



HIGHLAND CITY

AGENDA

HIGHLAND CITY PLANNING COMMISSION

Tuesday, November 27, 2018, 7:00 p.m.

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

CALL TO ORDER: Chris Kemp, Chair

- Attendance –Chris Kemp, Chair
- Invocation – Commissioner Abe day
- Pledge of Allegiance – Commissioner Sherry Carruth

APPEARANCES:

Time has been set aside for the public to express their ideas, concerns, and comments on non-agenda items. Speakers will be limited to three (3) minutes.

WITHDRAWALS AND CONTINUANCES:

1. **CU-18-02** Highland City is requesting approval of a conditional use permit for a community park known as Mountain Ridge Park. The property is 17 acres and is located approximately at 10029 N 6300 W. *Administrative*
THIS ITEM IS BEING CONTIUNED UNTIL THE JANAURY 15, 2019 PLANNING COMMISSION MEETING. THERE WILL BE NO DISCUSSION OR ACTION ON THIS ITEM.

PUBLIC HEARING ITEMS:

2. **Z-18-02** Eternal Springs is requesting approval of a rezone from R-1-40 to a Professional Office (P.O) zone to allow for a two story professional office building. This item is being presented for direction only. *Legislative*

OTHER BUSINESS:

3. Approval of the 2019 Planning Commission Meeting Calendar.

APPROVAL OF MINUTES:

- Approval of the August 28, 2018 meeting minutes.

PLANNING STAFF REPORT AND COMMISSION COMMENTS AND SUGGESTIONS:

- Update on Development Activity and City Projects

ADJOURNMENT:

NEXT MEETING: **December 11, 2018** at 7:00 pm City Council Chambers

Legislative: An action of a legislative body to adopt laws or policies.

Administrative: An action reviewing an application for compliance with adopted laws and policies.

FOR SPECIAL ACCOMMODATIONS

Any individual with a qualified disability may request a reasonable accommodation by contacting the City Recorder at (801) 772-4506 at least 48 hours prior to the Commission meeting.

CERTIFICATE OF POSTING

The undersigned does hereby certify that the above agenda notice was posted in three public places within Highland City limits on this 13th day of November, 2018. These public places being bulletin boards located inside the City offices and located in the Highland Justice Center, 5400 W. Civic Center Drive, Highland, UT; and the bulletin board located inside Lone Peak Fire Station, Highland, UT. On this 23rd day of August, 2018 the above agenda notice was posted on the Highland City website at www.highlandcity.org.

JoAnn Scott, Planning Coordinator



PLANNING COMMISSION AGENDA REPORT ITEM #1

DATE: November 27, 2018
TO: Planning Commission
FROM: Nathan Crane
City Administrator/Community Development Director
SUBJECT: CONTINUANCE - CU 18-02 Highland City is requesting approval of a conditional use permit for a community park known as Mountain Ridge Park. The property is 17 acres and is located approximately at 10029 N 6300 W. *Administrative.*

STAFF RECOMMENDATION:

Planning Commission continue the above item.

BACKGROUND:

Mountain Ridge Park is an approximately 17.6-acre park located at the southwest corner of 5600 West and 10400 North. The park has been classified as an Athletic Complex in the General Plan. Athletic Parks include open play fields, picnic areas, trails, play structures, and formal sports facilities such as basketball courts, baseball fields, and volleyball courts.

Staff is currently working with our consultant on the design of the park. It is anticipated that the final master plan will be completed in time for the January 15, 2019 Planning Commission meeting.

No action is required as staff will re-advertise for the public hearing.

FISCAL IMPACT:

None.

ATTACHMENTS:

None.



PLANNING COMMISSION AGENDA REPORT ITEM #2

DATE: November 27, 2018
TO: Planning Commission
FROM: Tara Tannahill
Planner & GIS Analyst
SUBJECT: PUBLIC HEARING – Eternal Springs is requesting a rezoning of .68 acres of property located at 10298 N 4800 W from an R-1-40 to a Professional Office (P.O) zone (Z-18-02). *Legislative*

STAFF RECOMMENDATION:

The Planning Commission should conduct a public hearing, draft findings, and provide a recommendation to the City Council.

BACKGROUND:

The property is .68 acres, is currently zoned R-1-40 Single Family Residential and owned by Eternal Springs. Property is contiguous to the Highland Glen on the north.

The General Plan Land Use Element designation of this property is Mixed Use.

Requests to rezone the property from R-1-40 to Residential Professional were denied by the Council in 2013 and 2016.

Rezone requests are a *legislative* process.

SUMMARY OF THE REQUEST:

1. The applicant is requesting a rezoning for their property from R-1-40 Single Family Residential to Professional Office (P.O) zone to allow for an 8,4000 square foot two story professional office building. The second story is offset and is only a portion of the building. All uses in the PO District are conditional uses.
2. A conceptual site plan of the site has been provided. The site plan will be reviewed for compliance with the PO District during the review of the conditional use permit.
3. The applicant intends to use the building for either medical professional services or financial services.

CITIZEN PARTICIPATION:

The applicant held a neighborhood meeting on October 10, 2018. Five (5) people attended

the meeting. A summary of the meeting is attached.

Notice of the Planning Commission public hearing was published in the November 11, 2018 edition of the Daily Herald and mailed to all property owners within 500 feet on November 12, 2018. We have not received any comment from adjacent property owners expressing concern of the potential development.

ANALYSIS:

- The property is designated as Low Density Residential on the General Plan Land Use Map.
- The purpose of the PO District is to provide for various professional office, medical office, and related uses. Uses in the PO District are consistent with typical office uses.
- The surrounding property to the north, south, and east is zoned R-1-40 and is single family homes. The property to the west is zoned R-1-40 and is Lone Peak High School. Typically, office uses have less impact on adjacent residential uses than other commercial uses; however, adverse impacts do need to be mitigated. Impacts include but are not limited to: building height, location, lighting, hours of operation, etc.
- Typically, office uses have less impact on adjacent residential uses than other commercial uses; however, adverse impacts do need to be mitigated. Adverse impacts include but are not limited to: building height, location, lighting, hours of operation, etc. The Commission, should discuss if measures or conditions are needed to ensure compatibility with adjacent land uses.
- 4800 West is an arterial street and provides a direct connection from Alpine, through Highland and American Fork to I-15. It is owned and maintained by the Utah Department of Transportation (UDOT). The property will share the entrance with Highland Glen Assisted Living.
- The Commission should discuss whether a two-story building is appropriate at this location. Other impacts can be addressed through review of the conditional use permit. The Commission, should also discuss if other measures or conditions are needed to ensure compatibility with adjacent land uses.

RECCOMENDATION AND PROPOSED MOTION:

The Planning Commission should hold a public hearing and determine if the proposed rezoning: 1) Is consistent with the purpose of the General Plan; 2) Will or will not adversely affect the community; and 3) Will or will not result in compatible land use relationships.

I move that the Planning Commission recommend APPROVAL or DENIAL based on the following findings: (The Commission should draft appropriate findings).

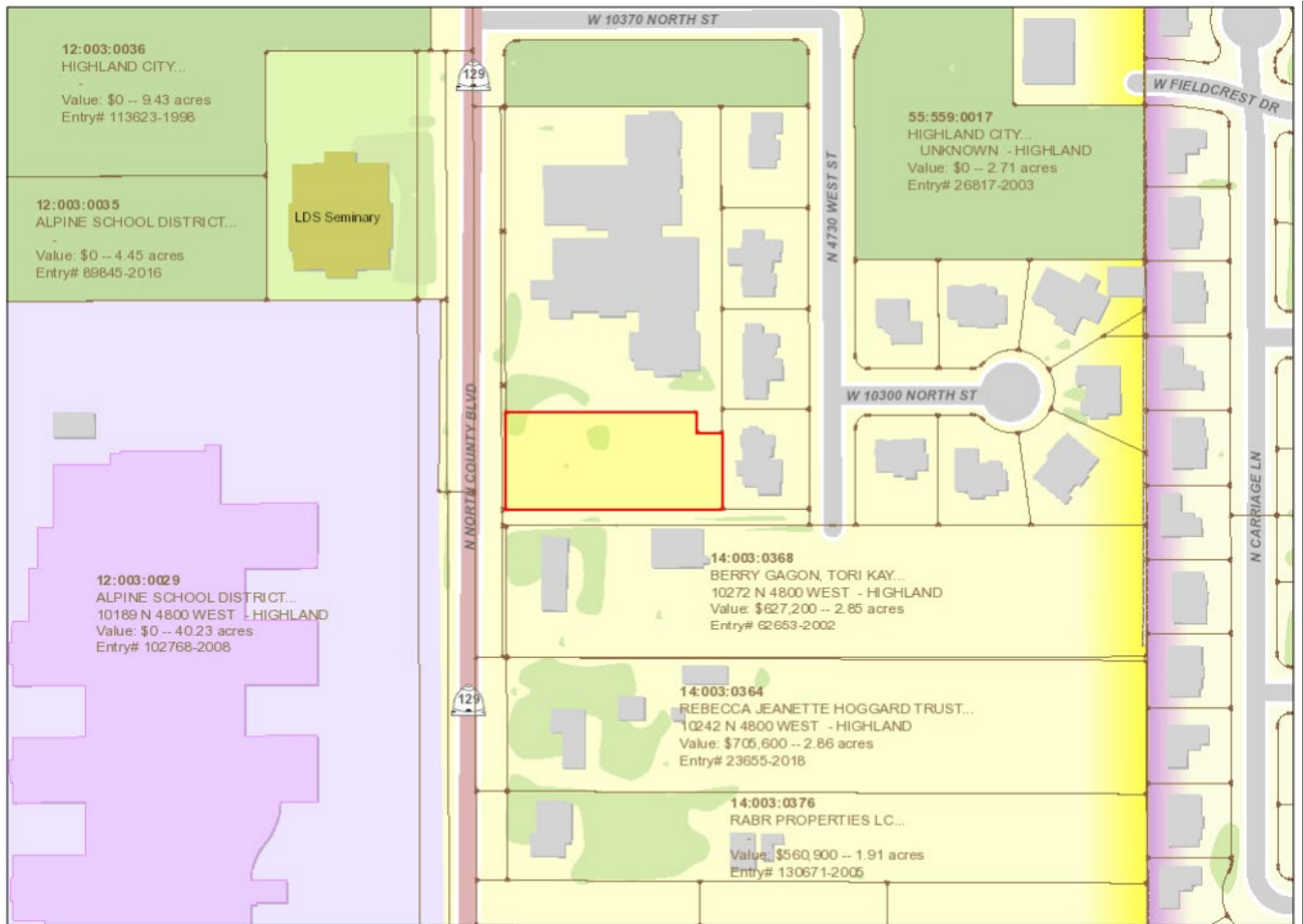
FISCAL IMPACT:

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

ATTACHMENTS:

1. Vicinity Map
2. Ordinance
3. Neighborhood Meeting Summary
4. Project Narrative
5. Site Plan and Floor Plan

Attachment 1:



Utah County Parcel Map

10298 N 4800 W Highland

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

Date: 10/29/2018



Attachment 2:

ORDINANCE NO. 2018-XX

AN ORDINANCE OF THE HIGHLAND CITY COUNCIL AMENDING THE OFFICIAL ZONE MAP OF HIGHLAND CITY FOR APPROXIMATELY 0.68 ACRES OF LAND GENERALLY LOCATED AT 10298 NORTH 4800 WEST AS SHOWN IN FILENAME (Z-18-02), REZONING SUCH PROPERTY FROM R-1-40 RESIDENTIAL TO P.O PROFESSIONAL OFFICE AND IMPOSING CONDITIONS UPON SUCH CHANGE.

WHEREAS, the Highland City Council desires to amend the Official Zone Map of Highland City; and

WHEREAS, all due and proper notices of public hearings and public meetings on this Ordinance held before the Highland City Planning Commission (the "Commission") and the Highland City Council (the "City Council") were given in the time, form, substance and manner provided by Utah Code Section 10-9a-205; and

WHEREAS, the Commission held public hearing on this Ordinance on November 27, 2018; and

WHEREAS, the City Council held a public hearing on this Ordinance on December 4, 2018.

NOW, THEREFORE, BE IT ORDAINED BY THE Highland City Council as follows:

SECTION 1. That \pm 0.68 acres of certain real property located at 10290 North 4800 West more particularly described in Exhibit A attached hereto and incorporated herein, is hereby rezoned from R-1-40 Residential to PO Professional Office subject to the following condition(s):

1. XXXX

This/These condition(s) shall run with the land, and shall apply until such time, if any, that the property is re-zoned either by failure to comply with the conditions or further zoning action by the City Council.

SECTION 2. This zone map amendment is predicated upon compliance with the conditions in Section 1. In the event any condition is violated or unfulfilled, this Ordinance shall become null and void and the zone designation for all of the subject properties shall revert to the R-1-40 Zone.

SECTION 3. That the Mayor, the City Administrator, the City Recorder and the City Attorney are hereby authorized and directed to execute all documents and take all steps necessary to carry out the purpose of this Ordinance.

Section 4. This Ordinance shall take effect immediately upon its first posting or publication.

SECTION 5. If any provision of this Ordinance is for any reason held by any court of competent jurisdiction to be unenforceable, such provision or portion hereof shall be deemed separate, distinct, and independent of all other provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

PASSED AND ADOPTED by the Highland City Council, December 4, 2018.

HIGHLAND CITY, UTAH

Rodd Mann, Mayor

ATTEST:

Cindy Quick, City Recorder

COUNCILMEMBER	YES	NO
Brian Braithwaite	<input type="checkbox"/>	<input type="checkbox"/>
Ed Dennis	<input type="checkbox"/>	<input type="checkbox"/>
Tim Irwin	<input type="checkbox"/>	<input type="checkbox"/>
Kurt Ostler	<input type="checkbox"/>	<input type="checkbox"/>
Scott Smith	<input type="checkbox"/>	<input type="checkbox"/>

Attachment 3:

Office on the Glenn Neighborhood Meeting

10/10/2018

7:00pm

Onsite at 10298 North 4800 West, Highland Utah

Role:

Greg Nield

Darin Mano

Wade Hadlock

Tori Berry

Maria Wright

Notes:

1. Greg and Darin presented the proposed office building site plan on the site
2. Neighbor asked regarding proposed height of building. We mentioned that it would meet the code for PO zoning (likely 35 ft?). We stated we planned to have the two-story part of the building pushed as far West as possible to keep it as far from the neighbors to the east as possible.
3. Neighbor asked regarding current zoning of lot and proposed zoning of lot. We mentioned it is zoned Residential and that the Master Plan for the city has it as Mixed Use from what we understand
4. Neighbor asked regarding proposed variances to zoning. We stated none at this time.
5. Neighbor followed up with questions regarding setbacks that are required. We didn't remember if it's 20 ft or 25 ft on South side.
6. Neighbor asked about egress and shared access across path to South. We are open to ideas from the city or neighbor on this. Our current access is shared with the assisted living
7. Neighbor asked about size of current lot. We stated it's about 0.67 or 0.68 acres.

Attachment 4:
Rezone Request Project Narrative

The property in question of 10298 N. 4800 W. is currently zoned as residential with a special use overlay. As the size of North County Blvd has grown and the road widened it is no longer practical to build residential homes along that corridor. The land is currently vacant. The city's general plan has this area as light commercial as is demonstrated by the developments which have been completed or are now underway in Highland City as well as neighboring cities of Cedar Hills and American Fork. The proposed use is the rezone the property as light commercial so a buffer office building will be constructed which will offer services such as dentists, doctors, accountants, etc. to the neighbors in the area.

This property is set on North County Blvd and is ideal for a light commercial development. It is one of the only remaining buildable lots in the city along a five lane highway and represents a significant opportunity for Highland City to bring business to the city instead of sending potential businesses to neighboring cities for services already mentioned.

The proposed use is much more beneficial to Highland City as a light commercial building than leaving the land zoned as residential. The city already contemplates as much in the general plan and adding additional locations for local businesses to thrive adds much value to the city. The current zoning is antiquated as North County Blvd has grown to be large enough that new residential developments along the corridor on such a small lot such as this one is not viable and thus the current benefit to the city is zero and will remain as such until such time as a viable long-term development is implemented.

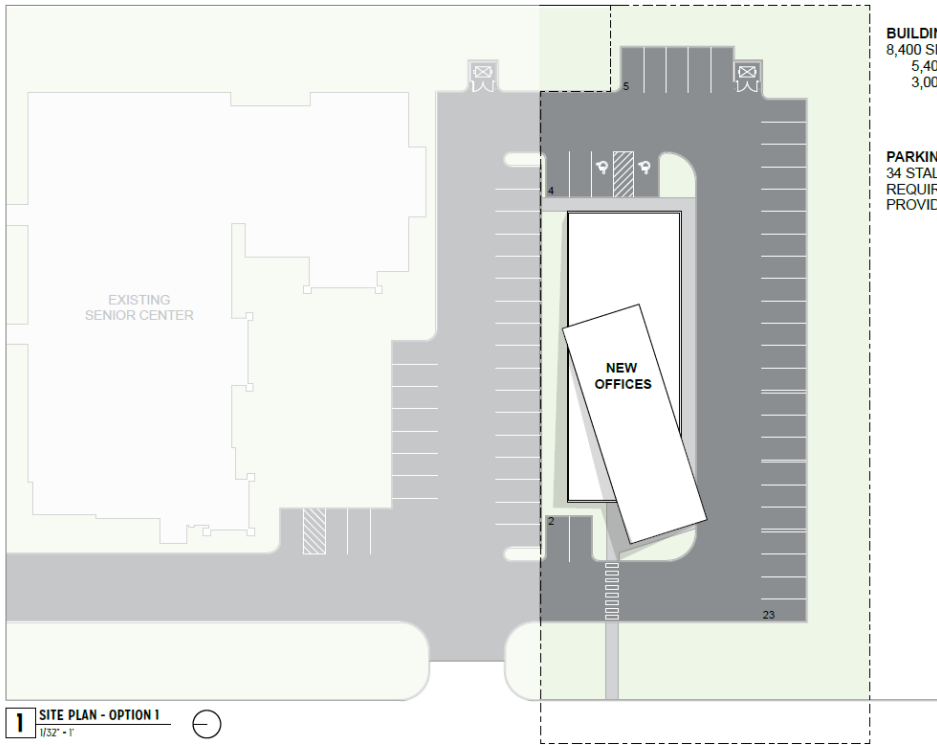
Highland City already contemplates the use of the proposed lot for something other than residential in the city's general plan. The neighboring lot to the North is an Assisted Living center and has been a valuable addition to the city. The proposed development is consistent with this type of development but will even be less impactful in terms of footprint and traffic. It is exactly what the city is planning for in its general plan.

As the current use of the lot is that of an eye sore and a trash filter for litter being that it is a vacant lot, the proposed development will only have positive impacts on the city and the accompanying utilities, schools, and recreation. Developing the land will allow for productive businesses to thrive in Highland City and while maintaining a minimal impact on immediate neighbors.

The ingress and egress are already in place with the shared access with the property to the North. As demonstrated in the proposed plans, the building will be pushed forward away from the neighbors to the East allowing circulation around the building and parking to the South.

Attachment 5:

DRAWINGS NOT INTENDED FOR CONSTRUCTION. THIS IS INTENDED TO BE PRINTED ON AN 11" X 17" PAGE. IF PRINTED ON ANY OTHER SIZE DRAWINGS ARE NOT TO SCALE.



BUILDING:
8,400 SF TOTAL
5,400 SF (LEVEL 1)
3,000 SF (LEVEL 2)

PARKING:
34 STALLS (INCL. 2 ADA)
REQUIRED PARKING: 4/1,000 SF
PROVIDED PARKING: 4/1,000 SF



RAW DESIGN STUDIO
517 S. 200 S. SUITE D
SALT LAKE CITY, UTAH

phone: (801) 215-9729
email: info@rawdsgnstudio.com
web: www.rawdesignstudio.com

ASHFORD OFFICE BUILDING
HIGHLAND, UT
JUNE 13, 2018

SITE PLAN

A101



RAW DESIGN STUDIO
517 S. 200 S. SUITE D
SALT LAKE CITY, UTAH

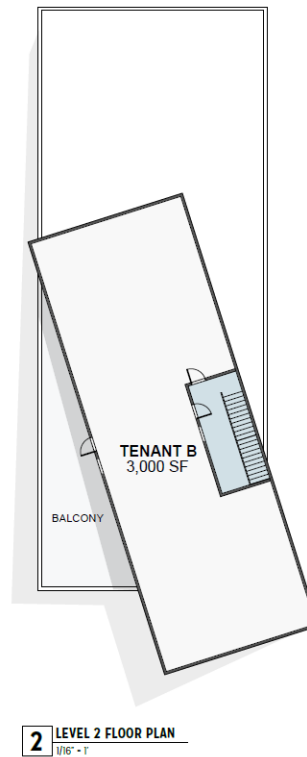
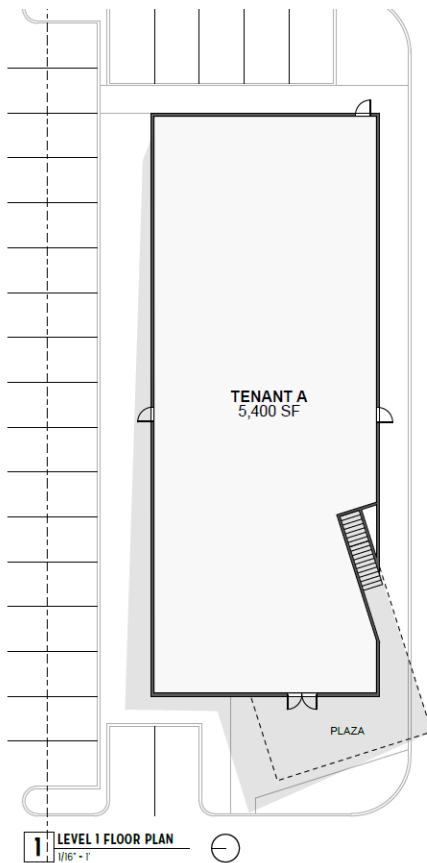
phone: (801) 215-9729
email: info@rawdsgnstudio.com
web: www.rawdesignstudio.com

ASHFORD OFFICE BUILDING
HIGHLAND, UT
JUNE 13, 2018

FLOOR PLANS

A102

DRAWINGS NOT INTENDED FOR CONSTRUCTION. THIS IS INTENDED TO BE PRINTED ON AN 11" X 17" PAGE. IF PRINTED ON ANY OTHER SIZE DRAWINGS ARE NOT TO SCALE.



1 LEVEL 1 FLOOR PLAN
1/16" - T

2 LEVEL 2 FLOOR PLAN
1/16" - T



PLANNING COMMISSION AGENDA REPORT ITEM #3b

DATE: November 27, 2018
TO: Planning Commission
FROM: Nathan Crane
City Administrator/Community Development Director
SUBJECT: ACTION- Approving the Planning Commission Meeting Schedule for the 2019 Calendar Year

STAFF RECOMMENDATION:

Planning Commission approve the 2019 Annual Meeting Schedule

BACKGROUND:

Staff proposes that the Planning Commission continue to hold their 2019 regular meetings as follows:

January 15
February 26
March 26
April 23
May 28
June 25
July 9
August 27
September 24
October 22
November 19
December 10

This schedule may be modified as needed throughout the year.

FISCAL IMPACT:

None.

ATTACHMENTS:

- Meeting Schedule

HIGHLAND CITY PLANNING COMMISSION MEETINGS
SCHEDULE FOR 2019

The Highland City Planning Commission at their regularly scheduled meeting on October 23, 2018, adopted the meeting schedule for the year 2019.

The regular session begins at 7:00 p.m. Work sessions are scheduled as needed. Meetings will be held at the Highland City Council Chambers, 5400 West Civic Center Drive, Suite 1, Highland, Utah.

The 2019 Planning Commission Regular Meeting Schedule is as follows:

January 15
February 26
March 26
April 23
May 28
June 25
July 9
August 27
September 24
October 22
November 19
December 10

THE PUBLIC IS INVITED TO ATTEND ALL PLANNING COMMISSION MEETINGS.

If you need a special accommodation to participate in the City Council Meetings, please call the City Recorder's Office at 801-772-4505

TO BE PUBLISHED IN THE *DAILY HERALD*