



## ALPINE CITY COUNCIL AGENDA

**NOTICE** is hereby given that the **CITY COUNCIL** of Alpine City, Utah will hold a Public Meeting on **Tuesday, May 9, 2023, at 6:00 pm**, 20 North Main Street and can be viewed on the **Alpine City YouTube Channel**. A direct link to the channel can be found on the home page of the Alpine City website: [alpinecity.org](http://alpinecity.org) Public Comments will be accepted during the Public Comment portion of the meeting.

**I. CALL MEETING TO ORDER**

- |                     |                            |
|---------------------|----------------------------|
| <b>A. Roll Call</b> | <b>Mayor Carla Merrill</b> |
| <b>B. Prayer:</b>   | <b>Greg Gordon</b>         |
| <b>C. Pledge:</b>   | <b>By Invitation</b>       |

**II. CONSENT CALENDAR**

- A. Approve City Council minutes of April 25, 2023**

**III. PUBLIC COMMENT**

**IV. ACTION/ DISCUSSION ITEMS**

- A. Public Hearing: Resolution No. R2023-17, Adoption of FY2024 Tentative Budget**
- B. Ordinance 2023-12: Density Requirements for Assisted Living**
- C. Ordinance 2023-13: Code Amendment to Allow Mixed Use in the Buildings in the Business-Commercial Zone as a Conditional Use**
- D. Proposed Burgess Park Pavilion**

**V. STAFF REPORTS**

**VI. COUNCIL COMMUNICATION**

**VII. EXECUTIVE SESSION:** Discuss litigation, property acquisition, or the professional character, conduct or competency of personnel.

Mayor Carla Merrill  
May 5, 2023

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL CITY COUNCIL MEETINGS. If you need a special accommodation to participate, please call the City Recorder's Office at (801) 756-6347 x 4.  
CERTIFICATE OF POSTING. The undersigned duly appointed recorder does hereby certify that the above agenda notice was on the bulletin board located inside City Hall at 20 North Main Alpine, UT. This agenda is also available on our website at [alpinecity.org](http://alpinecity.org) and on the Utah Public Meeting Notices website at [www.utah.gov/pmn/index.html](http://www.utah.gov/pmn/index.html)



# PUBLIC MEETING AND PUBLIC HEARING ETIQUETTE

**Please remember all public meetings and public hearings are now recorded.**

- All comments **must** be recognized by the Chairperson and addressed through the microphone.
- When speaking to the Planning Commission/City Council, please stand, speak slowly and clearly into the microphone, and state your name and address for the recorded record.
- Be respectful to others and refrain from disruptions during the meeting. Please refrain from conversation with others in the audience as the microphones are very sensitive and can pick up whispers in the back of the room.
- Keep comments constructive and not disruptive.
- Avoid verbal approval or dissatisfaction of the ongoing discussion (i.e., booing or applauding).
- Exhibits (photos, petitions, etc.) given to the City become the property of the City.
- Please silence all cellular phones, beepers, pagers, or other noise making devices.
- Be considerate of others who wish to speak by limiting your comments to a reasonable length and avoiding repetition of what has already been said. Individuals may be limited to two minutes and group representatives may be limited to five minutes.
- Refrain from congregating near the doors or in the lobby area outside the council room to talk as it can be very noisy and disruptive. If you must carry on conversation in this area, please be as quiet as possible. (The doors must remain open during a public meeting/hearing.)

## **Public Hearing vs. Public Meeting**

If the meeting is a **public hearing**, the public may participate during that time and may present opinions and evidence for the issue for which the hearing is being held. In a public hearing there may be some restrictions on participation such as time limits.

Anyone can observe a **public meeting**, but there is no right to speak or be heard there - the public participates in presenting opinions and evidence at the pleasure of the body conducting the meeting.

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**Alpine City Council Meeting  
on Tuesday April 25, 2023**

Mayor Carla Merrill called the meeting to order at 6:03pm.

**I. CALL MEETING TO ORDER**

**A. ROLL CALL:** The following were in attendance at the anchor location and constituted a quorum, Lon Lott, Jessica Smuin, Kelli Law, Greg Gordon, and Jason Thelin who watched via YouTube.

**B. PRAYER:** Jessica Smuin

**C. PLEDGE:** Lon Lott

Staff: Shane Sorensen, Ryan Robinson, Steve Doxey, Heidi Jackman, Chief Brian Gwilliam, Chief Brian Patten, and Bonnie Cooper

Others: Nate Heaps, Pamela Pamela, Gale Rudolph, Martha Williams, Mike Russon, Cori Russon, Tyler Barr, Mike Kennedy

**II. CONSENT CALENDAR**

**A. Approve City Council minutes of April 11, 2023**

**Motion:** Lon Lott moved to approve the consent calendar with the edits to the minute of April 11, 2023, made by himself and Greg Gordon. Greg Gordon seconded the motion. There were 3 yes votes, 0 no votes, and 2 excused as recorded below. The motion passed unanimously.

**Yes**

Lon Lott  
Jessica Smuin  
Greg Gordon

**No**

**Excused**

Jason Thelin  
Kelli Law

Kelli Law arrived at the meeting.

**III. PUBLIC COMMENT**

**Martha Williams**  
**257 North 400 West**

*Martha Williams came as a representative of 13600 Oak Ridge Drive (Zolman's property) which she manages. The lot on Oak Ridge Drive is not in the city of Alpine but is in the county. She said she had sent emails to the mayor and council regarding if the city had any code for/against rock crushing. She was informed by her contractor to reach out to City Administrator Shane Sorensen and bring her issue to City Council. Her question was is rock crushing allowed in Alpine. She was requesting at least 13 days to finish the rock crushing on the Zolman property. She would be using the rock for a fence around the sixty-five acres. She said she was aware that Three Falls had done something similar. She wanted to get the city's permission to continue unless there was a code prohibiting rock crushing.*

City Planner/Administrative Assistant Ryan Robinson said he would follow up with Ms. Williams after the meeting.

**III. REPORTS AND PRESENTATION**

**A. Report from Comcast – Status of Services in Alpine**

Item removed from agenda.

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## **B. Three Falls Landslide Report**

City Administrator Shane Sorensen gave an update on the Three Falls landslide near the water tank. A couple of members of our Trails Committee discovered the slide and where the road had buckled a week ago and notified the city staff. He and City Engineer Jed Muhlestein had been in the Three Falls area a few days prior looking for flooding potential. At that time there was no signs of a slide. Experts with IGS who a geotechnical and geology firm, came and did preliminary assessments of the slide. The experts flew a drone to come up with the contours so they could see the shape of everything right now. IGS gave us a proposal that was within the spanning limit so they will be doing a model and a complete analysis. IGS will make recommendations on how to mitigate the slide. Shane Sorensen said he did ask the question of how the city could have mitigated this from happening. IGS said they would have normally put a mass of earth on the downhill side, but that could not be done in this case because of the road and water pipeline. A solution would be taking poles and driving them into the ground like twenty feet or more. That would create a retaining wall. After the analysis is back staff can move forward. The slide looks as if it has stopped moving right now. Staff put in fourteen stakes to measure the slide and are checking back every day to see if there have been any changes. Other cities in the state are dealing with similar issues. Everyone is probably aware of the two homes in Suncrest in Draper that have fallen. Staff will be bringing something back to the council soon. There is one home being built in the area below the slide and staff has kept in regular contact with them and their contractor.

## **C. Report by Utah State Senator Mike Kennedy**

Mayor Carla Merrill introduced and thanked Utah State Senator Mike Kennedy, who is also an Alpine resident, for coming to the meeting. Utah State Senator Mike Kennedy said even though we live in a fairly safe community we still have people who wish harm, threaten, and even destroy property. He was referring to the graffiti that was done to his home. He wanted to apologize to his neighbors for having to see the graffiti done to his home. He feels that what he has done publicly in his job as Utah State Senator would impact his neighbors in a bad way. Personally, he does not stand down to this type of violence and threats from groups of people just because of the legislation he passed. The bill is not perfect. Intimidation never worked it does not matter what side you are on. If any of us express ourselves in that fashion none of us should stand for that abuse. He was happy to report that when he came home people in the community clean the graffiti from his home. As a community we need to be aware that there are unpleasantly minded people that will penetrate this bubble that we live in. There is so much goodness in this community and that is what he tries to represent. He has a lengthy list of bills that have been passed.

He was grateful for the information he received from the mayor regarding a bill that would have affected Alpine greatly. He was made aware of a conflict which involved Blue Bison and two cities Draper and Alpine. He made Senator Kurt Bramble aware of the problem with the bill. Senator Bramble was of the opinion that property owners should be allowed to develop their property as they see fit as is Senator Kennedy. Senator Kennedy welcomed anyone on the council or in the community to reach out to him if they see a problem with a proposed bill. This bill unbeknownst to even the sponsor was being slipped through would put constraints on the cities. The wording in the bill was changed so that the cities would be in control. There was another bill that was passed that affected Park City adversely. Property rights are complicated. We are not always going to agree on everything, but he will always be available by phone or text any time.

City Council member Lon Lott thanked Senator Kennedy for his service and input. Mayor Carla Merrill had a couple of comments, all of us think we live in a special place. She wanted to bring to his attention Moderate Income Housing which is not a reality for our city. The units we thought were being put in on Main Street were going to be affordable but now are going for \$1 million. These are condominiums, not even homes. Even if the city allows more density, we still can make it affordable. ADU (Accessory Dwelling Units) are a big concern in the city. It means an additional sewer hookup which will cause excess problems for our infrastructure. She feels like Moderate Income Housing may work for the rest of the state if it does not work in this community. She does want to work with the state and asked how Alpine can get its message across. Senator Kennedy said he agreed that locations closer to the frontrunner or busing systems make more sense for affordable housing locations. He loves Alpine and the small community we have. Not every city can be in compliance especially with the housing crisis we have now. Bus services probably will never be available in Alpine. He appreciates everyone's feedback tonight. He is not a fan of making all cities follow the

exact same guidelines. He is deeply ingrained in Health and Human Services considering his day-to-day job. He reads every bill that comes across his desk and would love for the council to come to a legislative session.

City Council member Kelli Law said he loves the way the Republic was founded intentionally limiting the federal government and pushing things further down to local levels where people know what is going on in their communities and make the best decisions. He does not believe that one size fits all for every city. On the flip side, what things can we as a city do to protect ourselves from the federal government? He believes that the federal government is overreaching everywhere into our private lives. Senator Kennedy said we each have different duties and responsibilities but where he gets offended is where the federal government constantly ties our hands. The legislator takes money from that federal government and then we tie our own hands. What is stunning is then we as the legislator try to force the same thing on cities. Consistency is the key to anything. In the transgender bill SB16 that he passed there is a regulatory framework for doctors to continue practicing within that framework. A big problem is that any doctor can say they are an expert in transgender care and that is not always true. That is why the legislator stepped in with this bill. The government limits parental rights all the time in cases such as drinking and smoking. If we have a complaint or disagreement, we should talk to each other. He will listen. If you gave a call United States Senator Mitt Romney, he may not even respond. Kelli Law asked if the majority of the Utah State Legislator have the same views as Senator Kennedy. Senator Kennedy said most do but do not always think the citizens care or know what we are doing. He has three more years to serve. Anyone who wishes to contact him his cell phone number is 385-268-9458.

#### IV. ACTION/DISCUSSION ITEMS

##### A. Resolution R2023-14: Comcast Franchise Agreement

Shane Sorensen said the city previously entered into a franchise agreement with Comcast on September 9, 2009. The franchise agreement allowed Comcast to construct and operate a cable television system within the city. The original franchise agreement expired but has been honored by both sides while a new franchise agreement was being negotiated. The purpose of the franchise agreement has been reviewed by our legal department.

Following are some highlights of the franchise agreement:

- Term: 10 years
- Restoration of Public Ways: Comcast will restore public ways to a condition reasonably comparable to what existed before.
- Relocation for the Franchising Authority: Comcast will relocate facilities at their expense for City projects.
- Extensions of the Cable System: *"Whenever the Grantee receives a request for Cable Service from a Subscriber in a contiguous unserved area where there are at least 15 residences within 1320 cable-bearing strand feet (one-quarter cable mile) from the portion of the Grantee's trunk or distribution cable which is to be extended, it shall extend its Cable System to such Subscribers at no cost to said Subscribers for the Cable System extension, other than the published Standard/non-Standard Installation fees charged to all Subscribers."*
- Franchise Fee: *"The Grantee shall pay to the Franchising Authority a franchise fee equal to five percent (5%) of annual Gross Revenue (as defined in subsection 1.1 of this Franchise) received by the Grantee from operation of the Cable System to provide Cable Service in the Franchise Area;"*

If Comcast comes across any cable boxes in the right of way while doing the work in the road, they will cover the cost if it needs to be moved. If that happens to a developer, the developer would be the one responsible for moving a box. The city would not be responsible for moving any boxes.

Mayor Carla Merrill asked if the agreement had changed in any way. The previous agreement was for ten residences without internet service, the new agreement is for thirteen residences. Shane said he would check on the last agreement and verify the ten residences. City Council member Greg Gordon said in 2019 the ten residences were still in the agreement. Shane Sorensen said part of the report that Comcast was going to give was where they are at with expanding in the city, they have submitted several large street-cut permits to expand service. The franchise fee is five

percent which is allowed by law. With our franchise fees this ends up being the third largest revenue Alpine City. The city gets a little over \$700K a year. With more residents being served that number should go up. Greg Gordon asked if that includes power and natural gas. Does the staff know what percentage comes from video services? Shane Sorensen said he had not looked at that analysis but could find out. Greg Gordon said he asked if cable TV prices go down so could our revenue. Greg Gordon asked if the city was obligated with the new video service provider section to notify residents or does the resident have to request a video service provider. He does not think internet provider counts as a new video service in the definitions in point 2.3 of the agreement competitive equity part B on page 4. City Attorney Steve Doxey said there is nothing explicit in the agreement. The agreement is just that Alpine cannot do this without complying with that condition of competitive equity. The agreement does not say either way that they must notify us, or we must notify them, it is just a restriction. Greg Gordon said in other words, if Alpine did this with another group, we would need to extend those same terms to Comcast. He asked what Comcast gets out of the agreement. Shane Sorensen said permission to be in our city and have the right of way to run cables.

Kelli Law agreed Mayor Merrill had a valid concern with the ten residences versus the thirteen. In Alpine City our homes are more spread out. Shane Sorensen said there had been much negotiating with Comcast even going back and forth concerning insurance. Staff can go back to Comcast and say we want to stay with ten residences instead of fifteen. Mayor Carla Merrill was worried about pockets around the community that could have spotty service. It is the city's job to fight for the residents, especially those that do not have service now.

Shane Sorensen said there is a provision in the agreement that annually this was an addition that Comcast would come back and give the council a report of where they are. Mayor Carla Merrill said she does not think it would hurt at all to ask for fewer residences in the agreement. Shane Sorensen said he would ask. Right now, the city is working on an expired agreement, so we can go back and negotiate. Shane Sorensen said this agreement is something that the city requested from Comcast. City Council member Jessica Smuin asked if the distance of 1320 cable bearing strand feet also an addition to the ten homes. Steve Doxey replied no, that was in the previous agreement. Lon Lott mentioned Kelli Law's point about the distance between homes and if you add five more homes to that it is not like the homes in Alpine going to get narrower and squeeze more homes in. Alpine is different we will be spreading out. He agreed to have it be ten homes.

**Motion:** Greg Gordon moved to table Resolution R2023-14 approval of the Comcast Franchise Agreement until staff can attempt to renegotiate the number of residences without service to ten. Kelli Law seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Lon Lott		Jason Thelin
Jessica Smuin		
Kelli Law		
Greg Gordon		

Kelli Law asked staff to bring back more information when this item was brought to the agenda. Shane Sorensen said Comcast is to come twice a year to give the city an updated report.

#### B. Commercial Sign Approval – Crandall Printing Press

Ryan Robinson said the Crandall Printing Museum located at 65 West Main Street Ct, is in the process of creating a sign for its building. [DCA 3.25.080](#) requires the following for approval of an application:

- Signs shall be painted on, attached to, or erected on the building that houses the business, or upon the property occupied by the business which the sign(s) advertise. There shall be a maximum of one (1) sign per business.
- A free-standing sign may be considered if there is no location on the building for signage. The determination will be made upon a recommendation by the Planning Commission and approval by City Council. A free-standing sign will follow one of the four (4) approved sign design standards and will not exceed five (5) feet in width and three (3) feet in height. Signs shall not have back-lit lighting.

3. All signs attached to a building shall meet the approval of Alpine City to assure that the sign meets the applicable building and electrical codes.
4. The total area of all sign(s) on any one building shall not exceed 15% of the area of the side of the building where a sign is displayed.
5. The area of a sign shall be construed as the area of the overall background. Signs without a background, such as letters or numbers hung together, shall be assumed to be attached to a background that shall be depicted on the application rendering.
6. Signs on cloth awnings shall be permitted subject to review by Alpine City and shall comply with the guidelines in DCA 3.25.080 Part 3, DCA 3.25.080 Part 4, and DCA 3.25.080 Part 9.
7. Within any planned commercial development or on any single building housing a number of uses, or in any arrangement of buildings or shops which constitute a visual entity as a whole, if addresses are to be used, all numbers, letters, or other symbols shall be identical in size, design, color, and installation.
8. The color, size, number, lighting, and placement of business commercial signs is subject to recommendation by the Planning Commission, consistent with the guidelines set forth in the Gateway/Historic District, and approval by the City Council.

The renderings attached as part of this staff report show the sign including lighting. Point #2 in DCA 3.25.080 prohibits signs from being backlit. This sign is considered front-lit and meets the requirements of these standards. The Planning Commission can make a recommendation to the City Council regarding lighting as specified in point #8. Greg Gordon said this sign is not backlit.

**Motion:** Lon Lott moved to approve the sign application for the Crandall Printing Museum with the condition that it has the overhead light facing the sign light in option C4. Jessica Smuin Seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused as recorded below. The motion passed unanimously.

**Yes**  
Lon Lott  
Jessica Smuin  
Kelli Law  
Greg Gordon

**No**

**Excused**  
Jason Thelin

### **C. Public Hearing – Surplus Property: Grove Drive to Cherrypoint Estates**

Shane Sorensen introduced the public hearing item of surplus property on Grove Drive to Cherrypoint Estates subdivision which is the next item on the agenda. There is a small piece of right-of-way owned by the city that is in lot twelve of the proposed Cherrypoint Estates. The city has an ordinance that was passed in 2021 to identify what is considered a significant property. The developer wants to acquire a small piece of property to be part of lot twelve. This piece of property in lot twelve meets the criteria set in the ordinance. Staff believe that this 233 square feet piece of property is a significant property valued at more than \$1,000 and is greater than 0.01 acres. We are going through the process set up in the ordinance by holding a public hearing. The property needs to be reliably appraised for fair market value but there are some exceptions. Which apply in this case due to the nature of this property. From his standpoint the city does not want anyone other than lot twelve to own this property. Staff does not think anyone else would want the property. Greg Gordon asked if this would be considered a land swap. Shane Sorensen said the way the ordinance reads the council could determine the value or get an appraisal in this case the survey would cost more than the property is worth. Shane Sorensen quoted the ordinance saying, “the council may make a finding by resolution that specific parcels of real property need to be sold for fair market value if the city will specifically identify intangible benefits that justify selling the property for less than fair market value.” If the council remembers when the development was at the concept stage and came in for review, there was some discussion about adjustment to this intersection to straighten it out. Straightening out the intersection would benefit the city in the end. A previous council

had dealt with a similar alignment issue in the Cove area. This was a request from the city but any costs for curb and gutter would be observed by the property owner.

Mayor Carla Merrill opened the public hearing for public comment.

***Nate Heaps***

***Saratoga Springs***

*Nate Heaps is the property developer for Cherrypoint Estates. He said he had not done the math on this property, but City Engineer Jed Muhlestein did for the for the Planning Commission. He thinks this is a fair trade of the property. Doing this will make everything smoother on the north side of Grove Drive.*

No other public comments were made.

Greg Gordon mentioned a correction that he noticed in the exhibit A. Shane Sorensen said he had noticed that as well and told Greg Gordon he could include the correction in the motion.

**Motion:** Greg Gordon moved to declare 233 square feet of Grove Drive right of way as surplus as to allow Onsen Development to acquire the property with the correction in exhibit A that the fraction is one hundredth of an acre in the definition of significant parcel of real property in exchange for the equal amount or more of square footage going south along the sidewalk contributed to the city. Lon Lott seconded the motion. Motion passed There were 4 yes votes, 0 no votes, and 1 excused as recorded below. The motion passed unanimously.

**Yes**

**No**

**Excused**

Lon Lott

Jason Thelin

Jessica Smuin

Kelli Law

Greg Gordon

Shane Sorensen said this will require a deed recorded and given to Cherrypoint Estates to record the plat.

**D. Final Approval – Alpine Cherrypoint Estates**

Ryan Robinson stated Cherrypoint Estates Subdivision consists of 12 lots on 13.82 acres. The proposed lots range from .91 (40,001 sq. ft) to 1.3 (57,329 sq ft) acres in size. The development is located at approximately 1528 Grove Drive and includes five parcels as part of the proposal. There are multiple homes and a variety of smaller structures spread throughout the property that will be removed prior to the completion of this project excluding Peter Christianson's home on lot 1. The proposed property is zoned CR-40,000. The applicant is seeking final plan approval.

The Planning Commission approved the preliminary plans during their March 7<sup>th</sup>, 2023, meeting. The following conditions were made as part of the motion:

- Approval from the irrigation company.
- The existing home on lot 1 will be noted as a legally nonconforming lot. Any future modifications or expansions will meet current city ordinances.
- On the final plan review, the applicant will include how they will secure the site on lot 10.

An approval letter from the irrigation company has been submitted, a note on lot 1 indicating its legal nonconforming status has been included and a plan to secure lot 10 in its current state has been discussed with City staff.

Greg Gordon asked if this would include the existing garage on lot 10. Ryan Robinson replied yes, the existing garage will be expanding. We have asked the developer to secure the foundation on lot 10. Lots 9, 10, and 11 all have more than five sides. Alpine City code 301.110 on a definition of a lot, it says lots cannot have more than five



sides unless there is an exception. Cherrypoint Estates meets the use of standards of the General Plan. There are no trails. Staff recommends approving the final plans with any conditions the council would want to add. One condition to consider is the exception of the lots with more than five sides.

Greg Gordon asked if the retention basin in lot twelve would remain the same. Ryan Robinson said he believed that the retention basin would stay the same. There is an easement on lot 12 and 11, neighbors to the south have used to access their property. A land exchange has been done so, the neighbors to the south will own that easement. Mayor Carla Merrill said Greg Gordon was asking about either a storm drain or what looks to be a retention basin. Greg Gordon mentioned the drain may be underground. Ryan Robinson said everything with the basin and storm drain will remain the same. Nate Heaps said the Utah County suggested leaving things the way they are. Mayor Carla Merrill was concerned with the naming of the street when one side of the road is Zachary Way and the other Cherrypoint Lane. Shane Sorensen said that there are pros and cons of having the roads go by different names. Alpine has always done this. Chief Brian Patten said when residents call into LPPSD they do not always mention the specific north, south, east, or west, so we would prefer street names. Shane Sorensen said he agreed, in case of a medical emergency. Nate Heaps said as a developer would prefer to leave the street as in "Cherrypoint Lane." Chief Brian Patten said he was fine with the name being that the curved street is so short.

Mayor Carla Merrill explained that there was a bill passed that will take effect February 2024. This bill will mean that subdivision will not come to council for final review. If they wanted an exception, then the property owner would need to go through the Planning Commission and then through the City Council. If the plat needs to be amended that would also go through that same process. Lon Lott stated that this subdivision would still come to council because the lots have five sides. Ryan said the council would then grant or deny the exception.

**Motion:** Lon Lott moved to approve the final application of Cherrypoint Estates as proposed with the exchange of the property based on Resolution R2022 that council agreed upon and the exception for lots 9, 10 and 11 having more than five sides. Kelli Law Seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Lon Lott		Jason Thelin
Jessica Smuin		
Kelli Law		
Greg Gordon		

#### **E. Approval of Lone Peak Public Safety District Budget**

Shane Sorensen explained that Alpine and Highland City are in a Interlocal Agreement with the Lone Peak Public Safety District (LPPSD), it will include the following provision related to the budget:

- *"The annual budget increase or decrease for the District shall not exceed the average property tax revenue increase or decrease for both cities budgets of the previous fiscal year, excluding any new revenue increases, without the majority vote of each City Council. Said vote of each City Council shall occur prior to the adoption of the final budget."*

Last year Alpine had a property tax increase, that part of the increase would be excluded but aside from that our increase in revenue would have been about \$40-\$50K for the new homes that were built. The increase exceeds that, so both Highland and Alpines City Councils are required to vote on the budget. The interlocal agreement was updated after Cedar Hills left the LPPSD. LPPSD approved the tentative budget and got the board's approval and is now coming for councils' approval. The intent of the interlocal agreement amendment was to prevent either city (Highland/Alpine) from forcing through a majority vote, a significant increase on the other city. The Lone Peak Public Safety District (LPPSD) tentative budget accepted by the board at their April 12<sup>th</sup> board meeting. The final budget will be considered at the May 10<sup>th</sup> board meeting. Since the average property tax revenue increase of the two cities for the last fiscal year are less than the increase in the proposed assessment to fund the district, approval of both city

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councils in required prior to the district adopting their final budget on May 10<sup>th</sup>. Tentative budget and Alpines portion of the increase for fire is under \$54K, police \$67K, and administrative \$40K. Mayor Carla Merrill asked if the increases for administration fees have been determined yet or what percentage the increase would be. **Highland City's/LPPSD Financial Director Tyler Barr explained the administrative fee percentage will be 3%. Highland City has not voted on this yet.** Shane Sorensen said this increase will be on the agenda in June to adopt the final budget for FY2024. Greg Gordon asked what the increase would be to health and dental insurance. *Mr. Barr said there will be a 10% increase for healthcare. He will be having a meeting this Thursday for the dental insurance numbers.*

Shane Sorensen said based on the FY2024 Budget, he asked Chief Gwilliam and Chief Patten to give their perspectives. Chief Patten said the increase to the fire department's budget is for personnel, this is part of the same pay structure that was presented to the council last year. In the current budget there is no market increase just a merit increase. The fire department was able to implement the pay structure with the coinciding task books. His staff has done an excellent job of trying to hold down costs. We were able to pay off a couple of vehicles. We changed one of the part-time positions and we hired three full-time people, saving \$153K on our part-time employees. Our staffing level has been much better due to the increases. Shane Sorensen mentioned that there were two incidents that occurred today. The fire department had been called out to help residents. Mayor Carla Merrill asked Chief Patten how many employees were on his staff now. Chief Patten said the fire department has twenty-two full-time staff and around twenty-four part-time employees.

Chief Brain Gwilliam said he wanted to thank the city for the increase. Last year the LPPD was 30% down in staffing because we did not have competitive wages. With the adjustments we have made have hired new staff and have only lost one officer to Salt Lake City. We have filled the open positions with more experienced officers. Our younger officers are doing an excellent job. In the past we have tried only a 4% increase in wages and retirement, but it has been difficult to keep our staff. One of the items we are asking for with the increased budget is three replacement vehicles. We prefer to replace the vehicles when they hit 100k in mileage but have not done so yet because of the budget. The three vehicles will be around \$21K. We have a lease falling off, which is a finance to purchase lease. All the electronic upgrades and cameras will be able to be reused for each vehicle.

Mayor Carla Merrill strongly encouraged the officer to give out more citations. Shane Sorensen said speaking with Mr. Barr from Highland City they believe about \$30K has been mis booked. He will update this on the tentative budget with Alpine's treasurer. Chief Gwilliam said LPPSD does not want to try balancing the books by revenue from writing citation. Jessica Smuin asked how the requests for patrol have been. Chief Gwilliam said 90% of the calls come from Alpine residents. Tuesdays are the busiest day for citations. Mayor Carl Merrill asked Tyler Barr for clarification on the agreement for administrative fees would be implemented. Tyler Barr said implementation for administrative fees will be in the next fiscal year, in July 2024.

**Motion:** Greg Gordon moved to approve the (LPPSD) Lone Peak Public Safety District Budget as proposed for FY2023-2024. Jessica Smuin seconded the motion. There were five yes votes, 0 no votes, and 0 excused as recorded below. The motion passed unanimously.

**Yes**

Lon Lott  
Jessica Smuin  
Kelli Law  
Greg Gordon

**No**

**Excused**

Jason Thelin

**F. Resolution R2023-15: Support for the Alpine Youth Council**

Shane Sorensen mentioned at the last City Council meeting a question came up about a budget for the Alpine Youth Council (AYC). As a result of that discussion a resolution has been brought to the council for your direction. The resolution just outlines how the AYC operates and how it is funded. A budget amount was not added to the AYC in case the council has a tighter budget year in the future.

Greg Gordon asked if the AYC had a fund raiser, would they keep the money. Mayor Carla Merrill said the AYC just brings in money from their dues and use that money for shirts and scholarships. Jessica Smuin said back when they would charge for water days during Alpine Days and charged for it, the children would get a popsicle or food. The funds that they would receive from the water days would offset the cost of the food. Greg Gordon asked if the AYC were to do a fundraiser, could they put it towards their budget. Mayor Carla Merrill said in the past the AYC had the Pepsi truck and sold items from it during Alpine Days. AYC no longer has that truck because of all the food trucks that come to Alpine Days. Jessica Smuin said in item number four it could be identified as any dues collected including fundraisers. Mayor Carla Merrill said in the motion someone could add to item number four.

Jessica Smuin addressed item two that there may or may not include having a junior AYC. That way the AYC would not have to come back year after year for a new resolution. Steve Doxey said this is an independent volunteer organization, the AYC does not include bylaws. He said with the resolution the city is recognizing that the AYC is an independent organization. Additional language would be added for what Councilmember Smuin spoke about, the city recognizes that as a volunteer organization, the AYC has independent discretion to adopt its own bylaws and rules including if the AYC so determines to create a junior AYC for younger members. Mayor Carla Merrill asked if having a JAYC would affect the budget.

Shane Sorensen said what we have before the council tonight does not preclude having a JAYC from happening, but the supportive language would help. Steve Doxey said if the council wants to call that out in the language and put that the amount would be determined by the City Council. Lon Lott said it seemed to him that the AYC already have limitations that they have set themselves on how many members they take in. The city has never had two AYC's. Kelli Law said he was concerned that one year the AYC could get a \$20K donation and the next year nothing. He said he liked Resolution R2023 -15 as proposed.

Motion: Kelli Law moved to approve Resolution R2023-15 recognizing support for the Alpine Youth Council as proposed. Lon Lott Seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Lon Lott		Jason Thelin
Jessica Smuin		
Kelli Law		
Greg Gordon		

## V. STAFF REPORTS

### Chief Brian Gwilliam

Chief Brian said he appreciated Tyler Barr from Highland City coming to the meeting tonight to discuss the LPPSD budget.

### Chief Brian Patten

Chief Brian Patten reported that the city had a structure fire. The department had other cities come to help with that structure fire, which we appreciate. It is standard to have seventeen fire fighters on each fire. We were also on a fire in American Fork last night. That evening during the meeting the department was back in American Fork on a call. We have seen a lot of burn permits coming through. Mayor Carla Merrill said the city has interlocal agreements with other neighboring cities to help each other out. Chief Patten said most cities except for Salt Lake City's fire department need to have back up.

### Ryan Robinson

Ryan Robinson thanked everyone who came to the incident command training two weeks ago. He believes the city is a lot safer now. There are a lot of changes from the legislator as Senator Mike Kennedy said. The PARC Tax Resolution is moving forward. We are hoping to have a proposition number soon.

**Shane Sorensen**

Shane Sorensen said after tearing down the south pavilion in Burgess Park, staff noticed the pavilion to east by the tennis courts has had considerable damage as well. He said Cal Christensen who is over the parks had taken down the paneling on the northside of the pavilion. The structure was not stable. Staff recommends that the pavilion be torn down as well and be replaced. The city has money in the budget for a pavilion if the council wants to replace it. We could hold off on it if the council would prefer. The council was all in favor of putting in a new pavilion like the ones at Creekside Park which is 20 X 40. Lon Lott suggested moving the pavilion closer to the parking lot.

Pressurized Irrigation was turned on Friday last week, which was just a week later.

The council room will be having some upgrades to our audio visual to help with ZOOM and other issues.

Flock safety cameras will be up and operational soon.

**VI. COUNCIL COMMUNICATION**

**Jessica Smuin**

Jessica Smuin gave an update on the grant for Burgess Park trails. She is expecting some information about the grant in a week.

MAG approved to take on the senior lunches, so starting in December we will have that funded and the Alpine Arts Center has generously donated their location, so we have a steady program for the Prime Time luncheons. There was also a great turnout for the last Prime Time luncheon.

The following days we will need help with the poppy restoration in Lambert Park: Wednesday April 26<sup>th</sup> and Saturday April 29<sup>th</sup> at 6am.

**Kelli Law**

Kelli Law asked which Saturday will be Trail Day. Shane said Trail Day would be on Saturday April 29<sup>th</sup>. Kelli Law wanted to make sure everyone knows about Trail Day through our social media.

**Greg Gordon**

Greg Gordon mentioned UV chargers and grants that would give us half off. The cost of the UV chargers is between \$1,500 and \$1,700. The city could put a few in at City Hall, and Creekside Park. Each charger has managing software that would pay for themselves.

**Mayor Carla Merrill**

Mayor Carla Merrill said the Utah County Commissioner wants to know where Alpine stands on the fifth fifth tax. This tax is a transportation tax which is a fifth of a cent. The tax would go towards UTA, UDOT and major transportation projects. The latest iteration that passed in the legislature gives a small fraction to the cities for the first time. Alpine will receive money from the tax if we opt in. Utah County has opted out of the tax. She asked the council to contact her for information.

Shane Sorensen asked for the councils' opinion on moving a trail kiosk with mapping from the "shooting range" area to the poppies in Lambert Park. If the council does not oppose, we can take care of that switch on Saturday. The council agreed to switching the locations of the kiosks.

**VII. EXECUTIVE SESSION**

None held.

**Motion:** Lon Lott moved to adjourn. Greg Seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused as recorded below. The motion passed unanimously.

CC 4/25/2023

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Adjourned at 8:07pm

**Yes**  
Lon Lott  
Jessica Smuin  
Kelli Law  
Greg Gordon

**No**

**Excused**  
Jason Thelin

DRAFT

# **ALPINE CITY COUNCIL AGENDA**

**SUBJECT: Public Hearing – Resolution R2023-17: FY2024 Tentative Budget**

**FOR CONSIDERATION ON: May 9, 2023**

**PETITIONER: City Staff**

**ACTION REQUESTED BY PETITIONER:**                      **Hold a public hearing and adopt  
Resolution R2023-17 FY 2024  
Tentative Budget**

## **BACKGROUND INFORMATION:**

The City Council will hold a public hearing and adopt the tentative budget.

### **STAFF RECOMMENDATION**

**Review the tentative budget, hold a public hearing and approved the tentative budget.**

#### **SAMPLE MOTION TO APPROVE:**

I move to approve Resolution R2023-17 adopting the FY2024 Tentative Budget.

**\*\*Insert motion to approve\*\***

#### **SAMPLE MOTION TO APPROVE WITH CONDITIONS:**

I move to approve Resolution R2023-17 adopting the FY2024 Tentative Budget, with the following conditions/changes:

- **\*\*insert finding\*\***

**ALPINE CITY**

**RESOLUTION NO. R2023-17**

**A RESOLUTION OF THE CITY COUNCIL OF ALPINE CITY, UTAH,  
ACKNOWLEDGING RECEIPT OF AND ADOPTION OF THE FY 2023-  
2024 TENTATIVE FISCAL YEAR BUDGET FOR ALPINE CITY AND  
SCHEDULING A PUBLIC HEARING ON THE PROPOSED BUDGET.**

**WHEREAS**, Section 10-6-111 of the Utah Code requires the City Administrator, acting as budget officer, to file with the City Council, acting as the City's governing body, a tentative budget for the upcoming fiscal year on or before the first regularly scheduled meeting of the governing body in May;

**WHEREAS**, the City Administrator has submitted the FY 2023-2024 tentative budget in a timely fashion to the City Council;

**WHEREAS**, the City Council held a public hearing to consider the tentative budget at its regular meeting on May 9, 2023; and

**WHEREAS**, the City Council proposes to schedule a public hearing for June 27, 2023, at approximately 6:15 p.m. to receive comments from interested persons regarding the proposed budget;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Alpine City as follows:

- (1) The FY 2023-2024 tentative budget for Alpine City submitted to the City Council is hereby adopted.
- (2) A public hearing to consider the adoption of the proposed final budget for fiscal year 2023-2024 is set for June 27, 2023, at 6:15 p.m. or as soon thereafter as possible at the Alpine City offices, 20 North Main, Alpine, Utah 84004.
- (3) The tentative budget shall be made available for inspection by the general public for a minimum of ten (10) days prior to the scheduled public hearing.

**ADOPTED** by the City Council of Alpine City, Utah, this 9th day of May, 2023.

**ALPINE CITY COUNCIL**

By: \_\_\_\_\_  
Carla Merrill, Mayor

[SEAL]

**VOTING:**

Jessica Smuin	Yea	___	Nay	___
Lon Lott	Yea	___	Nay	___
Kelli Law	Yea	___	Nay	___
Jason Thelin	Yea	___	Nay	___
Greg Gordon	Yea	___	Nay	___

**ATTEST:**

\_\_\_\_\_  
Bonnie Cooper, City Recorder

**DEPOSITED** in the office of the City Recorder this 9th day of May, 2023.

**RECORDED** this 10th day of May, 2023.





**FY2024 Tentative Budget  
Document  
July 1, 2023 – June 30, 2024**

**May 4, 2022**

# Budget Message

As per Utah Code, Alpine City has prepared the following tentative budget for fiscal year 2024, beginning July 1, 2023 and ending June 30, 2024. The proposed tentative budget is balanced, meaning that operating expenditures do not exceed operating revenues. In some cases, funds are being pulled from reserves for capital projects.

Following are some budget highlights:

- Revenues: We anticipate some growth in both property tax and sales tax revenue.
- Salary Increase: Funds have been allocated in the budget for salary increases. A market study is being conducted to verify that wages are competitive.
- Benefits: Medical and dental insurance rates will increase 3.9% and 0%, respectively.
- Capital Projects: We have several capital projects planned for the upcoming year. The City has received some grants for various projects. Most of the grants require a match. The grant revenue and other funding have been anticipated in the budget.
- Equipment Replacement: This budget anticipates the purchase of a new hook lift dump truck to replace an aging bobtail dump truck. Several equipment lease payments are also included.
- Personnel: The proposed budget includes a new part time position to assist in the front office.
- Solid Waste: The proposed budget includes an 6.3% COLA for ACE Disposal. We are nearing completion of a rate analysis and will provide the results to the City Council with a recommendation on whether a garbage rate adjustment is needed.
- Pressurized Irrigation: The new rate structure for PI has now been implemented. We anticipate some increase in revenue.
- Emergency Services: Police and Fire budgets show an increase this year to address employee recruitment and retention.

We do not anticipate a property tax increase with this budget. If you have any questions regarding the budget, please contact Shane L. Sorensen, P.E., City Administrator, at [ssorensen@alpinacity.org](mailto:ssorensen@alpinacity.org) or 801-756-6347.

# **FY2022 Proposed Tentative Budget**

<b>Alpine City - General Fund-Continued</b> <b>Administration</b> <b>FY 2023/2024 Budget</b>
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Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Salaries and Wages	\$ 210,544	\$ 247,300	\$ 224,300
Employee Benefits	97,530	98,600	102,900
Overtime Wages	-	1,500	1,500
Books, Subscriptions, & Members	21,447	21,000	21,000
Public Notices	1,391	2,000	2,000
Travel	4,408	2,500	2,500
Office Supplies & Postage	14,984	15,000	15,000
Equipment - Supplies & Mainten	-	1,500	1,500
Telephone	4,724	5,500	5,500
Professional Services	36,897	60,000	60,000
Education	3,118	500	500
Council Discretionary Fund	12,447	15,000	15,000
Mayor Discretionary Fund	98	8,000	8,000
Insurance	10,613	10,000	10,000
Other Services	5,998	14,500	14,500
Cares Funds	-	-	-
Capital Outlay - ARPA Grant	36,300	-	-
Other Expenses	4,576	4,000	4,000
<b>Total Administration</b>	<b>\$ 465,075</b>	<b>\$ 506,900</b>	<b>\$ 488,200</b>

	<b>Alpine City - General Fund-Continued</b> <b>FY 2023/2024 Budget</b>
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Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Office Expense & Postage	\$ 31,713	\$ 35,000	\$ 35,000
Professional Services	42,283	45,000	45,000
Witness Fees	-	200	200
Victim Reparation Assessment	16,960	25,000	25,000
<b>Total Court</b>	<b>\$ 90,956</b>	<b>\$ 105,200</b>	<b>\$ 105,200</b>

<b>Treasurer</b>	<b>Alpine City - General Fund-Continued FY 2023/2024 Budget</b>
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Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Salaries and Wages	\$ 16,675	\$ 17,200	\$ 18,200
Employee Benefits	10,212	10,300	10,800
Overtime wages	2,432	1,200	1,200
Books, Subscriptions, & Members	1,851	1,200	1,200
Travel	411	750	750
Office Supplies & Postage	-	250	250
Professional & Technical	4,800	5,200	5,200
Education	-	500	500
Accounting Services/Audit	10,400	13,000	13,000
<b>Total Treasurer</b>	<b>\$ 46,781</b>	<b>\$ 49,600</b>	<b>\$ 51,100</b>

<b>Elections</b>	<b>Alpine City - General Fund-Continued FY 2023/2024 Budget</b>
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Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Office Expense, Supplies & Pos	\$ -	\$ 500	\$ 500
Election Services	27,585	-	32,800
<b>Total Elections</b>	<b>\$ 27,585</b>	<b>\$ 500</b>	<b>\$ 33,300</b>

<b>Government Buildings</b>	<b>Alpine City - General Fund-Continued FY 2023/2024 Budget</b>
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Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Building Supplies	\$ 7,032	\$ 7,000	\$ 7,000
Utilities	14,734	18,000	18,000
Insurance	8,671	8,500	8,500
Other Services	10,282	13,000	13,000
Capital Outlay Buildings	69,847	536,500	530,000
<b>Total Government Buildings</b>	<b>\$ 110,566</b>	<b>\$ 583,000</b>	<b>\$ 576,500</b>



<b>Emergency Services</b>	<b>Alpine City - General Fund-Continued FY 2023/2024 Budget</b>
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Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Police	\$ 1,220,172	\$ 1,397,970	\$ 1,459,437
Fire	1,108,176	1,197,500	1,247,482
Administration	85,103	93,785	134,163
Police - Additional Enforcement	-	-	-
Flock Safety Cameras	-	22,800	20,000
<b>Total Emergency Services</b>	<b>\$ 2,413,451</b>	<b>\$ 2,712,055</b>	<b>\$ 2,861,082</b>

<b>Building Inspection</b>	<b>Alpine City - General Fund-Continued FY 2023/2024 Budget</b>
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Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Salaries and Wages	\$ 39,364	\$ 42,500	\$ 47,900
Employee Benefits	19,763	21,100	22,300
Overtime Wages	-	500	500
Books, Subscriptions, & Members	-	500	500
Office Supplies & Postage	29	500	500
Telephone	485	1,000	1,000
Contract/Building Inspector	105,554	90,000	90,000
Insurance & Surety Bonds	8,671	9,000	9,000
Building Permit Surcharge	3,717	2,500	2,500
<b>Total Building Inspection</b>	<b>\$ 177,583</b>	<b>\$ 167,600</b>	<b>\$ 174,200</b>

<b>Planning &amp; Zoning</b>	<b>Alpine City - General Fund-Continued FY 2023/2024 Budget</b>
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Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Salaries and Wages	\$ 101,095	\$ 124,600	\$ 154,200
Employee Benefits	58,768	61,100	69,400
Overtime Wages	2,339	1,000	1,000
Books, Subscriptions, & Members	64	1,000	1,000
Travel	592	1,500	1,500
Office Supplies & Postage	268	1,500	1,500
Professional Services	71,415	45,000	45,000
Legal Services For Subdivis	1,346	20,000	20,000
Education	620	750	750
<b>Total Planning &amp; Zoning</b>	<b>\$ 236,507</b>	<b>\$ 256,450</b>	<b>\$ 294,350</b>

<b>Alpine City - General Fund-Continued</b> <b>FY 2023/2024 Budget</b>
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Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Salaries and Wages	\$ 91,756	\$ 99,000	\$ 105,400
Employee Benefits	61,221	66,100	69,400
Overtime Wages	8,536	8,000	8,000
On Call Wages	3,590	5,800	5,800
Travel	-	1,000	1,000
Office Supplies & Postage	-	400	400
Equipment - Supplies & Maintenance	50,236	50,000	50,000
Street Supplies and Maintenance	36,541	65,000	65,000
Utilities	66	500	500
Telephone	2,195	900	900
Power- Street Lights	49,666	50,000	50,000
Insurance	8,671	10,000	10,000
Other Services	5,816	12,000	12,000
Other Expenses	8,407	3,500	3,500
Capital Outlay	254,878	676,000	672,500
Capital Outlay- Equipment	184,986	6,600	107,000
<b>Total Streets</b>	<b>\$ 766,565</b>	<b>\$ 1,054,800</b>	<b>\$ 1,161,400</b>

<b>Parks &amp; Recreation</b>	<b>Alpine City - General Fund-Continued FY 2023/2024 Budget</b>
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Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Salaries and Wages	\$ 58,322	\$ 51,700	\$ 54,400
Wages Temporary Employees	33,324	46,800	49,300
Employee Benefits	35,420	35,700	37,300
Overtime Wages	1,674	1,500	1,500
Travel	727	1,000	1,000
Office Supplies & Postage	2,114	1,500	1,500
Equipment - Supplies & Maintenance	35,211	25,000	25,000
Building And Grounds Supplies	42,035	40,000	40,000
Utilities	61,305	65,000	65,000
Telephone	2,167	1,000	1,000
Insurance & Surety Bonds	8,671	10,500	10,500
Deer Population Control	-	-	-
Rodeo	31,770	30,000	30,000
Other Expenses	21,354	26,500	26,500
Alpine Days	75,111	115,000	115,000
Moyle Park	5,869	9,000	9,000
Library	10,835	11,500	11,500
Youth Council	5,349	5,500	5,500
Book Mobile	13,596	13,596	13,596
Trails	801	5,000	5,000
<b>Total Parks &amp; Recreation</b>	<b>\$ 445,655</b>	<b>\$ 495,796</b>	<b>\$ 502,596</b>

<b>Alpine City - General Fund-Continued</b> <b>Cemetery</b> <b>FY 2023/2024 Budget</b>
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Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Salaries and Wages	\$ 58,321	\$ 51,700	\$ 54,400
Wages Temporary Employees	33,324	46,800	49,300
Employee Benefits	35,417	35,700	37,300
Overtime Wages	1,674	1,500	1,500
Travel	213	500	500
Office Supplies & Postage	400	250	250
Equipment- Supplies & Maintenance	8,918	12,000	12,000
Building and Grounds	6,049	12,000	12,000
Cemetery Paving	5,359	-	-
Telephone	520	850	850
Insurance & Surety Bonds	8,671	8,500	8,500
Other Services	146	10,000	10,000
<b>Total Cemetery</b>	<b>\$ 159,012</b>	<b>\$ 179,800</b>	<b>\$ 186,600</b>

<b>Alpine City - General Fund-Continued</b> <b>Garbage</b>
<b>FY 2023/2024 Budget</b>

Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Salaries and Wages	\$ 43,603	\$ 44,700	\$ 48,500
Employee Benefits	27,340	27,300	29,200
Overtime wages	1,494	1,000	1,000
Office Supplies & Postage	4,834	3,600	3,600
Telephone	195	250	250
Professional & Technical	4,800	4,800	4,800
Technology Update	5,279	5,500	5,500
Tipping Fees	149,345	155,000	155,000
Waste Pickup Contract	370,381	405,000	405,000
Other Expenses	3,523	3,800	3,800
City cleanup	10,524	-	-
<b>Total Garbage</b>	<b>\$ 621,318</b>	<b>\$ 650,950</b>	<b>\$ 656,650</b>

<b>Alpine City - General Fund-Continued</b> <b>Miscellaneous</b>
<b>FY 2023/2024 Budget</b>

Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Technology Upgrade	\$ 15,483	\$ 20,000	\$ 20,000
Lawsuit	-	-	-
Transfer To Capital IMP Fund	1,853,302	618,753	646,702
Emergency Prep	1,799	5,000	5,000
<b>Total Miscellaneous</b>	<b>\$ 1,870,584</b>	<b>\$ 643,753</b>	<b>\$ 671,702</b>



# Budget Detail

Water Fund	Alpine City - Water Utility FY 2023/2024 Budget
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Water Operating Expenses	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Salaries and Wages	\$ 138,604	\$ 144,900	\$ 155,000
Employee Benefits	51,642	93,200	98,200
Overtime Wages	10,030	8,000	8,000
On Call Wages	3,590	6,900	6,900
Books, Subscriptions, & Members	1,200	2,500	2,500
Travel	1,248	3,000	3,000
Office Supplies & Postage	29,729	15,000	15,000
Equipment - Supplies & Mainten	15,642	21,000	21,000
Building and Ground Supplies	41,255	50,000	50,000
Utilities	31,085	30,000	30,000
Telephone	3,370	2,500	2,500
Professional & Technical Services	20,446	25,000	25,000
Education	395	1,000	1,000
Technology Update	6,287	10,000	10,000
Insurance and Surety Bonds	8,671	10,900	10,900
Miscellaneous Services	34,127	38,000	38,000
Other Expenses	36,359	20,000	20,000
General Fund Admin Fees	-	-	-
<b>Total Operating Water Fund Expenses</b>	<b>\$ 433,680</b>	<b>\$ 481,900</b>	<b>\$ 497,000</b>
Depreciation	384,395	255,000	255,000
Capital outlay- Buildings	-	5,000	5,000
Capital outlay- Improvements	-	585,000	535,000
Capital outlay- Equipment	-	6,600	57,000
<b>Total Utility Fund Expenses</b>	<b>\$ 818,075</b>	<b>\$ 1,333,500</b>	<b>\$ 1,349,000</b>

Sewer Fund	Alpine City - Sewer Utility FY 2023/2024 Budget
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Sewer Operating Expenses	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Salaries and Wages	\$ 138,085	\$ 144,900	\$ 155,000
Employee Benefits	49,478	93,200	98,200
Overtime Wages	10,030	8,000	8,000
On Call Wages	3,590	6,900	6,900
Travel	1,974	2,750	2,750
Office Supplies & Postage	15,585	14,000	14,000
Equipment - Supplies & Mainten	4,273	10,000	10,000
Building and Ground Supplies	8,104	12,000	12,000
Utilities	1,833	2,200	2,200
Telephone	2,970	3,500	3,500
Professional & Technical	9,900	8,000	8,000
Technology Update	5,934	6,000	6,000
Insurance & surety bonds	8,671	-	-
Timpanogos Special Service District	588,204	598,250	598,250
Other Expenses	4,309	12,000	12,000
General Fund Admin Fees	-	-	-
<b>Total Operating Sewer Fund Expenses</b>	<b>\$ 852,940</b>	<b>\$ 921,700</b>	<b>\$ 936,800</b>
Depreciation	186,006	130,000	130,000
Capital outlay- Improvements	-	65,000	65,000
Capital outlay- Equipment	-	6,600	57,000
<b>Total Utility Fund Expenses</b>	<b>\$ 1,038,946</b>	<b>\$ 1,123,300</b>	<b>\$ 1,188,800</b>

<b>Pressurized Irrigation Fund</b>	<b>Alpine City - PI Fund FY 2023/2024 Budget</b>
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PI Operating Expenses	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Salaries and Wages	\$ 117,198	\$ 123,100	\$ 132,200
Employee Benefits	54,501	81,500	86,100
Overtime Wages	10,030	8,500	8,500
On Call Wages	3,590	3,500	3,500
Travel	-	1,200	1,200
Equipment - Supplies & Mainten	43,706	58,000	58,000
Building and Ground Supplies	11,338	25,000	25,000
Utilities	172,873	245,000	245,000
Telephone	2,574	1,500	1,500
Office Supplies & Postage	16,965	12,000	12,000
Professional & Technical Services	9,331	5,000	5,000
Engineer Services	-	10,000	10,000
Technology Update	5,284	7,500	7,500
Insurance & Surety Bonds	9,517	12,000	12,000
Miscellaneous Services	27,867	33,000	33,000
CUP Water & O&M	109,971	156,171	156,171
Other Expenses	10,312	2,000	2,000
<b>Total Operating PI Fund Expenses</b>	<b>\$ 605,057</b>	<b>\$ 784,971</b>	<b>\$ 798,671</b>
Depreciation	331,662	223,704	223,704
Amortization	26,623	-	-
Capital Outlay	-	200,000	200,000
PI Project	-	-	-
Capital Outlay- Equipment	-	6,600	6,600
Agents Fees	-	2,500	2,500
Trustee Fees	1,500	2,000	2,000
Bond Principal #0352418	-	230,500	230,500
Bond Interest #0352418	39,857	35,900	35,900
<b>Total Utility Fund Expenses</b>	<b>\$ 1,004,699</b>	<b>\$ 1,486,175</b>	<b>\$ 1,499,875</b>

Storm Drain Fund	Alpine City - Storm Drain Fund FY 2023/2024 Budget
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SD Operating Expenses	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Salaries and Wages	\$ 48,171	\$ 50,500	\$ 53,800
Employee Benefits	21,033	31,400	33,300
Overtime Wages	-	1,000	1,000
Planning	-	500	500
Books, Subscriptions, & Members	2,005	2,000	2,000
Travel	278	650	650
Office Supplies & Postage	-	2,500	2,500
Building & Ground Supplies	23,824	4,500	4,500
Storm Drain Utilities	543	-	-
Technology Update	5,284	5,500	5,500
Insurance	8,672	10,000	10,000
Miscellaneous Services	5,510	10,000	10,000
<b>Total Operating SD Fund Expenses</b>	<b>\$ 115,320</b>	<b>\$ 118,550</b>	<b>\$ 123,750</b>
Depreciation	156,075	83,500	83,500
Capital Outlay	(0)	100,000	100,000
<b>Total Utility Fund Expenses</b>	<b>\$ 271,395</b>	<b>\$ 302,050</b>	<b>\$ 307,250</b>

**Alpine City - General Fund  
FY 2023/2024 Budget**

Revenues	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
<b>Taxes</b>			
Property taxes	\$ 1,777,930	\$ 2,549,874	\$ 2,600,000
Redemption taxes	214,768	200,000	200,000
Sales tax	2,023,203	2,000,000	2,120,000
Motor vehicle taxes	122,424	120,000	120,000
Franchise fees	729,719	700,000	700,000
Penalties & interest on delinquent	3,385	4,000	4,000
<b>Total Taxes</b>	<b>\$ 4,871,429</b>	<b>\$ 5,573,874</b>	<b>\$ 5,744,000</b>
<b>License and Permits</b>			
Business licensed & fees	\$ 20,775	\$ 25,000	\$ 25,000
Plan check fees	246,471	225,000	225,000
Building permits	422,323	400,000	400,000
Building permit assessment	6,713	5,000	5,000
<b>Total License and Permits</b>	<b>\$ 696,282</b>	<b>\$ 655,000</b>	<b>\$ 655,000</b>
<b>Intergovernmental Revenue</b>			
Utah Cares Act	\$ -	\$ -	\$ -
American Rescue Plan Act	\$ 621,223	-	-
Municipal Recreation Grant		4,964	4,964
Other Grant Revenue			227,150
<b>Total Intergovernmental</b>	<b>\$ 621,223</b>	<b>\$ 4,964</b>	<b>\$ 232,114</b>
<b>Charges For Service</b>			
Zoning & subdivision fees	\$ 21,509	\$ 30,000	\$ 30,000
Annexation applications	-	500	500
Sale of maps and publications	90	250	250
Public safety district rental	28,887	38,516	38,516
Waste collections sales	677,254	650,000	650,000
Youth council	2,193	-	-
Sale of cemetery lots	6,649	7,500	7,500
Burial fees	48,800	50,000	50,000
<b>Total Charges for Service</b>	<b>\$ 785,382</b>	<b>\$ 776,766</b>	<b>\$ 776,766</b>
<b>Fines and Forfeitures</b>			
Traffic Fines	\$ 6,165	\$ 25,000	\$ 40,000
Other fines	41,056	40,000	7,000
Traffic school	1,260	7,500	7,500
<b>Total Fines and Forfeitures</b>	<b>\$ 48,481</b>	<b>\$ 72,500</b>	<b>\$ 54,500</b>
<b>Rents &amp; Other Revenues</b>			
Recycling	\$ -	\$ -	\$ -
Rents & concessions	57,145	65,000	65,000
Sale of City land	-	-	-
<b>Total Rents &amp; Other Revenues</b>	<b>\$ 57,145</b>	<b>\$ 65,000</b>	<b>\$ 65,000</b>

**Alpine City - General Fund-Continued  
FY 2023/2024 Budget**

<b>Revenues-continued</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Tentative Budget FY 2024</b>
<b>Interest &amp; Misc Revenues</b>			
Interest earnings	\$ 15,437	\$ 50,000	\$ 50,000
Alpine Days revenue	72,925	<b>85,000</b>	<b>85,000</b>
Rodeo revenue	21,283	20,000	20,000
Bicentennial books	560	500	500
Donations	-	-	-
Sundry revenues	72,183	45,000	45,000
<b>Total Miscellaneous Revenues</b>	<b>\$ 182,388</b>	<b>\$ 200,500</b>	<b>\$ 200,500</b>
<b>Transfers &amp; Contributions</b>			
Fund balance appropriation	\$ -	\$ -	\$ -
Admin Fees Water Fund	-	-	-
Contribution for paramedic	33,456	35,000	35,000
General sales & use tax	-	-	-
Admin Fees Sewer Fund	-	-	-
<b>Total Contributions &amp; Transfers</b>	<b>\$ 33,456</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>
<b>Total General Fund Revenues</b>	<b>\$ 7,295,786</b>	<b>\$ 7,383,604</b>	<b>\$ 7,762,880</b>

**Alpine City - General Fund-Continued  
FY 2023/2024 Budget**

<b>Expenditures</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Tentative Budget FY 2024</b>
Administration	\$ 465,075	\$ 506,900	\$ 488,200
Court	90,956	105,200	105,200
Treasurer	46,781	49,600	51,100
Elections	27,585	500	33,300
Government Buildings	110,566	583,000	576,500
Emergency Services	2,413,451	2,712,055	2,861,082
Building Inspection	177,583	167,600	174,200
Planning & Zoning	236,507	256,450	294,350
Streets	766,565	1,054,800	1,161,400
Parks & Recreation	445,655	495,796	502,596
Cemetery	159,012	179,800	186,600
Garbage	621,318	650,950	656,650
Miscellaneous	1,870,584	643,753	671,702
<b>Total General Fund Expenditures</b>	<b>\$ 7,431,638</b>	<b>\$ 7,406,404</b>	<b>\$ 7,762,880</b>
<b>Surplus/(Deficit)</b>	<b>\$ (135,852)</b>	<b>\$ (22,800)</b>	<b>\$ -</b>



Class C Roads FY 2023/2024 Budget
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Revenues	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Interest earnings	\$ 5,060	\$ 10,000	\$ 10,000
Mass transit tax	190,150	120,000	120,000
Class "B&C" Road allotment	540,039	500,000	500,000
Appropriation of fund balance	-	500,000	500,000
<b>Total Revenues</b>	<b>\$ 735,249</b>	<b>\$ 1,130,000</b>	<b>\$ 1,130,000</b>

Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Miscellaneous	\$ -	\$ -	\$ -
Mass transit projects	120,000	120,000	120,000
Class "B&C" road projects	547,322	1,010,000	1,010,000
Reserves	-	-	-
<b>Total Capital Expenditures</b>	<b>\$ 667,322</b>	<b>\$ 1,130,000</b>	<b>\$ 1,130,000</b>
<b>Surplus/(Deficit)</b>	<b>\$ 67,927</b>	<b>\$ -</b>	<b>\$ -</b>

**Recreation Impact Fee Funds  
FY 2023/2024 Budget**

Revenues	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Recreation facility fees	\$ 104,832	\$ 100,000	# \$ 100,000
Interest earnings	3,976	10,000	10,000
Appropriation of fund balance	-	105,000	105,000
<b>Total Revenues</b>	<b>\$ 108,808</b>	<b>\$ 215,000</b>	<b>\$ 215,000</b>
Expenditures			
Timp Spec Serv Dist Impact Fee	\$ -	\$ -	\$ -
Park system	11,086	215,000	215,000
Miscellaneous	-	-	-
<b>Total Capital Expenditures</b>	<b>\$ 11,086</b>	<b>\$ 215,000</b>	<b>\$ 215,000</b>
<b>Surplus/(Deficit)</b>	<b>\$ 97,722</b>	<b>\$ -</b>	<b>\$ -</b>

Impact Fee Funds Streets FY 2023/2024 Budget
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Revenues	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Streets & transportation fees	\$ 56,250	\$ 40,000	\$ 40,000
Timpanogas Sewer Hook On Fee		-	-
Interest earnings	2,229	-	-
Appropriation of fund balance	-	-	-
<b>Total Revenues</b>	<b>\$ 58,479</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>

Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Streets & transport	\$ 41,349	\$ 40,000	\$ 40,000
Reserves	-	-	-
<b>Total Capital Expenditures</b>	<b>\$ 41,349</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>
<b>Surplus/(Deficit)</b>	<b>\$ 17,130</b>	<b>\$ -</b>	<b>\$ -</b>

ARPA Grant Funds FY 2021/2022 Budget
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Revenues	Budget FY 2021	To Date FY 2021	Projected Amount
ARPA Grant	\$ -	\$ 621,223	\$ -
Interest earnings	-	-	-
Appropriation of fund balance	-	621,223	-
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		\$ 1,242,445	\$ -

Expenditures	Budget FY 2021	Actual To Date FY 2021	Year End Projected Amount
ARPA expenses	\$ -	\$ 1,242,445	\$ -
Reserves	-	-	-
<b>Total Capital Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Alpine City - Capital Projects Fund  
FY 2023/2024 Budget**

Revenues	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Interest revenue	\$ 22,704	\$ 10,000	\$ 10,000
Transfer from General Fund	1,853,302	-	-
Contributions from builders	-	-	-
Miscellaneous	-	-	-
Fund Balance appropriation	-	1,361,150	1,296,150
<b>Total Revenues</b>	<b>\$ 1,876,006</b>	<b>\$ 1,371,150</b>	<b>\$ 1,306,150</b>

Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Capital outlay other	\$ 291,170	\$ 1,185,150	\$ 1,146,150
Capital outlay buildings	1,850	100,000	100,000
Transfer to GF	38,059	-	-
Capital outlay equipment	-	86,000	60,000
<b>Total Capital Expenditures</b>	<b>\$ 331,079</b>	<b>\$ 1,371,150</b>	<b>\$ 1,306,150</b>
<b>Surplus/(Deficit)</b>	<b>\$ 1,544,927</b>	<b>\$ -</b>	<b>\$ -</b>

**Alpine City - Water Utility  
FY 2023/2024 Budget**

Revenues	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
<b>Operating Revenues</b>			
Metered water sales	\$ 792,263	\$ 800,000	\$ 800,000
Other water revenue	5,849	20,000	20,000
Water connection fee	26,220	30,000	30,000
Penalties	8,156	5,700	5,700
<b>Total Miscellaneous Revenues</b>	<b>\$ 832,488</b>	<b>\$ 855,700</b>	<b>\$ 855,700</b>
<b>Miscellaneous</b>			
Interest earned	\$ 13,513	\$ 20,000	\$ 20,000
Develpers contribution	20,883	-	-
Appropriated fund balance	-	457,800	473,300
<b>Total Utility Revenue</b>	<b>\$ 34,396</b>	<b>\$ 477,800</b>	<b>\$ 493,300</b>
<b>Total Utility Fund Revenues</b>	<b>\$ 866,884</b>	<b>\$ 1,333,500</b>	<b>\$ 1,349,000</b>

Expenses	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Water operating	\$ 433,680	\$ 481,900	\$ 497,000
Depreciation	280,571	255,000	255,000
Capital outlay- Buildings	-	5,000	5,000
Capital outlay- Improvements	-	585,000	535,000
Capital outlay- Equipment	-	6,600	57,000
<b>Total Utility Fund Expenses</b>	<b>\$ 818,075</b>	<b>\$ 1,333,500</b>	<b>\$ 1,349,000</b>
<b>Surplus/(Deficit)</b>	<b>\$ 48,809</b>	<b>\$ -</b>	<b>\$ -</b>

**Impact Fee Funds Water Impact Fees  
FY 2023/2024 Budget**

<b>Revenues</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Tentative Budget FY 2024</b>
Water Impact Fees	\$ 103,396	\$ 135,000	\$ 135,000
Interest earnings	2,362		
Appropriation of fund balance	-	-	-
<b>Total Revenues</b>	<b>\$ 105,758</b>	<b>\$ 135,000</b>	<b>\$ 135,000</b>

<b>Expenditures</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Tentative Budget FY 2024</b>
Impact fee projects	\$ 0	\$ 135,000	\$ 135,000
To reserves	-	-	-
<b>Total Capital Expenditures</b>	<b>\$ 0</b>	<b>\$ 135,000</b>	<b>\$ 135,000</b>
<b>Surplus/(Deficit)</b>	<b>\$ 105,758</b>	<b>\$ -</b>	<b>\$ -</b>

**Alpine City - Sewer Utility  
FY 2023/2024 Budget**

<b>Revenues</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Tentative Budget FY 2024</b>
<b>Operating Revenues</b>			
Sewer system sales	\$ 1,029,337	\$ 1,050,000	\$ 1,050,000
Other revenue	20,966	10,000	10,000
Sewer connection fee	7,250	5,000	5,000
Developers Contributions	18,650	-	-
<b>Total Miscellaneous Revenues</b>	<b>\$ 1,076,203</b>	<b>\$ 1,065,000</b>	<b>\$ 1,065,000</b>
<b>Miscellaneous</b>			
Interest earned	\$ 12,591	\$ 10,000	\$ 10,000
Appropriated fund balance	-	48,300	113,800
<b>Total Utility Revenue</b>	<b>\$ 12,591</b>	<b>\$ 58,300</b>	<b>\$ 123,800</b>
<b>Total Utility Fund Revenues</b>	<b>\$ 1,088,794</b>	<b>\$ 1,123,300</b>	<b>\$ 1,188,800</b>

<b>Expenses</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Tentative Budget FY 2024</b>
Sewer operating	\$ 852,940	\$ 921,700	\$ 936,800
Depreciation	186,006	130,000	130,000
Capital outlay- Improvements	-	65,000	65,000
Capital outlay- Equipment	-	6,600	57,000
<b>Total Utility Fund Expenses</b>	<b>\$ 1,038,946</b>	<b>\$ 1,123,300</b>	<b>\$ 1,188,800</b>
<b>Surplus/(Deficit)</b>	<b>\$ 49,848</b>	<b>\$ -</b>	<b>\$ -</b>



**Alpine City - Sewer Impact Fee Funds  
FY 2023/2024 Budget**

Revenues	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Sewer Impact Fees	\$ 23,648	\$ 25,000	# \$ 25,000
Interest earnings	741	-	-
Appropriation of fund balance	-	-	-
<b>Total Revenues</b>	<b>\$ 24,389</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>

Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Sewer Impact fee projects	\$ 20,966	\$ 25,000	\$ 25,000
To reserves	-	-	-
<b>Total Capital Expenditures</b>	<b>\$ 20,966</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>
<b>Surplus/(Deficit)</b>	<b>\$ 3,423</b>	<b>\$ -</b>	<b>\$ -</b>

Alpine City - PI Fund FY 2023/2024 Budget
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Revenues	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
<b>Operating Revenues</b>			
Irrigation water sales	\$ 997,483	\$ 975,000	\$ 975,000
Other revenue	2,100	1,000	1,000
PI connection fee	61,536	40,000	40,000
PI Grant project	-	-	-
Developer Contributions	72,695	-	-
<b>Total Miscellaneous Revenues</b>	<b>\$ 1,133,814</b>	<b>\$ 1,016,000</b>	<b>\$ 1,016,000</b>
<b>Miscellaneous</b>			
Interest earned	\$ 4,592	\$ 10,000	\$ 10,000
Appropriated fund balance	-	460,175	473,875
<b>Total Utility Revenue</b>	<b>\$ 4,592</b>	<b>\$ 470,175</b>	<b>\$ 483,875</b>
<b>Total Utility Fund Revenues</b>	<b>\$ 1,138,406</b>	<b>\$ 1,486,175</b>	<b>\$ 1,499,875</b>

Expenses	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
PI operating	\$ 605,057	\$ 784,971	\$ 798,671
Depreciation	331,662	223,704	223,704
Amortization	26,623	-	-
Capital Outlay	-	200,000	200,000
PI Project	-	-	-
Capital Outlay- Equipment	-	6,600	6,600
Bond costs	1,500	4,500	4,500
Debt Service	39,857	266,400	266,400
<b>Total Utility Fund Expenses</b>	<b>\$ 1,004,699</b>	<b>\$ 1,486,175</b>	<b>\$ 1,499,875</b>
<b>Surplus/(Deficit)</b>	<b>\$ 133,707</b>	<b>\$ -</b>	<b>\$ -</b>

**Alpine City - Pressure Irrigation Impact Fee Funds  
FY 2023/2024 Budget**

<b>Revenues</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Tentative Budget FY 2024</b>
PI Impact Fees	\$ 105,502	\$ 200,000	\$ 116,000
Interest earnings	990	1,500	1,500
Appropriation of fund balance	-	26,000	110,000
<b>Total Revenues</b>	<b>\$ 106,492</b>	<b>\$ 227,500</b>	<b>\$ 227,500</b>

<b>Expenditures</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Tentative Budget FY 2024</b>
PI Impact fee projects	\$ -	\$ 116,000	\$ 116,000
Debt Service	-	111,500	111,500
To reserves	-	-	-
<b>Total Capital Expenditures</b>	<b>\$ -</b>	<b>\$ 227,500</b>	<b>\$ 227,500</b>
<b>Surplus/(Deficit)</b>	<b>\$ 106,492</b>	<b>\$ -</b>	<b>\$ -</b>

**Alpine City - Storm Drain Fund  
FY 2023/2024 Budget**

Revenues	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
<b>Operating Revenues</b>			
Storm drain revenue	\$ 184,790	\$ 200,000	\$ 200,000
Other revenue	-	1,000	1,000
SWPP fee	15,300	14,000	14,000
Storm drain impact fee	-	-	-
<b>Total Miscellaneous Revenues</b>	<b>\$ 200,090</b>	<b>\$ 215,000</b>	<b>\$ 215,000</b>
<b>Miscellaneous</b>			
Interest earned	\$ 3,496	\$ 6,000	\$ 6,000
Developer Contributions	77,667	-	-
Appropriated fund balance	-	81,050	86,250
<b>Total Utility Revenue</b>	<b>\$ 81,163</b>	<b>\$ 87,050</b>	<b>\$ 92,250</b>
<b>Total Utility Fund Revenues</b>	<b>\$ 281,253</b>	<b>\$ 302,050</b>	<b>\$ 307,250</b>

Expenses	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
SD operating	\$ 115,320	\$ 118,550	\$ 123,750
Depreciation	156,075	83,500	83,500
Capital outlay	(0)	100,000	100,000
<b>Total Utility Fund Expenses</b>	<b>\$ 271,395</b>	<b>\$ 302,050</b>	<b>\$ 307,250</b>
<b>Surplus/(Deficit)</b>	<b>\$ 9,858</b>	<b>\$ -</b>	<b>\$ -</b>

**Alpine City - Storm Drain Impact Fee Funds  
FY 2023/2024 Budget**

<b>Revenues</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Tentative Budget FY 2024</b>
SD Impact Fees	\$ 31,200	\$ 25,000	\$ 25,000
Interest earnings	879	-	-
Appropriation of fund balance	-	-	-
<b>Total Revenues</b>	<b>\$ 32,079</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>

<b>Expenditures</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Tentative Budget FY 2024</b>
SD Impact fee projects	\$ -	\$ 25,000	\$ 25,000
To reserves	-	-	-
<b>Total Capital Expenditures</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>
<b>Surplus/(Deficit)</b>	<b>\$ 32,079</b>	<b>\$ -</b>	<b>\$ -</b>

**Alpine City - Trust & Agency Fund  
FY 2023/2024 Budget**

<b>Revenues</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Tentative Budget FY 2024</b>
Interest revenue	\$ 7,545	\$ 1,000	\$ 1,000
<b>Total Revenues</b>	<b>\$ 7,545</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>

<b>Expenditures</b>	<b>Actual FY 2022</b>	<b>Budget FY 2023</b>	<b>Tentative Budget FY 2024</b>
Miscellaneous expenses	\$ -	\$ 1,000	\$ 1,000
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>Surplus/(Deficit)</b>	<b>\$ 7,545</b>	<b>\$ -</b>	<b>\$ -</b>

**Alpine City - Cemetery Perpetual Fund  
FY 2023/2024 Budget**

Revenues	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Cemetery lot payments	\$ 19,946	\$ 20,000	\$ 20,000
Upright Monument	675	2,500	2,500
Interest revenues	3,441	1,500	1,500
Appropriate fund balance	-	146,000	146,000
<b>Total Revenues</b>	<b>\$ 24,062</b>	<b>\$ 170,000</b>	<b>\$ 170,000</b>

Expenditures	Actual FY 2022	Budget FY 2023	Tentative Budget FY 2024
Cemetery expenses	\$ 23,025	\$ 170,000	\$ 170,000
<b>Total Expenses</b>	<b>\$ 23,025</b>	<b>\$ 170,000</b>	<b>\$ 170,000</b>
<b>Surplus/(Deficit)</b>	<b>\$ 1,037</b>	<b>\$ -</b>	<b>\$ -</b>

# Equipment Replacement





# **FY2024 Equipment Replacement Schedule Funding**

		<i>Funding Source</i>					
<b>Item</b>	<b>Budget</b>	<b><i>Capital Imp. Fund (45-40-74)</i></b>	<b><i>Streets (10-60-74)</i></b>	<b><i>Water (51-80-74)</i></b>	<b><i>Sewer (52-81-74)</i></b>	<b><i>Pressurized Irrigation (55-40-74)</i></b>	<b><i>Loan</i></b>
Replace Bobtail No. 3 with Hook Lift	\$ 260,000	\$ 60,000	\$ 100,000	\$ 50,000	\$ 50,000	\$ -	\$ -
Backhoe Lease	\$ 17,000	\$ -	\$ 4,250	\$ 4,250	\$ 4,250	\$ 4,250	\$ -
Mini-Excavator Lease	\$ 9,250	\$ -	\$ 2,313	\$ 2,313	\$ 2,313	\$ 2,313	\$ -
<b>Totals</b>	<b>\$ 286,250</b>	<b>\$ 60,000</b>	<b>\$ 106,563</b>	<b>\$ 56,563</b>	<b>\$ 56,563</b>	<b>\$ 6,563</b>	<b>\$ -</b>

Alpine City - Equipment Replacement Schedule  
FY 2024

Equipment	Year	Make	Model	Driver	Current Age (years)	Life Span (years)	Difference (years)	Year to Replace	23-24	24-25	25-26	26-27	TOTAL
Bobtail 1	1990	International	4900 4x2	Cemetery	34	15	-19	2005					\$ -
Bobtail 2 (hook lift 2016)	2002	International	7400 4x2	Cal	22	15	-7	2017					\$ -
Bobtail 3	2006	International	7400 4x2	Greg	18	15	-3	2021	\$ 260,000				\$ 260,000
Bobtail 4	2009	International	7400 SBA 4x2	Jaden/Travis	15	15	0	2024			\$ 200,000		\$ 200,000
Bobtail 5	2014	International	7400 4x2	Landon	10	15	5	2029					\$ -
10 Wheeler 1	2021	Western Star		Landon	3	15	12	2036					\$ -
Pickup 1	2020	Ford	F150	Code Enforcement	4	7	3	2027				\$ 40,000	\$ 40,000
Pickup 2	2008	GMC	2500	Parks	16	7	16	2015					\$ -
Pickup 3	2010	Ford	F150	Jed	14	7	-7	2017					\$ -
Pickup 4	2021	Ford	F150	Jason	3	7	4	2028					\$ -
Pickup 5	2019	Ford	F150	Shane	5	5	0	2024		\$ 45,000			\$ 45,000
Pickup 6 - Crew Cab	2004	GMC	2500	Parks	20	7	-13	2011					\$ -
Pickup 7 - Flatbed	2005	GMC	2500	Public Works	19	7	-12	2012					\$ -
Pickup 8	2017	Ford	F250	Landon	7	7	0	2024		\$ 45,000			\$ 45,000
Pickup 9	2018	Ford	F150	Greg	6	7	1	2025			\$ 45,000		\$ 45,000
Pickup 10	2021	Chevrolet	2500	Cal	3	7	4	2028					\$ -
Crew Truck	2016	Ford	F-350		8	10	2	2026			\$ 60,000		\$ 60,000
Street Sweeper	2017	Freightliner			7	15	8	2032					\$ -
Backhoe (Lease)		CAT	420E		2024				\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 68,000
Mini-Excavator (Lease)	2016	CAT	303.5E		8				\$ 9,250	\$ 9,250	\$ 9,250	\$ 9,250	\$ 37,000
Loader	2001	John Deere	444H		23	20	-3	2021					\$ -
Vac Trailer	2004				20	15	-5	2019					\$ -
Crack Sealer	2007	Cimline	230 Magma		17	15	-2	2022					\$ -
Laydown Machine	2009	LeeBoy	1000F		15	20	5	2029					\$ -

Tack Spreader	2009	LeeBoy			15	20	5	2029					\$ -
Roller	1997	Ingersoll Rand	00-24		27	20	-7	2017					\$ -
Tractor (large)	2010	Kubota	MV5100		14	15	1	2025					\$ -
Tractor (small)	2001	Kubota	B2910		23	20	-3	2021					\$ -
Park Maintenance Vehicle 1	2013	Kubota	RTV1100		11	7	-4	2020					\$ -
Park Maintenance Vehicle 2	2016	John Deere	Gator		8	7	-1	2023		\$ 30,000			\$ 30,000
Park Maintenance Vehicle 3	2020	John Deere	Gator		4	7	3	2027				\$ 30,000	\$ 30,000
John Deere Mower (Stand on)	2013	John Deere			11	10	-1	2023		\$ 8,000			\$ 8,000
Small Lawn Mower 1	2006	Grasshopper	722D		18	6	-12	2012					\$ -
Small Lawn Mower 2	2007	Grasshopper	722D		17	6	-11	2013					\$ -
Small Lawn Mower 3	2008	Grasshopper	722D		16	6	-10	2014					\$ -
Small Lawn Mower 4	2010	Grasshopper	725D		14	6	-8	2016					\$ -
Small Lawn Mower 5	2012	Grasshopper	725D		12	6	-6	2018					\$ -
Small Lawn Mower 6	2016	John Deere			8	6	-2	2022					\$ -
Small Lawn Mower 7 (3 yr. Lease)	2018	John Deere			6	6	0	2024					\$ -
Large Lawn Mower 1	2005	Jacobsen	9016		19	12	-7	2017					\$ -
Large Lawn Mower 2	2010	Jacobsen	9016		14	12	-2	2022		\$ 85,000			\$ 85,000
Aerator	2004	Aero-Vator	AE80		20	15	-5	2019					\$ -
Wood Chipper	2006	Vermeer	13C1000XL		18	15	-3	2021					\$ -
Air Compressor	1993	Ingersoll Rand	185		31	25	-6	2018			\$ 25,000		\$ 25,000
Brush Mower													\$ -
Utility Trailer	2004	Big Bubba			20	10	-10	2014					\$ -
GPS	2021	TopCon			3	8	5	2029					\$ -
													\$ -
Totals									\$ 286,250	\$ 239,250	\$ 356,250	\$ 96,250	\$ 978,000

## Capital Projects



FY 2024 Budget  
Capital Projects & Studies

					Funding												
Projects	Engineering	Construction	Construction Management	Total	Government Buildings	Class C /Mass Transit	Streets	Parks	Capital Imp.	Water Fund	PI Fund	Sewer Fund	SD Fund	Cemetery	Grant Funds	Park Impact	PI Impact
General Fund Projects																	
Street Maintenance Projects (Overlays, Seal Coats, Chip Seals, Crack Seal, Striping, Sidewalks, X-Walks)	\$ -	\$ 830,000	\$ -	\$ 830,000		\$ 630,000	\$ 200,000										
Grove Drive Crossing/Realignment		\$ 1,125,000	\$ 47,000	\$ 1,172,000		\$ 500,000	\$ 463,000		\$ 209,000								
Crosswalk Improvements		\$ 9,500		\$ 9,500			\$ 9,500										
Misc. Trail Improvements		\$ 20,000		\$ 20,000					\$ 20,000								
Three Falls Upper Parking Lot		\$ 10,000		\$ 10,000					\$ 10,000								
Burgess Park Pavilion Improvements		\$ 75,000		\$ 75,000					\$ 75,000								
Moyle Park Landscaping Improvements		\$ 50,000		\$ 50,000					\$ 50,000								
Cemetery Expansion Project	\$ 10,000	\$ 300,000	\$ 10,000	\$ 320,000					\$ 150,000					\$ 170,000			
Tree Removal/Trimming		\$ 7,500		\$ 7,500				\$ 7,500									
Fire Station Remodel (see Note 1)	\$ 290,000	\$ 210,000		\$ 500,000	\$ 400,000				\$ 100,000								
Surveillance Cameras for City Properties		\$ 30,000		\$ 30,000	\$ 30,000												
Main Street Improvements		\$ 35,000		\$ 35,000					\$ 35,000								
City Hall Roof		\$ 180,000		\$ 180,000	\$ 100,000				\$ 80,000								
Weather Based Sprinkler Controllers - Healey Park		\$ 10,000		\$ 10,000					\$ 10,000								
Weather Based Sprinkler Controllers - Smooth Canyon Park		\$ 10,000		\$ 10,000					\$ 10,000								
Emergency Operations Center Improvements		\$ 2,000		\$ 2,000					\$ 2,000								
Infrared Fire Detection Cameras		\$ 40,000		\$ 40,000					\$ 40,000								
New Heaters for Public Works Building		\$ 40,000		\$ 40,000					\$ 40,000								
EV Charger		\$ 15,000		\$ 15,000					\$ 15,000								
Misc. Park Improvements (drinking fountains, benches, etc.)		\$ 30,000		\$ 30,000					\$ 30,000								
Culinary Water Projects																	
Waterline Replacement Projects	\$ 25,000	\$ 500,000	\$ 10,000	\$ 535,000						\$ 535,000							
Pressurized Irrigation Projects																	
400 West Booster\ Pump Improvements	\$ 30,000	\$ 362,000	\$ 17,000	\$ 409,000					\$ 143,000		\$ 150,000						\$ 116,000
Filter Building Roof		\$ 20,000		\$ 20,000							\$ 20,000						
Replace Pump in 300 North Well		\$ 50,000		\$ 50,000							\$ 50,000						
Sewer Projects																	
Misc. Sewer Improvements		\$ 65,000		\$ 65,000								\$ 65,000					
Storm Drain Projects																	
Misc. Storm Drain Improvements		\$ 100,000		\$ 100,000									\$ 100,000				
Projects with Approved Grants																	
Utah Outdoor Recreation Grant - Burgess Park Area Trails Improvements	\$ 6,300	\$ 293,700		\$ 300,000					\$ 153,150						\$ 146,850		
Utah Outdoor Recreation Grant - Lambert BST Trail Connection	\$ 10,000	\$ 133,000	\$ 5,000	\$ 148,000					\$ 74,000						\$ 74,000		
			Totals	\$ 5,013,000	\$ 530,000	\$ 1,130,000	\$ 672,500	\$ 7,500	\$ 1,246,150	\$ 535,000	\$ 220,000	\$ 65,000	\$ 100,000	\$ 170,000	\$ 220,850	\$ -	\$ 116,000

Notes:

1. The City is finalizing a contract with Babcock Design to design the fire station addition/remodel. The estimated cost of the project is \$5M. A funding plan is being prepared which includes money from unappropriated fund balances and bonding.

# ALPINE CITY COUNCIL AGENDA

**SUBJECT: Code Amendment**

**FOR CONSIDERATION ON: May 9th, 2023**

**PETITIONER: City Staff**

**ACTION REQUESTED BY PETITIONER: Approval of code amendment 3.19.070 changing the density standards in the Assisted Living & Nursing Care Overlay Zone.**

**REVIEW TYPE: Legislative**

## BACKGROUND INFORMATION:

The Planning Commission over their last three meetings has reviewed the density requirements for the Assisted Living and Nursing Care Overlay Zone. This review was an attempt to update the density requirements for specific uses (Independent Vs. Assisted living). This change also measures the density by units rather than residents as we do in other zones. Previously the density requirement in this zone was one resident per 1,000 square feet of lot area with a maximum lot area allowed being 10 acres for an assisted living or congregate living proposal. During this review process, the Planning Commission discussed the following:

- The General Plan vision for this zone and the need for assisted living in Alpine (*Alpine General Plan Land Use Policy 3.4*). The [U.S. Census report](#) as of 2020 reports 12.7% of Alpine residents are over 65.
- The need to make this marketable to those who develop this kind of project while at the same time not becoming a burden to city resources.
- Keeping the assisted living component, the majority use with any proposed developments.

Neighboring cities, those in the development community, and best practice articles were used to develop the amended code attached. During the May 2<sup>nd</sup> PC meeting the following motion was made:

**MOTION:** *Planning Commission member Jeff Davis moved to recommend approval of the proposed code text amendment changing the language in section 3.19.070 and reducing the density standards in the Assisted Living and Nursing Care Overlay Zone as proposed. Susan Whittenburg seconded the motion. There were 7 Ayes and 0 Nays. The motion passed.*

## Noticing

Notice has been properly issued in the manner outlined in the City and State Codes. A public hearing was held on March 21st, 2023.

## STAFF RECOMMENDATION:

Because this is a legislative decision the standards for approval or denial are that the proposed code amendment should be compatible with the standards found in the general plan as well as the current city code and policies. A recommendation should be made to the City Council for approval or denial based on those criteria.

Desire for parents to live close

Go over definition of assisted living vs congregate living.

**SAMPLE MOTION TO APPROVE:**

I move to approve the proposed code text amendment changing the language in section 3.19.070 amending the density standards in the Assisted Living and Nursing Care Overlay Zone to the following (insert changes).

**SAMPLE MOTION TO APPROVE WITH CONDITIONS:**

I move to approve the proposed code text amendment changing the language in section 3.19.070 amending the density standards in the Assisted Living and Nursing Care Overlay Zone with the following conditions/changes:

- **\*\*insert finding\*\***

**SAMPLE MOTION TO TABLE/DENY:**

I move the proposed code text amendment changing the language in section 3.19.070 reducing the density standards in the Assisted Living and Nursing Care Overlay Zone be tabled/denied based on the following:

- **\*\*insert finding\*\***

## **Cities Contacted**

### *Highland*

#### 4.6 Senior Care Assisted Living Overlay Zone

- Does not have a specific number of units permitted per acre.
- Requirements for density site-specific (amenities, common areas, building height max, setbacks, parking).
- Overlay zone- The City Council views the proposed number and units and accepts or denies it as part of a zone change.
- Only allowed along State Highways (SR 92 + SR 74).

### *Cedar Hills*

#### 10-6A-3: PERMITTED AND CONDITIONAL USES.

- Assisted Living Facility for Elderly Persons:
  - The facility is occupied only by individuals sixty (60) years of age or older and paid, professional staff members. Occupancy by any staff member shall only be allowed if such occupancy is primarily to serve elderly people and not primarily a benefit of employment to the staff member. The facility shall not house more than eight (8) elderly persons.
  - Applicants may exceed eight (8) but no more than sixteen (16) residents if approved by the zoning official and applicable state agencies. To exceed eight (8) residents will require one hundred fifty (150) square feet of personal room space per individual or two hundred (200) square feet for double occupancy, with adequate finished common space to accommodate residents.
  - At least three (3) off-street parking stalls are provided to serve the needs of residents, visitors, and staff members. Additional parking may be required based on the number of residents occupying the facility, the reasonably anticipated number of visitors and the number of staff members who will be serving the residents.
  - An assisted living facility for elderly persons located in an existing residential dwelling shall be capable of use as an assisted living facility for

elderly persons without structural or landscaping alterations that would change the structure's residential character. Any new structure constructed for use as an assisted living facility for elderly persons shall be of a size, scale, and design that are in harmony with other residential uses in the vicinity.

- Assisted Living Facility listed as a conditional use in the Planned Commercial Development Projects Zone.

#### *Lindon*

[Ch. 17.75 Senior Housing Facility Overlay | Lindon City Code.](#)

[Ch. 17.70 Residential Care Facilities | Lindon City Code](#)

Two assisted living zones- Care Facilities overlay and a Senior Housing facility Overlay.

- The CFO, which is more for care homes, is broken up into “small facility” and “large facility”.
  - Small facilities are facilities that are under 6,300 sq ft and not more than 1 building. There is no specific density, just that each bedroom space must have a floor area of 74 sq ft, and an additional 50 sq ft for each additional occupant.
  - Large facilities are simply required to provide a minimum of 400 sq ft of floor area per resident.
- The SHFO provides housing for seniors aged 55+, it’s more for a retirement village. There are currently two senior apartment buildings in Lindon city that are using this overlay. It says the following about density:
  - Density. The Senior Housing Facility Overlay may have a maximum density of 30 dwelling units per acre if full-time on-site management is present and one (1) indoor and one (1) outdoor common area/recreation space is provided within the facility. If full-time onsite management is not present or the two common area/recreation spaces are not provided, the maximum density shall be 15 dwelling units per acre.
- The Avalon Apartments are 90 units on 3 acres.
  - Lindon also has a code chapter about residential care facilities, which is like a home for disabilities, the elderly, etc. that can be located within residential areas. These facilities are not permitted to exceed 8 residents, excluding live-in staff.

#### **Development Community**

##### [Greg Nield](#)

- 60 Units or less is not worth developing.
- 80 or more units are preferred anything more than 120 loses quality.
- Focus more on the number of units rather than the number of residents. Almost all units will have 1-2 residents.
- Parking is ideally 1/2 stalls per resident and 1 stall per staff at peak business hours (around 16 FTE with 80 residents).
- The ideal situation would be for areas to be already zoned for assisted living rather than go through the rezoning process.

##### **Ross Welch**

- Generally, looks for 70 + units to make a development worth it



- Likes senior housing near assisted living, making the transition and moving to assisted living a more straightforward process.
- Larger density projects help make the administrative costs more affordable and spread out the costs more.
- Smaller (Beehive Home) developments are going away.

## Other Sources

### **Chief Patten- Lone Peak Fire**

- 2022 Lone Peak Fire ran 82 (1.5 per week average) calls to Highland Glen Assisted Living in Highland City.
- 2022 Lone Peak Fire ran 40 (.76 per week average) calls to River Meadows Senior Living in Alpine.

### **Articles**

- [Assisted Living In Utah | AssistedLiving.org](#)
- [How to Open and Start an Assisted Living Facility in 2020](#)
- [Residential Care/Assisted Living Compendium: Utah](#)
- [https://www.forbes.com/2007/02/28/assisted-living-boomers-ent-manage-cx\\_mc\\_0228assistthreat.html?sh=22130488679f](https://www.forbes.com/2007/02/28/assisted-living-boomers-ent-manage-cx_mc_0228assistthreat.html?sh=22130488679f)
- [The Crisis And Opportunity In The Assisted Living Shortage](#)
- [https://www.forbes.com/2007/02/28/merrill-lynch-assisted-living-ent-manage-cx\\_mf\\_0228assistcosts.html?sh=76234aa260c3](https://www.forbes.com/2007/02/28/merrill-lynch-assisted-living-ent-manage-cx_mf_0228assistcosts.html?sh=76234aa260c3)
- [https://experience.care/blog/how-to-start-an-assisted-living-facility/?psafe\\_param=1&utm\\_source=google&utm\\_medium=cpc&utm\\_campaign=16361885953&utm\\_content=&utm\\_term=&utm\\_term=&utm\\_campaign=EC+-+%5BPERFORMANCE+MAX%5D+-&utm\\_source=adwords&utm\\_medium=ppc&hsa\\_acc=1755248942&hsa\\_cam=16361885953&hsa\\_grp=&hsa\\_ad=&hsa\\_src=x&hsa\\_tgt=&hsa\\_kw=&hsa\\_mt=&hsa\\_net=adwords&hsa\\_ver=3&gclid=Cj0KCQjwLPWgBhDHARIsAH2xdNeQgViwUafHK3661lsbL1kEyZGGWYMKkTLAxR48hxR-OHAe3SxhLSIaArrrEALw\\_wcB](https://experience.care/blog/how-to-start-an-assisted-living-facility/?psafe_param=1&utm_source=google&utm_medium=cpc&utm_campaign=16361885953&utm_content=&utm_term=&utm_term=&utm_campaign=EC+-+%5BPERFORMANCE+MAX%5D+-&utm_source=adwords&utm_medium=ppc&hsa_acc=1755248942&hsa_cam=16361885953&hsa_grp=&hsa_ad=&hsa_src=x&hsa_tgt=&hsa_kw=&hsa_mt=&hsa_net=adwords&hsa_ver=3&gclid=Cj0KCQjwLPWgBhDHARIsAH2xdNeQgViwUafHK3661lsbL1kEyZGGWYMKkTLAxR48hxR-OHAe3SxhLSIaArrrEALw_wcB)

**SECTION 1:            AMENDMENT** “3.19.070 Overlay Zone Development Standards And Regulations” of the Alpine City Development Code is hereby *amended* as follows:

## AMENDMENT

### 3.19.070 Overlay Zone Development Standards And Regulations

The following development standards and regulations shall apply to all developments within the Assisted Living and Nursing Care Overlay Zone.

1. As part of the submittal, the applicant shall submit a management plan for the operation of the project, which plan shall include provisions to limit occupancy to elderly persons. Each project shall be under one (same) management.
2. **Restrictive Covenants.** The developer of a development within the Assisted Living and Nursing Care Overlay Zone shall be required to establish restrictive covenants to assure that the uses approved for the development will be maintained. Such covenants shall be recorded to run with the land to insure against conversion to less desirable land uses.
3. **Occupancy Restrictions**
  - a. Occupancy of each unit shall be limited to individuals who qualify as elderly persons provided that occupancy by individuals who do not qualify as an elderly person may be permitted, where the non-qualified person is the spouse of an qualified elderly person, or the non-qualified person is required in order to provide essential assistance to the resident elderly person.
  - b. Not more than one (1) non-qualified person shall be permitted to occupy a unit.
  - c. Units shall be for rent only.
4. **Architectural Character.** The Planning Commission may, during the process of Site Plan Review, request the use of an architectural style, exterior color or material that would be most compatible with the purpose of the underlying zone district, assure greater compatibility with surrounding development, or create an aesthetically pleasing visual theme for the project. In the Gateway-Historic Zone the Architectural Guidelines shall be followed.
5. **Landscaping.** Adequate landscaping shall be designed. Landscaping shall be of the same general character as yards in the neighborhood. Not less than 30% of the project shall be landscaped for the use and benefit of the residents. Land proposed to be used for parking, pedestrian walkways, and driveways shall not be included in meeting this landscaping requirement.
6. **Parking.** Minimum primary parking standards shall be as follows:
  - a. Assisted Living Facilities: one (1) parking spot per three (3) residents
  - b. Congregate Living Units: 1.3 spaces per dwelling unit
  - c. Nursing Care Facilities: one (1) parking spot per three (3) residents

7. Private travel ways shall provide safe and convenient vehicular movement to and from all off- street parking spaces. Private travel ways shall be not less than 20 feet width of asphalt.
8. Prior to occupancy of an assisted living or nursing care facility, the person or entity licensed or certified by the Department of Human Services or Department of Health to establish and operate the facility shall:
  - a. Provide a copy of such license or certification to the City and;
  - b. Certify in a sworn affidavit to the City that no person will reside or remain in the facility whose tenancy would likely:
    - i. Constitute a direct threat to the health or safety of other individuals, or
    - ii. Result in substantial physical damage to the property of others.
9. The assisted living and nursing care facility shall comply with all health and safety codes applicable to that type of building and use.
10. The use permitted by this section is non-transferable and shall terminate if:
  - a. The facility is devoted to a use other than permitted in the Assisted Living and Nursing Care Overlay Zone;
  - b. The license or certification issued has been terminated or revoked, or;
  - c. The facility fails to comply with these conditions;
11. The total number of ~~units~~ ~~residents~~ permitted in an Assisted Living, Congregate Living, or Nursing Care project (maximum allowed) shall be determined by the primary use of the project as defined in DCA 3.19.020 Definitions. The following density standards shall apply to the uses allowed in this zone. ~~one resident per 1,000 square feet of lot area.~~
  - a. Assisted Living Facility: The maximum number of dwelling units per acre shall be 30 units not to exceed 120 total units.
  - b. Congregate or Independent Living: The maximum number of dwelling units per acre shall be ten (10) not to exceed 40 total units.
  - c. Any proposed development within the Assisted Living and Nursing Care Overlay Zone shall be made up of at least 60% of the total number of units designated as Assisted Living to qualify for this zone designation.
12. The minimum project size shall be two (2) acres and the maximum project size shall be four (4) acres. The Planning Commission may recommend and the City Council may approve an exception to the maximum project size, not to exceed ten (10) acres.
13. The maximum height of any structures shall be thirty-four (34) feet as measured from the ridge line.
14. Setback shall be thirty (30) feet in the front along a public street. The rear and side yard setbacks adjacent to residential properties shall be twenty (20) feet.
15. No person who is being treated for alcoholism or drug abuse or who is violent will be placed in a residential facility for elderly persons.
16. Placement in the facility is on a strictly voluntary basis and is not part of or in lieu of, confinement, rehabilitation, or treatment in a correctional facility.
17. The group home operator shall provide the city proof of adequate insurance for the program's vehicles, hazard insurance on the home, and liability insurance to cover residents and third party individuals.
18. A Developer's Agreement shall be executed between the City and the Developer

outlining the conditions of approval of the overlay zone.

(Ord. No. 2003-13/11-25- 03; Ord. No. 2008-02/3-11-08)

**ALPINE CITY  
ORDINANCE 2023-11**

**AN ORDINANCE AMENDING ARTICLE 3.19.070 REGULATING THE DENSITY  
AND OWNERSHIP IN THE ASSISTED LIVING AND NURSING CARE OVERLAY  
ZONE**

**WHEREAS**, The Planning Commission held a public hearing on March 21st, 2023, regarding proposed amendments to Article 3.19.070 of the Alpine City Development Code; and

**WHEREAS**, on March 21st, 2023, the Planning Commission recommended approval of proposed amendments to Article 3.19.070 of the Alpine City Development Code; and

**WHEREAS**, on May 9th, 2023, the Alpine City Council has deemed it in the best interest of Alpine City to amend Article 3.19.070 of the Alpine City Development Code; and

**WHEREAS**, the Alpine City Planning Commission has reviewed the proposed amendments to Article 3.19.070 of the Alpine City Development Code, held a public hearing, and forwarded a recommendation to the City Council; and

**WHEREAS**, the Alpine City Council has reviewed the proposed amendments to Article 3.19.070 of the Alpine City Development Code

**NOW THEREFORE**, be it ordained by the Council of the Alpine City, in the State of Utah, as follows: The amendments to Article 3.19.070 of the Alpine City Development Code will supersede previous sections of 3.19.070 the Alpine City Development Code as previously adopted. Code will supersede previous sections of 3.19.070 the Alpine City Development Code as previously adopted.

**SECTION 1:            AMENDMENT** “3.19.070 Overlay Zone Development Standards And Regulations” of the Alpine City Development Code is hereby *amended* as follows:

**AMENDMENT**

**3.19.070 Overlay Zone Development Standards And Regulations**

The following development standards and regulations shall apply to all developments within the Assisted Living and Nursing Care Overlay Zone.

1. As part of the submittal, the applicant shall submit a management plan for the operation of the project, which plan shall include provisions to limit occupancy to

- elderly persons. Each project shall be under one (same) management.
2. **Restrictive Covenants.** The developer of a development within the Assisted Living and Nursing Care Overlay Zone shall be required to establish restrictive covenants to assure that the uses approved for the development will be maintained. Such covenants shall be recorded to run with the land to insure against conversion to less desirable land uses.
  3. **Occupancy Restrictions**
    - a. Occupancy of each unit shall be limited to individuals who qualify as elderly persons provided that occupancy by individuals who do not qualify as an elderly person may be permitted, where the non-qualified person is the spouse of an qualified elderly person, or the non-qualified person is required in order to provide essential assistance to the resident elderly person.
    - b. Not more than one (1) non-qualified person shall be permitted to occupy a unit.
    - c. Units shall be for rent only.
  4. **Architectural Character.** The Planning Commission may, during the process of Site Plan Review, request the use of an architectural style, exterior color or material that would be most compatible with the purpose of the underlying zone district, assure greater compatibility with surrounding development, or create an aesthetically pleasing visual theme for the project. In the Gateway-Historic Zone the Architectural Guidelines shall be followed.
  5. **Landscaping.** Adequate landscaping shall be designed. Landscaping shall be of the same general character as yards in the neighborhood. Not less than 30% of the project shall be landscaped for the use and benefit of the residents. Land proposed to be used for parking, pedestrian walkways, and driveways shall not be included in meeting this landscaping requirement.
  6. **Parking.** Minimum primary parking standards shall be as follows:
    - a. Assisted Living Facilities: one (1) parking spot per three (3) residents
    - b. Congregate Living Units: 1.3 spaces per dwelling unit
    - c. Nursing Care Facilities: one (1) parking spot per three (3) residents
  7. Private travel ways shall provide safe and convenient vehicular movement to and from all off- street parking spaces. Private travel ways shall be not less than 20 feet width of asphalt.
  8. Prior to occupancy of an assisted living or nursing care facility, the person or entity licensed or certified by the Department of Human Services or Department of Health to establish and operate the facility shall:
    - a. Provide a copy of such license or certification to the City and;
    - b. Certify in a sworn affidavit to the City that no person will reside or remain in the facility whose tenancy would likely:
      - i. Constitute a direct threat to the health or safety of other individuals, or
      - ii. Result in substantial physical damage to the property of others.
  9. The assisted living and nursing care facility shall comply with all health and safety codes applicable to that type of building and use.

10. The use permitted by this section is non-transferable and shall terminate if:
  - a. The facility is devoted to a use other than permitted in the Assisted Living and Nursing Care Overlay Zone;
  - b. The license or certification issued has been terminated or revoked, or;
  - c. The facility fails to comply with these conditions;
11. The total number of units permitted in an Assisted Living, Congregate Living, or Nursing Care project (maximum allowed) shall be determined by the primary use of the project as defined in DCA 3.19.020 Definitions. The following density standards shall apply to the uses allowed in this zone. .
  - a. Assisted Living Facility: The maximum number of dwelling units per acre shall be 30 units not to exceed 120 total units.
  - b. Congregate or Independent Living: The maximum number of dwelling units per acre shall be ten (10) not to exceed 40 total units.
  - c. Any proposed development within the Assisted Living and Nursing Care Overlay Zone shall be made up of at least 60% of the total number of units designated as Assisted Living to qualify for this zone designation.
12. The minimum project size shall be two (2) acres and the maximum project size shall be four (4) acres. The Planning Commission may recommend and the City Council may approve an exception to the maximum project size, not to exceed ten (10) acres.
13. The maximum height of any structures shall be thirty-four (34) feet as measured from the ridge line.
14. Setback shall be thirty (30) feet in the front along a public street. The rear and side yard setbacks adjacent to residential properties shall be twenty (20) feet.
15. No person who is being treated for alcoholism or drug abuse or who is violent will be placed in a residential facility for elderly persons.
16. Placement in the facility is on a strictly voluntary basis and is not part of or in lieu of, confinement, rehabilitation, or treatment in a correctional facility.
17. The group home operator shall provide the city proof of adequate insurance for the program's vehicles, hazard insurance on the home, and liability insurance to cover residents and third party individuals.
18. A Developer's Agreement shall be executed between the City and the Developer outlining the conditions of approval of the overlay zone.

(Ord. No. 2003-13/11-25- 03; Ord. No. 2008-02/3-11-08)

PASSED AND ADOPTED BY THE ALPINE CITY COUNCIL

\_\_\_\_\_.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Gregory Gordon	_____	_____	_____	_____
Jason Thelin	_____	_____	_____	_____
Jessica Smuin	_____	_____	_____	_____
Lon Lott	_____	_____	_____	_____
Kelli Law	_____	_____	_____	_____

Presiding Officer

Attest

\_\_\_\_\_  
Carla Merrill, Mayor, Alpine City

\_\_\_\_\_  
Bonnie Cooper, City Recorder, Alpine  
City



# ALPINE CITY COUNCIL AGENDA

**SUBJECT: Code Amendment**

**FOR CONSIDERATION ON: May 9<sup>th</sup>, 2023**

**PETITIONER: James Lawrence**

**ACTION REQUESTED BY PETITIONER: Approval of code amendment 3.07.030 adding mixed-use buildings as Conditional Uses in the B-C Zone.**

**REVIEW TYPE: Legislative**

## **BACKGROUND INFORMATION:**

James Lawrence is requesting an amendment to section 3.07.030- *Conditional Uses* in the Business Commercial Zone. The proposed amendment requests adding mixed-use development (business and residential) as a conditional use in the Business-Commercial Zone. A mixed-use building would be defined as *structures that combine two or more different types of uses within a single building. One of the uses is to be a residential dwelling along with a use listed as a permitted or conditional use within the Business-Commercial Zone.* This amendment would allow the residential portion of the building to be rented out instead of the current standard of an accessory apartment requirement to be owner-occupied. This proposal is to allow for mixed-use developments in the entirety of the Business-Commercial zone for current and future properties.

A specific proposal has been included for property owned by the applicant. If this code amendment is approved, a separate application for a site plan would also need to be reviewed by the designated land use authority. The proposed site plan would have a retail-business component at the bottom with a dwelling unit on the second floor.

If approved staff recommends including standards specifically for the residential component to go along with already existing standards such as providing two parking spaces for a single-family structure. These additional standards can be found in the attachment.

This proposed amendment was brought before the Planning Commission during their meeting on May 2<sup>nd</sup>, 2023, as a public hearing. Along with the applicant (James Lawrence), Mr. Jim Jensen expressed interest in a mixed-use type of development along Main Street. Several examples of neighboring communities that allow mixed-use developments and what those currently look like were shown. There was a discussion of tabling the application to have a work session centered around standards in the Gateway Historic District Design Guidelines and mixed-use buildings. Ultimately the application was denied as the Planning Commission did not want to change the code without a larger project being proposed. The following motion for a recommendation for the City Council was made:

***MOTION:*** *Planning Commission member John MacKay moved to recommend DENYING the proposed code text amendment section 3.07.030 Conditional Uses allowing mixed-use development as a conditional use in the Business-Commercial Zone until we get greater detail on a larger project to determine what we want for the city. Alan Macdonald seconded the motion. There were 4 Ayes and 3 Nays (recorded below). The motion passed.*

## **Ayes:**

Jane Griener

Alan MacDonald

John Mckay

Jeff Davis

**Nays:**

Ethan Allen

Susan Whittenburg

Troy Slade

***General Plan***

*2.2 Land zoned as B-C (Business Commercial) shall consist of professional office, retail and other commercial uses serving the community and situated within an environment which is safe and aesthetically pleasing. Limited residential shall be permitted as set forth in the Alpine City Development Code- Alpine General Plan Pg. 7*

*3.1 The Gateway Historic District Overlay Zone should maintain a high character of community development by regulating the exterior architecture characteristics of structures that are developed in the center of Alpine City (See Gateway Historic District Design Guidelines). – Alpine General Plan Pg. 9*

**Noticing**

Notice has been properly issued in the manner outlined in City and State Codes

**STAFF RECOMMENDATION:**

Because this is a legislative decision the standards for approval or denial are that the proposed code amendment should be compatible with the standards found in the general plan as well as the current city code and policies. A decision should be made by the City Council for approval or denial based on those criteria.

**SAMPLE MOTION TO APPROVE:**

I move to approve the proposed code text amendment to section 3.07.030 *Conditional Uses* allowing mixed-use development as a conditional use in the Business-Commercial Zone with the City Council acting as the designated land-use authority.

**SAMPLE MOTION TO APPROVE WITH CONDITIONS:**

I move to approve the proposed code text amendment section 3.07.030 *Conditional Uses* allowing mixed-use development as a conditional use in the Business-Commercial Zone with the City Council acting as the designated land-use authority with the following conditions/changes:

- **\*\*insert finding\*\***

**SAMPLE MOTION TO TABLE/DENY:**

I move that the proposed code text amendment section 3.07.030 *Conditional Uses* allowing mixed-use development as a conditional use in the Business-Commercial Zone be tabled/denied based on the following:

- **\*\*insert finding\*\***

MECHANICAL:

1. COMBUSTION AIR TO BE TAKEN FROM OUTSIDE
2. COMBUSTION AIR DUCTS TO BE LOCATED WITHIN THE UPPER 12" OF CEILING AND WITHIN 12" OF THE FLOOR.
3. DUCTS USED FOR COMBUSTION TO REMAIN SEPARATE FROM THE ENCLOSURE TO THE OUTSIDE AIR SOURCE.
4. FURNACE IN A CLOSET SHALL HAVE A MIN. 3" CLEAR WORKING SURFACE ON SIDES & BACK.
5. VENTS SHALL TERMINATE 4' BELOW OR 4' HORIZONTALLY & AT LEAST ONE' ABOVE A DOOR, OPERABLE WINDOW OR GRAVITY AIR INLET INTO A BUILDING.
6. FLUE & EXHAUST FAN VENTS SHALL BE AT LEAST 3' ABOVE & OUTSIDE AIR INLET LOCATED WITHIN 10' & AT LEAST 4' FROM PROPERTY LINE.
7. VENT CLOSE DRYER TO OUTSIDE. DUCTS TO BE METAL WITH SMOOTH INTERIOR SURFACES, EQUIPPED WITH BACK DRAFT DAMPERS TERMINATE AT THE EXTERIOR OF THE BUILDING AND NOT TO BE INSTALLED WITH SHEET METAL SCREWS. MINIMUM DUCT DIA. 4"
8. MIN. 30" CLEARANCE REQ'D ABOVE RANGE TOP TO COMBUSTIBLES.
9. COOKTOPS & MICROWAVES INSTALLED ABOVE COOKTOPS SHALL CONFORM TO THE CONDITIONS OF THEIR LISTINGS.
10. BATHROOMS & LAUNDRY ROOMS WITHOUT AN OPENABLE WINDOW ARE REQ'D TO HAVE EXHAUST FANS PROVIDING 5 AIR CHANGES PER HOUR.
11. PROVIDE COMBUSTION AIR TO LAUNDRY AREA.

THERMAL ENVELOPE:

1. BUILDING THERMAL ENVELOPE IS REQUIRED TO BE SEALED. (2015 IRC SECTION N1102.4.1 AND TABLE N1102.4.1.1)
2. ALL AIR LEAKAGE REQUIREMENTS OF TABLE 402.4.1.1 MUST BE MET AND TESTING OF DUCTS & BLOWER WILL BE REQUIRED.
3. BLOWER DOOR OR DUCT TESTING WILL REQUIRE AN INSPECTION TO WITNESS TESTING.
4. SEE SECTIONS & DETAILS FOR INSULATION R-VALUES
5. ALL DUCTS, AIR HANDLERS, FILTER BOXES, AND BUILDING CAVITIES USED AS DUCTS SHALL BE SEALED. (2015 IRC SECTION N1103.2.2).

FLOOR LAYOUT GEN. NOTES:

1. 5/8" TYPE X GYPSUM BOARD ON CEILING OF GARAGE W/ LIVING SPACE ABOVE.
2. ATTIC ACCESS REQUIRED
3. VENT CLOTHES DRYER TO EXTERIOR.
4. FIREPLACE MUST BE ICC APPROVED.
5. STRUCTURE REQUIRED TO HAVE FREESLESS & BACKFLOW PREVENTED HOSE BIBS IN BOTH FRONT AND REAR.

STAIR NOTES:

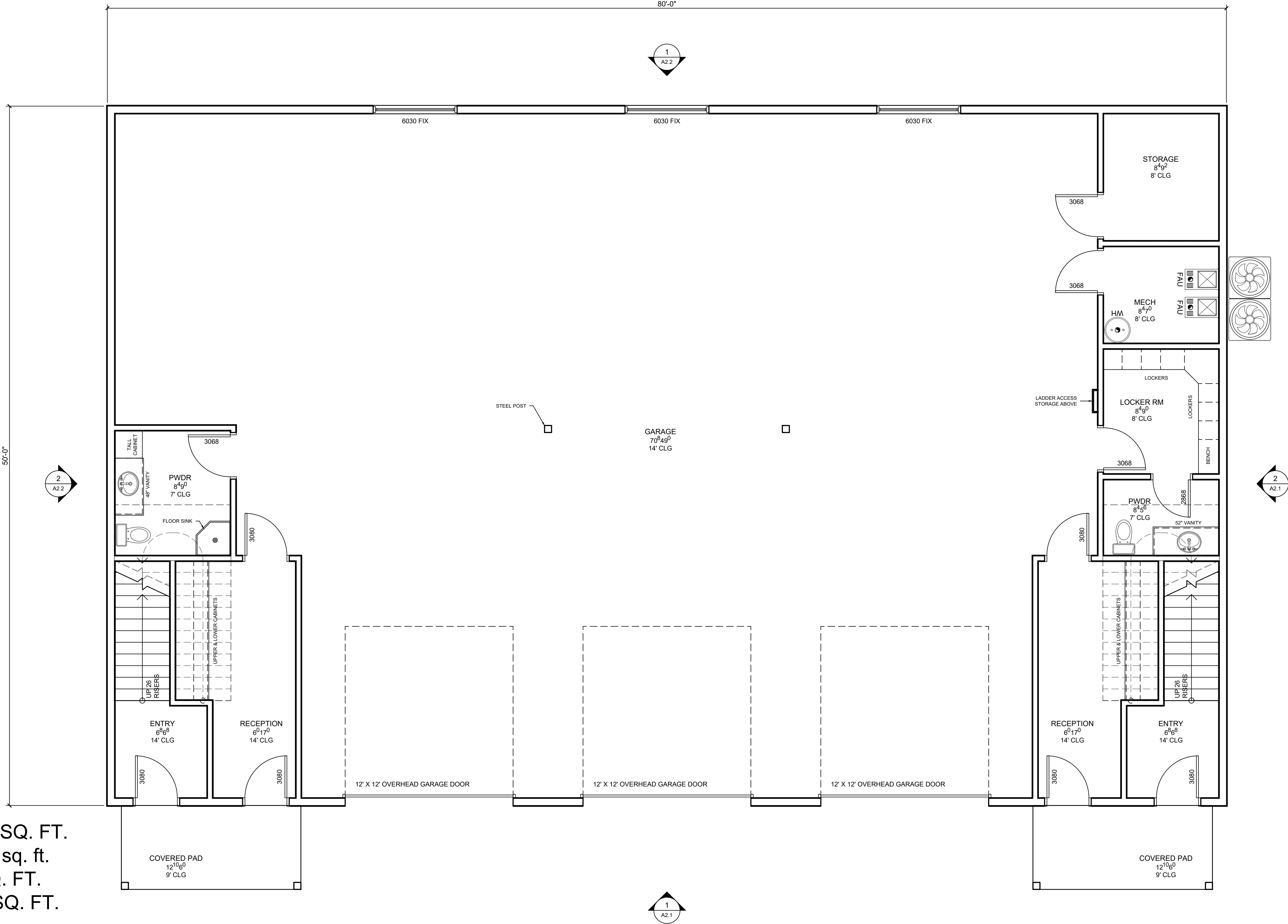
1. 6'-8" MINIMUM HEADROOM REQUIRED.
2. HANDRAIL REQUIRES 1 1/2"-2 1/2" RETURN TO WALL OR NEWELL POST.
3. BASEMENT STAIR STRINGERS TO REST FULLY ON REDWOOD OR TREATED PLATE W/ 3 ANCHORS MINIMUM

MAIN FLOOR: 707 SQ. FT.  
2ND FLOOR: 4000 sq. ft.  
GARAGE: 3293 SQ. FT.  
FRONT PAD: 154 SQ. FT.

MAIN FLOOR PLAN

2X6 EXTERIOR WALLS U.N.O.  
2X4 INTERIOR WALLS U.N.O.

SCALE: 1/4" = 1'-0"



DRAWN BY	JLF
PROJECT #	22-153
REV.1	-
REV.2	-
FINAL REV.	2/15/2023

LAWRENCE (APT GARAGE)  
30 S. Main St.  
Alpine, UT 84004

MAIN FLOOR PLAN

J. LONNIE FOX  
DRAFTING AND DESIGN  
phone (801) 787-1442 • jlonniefox@gmail.com • www.jlfdraftingdesign.com

BASMENT SQFT	----
MAIN FLR SQFT	----
2ND FLR SQFT	----
GARAGE SQFT	----
TOTAL FLR SQFT	----
TOTAL SQFT	----

SHEET #  
A1.3

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11. PROVIDE COMBUSTION AIR TO LAUNDRY AREA.

THERMAL ENVELOPE:

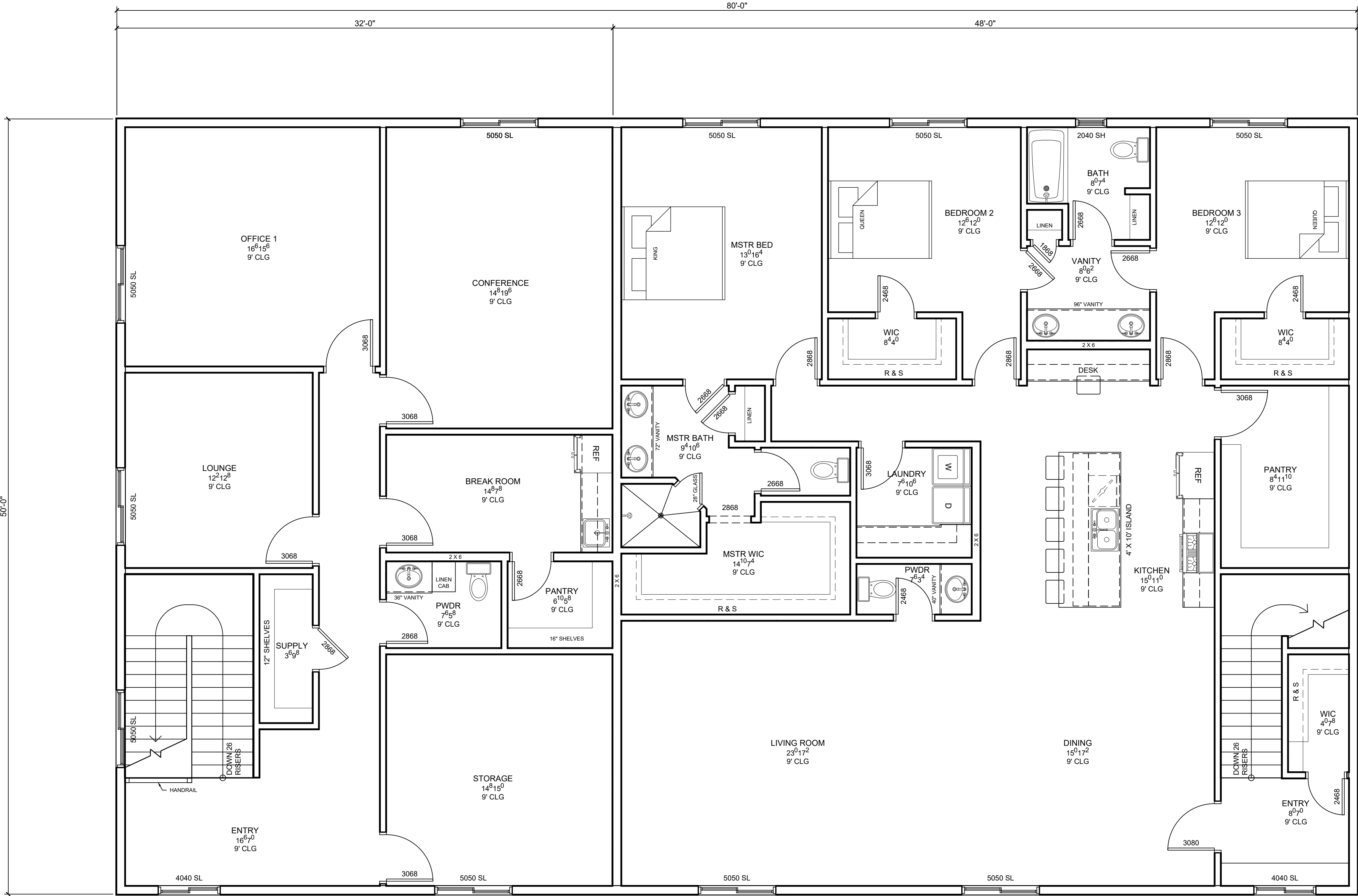
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3. BASEMENT STAIR STRINGERS TO REST FULLY ON REDWOOD OR TREATED PLATE W/ 3 ANCHORS MINIMUM



2ND CONDITIONED: 000 CU. FT.

2ND FLOOR PLAN

2X6 EXTERIOR WALLS U.N.O.  
2X4 INTERIOR WALLS U.N.O.

SCALE: 1/4" = 1'-0"

DRAWN BY	JLF
PROJECT #	22-153
REV.1	-
REV.2	-
FINAL REV.	2/15/2023

LAWRENCE (APT GARAGE)  
30 S. Main St.  
Alpine, UT 84004

2ND FLOOR PLAN

JLF

J. LONNIE FOX  
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phone (801) 787-1442 • lonniefox@gmail.com • www.jlfdraftingdesign.com

BASEMENT SQFT	----
MAIN FLR SQFT	----
2ND FLR SQFT	----
GARAGE SQFT	----
TOTAL FIN SQFT	----
TOTAL SQFT	----

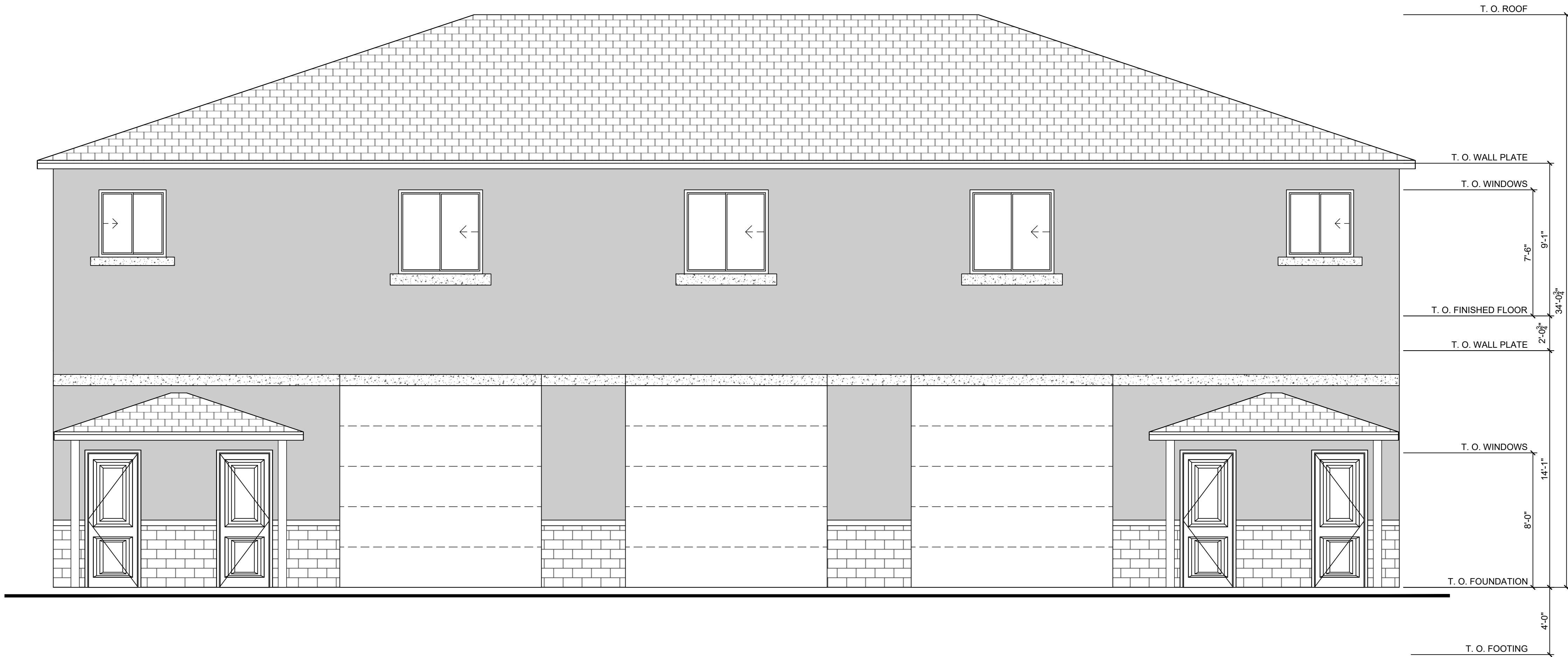
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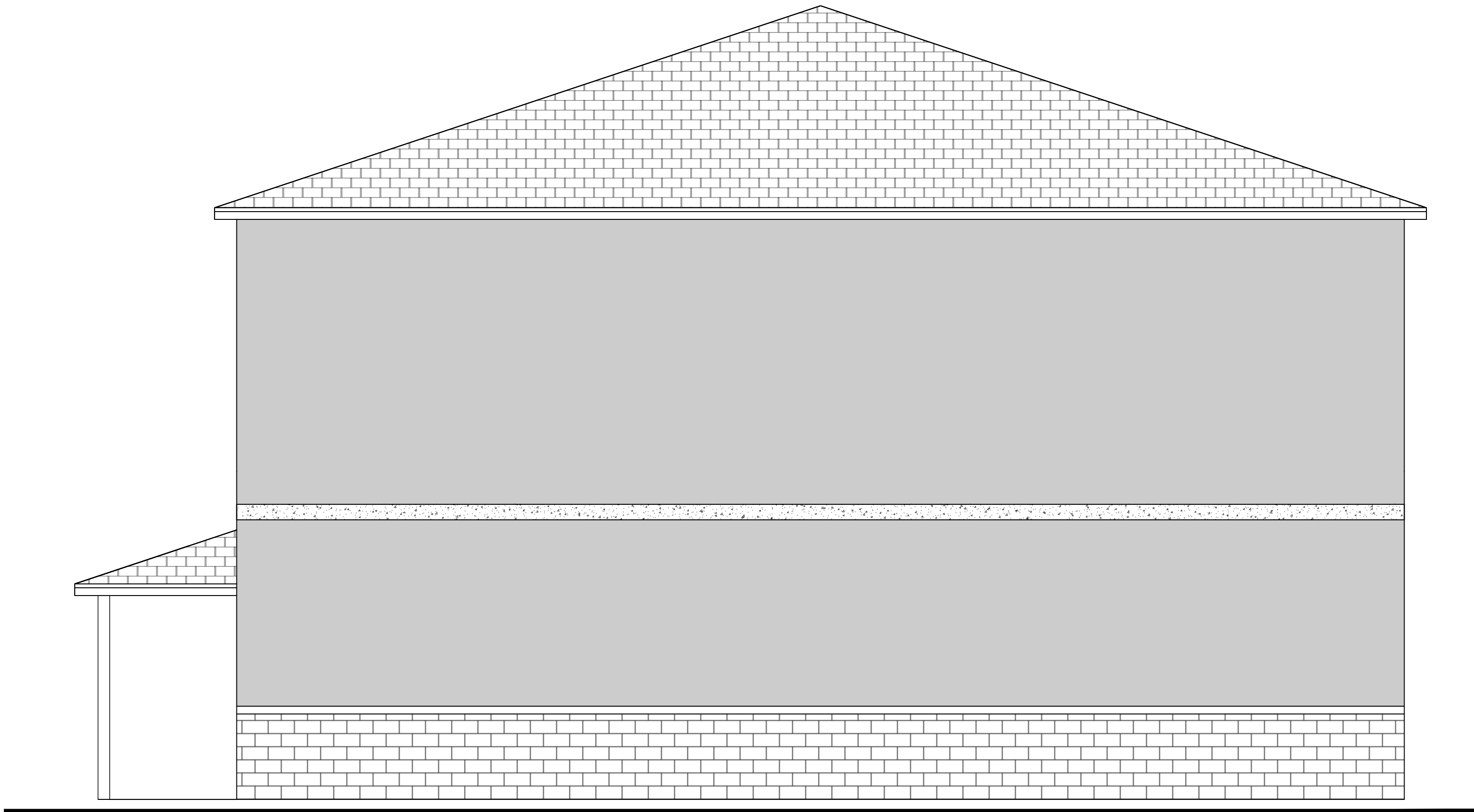


GENERAL NOTES:

1. COMPACTION REQUIRED ON ALL BACKFILLED AREAS.
2. COMPACTION CERTIFICATION REQUIRED AT FINAL INSPECTION.
3. 6" SLOPE IN THE FIRST 10' & 2% THEREAFTER.
4. ROOF VENTING THE REQUIRED AS PER IRC STANDARDS.
5. ALL STUCCO MUST BE ICC APPROVED.
6. ALUMINUM FLASHING REQUIRED BETWEEN ALL TRANSITIONS OF BRICK, STONE, STUCCO, SIDING, & CONCRETE.



1 (NORTH) FRONT ELEVATION  
SCALE: 1/4" = 1'-0"



2 (NORTH) RIGHT ELEVATION  
SCALE: 1/4" = 1'-0"

DRAWN BY	JLF
PROJECT #	22-153
REV.1	-
REV.2	-
FINAL REV.	2/15/2023

LAWRENCE (APT GARAGE)  
30 S. Main St.  
Alpine, UT 84004

FRONT & RIGHT ELEVATION

JLF

J. LONNIE FOX  
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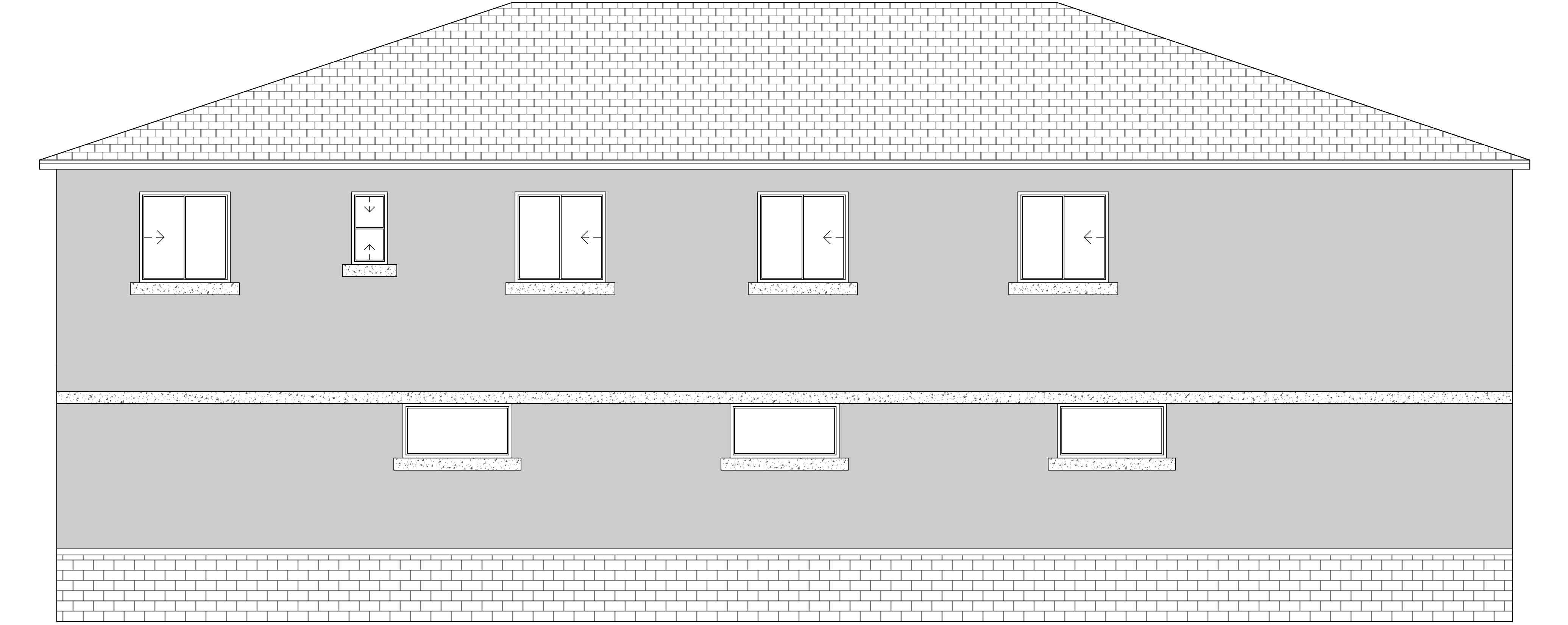
BASEMENT SQFT	----
MAIN FLR SQFT	----
2ND FLR SQFT	----
GARAGE SQFT	----
TOTAL FIN SQFT	----
TOTAL SQFT	----

SHEET #  
A2.1

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1 (NORTH) REAR ELEVATION  
SCALE: 1/4" = 1'-0"



2 (NORTH) LEFT ELEVATION  
SCALE: 1/4" = 1'-0"

DRAWN BY	JLF
PROJECT #	22-153
REV. 1	-
REV. 2	-
FINAL REV.	2/15/2023

LAWRENCE (APT GARAGE)  
30 S. Main St.  
Alpine, UT 84004

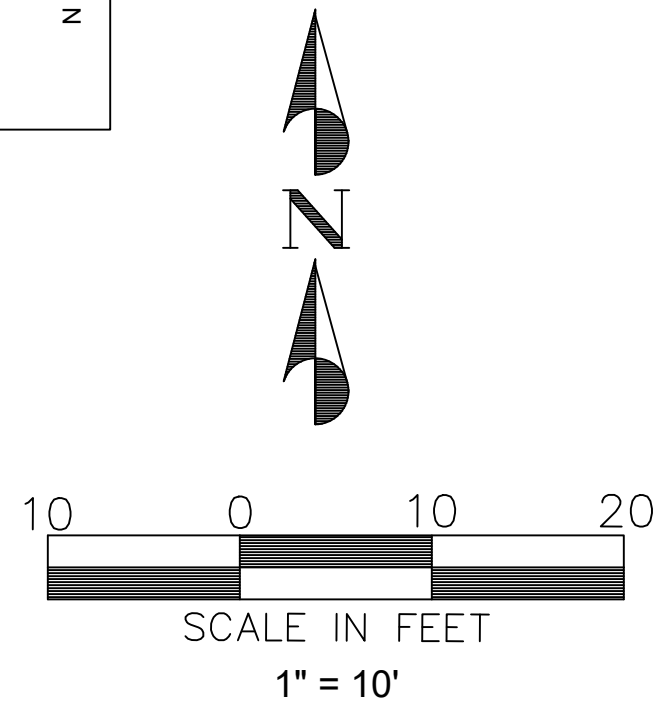
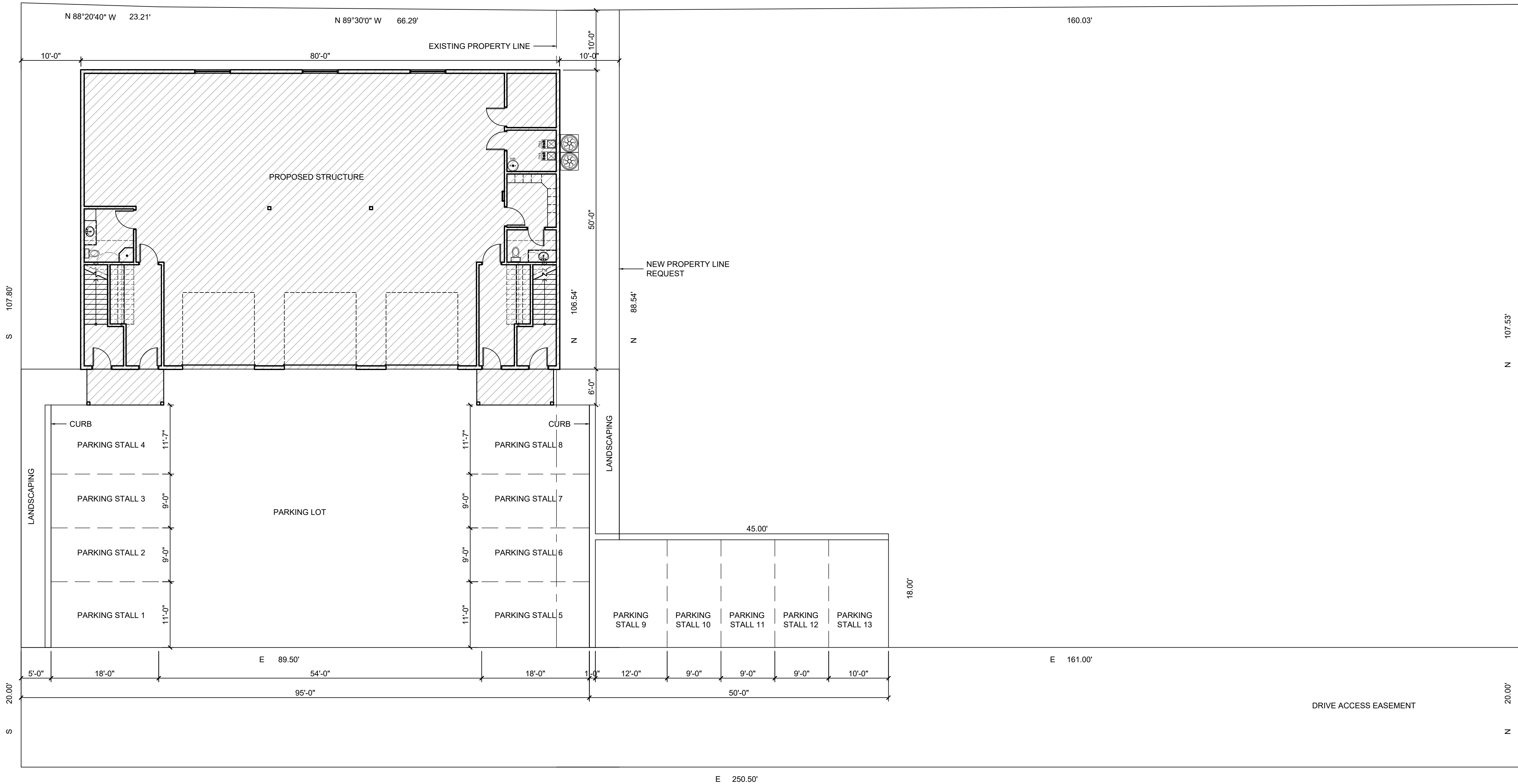
REAR & LEFT ELEVATION

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BASEMENT SQFT	----
MAIN FLR SQFT	----
2ND FLR SQFT	----
GARAGE SQFT	----
TOTAL FIN SQFT	----
TOTAL SQFT	----

SHEET #  
A2.2

Blk 2 Plat A  
LOT # 8  
9,575 SQ. FT.  
0.22 ACRES



P.U.E. \_\_\_\_\_  
BUILDING SETBACKS \_\_\_\_\_  
LOT BOUNDARIES \_\_\_\_\_

## SITE PLAN

NOTES:  
• DRAINAGE SHALL FALL 6" IN THE FIRST 10'  
• MIN. DRIVEWAY SLOPE - 2%, MAX 12%

DRAWN BY	JLF
PROJECT #	22-153
REV.1	-
REV.2	-
FINAL REV.	2/15/2023

LAWRENCE (APT GARAGE)  
30 S. Main St.  
Alpine, UT 84004

## SITE PLAN

**J. LONNIE FOX**  
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BASMENT SQFT	----
MAIN FLR SQFT	----
2ND FLR SQFT	----
GARAGE SQFT	----
TOTAL FLR SQFT	----
TOTAL SQFT	----

SHEET #  
**C1.1**

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Property in question for multi-use building.





# **Gateway Historic District Design Guidelines**

Adopted by Resolution 2015-11

## **Purpose and Intent**

Gateway Historic District will become a village of mixed uses, promoting a pedestrian friendly atmosphere and providing excellence in landscaping and architecture, in a setting which honors and preserves the past while promoting the future.

1. In the interest of preserving the character of the Gateway-Historic District, it is necessary to regulate to a certain extent the new construction that is built there. New structures should only affect the district in a positive manner, and not in detrimental ways.
2. Respecting the heritage of Alpine associated with the historical structures in the district.
3. Utilize approaches that have been shown to encourage the sustainability of historic districts and neighborhoods.

The guidelines for the following elements are intended to encourage compatible new construction. In the event that these guidelines conflict with the Alpine City Zoning Ordinance, the Zoning Ordinance will be followed.

## **Guidelines**

1. New developments should:
  - a. Mimic details of older buildings
  - b. Use similar materials
  - c. Make mundane uses look good
  - d. Include design features on blank walls
2. All new development projects should achieve a determination of design appropriateness from the Planning Commission.
3. New construction should respect and build upon the historical legacy of downtown Alpine and borrow historic features from the area. It should be

designed for its specific context. Elements that should influence the design of new development include building form, massing, scale, materials and colors.

## **Gateway Historic District Design Criteria**

1. Relation to the Surrounding Area (Massing, Scale, Orientation)
2. Height
3. Exterior Walls and Surfaces
4. Windows and Doors
5. Exterior Trim and Decorative Detailing
6. Roofing
7. Materials (Texture, Color, Finishes)
8. Streetscaping

## **Relation to the Surrounding Area** **(Massing, Scale, Orientation)**

New construction that utilizes appropriate massing and scale can affect historic districts in a positive manner. New structures should take their own place in time.

### **Design Standards**

- New structures should relate to the fundamental characteristics of the district, but may use their own style and method of construction.
- Orientation of new construction should be to the street to establish a pedestrian-friendly quality.
- One major entrance should orient to each street to which the building abuts for easy access by pedestrians from the street and sidewalk.
- Corner entrances may be used for buildings orienting to two streets at an intersection.
- New construction should not be dramatically greater in scale than surrounding structures in the district.
- The perceived width of new construction should be visually compatible with adjacent structures. Wider buildings should be divided into modules to convey a sense of traditional construction.
- The building form of new construction should be similar to surrounding structures but should not necessarily be a direct imitation.



## 2

### Height

New construction should respect the overall height limits established in the city code for the underlying zone.

#### **Design Standards**

- The height of buildings should be compatible with adjacent historic structures.
- Creative historic design elements fitting for the area can be considered.



## **Exterior Walls and Surfaces**

The type of materials used for new construction can greatly enhance the relationship to surrounding historical structures while maintaining individual identity.

### **Design Standards**

- The use of stone, brick, wood, or stucco is encouraged for use as the primary exterior material.
- Plastics, vinyl and CMU (concrete masonry unit) are prohibited.
- Innovative use of other materials may be considered.



## **Windows and Doors**

Windows and doors of new construction should relate to the general character of the area.

### **Design Standards**

- Windows with a vertical emphasis shall be encouraged over a horizontal orientation.
- Scale, proportion, and character of windows and doors should be carefully considered and should relate to the intended general character of the area.
- The simple shape of windows is encouraged.
- If new construction is built to the sidewalk, the use of awnings or canopies should be considered for providing protection to the pedestrian.
- The ground floor of the primary façade should include transparency at the pedestrian level.



## **Exterior Trim and Decorative Detailing**

New construction can be enhanced by the wise use of exterior trim and decorative detailing. Using these details to break up uninspiring solid surfaces can help avoid the box-like appearance often seen in new construction.

### **Design Standards**

- Trim and detailing should be simple in material and design.
- Materials that are compatible to the primary exterior material should be used.
- Excessive ornamentation is not recommended.
- The following factors should be considered in determining whether or not a particular finishing material is acceptable:
  1. Durability and low maintenance characteristics.
  2. Consistency with the overall design goals.
  3. Location on the building.
  4. Potential shielding by landscaping or other feature.
  5. The visibility of the site from public streets and neighboring uses.
  6. A mansard roof is prohibited





## 6

### Roofing

The style and form of the roof on new construction can contribute to the success of blending in with surrounding historic structures.

#### **Design Standards**

- Traditional rooflines are preferred.
- Smaller structures should use a hip, gable, or shed roof.
- Flat roofs may be considered for use on structures where the context is appropriate.
- Flat roofs shall provide a cornice or other decorative treatment.
- The character or design of the front and rear façades of all buildings shall demonstrate a variety in depth, relief, rhythm and roof line height, with changes occurring in all of these areas at least every forty feet.
- Mechanical equipment shall not be visible from the street.





## **Materials – Texture, Color, Finishes**

Good attention to design and color is expected in the Gateway Historic District to help all buildings become more complimentary to each other and assist the creation of a unique and cohesive environment. The materials used for the finish of the exterior surface of new construction should be compatible with the nature of the surrounding area.

### **Design Standards**

- The use of color schemes should be compatible with the surrounding area. Simplicity is encouraged – excessive amounts of different colors should not be used.
- Avoid pure white as a façade color, and if masonry must be painted, it should be done in a natural hue.
- The natural colors of brick masonry, stone, or other existing building materials should dominate the color scheme of the building. Other colors should be respectful of adjacent buildings.
- A predominant color should be used with one or two other accent colors.
- The texture and finish of new construction should attempt to convey a modern building while still respecting the historic character of the area.
- The cornice, window frames, ornamental details, signs and storefronts should all blend in as an attractive harmonious unit.



## 8

### **Streetscaping**

Streetscapes should be incorporated in sidewalk areas adjacent to Main Street.

#### **Design Standards**

- At least one streetscape feature should be installed and maintained every thirty (30) linear feet along sidewalks, nearest to the curb.
- Acceptable streetscape features include, but are not limited to, the following: trees, planters, benches, drinking fountains, decorative garbage canisters, outdoor clocks, bike racks, and water features.
- Businesses are encouraged to coordinate the installation of streetscape elements with surrounding properties.
- Installation of plazas and gathering spaces where people may linger is encouraged.
- Installation of planters with trees and shrubs to create areas to sit are encouraged.
- Providing benches in strategic areas to encourage mingling and gathering is encouraged.



**SECTION 1:            AMENDMENT** “3.07.030 Conditional Uses” of the Alpine City Development Code is hereby *amended* as follows:

## AMENDMENT

### 3.07.030 Conditional Uses

The following buildings, structures and uses of land shall be allowed upon compliance with the requirements set forth in this Ordinance and after approval has been given by the designated reviewing agencies (Approval of other agencies or levels of government may be required.):

1. Planned Commercial Developments Projects which are designed, approved, constructed and maintained in accordance with the provisions of DCA 3.10.
2. Commercial Condominium Projects subject to the applicable provisions of law relating thereto.
3. Schools, churches, hospitals (human care), nursing homes and other similar quasi-public buildings subject to approval by the Planning Commission.
4. Civic Buildings. (Ord. 95-10, 4/25/9)
5. Restaurants, provided that any such facility providing drive-up window service shall also include an area for inside service to patrons in an amount not less than fifty (50%) of the total floor area of the structure. In addition, the following shall apply to restaurants. (Ord. 97-05, 5/27/97)
  - a. A traffic analysis shall be provided as part of the conditional use application.
  - b. The drive-up window and driveway shall be unobtrusive and be screened from the street by berming and landscaping.
  - c. Odors and noise shall be controlled as to not have an adverse impact on any nearby residential structures.
  - d. Restaurants must comply with provisions of the sign ordinance.
  - e. Restaurants must comply with the landscaping and design provisions in the B-C zone.
  - f. Any drive-through window must be located on the side of the restaurant building which does not abut a public street and must be screened from the street side with berming and landscaping.
  - g. Any drive-through window must have a stacking lane which will accommodate at least six cars off of the public street.
6. Single family dwellings (conventional construction) when proposed for placement on a lot not in a recorded subdivision, subject to compliance with the applicable conditions within the zone and approval of a site plan by the Planning Commission.
7. Seasonal sales such as produce or Christmas trees provided a business license is obtained from Alpine City.
8. Sexually-oriented businesses are a conditional use in the Business Commercial (BC) zone and are subject to the provisions of this chapter, including (Ord. 2010-07,

5/11/10):

- a. No sexually-oriented business shall be located within:
  - i. One thousand (1,000) feet of a school, day care facility, public park, library, and religious institution;
  - ii. Four hundred (400) feet of any residential use (no matter which zoning district) or residential zoning boundary;
  - iii. One thousand (1,000) feet of a liquor store; and
  - iv. One thousand (1,000) feet of any other sexually-oriented business.

For the purposes of this section, distance shall be measured in a straight line, without regard to intervening structures or objects, from the closest exterior wall of the structure in which the sexually-oriented business is located, and:

- (1) The closest property line of any school, day care facility, public park, library, and religious institution;
- (2) The nearest property line of any residential use or residential zone;
- (3) The nearest property line of any liquor store; and
- (4) The closest exterior wall of another sexually-oriented business.

9. Home occupations, subject to the provisions of DCA 3.23.070 Part 3.
10. Accessory apartments, subject to the provisions of DCA 3.23.070 Part 1.
11. Mechanical Automotive Repair Shops
  - a. Odors and noise shall be controlled as to not have an unreasonable adverse impact on nearby structures and/or property.
  - b. There shall be no more than 5 automobile bays.
  - c. No automobiles shall be stored on the property for more than 14 days.
  - d. Mechanical automotive repair shops shall comply with the regulations of the applicable entities including but not limited to the State of Utah, Timpanogos Service District, Lone Peak Fire Marshal, and Environmental Protection Agency.
  - e. Mechanical automotive repair shops must abut directly upon and have access to Main Street (south of southern property line of the property located at 30 South Main Street) or Canyon Crest Road within the Business Commercial zone.
  - f. Mechanical auto repair shops shall comply with the off-street parking requirements excepting there shall be no more than six (6) parking spaces provided per bay. An additional 10 parking spaces may be allowed exclusively for employee use. No off-street parking spaces shall be located within fifteen (15) feet of the property line closest to Main Street.
  - g. Mechanical automotive repair shops shall conform to the provisions of the Gateway/Historic Zone (DCA 3.11).
12. Dog Kennels/Boarding Facilities
  - a. Odors and noise shall be controlled as to not have an unreasonable adverse impact on nearby structures and/or property.

- b. Dogs shall be kept primarily indoors, with the exception of short periods of time for the dogs to exercise, relieve themselves, go on walks, etc.
- c. Shall have no more than twenty (20) individual dog kennel runs, with total dogs not to exceed 1.2 times the number of kennel runs.
- d. No more than one dog shall share a kennel run without the owner's permission.
- e. Facility shall be sound proofed, and include an indoor dog run.
- f. Shall comply with City off-street parking requirements.
- g. Shall provide daily disposal of all animal feces and wastes.
- h. Shall conform to the provisions of the Gateway/Historic Zone (DCA 3.11).
- i. There shall be adequate and effective means of control of insects and rodents at all times, such control shall be carefully monitored.
- j. Operator shall bear full responsibility for recapturing and controlling any escaped animal.
- k. Must have an active DVM relationship to immediately treat a sick or injured animal requiring medical attention.
- l. Facility shall be located not less than one hundred-fifty (150) feet from the nearest neighboring dwelling structure.

13. Multi-Use Buildings

- a. Defined as structures that combine two or more different types of uses within a single building. One of the uses is to be a residential dwelling along with a use listed as a permitted or conditional use within the Business-Commercial Zone.
- b. Buildings with a residential component shall be required to meet the following standards:
  - i. The designated residential living space shall not exceed 1,500 total square feet or less than 50% of the entire square footage of the building, whichever is less.
  - ii. A separate entrance shall be provided solely for the residential dwelling.
  - iii. No more than one (1) residential dwelling shall be permitted per building.
  - iv. A residential dwelling within a multi-use building may be rented to a nonowner of the building. An Accessory Apartment Application is required to be completed and turned in to the City.
  - v. The residential dwelling unit shall be an ancillary use to the structure. As such a residential dwelling shall only be allowed within a second-story or rear portion of the structure.

(Ord. 95-22, 8/22/95 and Ord. 2002-13, Amended by Ord. 2011-09, 5/10/11; Ord. 2014-04, 3/25/14)

**ALPINE CITY  
ORDINANCE 2023-13**

**AN ORDINANCE AMENDING ARTICLE 3.07.030 ALLOWING MIXED-USE  
BUILDINGS IN THE BUSINESS-COMMERCIAL ZONE.**

**WHEREAS**, The Planning Commission held a public hearing on May 2nd, 2023, regarding proposed amendments to Article 3.07.030 of the Alpine City Development Code; and

**WHEREAS**, on May 2nd, 2023, the Planning Commission made a recommendation of the proposed amendments to Article 3.07.030 of the Alpine City Development Code; and

**WHEREAS**, the Alpine City Planning Commission has reviewed the proposed amendments to Article 3.07.030 of the Alpine City Development Code, held a public hearing, and has forwarded a recommendation to the City Council; and

**WHEREAS**, the Alpine City Council has reviewed the proposed amendments to Article 3.07.030 of the Alpine City Development Code

**NOW THEREFORE**, be it ordained by the Council of the Alpine City, in the State of Utah, as follows: The amendments to Article 3.07.030 of the Alpine City Development code will supersede previous sections of 3.07.030 the Alpine City Development Code as previously adopted.

**SECTION 1:**        **AMENDMENT** “3.07.030 Conditional Uses” of the Alpine City Development Code is hereby *amended* as follows:

**A M E N D M E N T**

**3.07.030 Conditional Uses**

The following buildings, structures and uses of land shall be allowed upon compliance with the requirements set forth in this Ordinance and after approval has been given by the designated reviewing agencies (Approval of other agencies or levels of government may be required.):

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(Ord. 95-22, 8/22/95 and Ord. 2002-13, Amended by Ord. 2011-09, 5/10/11; Ord. 2014-04, 3/25/14)

PASSED AND ADOPTED BY THE ALPINE CITY COUNCIL

\_\_\_\_\_.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Gregory Gordon	_____	_____	_____	_____
Jason Thelin	_____	_____	_____	_____
Jessica Smuin	_____	_____	_____	_____
Lon Lott	_____	_____	_____	_____
Kelli Law	_____	_____	_____	_____

Presiding Officer

Attest

\_\_\_\_\_  
Carla Merrill, Mayor, Alpine City

\_\_\_\_\_  
Bonnie Cooper, City Recorder, Alpine  
City

# **ALPINE CITY COUNCIL AGENDA**

**SUBJECT: Proposed Burgess Park Pavilion**

**FOR CONSIDERATION ON: May 9, 2023**

**PETITIONER: City Staff**

**ACTION REQUESTED BY PETITIONER:** Consider approval of new pavilion in Burgess Park

## **BACKGROUND INFORMATION:**

City staff will present some options to relocate and rebuild the pavilion at Burgess Park.

### **STAFF RECOMMENDATION**

**Consider approval of the relocation and reconstruction of a new pavilion in Burgess Park.**

#### **SAMPLE MOTION TO APPROVE:**

I move to approve the construction of a new pavilion in Burgess Park.

**\*\*Insert motion to approve\*\***

#### **SAMPLE MOTION TO APPROVE WITH CONDITIONS:**

I move to approve Resolution R2023-17 adopting the FY2024 Tentative Budget, with the following conditions/changes:

- **\*\*insert finding\*\***

#### **SAMPLE MOTION TO TABLE/DENY:**

I move to table/deny the proposed Burgess Park Pavilion based on the following:

- **\*\*insert finding\*\***