:
The City Council should conduct a public meeting and decide whether to fund the reconstruction of the existing tennis court in the Canterbury Circle subdivision with proceeds from the sale of open space property.

BACKGROUND:
The City Council began selling open space property in 2014. Since that time, there has been $369,805 collected with an additional $89,929 to be collected. The Council has discussed three options for the use of these funds, however an official policy has not been adopted. One option has been to use the funds only within the open space subdivision from which they were generated. The other option would be to use these funds for improvements within existing parks in other open space subdivisions. The final option was briefly discussed at the last Council meeting to use some of these funds for new improvements.

Staff has received two formal requests for the use of proceeds from the sale of property within open space subdivisions. The other request is in the Mercer Hollow subdivision that is part of the Highland Hills Development. We have also heard of informal requests for improvements in Beacon Hills Park. As this is the first formal request, the Council should provide residents and staff with direction regarding the use of these funds.

On March 2014, City Council approved disposal of Open Space property in the Canterbury Circle Subdivision. The total revenue collected to date from the sale of the property $193,191.19 and the remaining amount to be collected is $61,069.54.

The residents in the Canterbury Circle subdivision are requesting that a portion of these funds be used to reconstruct the tennis court in the park. The existing asphalt court would be replaced with a post tension multi use court. The court would allow for pickleball, tennis, and basketball.

In order to provide an estimate of the cost of reconstructing the courts, the applicant has received bids from two companies. Peak Tennis Courts estimates $77,000 to remove and resurface the post tension court. The estimate includes disposal of the asphalt for $14,000. The second bid is from Tennis and Track Company with an estimate of $75,000. This estimate doesn't include removing or disposing of the asphalt. If the Council chooses to authorize the project, staff will need to bid the project in accordance with the City procurement procedures.

CITIZEN PARTICIPATION:

At the direction of the Council, a petition has been submitted showing support from 27 of the 30 property owners within the subdivision which represents 90% of the property owners in the subdivision. The petition exceeds the minimum requirement of 70%.

A petition has been submitted showing support from 15 of 16 property owners adjacent to Canterbury South Park which represents 94% of the property owners in the subdivision. The petition exceeds the minimum requirement of 80%.

Notice of the City Council public meeting was sent to all property owners within the Canterbury Circle subdivision on May 21, 2019. The property sign was posted on May 28, 2019. Staff has not received any comment from any property owners.

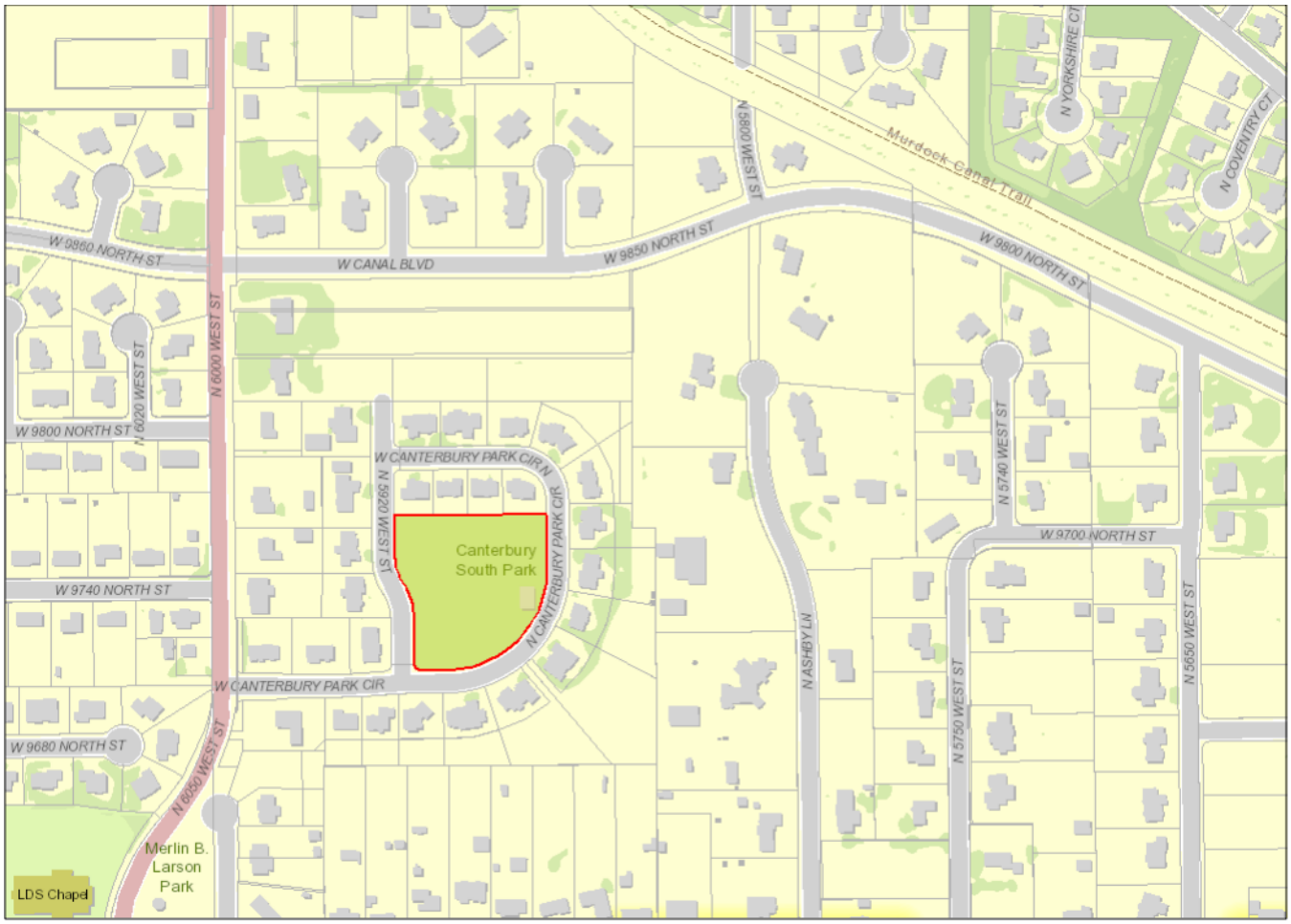
FISCAL IMPACT:

The estimated cost is $91,000. However, if the Council chooses to fund the project, staff will need to bid the project in accordance with City procurement procedures. If the Council approves the expenditure, staff will budget $100,000 in the FY 19/20 Budget.

ATTACHMENTS:

1. Vicinity Map
2. Applicant Narrative
3. Photos of Tennis Court
4. Cost Estimates
5. Signature pages

ATTACHMENT 1:



Utah County Parcel Map

This cadastral map is generated from Utah County Recorder data. It is for reference only and no liability is assumed for any inaccuracies, incorect data or variations with an actual survey

Date: 5/30/2019

N

ATTACHMENT 2:

We the signers and residents of Canterbury Park Circle would like to request that our City Council use Open Space Fund money collected from our neighborhood to rebuild the multipurpose sports court located in our Canterbury South Park, Highland, Utah. This court is at least 17 years old and was made of Asphalt that is now cracking and crumbling and is not the best surface for a sports court. We would like to request it be redone using the post tensioned concrete for longer durability. We would like to request that two pickle ball courts be added, one on each side of the tennis court at a perpendicular angle to the tennis court, with lines drawn for both tennis and pickle ball with one tennis net down the middle of the tennis court. Pickle ball players will bring their own nets on the premarked areas for pickle ball. We would also like two basketball standards to be included on the multipurpose court to replace he basketball standards that have been broken for some time and that our neighbor has been kind enough to try and fix with his own funds. We would like to request that the timer for the lights be fixed or replaced so the neighbors don't have to come turn it off in the middle of the night when the kids forget to. Lastly, we would like to request that any additional funds be set aside for future maintenance of the court.
Thank you for your consideration,
Canterbury Park Circle Neighborhood

ATTACHMENT 3:





ATTACHMENT 4:

PARKIN TENNIS COURTS

Woodscross, Utah

MAY 13, 2019

Customer: SHERRY KRAMER

Subject: CATERBURY TENNIS COURT RECONSTRUCTION

Thank for you considering Parkin Tennis Courts. for your project listed above

POST TENSION TENNIS COURT 60'X 120' BUDGET NUMBERS ONLY

Demo fence, sawcut 2' of asphalt around outside edge and remove old net post footings
Import and place 2" of roadbase over asphalt
Form and pour 5" thick post tension slab with thickened edge
Supply and install 360' of 10' tall black vinyl coated fence
3 coat acrylic surface with tennis lines and pickleball lines

Total…….$63,000.00

BASKETBALL HOOP 72" ADJUSTABLE FROM SOME SERIOUS HOOP……$2,350.00
6 LIGHT POLES 20' TALL WITH 6 LED 4 BRICK TECHLIGHT FIXTURES…$17,000.00

REMOVE AND HAUL OFF ASPHALT WITH 6" OF ROADBASE AND IMPORT 6" OF NEW ROABASE…….$14,000.00

EXCLUSIONS: Permits, fees, sprinkler repair, landscape repair, switching and wiring outside of the court for lights

Sean Larsen
Parkin Tennis Courts.
801-598-9940
E-mail: slarsen.cc@gmail.com

From: Nathan Crane
To: Tara Tannahill
Subject: FW: 2nd Bid from Tennis and Track company
Date: Wednesday, May 22, 2019 5:29:17 PM

From: Sher Kram [mailto:[redacted]]
Sent: Wednesday, May 15, 2019 5:18 PM
To: Nathan Crane <NCrane@highlandcity.org>; Todd Trane <todd@highlandcity.org>
Subject: 2nd Bid from Tennis and Track company

This is the company that did the American Fork Pickle courts at Art Dye and were highly recommended.

Pricing depends on if the courts can be overlaid with a new post tensioned slab which would save you the cost of demolition and haul off of the existing court materials. That demo cost can be very depending on how you contract to do it. We can do it but without seeing it in person I would budget, $10-$15k for demo and possibly additional cost for rough grading import of fill material to reach compaction .

If it is able to be overlaid. I would budget $75k for the new post tensioned court, new fence, and the court surface. The basketball standards we use cost $2350 ea installed. I would add that in for for budgeting as well.

Please call with any questions. Hope that helps for your budgeting.

Thank you
Dylan

Dylan Bird
Chief Financial Officer
Tennis and Track Company
P.O. Box 651477
Salt Lake City, UT 84165
Office: (801) 269-9991
Mobile: (801) 381-8385
Fax: (801) 261-4588
www.tennisandtrackco.com

From: Nathan Crane
To: Tara Tannahill
Subject: FW: Ballpark lighting estimate for Canterbury courts
Date: Wednesday, May 22, 2019 5:29:11 PM

From: Sher Kram [mailto:[redacted]]
Sent: Wednesday, May 15, 2019 5:22 PM
To: Nathan Crane <NCrane@highlandcity.org>; Todd Trane <todd@highlandcity.org>
Subject: Ballpark lighting estimate for Canterbury courts

Lighting costs very as well but a just priced a similar court for $16k for LED light fixtures, sweeps, and poles from LSI. You would need to hire an electrician to pour light pole bases, install, and wire them. That depends on power requirements, and other site conditions, including which electrician you contract with. Maybe another $10k-$12k for the electrician could be less. And note these are all budget figures. If you wanted us to do the project we would have our lighting supplier do a lighting plan based on dimensions to give you adequate lighting in all areas of the court. I believe there is a retro fit option but we would need the electrician to be involved before we would even know what to order based on the existing conditions. Please call with any questions.

Thank you
Dylan

Dylan Bird
Chief Financial Officer
Tennis and Track Company
P.O. Box 651477
www.tennisandtrackco.com

ATTACHMENT 5:

OWNER'S PETITION AND INFORMATION: The following owners hereby submit their support in the open space project adjacent to their home within the _____ _____ Subdivision. ***This sheet should be reproduced as needed based on the number of affected property owners.***

Owner's Name: Dylan + Leah Higginbothom

Owner's Address: 9682 N 6000 W Highland, UT 84003

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Leah H

Owner's Name: _____

Owner's Address: _____

Owner's Phone #: _____ Email Address: _____

Owner's Signature: _____

Owner's Name: _____

Owner's Address: _____

Owner's Phone #: _____ Email Address: _____

Owner's Signature: _____

Owner's Name: _____

Owner's Address: _____

Owner's Phone #: _____ Email Address: _____

Owner's Signature: _____

OWNER'S PETITION AND INFORMATION: The following owners hereby submit their support in the open space project adjacent to their home within the Canterbury Circle Subdivision. ***This sheet should be reproduced as needed based on the number of affected property owners.***

Owner's Name: Ron Kramer

Owner's Address: 9785 N 5920 W.

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Ron Kramer

Owner's Name: JARED LESSER

Owner's Address: 9738 N 6000 W

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature:

Owner's Name: Michael Bede

Owner's Address: 5893 W 9700 N

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature:

Owner's Name:

Owner's Address:

Owner's Phone #: Email Address:

Owner's Signature:

OWNER'S PETITION AND INFORMATION: The following owners hereby submit their support in the open space project adjacent to their home within the Canterbury Circle Subdivision. ***This sheet should be reproduced as needed based on the number of affected property owners.***

Owner's Name: Jim Yates

Owner's Address: 5905 W. Canterbury Park circle Highland

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Jim Yates

Owner's Name: Jordan Smith

Owner's Address: 5902 W. Canterbury Park. Circle Highland

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Kelly Smith

Owner's Name: Marianne Stephenson

Owner's Address: 9737 N 5920 W. Highland

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Marianne Stephenson

Owner's Name: Lisa A. Bartholumew

Owner's Address: 5875 W. Canterbury Park Cir.

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Lisa A Bartholumew

OWNER'S PETITION AND INFORMATION: The following owners hereby submit their support in the open space project adjacent to their home within the Canterbury Circle Subdivision. ***This sheet should be reproduced as needed based on the number of affected property owners.***

Owner's Name: Krissy Greening

Owner's Address: 9719 N 5920 W

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Krissy Greening

Owner's Name: Christi Anne Towner

Owner's Address: 5864 W Canterbury Park Cir.

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Christi Towner

Owner's Name: Jane Hall

Owner's Address: 9748 N. Canterbury Park Circle

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Jane Hall

Owner's Name: Ronald Lindsay

Owner's Address: 5931 W. Canterbury Park Circle.

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Ronald Lindsay

OWNER'S PETITION AND INFORMATION: The following owners hereby submit their support in the open space project adjacent to their home within the Canterbury Circle Subdivision. ***This sheet should be reproduced as needed based on the number of affected property owners.***

Owner's Name: Manuel Kalt

Owner's Address: 5982 W. 9700 N. Highland, UT 84003

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Manuel Kalt

Owner's Name: Kenny Murdock

Owner's Address: 5947 W 9700 N Highland, UT 84003

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Kenneth Murdock

Owner's Name: HUGH SMITH

Owner's Address: 5891 W. Canterbury Pk Circle

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: H S

Owner's Name: Reed & Celeste Robins

Owner's Address: 5861 W Canterbury Pk Circle

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: R R

OWNER'S PETITION AND INFORMATION: The following owners hereby submit their support in the open space project adjacent to their home within the Canterbury Circle Subdivision. ***This sheet should be reproduced as needed based on the number of affected property owners.***

Owner's Name: Stan & Lori Phillips

Owner's Address: 9712 N. Canterbury Pk. Cir.

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: L. Phillips

Owner's Name: [redacted]

Owner's Address: 9766 N Canterbury Park Circle

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: [redacted]

Owner's Name: Jacob Turpin

Owner's Address: 9788 N. Canterbury Park Circle

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: [redacted]

Owner's Name: Shannon Anthony

Owner's Address: 9646 N 6000 W Highland

Owner's Phone #: [redacted] Email Address [redacted]

Owner's Signature: Shannon Anthony

OWNER'S PETITION AND INFORMATION: The following owners hereby submit their support in the open space project adjacent to their home within the Canterbury Circle Subdivision. *This sheet should be reproduced as needed based on the number of affected property owners.*

Owner's Name: Carri and Paul Jenkins

Owner's Address: 5913 W. Canterbury Park Circle

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Carri P. Jenkins

Owner's Name: David and Mary Lynn Johnson

Owner's Address: 5945 W. Canterbury Park Circle

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Mary Lynn Johnson

Owner's Name: [redacted]

Owner's Address: [redacted]

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: [redacted]

Owner's Name: Megan Grover

Owner's Address: 5873 W. 9700 N.

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Megan Grover

OWNER'S PETITION AND INFORMATION: The following owners hereby submit their support in the open space project adjacent to their home within the Canterbury Circle Subdivision. ***This sheet should be reproduced as needed based on the number of affected property owners.***

Owner's Name: Howard & Shannan Burner

Owner's Address: 9760 N. 6000 W. Highland

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature:

Owner's Name: Jordan Meyer

Owner's Address: 9740 N 6000 W

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature:

Owner's Name: David & Yvonne Andrus

Owner's Address: 9759 N. 5920 W.

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature: Yvonne Andrus

Owner's Name: Todd and Marquelle Bagh

Owner's Address: 9813 N 5920 W.

Owner's Phone #: [redacted] Email Address: [redacted]

Owner's Signature:

Real Property Owner Authorization _____% of the _____ Subdivision, Highland City

This document constitutes a petition of the property owners within the Canterbury Circle Subdivision to allow for the utilization of proceed money from the sale of property within the subdvision.

A narrative and map fully explaining this proposed project is attached and a copy provided to each property owner within the subdivision.

	Serial #	Lot #	Subdivision	Address	Property Owner	Signature	Date
1		3	Canterbury Cir	9682 N 6000 W Highland	Leah Higginbotham		5-1-19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
2							
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
3							
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
4							
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
5							
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
6							
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
7							
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
8							
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9							
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
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Real Property Owner Authorization _____% of the _____ Subdivision, Highland City

This document constitutes a petition of the property owners within the Canterbury Circle Subdivision to allow for the utilization of proceed money from the sale of property within the subdvision.

A narrative and map fully explaining this proposed project is attached and a copy provided to each property owner within the subdivision.

	Serial #	Lot #	Subdivision	Address	Property Owner	Signature	Date
1		30	Canterbury	5861 W Canterbury Park Circle	Celeste Robins	Celeste Robins	4/27/19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
2		2	Canterbury	9604 N. 6000 W. Highland	H. Gurney		4/29/19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
3		21	Canterbury	9740 N 6000 W	J Meyer		4/29/19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
4		20	Canterbury	9759 N 5920 W.	Yonne Andrus	Yonne Andrus	4/30/19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
5		18	Canterbury	9813 N 5920 W	Marquelle Bo	Marquelle Bo	5-1-19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
6		19	Canterbury	9785 N 5920 W	Ron Kramer	Ron Kramer	5/1/19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
7		22	Canterbury	9738 N 6000 W	JARED LOSER		4-30-19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
8		7	Canterbury	5893 W 9700 N	Michael Beck		5/1/2019
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
9							
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
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	Serial #	Lot #	Subdivision	Address	Property Owner	Signature	Date
1		24	Canterbury Park Circle	9719 N 5920 W	Greening	Kassy Greening	4/19/19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
2		15	Canterbury park cir.	5864 W Canterbury park cir.	Towner	[signature]	4/24/19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
3		11	Canterbury Park Circle	9748 N. Canterbury park Cirlie	Dave Hall	Dave Hall	4-24-19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
4		5	Canterbury Park Circle	5931 W. 9700 N Canterbury Park Cir.	Lindsay	Ron Lindsay	4/24/19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
5		27	Canterbury Park Circle	5905 W. Canterbury Park Cir. Highland	Jim Yates	Jim Yates	4-24-19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
6		17	Canterbury park cir.	5902 W. Canterbury Park cir. Highland	Jordan Smith	Kelly Smith	4-24-19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
7		23	Canterbury park cir	9739 N. 5920 W. Highland, Utah 84003	Stephenson	Marianne Stephenson	4-24-19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
8		29	Canterbury park cir.	5875 W. Canterbury park cir.	Bartholomew	[signature]	4-24-19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
9		14	Canterbury Park Circle	5845 W. Canterbury Park Circle	Johnson	Marylyn Johnson	4-24-19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
10		6	Canterbury Park Circle	5913 W. Canterbury Park Circle	Carri Jenkins Carri Jenkins	Carri Jenkins	4-24-19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						

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A narrative and map fully explaining this proposed project is attached and a copy provided to each property owner within the subdivision.

	Serial #	Lot #	Subdivision	Address	Property Owner	Signature	Date
1		[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
2		8	Canterbury	5873 W. 9700 N	Megan Grover	Megan Grover	04/25/19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
3		9	Canterbury	9712 N. Canterbury Pk.	Lori Phillips	L. Phillips	4/25/19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
4		10	Canterbury	9728 N Canterbury Pk. Cir.	Christy Henderson	N. Christy Hen	4/25/19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
5		12	Canterbury	9766 N Canterbury	Sara	Sara	4-25-19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
6		13	Canterbury	9788 N Canterbury Pk. Circle	Jacob Turpin	[illegible]	4-25-19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
7		1	Canterbury	9646 N 6000 W	Shannon Anthony	Shannon Anthony	4-26-19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
8		26	Canterbury	5982 W 9700 N.	Manuel Kaat	Manuel Kaat	4-26-19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
9		4	Canterbury	5947 W 9700 N	Kenny Murdock	[illegible]	4/26/19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						
10		8	Canterbury	5891 W Canterbury Pk Cir	Hugh Smith	[illegible]	4/26/19
	By signing this petition, you are stating that you have read and understand the proposed open opace project for the above reference subdivision.						

AGENDA

HIGHLAND CITY

CITY COUNCIL AGENDA REPORT
ITEM #5

DATE: May 21, 2019
TO: Honorable Mayor and Members of the City Council
FROM: Tim Merrill, City Attorney
SUBJECT: Invocation Policy for Public Meetings

STAFF RECOMMENDATION:
Adopt a written policy relating to prayers at public meetings.

BACKGROUND:
The City currently does not have a formal policy regarding prayers in our public meetings. In order to respond to requests from individuals, churches, or organizations about participation in prayer, which constitutes a religious exercise, it is recommended the Council adopt a policy.

The United States Supreme Court has upheld public prayer, noting that ceremonial prayer is part of our Nation's heritage and willing participation in civic affairs can be consistent with a brief acknowledgment of people's belief in a higher power, always with due respect for those who adhere to other beliefs.

The Utah Supreme Court has instructed cities who have an opening prayer to make sure that their policy is administered on a non-discriminatory basis without regard to the presenter's belief system, and be neutral between religious and non-religious sentiments.

The Constitution, as interpreted by the Utah Supreme Court, requires that if we open our meetings with prayer we must provide equal access to anyone who wishes to participate. The proposed policy is modeled after Salt Lake City's policy (when they used to have prayer) which was upheld in *Society of Separationists v. Whitehead*, 870 P.2d 916 (1993).

FISCAL IMPACT:
None.

PROPOSED MOTION:
I move that the City Council approve the Resolution adopting an Invocation Policy for the City Council Meetings in Highland, Utah.

ATTACHMENTS:
1. Proposed Policy

RESOLUTION NO. R-2019-10

A RESOLUTION ADOPTING AN INVOCATION POLICY FOR CITY COUNCIL MEETINGS IN HIGHLAND, UTAH

WHEREAS, the United States Supreme Court has noted[1] that ceremonial prayer is part of our Nation's heritage and willing participation in civic affairs can be consistent with a brief acknowledgement of people's belief in a higher power, always with due respect for those who adhere to other beliefs; and

WHEREAS, the Utah Supreme Court has upheld the practice of prayer at City Council meetings under State law[2]; and

WHEREAS, the City wishes to adopt a written policy governing the practice of prayer at City Council meetings that comports with the requirements of the Constitution of the United States as well as the Constitution of the State of Utah; and

WHEREAS, the City is committed to maintaining neutrality in the public sphere, such that residents of Highland of any or no faith have equal access to presenting thoughts, readings and invocations at City Council meetings pursuant to the City's policy, which is administered on a non-discriminatory basis;

NOW THEREFORE, BE IT RESOLVED by the City Council of Highland, Utah that the following Invocation Policy be adopted:

Highland has traditionally welcomed the presentation of thoughts, supplications, praise, thanksgiving, readings and invocations, along with the Pledge of Allegiance to the Flag, and also the recognition of community members, at the beginning of its regularly scheduled City Council meetings.

These ceremonial presentations are secular in purpose and are intended to (1) provide a moment during which Council members and the audience can reflect on the importance of the business before the Council; (2) promote an atmosphere of civility; (3) encourage lofty thought and high-mindedness; (4) recognize cultural diversity; (5) foster sensitivity for and recognize the uniqueness of all segments of our community; and (6) and show appreciation for the contributions made by members of the community. The City welcomes a wide variety of community organizations, churches, and individuals to participate in order to achieve these goals.

It is the formal policy of the City that all Highland organizations, churches, and residents have equal access to participate in offering thoughts, supplications, praise, thanksgiving, readings and invocations when such is included on the agenda, and that this policy will be administered on a nondiscriminatory basis without regard to the belief system of the presenter. The City is neutral and does not discriminate between religious and nonreligious sentiments.

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[1] *Town of Greece, N.Y. v. Galloway*, 572 U.S. 565, 591 (2014).

[2] *Society of Separationists, Inc. v. Whitehead*, 870 P.2d 916 (1993); see also, *Snyder v. Murray City Corp.*, 73 P.3d 325 (2003).

Invocations shall be done on a volunteer basis under the direction of the Mayor and without cost to the City. Those who wish to participate may contact the City to be included on a future agenda. Invocations are intended to be non-denominational and non-proselytizing in character; however, the City will not dictate the form or content of any such presentation. Presentations should be brief (no longer than five minutes). In respect for audience members, the public should not be directed or solicited to gesture (such as bowing heads or raising hands). Each member of the audience may participate, or not participate, according to their own conscience.

PASSED AND ADOPTED this 4th day of June, 2019.

MAYOR OF HIGHLAND:

_____
Rodney W. Mann

ATTEST:

_____
Cindy M. Quick, MMC
City Recorder