

**ELK RIDGE
CITY COUNCIL MEETING
April 23, 2024**

TIME AND PLACE OF MEETING

This regularly scheduled meeting of the Elk Ridge City Council was scheduled for **Tuesday, April 23, 2024, at 7:00 PM**. The meeting was held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah. Notice of the time, place, and Agenda of this Meeting was provided to the Payson Chronicle, 145 E. Utah Ave, Payson, Utah, and to the members of the Governing Body on April 22, 2024.

ROLL CALL

Mayor: Robert Haddock

Council Members: Jared Peterson, Tanya Willis, Melanie Paxton, Charles Wixom
Absent Cory Thompson

Others: Royce Swensen, *City Recorder*, Laura Oliver, *Deputy Recorder*, Deputy Monsen,

Public: Larry Lee, Maureen Bushman, Jim Graham, KC Bush, Ammon Christiansen, Collin Brinkerhoff, Gary Kinney, Stephen Simmons, Scott Bell, Tricia Gunnerson, Scott Bennett

WORK SESSION

**CHARLES WIXON MOTIONED TO START THE WORK SESSION MELANIE PAXTON
SECONDED**

VOTE AYE (4) NAY (0) APPROVED Cory Thompson absent

MIKE HANSON- REVIEW OF ELK RIDGE SUBDIVISION CODE

Mike Hanson went through an overview of the legislative changes to subdivision for residential. The city council cannot be involved in the approval of a subdivision. The city needs to decide who/what the land use authority will be. The land use authority can be an engineer on retainer, the clerk the planning commission. The city will need an appeal authority.

The main bullet points are as follows, the power point is attached to the minutes.

For subdivision applications for 1-2 family (and City home) residential:

- City Council cannot be the LUA (land use authority) for preliminary or final applications. The land use authority can be an engineer on retainer, the clerk the planning commission or a land use authority can be created.
- Planning Commission cannot be the LUA (land use authority) for final applications.
- City can require subdivision improvement plans in only preliminary OR final.
- City is limited to four “review cycles” of back and forth with a developer for considering subdivision improvement plans (and one public hearing) City has 15 business days for each review cycle.
- City must approve applications that “check all the boxes.”
- City can combine preliminary and final applications into one.

Mike Hansons group are going to update the city code and the application.

Power Point is attached to the minutes

OPENING REMARKS– INVITATION

Opening remarks were offered by Councilmember Thompson

Pledge lead by Councilmember Willis

49 **ROLL CALL**

50 Mayor: Robert Haddock

51 Council Members: Jared Peterson, Cory Thompson, Tanya Willis, Melanie Paxton, Charles
52 Wixom

53 Others: Royce Swensen, *City Recorder*, Laura Oliver, *Deputy Recorder*, Deputy Monsen,

54 Public: Larry Lee, Maureen Bushman, Jim Graham, KC Bush, Ammon Christiansen, Collin

55 Brinkerhoff, Gary Kinney, Stephen Simmons, Scott Bell, Tricia Gunnerson, Scott Bennett

56
57 **APPROVAL/AGENDA TIME FRAME**

58
59 COUNCILMEMBER PETERSON MOTIONED TO APPROVE THE AGENDA TIME FRAME

60 COUNCILMEMBER WIXOM SECONDED

61 VOTE AYE (4) NAY (0) APPROVED Cory Thompson absent

62 **PLANNING COMMISSION UPDATE**

63 Maureen Bushman stated the public hearing for the General Plan will be May 2.

64 **PUBLIC FORUM**

65 Thanked the city for fixing the corner of his lot that the snowplow damaged.

66 Tricia Gunnerson – The turnaround on Salem Hills needs to be fixed. The turnaround is 2 feet
67 smaller now and trucks are turning around in their driveways. Would like cement barriers and a
68 no parking signs.

69 Scott Bennett- Loafer Canyon at the north end where it meets Canyon View needs to have signs
70 or something warning of the turn and stop sign.

71
72 **REGULAR CITY COUNCIL MEETING AGENDA ITEMS:**

73 **1. LISA GRAHAM PRESENTATION**

74
75 Lisa Graham stated the city code has deficiencies regarding streets. Some of the older
76 streets in the city do not comply with the current width standards and designation and
77 when fully developed will never be able to meet the width standards due to lack of right
78 of way. These roads cannot handle 1000 trips per day that can come with more
79 development. Emergency services and mostly the residents will suffer due to inadequate
80 road width and too much traffic.

81
82 **2. LONGVIEW ESTATE/HIGHLANDS SUBDIVISION EXTENSION**

83
84 Wes Brinkerhoff Developer stated they are working to get some water issues fixed and
85 some of the roads need to be repaired where there is some sinkage as well as fix why
86 there is sinkage. The final punch list has not been done yet.

87
88 COUNCILMEMBER WIXOM MOTIONED TO APPROVE THE EXTEND THE
89 LONGVIEW AND HIGHLANDS SUBDIVISION TO BE COMPLETE BY DEC 31,
90 2024, COUNCILMEMBER WILLIS SECONDED

91
92 VOTE (5) AYE (0) NAY ALL APPROVED

93 3. **2024-2025 TENTATIVE BUDGET**

94
95 Discussion ensued on vac truck costs and usage, Goosenest and Sky Hawk Park costs,
96 office remodel costs, street sweeper costs, the final section of the dedicated water line on
97 Elk Ridge Dr. to Fairway tank, grant writer costs, cost of road and trail from Sky Hawk to
98 commercial area, parklet at Sunset and Canyon View Dr, . Mayor Haddock would like to
99 look into a possible study for a sewer plant.

100
101 4. **REPORTS SED, 911, SUVMWA**

102 Councilmember Thompson stated SED will be here in council next month for presentation.
103 Councilmember Peterson stated 911 is having retention problems.
104 Mayor Haddock SUVMWA no updates

105
106 5. **RECAP PAYSON WORK SESSION FROM APRIL 11, 2024**

107 Discussion ensued on the Payson work session.

108
109 6. **FINANCIAL REVIEW**

110 There were no concerns.

111
112 7. **APPROVAL OF CITY COUNCIL MINUTES FOR MARCH 26, 2024**

113
114 COUNCILMEMBER PETERSON MOTIONED TO APPROVE CITY COUNCIL MINUTES
115 FOR MARCH 26, 2024, WITH THE CORRECTION ON LINE 40 AND LINE 121
116 COUNCILMEMBER WILLIS SECONDED

117 VOTE (5) AYE (0) NAY ALL APPROVED

118 COUNCILMEMBER PETERSON MOTIONED TO ADJOURN MELANIE PAXTON
119 SECONDED.

120 VOTE (5) AYE (0) NAY ALL APPROVED

121
122
123 _____
Laura Oliver

Subdivision Amendment

Elk Ridge

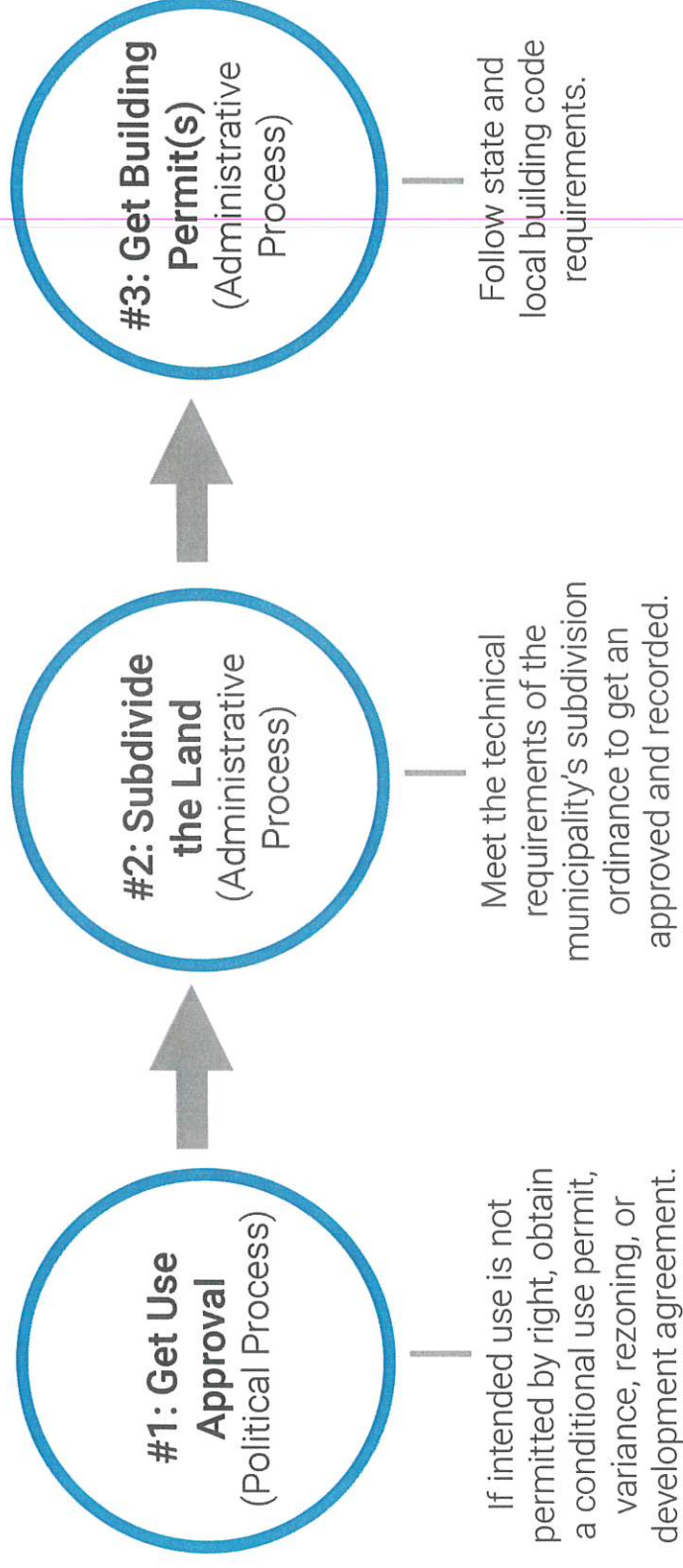
What SB174 + HB476 Changed

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GENERAL DEVELOPMENT PROCESS AFTER SB 174



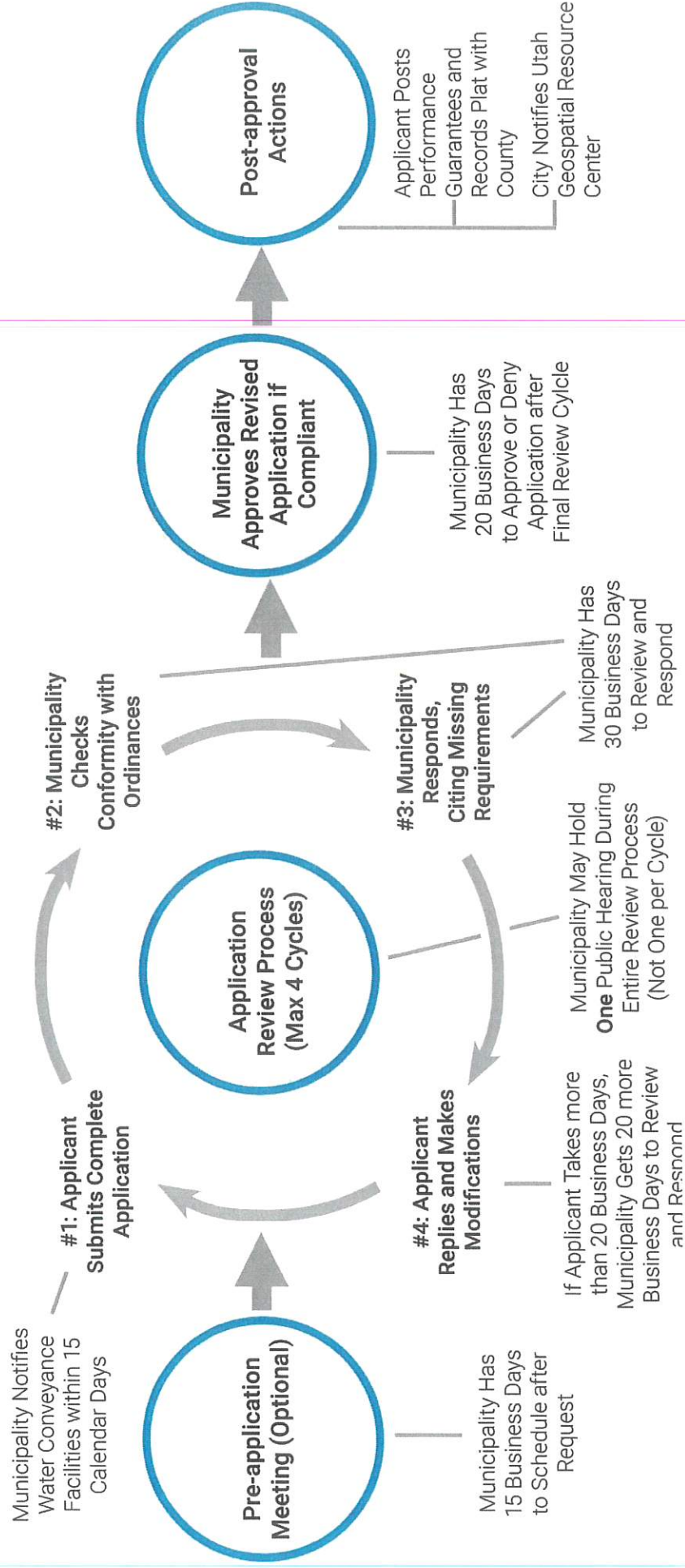
Subdivision Review Approaches

Two options to ensure the City is compliant with the new law when it receives applications for 1-2 family residential subdivisions.

Option 1: Combined Review Process



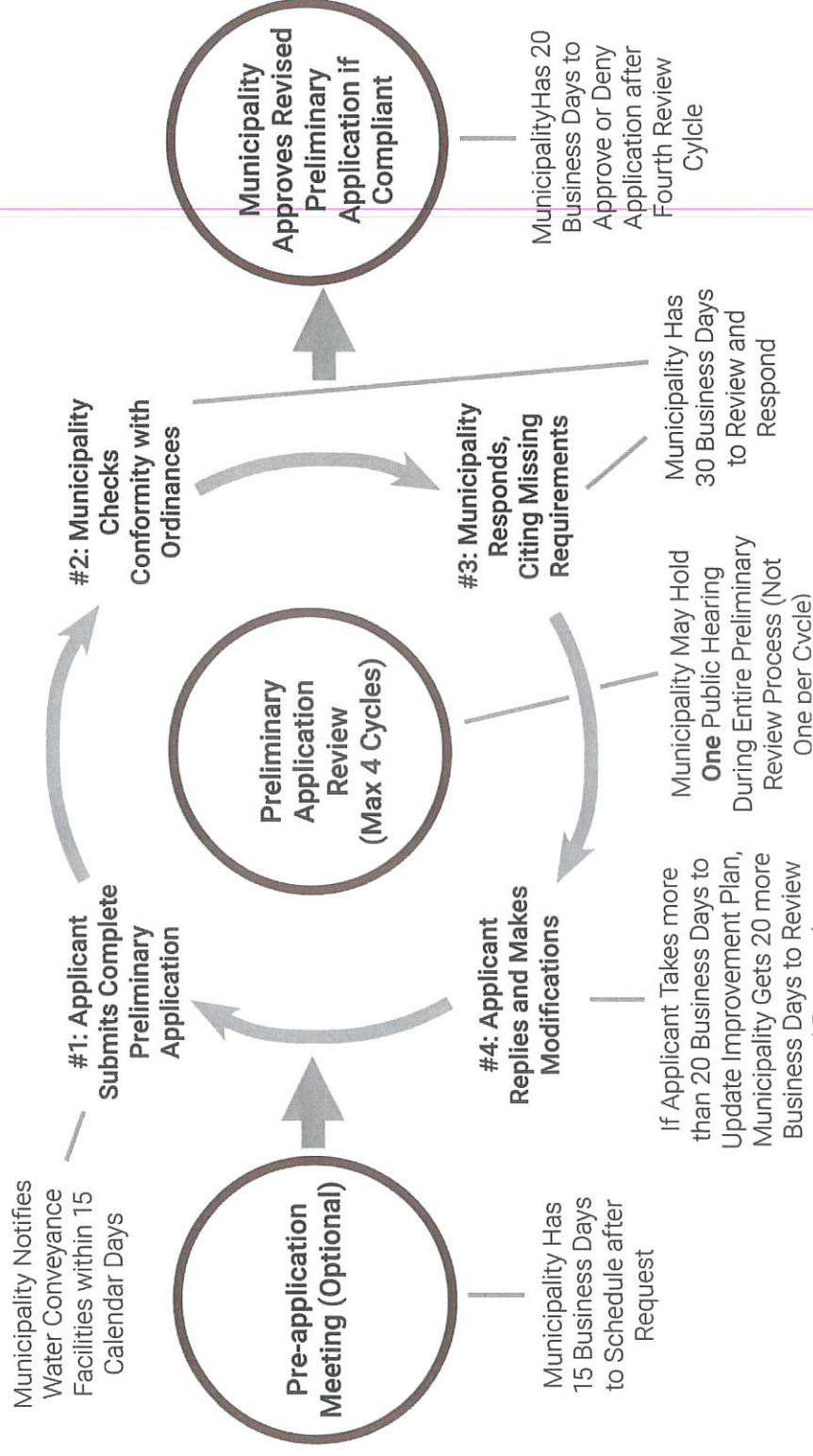
SUBDIVISION APPLICATION FOR 1-2 FAMILY RESIDENTIAL TIMELINE + PROCESS [COMBINED APPROACH]



Option 2: Traditional Review Process (Preliminary)



SUBDIVISION APPLICATION FOR 1-2 FAMILY RESIDENTIAL PRELIMINARY REVIEW PROCESS



Option 2: Traditional Review Process (Final)

Policy Questions

This information will help us draft an ordinance that meets the needs of your City.

Policy Question 1

Does the City prefer the **combined or **traditional (preliminary and final)** approach for 1-2 family residential applications?**

Note: the combined approach gives the City more flexibility in how it considers subdivision improvement plans. It also allows the Planning Commission to be involved for the whole process (otherwise they can only be involved for the preliminary phase).

Policy Question 2

If you prefer the traditional approach, when should the City consider subdivision improvement plans? Preliminary or final phase? (Can't do both.)

The City has a 4-review-cycle limit, with 15 business days per cycle, for whichever phase in which it considers improvement plans.

Policy Question 3

Should ALL subdivision applications be reviewed in the same way that 1-2 family residential ones are?

The City can make all applications follow the same “SB 174” process, but can lengthen the review timeline, allow for more review cycles and/or hearings, and put the City Council or Planning Commission in charge of applications that are not for 1-2 family residential.

Policy Question 4

If using the **combined** approach, who should the Land Use Authority be for 1-2 family residential subdivision applications?

The City Council cannot be the LUA. But the Planning & Zoning Commission, the City Engineer, or any other City staff can be. The City can also make the LUA a “subdivision review committee” that includes members of the Council and others.

Policy Question 5

If using the traditional approach, who should the Land Use Authorities be for preliminary and final applications?

The City Council cannot be the LUA for either phase, and the Planning Commission cannot be the LUA for the final phase. The City Engineer or any other City staff can be the LUA for either.

The City can also make the Land Use Authority for either phase a “subdivision review committee” that includes members of the Council, Commission and others.

Policy Question 6

Who should the Appeal Authority be for 1-2 family residential applications?

This can be the City Council. It's a good idea to let the Council or another body in the municipality review appeals before sending applicants to the district court.

Policy Question 7

What is/isn't working about the City's current subdivision process?

What could be more efficient? What do developers get tripped up by? What would make your job easier?