

CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

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NOTICE OF PUBLIC MEETING - PLANNING COMMISSION

Notice is hereby given that the Elk Ridge Planning Commission will hold a planning commission meeting at the date, time, and place listed below. Handicap access is available upon request. (48 hours notice)

- Meeting Date - **Thursday, 9 January 2014**
- Meeting Time - **Commission Meeting - 7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

COMMISSION MEETING AGENDA

7:00 pm OPENING ITEMS

Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

PUBLIC HEARINGS AND ACTION (none)

7:05 OTHER ACTION ITEMS

1. Haskell Golf Course Preliminary Plat *see attachment*

DEVELOPMENT CODE / STANDARDS REVIEW

2. Subdivision Process Discussion - Shay Stark, City Planner

7:25 PLANNING COMMISSION BUSINESS

3. Review & approve minutes of 11/14/13 & 12/12/13 meetings *see attachment*
4. 2014 Planning Commission Meeting Schedule *see attachment*
5. Planning Commission Training Discussion
6. City Council Update
7. *Other Business*

ADJOURNMENT

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 3 January 2014 and delivered to each member of the Planning Commission on 3 January 2014.

Planning Commission Coordinator: _____ Date: 3 January 2014

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ELK RIDGE PLANNING COMMISSION

January 9, 2014

TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, January 9, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: Kelly Liddiard, Colin Logue, Cory Thompson, Kevin Hansbrow
Absent: Clint Ashmead, Andy Costin, David Clark
Others: Shay Stark, *Aqua Planner*
Marissa Bassir, *Planning Commission Coordinator*
Mayor Shelley, Lee Haskell, Developer

OPENING ITEMS

Kelly Liddiard, Chair, welcomed at 7:00 PM. Opening remarks were said by Kevin Hansbrow, followed by the pledge of allegiance.

APPROVAL OF AGENDA

No changes were made to the agenda.

HASKELL GOLF COURSE PRELIMINARY PLAT

Shay Stark, City Planner provided a background of the proposed subdivision. It is located off of Elk Ridge Drive on Olympic Drive toward Gladston Golf Course. Payson City owns some property adjacent to the Golf Course. The subdivision is currently zoned as R-1-15,000 so the minimum size of lot is 1/3 acre. The development encompasses 11.77 acres and is proposed to have 21 lots. Olympic lane would continue to the west. The road has been stubbed out for future development. Mr. Stark explained that Elk Ridge owns three adjacent parcels for a future city park. The application was submitted to the City in October 2013 and Mr. Haskell proposed that the City participates in the development of the street because the city has a 56 foot by 300 foot parcel that is against Elk Ridge Drive that lines up with the existing Olympic Lane and they want to utilize the property to access the subdivision. The proposed street swings down to the north so half of the width of the street is on the city's parcel. The developer has asked that the city provide the small portion for the road, which is .18 acre and also to provide half of the street improvements across the frontage of the city's park parcel. The proposal was seen by the city council in October and there was another discussion in November where they accepted the terms. There has been a TRC and was deemed that it meets the current code. There were not any major issues in the TRC to change the design. The outstanding items from the TRC were as follows:

1. Final plat approval set for preliminary approval needed to be stamped by an engineer.
2. Sliver of property .18 acre needs to have a boundary line adjustment with the park parcel.
3. Dry irrigation lateral lines need to be addressed. - Has gone to the city council and they have advised the planning commission to review it and decide how it was going to be handled. At the meeting, Paul Squires said that the CUP was going to be starting a project on the south end and there was going to be money available shortly. Mr. Squires was trying to set up a meeting for February so city council and planning commission could talk with the managers over the CUP water projects in the South county to get a better feel for when it will happen.
4. Percolation tests with storm drainage. -Engineering issue that will be addressed with final plat.
5. Hammerhead turnaround on Sunbrook Drive, which will become an access road to the condos that will eventually be located on the Golf Course. -has been fixed and a new plan has been submitted. (Impact fees or an agreement need to be discussed with Payson City if that will be a heavy traffic road.) Water will be the big issue for Payson City.

Mr. Stark recommends moving it forward to the city council because a lot of the issues have been fixed or will be addressed with the final plat.

Colin Logue, PC asked if there was a plan for the city park. He has heard ball fields.

Mayor Shelley said there isn't a definite plan yet. He will be having the new city council decide on what will be planned. By June, Robert Nelson will have to have all the gravel moved and work complete, unless there are extenuating circumstances that go beyond. The planning will be started and the Mayor Shelley will be taking ideas from the planning commission to determine what is needed or wanted. The park will be approximately eight acres. Mr. Nelson told Mayor Shelley that he had a pretty big order that would get rid of a good portion of the product. The size of the park and buildings will determine the parking space. Mayor Shelley indicated the building will still be 4 or 5 years out. The money just won't be available until then.

Shay Stark, City Planner indicated that the park survey was sent out to get feedback from residents. The city has received over 100 replies. The city only has one improved park so the slate is clean everywhere else to provide what the residents need and want.

Mayor Shelley indicated that he was meeting with the attorney the following Monday to determine what needed to be done for the park in Phase 2.

Colin Logue, PC asked if the surveys were coming back positively regarding the tax increase.

Marissa Bassir, Planning Coordinator indicated that they haven't been tallied yet, but the ones seen have not been favorable to a tax increase and to maintain the parks that the city currently owns.

Mayor Shelley commented that the city has the opportunity to get some CGC grants for some of the area in the North part of the city. That might make it a little easier to use and not have to have a tax increase.

KEVIN HANSBROW MOTIONED AND COLIN LOGUE SECONDED TO RECOMMEND FOR APPROVAL TO THE CITY COUNCIL THE HASKELL GOLF COURSE SUBDIVISION PRELIMINARY PLAT. VOTE: YES - ALL (4), NO - NONE, ABSENT - (3) CLINT ASHMEAD, ANDY COSTIN, DAVID CLARK

Colin Logue, PC asked what the square footage of the home will be built and what the approximate sales price might be.

Lee Haskell, Developer, thought that most of the homes would be around 2000 square feet on the main floor. The house and the lot will sell ranging around \$300,000 - \$350,000. The lots will be about \$40,000 - \$50,000 to develop so will sell for about \$75,000 minimum.

This item will be on the city council meeting on January 28, 2014.

SUBDIVISION PROCESS DISCUSSION

Shay Stark, City Planner explained that there are a few sections of the development code that do not meet the current state code so it needs to be updated. There are a couple of areas in the code that are contradictory with the other and need some clarification. There needs to be a process set up to how the larger subdivisions will be reviewed so there is not anything missed. The meetings will still be held. The code will just be enhanced to be more effective. A concept of the subdivision will be provided for review and changes can be made. Cory Thompson, PC, commented that a few months ago the city council directed the planning commission to work on the slope and storm water drainage. He asked if that could be added to the code review because he wasn't aware of it happening. There will still be the same problem with the new subdivisions coming through.

Shay Stark, City Planner replied that ultimately, the storm drainage needed to be addressed. There is a review and a study of the impact fees currently happening and as part of that, drainage is part of that review. The discussion will be held. LEI, the previous engineer, had done some work and they will look at that.

Mayor Shelley indicated that as a part of the subdivision process, there will be field trips to view the land where the proposed subdivisions will be built. The planning commission and city council needs to be prepared and see what is there before there is an approval. The subdivision process needs to be re-worked so there are not things out of order and the city doesn't commit to things that shouldn't have been committed to in the first place.

NOVEMBER 14, 2013 & DECEMBER 12, 2013 PLANNING COMMISSION MINUTES

There were some corrections made by Mr. Kelly Liddiard and Shay Stark, City Planner.

KELLY LIDDIARD MOTIONED AND COLIN LOGUE SECONDED TO ACCEPT THE NOVEMBER 14, 2013 AND DECEMBER 12, 2013 PLANNING COMMISSION MEETING MINUTES AS WRITTEN AND CORRECTED. VOTE: YES ALL (4), NO - NONE, ABSENT - (3) CLINT ASHMEAD, ANDY COSTIN, DAVID CLARK

2014 PLANNING COMMISSION MEETING SCHEDULE

The 2nd and 4th Thursday of each month will be reserved for planning commission meeting except for July, November and December. Shay Stark, City Planner indicated that when there is a public hearing and there are comments, the action for that meeting should be postponed until a later meeting so those comments can be mulled over and not have the pressure of the heat of the moment.

Mayor Shelley explained that with the new schedule, it would allow the planning commission to consider issues and do research and not have to put off developers for a month, only a few weeks. If there isn't a developer on an agenda, then it gives the planning commission the opportunity to look at other code issues and amendments. The meetings could be brief, but effective.

Kevin Hansbrow, PC agreed. He thought that things could run more efficiently if things were looked at long before the action. Then the item wouldn't have to be hashed through and re-hashed.

Shay Stark, City Planner said that the work session would occur as part of the scheduled meetings. Then the planning commission has already seen things before the discussion and action because there would be a few weeks in between the work session and the action meeting. There will be TRC's in between as well so it may be even longer.

Kelly Liddiard, Chair thought that the first meeting of the month should be held and if there is absolutely nothing to discuss for the second meeting of the month, then it should be cancelled, but for now there will be two meetings scheduled a month.

Mayor Shelley indicated that there is quite a list that needs to be addressed so there should be plenty to do for a time.

KELLY LIDDIARD MOTIONED AND COLIN LOGUE SECONDED TO ACCEPT THE 2014 PLANNING COMMISSION MEETING SCHEDULE AS PROPOSED WITH TWO MEETINGS A MONTH, EXCEPT JULY, NOVEMBER AND DECEMBER WHERE THERE WILL BE ONE MEETING. VOTE: YES - ALL (4), NO - NONE, ABSENT - (3) CLINT ASHMEAD, ANDY COSTIN, DAVID CLARK

PLANNING COMMISSION TRAINING

Marissa Bassir, Planning Coordinator proposed an idea to help educate the planning commission on their roles, code, etc. to make assignments at every meeting for a member to research and then train the other members of the commission. There are also trainings around the state at different cities to train and they come about every now and then. There will be notices published and will be forwarded to the planning commission members for them to take the opportunity.

CITY COUNCIL UPDATE

Mayor Shelley indicated that he would be the representative from city council for the time being. He is making different assignments for the city council members. He would like to make an assignment for planning commission, but it isn't possible so maybe down the road there will be an assignment. Ed Christensen will chair the economic development. Dale Bigler will be asked to do parks and trails and code enforcement. Paul Squires will continue with public safety – fire, police, emergency, disaster preparedness. Neighborhood watch will be starting. There is a chair and a meeting will be scheduled the first of march. There will be chairs in each neighborhood. Paul

133 Squires will also help with water issues. There is a meeting on January 16 at 7pm in Mapleton regarding water. The planning
134 commission is invited. Brian Burke will be assisting the mayor administratively and also roads. They will start looking at the civic
138 center buildings to begin planning. There is a new police officer, Cheri Rhoades and she will have varying shifts. There are some ideas
139 to slow the traffic in a few areas. The new budget will start being looked at. The budget needs to be adjusted to accommodate snow
140 removal. There is a need for a new truck. The city building should have been finished the week of January 13th, but it won't because of
141 the weather. Hoping for mid-March to have it completed.

OTHER BUSINESS

141 Mayor Shelley indicated he would like the planning commission to find a time when a get-together with spouses would be possible in
142 the near future. The city will pay for the event with some discretionary funds and the party was supposed to be done at Christmas, but it
143 wasn't possible. He would like to see when all of the planning commission members could attend.

146 **ADJOURNMENT** – Chair, Kelly Liddiard, adjourned the meeting at 8:00 p.m.

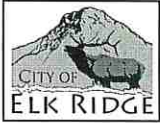
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Planning Commission Coordinator

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NOTICE OF WORK SESSION & PUBLIC MEETING - PLANNING COMMISSION

Notice is hereby given that the Elk Ridge Planning Commission will hold a planning commission work session and meeting at the date, time, and place listed below. Handicap access is available upon request. (48 hours notice)

- Meeting Date - **Thursday, 23 January 2014**
- Meeting Time – **Work Session – 7:00 pm, Commission Meeting - 7:30 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

COMMISSION WORK SESSION

7:00 pm Richardson Conditional Use (Accessory Structure)

COMMISSION MEETING AGENDA

7:30 pm OPENING ITEMS

Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

PUBLIC HEARINGS AND ACTION (none)

OTHER ACTION ITEMS (none)

7:35 DEVELOPMENT CODE / STANDARDS REVIEW

1. Subdivision Process Discussion - Shay Stark, City Planner..... *see attachment*
2. Street Lighting Discussion – Shay Stark, City Planner

8:10 PLANNING COMMISSION BUSINESS

3. Review & approve minutes of 1/09/14 meeting..... *see attachment*
4. City Council Update
5. *Other Business* – Planning Commission Training Assignment

ADJOURNMENT

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 16 January 2014 and delivered to each member of the Planning Commission on 16 January 2014.

Planning Commission Coordinator: Maissa Bassin Date: 16 January 2014

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ELK RIDGE PLANNING COMMISSION

January 23, 2014

TIME AND PLACE OF WORK SESSION

A work session of the Elk Ridge Planning Commission was held on Thursday, January 23, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

RICHARDSON CONDITIONAL USE (ACCESSORY STRUCTURE)

Shay Stark, City Planner provided a background. In the Salem Hills subdivision, there is a strip that is undeveloped (Bella Vista Lane). Back in 1984, there was a developer that was going to subdivide it into lots, but had financial trouble and sold the parcels. The particular lot in discussion is the one owned by Troy Richardson on the East end of the area. The lot is roughly 11,000 square feet. Mr. Richardson used to own a house south of the lot, but the two lots were never combined. Mr. Richardson received a building permit for a 1600 square foot garage on the back lot. He didn't obtain a conditional use permit at the time, but should have. The City didn't make him go through any process to get the permit. If the two lots were combined, the actual structure could have been up to 1200 square feet. Legally, the garage should have only been 650 square feet.

Colin Logue, PC asked if 11,000 square feet for the lot was conforming.

Shay Stark, City Planner confirmed 11,000 square feet was conforming. The lot was not the problem, but the structure was. The owner would like to sell the existing structure. Currently, the structure is not connected to any utilities. Electrical is an option, but the other is not. Since the structure is not legal, it can't be insured because there isn't a guarantee the City would let the structure be rebuilt if there was damage to the structure. The City let the owner build the structure by giving him a building permit and didn't even review it. The structure has been built since 2005. So there is an existing structure that doesn't fit within the code...it didn't meet the code requirements at the time of construction so Mr. Stark cannot declare it a non-conforming use and walk away from it.

Kelly Liddiard, Chair asked if the road was constructed and if the setbacks were applicable at the time. How is the City half at fault?

Shay Stark, City Planner replied that the City didn't make the property owner go through the correct process. The codes were the same in 2005 as they are currently. If someone wanted to build an accessory structure today, they would need to obtain a conditional use permit in order to receive approval to construct a garage. Mr. Richardson paid for a process because there is record that he paid, but it isn't clear what process he paid for. There were some things going on at the same time...the Ogden's across the right-of-way who had also constructed a large garage. There is a similar problem with Ogden's, but they did go through a process. The planner, at the time, had the Ogden's record a document with the county stating that they were going to combine the two lots, which has never occurred. Based on the recording of the document, they were allowed to build the garage. It doesn't totally conform to the code so there are some issues there. If the Ogden's could combine the two lots, then they are close to conforming and in a better position.

Kelly Liddiard, Chair asked if there is a buyer for the Richardson garage.

Shay Stark, City Planner replied that the realtor told him there were several potential buyers, but when they have gone for financing, the bank has refused them because it is non-conforming. That is the reason the issue has come to the City because a bank requested a letter from the City stating it was a legal, conforming lot/garage. The bank probably couldn't find record that the lot was legally subdivided.

Cory Thompson, PC asked what the owner/buyer intend to do with the garage which is non-powered, non-water, non-conforming and small lot that nothing else can be built upon.

Colin Logue, PC commented that if the building burns down, they could reconstruct it.

Kelly Liddiard, Chair said that if they have a conditional use permit, non-conforming building, and then that authorizes the insurance company to pay for a rebuild.

Cory Thompson, PC clarified that unless the owner sold the property/garage to one of the adjacent property owners that can be combined like the Ogden's, can anything every be done on the lot. The garage doesn't even have power.

Shay Stark, City Planner stated that since the City cannot list it as a non-conforming use, Mr. Richardson is looking to sell the structure that can continue in the same use currently, which is basically storage, and have insurance on the building.

Kelly Liddiard, Chair asked if the City allows the conditional use, what kind of grief does it bring the City down the road. There are probably more similar issues around.

Shay Stark, City Planner indicated there are a couple of things that come into play and one of those is there is someone who is interested in legal subdividing some of the lots and installing the road. There were two men that came in a few months ago interested in subdividing, but Mr. Stark doesn't know where they are at with it. The men were interested in purchasing three lots from Mr. Goodsell, one of the property owners along the right-of-way. Mr. Denning owns two lots and they are located toward the street on the west end. He has been asking some questions and between the two different owners, there could potentially make something work to subdivide it. If there were 11,000 square foot lots, which are the same as other surrounding lots, the garage could potentially be platted with that subdivision. Then there would be a legal lot. So in the future, if the owner ever wanted to tear the garage down, there could be a home built on the lot.

Kelly Liddiard, Chair commented that it was said that it would be hard to fit a decent footprint on the lot.

Shay Stark, City Planner explained that the City code states that there must be a minimum of 4,000 square foot buildable area. There won't be a 4,000 square foot home, but a 2400 square foot footprint and the problem with the lot is that it is angled on one corner and in using the setbacks, there would only be 3,800 square feet. The setbacks could be met and there is still enough square footage to build the home. There is a provision in the code when there can be special approval for situations like that. The best solution for the City and for the owner is to work out some kind of a conditional use permit for the garage. It benefits the City because there would be reason to maintain the property because there is some value to it. It allows the owners to have insurance on the structure. If there is a structure without insurance and it burns to the ground, then there is a charred slab sitting there for years.

Colin Logue, PC commented that if the City does this for this property owner, then others are going to expect the same.

Kelly Liddiard, Chair said that the City doesn't know what Mr. Richardson paid, but he did pay something. Even though he paid, Mr. Richardson didn't follow code by putting it in the right spot. That is not the City's fault.

Shay Stark, City Planner responded that it is the City's fault because no one bothered to review it.

Cory Thompson, PC responded that there isn't sufficient evidence of what happened.

Shay Stark, City Planner explained that there was never a conditional use applied for because there are not any minutes for planning commission meeting. There are not any minutes to claim that it went before city council.

Kelly Liddiard, Chair restated that it isn't the City's fault. The owner should have petitioned the City.

Shay Stark, City Planner said the City issued the building permit. There is a copy of the building permit.

Cory Thompson, PC asked if the building permit allow the owner to build a structure in excess of the permissible code.

Shay Stark, City Planner indicated that the square footage of the building was listed on the building permit.

Cory Thompson, PC said that since there was talk about platting the parcel and selling it as an individual lot, he thinks that Mr. Richardson should sell the garage to one of the adjacent property owners so they could combine two lots. Bryson and Whitney Carter in the home directly to the south of the said property thought that the garage was part of their lot/home. There was a power connection that ran from the house to the garage, which was severed recently. It appeared that it was part of the home because of the power connection and the trail going from the home to the garage. The Carter's indicated that they would like to purchase the property.

Shay Stark, City Planner said that he has talked to the realtor, Mr. Wixom, and asked if any of the adjacent land owners had expressed any interest in purchasing the garage because that would be the cleanest solution. Mr. Wixom said that the Carter's had expressed some interest, but they couldn't afford the asking price, which is about \$170k.

Cory Thompson, PC commented that if he owned the property and had a conditional use for it and if the building burned down, he would not rebuild. It is non-conforming with no power, water or sewer. Even if it is insured, it will not be rebuilt if it was destroyed.

Kelly Liddiard, Chair asked if the Carter's purchased the garage, could they run the power and utilities to it.

Shay Stark, City Planner indicated that he had asked the realtor if anyone had talked to SESD about the power. There is nothing in the code that states that there has to be utilities to an accessory building. From a practical standpoint, a property owner would be trying to get power to the building.

Kelly Liddiard, Chair asked if one of the people buys the three lots, what does that mediate as far as the violations. The building will still be non-conforming.

Shay Stark, City Planner corrected Kelly Liddiard, that it would be still be illegal. Without getting a conditional use permit, there is no getting around the legal part of it. By including the garage property with the subdivision it would make it legal. The setbacks are not conforming. It would be considered a legal, non-conforming lot if it was included in the subdivision. The structure is still in violation. The Ogden and Jacobson properties were discussed because they are both not ideal situations. They will be looked at after the Richardson issue is resolved.

Cory Thompson, PC stated that approving the accessory building as it currently sits will not do one bit of good except to the person that built it. Everything about the building is wrong and to approve the permit would allow him to insure it. Mr. Thompson doesn't see how that would help the City or his neighbors. He doesn't think that a conditional use permit is the right answer.

Clint Ashmead, PC agreed. He thinks by approving the conditional use permit, it will keep the wrongs going.

Kelly Liddiard, Chair agreed that the conditional use permit shouldn't be approved and thinks that the building should be torn down. It is illegal and cannot be made legal. It's just too large.

Shay Stark, City Planner commented that if the City doesn't do anything, the building can't be sold and will just sit there and potentially be rented without insurance for storage. The nice thing about the conditional use permit is that the City can set some conditions, which are if he wants to add on and modify the building; they would have to make it conformant.

Kelly Liddiard, Chair thought that the owner wouldn't do it...if he doesn't live in the City, why would he care to keep up the building or property. The only advantage is that he would be able to insure it.

Shay Stark, City Planner clarified that the advantage would be for him to sell the property so that there can be somebody who will do something with it.

Clint Ashmead, PC said that Mr. Richardson needs to realize that the structure has to go and he has a parcel. He needs to work with people on the price because that is all he can do if he wants it sold.

Kelly Liddiard, Chair thinks he needs to forget the garage, tear it down and get with the other people to develop the subdivision and sell the lot.

Clint Ashmead, PC suggested getting some legal advice for the different ways the City could approach it.

Shay Stark, City Planner indicated there were some inspections, but there was never a final inspection. The City does have some liability because they issued the building permit and going through that process. Mr. Stark is going to have the City Attorney, David Church, take a look at it. Mr. Stark didn't know if the City could make Mr. Richardson tear down the building.

TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, January 23, 2014, at 7:30 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: Kelly Liddiard, Colin Logue, Cory Thompson, Clint Ashmead, David Clark
Absent: Kevin Hansbrow, Andy Costin
Others: Shay Stark, Aqua Planner
Marissa Bassir, Planning Commission Coordinator
Public: Angelia Olson

OPENING ITEMS

Kelly Liddiard, Chair, welcomed at 7:30 PM. Opening remarks were said by Cory Thompson, followed by the pledge of allegiance.

APPROVAL OF AGENDA

No changes were made to the agenda.

SUBDIVISION PROCESS DISCUSSION

Shay Stark, City Planner provided a background as to why the process is being looked at, which is because there are some other areas of code that don't comply with State Code and need to be revised. The Subdivision code is not out of compliance with State Code; however, there are some items in the code, which are all in different places. The problem is that there have been changes where statements conflict with other parts. It isn't a huge deal, but when moving through the process with applicants, it is causing a little bit of grief. In reviewing the subdivision process, the hope is to come up with a clear process from start to finish so it can be set up in a fashion where it can be given to the developer in the beginning so they have a clear picture of what the process is, as well as the requirements. In the past, there has been some hold up from final to recording because of certain requirements that haven't been met and if the City makes that a priority earlier on in the process, then the process will run smoother and quicker. The State Code actually goes in the opposite direction by given one of two options, which is to wait to record the plat until they have completed construction. The purpose is that the developer can't sell anything until the subdivision is complete. So the plat is held over the developer's head until everything is complete. That doesn't work for developers who don't have a lot of money so it stops development cold.

Cory Thompson, PC clarified that this new process is being developed to clarify the whole development issue and will give the planning commission, the city council and the public an opportunity to give input on everything. It is a new process that the planning commission is considering and Mr. Thompson thinks it is great.

Shay Stark, City Planner explained that they are trying to complete the revision so it can be brought forth.

Kelly Liddiard, Chair commented that it is great because he was confused when Mr. Haskell went to the city council before going to the planning commission so the proposed process will help alleviate that problem.

Shay Stark, City Planner indicated that the subdivision process isn't spelled out in the code because it gives the cities the opportunity to make it work best for them. There are three sections and the first one is when they come into apply – Pre-application. The City wants to hand the developer a packet before there is any meeting or application that explains the process. The preliminary plat and the final plat process will be put on a flow chart so they can see it visually. There will be a paragraph explaining each process included as well. There will be a copy of the checklist – preliminary and final checklist. There will be some accountability built in as well by following the steps and check them off. The next step doesn't happen until everything is dealt with in the current step. The other concern is Mr. Stark wanted to make sure the planning commission had a heads up on the issue by reviewing it and having time to think about it before it went out to the public process. Each subdivision affects the character of the city and it shouldn't be approved if all aspects haven't been considered. From the public side, when the public comes to a public hearing, they deserve to see and consider something that is approvable. Not something that is still being worked on.

Kelly Liddiard, Chair likes the step process and that everyone will know what it is. Jumping ahead is not part of the process.

Shay Stark, City Planner explained about the conceptual package that is given to the developer and there is an optional pre-submittal meeting with the planner for any questions they may have. When they submit an application for preliminary that is when time starts ticking. The developer will not be allowed to just drop off the preliminary plat application without the checklist being reviewed by Marissa Bassir or someone who knows the checklist. If there are some large items missing that aren't checked off on the checklist, then it will be handed back to the developer. The City is trying to preserve the time so there is plenty of time for consideration. The second part is that once the City receives the application, it will be forwarded to the planner for his review. He will look at it more in depth based on the checklist. If there isn't enough information for review, then it will be returned to the developer. The first TRC will occur and then there will be a joint work session with the planning commission and the city council to consider all concerns and they will all do a site visit. Then there will be a mandatory second TRC and more if necessary. Hopefully, everything will be worked through before the planning commission reviews it. A public hearing will take place after the planning commission has reviewed it. If there aren't a lot of comments from the public, then it is just a matter of approval. If there are comments from a public hearing, the City is supposed to address those comments. If there are negative comments, an approval should not be made at that time. The city council will receive the best package possible for their consideration. Preliminary application process is basically vesting for the zoning and the City likes the conceptual layout. Final application process goes through the same steps, except there aren't arguments about the concept. The details are discussed at final application – details of the development agreement. When it is brought to the planning commission, there will not be notes on what will be in the development agreement, but the actual agreement. The city attorney will be involved from first review of final plat so the development agreement can be written. The bonding agreement will also be reviewed at final application by the planning commission and city council. The developer will not have any excuses and will have to provide their cost estimates at that point because the concept has been approved.

Kelly Liddiard, Chair liked the step by step process and especially, the on-site visit. It will be very beneficially to everybody.

Shay Stark, City Planner explained that this is just a process and doesn't have to be changed in the code, but the code that needs to be updated will be according to State Code. Conflicts will be clarified and spelled out and the bonding will be complete before starting construction.

STREET LIGHTING DISCUSSION

Shay Stark, City Planner explained that the standard details have street lighting details for trail and for arterial streets. The preliminary and final plat application checklists mention street lighting as one of the items that the developer has to provide. The City code does not clearly state street lighting or what the developer has to provide. The question is does the city want street lighting and if so, at what level of street lighting. Street lights improve safety. There is obviously a benefit to having street lighting, but there is also a cost and they are not cheap. The City needs the planning commission's opinion.

Kelly Liddiard, Chair asked if there was a grant for street lighting.

Shay Stark, City Planner replied that there are some options for grants that will still make the City have to pay about 50 percent of the cost. Installing the street lights is one issue, but then there is the maintenance of the lights. Does the City want a lighting department? The City will maintain and just pay the power company by meter. Or the power company can give the City a flat rate per light and the power company maintains the lights. But then the power company specifies what kind of light is installed.

201 Colin Logue, PC asked who could get more information about grants and costs.

202 Shay Stark, City Planner explained that a cobra head lamp that is attached to a utility pole would cost about \$3000. They are LED lights
203 and sounds like a lot up front, but are more cost effective than halogen lights (\$1500) as far as energy. The whole pole and light w
204 cost about \$4000-\$5000 and there is also an additional charge to pull wire to the pole if there isn't an existing connection.

205 Colin Logue, PC asked how many lights.

206 Shay Stark, City Planner replied that is the other question. Does the City wants lights at every intersection or every 150 feet, etc.? In
207 the new development, the developers would be installing the lights. If SEDS did the maintenance, Mr. Stark doesn't know specifically
208 what they would charge, but generally, cobra lights are about \$6-\$8 per month. That covers power and maintenance on the light.

209 Kelly Liddiard, Chair recommended putting the issue on a work session on an upcoming agenda.
210

211 **JANUARY 9, 2014 PLANNING COMMISSION MINUTES**

212 There were not any corrections to the minutes.
213

214 **COLIN LOGUE MOTIONED AND CORY THOMPSON SECONDED TO ACCEPT THE JANUARY 9, 2014 PLANNING**
215 **COMMISSION MEETING MINUTES AS WRITTEN AND CORRECTED. VOTE: YES - ALL (5), NO - NONE, ABSENT -**
216 **(2) KEVIN HANSBROW, ANDY COSTIN**
217

218 **CITY COUNCIL UPDATE**

219 There was not a council member present for an update.
220

221 **OTHER BUSINESS**

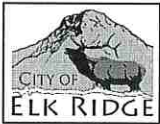
222 **Training Assignment**

223 Kelly Liddiard, Chair indicated he would update the list of topics and send out to the planning commission for them to sign up for
224 training dates and topics.
225

226 Marissa Bassir, Planning Coordinator asked if the planning commission would like to set a date for the planning commission dinner with
227 spouses and the planning commission decided Friday, February 21 might be a good option.
228
229

230 **ADJOURNMENT** – Chair, Kelly Liddiard, adjourned the meeting at 8:20 p.m.
231
232
233
234


Planning Commission Coordinator



CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF JOINT WORK SESSION & PUBLIC MEETING - AMENDED

Notice is hereby given that the Elk Ridge Planning Commission will hold a planning commission meeting at the date, time, and place listed below. Handicap access is available upon request. (48 hours notice)

- Meeting Date - **Thursday, 13 February 2014**
- Meeting Time - **Work Session - 6:00 pm Commission Meeting - 7:30 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

JOINT PLANNING COMMISSION & CITY COUNCIL WORK SESSION

6:00 pm **Horizon View Farms (ERM 4) Site Visit** - Meet at 11200 South and Twilight Way
Horizon View Farms Subdivision Issues & Plat Amendment
Roundabout & Monument Cost Estimates

COMMISSION MEETING AGENDA

7:30 pm OPENING ITEMS

Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

7:35 PUBLIC FORUM

PUBLIC HEARINGS AND ACTION (none)

7:38 OTHER ACTION ITEMS

1. Horizon View Farms Plat Amendment
2. Roundabout & Monument Cost Estimates

7:50 DEVELOPMENT CODE / STANDARDS REVIEW

3. Richardson Conditional Use Application - Shay Stark, City Planner *see attachment*
4. Performance Guarantee Code Amendment..... *see attachment*
5. Annexation Water Requirements

8:35 PLANNING COMMISSION BUSINESS

6. Review & approve minutes of 1/23/14 meetings..... *see attachment*
7. Election of planning commission Chair and Co-Chair
8. City Council Update
9. *Other Business - Training Assignment*

ADJOURNMENT

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 7 February 2014 and delivered to each member of the Planning Commission on 7 February 2014.

Planning Commission Coordinator: *Maureen Bassin* Date: 11 February 2014

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ELK RIDGE PLANNING COMMISSION

February 13, 2014

TIME AND PLACE OF WORK SESSION

A work session of the Elk Ridge Planning Commission was held on Thursday, February 13, 2014, at 6:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

HORIZON VIEW FARMS FIELD TRIP

The planning commission invited the city council to visit the site of Horizon View Farms at 11200 South and Twilight Way; however, there were not any city council members in attendance other than Mayor Shelley.

HORIZON VIEW FARMS ISSUES AND PLAT AMENDMENT

Shay Stark, City Planner indicated the planning commission would be discussing the development agreement, plat amendment issues and the roundabout and monument for Elk Ridge Meadows PUD. He asked if any of the planning commission members had any questions or concerns with the Horizon View Farms Plat.

Colin Logue, PC asked about the drainage/retention basin located on the plat whether it was underground or above ground and if it would hold water.

Shay Stark, City Planner replied that it is an open basin that would retain the water in the case of a huge rain storm. The water would slowly discharge or saturate into the ground. In phase 2 of Elk Ridge Meadows there were a lot of flooding issues. There is a retention basin located in phase 2, as well as storm drainage system. The system was designed correctly. The first problem was that there were 500 year storms last year (2013). There were multiple events that were 100-year and 500-year and the water was just draining from Cloward's property and the system or any system just wasn't designed to handle that much water at one time. The other issue is that living on a mountain side, the homes next door will be at a different level. With the homes being 14 feet apart with a 6 foot slope for each home and then a retaining wall – there just isn't enough room to retain all the water or move it away from the homes.

Kelly Liddiard, Chair commented that it was known the developer was going fill in for the access road on Skyhawk Way. Mr. Liddiard questioned what would happen with the rest.

Shay Stark, City Planner said that the developer would grade out around the buildings. There are profiles in the construction drawings. Grades and elevations were discussed and shown on Plats A & B. The driveways will slope and meet the streets. The streets will be private, but the utilities (sewer and water) will be maintained by the city. The developer is required to maintain the same street width that is standard for the area, which is 27 feet. The difference is that the sidewalk will be up against the curb and gutter because the driveways need to be as long as possible so the cars aren't parked on the sidewalk or street.

Kelly Liddiard, Chair asked if the units will have separate water meters. The city will maintain the water and sewer lines.

Shay Stark, City Planner explained that Cody Black, Public Works Director, has requested that all the water meters be located and grouped together on one side of the building for the radio meters efficiency. There will be a city easement on the road. Seth Waite, Fire Chief, was looking at the fire code and discovered that the code does not have a firewall requirement. Therefore, the city council has approved for the planning commission to put together a code for a firewall requirement between every unit from the foundation all the way to the top of the roof. Chris Salisbury has been made aware of the requirement that will be in affect at the time when applying for building permits. The development agreement items that are being considered are as follows.

- Phasing issues defined (Plat A & B) including landscaping
- Required participation in the roundabout and monument for Elk Ridge Meadows PUD (50/50)
- Finishes on the building structures
- Additional extensions
- City benefit PRV (Salisbury pays for pipe and city pays for PRV)

Shay Stark, City Planner explained that the plat was changed when the developer applied for final approval. Therefore, the change has to be approved by the planning commission and city council whenever there is a change mid-process.

Further explanation took place explaining the reason why the plat was split into two phases, which was basically for financial backing and the timeframe of the selling of the units in the current market. There was a letter submitted by Mr. Chris Salisbury explaining the two phases and the timeframe in which the units might sell. The question was whether there should be an exception for additional extensions because of the platting at the same time. When a building permit is issued, it is for a full building unit. When should the certificate of occupancy be issued...per unit or building? The exterior and framing has to be complete in each unit before the Certificate of Occupancy is issued for a complete unit.

Ann Brough, PC asked at what point the buyer would get to choose whether there is a basement.

Shay Stark, City Planner replied that the developer would have to designate which buildings will have basements and others will not and then the buyer would have to choose out of those designations.

Kelly Liddiard, Chair asked if one unit has a basement, wouldn't the entire building have to have a basement.

Shay Stark, City Planner replied that from a construction perspective, it would most likely be easier and structurally easier to tie together. Mr. Stark showed the plat amendment on the plat map, which the split was into plats A & B and that the road and units have been moved over about 5 feet so there isn't a problem with the property line and setbacks. Part of the open space area is credited for the Horizon View Farms development.

Discussion took place regarding the submitted letter by Mr. Salisbury. His request was that the second phase would need to be recorded or an extension granted before the 24 month anniversary of the approval. The city code indicates that recording would need to take place within the first year after the approval. Mr. Salisbury would have to go to the city council to request an extension for another year.

Cory Thompson, PC asked what would happen to phase B if phase A doesn't sell. Would phase B sit for three years until phase A sells?

Colin Logue, PC indicated that the planning commission talked about how far he gets along with phase A and how many units need to be sold in order to require the developer to start phase B.

Kelly Liddiard, Chair indicated that the developer has to come up with what he can do financially and make it work. It is negotiable.

Shay Stark, City Planner said the City doesn't want him down to the last unit before he constructs phase B. Maybe two or three buildings left before he is required to start the next phase.

Colin Logue, PC discussed that once the developer has four buildings completed, he would need to begin phase B.

David Clark, PC was concerned that the developer would get a few buildings built and then would sit for a long time like another townhome project in Orem along I-15 before UVU.

Cory Thompson, PC was concerned that a few buildings would be built and then the amenities, such as the tot lot, wouldn't be completed for a long time and in the meantime, the residing residents of the townhomes wouldn't get use of the tot lot. He recommended tot lot in phase A.

Shay Stark, City Planner asked if they wanted to have kids playing in the tot lot while phase B was being constructed. It could be a safety issue.

The safety concern didn't seem to bother the planning commission members. They still thought the tot lot should be included in phase A.

Shay Stark, City Planner brought up another concern of the landscaping around the buildings/units. What is reasonable for landscaping? Should the developer be required to landscape after a certain amount of buildings is constructed? When they have three of four units done, should the landscape be complete, as well? Afterthought was to have Salisbury provide a landscaping phasing plan.

Discussion took place regarding the holding of the certificate of occupancy if the drainage and landscaping isn't done completely or correctly.

Shay Stark, City Planner stated that the developer or owner of the lot is in charge of the landscaping, not the builder. The code states that the lot owner doesn't allow his water to run off into a neighbor's lot. The city has more control over holding him to a higher level with the townhomes than with the single family homes because he is over the landscaping. Mr. Salisbury is adjusting his landscaping plan by moving some of the trees from the tot lot area to the outside perimeter to provide some privacy without using a fence.

ROUNDAABOUT AND MONUMENT COST ESTIMATES

Shay Stark, City Planner indicated that there is a requirement for the developers to build a roundabout and it will be located on the corner of Elk Ridge Drive and Goosene Drive. The City Civic Center will be on the corner eventually. It will tie everything in together. The question is where should the entry sign be located? It was talked about having the sign at the north end of Elk Ridge Meadows Phase 5 coming up Elk Ridge Drive. However, the property north of Elk Ridge Meadows 5 is within the annexation boundary for Elk Ridge so it wouldn't make sense. So the thought was to put the sign in the roundabout.

Kelly Liddiard, Chair didn't like the idea of putting the sign in the roundabout because residents are bound to run into it and the city would have to keep replacing it costing a lot of money.

Shay Stark, City Planner suggested instead of a traditional sign, what about putting a raised planter in the roundabout, line it with similar rock as the fire station and public works building and then etch or have sign with Elk Ridge and a theme, possibly.

Mayor Shelley commented that the planter shouldn't be so high that it is a visual hazard.

Shay Stark, City Planner the planter box wouldn't be the full width of the roundabout, maybe half so there is room if someone goes inside the roundabout barrier.

Kelly Liddiard, Chair thought the sign would be better placed down on the north part of Elk Ridge Meadows Phase 5 where the road transitions.

Mayor Shelley said there needs to be a budget for the roundabout funded by the two developers so they can put the money aside.

Shay Stark, City Planner ran some numbers to get a feel for what they are looking at. If the developers construct the roundabout, they are looking at about \$270K and that is not with any fancy work. Most roundabouts that have been constructed recently are in the \$2 Million range. The City's that are putting in the roundabouts have been around \$1 Million plus. In Indiana, some have been constructed from about \$600,000 to \$1,000,000.

Kelly Liddiard, Chair commented that the landscape needs to be decided because it will have to be maintained.

Shay Stark, City Planner would like to carry the theme of the rock and whatever is decided into the park and civic center to tie it altogether.

Kelly Liddiard, Chair indicated that he isn't totally against the sign in the roundabout. He just is concerned that it might get wiped out by a car. Maybe some large boulders.

Shay Stark, City Planner displayed some options for some roundabouts throughout Utah and outside.

The planning commission suggested pinch points going into the roundabout. Graduated, stamped concrete exterior with an outer ring of rocks and an elevated center ring with monument sign. Doesn't need grass so there isn't that maintenance.

TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, February 13, 2014, at 7:30 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners:	Kelly Liddiard, Colin Logue, Cory Thompson, David Clark, Andy Costin, Ann Brough
Absent:	Kevin Hansbrow, Clint Ashmead
Others:	Shay Stark, Aqua Planner
	Marissa Bassir, Planning Commission Coordinator
	Mayor Hal Shelley Public: Angelia & Dallan Olson, Malerie Simonsen, Julie Smith, Gary Hansen

OPENING ITEMS

Kelly Liddiard, Chair, welcomed at 7:30 PM. Opening remarks were said by Mayor Shelley, followed by the pledge of allegiance.

ALTERNATE MEMBER

Kelly Liddiard motioned to approve, alternate member, Ann Brough as a voting member. Vote: Yes – all (5), No – none, Absent – (2)
Kevin Hansbrow, Clint Ashmead

APPROVAL OF AGENDA

No changes were made to the agenda.

PUBLIC FORUM

Public, Julie Smith (Malerie Simonsen's Mother) commented that in the work session, the landscaping and how it was to be released and how to get it done. She is a developer and a couple of ideas was that all the landscaping is bonded for and if the developer puts in 3 or 4 units that is 4% of the project, then 4% of the bond can be released to guarantee if the developer doesn't finish the city will have the bond money to guarantee the landscaping will be done. If the developer chooses to do the landscaping at the end, then his money has been sitting earning interest and he hasn't been able to use it. So it is in the developer's best interest to use the bond money and get the landscaping done as soon as they can. On all the improvements, storm drain, in other cities Ms. Smith has to bond 100-120 percent and as soon as the improvements are installed, she gets the 100% returned. The extra 15-20 percent has to go through a freeze/thaw period to make sure nothing breaks and is fine. If it does break, then the city has the money to repair it.

Ms. Smith was curious on the percent of landscaping. It appears to her that the planning commission is re-approving the preliminary plat. It makes good sense to divide it into two phases because obviously it would be hard to do that big of a project, but she would suggest that plat A should include the open space/tot lot area. The developer has included it in plat B and as he says if sales don't go well and he bails out, the homeowners are left with no open space that they were guaranteed when they bought into the project and saw the preliminary plat. She would suggest that the planning commission recommends that the developer realigns the plat A to include the open area. What is the difference from 25% open space in 2005 compared to the present? Is the City requiring a fence around it? What amenities is the developer going to have to bond to guarantee that those amenities will be installed?

Public, Malerie Simonson had questions about the developer agreement. What is the City requiring the developer to do? Other cities have required a fence around the project for privacy and security. She lived in a Salisbury townhomes in Spanish Fork and it was so close together. Everyone could see inside each other's garage. There was theft and people looking into garages and backyards and front windows. She felt like a fence surrounding the project is not only a security issue for them with their property, but also just looks better. She knows the city can require a fence in the development agreement. Is that something the planning commission is considering?

HORIZON VIEW FARMS PLAT AMENDMENT ACTION

Kelly Liddiard, Chair indicated that he wasn't against requiring the developer to include the tot lot amenities in the Plat A. It made sense to Mr. Liddiard. People are buying the townhomes with the assumption that those amenities are going to be there.

Shay Stark, City Planner explained that the trails do continue through the plat.

Kelly Liddiard, Chair stated that he was fine with the realignment of the road and moving the units over and out of the open space.

Cory Thompson, PC asked about the retention basin and if it would have a fence surrounding it. How shallow is the basin?

Shay Stark, City Planner explained that the basin is shallow on the side slopes. It shouldn't be too steep.

Cory Thompson, PC said if the basin backs up to some units that may also be a safety issue.

Mayor Shelley explained that the water is collected from a major storm in the retention basin, but it is not a huge amount.

Shay Stark, City Planner explained that if there was another 500 year storm, the basin should be full. It is a small basin.

David Clark, PC indicated that the retention basin in phase 2 has never filled up because of the size of it. If it was to fill up, it would be maybe six inches. He doesn't think there is a threat with it. The proposed retention basin is about a quarter of the size...

Shay Stark, City Planner said it is a quarter of the size and much smaller area, but there is a lot more impermeable area in a small area. There are a lot of things to factor. In a typical storm, a soaking rain, there should be about 6 inches to a foot in the retention basin. How should the retention basin be maintained? Should there be grass? There are pros and cons to having grass. The basin is designed to percolate out. One of the requirements with drainage is that there is a certain amount of drainage that occurs off of an undirected undeveloped piece of ground and the flow rate for the drainage is what has to be looked at and the developer has to maintain. The purpose of the water basin is the water accumulates in the basin and it either percolates out or it flows out over an overflow at a similar rate as what the water would flow off the site if it were undeveloped.

Cory Thompson, PC asked if there was any esthetic zoning control. He didn't know what the development code said. Is there a certain way the city would like it to look?

Mayor Shelley would rather have it landscaped somehow.

Shay Stark, City Planner thought that if there was going to be grass around it, the grass would also continue into the retention basin. Maybe on the side to the open space it could be rock to make a transition.

Public, Malerie Simonsen asked if the city could require a landscape plan.

Colin Logue, PC explained that the planning commission asked Mr. Salisbury to redesign the landscape plan and relocate the trees and shrubs to the property line so there would be some privacy because the city will not require a fence.

Public, Malerie Simonsen asked if the city would even consider a fence.

Kelly Liddiard, Chair said the fence will be in the backyard units. In the upscale places, there are not fences.

David Clark, PC indicated the fence will be on the left and right and not on the back to divide the units. It seemed that the fence just wasn't an option and they were pushing more for a landscape of trees and shrubs to break it up.

Further discussion took place with the public regarding the security and safety of the backyards.

Public, Angelia Olson commented that since it will be an HOA, it seems that it should be privatized by a fence.

Andy Costin, PC indicated there were buildings along the 11200 and was wondering if there was anything that could be covered in the developer agreement regarding the exterior of the back of the townhomes so there is bump outs and not just a straight, plain back.

Shay Stark, City Planner explained that Mr. Salisbury is working the numbers to see what is feasible for the esthetics of the buildings on the backside. The city has been requiring from the beginning to see the exteriors of the buildings. They would like to see some of the front motif carried to the back.

KELLY LIDDIARD MOTIONED AND CORY THOMPSON SECONDED TO RECOMMEND TO THE CITY COUNCIL TO ACCEPT THE AMENDMENT TO THE PLAT BEING SEPARATED INTO TWO PLATS, PLAT A AND B, WITH THE FOLLOWING CONDITIONS:

1. THE BOUNDARY OF THE PLAT A IS RE-ALIGNED TO INCLUDE THE TOT LOT AND OPENSOURCE ALONG THE TRAIL IN THE FIRST PHASE.
2. LANDSCAPING PLAN WITH PHASING
3. EXTERIOR FINISHES DESIGNATED
4. THE CITY AND DEVELOPER TO DISCUSS THE REQUIRED PERCENTAGE OF COMPLETION TO MOVE ONTO THE NEXT PHASE (FOR DEVELOPMENT AGREEMENT).
5. THE ENTIRE EXTERIOR OF THE BUILDING MUST BE FINISHED AND LANDSCAPED BEFORE A CERTIFICATE OF OCCUPANCY IS ISSUED.

VOTE: YES – ALL (6), NO – NONE, ABSENT – (2) KEVIN HANSBROW, CLINT ASHMEAD

ROUNABOUT & MONUMENT COST ESTIMATE ACTION

Shay Stark, City Planner explained that Dean Ingram and Salisbury will be sharing the cost of the roundabout and the monument so they need to know what they are going to be required to spend. So the question is in pricing it out, realistically, the roundabout is going to cost about \$270,000, which included a raised bed and an entry sign.

Kelly Liddiard, Chair said he liked the landscaping with the mature trees.

Colin Logue, PC asked if the stamped concrete and the pinch points were part of the design for the cost.

Shay Stark, City Planner questioned how much the City wants the developers to spend.

Mayor Shelley stated that the City needs to provide a budget for the developers.

Shay Stark, City Planner indicated that Horizon View Farms is going to be completed before the roundabout is installed so the City wants to make sure the money is in escrow so the money is tied down to complete the roundabout. The general layout is about \$270,000 conceptually. All the grade work is incorporated into the estimate. There are a lot of unknowns and the developer may be able to build it for less.

Kelly Liddiard, Chair was concerned with just throwing a figure out there because two hazards are that the city doesn't say enough money and then it turns out to be garbage or the city makes it so expensive so they can't afford it and then the features they put in their development will be less than originally intended.

Shay Stark, City Planner said that realistically, that will be the case anyway. Both developers are aware they are expected to pay for it.

Cory Thompson, PC asked why the City couldn't give the developers the expected design and let the developers tell the city how much it will cost them.

Mayor Shelley replied that the developer will low ball it.

Shay Stark, City Planner said the issue is that the developer can construct a lot cheaper than the city can. Part of what is being looked at is the developers bond for it and then they back out then the city is stuck with a bond where the developer was able to do it for 30% less and they won't be able to get it done.

Mayor Shelley said he had Shay Stark, City Planner, do the research so the city can get realistic numbers and not get stuck with an unfinished product. There needs to be a margin so if something happens, then the city can finish it. If the number is too high, then they won't do anything, which is not likely. Both developers know that it will be an expensive project. They will hope it is going to be less, but \$135,000 a developer isn't bad.

Kelly Liddiard, Chair said to just round it up to \$300,000 then it will be \$150,000 each. Then there is a margin to work with.

Shay Stark, City Planner suggested calling it for both the roundabout and the monument. If the roundabout is more and costs \$300k, then they will just not do the entry monument. If it is less, then the City will be covered.

Mayor Shelley indicated if the City provides a budget for the developers, the City still has the right to design it. It will not be the developers designing it. They will just need to stick within the budget.

Ann Brough, PC asked if all the money wasn't spent, where the excess money would go.

Shay Stark, City Planner replied that the money would be returned to the developers.

COLIN LOGUE MOTIONED AND KELLY LIDDIARD SECONDED TO RECOMMEND APPROVAL TO THE CITY COUNCIL BASED ON THE RECOMMENDATION OF THE CITY PLANNER TO REQUIRE HORIZON VIEW FARMS AND ARIVE HOMES TO BUDGET \$300,000 FOR THE ROUNABOUT AND MONUMENT IN ELK RIDGE MEADOWS PUD. VOTE: YES – ALL (6), NO – NONE, ABSENT (2) – KEVIN HANSBROW, CLINT ASHMEAD

RICHARDSON CONDITIONAL USE APPLICATION

Cory Thompson, PC questioned where it says "the parcel shall be kept maintained and in compliance with city regulations". From last time the planning commission knows that is impossible because it is already an illegal dwelling. How can the stipulation be met?

Shay Stark, City Planner explained that anything on the parcel will fall under the nuisance law. The city can cite him if there is siding hanging off the structure or the grass isn't maintained.

Cory Thompson, PC also questioned the two year period on the back for essentially abandonment and demolition. It doesn't say it specifically, but it says "city council may authorize the reestablishment of the use which has been discontinued for a period of longer than two years".

Shay Stark, City Planner indicated that statement is straight from the city code. The issue is that basically, it is the same as a non-conforming building and because of that; it falls under the same regulations as a non-conforming building. The building is there and the city is stuck with it. The owners can only use it for the same use as it is currently being used, which is storage. The city is working with the city attorney to write a letter that will be recorded with the deed so that ten years down the road, there will not be any gray area. The letter basically states that it can only be used for the specific use. One concern is that there was power so the city has to allow

electricity. It is the owner's problem as to how they obtain the electricity. If the owner cannot get an easement to pull power to the building, that is his problem. Mr. Stark will not let him hook up sewer and water because at that point someone will tie into them and then it will become an active shop. The city can require that. If at some point, the owner would like to redevelop the land or want to make a modification, at that point, they will be required to follow the code, which means that they would have to tear the structure down and build something that meets code. The conditional use permit will not be voted upon because the attorney said what's done is done and just write the letter to record. The legal status is what it is and the conditional use permit wouldn't do anything.

Colin Logue, PC confirmed that the letter would allow the owner to get insurance on the structure.

Shay Stark, City Planner indicated he brought it to give the planning commission closure on the issue.

PERFORMANCE GUARANTEE CODE AMENDMENT

Shay Stark, City Planner indicated that the state code with bonding has changed and it will change again with the next legislature too. The city needs to bring the code into compliance with the State code. One of the issues is that the city code requires a 20 percent durability bond, but the state code says the cities can only require 10 percent now, which is insane because it is not enough if there is a wholesale failure on the asphalt overlay. There is only 10 percent to draw from. The other caveat in state code that isn't directly tied to the bonding, but it is tied to subdivision development and the bonding code doesn't address it correctly. The way subdivision development is set up in state code, the developer makes the choice whether he is going to bond or he will have the city defer recording the plat until all of the improvements are installed and they have been accepted by the city. In the state code, the default is that the city holds the plat until the improvements have been accepted. By state code, legally, the developer is supposed to write a letter requesting bonding if he prefers to go that way. It means that the developer cannot sell lots until the plat has been recorded. In lieu of the bond if the city never accepts the improvements, then the developer cannot sell their lots. Developers don't like that because they want to be able sell lots as soon as they can while they are under construction because that is money coming in to start to offset the cost of the construction to keep their construction loans down. The developer will nine times out of ten choose the bond. Because of that, the city's codes have all morphed around to requiring bonding on every project. The durability bond needs to be cleared up because it is written as 10 percent of the performance bond. There needs to be added specific language that states "where there is not a performance bond in place, the durability retainer should be calculated as 10 percent or equally the percentage required by state code at the time the guarantee agreement is executed" (in case the developers cut it down to 5 percent) "of the engineer's original estimate of completion or applicant's reasonable improvement costs at completion."

Shay Stark, City Planner also wanted to address at the same time – if the city lists fees within the code, every time a fee is changed, and then it has to be changed within the code. The city doesn't have to do that because the fee schedule is adopted by resolution. So the issue to resolve is in the section on engineering and inspection bond. He wants to address it and put the fee at a flat percentage in the fee schedule. Then there won't be contradictions in the code.

CORY THOMPSON MOTIONED AND DAVID CLARK SECONDED TO MOVE THE PROPOSED LANGUAGE TO THE CURRENT ELK RIDGE DEVELOPMENT CODE 10-16 AS AMENDED FOR A PUBLIC HEARING. VOTE: YES – ALL (6), NO – NONE, ABSENT – (2) KEVIN HANSBROW, CLINT ASHMEAD

ANNEXATION WATER REQUIREMENTS

Shay Stark, City Planner explained that the city is preparing for a possible annexation, which has not actually been applied for yet. Hansen's located on 11200 and Loafer Canyon Road. There are two processes that could be used for the annexation. One way is by petition to the County and the city. The other process that will be used is by resolution. The state law requires that if someone wants to annex, the city cannot create islands or peninsulas. There is a small island on the north side of 11200 and east side of Loafer Canyon Road that is still county property. If they were to annex by petition, legally, the city would have to annex all those islands as well. The other problem with that is that several years ago the all cities were required to establish annexation boundaries. The Hansen parcel is within Elk Ridge boundaries, but the land on the other side of 11200 and Loafer Canyon Road is not in the boundary. In order to make them in the Elk Ridge annexation boundaries, there would be a lengthy process and would have to fight with Woodland Hills and Salem to make that area part of the annexation boundary. Annexation by resolution is a solution because it makes it so anything within the annexation boundary can be annexed without a petition even though there may be an island or a peninsula left outside.

Mr. Stark indicated that city code states that any land that is annexed in has to convey the appropriate water rights for whatever the land is zoned by the city. There is an exception that states if there is someone who is being annexed in and doesn't want to be, the city cannot require the owner to bring in water. There is a conflicting statement that water is conveyed at the time of development. The city wants the water at the time of development. It isn't a concern at annexation, however, if someone has water and they annex and sell the water, then someone else is left trying to buy water for the property. There are only a few areas left for annexation and there isn't anything that is going to cause a huge problem with the water. At some point the city is going to have to drill a well because the water will run out. There are plenty water rights available. The water issues will be the physical water. The proposal is to add another statement in the annexation code that "at the time of annexation, the city requires the amount of water required for the existing uses and if there isn't water, they aren't required to convey". They will have to provide proof that there isn't water. There is a website where the engineer can look up to see if there are water. The Hansen's want to annex and they will bring water because they want to develop. The property owned by Wendell Hansen to the south of Hansen's will potentially be annexed at the same time to complete the corner. There isn't any water on the land and no intention to develop the land anytime in the near future. It will probably get sold off before the family will develop it. If the property is used for active farming, then they would have to bring water rights.

KELLY LIDDIARD MOTIONED AND CORY THOMPSON SECONDED TO MOVE ANNEXATION WATER REQUIREMENTS CODE AMENDMENT FOR PUBLIC HEARING. VOTE: YES – ALL (5), NO – NONE, ABSENT (2) – KEVIN HANSBROW, CLINT ASHMEAD

JANUARY 23, 2014 PLANNING COMMISSION MINUTES

There were not any corrections to the minutes.

CORY THOMPSON MOTIONED AND KELLY LIDDIARD SECONDED TO ACCEPT THE JANUARY 23, 2014 PLANNING COMMISSION MEETING MINUTES AS WRITTEN. VOTE: YES - ALL (6), NO - NONE, ABSENT - (2) KEVIN HANSBROW, CLINT ASHMEAD

ELECTION OF PLANNING COMMISSION CHAIR AND CO-CHAIR

COLIN LOGUE NOMINATED AND DAVID CLARK SECONDED KELLY LIDDIARD FOR PLANNING COMMISSION CHAIR. KELLY LIDDIARD ACCEPTED THE NOMINATION FOR PLANNING COMMISSION CHAIR. VOTE: YES - ALL (5), NO - NONE, ABSENT - (2) KEVIN HANSBROW, CLINT ASHMEAD

COLIN LOGUE NOMINATED AND KELLY LIDDIARD SECONDED DAVID CLARK AS PLANNING COMMISSION CO-CHAIR. DAVID CLARK ACCEPTED THE NOMINATION FOR PLANNING COMMISSION CO-CHAIR. VOTE: YES - ALL (5), NO - NONE, ABSENT - (2) KEVIN HANSBROW, CLINT ASHMEAD

CITY COUNCIL UPDATE

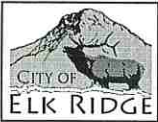
Mayor Shelley provided an update of City Council. One of the plow trucks had a broken axel and the parts were on order. The city office is continuing with the building and anticipated to finish by the end of March. The ADA ramp has been added and was not calculated in the estimate so that has been a speed bump. The east side of the parking lot is being worked out for the appropriate elevations for drainage. The parks/trails/open space in Phase 2 of Elk Ridge Meadows PUD will be conveyed to the city after the city obtains 87 home owners signatures or at least a majority. Ed Christensen is working on Economic Development ideas. The city will be replacing the 10-wheeler truck because it is not legal and will cost the city about \$5000 to license. The city will be having some water well studies done. The meeting with CUP for secondary water took place. The CUP has been working on the project for 60 years. The line will be brought from Salt Lake. The line has been designed, but there aren't funds for it. The city will look for a sufficient aquifer to maintain. Melissa Prins will be heading up the City Celebration again and the theme will probably be surrounding military and veterans.

OTHER BUSINESS

Training assignment from Kelly Liddiard, Chair. Mr. Liddiard didn't pass around the topic list yet, but will do so the planning commission members can sign up for a topic to train other on.

ADJOURNMENT - Chair, Kelly Liddiard, adjourned the meeting at 9:00 p.m.


Planning Commission Coordinator



CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

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NOTICE OF PUBLIC MEETING

Notice is hereby given that the Elk Ridge Planning Commission will hold a planning commission meeting at the date, time, and place listed below. Handicap access is available upon request. (48 hours notice)

- Meeting Date - **Thursday, 27 February 2014**
- Meeting Time - **Commission Meeting - 7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

COMMISSION MEETING AGENDA

7:00 pm OPENING ITEMS

Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

7:05 PUBLIC HEARINGS AND ACTION

1. Performance Guarantee Code Amendment..... *see attachment*
2. Annexation Water Requirement Code Amendment..... *see attachment*

7:25 OTHER ACTION ITEMS

3. Haskell Golf Course Plat Amendment

DEVELOPMENT CODE / STANDARDS REVIEW (none)

7:40 PLANNING COMMISSION BUSINESS

4. Review & approve minutes of 2/13/14 meetings..... *see attachment*
5. City Council Update
6. *Other Business - Training Assignment*

ADJOURNMENT

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 21 February 2014 and delivered to each member of the Planning Commission on 21 February 2014.

Planning Commission Coordinator: _____

Maurissa Bassin

Date: 21 February 2014

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ELK RIDGE PLANNING COMMISSION

February 27, 2014

TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, February 27, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: Kelly Liddiard, Cory Thompson, David Clark, Ann Brough, Andy Costin (Tardy)
Absent: Kevin Hansbrow, Clint Ashmead, Colin Logue
Others: Shay Stark, *Aqua Planner*
Marissa Bassir, *Planning Commission Coordinator*
Council: Dale Bigler *Public:* Paul Tervort, Bruce Ward

OPENING ITEMS

Kelly Liddiard, Chair, welcomed at 7:00 PM. Opening remarks were said by Cory Thompson, followed by the pledge of allegiance.

ALTERNATE MEMBER

KELLY LIDDIARD MOTIONED TO APPROVE, ALTERNATE MEMBER, ANN BROUGH AS A VOTING MEMBER.
VOTE: YES – ALL (3), NO – NONE, ABSENT – (4) KEVIN HANSBROW, CLINT ASHMEAD, COLIN LOGUE, ANDY COSTIN

APPROVAL OF AGENDA

No changes were made to the agenda.

PERFORMANCE GUARANTEE CODE AMENDMENT

Shay Stark, City Planner explained that the amendment was brought forth to bring the City's bonding code in line with state code. The durability retainer is a one year warranty bond. Once the development has been constructed and accepted, the warranty bond is put into place to cover any issues with the development that may occur within the first year. The City's code was at 20 percent, but the state has lowered the requirement to 10 percent. The other issue that will be adjusted is the warranty bond code. Code on the warranty bond stated that in the case of a performance bond had been in place. There are a lot of cases where the performance bond doesn't have to be in place, but there still needs to be a warranty bond of some sort. If the developer chooses to wait to record the development after it has been completed, the developer doesn't have to use a performance bond. A statement will be added to the city's code that makes it so in the case where there isn't a performance guarantee; the durability retainer will be in place and has the same calculation of the 10 percent. In the administration fee that is tied to the engineering and inspection bonds, the fee that the city actually charges is five percent and the code had it as .001%, which doesn't even cover anything. So the code will be amended to reflect five percent and allow it to be adjusted with the fee schedule by resolution.

Cory Thompson, PC confirmed that current code 10-16 would be amended to come into compliance with Utah State Code 10-9a-6045.

Kelly Liddiard, Chair opened the public hearing at 7:05 pm for comment.

Dale Bigler, Council asked about the proposed development, Horizon View Farms, whether it was normal to require a landscaping bond. Shay Stark, City Planner replied that it is required in some cases. The issue is that each unit's boundary line on the property is the edge of the house and a small 15 foot area behind the house. All the additional landscaped area is part of the HOA, which will be covered under the bond. If the developer is required to complete all the landscaping all at once, then a landscape bond would be required. There would not be any certificates of occupancy issued until the landscaping was all complete and accepted, but in the case of Horizon View Farms, it will be worked out in the developer agreement that the landscaping will be phased with the building of the units. The building and the landscaping will all be covered under the bond.

Kelly Liddiard, Chair closed the public hearing at 7:09 pm.

CORY THOMPSON MOTIONED AND DAVID CLARK SECONDED TO RECOMMEND APPROVAL TO THE CITY COUNCIL OF THE AMENDMENT IN THE ELK RIDGE CITY PERFORMANCE GUARANTEE CODE AS FOLLOWS:

- **DURABILITY RETAINER OF 10 PERCENT,**
- **CORRECT THE ADMINISTRATION FEE TO FIVE PERCENT OF THE ENGINEERING AND INSPECTION BOND,**
- **AND EXEMPT THE ADDITIONAL LANGUAGE CONCERNING DURABILITY RETAINER IF A PERFORMANCE BOND IS NOT NECESSARY.**

IN ORDER THAT THE ELK RIDGE CODE MAY COMPLY WITH THE UTAH ANNOTATED CODE 10-9A-604.5.

VOTE: YES – ALL (4), NO – NONE, ABSENT (4) KEVIN HANSBROW, CLINT ASHMEAD, COLIN LOGUE, ANDY COSTIN

ANNEXATION WATER REQUIREMENT CODE AMENDMENT

Shay Stark, City Planner explained that the current code states multiple requirements as far as what water a person would have to bring into the city with annexation. The code states the applicant is supposed to bring in all the water that will be needed for all future development and turn it over to the City as part of annexation. It also states that the water will be provided at the time the development is approved, which is consistent with what is required of any developer. There is also an exemption for property owners who don't want to be annexed into the city and are forced to annex and they don't have to provide water. The objective is to clarify the code and have it make a little more sense. The proposal is to add a few statements, which are to require the developer to provide water at the time of final approval for new development. The conveyance of title to water rights to the City shall occur prior to the recording of the annexation

for the necessary water to serve existing uses. If there are homes or are actively farming, the city would need to serve the water. Additional language to clean up the code is as follows.
The City Council may allow the conveyance of only the necessary water required to serve the existing uses based upon the City's calculated needs if:

- i. *It can be shown that the area is built out, or,*
- ii. *The land owner has no water beyond what is necessary to serve the land in its current use and is not proposing to alter the existing use or develop the land to a more intensive use at the time of annexation.*

Cory Thompson, PC quoted from the memo "and to add further confusion, the code states that those property owners who have not agreed to the annexation do not have to transfer water". So under the proposed language, if the city is annexation some property and the land owners do not agree to the annexation, what are their rights?

Shay Stark, City Planner indicated that the City has to retain the property owners do not have to transfer water. It follows state code. When a group of land owners annex into a city, there is a certain percentage of the owners that have to be willing to annex. If there is somebody that falls in the middle of the land and doesn't want to annex into the city, there cannot be an island left. Therefore, the city would allow the annexation because the majority agreed and the middle owner would be forced to annex in. But the middle owner would not be required to bring water.

Cory Thompson, PC wanted to make sure the concern of the property owners are addressed. His preference would be that if someone didn't want to be annexed, they would not lose their rights if forced to annex.

Shay Stark, City Planner confirmed that their rights remain within the code. There is a reason that those statements were put into the code. There are only a few remaining areas within Elk Ridge's boundary for annexation. If more annexation is desired, the city would have to go through a long, complex process to amend the annexation boundary. So in reviewing the proposed and existing annexation code, Mr. Stark was sensitive to those remaining properties and the possible issues that could result. The amendment was a result of a property owner who would like to annex, but the city would also like Mr. Wendell Hansen to annex with Gary and Lorri Hansen.

Kelly Liddiard, Chair opened the public hearing at 7:20 pm.

There was not any public comment.

Kelly Liddiard, Chair closed the public hearing at 7:21 pm.

CORY THOMPSON MOTIONED AND DAVID CLARK SECONDED TO RECOMMEND TO THE CITY COUNCIL APPROVAL THE AMENDMENT TO THE ANNEXATION CODE TO INCLUDE THE FOLLOWING STATEMENTS.

C. THE CITY COUNCIL MAY ALLOW THE CONVEYANCE OF ONLY THE NECESSARY WATER REQUIRED TO SERVE THE EXISTING USES BASED UPON THE CITY'S CALCULATED NEEDS IF:

- i. **IT CAN BE SHOWN THAT THE AREA IS BUILT OUT, OR,**
- ii. **THE LAND OWNER HAS NO WATER BEYOND WHAT IS NECESSARY TO SERVE THE LAND IN ITS CURRENT USE AND IS NOT PROPOSING TO ALTER THE EXISTING USE OR DEVELOP THE LAND TO A MORE INTENSIVE USE AT THE TIME OF ANNEXATION.**

ADDITIONALLY, TIME OF CONVEYANCE: THE CONVEYANCE OF TITLE TO WATER RIGHTS TO THE CITY SHALL OCCUR;

- A. **PRIOR TO THE RECORDING OF THE ANNEXATION FOR THE NECESSARY WATER TO SERVE EXISTING USES, AND,**
- B. **PRIOR TO FINAL PLAT APPROVAL FOR NEW DEVELOPMENT.**

VOTE: YES – ALL (5), NO – NONE, ABSENT – (3) KEVIN HANSBROW, CLINT ASHMEAD, COLIN LOGUE

HASKELL GOLF COURSE PLAT AMENDMENT

Shay Stark, City Planner explained that he had been working with the Payson City engineer to work out the temporary turnaround on Sunbrooke Drive. Mr. Stark displayed the updated plat with Sunbrooke Drive with the bulb temporary turnaround. After Mr. Haskell had submitted for Final Approval, the engineers were looking at the plat and realized that coming off the intersection it was on a 10 percent slope and the way it was designed, the existing dirt road to the RV park was where Sunbrooke Drive would tie in. There can't be a 10 percent slope starting right at the edge of the intersection. There has to be either 50 or 100 feet of run-in depending on the grade. So they were going to have to push it back. It means that they have to steepen it up, which the city doesn't want. The other problem was that they were going straight into the dirt road that continues to the west and the Sunbrooke Drive would go South, which would mean Payson City would have to redo the greens on the golf course. The current Payson engineer didn't want to stick with that plan. He would like to utilize the same right-of-way as the existing dirt road. So the plan is to curve Sunbrooke Drive and have it align with the current dirt road. Sunbrooke Drive will not connect with the dirt road for a while, therefore, it will be a dead end and requires a temporary turnaround. It will sit about three feet lower than the dirt road.

There was further discussion that took place regarding the dirt road, alignment with Olympic Lane and the dirt road running through lots. Payson City owns a large lot being developed in Mr. Haskell's development, which has the dirt road running through it. Payson City could also split the lot because it is large enough. If Payson City was to sell the lot, the dirt road would then be abandoned. Mr. Haskell is developing the subdivision for his currently owned property, as well as David Nixon's property and Payson Property.

Shay Stark, City Planner indicated that since there was a modification to the preliminary plat, it is considered an amendment and must be approved.

Dale Bigler, Council commented that Lot 1 near the proposed city park seems to be located on the natural drainage. He questioned where homes can be built in natural drainage.

Shay Stark, City Planner responded that there are a couple of things that come into play. The regulations are that the natural drainage has to be allowed to run through. One option is to pipe the drainage. There are two reasons why the natural drainage is a little different

in the area, which are that the area has been used as a gravel pit and will be re-graded once they are done so the natural drainage will change from what it once was before. The property will probably be three or four feet below the proposed road. So the drainage will now flow directly north from that property. The other thing is that there will be a road that will be constructed with curb and gutter so that will control some drainage. Realistically, the drainage will all be caught by the road. There will have to be a low point maintained for the drainage to flow. There will be a detention pond down by the temporary turnaround on Olympic Lane. There will also be catch basins and sumps.

DAVID CLARK MOTIONED AND CORY THOMPSON SECONDED TO RECOMMEND APPROVAL TO THE CITY COUNCIL FOR THE AMENDED PLAT OF THE HASKELL GOLF COURSE SUBDIVISION. VOTE: YES – ALL (5), NO – NONE, ABSENT – (3) KEVIN HANSBROW, CLINT ASHMEAD, COLIN LOGUE

FEBRUARY 13, 2014 PLANNING COMMISSION MINUTES

There were some corrections to the minutes. There were questions regarding Horizon View Farms motion on the meeting minutes for February 13. The question was about the amount of completion before having to move onto the next phase and the requirement of landscaping and it was decided that the developer would need to make a recommendation of how many buildings completed was feasible to move on. Each building would need to be two thirds sold and landscaping done to move on.

CORY THOMPSON MOTIONED AND KELLY LIDDIARD SECONDED TO ACCEPT THE FEBRUARY 13, 2014 PLANNING COMMISSION MEETING MINUTES AS AMENDED IN THE DISCUSSION. VOTE: YES - ALL (5), NO - NONE, ABSENT - (3) KEVIN HANSBROW, CLINT ASHMEAD, COLIN LOGUE

NON-AGENDA ITEM - HORIZON VIEW FARMS PLAT

Dale Bigler, Council indicated he helped landscape the townhouses in Salem and it has a rock wall around it. It is located South of Stokes Market. It has been brought up in City Council. They would like to ask the developer to fence around the subdivision. It defines the area that the association would be responsible for landscaping, plus there would be less liability and provides some privacy. He also thinks it will improve the esthetics. He would like to address Chris Salisbury regarding the fence issue and also about cleaning up the fenced area along 11200 along phase 2. Councilman Bigler indicated that the city council had tabled Horizon View Farms plat amendment because they want Chris Salisbury to answer their questions.

David Clark, PC indicated that, initially, everyone agreed that a fence would be nice, but Chris Salisbury made it seem like it wasn't in the finances to do it.

Kelly Liddiard, Chair agreed that a fence wouldn't be in the finances because they are expensive. 1800 linear feet of pre-cast rock wall is about \$80,000.

Dale Bigler, Council said it didn't have to be the rock wall. He thought a vinyl fence would work.

Kelly Liddiard, Chair asked Councilman Bigler why he would want something like a vinyl fence to look trashy. He explained that everyone was worried that the townhome development was going to look like some trailer park - if there was vinyl fence around it, it would look that way. Mr. Liddiard thought that having it open would make it look more upscale. He referenced golf courses as an example. Mr. Liddiard said they were working with Mr. Salisbury to use the landscaping to make it more privatized by taking some of the trees from the west side of the property and placing them along the east side of the subdivision.

Dale Bigler, Council disagreed that the fence would look trashy. He thought there should be hedges along with the trees. He said that something needed to be done before the city council approves the plat amendment for the two phases.

Kelly Liddiard, Chair suggested maybe a rail fence would work better than a 6 foot vinyl or chain link fence.

Dale Bigler, Council agreed that a rail fence would be nice. At least something to maintain the boundaries for maintenance.

David Clark, PC liked the idea of defining the area because he could see it going back and forth as to whose responsibility it is to maintain the area. At the public hearing, there were some pictures and examples brought in and it was a concern.

The HOA was discussed and some of the concerns that come with HOA's. A rail fence out of vinyl was amiable among Councilman Bigler and the planning commission. There needs to be a balance with the trees, shrubs, and the fence so it is financially feasible for the developer.

CITY COUNCIL UPDATE

Dale Bigler, Council indicated there was a meeting that night (2/27/14) down in phase 2 of Elk Ridge Meadows to get all 82 resident's signatures to have the City take over the park and trails. The City has agreed to accept a quit claim deed from Salisbury as recommended by the attorney.

The city is partnering with Salem City to run the athletic program. They indicated they were interested in helping develop the soccer fields.

Haskell Golf Course subdivision and Horizon View Farms were discussed at City Council.

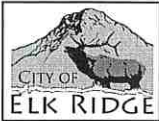
OTHER BUSINESS

Kelly Liddiard, Chair explained that each planning commission member will take 5-10 minutes at each meeting to train others on the topics in the list. The list will be distributed and each planning commission member will sign up for a topic and let Marissa know.

ADJOURNMENT – Chair, Kelly Liddiard, adjourned the meeting at 8:10 p.m.


Planning Commission Coordinator





CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651
t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF JOINT WORK SESSION & PUBLIC MEETING

Notice is hereby given that the Elk Ridge Planning Commission will hold a planning commission meeting at the date, time, and place listed below. Handicap access is available upon request. (48 hours notice)

- Meeting Date - **Thursday, 13 March 2014**
- Meeting Time - **Work Session - 6:30 pm Commission Meeting - 7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

JOINT PLANNING COMMISSION & CITY COUNCIL WORK SESSION

6:30 pm **Haskell Golf Course Site Visit (meet at 500 West Olympic Lane)**

COMMISSION MEETING AGENDA

7:00 pm **OPENING ITEMS**

Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

PUBLIC HEARINGS AND ACTION (none)

OTHER ACTION ITEMS (none)

7:05 **DEVELOPMENT CODE / STANDARDS REVIEW**

1. Parks Survey Results
2. Street Lighting Follow up Discussion

7:45 **PLANNING COMMISSION BUSINESS**

3. Residential Fencing Training (Ann Brough)
4. Review & approve minutes of 2/27/14 meetings..... *see attachment*
5. City Council Update
6. *Other Business*

ADJOURNMENT

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 7 March 2014 and delivered to each member of the Planning Commission on 7 March 2014.

Planning Commission Coordinator: *Maissa Bassin* Date: 7 March 2014

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ELK RIDGE PLANNING COMMISSION

March 13, 2014

TIME AND PLACE OF WORK SESSION

A work session of the Elk Ridge Planning Commission was held on Thursday, March 13, 2014, at 6:30 p.m. at 80 East Park Drive, Elk Ridge, Utah.

HASKELL GOLF COURSE SUBDIVISION FIELD TRIP

The planning commission invited the city council to visit the site of Haskell Golf Course Subdivision at 500 Olympic Lane; however, there were not any city council members in attendance.

TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, March 13, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: Kevin Hansbrow, Colin Logue, Cory Thompson, David Clark, Andy Costin, Ann Brough
Absent: Clint Ashmead, Kelly Liddiard,
Others: Shay Stark, *Aqua Planner*
Marissa Bassir, *Planning Commission Coordinator*
Mayor Hal Shelley, *City Council:* Brian Burke, Paul Squires

OPENING ITEMS

David Clark, Co-Chair, welcomed at 7:00 PM. Opening remarks were said by Kevin Hansbrow, followed by the pledge of allegiance.

APPROVAL OF AGENDA

No changes were made to the agenda.

PARK SURVEY RESULTS

Shay Stark, *City Planner* indicated the survey was sent out with the utility bills in December 2013. The PUD Park was brought up last fall with some issues and the City wanted to get some feedback from the residents to know what they would like for the parks within the city. The 2010 general plan states there will be eight parks within the city. It is expensive to have the staff and maintain the parks. Mr. Stark went through the questions in the survey and the results from them.

Demographics

- *Current population is a little over 2,700 people.*
- *There are 726 residential units.*
- *175 families representing 642 people responded to the survey.*
- *24% response rate spread through the community.*
- *All age groups are well represented.*

Interpretation of Demographics - *The high percentage of responses combined with broad representation of all ages across the community means this is a very important issue for the residents of the community.*

Current Use of Parks

- *The City currently does not have a large number of parks nor great variety of amenities.*
- *The survey asked about frequency of use of parks within and without the City and use of trails.*
- *The residents were asked about use of parks outside of the community to learn if lack of parks might factor into the responses.*
- *Use of current City Parks: 3% daily, 14% weekly, 25% monthly, 58% rarely*
- *Use of parks outside of the community: 1% daily, 6% weekly, 19% monthly, 74% rarely*
- *Use of City trail system: 9% daily, 13% weekly, 9% monthly, 69% rarely*

Current Use of Parks Interpretation

- *Use of parks and trails weekly or more frequently are roughly 2/3's families with parent age 22 to 40 with children ranging from 0 to 15. The other 1/3 of the use is mainly parent ages 41 to 70 with children 6-15.*
- *Park and trail use for the most part seem to be exclusive of each other.*
- *Park use outside of the community is generally by the same people using the parks in the community.*

Top 10 Amenities People Would like to Have: 63% restrooms, 53% picnic pavilion, 52% swimming pool, 51% trails, 40% splash pad, 39% tot lot, 39% indoor exercise, 31% tennis court, 27% outdoor exercise, 26% soccer fields.

Top 5 City Sponsored Activities People Would Participate In: 40% adult fitness, 36% swimming lessons, 27% youth soccer, 23% art classes, 22% community theater.

Support Increase in Taxes for Parks and Trails Program: *This was a 50/50 split with one response more favoring yes to increased taxes.*

Support 8 Community Parks.

- *58% Scale back number of parks.*
- *36% Maintain 8 parks as proposed.*
- *2% Increase number of parks proposed.*
- *2% No comment.*

ELK RIDGE PLANNING COMMISSION

March 27, 2014

TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, March 27, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: Clint Ashmead, Kelly Liddiard, Colin Logue, Cory Thompson, Andy Costin, Ann Brough
Absent: Kevin Hansbrow, David Clark
Others: Shay Stark, *Aqua Planner*
Marissa Bassir, *Planning Commission Coordinator*
Mayor Hal Shelley, *Public:* Paul and Joanne Crook

OPENING ITEMS

Kelly Liddiard, Chair, welcomed at 7:00 PM. Opening remarks were said by Ann Brough, followed by the pledge of allegiance.

APPROVAL OF AGENDA

No changes were made to the agenda.

CROOK CONDITIONAL USE PERMIT - CHICKENS

Kelly Liddiard, Chair indicated that the Crook's would like to keep six chickens. He asked if anyone from the City had checked out the property.

Marissa Bassir, Planning Coordinator indicated the code enforcement officer had checked out the property to make sure the distances were somewhat correct.

Colin Logue, PC asked if the Crook's had talked with all the neighbors listed with the application.

Joanne Crook, applicant replied that she did talk to the neighbors, but not Glory O'hare. She indicated the Weaklys, Hudsons and the Watsons and they were fine with the chickens.

Kelly Liddiard, Chair abstained from voting because he owns the property the Hudson's live on. He also indicated there were chickens before.

CORY THOMPSON MOTIONED AND CLINT ASHMEAD SECONDED TO APPROVE THE CONDITIONAL USE PERMIT FOR SIX CHICKENS BY PAUL AND JOANNE CROOK LOCATED AT 144 S ASTOR LANE IN ELK RIDGE, UTAH AS IT IS IN COMPLIANCE WITH ELK RIDGE CITY CODE. VOTE: YES – ALL (5), NO – NONE, ABSENT (2) KEVIN HANSBROW, DAVID CLARK, ABSTAINED: KELLY LIDDIARD

PETITION FOR EXCEPTION - DALLAN BOOTHE

Colin Logue, PC commented that he lived on O'Campo Lane and the property that is being petitioned for an exception is the only vacant lot on O'Campo Lane. O'Campo Lane and Park Drive are parallel with the property in between the streets. The Boothe's would like to have the front of their home to face Park Drive, instead of O'Campo Lane. Most of the houses on O'Campo face O'Campo Lane, which is a cul-de-sac. The Boothe's backyard would then face O'Campo Lane, with the front facing Park Drive. They would like their backyard facing a quieter street and have the view of the valley from the backyard. It is a vacant lot currently and are looking at building a home soon.

Dale Bigler, City Council, indicated there is a home facing Park Drive a few doors down.

Colin Logue, PC said that the Ball's home already faces Park Drive with the backyard facing O'Campo Lane.

Cory Thompson, PC clarified that the Boothe's just want to build the home in reverse orientation, instead of facing the cul-de-sac and face Park Drive.

Further discussion took place regarding the opinions of the planning commission members with keeping children contained with a fence and the quieter street. They would like to see the lot improved so it isn't used for dumping anymore. The current address is located on O'Campo Lane so another address would have to be issued if they were to face Park Drive. Another issue would be that the backyard would need to be landscaped in a timely manner so it looks nice on O'Campo, as well.

Shay Stark, City Planner stated that Park Drive isn't a really busy street. There are a lot of homes that face Park Drive. The applicant had proposed a circular driveway facing Park Drive, but the problem is there are transformers for electrical and phone in the easement in front on Park Drive. The driveway would not work with the placement of the utility boxes. Mr. Stark didn't know if the owners had considered that at all, but it would be a considerable expense for those utility boxes to be moved.

There are two large utility boxes located on the adjacent property that had the city council questioning whether it would obstruct the line of sight when pulling out of the driveway.

Councilman Dale Bigler would like to see the City clean up the right-of-way on the corner of Park Drive and Canyon View Drive.

Kelly Liddiard, Chair asked where the utilities, such as sewer and water would be serviced from.

Shay Stark, City Planner replied that they would have to gain service from O'Campo.

Kelly Liddiard, Chair insisted that the address be changed from O'campo Lane to Park Drive if they face Park Drive.

There was a question that if they fixed the address and the utility box issues, would the exception be approved.

Kelly Liddiard, Chair indicated that if there was already an existing home that faces Park Drive from O'campo, then it would be difficult to deny the petition.

CORY THOMPSON MOTIONED AND KELLY LIDDIARD SECONDED THAT THE PLANNING COMMISSION CONDITIONALLY APPROVE THE BOOTHE DWELLING ACCESS EXCEPTION WITH THE FOLLOWING THREE CONDITIONS:

1. ADDRESS OF HOME CHANGED TO PARK DRIVE.
2. REDESIGN DRIVEWAY OR MOVE UTILITIES BOXES DUE TO UTILITIES BLOCKING ACCESS TO DRIVEWAY
3. LANDSCAPE BOTH FRONT AND BACK YARDS.

VOTE: YES - ALL (5), NO - NONE, ABSENT (2) KEVIN HANSBROW, DAVID CLARK

HASKELL GOLF COURSE FINAL PLAT

Shay Stark, City Planner explained that with the new approval process, all the issues are taken care of before the final decision is made by city council. Mr. Haskell is getting the water rights resolved and is in the process. The development agreement is being reviewed by the City Attorney. The amount for bonding has been approved so as soon as he receives final approval, he can get the bonding in place. The will serve letters are in place. The temporary turnaround easements have been prepared, as well as the documentation for the City's properties that will be used for the road. Everything is ready for final approval and everything has been addressed.

Kelly Liddiard, Chair questioned the steep hill on the back of lots 4 and 5 and wondered if there was going to be any erosion control. It was a question at TRC (Technical Review Committee).

Shay Stark, City Planner said it was discussed that there would be a berm and also direct the drainage to the detention basin by the public works building. The drainage issues have been protected. There is also some standard erosion control that will occur with construction, which is in the erosion control plan. The owners could ultimately end up building it up and installing a retaining wall.

Kelly Liddiard, Chair asked about the fire hydrant that is located half way up the hill going from Goosenest Drive. The water/fire hydrant line was installed by others.

Shay Stark, City Planner indicated that the new fire hydrant was installed for Ryan Johnson's home located just west of the public works building. He was required to install the new fire hydrant because of the distance from another fire hydrant and the length of his future driveway.

COLIN LOGUE MOTIONED AND ANDY COSTIN SECONDED TO RECOMMEND APPROVAL TO THE CITY COUNCIL OF THE HASKELL GOLF COURSE SUBDIVISION FINAL APPROVAL PLAT MAP. VOTE: YES - ALL (6), NO - NONE, ABSENT - (2) KEVIN HANSBROW, DAVID CLARK

HANSEN ANNEXATION DISCUSSION

Shay Stark, City Planner explained that Gary and Lorri Hansen have property down on 11200 and Loafer Canyon Road and they are anxious to develop the property, which is located in the county, outside Elk Ridge City. Several years ago, Hansens tried to annex into Elk Ridge City, but were denied because of the County Surveyor's recommendation. They have been trying to work out the issues with the Utah County and actually rezoned the property with Utah County so they could develop, but the county would still like them to annex into Elk Ridge. Utah County if favorable to have the Hansen property annexed into Elk Ridge City. The Utah state law has changed where the city is able to annex by resolution, instead of annexing by petition. The option to annex by resolution means that the city can annex a portion of an island, an area of county property that is surrounded by the city boundaries. Utah County has recommended including 11200 in the annexation because it is currently not in Salem City limits. The county will continue to own it and maintain it because it is a regional corridor. They just want the road within a city's boundaries so there isn't odd pieces of county property. There are three parcels to the south of the Hansen property that is owned by Mr. Wendell Hansen (no relation) that the City would like to see annexed into the city at the same time. It is part of the City's annexation plan and would be helpful to annex because the City is already maintaining all of Loafer Canyon Road where the property is located. Loafer Canyon Road will be annexed and Mr. Wendell Hansen was also willing to participate in the annexation.

Kelly Liddiard, Chair asked if the City currently maintains Loafer Canyon Road. [*The City plows the road when snowy conditions.*] He also asked if there were utilities down there in the road. [*Mayor Shelley indicated that the sewer would go in Loafer Canyon Road to tie into 11200.*]

Shay Stark, City Planner indicated that the home for sell with the 2 acres is located on Gary Hansen's property and is in the County. Mr. Hansen would like to subdivide the rest of the property so he can sell it. The City currently provides water to the home.

Ann Brough, PC asked what the benefit would be for the County to maintain 11200 if it is city owned.

Shay Stark, City Planner responded that the county doesn't have a choice, but to maintain it because it is a regional corridor and the road has big plans. It could be turned over to UDOT because they defined it as a regional corridor, but it falls back on the county.

Further discussion took place regarding the regional plans for 11200, as well as the water requirements for annexation. The discussion was just informational at the current point. An application has been submitted and a resolution will be written and approved by the city council. If the resolution is approved, then it will go into the public notice period and public hearing. All issues need to be reviewed and brought into the annexation agreement. Annexation by resolution is a much quicker process than the petition to annex.

Colin Logue, PC asked if there is any negative impact for the City if the annexation was approved.

Mayor Shelley stated that the City currently serves Gary Hansen's home. The developer would have to pay for any improvements that would be installed for the subdivision. So the initial improvement would be the developer's responsibility, but the maintenance would be the City's responsibility. Property tax derived from the development will affect the city.

Clint Ashmead, PC, stated that if the City didn't approve the annexation, then it will restrict the property owners from subdividing the property and developing it and isn't good for them. It doesn't allow the City to expand the boundaries for extra revenues. Providing services is what the City will need to provide in return.

Shay Stark, City Planner indicated that the reality with residential development is that the costs are covered out of the property taxes, which most goes to the school district so the city doesn't receive much back. The City isn't left with much if there isn't a commercial base. The impact fees help cover the development, but there just isn't any revenue.

Mayor Shelley indicated that if Wendell Hansen doesn't develop that property, then the property would retain the agricultural status and the tax structure wouldn't change so there wouldn't be a benefit for the City. There would be a little property tax if it was in the city boundaries, but the City wouldn't have to provide any services either.

Dale Bigler, City Council asked if the City would gain the mileage of 11200 for a benefit.

Shay Stark, City Planner responded that the City provides an overall number of all the mileage of the streets within the City and goes toward the taxing. Mr. Stark needs to look into the issue to know if the City will receive additional taxes from the annexation of 11200.

Kelly Liddiard, Chair asked if the City will be in control of the new improvements that will be going onto 11200 or if the County will be in control.

Shay Stark, City Planner replied that the county will maintain control of it because the county owns the road, not the city. The developer will have to obtain permits from the county to gain access to the road. Any easement of the city will become tax exempt. When the county wants to make improvements to 11200, they will have to seek approval from the city.

Dale Bigler, City Council indicated that the road from Salem to Benjamin for access to I-15 was approved.

STREET LIGHTING TRAINING (CORY THOMPSON)

Cory Thompson, PC read the code for street lighting. "Street lighting is required on major thoroughfares, in public parks and trail system."

Colin Logue, PC asked if Elk Ridge Drive and Park Drive is major thoroughfares.

Shay Stark, City Planner responded that Elk Ridge Drive is definitely a major thoroughfare.

Cory Thompson, PC explained that the City has an advantage with all the building happening to add some additional controls over the street lighting. In his previous position with another city, he said that there could be esthetic zoning control over the type of lights. There is a wide variety of lights. Current code doesn't explain where lights have to be and what they look like, how they have to shine, what color spectrum. The City needs more explanation in the code.

Shay Stark, City Planner indicated that the types of lights are covered within the construction standard details. A follow-up with SESD provided more information on costs. SESD hasn't done a lot of light maintenance. Mr. Stark showed the construction standards and there are some of those lights located along the trails. The design in the standards are still available and cost \$2700 per light and with LED it would cost \$300 more per light (\$3000 per light). LED is more cost efficient and last longer. There is an advantage with the power usage. An agreement can be written with SESD where the City would pay a monthly flat rate for each light and they would maintain the lights. Rocky Mountain Power does something like that and it is typically \$25 per month. So that could add up to be a lot of money for very few lights. Santaquin has a deal with SESD where they have set up boxes and meters and Santaquin pays a monthly account. The LED light maintenance will be mostly vandalism. There is a fixed fee for each meter so having less is beneficial financially. If the lighting is limited to the major corridors, such as Elk Ridge Drive, the Roundabout, and parks, there is a power service and one meter. Mr. Stark thinks it is a reasonable cost.

Design of the lights and cost was further discussed among the planning commission and planner. The planning commission directed the planner to present to the city council and have them determine how the city would like to proceed with street lighting and determine whether or not it is in the budget for installation and a monthly usage fee.

MARCH 13, 2014 PLANNING COMMISSION MINUTES

There were not any corrections to the minutes.

COLIN LOGUE MOTIONED AND ANN BROUGH SECONDED TO ACCEPT THE MARCH 13, 2014 PLANNING COMMISSION MEETING MINUTES AS WRITTEN. VOTE: YES - ALL (6), NO - NONE, ABSENT - (2) KEVIN HANSBROW, DAVID CLARK

CITY COUNCIL UPDATE

There was not a council member present for an update.

OTHER BUSINESS

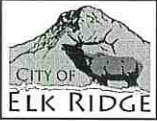
Mr. Kelly Liddiard has the next training on April 24 on Planning Commission By-laws.

The next planning commission meeting for April 10 has been cancelled due to Spring Break and a lack of agenda items.

ADJOURNMENT - Co-Chair, David Clark, adjourned the meeting at 8:34 p.m.


Planning Commission Coordinator





CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF MEETING CANCELLATION

Notice is hereby given that the Elk Ridge Planning Commission will NOT hold a planning commission meeting at the date, time, and place listed below. Handicap access is available upon request. (48 hours notice)

- Meeting Date - **Thursday, 10 April 2014**
- Meeting Time - **7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

COMMISSION MEETING AGENDA

CANCELLED

CERTIFICATION

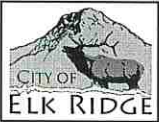
The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 4 April 2014 and delivered to each member of the Planning Commission on 4 April 2014.

Planning Commission Coordinator: Marissa Bassin Date: 4 April 2014

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CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651
t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF PUBLIC MEETING

Notice is hereby given that the Elk Ridge Planning Commission will hold a planning commission meeting at the date, time, and place listed below. Handicap access is available upon request. (48 hours notice)

- Meeting Date - **Thursday, 24 April 2014**
- Meeting Time - **Commission Meeting - 7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

COMMISSION MEETING AGENDA

7:00 pm OPENING ITEMS

Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

7:05 PUBLIC HEARINGS AND ACTION

1. Lane Conditional Use Permit (Chickens) *see attachment*

7:10 OTHER ACTION ITEMS

2. Horizon View Farms Final Approval *see attachment*
3. Haskell Golf Course Updated Plat Discussion & Decision *see attachment*

DEVELOPMENT CODE / STANDARDS REVIEW (none)

7:45 PLANNING COMMISSION BUSINESS

4. Review & approve minutes of 3/27/14 meetings *see attachment*
5. City Council Update
6. *Other Business*

ADJOURNMENT

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 18 April 2014 and delivered to each member of the Planning Commission on 18 April 2014.

Planning Commission Coordinator: *Marissa Bassin* Date: 18 April 2014

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ELK RIDGE PLANNING COMMISSION

April 24, 2014

TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, April 24, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: David Clark, Andy Costin, Ann Brough, Kevin Hansbrow
Absent: Clint Ashmead, Kelly Liddiard, Colin Logue, Cory Thompson,
Others: Shay Stark, *Aqua Planner*
Marissa Bassir, *Planning Commission Coordinator*
Mayor Hal Shelley, *Public:* Linda Lane, Chance Lane, Alex Lane, Jeralynn Lane, Robert Lane, Maclain Johnson,
Callie Johnson, Angelia Olson, Jeff Crippen Nathan Dunn

OPENING ITEMS

David Clark, Co-Chair, welcomed at 7:00 PM. Opening remarks were said by Ann Brough, followed by the pledge of allegiance.

APPROVAL OF AGENDA

Haskell Golf Course Updated Plat was removed from the agenda because it wasn't needed after all.

LANE CONDITIONAL USE PERMIT – CHICKENS - PUBLIC HEARING

David Clark, Co-Chair opened the public hearing at 7:05 PM.

There was not any public comment.

David Clark, Co-Chair closed the public hearing at 7:07 PM.

The planning commission discussed the application. The applicant has met the required distance between neighbors and the chicken coop. Their home was closer to the chicken coop than the neighboring home. The code enforcement officer inspected the property, checked for distances and deemed that the property was in compliance.

DAVID CLARK MOTIONED AND KEVIN HANSBROW SECONDED TO APPROVE THE CONDITIONAL USE PERMIT FOR SIX CHICKENS BY JERALD AND LINDA LANE LOCATED AT 24 SOUTH ASTOR LANE IN ELK RIDGE, UTAH AS IT IS IN COMPLIANCE WITH ELK RIDGE CITY CODE. VOTE: YES – ALL (4), NO – NONE, ABSENT (4) KELLY LIDDIARD, COLIN LOGUE, CORY THOMPSON, CLINT ASHMEAD

HORIZON VIEW FARMS FINAL PLAT APPROVAL

Shay Stark, City Planner displayed the landscape plan for Horizon View Farms. The initial preliminary plan approval was in a single phase. When they applied for final approval, they decided to split the project into two phases, A & B. The planning commission discussed the desire to have the tot lot included in the first phase (phase A). The city council agreed the tot lot should be installed before the project was complete, but thought to have the tot lot part of the second phase, but be installed before any building. The county has said that they want all the extra right-of-way width they can get on 11200 South for when the street is expanded to a regional arterial street, which would be four lanes with dividers. The city will work with the county to put the trail in the county right-of-way since the county was planning a trail anyway and there doesn't need to be a duplicate. The hope is that the trail will be moved so it isn't right against the townhomes common areas. There is some additional issues that need to be worked out with the county regarding the Hansen Annexation that will include 11200 South as part of it. As far as the final plat is concerned, the staff has reviewed the construction drawings and has dealt with all the engineering issues and meet city standards and code.

Chris Salisbury, Developer updated the planning commission that the fire alarm design is not complete yet, but would be complete within a day or so. Once they are complete, Mr. Salisbury will forward them for the fire chief (Seth Waite) to review. *[This was an item the fire chief had requested at TRC.]*

Mayor Shelley questioned if the alarm would be tied in with the suppression system and restricted per unit. It was confirmed the sprinklers and the alarms would be connected.

Chris Salisbury, Developer, replied that Mountain West Alarm has it set up so the buildings would be "daisy chained" so there is one control module that will be the control of the entire project.

Shay Stark, City Planner indicated there are a few items within the development agreement that may change slightly. The overall gist of the agreement is correct. When a building permit is pulled for a building, all permits will be set up for every unit within the building and as construction will move forward on all the units up through the 4-way inspection, which is HVAC, insulation, rough plumbing, and electrical. As each unit is sold and move forward, the developer will officially pull the permit and pay the impact fees. Before the last unit is sold within the building and receives certificate of occupancy, the landscaping must be complete around the building. There will be a separate landscaping bond so as landscaping is completed, the bond will be reduced.

David Clark, Co-Chair expressed some concern regarding the development agreement and exhibit A. Mr. Clark understands that the agreement is an amendment, but was wondering about the "control" from the previous agreement to the Horizon View Farms development agreement.

Shay Stark, City Planner replied that Mr. Clark's concern is just some legal jargon that has to be put in whenever there is an amendment to the previous agreement. It is basically saying that there are some terms in the previous development agreement, but they have come up with a new set of terms that have been added to the previous agreement, but if there is a situation of conflict between the two agreements, the most recent addendum is what would apply.

David Clark, Co-Chair asked Mr. Salisbury if he had received the cost estimate for the surrounding fence.

Chris Salisbury, Developer indicated that there were some communication problems with the vendor, but he should have a cost estimate within the next few days. The vendor is Alex Hunt with Simrock Fence, whom they have used before for other projects.

Shay Stark, City Planner reviewed the different points of the development agreement with the planning commission. He talked about the offsite improvements of the roundabout and the monument and the portion Mr. Salisbury and Mr. Dean Ingram would be paying (50/50 split). There was a negotiation with the city council and Mr. Salisbury that if the roundabout cost could be less expensive, Mr. Salisbury would install a two-rail vinyl fence. In order for the negotiation to work, the roundabout would need to be about \$24,000 less if the fence costs \$12,000. The roundabout needs to be completed and is most important.

Chris Salisbury, Developer questioned why the \$12,000 reduction would need to apply to Mr. Ingram's portion of the roundabout. Mr. Salisbury didn't remember the reduction applying to Mr. Ingram's half.

Shay Stark, City Planner indicated he would review the City Council Minutes to verify the negotiation terms. Mr. Stark resumed the discussion of the development agreement terms.

David Clark, Co-Chair asked if there should be verbiage within the agreement regarding the HOA assuming some of the previous City responsibilities of maintaining the roads, etc.

Shay Stark, City Planner, indicated that the roads will not be public streets so that would be handled on the plat map. A private street is not maintained by the City. There is a public utility easement within the property so the utilities, ie. water and sewer, will be the property of the City and will be maintained by the City. Mr. Stark explained there will be performance bonds and a separate landscaping bond so the infrastructure can be put into durability once it is built and being used. Mr. Salisbury is still working to get the water rights in place [Mr. Salisbury indicated that would take place tomorrow, 4/25.] There are just a few loose ends to wrap up, but will be taken care of once there is final approval. The staff recommends approval of Horizon View Farms A & B.

Andy Costin, PC, questioned the units going up through the 4-way inspection. He wondered if the building's exterior would be complete if the interior was only going through that inspection because, generally, the exterior would not have to be finished at that inspection.

Shay Stark, City Planner indicated that the exterior would have to be finished.

Chris Salisbury, Developer, explained that it was discussed that the inside of the building would be 4-way stage, other than the one unit that would be finished if they were only doing one unit. The outside would go beyond 4-way stage sealing the structure and stucco or LP siding or whatever they will be doing. So the exterior would be completed.

David Clark, Co-Chair, said that the last he heard was that Mr. Salisbury was going to be getting some estimates on the LP siding and he wondered if there were any conclusions for the exterior material.

Chris Salisbury, Developer, indicated he had received the bids for most of the products, but have not finalized the numbers yet. They are leaning more towards the LP material.

Kevin Hansbrow, PC, thought there was a standard or agreement for the PUD for the exterior materials. He thought vinyl wasn't an option.

The mayor, planner and the coordinator didn't recall it being in the standards or agreements and thought it was placed in the CC&R's for the phases. It was discussed, but it was not placed in the PUD code. Mr. Hansbrow recommended reviewing the minutes to verify because he was sure it was decided not to allow vinyl siding.

Andy Costin, PC, asked Mr. Salisbury if there were any building renderings that the planning commission could view.

Mr. Stark displayed the renderings.

David Clark, Co-Chair, asked Mr. Salisbury if there was a decision on the decorative pop-outs on the back side of the buildings.

Chris Salisbury, Developer, replied that there wasn't a decision yet because they wanted to see where all the estimates came in at before they could determine the extra features. The last design that Mr. Salisbury viewed, there were some pop-outs, but probably not as much as the City had discussed. He recalls it isn't a flat wall. There are some elevation changes because of the slope. The units are also staggered.

Shay Stark, City Planner also mentioned that the landscaping trees were pulled to the east side so once the trees get bigger, that will also break up the view of the units.

DAVID CLARK MOTIONED AND KEVIN HANSBROW SECONDED TO RECOMMEND FINAL APPROVAL TO THE CITY COUNCIL THE HORIZON VIEW FARMS PLATS A AND B CONTINGENT UPON THE FOLLOWING:

1. FIRE ALARM DESIGN APPROVED BY THE FIRE CHIEF
2. RESOLVE ISSUE OF FENCE COST AND EFFECT ON ROUNDABOUT AND EFFECT ON DEAN INGRAM'S SHARE.
3. REVIEW OF MEETING MINUTES REGARDING PUD EXTERIOR MATERIALS (VINYL SIDING)

VOTE: YES – ALL (4), NO – NONE, ABSENT (4) KELLY LIDDIARD, CLINT ASHMEAD, COLIN LOGUE, CORY THOMPSON

MARCH 27, 2014 PLANNING COMMISSION MINUTES

There were not any corrections to the minutes.

ANN BROUGH MOTIONED AND ANDY COSTIN SECONDED TO ACCEPT THE MARCH 27, 2014 PLANNING COMMISSION MEETING MINUTES AS WRITTEN. VOTE: YES - ALL (4), NO - NONE, ABSENT - (4) KELLY LIDDIARD, CLINT ASHMEAD, COLIN LOGUE, CORY THOMPSON

CITY COUNCIL UPDATE

Mayor Shelley indicated he hoped the fire station addition will be complete by May 1, 2014. The clean up from the sewer project is underway, but there was still going to be some work from I1200 South to Lee Haskell's development on Olympic Lane. He discussed

135 the newly hired personnel in the office and the changes happening in the office. Water rights have been an issue lately and they had a
136 meeting with the state engineer early in the week. Aqua engineering is conducting a study for build-out requirements for water usage
137 and current water usage. May possibly have to limit development in the future to maintain personal property rights and service all
property owners.

140 David Clark, Co-Chair asked if the City had all the signatures for the park to turn it over to the City.

141 Mayor Shelley indicated they didn't have all the signatures. They were still in need of about nine signatures and are still working on it.
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143 **ADJOURNMENT** – Co-Chair, David Clark, adjourned the meeting at 8:09 p.m.
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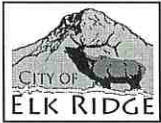
Planning Commission Coordinator

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CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651
t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF PUBLIC MEETING

Notice is hereby given that the Elk Ridge Planning Commission will hold a planning commission meeting at the date, time, and place listed below. Handicap access is available upon request. (48 hours notice)

- Meeting Date - **Thursday, 8 May 2014**
- Meeting Time - **Work Session - 6:30 pm Commission Meeting - 7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

JOINT PLANNING COMMISSION & CITY COUNCIL WORK SESSION

6:30 pm Site Visit - Hansen Annexation (Meet at corner of 11200 & Loafer Canyon Road)

COMMISSION MEETING AGENDA

7:00 pm OPENING ITEMS

Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

7:05 PUBLIC HEARINGS AND ACTION

1. Hansen Annexation *see attachment*

OTHER ACTION ITEMS (none)

7:25 DEVELOPMENT CODE / STANDARDS REVIEW

2. Park Discussion..... *see attachment*
3. Street Lighting Update - Shay Stark, City Planner

7:50 PLANNING COMMISSION BUSINESS

4. Planning Commission Bylaws Review - Kelly Liddiard
5. Review & approve minutes of 4/24/14 meetings..... *see attachment*
6. City Council Update
7. *Other Business* - Training Schedule

ADJOURNMENT

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 2 May 2014 and delivered to each member of the Planning Commission on 2 May 2014.

Planning Commission Coordinator: *Maissa Bassin* Date: 2 May 2014

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ELK RIDGE PLANNING COMMISSION

May 8, 2014

TIME AND PLACE OF WORK SESSION

A joint work session of the Elk Ridge Planning Commission and City Council was held on Thursday, May 8, 2014, at 6:30 p.m. at 11200 South and Loafer Canyon Road, Elk Ridge, Utah.

HANSEN ANNEXATION FIELD TRIP

The planning commission invited the city council to visit the site of the Proposed Hansen Annexation at the corner of 11200 South and Loafer Canyon Road.

TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, May 8, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: David Clark, Ann Brough, Colin Logue, Cory Thompson (Tardy)

Absent: Clint Ashmead, Kelly Liddiard, Andy Costin, Kevin Hansbrow

Others: Shay Stark, *Aqua Planner*

Marissa Bassir, *Planning Commission Coordinator*

Mayor Hal Shelley, *City Council:* Brian Burke, Dale Bigler *Public:* Kim Christensen, Ken Orton, Gary Hansen,

Julie Smith, Tracy Lofthouse

OPENING ITEMS

David Clark, Co-Chair, welcomed at 7:00 PM. Opening remarks were said by Ann Brough, followed by the pledge of allegiance.

APPROVAL OF AGENDA

There were not any changes to the agenda.

There was not a quorum until later in the meeting when Commissioner Cory Thompson arrived.

PROPOSED HANSEN ANNEXATION - PUBLIC HEARING

David Clark, Co-Chair opened the public hearing at 7:05 PM.

Shay Stark, City Planner provided a background of the annexation and displayed the proposed annexation plat. He showed where the annexation boundary is located, as well as the proposed annexation. Mr. Stark explained that Gary Hansen had previously applied for an annexation with Elk Ridge City several years ago. The county surveyor had some issues with the annexation and so the City denied the annexation. Mr. Hansen had met with the County Surveyor prior to applying a second time for the annexation to make sure they would be able to annex. The County would like to see a portion of 11200 south included in the annexation. There has not been a formal letter from the county received yet, but the county is pleased with the proposal and anxious to see it occur.

Colin Logue, PC, questioned if the annexation included all the four parcels.

Shay Stark, City Planner explained that there are two different owners among all four parcels. Three of the parcels are owned by Wendell Hansen. Gary Hansen owns the one parcel to the north.

Public, Julie Smith indicated that she was working with Gary Hansen to get those parcels annexed into the city. Once the annexation is complete, they will come forward with a concept plan for development of the Gary Hansen parcel. Ms. Smith indicated everyone is "on board" with the annexation. Gary Ratcliffe, County Surveyor, didn't have a problem with the proposal. There was a typo error in the boundary description so that has been forwarded to the County Attorney. So the annexation could be approved subject to receiving of the county letter, which is forthcoming.

Public, Tracy Lofthouse questioned what the long term plan for the Loafer Canyon area when it is annexed into the city. He is located on the last lot on the west side of Loafer Canyon Road. He thought all the Hansen property was going to be preserved as open space. Has the long term plan changed?

Shay Stark, City Planner indicated that all of the proposed property is in the 2010 general plan under the land use map proposed as rural residential with livestock, which means it could be developed with a minimum of half acre lots. The development plan for the Hansen property is planned for 1 acre plus lots. There is some natural drainage that has to be preserved. There is also a plan for a trail system throughout the property, which would connect with the rest of the City's trail system.

Mayor Shelley explained that there is concern over the width of the Loafer Canyon Road and the trail system. The planning commission will be asked to consider a better alternate location for the trail because to widen the road would be very costly.

Public, Kim Christensen asked if the trail system was something like a jogging path. It was confirmed and would be 8-10 feet wide.

David Clark, Co-Chair closed the public hearing at 7:18 PM.

COLIN LOGUE MOTIONED AND ANN BROUGH SECONDED TO RECOMMEND APPROVAL TO THE CITY COUNCIL OF THE HANSEN ANNEXATION CONDITIONAL UPON THE COUNTY'S APPROVAL LETTER. VOTE: YES - ALL (4), NO - NONE, ABSENT (4) KELLY LIDDIARD, CLINT ASHMEAD, KEVIN HANSBROW, ANDY COSTIN

ALLRED GASSER PLAT AMENDMENT

Shay Stark, City Planner displayed the proposed lot split for Mr. Ken Orton located at the corner of Goosenest Drive and Elkhorn Drive. The neighbor to the north would like to purchase the portion he is splitting. His home is on the other half of the property. The plat amendment meets the code. The utilities have been addressed, except SESD.

Marissa Bassir, Planning Coordinator, explained that the neighbor, Kirk Mittelman, had sent an email that says SESD indicated that it would be one to two weeks before they could provide a will serve letter because SESD needs to do a cost estimate to get the power on the property and Mr. Orton needs to pay \$200 before the letter. SESD indicated that they would hold the fee if there was an agreement on the purchase contract with some kind of an escrow account set up.

Mr. Ken Orton said SESD couldn't find the lines to come up with an estimate. Money wasn't the issue. He would like to have it taken care of before the neighbor, Kirk Mittelman, leaves town for Hawaii.

Shay Stark, City Planner indicated that the area was annexed from Payson several years ago and the area has septic systems, instead of sewer. Goosenest Water serves the area, instead of Elk Ridge. Goosenest Water indicated they approved the water connection. The county health department is okay with the septic system for the property. The only outstanding issue is with SESD.

Colin Logue, PC, said it was great there was already a buyer for the property and was curious as to what the neighbor was going to do with the property.

Mr. Ken Orton indicated Mr. Mittelman wants to have more space.

COLIN LOGUE MOTIONED AND ANN BROUGH SECONDED TO RECOMMEND APPROVAL TO THE CITY COUNCIL FOR THE ALLRED-GASSER PLAT AMENDMENT CONDITIONAL UPON SESD'S WILL SERVE LETTER BEING RECEIVED. VOTE: YES – ALL (4), NO – NONE, ABSENT (4) KELLY LIDDIARD, CLINT ASHMEAD, KEVIN HANSBROW, ANDY COSTIN

PARK DISCUSSION

Shay Stark, City Planner explained that he talked with the city council and asked how they would like the planning commission to proceed with the park survey results. The parks and trails master plan is in place from 2010.

Colin Logue, PC, asked Mr. Stark if there were still the eight proposed parks on the plan.

Shay Stark, City Planner indicated the general plan map shows eight proposed parks, however, the area down in the Goosenest Drive area from Elk Ridge Drive to Elk Horn Drive will probably never be annexed into the City because it is in the Payson Annexation boundaries. There is one or two proposed parks in that area. The annexation boundaries are incorrect because the county records are the controlling records.

Colin Logue, PC, talked about the area across from the proposed Hansen Annexation on Loafer Canyon Road. Robert Nelson has talked about annexing in that property.

Shay Stark, City Planner indicated that property is within Woodland Hills annexation boundaries. It could be annexed, but the city would have to do a study and apply with the county to have the boundaries changed. It is a complex process. It needs to be determined what amenities from the surveys the City would like in each park and the size needed for each park. The general plan stated that the City would like five acres for every thousand residents. So for 7500 residents, that is roughly 36 acres in park. The City owns Shuler Park and the city is almost at 3000 residents. There is land south of Goosenest Drive and on the top of Elk Ridge Drive and between the two parcels, there is roughly 7.1 acres. The City is far from the 36 acres. The City is in the process of getting the signatures to take over the park and open space in Elk Ridge Meadows Phase II. The question to look at is whether the open space count toward the park overall acreage. Since the open space can be used by the public, then it probably could be considered part of the park total.

Mayor Shelley indicated there was an eagle scout that inquired about installing Frisbee Golf in one of the parks and he thought that the Phase II park would be perfect because it requires a lot of space.

Shay Stark, City Planner indicated that Dean Ingram the developer of Elk Ridge Meadows Phase 10 will be installing a small park, which will have a tot lot and a small pavilion. It is really only to serve that local neighborhood.

Mayor Shelley explained that Elk Ridge Meadows Phase I will also have a small local park. He stated that the City just received a grant approval to assist with the development of that park.

Shay Stark, City Planner acknowledged that the existing parks are what they are and won't be changed. Shuler Park and the soccer fields in the park in Phase II will not be changed. The next park is probably by the future civic center because the property is defined. The impact fees within the next 1-5 years will be attributed to the civic center park. There could also be a park near the water tank off of Elk Ridge Drive possibly where the golf course's seventh hole was located and is now abandoned. There is another park located up in the south end of the City. The goal was to kick it off and get the planning commission members thinking about it. Over the next two or three planning commission meetings they will need to work and make the determinations of what needs to be done in the parks and have a public hearing to bring the suggestions to the public and get it tied down. Once it has been determined, it will be put into the capital facilities plan and into the impact fee analysis so the impact fees can be collected toward the development of the parks. If there is donated land, then the developer will not have to pay the impact fees. The impact fees from the other building around it will be used to complete the park.

Colin Logue, PC, suggested having a work session to have input from everyone. He recommended looking at doing a park in the south end like the Kiwanis Park in Payson Canyon with some campfire areas.

Further discussion took place regarding the recreation property up Loafer Canyon, which is private property. The recreation property is a gated community, but it would be nice to have recreational park/campsites there.

Shay Stark, City Planner is going to put together some drawings of the existing park parcels and use the standard sizes for some of the more popular amenities. Then the planning commission can see something and move things around if desired. A work session will be scheduled for the next meeting.

STREET LIGHTING UPDATE

Shay Stark, City Planner indicated that city council has decided that they do not want the planning commission to work on the street lighting at the present time. The city council would like the planning commission to pinpoint where the street lighting would be important. A map should be created and point out the locations throughout the City. Most residents do not want street lighting, not even in the intersections. Code states the major streets and the trail system should have street lighting. Elk Ridge Drive is arterial so it should have lighting and will once the Elk Ridge Meadows Phases 5-10 are complete. It will be sparse and on the trail and the entrance to the roundabout.

Cory Thompson, PC, thinks that lighting is somewhat of a deterrent. He said when he was young; he was more likely to cause trouble in a place where it was unlikely to be seen by someone. Colin Logue, PC, agreed.

Ann Brough, PC, commented that it helps the Sheriff's department see at night and keep an eye out for trouble.

Shay Stark, City Planner said the city will have to pay for the power so it would be beneficial to tie the trails lighting together so they would be on the same meter.

Cory Thompson, PC, asked for some consideration for the size of the poles for the trails. It would be appropriate to have smaller poles for the trails, rather than a 20 foot pole. Something that would not broadcast as much light and use less power.

Shay Stark, City Planner indicated that the current standard is the lights that are on the trail in Elk Ridge Meadows. The current standard is too small for the streets. They are a total of 14 feet tall. SESD is working through the issue on how to handle street lighting within the communities. The City needs to know where they are going with it and see what would make sense for the City.

APRIL 24, 2014 PLANNING COMMISSION MINUTES

There were not any corrections to the minutes.

ANN BROUGH MOTIONED AND DAVID CLARK SECONDED TO ACCEPT THE APRIL 24, 2014 PLANNING COMMISSION MEETING MINUTES AS WRITTEN. VOTE: YES - ALL (4), NO - NONE, ABSENT - (4) KELLY LIDDIARD, CLINT ASHMEAD, KEVIN HANSBROW, ANDY COSTIN

CITY COUNCIL UPDATE

Mayor Shelley stated that they still needed to work out the details with the grant for the park. The mayor will be meeting with Rural Housing because they are who facilitated the grant. They are looking at almost \$100,000 for the grant. That will take care of the lighting, playground equipment, trail system...everything in phase I should be covered. Rural Housing will add \$20,000 and the City is committed to a minimum of \$10,000. They just need to know what the stipulations are going to be. They will have to wait until after the first of the year. They are not sure when the funds will be released.

David Clark, Co-Chair, suggested a speed table for the trail on the road in Phase II on Quail Run Lane and Bear Hollow Lane.

Shay Stark, City Planner said they are open to recommendations like that for the parks. As part of the trail system, the expenditure could be split between parks and the roads.

Mayor Shelley indicated there are a lot of issues going on with water rights. There is a probability that within three years the City will have to drill another well. There is an impact study being completed by Aqua Engineering and it will determine whether or not it is a need and how it will be paid for.

Further discussion took place in regards to a bid that Payson City received for a well to be drilled on the Golf Course. The actual place of the well is still to be determined. The well could impact Goosenest Water and the City water as well.

David Clark, Co-Chair, commented that wells are expensive to run and thought irrigation water might be a better solution.

Mayor Shelley replied that the problem with the irrigation water is that it is a whole other system and the cost of installing it is also expensive. The cost of the irrigation once the entire infrastructure is installed is in question because where is it coming from...CUP? Strawberry reservoir? Pumping costs into an area? How much of the city could the irrigation water be pumped to? Drilling a well and using the system that exists may be less expensive. The mayor would like to propose to the city council to have residents water their yards on odd and even days.

Dale Bigler, City Council commented on the costs of irrigation water if the City were to get it from CUP and the City doesn't have any area within the city to have a reservoir or pond.

Mayor Shelley said that the point of looking at irrigation water was to reduce the draw down on the culinary water. That is the issue.

Shay Stark, City Planner stated that in the study being done by Aqua Engineering, it was discovered that Elk Ridge residents are using 50 percent more than the state average per lot, which doesn't make sense at a higher elevation. Most communities at a higher elevation use less because they are higher and it is cooler and don't have to use as much water.

Colin Logue, PC, suggested redoing the charges for water and have tiers where it just spikes the higher the usage. The base rate of \$40 isn't the problem.

Dale Bigler, City Council thought that the base rate should be raised a few dollars to generate a fund to drill a new well over a year. He would like some information as to what other cities are charging for water.

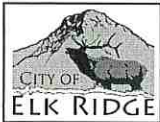
David Clark, Co-Chair, thought the base rate should stay the same because the residents who are not being careless with water should be penalized. The residents who are being careless should be penalized.

Shay Stark, City Planner commented that some residents just don't know how much they are watering. They move from somewhere else and are accustomed to watering for long periods of time because they were on irrigation before.

ADJOURNMENT – Co-Chair, David Clark, adjourned the meeting at 8:40 p.m.


Planning Commission Coordinator





CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF PUBLIC MEETING

Notice is hereby given that the Elk Ridge Planning Commission will hold a planning commission meeting at the date, time, and place listed below. Handicap access is available upon request. (48 hours notice)

- Meeting Date - **Thursday, 22 May 2014**
- Meeting Time - **Commission Meeting - 7:00 pm, Work Session - 7:30 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

COMMISSION MEETING AGENDA

7:00 pm OPENING ITEMS

Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

PUBLIC HEARINGS AND ACTION (none)

7:05 OTHER ACTION ITEMS

1. Planning Commission By Laws Training

DEVELOPMENT CODE / STANDARDS REVIEW (none)

7:20 PLANNING COMMISSION BUSINESS

2. Review & approve minutes of 5/8/14 meetings..... *see attachment*
3. City Council Update
4. *Other Business*

PLANNING COMMISSION WORK SESSION

7:30 pm Park Amenities and Plans

Adjournment

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 16 May 2014 and delivered to each member of the Planning Commission on 16 May 2014.

Planning Commission Coordinator: _____

Marissa Bassin

Date: 16 May 2014

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ELK RIDGE PLANNING COMMISSION

May 22, 2014

TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, May 22, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: Kelly Liddiard, Ann Brough, Cory Thompson, Andy Costin
Absent: Clint Ashmead, David Clark, Kevin Hansbrow, Clint Ashmead
Others: Shay Stark, *Aqua Planner*
Marissa Bassir, *Planning Commission Coordinator*
City Council: Dale Bigler

OPENING ITEMS

Kelly Liddiard, Chair, welcomed at 7:00 PM. Opening remarks were said by Cory Thompson, followed by the pledge of allegiance.

APPROVAL OF AGENDA

There were not any changes to the agenda.

PLANNING COMMISSION BYLAWS TRAINING

Kelly Liddiard reviewed the planning commission bylaws and came upon the following items that need to be updated.

- Rights and Duties - #7 Special Meetings notice may also be emailed.
- Procedure--Order of Business - approve minutes at the beginning of the meeting following roll call.
- Procedure--Motions - Polled Voting for special circumstances

Mr. Liddiard discovered that with the planning commission attendance if a member is falling below the 70 percent threshold, the chair is to document in writing to the planning commission member of the attendance problem and have the member bring it up to par.

Conflict of Interest: A vote must be taken if a member of the planning commission chooses to recuse him or herself. A question was brought up whether or not the planning commission can vote if there are four members and one abstains from voting. Does a vote count? Research was going to be done.

Cory Thompson, PC, indicated that in Roberts Rule of Order that abstaining votes lower the voting body and that is how congress does it, but doesn't necessarily have to be used.

The planning commission also discussed the difference between recusing and abstaining from votes and what number equals a quorum. The Procedures, Debate section was also discussed and the Planning Commission would like the ability to ask questions to developer/public without starting a whole new dialogue. It was decided that the planning commission can ask questions once the public hearing is over, but can put a stop to additional dialogue if it is not the public forum.

May 8, 2014 PLANNING COMMISSION MINUTES

There were not any corrections to the minutes.

CORY THOMPSON MOTIONED AND ANN BROUGH SECONDED TO ACCEPT THE MAY 8, 2014 PLANNING COMMISSION MEETING MINUTES AS CURRENTLY CONSTITUTED. VOTE: YES - ALL (4), NO - NONE, ABSENT - (4) KEVIN HANSBROW, CLINT ASHMEAD, DAVID CLARK, COLIN LOGUE

CITY COUNCIL UPDATE

Shay Stark, City Planner reported that Horizon View Farms Subdivision plat was approved by the city council, but there was not any public present to object.

Closed the regular meeting at 7:35 p.m.

TIME AND PLACE OF WORK SESSION

A work session of the Elk Ridge Planning Commission was held on Thursday, May 22, 2014, at 7:30 p.m. at the City Offices located at 80 E Park Drive, Elk Ridge, Utah.

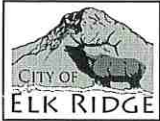
Discussion of Park Amenities and Plans for all parks within the City.

ADJOURNMENT – Chair, Kelly Liddiard, adjourned the meeting at 9:00 p.m.



Planning Commission Coordinator





CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651
t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF PUBLIC MEETING

Notice is hereby given that the Elk Ridge Planning Commission will hold a planning commission meeting at the date, time, and place listed below. Handicap access is available upon request. (48 hours notice)

- Meeting Date - **Thursday, 12 June 2014**
- Meeting Time - **Commission Meeting - 7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

COMMISSION MEETING AGENDA

7:00 pm OPENING ITEMS

Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

PLANNING COMMISSION BUSINESS

1. Review and approve meeting minutes for 5/22/14 *see attachment*

7:05 PUBLIC HEARINGS AND ACTION

2. Planning Commission Bylaws Amendment *see attachment*

OTHER ACTION ITEMS (none)

7:20 DEVELOPMENT CODE / STANDARDS REVIEW

3. Animal Codes/Conditional Use Training Review - Colin Logue

7:30 CITY BUSINESS

4. City Council Update
5. *Other Business*

Adjournment

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 6 June 2014 and delivered to each member of the Planning Commission on 6 June 2014.

Planning Commission Coordinator: *Marissa Bassin* Date: 6 June 2014

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ELK RIDGE PLANNING COMMISSION

June 12, 2014

TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, June 12, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: Ann Brough, Cory Thompson, David Clark, Colin Logue
Absent: Kelly Liddiard, Clint Ashmead, Kevin Hansbrow, Andy Costin
Others: Marissa Bassir, *Planning Commission Coordinator*
Mayor Shelley

OPENING ITEMS

David Clark, Co-Chair, welcomed at 7:00 PM. Opening remarks were said by Mayor Shelley, followed by the pledge of allegiance.

APPROVAL OF AGENDA

There were not any changes to the agenda.

May 22, 2014 PLANNING COMMISSION MINUTES

There were not any corrections to the minutes.

CORY THOMPSON MOTIONED AND ANN BROUGH SECONDED TO ACCEPT THE MAY 22, 2014 PLANNING COMMISSION MEETING MINUTES AS CURRENTLY CONSTITUTED. VOTE: YES - ALL (4), NO - NONE, ABSENT - (4) KEVIN HANSBROW, CLINT ASHMEAD, KELLY LIDDIARD, ANDY COSTIN

PLANNING COMMISSION BYLAWS PUBLIC HEARING

David Clark, Co-Chair opened the public hearing at 7:10 pm.
There was not any public present, but there was discussion by the planning commission.
David Clark, Co-Chair closed the public hearing at 7:20 pm.

COLIN LOGUE MOTIONED AND ANN BROUGH SECONDED TO APPROVE THE AMENDMENT TO THE PLANNING COMMISSION BYLAWS WITH THE EXCEPTION OF THE POLLED VOTING CONCEPT. VOTE: YES - ALL (4), NO - NONE, ABSENT - (4) CLINT ASHMEAD, KEVIN HANSBROW, KELLY LIDDIARD, ANDY COSTIN

ANIMAL CODES/CONDITIONAL USE TRAINING REVIEW BY COLIN LOGUE

Colin Logue, PC suggested having a summary written regarding conditional uses so it can be posted on the City website so there is something clean and neat to read and understand.

Mr. Logue reviewed the animal regulations with a conditional use permit. He reviewed the differences between household pets and hobby animals. Hobby animals are allowed with a conditional use permit in some residential zones and have limits on how many can be kept. Pigeons were discussed. It was a previous code and was grandfathered in with the hobby animal code. Livestock animals and zones were reviewed. Rabies vaccinations were also discussed along with enforcement. The county supports the city with animal catching. Mr. Logue also reviewed the rules for keeping hobby animals, which include the cleaning of animal areas and storing food correctly. There is an exception that can be made by the planning commission for the keeping of other animals not listed in the table provided within the code. Kennels are only for the commercial zone. It was pointed out that hobby animals are not a conditional use in the R-1-12,000 zone, which is the PUD, Elk Ridge Meadows Subdivision.

Cory Thompson, PC, pointed out that some of the animals allowed in the city code is prohibited and protected by state law. Therefore, there needs to be an amendment to the city code.

Colin Logue, PC, continued with 10-12-33 Conditional Use Permits. "Purpose: Uses designated as conditional uses require special consideration from the planning commission. These uses may or may not be appropriate for a specific piece of property. The purpose of this section is to allow the planning commission to evaluate the appropriateness of designated conditional uses on a case by case basis. The conditional use permit procedure allows the planning commission to approve, deny or conditionally approve any request for a conditional use permit. Permit Required: No person or entity shall operate or conduct a use designated as a conditional use within the applicable zone without first obtaining a conditional use permit from the city."

"Duration: Unless otherwise specified by the planning commission, and subject to provisions of this section relating to the amendment or revocation of a conditional use permit, a conditional use permit shall run with the land and be valid until such use expressed in the conditional use permit changes or is abandoned for a period of six(6) months or more. The planning commission may grant a conditional use permit for a limited period of time if it finds that a limited permit is reasonable to protect the health, safety, or welfare of the community or to ensure compliance with the terms of permit approval."

Colin Logue, PC commented that he thought it was interesting because if someone has a conditional use permit for chickens and they discontinue the use for a time, they may think they are able to get chickens again without coming into the city. They would actually need to apply for another conditional use permit.

"Other Requirements: An applicant or user of a conditional use permit shall be held to all of the requirements relating to site plan approval, improvements, bonding, maintenance and completion. The conditional use permit shall not be valid until a bond guaranteeing all required and proposed improvements has been posted. Nothing in this section shall be interpreted to waive the bonding, licensing or permit requirements set forth in other city ordinances."

Mr. Logue was confused by that statement.

69 Cory Thompson, PC explained that it was for construction. He gave an example of a large shed on a non-conforming lot.

70 Mayor Shelley indicated that if a bond is required for the building, then that is when the bonding requirement is required. A chicken
71 coop would not need a bond. Clarification needs to be made in the code.

72 Mr. Logue continued with the implementation of a conditional use permit. *"K. Implementation: A conditional use permit shall expire
73 and become null and void if the permit has not been implemented by the recipient within one year of the date of approval. The permit
74 shall be considered implemented if the recipient either engages or participates in the conditional use or completes substantial
75 construction on the project for which the permit was granted."* Who regulates it?

76 Mayor Shelley explained that it would be the code enforcement officer. It is a matter of how it is tracked.

77 Colin Logue, PC reviewed the points for amendment or revocation.
78

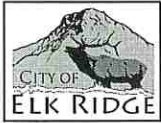
79 CITY COUNCIL UPDATE

80 Mayor Shelley reported that the last city council meeting was cancelled. The City Celebration is in a few weeks and there will be an
81 open house for the fire department. The City will continue working on the trails and fixing and updating the parks. In phase 2, there is
82 talk about needing a parking lot because there will be a pavilion. The new tax rate has come out with the County so the City will be
83 working to have a Truth and Taxation Hearing in August. The City acquired a new ambulance and they are working on certifications for
84 EMTs. The City will also probably need a new snow plow because of the new developments within the City. He also indicated they
85 have a contract with Payson City to use the dump at a resident's rate.
86

87 **DAVID CLARK MOTIONED AND CORY THOMPSON SECONDED TO ADJOURN THE PLANNING COMMISSION**
88 **MEETING. VOTE: YES - ALL (4), NO - NONE, ABSENT - (4) KELLY LIDDIARD, KEVIN HANSBROW, CLINT**
89 **ASHMEAD, ANDY COSTIN**
90

91 **ADJOURNMENT** – Co-Chair, David Clark, adjourned the meeting at 8:00 p.m.
92

93 
94 _____
95 Planning Commission Coordinator



CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF JOINT FIELD TRIP AND WORK SESSION

Notice is hereby given that the Elk Ridge Planning Commission will hold a joint field trip with City Council and a Planning Commission work session at the date, time, and place listed below. Handicap access is available upon request. (48 hours notice)

- Meeting Date - **Thursday, 26 June 2014**
- Meeting Time – **Work Session - 6:00 pm Commission Meeting - 7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

JOINT FIELD TRIP

7:00 pm Harrison Heights Field Trip - (meet at 600 E Gooseneast)

PLANNING COMMISSION WORK SESSION

7:30 pm PUD Overlay Zone Discussion.....*see attachment*

ADJOURNMENT

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 20 June 2014 and delivered to each member of the Planning Commission on 20 June 2014.

Planning Commission Coordinator: *Maissa Bassin* Date: 20 June 2014

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ELK RIDGE PLANNING COMMISSION

June 26, 2014

TIME AND PLACE OF WORK SESSION

A regularly scheduled work session of the Elk Ridge Planning Commission was held on Thursday, June 26, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: Andy Costin, Kelly Liddiard, David Clark, Colin Logue
Absent: Cory Thompson, Clint Ashmead, Kevin Hansbrow, Ann Brough
Others: Marissa Bassir, *Planning Commission Coordinator*
Shay Stark, *City Planner*

FIELD TRIP

The planning commission and the city council met at the proposed Harrison Heights Subdivision to view the property and discuss specifics.

PUD OVERLAY ZONE

Shay Stark, City Planner provided a background on the many issues the City has dealt with in Elk Ridge Meadows Phases 1 and 2 and Horizon View Farms. Through all the trials, there are some weaknesses in the PUD ordinance. There are some residents that would like to repeal and eliminate the ordinance. Realistically, the ordinance needs to be retained because state law requires the City to provide low to moderate income housing. The City currently has approved multi-family housing (Horizon View Farms) and self-help homes. The city is still several years out from being completely built-out. The PUD Overlay indicates that the City can negotiate up to 25 percent open space and in return the City will let the developer have more density. The problem is that it really isn't beneficial for the developer because of street development. In example, Dean Ingram could have gotten more lots in the R-1-15,000 zone than in the PUD overlay on the R-1-12,000 zone the way the calculations work out in the Elk Ridge Meadows phases 5-10.

Colin Logue, PC, asked if there wasn't a park in Phases 5-10 and used R-1-15,000 Zone, then would it comply with the general plan and where the parks should be located.

Shay Stark, City Planner explained that the park situation with phases one and two fell apart. When the developer agreement was written, it stated that the parks were going to be maintained by the HOA. Since then, the HOA's have been dissolved and the City is now taking over the park, which is a significant cost to the City. The general plan has seven parks within the City. The City wants the open space.

Further discussion took place regarding lot sizes, too small buildable areas and drainage issues with a small yard. Property owners are required to maintain their drainage on their yard.

Kelly Liddiard, Chair, asked what the issue was when Mr. Ingram had mentioned the difference in lots with other cities.

Shay Stark, City Planner explained that corner lots setback is more restrictive in Elk Ridge than other cities so it makes building a larger home on a corner more difficult.

Marissa Bassir, Planning Coordinator commented that if there is code that requires the home to face the lesser classification of road, then what is the point of having that restrictive of a setback on a corner.

Shay Stark, City Planner indicated there are other existing homes facing Goosenest Drive so it wouldn't be the only one. The code should be amended to make some exceptions.

David Clark, Co-Chair commented that the PUD is overall a good code, except for the few instances where it doesn't work on a certain lot. Therefore, the code should remain with some exceptions and not make the requirement less restrictive.

Colin Logue, PC also commented that with the state requirement for lower income housing, if the lots were larger, larger homes would be built and the requirement wouldn't be fulfilled.

Shay Stark, City Planner explained that if there is one exception, then a precedence is set.

The decisions for the PUD were made back in 2005 and the city is seeing some of the repercussions now. Some of the background from the PUD and overlay was explained. The other issue is that there aren't any other ordinances that cover multi-family housing. The PUD covers the multi-family housing. Also, how does the City handle building permits for multi-family housing. Specifics need to be put into the PUD if there is something the planning commission wants to see. The Senior Housing Overlay Zone was also discussed briefly and they may want to make an amendment there as well.

Kelly Liddiard, Chair discussed whether they leave the PUD zone as is or make some adjustments. Minimum square footage and the multi-family units are an issue. Fair Housing Act could be an issue with the square footage. Mr. Liddiard directed Mr. Stark to amend the PUD code and present it.

ADJOURNMENT – Chair, Kelly Liddiard, adjourned the meeting at 8:38 p.m.


Planning Commission Coordinator

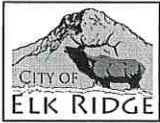


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CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651
t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF PUBLIC MEETING - AMENDED

Notice is hereby given that the Elk Ridge Planning Commission will hold a planning commission meeting at the date, time, and place listed below. Handicap access is available.

- Meeting Date - **Thursday, 10 July 2014**
- Meeting Time - **Commission Meeting - 7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

COMMISSION MEETING AGENDA

7:00 pm OPENING ITEMS

Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

PLANNING COMMISSION BUSINESS

1. Review and approve meeting minutes for 6/12/14 & 6/26/14..... *see attachment*

7:10 PUBLIC HEARINGS AND ACTION

2. Harrison Heights Subdivision (Dean Ingram) *see attachment*

OTHER ACTION ITEMS

3. Elk Ridge Meadows Phases 5-10 Front Setbacks

7:30 DEVELOPMENT CODE / STANDARDS REVIEW

4. PUD Overlay Zone Ordinance Discussion
5. Moderate Income Housing Discussion
6. Water Conservation Discussion
7. Trails Discussion

8:15 CITY BUSINESS

8. City Council Update
9. *Other Business*

Adjournment

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 9 July 2014 and delivered to each member of the Planning Commission on 9 July 2014.

Planning Commission Coordinator: *Maissa Bassin* Date: 9 July 2014

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1 /ELK RIDGE PLANNING COMMISSION

2 July 10, 2014

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TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, July 10, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: Ann Brough, Cory Thompson (Tardy), Kelly Liddiard, Colin Logue, Kevin Hansbrow
Absent: Clint Ashmead, Andy Costin, David Clark
Others: Shay Stark, *City Planner*
Marissa Bassir, *Planning Commission Coordinator*
Mayor Shelley
Public: Steve Youngberg, Becky Shelley, Sandy Packard, Richard Barton, Cade and Shea Harding,
Amber Haskell, Tecia Palombo, Garrett Palombo, Mike Moore, Trish Moore

OPENING ITEMS

Kelly Liddiard, Chair, welcomed at 7:00 PM. Opening remarks were said by Kevin Hansbrow, followed by the pledge of allegiance.

APPROVAL OF AGENDA

There were not any changes to the agenda.

JUNE 12, 2014 AND JUNE 26, 2014 PLANNING COMMISSION MINUTES

There were not any corrections to the minutes.

KELLY LIDDIARD MOTIONED AND COLIN LOGUE SECONDED TO ACCEPT THE JUNE 12, 2014 PLANNING COMMISSION MEETING MINUTES AS CURRENTLY WRITTEN. VOTE: YES - ALL (4), NO - NONE, ABSENT - (4) DAVID CLARK, CLINT ASHMEAD, ANDY COSTIN, CORY THOMPSON

COLIN LOGUE MOTIONED AND KELLY LIDDIARD SECONDED TO ACCEPT THE JUNE 26, 2014 PLANNING COMMISSION MEETING MINUTES AS CURRENTLY WRITTEN. VOTE: YES - ALL (4), NO - NONE, ABSENT - (4) DAVID CLARK, CLINT ASHMEAD, ANDY COSTIN, CORY THOMPSON

HARRISON HEIGHTS SUBDIVISION PUBLIC HEARING

Shay Stark, City Planner present the Harrison Heights Subdivision located approximately at 600 North Goosenest Drive surrounding Burke Cloward's home. Included in the subdivision is the land between Elk Ridge Meadows Phase II and Doe Hill Estates was part of the Doe Hill development, but never was platted. It is zoned R-1-15,000 and R-1-20,000. The developer is requesting an exception to the lot frontage length on lots 22, 23, 24 & 25 of Goosenest Drive so the road can be aligned with Star Lane. The required minimum frontage length in the R-1-20,000 zone is 120 feet. The developer is also asking for an exception on lot frontage for lots 8, 9, 10 and 11 of Street 2. The lots are also located in the R-1-20,000 zone. The reason for the exception request is because of the existing water and sewer lines in the Street 2 right-of-way that preclude the adjustment of the street a little further west. One lot would need to be eliminated in order to meet the 120 foot minimum frontage requirement.

Cory Thompson, PC, asked the planner if it would make a difference on what type of home could be built on lots 8, 9, 10 and 11. Would it impact the home size or orientation?

Shay Stark, City Planner explained that the buildable area is huge. On the larger lots, it is not an issue. On the smaller lots in other developments that have a requirement of only 100 feet for frontages, it makes it difficult to accommodate a three-car garage, which is the market now. There is plenty of room to put a large house on a ½ acre lot. There are 102 lots in the subdivision. Mr. Stark continued to explain that five acres of the property by 11200 will be parceled off to be a church site. There is also an existing home that will remain on a larger lot. The driveway for the existing home would be adjusted to go to the street so there would not be an encroachment on the side setback for the existing home. There is also a location for the city well.

Kelly Liddiard, Chair, opened the public hearing at 7:22 pm.

Public, Steve Youngberg commented that he lives across the street from Lot 7 on Goosenest Drive. He was curious why lot 7 was narrower being a corner lot, which requires more setback space. He thinks it is a good plan. If all the lots were in the R-1-15,000 zone, then all the lots would be oversize. On the preliminary plat, the detail for Goosenest Drive might be an error. He wondered if there was an exception applied for a 66-foot wide street. The dimensions don't add up. There is a two foot error.

Public, Garrett Palumbo was wondering if sewer was planned for along Goosenest because his home is one of the few that has a sewer pump. Is it in the plan to hook those homes up?

Public, Tecia Palumbo indicated their home was right across from the Clowards and there are four houses that have a sump pump, which they have had for over ten years. She indicated they are hard to deal with. She knows the City is working to bring the sewer to where the future city offices are planned. It isn't much further to hook up those homes. She was wondering if that area could be one of the first phases so they could be hooked up to the sewer.

Mayor Shelley indicated that the City is looking to try to re-route the sewer in a couple of areas. They are aware of the situation, but don't know where or when. The City could talk about it. Especially, where the developer will be bringing it up the new Elk Ridge Drive in his current development.

Shay Stark, City Planner indicated those proposed lots/homes along Goosenest Drive would have to be tied into the sewer so there would have to be sewer brought along there. In earlier discussions with Mr. Ingram (Developer), he indicated he would start on the side where there are existing sewer lines (west side).

69 Public, Garrett Palumbo indicated that he was told all the houses were hooked up and there is a main run out to the corner of Park Drive
70 [Elk Ridge Drive].

71 Public, Tecia Palumbo said that she talked with Lee Haskell and he mentioned that it would only require two additional manholes to be
72 put in. Since the Public Works building has sewer and now it is brought to the corner of Elk Ride Drive, Mr. Haskell said he would be
73 happy to be the project manager on the project if they, the residents, could get things rolling.

74 Mayor Shelley said it might be something that could be tied into the proposed subdivision. It will be addressed by the city and see how it
75 could be tied in.

76 Kelly Liddiard, Chair, said it looked like there was already a manhole there and the line goes through.

77 Public, Amber Haskell indicated that Lee Haskell is the developer who developed the property and he said it goes to the stop sign Elk
78 Ridge Drive. So it needs to hook into that.

79 Kelly Liddiard, Chair, asked if the sewer runs any further east from the stop sign.

80 Public, Amber Haskell indicated it starts up again at Concoby's. There is a gap.

81 Kelly Liddiard, Chair, said Mr. Haskell would have to hook up west of Clowards.

82 Public, Garrett Palumbo indicated he is ready because he has the lateral stubbed in. Apparently, there is another sewer line.

83 Kelly Liddiard, Chair, told him not to use that sewer line because it isn't hooked up to anything.

84 Shay Stark, City Planner told Scott Peterson, Engineer, that the sewer line that isn't hooked up is probably what the surveyor shot so it
85 must be dry.

86 Scott Peterson, Engineer said he would look into it, but it has to be hooked up for those proposed lots.

87 Public, Sandy Packard indicated she moved into the Salisbury Subdivision (*Elk Ridge Meadows*) last week. She understood that there
88 was some controversy earlier about flooding that is occurring from the bank that goes up (*south*) in her backyard. She understands the
89 subdivision in discussion will be just south of the bank. Ms. Packard indicated her house is about six feet from the bank so she is really
90 concerned about the stability of the bank. They were going to dig a ditch because of the flooding that had occurred.

91 Mayor Shelley stated that the initial intent was to dig a ditch because of the flooding that had happened in the past. Shay Stark, City
92 Planner, and the mayor had explored any idea to mitigate the flooding that could occur. They knew at some point there would be the
93 development of the property and had asked the developer, Dean Ingram, if there could be a ditch dug to channel the water away from
94 those spots on the back of Wolverine Creek. The mayor indicated he would need to get with Mr. Ingram to determine the phasing of the
95 development and when it would be appropriate.

96 Shay Stark, City Planner commented that there isn't a ditch currently. He mentioned the detention pond in the plan for Harrison Heights
97 where the flow would be diverted to go. The homes and streets of the development will help with the flooding. Currently, all the run-
98 off from that field is running into those yards.

99 Public, Sandy Packard asked what kind of timeframe between now and then until the situation is remedied. How long are they at risk
100 for flooding?

101 Mayor Shelley asked the developer's engineer, Scott Peterson, what kind of timeframe until that could be fixed.

102 Scott Peterson, Engineer indicated there are 14 phases in the project and those areas are phases 11 and 12. During the development, they
103 will be building and protecting.

104 Public, Sandy Packard asked if they were talking several years.

105 No one knows because it is the market that determines how fast homes are built.

106 Public, Sandy Packard indicated that she was still concerned about her lot. She doesn't know whose responsibility it is in the interim –
107 developer or the City's, but she would appreciate it if something was being done to prevent flooding like last year.

108 Public, Michael Moore indicated he lives at the corner of the development at 1022 Quail Run Lane. He understands the phasing. His
109 main concern is if there is consideration of building from Gooseneck down north – are the roads going in first? [yes] So the drainage will
110 be in the roads diverting it away. The run-off will be much faster and stronger without the homes so they need to make sure it is taken
111 care of.

112 Kelly Liddiard, Chair, asked the engineer if they were developing the asphalt roads for everything or in phases.

113 Scott Peterson, Engineer, explained that the road for one phase will go in first and the drainage will be controlled per phase until it is
114 into the final bond.

115 Kelly Liddiard, Chair, asked if there was a way the City could dig and create a berm along the North side to direct the drainage to where
116 the pond is going to be located.

117 Mayor Shelley indicated that he had talked with Dean Ingram for the City to go and do that. Mayor Shelley hasn't received a response
118 from Mr. Ingram recently. He had talked to Mr. Ingram when he was considering purchasing the property. Mayor Shelley will contact
119 Mr. Ingram to discuss it with him. He doesn't want to create an issue with Mr. Ingram, but would like to rectify the flooding issues with
120 Mrs. Packard and the others.

121 Public, Sandy Packard stated that she had a geotechnical engineer named Kent Hartley to go and look at the area. The Packards and
122 some neighbors discussed the bank and how to protect their properties. Mr. Hartley suggested a berm along the upper edge of the bank
123 just for the Packard property. If it was just on the Packard property, the drainage would just move to the edge of either side of the berm.

124 Mayor Shelley said that the entire area would need the berm, not just one property. The drainage would be allowed to drain onto the
125 soccer fields. The Mayor is going to get permission from the property owner to have the berm created.

126 Scott Peterson, Engineer, didn't see a problem with the berm. He had talked with Dean Ingram to solve the problem.

127 Public, Michael Moore stated that he knew the sewer line runs on Street 2. He asked if there are plans to pull that sewer line and put it
128 under the future road.

129 Shay Stark, City Planner replied that once the project is built out, the sewer line will be diverted so that line will not be a live sewer line

130 Public, Sandy Packard asked if there was any buffer between her backyard and the lots in that development. Is there a trail or anything

131 Kelly Liddiard, Chair, indicated there wasn't anything in between her yard and the proposed lots besides the fence she installs.

132 Kelly Liddiard, Chair, closed the public hearing at 7:42 pm.

133
134 Colin Logue, PC, agreed with the comment the mayor had made about the City creating a berm to divert drainage to the pond.

Kelly Liddiard, Chair, asked the planning commission what their thoughts were regarding the proposed exception for lot frontage.

Cory Thompson, PC, commented that on a half acre lot, the reduction of frontage of five feet is irrelevant.

Discussion among the planning commission and the planner took place regarding the corner lot #7 on Goosenest Drive and Street 2 and the placement of the front of the home. The 30 foot back setback indicates the home would be facing Street 2 and therefore, it would be really tight or they would need a long narrow home for the lot with the 101 foot frontage. 120 foot frontage is required. It would take the lot from a 20,000 square foot lot to a 26,000 square foot lot if they complied with the frontage requirement. It seemed like the planning commission was in the opinion that the exception was not going to be a huge difference in design or orientation of the home.

Kevin Hansbrow, PC, indicated that in his opinion the frontage exception would be fine for lots 21-25 so the street intersection could be lined up with Star Lane and it was only a difference of a few feet.

Shay Stark, City Planner explained that if the 30 foot setback was removed on the back of Lot #21 and faced the home on Goosenest, there would only be 41 feet width for the house. If it faces the other street, there would be 58 feet for the home.

Kelly Liddiard, Chair, commented that if it were his house, he would want to face the less busy road anyway.

Shay Stark, City Planner replied that if they wanted a three-car garage, then that might not work.

Public, Steve Youngberg explained that lots 7 through 11 are 17 feet less than the requirement for lot frontage. If the lots were each 120 feet minimum frontage, then there would be only five feet wider than the requirement, but one less lot. The lots back up to horse property and there should be more space if there is going to be horses.

Kelly Liddiard, Chair, corrected Mr. Youngberg that the lots weren't zoned for animals.

Cory Thompson, PC, clarified that Mr. Youngberg thought it wise to pull a lot out and make the lots bigger.

Public, Steve Youngberg pointed out that the lot across the street was 156 feet frontage.

Public, Richard Barton believed that the model home was going to be placed on Lot #7 so Mr. Ingram would make it anyway he thought it would fit.

Kelly Liddiard, Chair, and Kevin Hansbrow, PC, liked the idea of pulling a lot.

Kelly Liddiard, Chair, said that it would be closer to the size of the frontage across the street. Mr. Liddiard asked if there was a problem with the trail coming off of Street 5 going to Cottontail Lane.

Scott Peterson, Engineer indicated the trail was 20 feet wide. It would be paved and fenced appropriately with an open slat fence or whatever.

Kelly Liddiard, Chair, indicated he would like to see lights along that part of the trail to deter some criminal activity. Make sure it is wide enough for a car to get down there if necessary.

Kevin Hansbrow, PC, explained that there are down pointing lights where there won't be a lot of light pollution. LED lights that won't be a problem.

Shay Stark, City Planner pointed out that the development is kind of "L" shaped and the trails come in from Elk Ridge Meadows Phase 2 and want to connect to Elk Ridge Meadows Phases 5-10 and to the school and along Elk Ridge Drive. The other part of the trails connectivity issue is bringing something into the proposed development to the North. Eventually, there will be a trail tied into the aqueduct. There are connections from Street 2 and phase 2. There is a 56 foot wide right-of-way. Typically, there is a four-foot sidewalk, planter strip, and curb and gutter on each side, which equals nine feet. There is a public utility easement that is usually 10 feet behind the back of curb or behind the back of the sidewalk. Mr. Stark proposed to pave a nine-foot wide trail on one side of the street and then bump out the public utility easement to 15 feet. Typically, the PUE would have the water meter, communications, and possibly a gas line. The 56 foot right of way would be maintained with the proposal. There wouldn't be a planter strip on the one side, it would be a trail.

Colin Logue, PC, asked if the distance from the front of the house.

Shay Stark, City Planner explained that it wouldn't change the front setback. There is still 30 feet setback and the PUE would take up 15 feet. The easement can still be landscaped however the property owner desires.

It was pointed out that there wouldn't be any trees along that part of the trail because trees cannot be planted within the PUE. Shade would be nice.

Scott Peterson, Engineer indicated that the trail is long and it would double the cost of the sidewalk cost. It is a huge cost for a neighborhood street.

Kelly Liddiard, Chair, looked at it as if he was living there and he wasn't sure that he would like a nine-foot sidewalk in front of his house.

Colin Logue, PC, indicated that residents use the trails.

Further discussion took place regarding the placement of trails and also the width and streetscape. A suggestion was to put in a five-foot sidewalk and still have a planter strip. The planning commission talked about viewing some images of trails to make a decision.

KELLY LIDDIARD MOTIONED AND KEVIN HANSBROW, SECONDED TO RECOMMEND APPROVAL TO THE CITY COUNCIL OF THE HARRISON HEIGHTS PRELIMINARY PLAT WITH THE EXCEPTION FOR THE SMALLER LOT FRONTAGE ON LOTS 21 – 25 LOCATED ON GOOSENEST DRIVE. AN EXCEPTION FOR STREET 2 LOTS 7 THROUGH 11 LOT FRONTAGE WAS NOT APPROVED AND PLANNING COMMISSION RECOMMENDS REMOVING A LOT ON STREET 2 TO ACCOMMODATE LOT FRONTAGE REQUIREMENTS. THE PLANNING COMMISSION ALSO REQUESTED EXAMPLES OF TRAILS ON STREETS FOR THEIR REVIEW FROM THE DEVELOPER/ENGINEER. VOTE: YES - ALL (5), NO - NONE, ABSENT - (3) CLINT ASHMEAD, DAVID CLARK, ANDY COSTIN

ELK RIDGE MEADOWS PHASE 5-10 FRONT SETBACKS

Shay Stark, City Planner, explained the issue with the front setbacks. Elk Ridge Meadows Phases 1 and 2 were allowed an exception for a staggering of the setbacks on the front of the houses. That exception is in the PUD ordinance, but the planning commission has to approve it. The exception allows the developer to have as low as a 20 foot front setback on some lots and the others would have to maintain the 25 foot setback required. Five homes on Elk Ridge Meadows Phase 5 have been approved with the 20 foot staggering front

setbacks. The building inspector thought that was approved for phase 5. The planner will now be doing site reviews for the submitted building permits to verify compliance of the development code. On the small lots, the five feet makes a difference on the type of home that can be built. Their model home cannot be built on most of the lots unless they can use the additional five foot setback.

Kelly Liddiard, Chair, asked how many lots are affected with the setback issue.

Shay Stark, City Planner indicated the building permits that have been approved already have foundation. Mr. Ingram, Developer, is asking the planning commission to grant him the same exception to use the staggering front setbacks. The front setback staggering was brought up after the PUD ordinance was approved. It was an amendment to each of the development agreements for each phase. It is an exception in the code.

Scott Peterson, Engineer explained that Mr. Ingram is after the bigger, three car garages. The look of the community is a worry for the developer when there are still other phases to sell. A third garage will help to contain the junk storage.

Ann Brough, PC, asked what the downside would be to approving the front setback exception.

Shay Stark, City Planner didn't think there was really a downside to allowing the staggering. It is only five feet. The square footage requirement was increased and the lot sizes didn't so it is a little more difficult to fit the square footage needed along with garages.

Kelly Liddiard, Chair, asked if the rear setback would be changed to allow the front setback.

Shay Stark, City Planner indicated it wouldn't change the rear setback.

A percentage of how many homes could have the smaller front setback was discussed and it was decided it wouldn't be 50/50. Thirty percent staggering was discussed as an option.

KEVIN HANSBROW MOTIONED AND KELLY LIDDIARD SECONDED TO ALLOW THE FRONT SETBACKS OF A 30 PERCENT RATIO OF A 20-FOOT SETBACK FOR A STAGGERING EFFECT.

[MOTIONED DROPPED]

Scott Peterson, Engineer interrupted thinking it was the opposite of 30 percent at the 25-foot setback and 70 percent at the 20-foot setback. They would like more homes with the three-car garages.

KELLY LIDDIARD MOTIONED AND KEVIN HANSBROW SECONDED TO APPROVE THE EXCEPTION OF STAGGERING FRONT SETBACKS AS LITTLE AS 20-FEET WITH A NON-CONSECUTIVE PATTERN AT 50 PERCENT RATIO FOR ELK RIDGE MEADOWS PHASE 5-10 AS APPROVED BY THE PLANNER AND STAFF. VOTE: YES - ALL (4), NO - NONE, ABSENT (3) CLINT ASHMEAD, DAVID CLARK, ANDY COSTIN

PUD OVERLAY ZONE ORDINANCE DISCUSSION

This discussion was tabled until the next meeting.

MODERATE INCOME HOUSING DISCUSSION

Shay Stark, City Planner, explained that the City received a letter from the state asking for an update for the moderate income housing plan. By law, the City is required to update the plan every two years and the last time it was updated was in 2010 with the General Plan and was adopted with the General Plan. The state has a model that the City is required to use. Data from Self Help needs to be collected. The planner needs to find all the homes for sale. There is a lot of data required and the planner is working on it. Once the report is complete, the update for the Moderate Housing Element in the General Plan will be complete. He is not going to change the gist of what the general plan states, but just updating the statistics and a few other items that need to be added. The planning commission will need to hold a public hearing to amend the general plan. All needs to be done by August 31, 2014.

Kelly Liddiard, Chair said to notice and put on the agenda for the next meeting.

WATER CONSERVATION DISCUSSION

This discussion was tabled until the next meeting.

TRAILS DISCUSSION

This discussion was tabled until the next meeting.

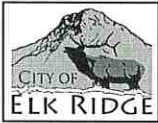
CITY COUNCIL UPDATE

Mayor Shelley reported that the city celebration went well with only a few problems. The City is realigning the city staff to accommodate Jan Davis' City Recorder position.

KELLY LIDDIARD MOTIONED AND KEVIN HANSBROW SECONDED TO ADJOURN THE PLANNING COMMISSION MEETING. VOTE: YES - ALL (4), NO - NONE, ABSENT - (4) CLINT ASHMEAD, ANDY COSTIN, DAVID CLARK, CORY THOMPSON

ADJOURNMENT -Chair, Kelly Liddiard, adjourned the meeting at 8:52 p.m.


Planning Commission Coordinator



CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651
t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF PUBLIC MEETING

Notice is hereby given that the Elk Ridge Planning Commission will hold a planning commission meeting at the date, time, and place listed below. Handicap access is available.

- Meeting Date - **Thursday, 14 August 2014**
- Meeting Time - **Commission Meeting - 7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

COMMISSION MEETING AGENDA

7:00 pm OPENING ITEMS

Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

PLANNING COMMISSION BUSINESS

1. Review and approve meeting minutes for 7/10/14 *see attachment*

7:05 PUBLIC HEARINGS AND ACTION

2. Transportation Amendment of the General Plan *see attachment*
3. Moderate Income Housing Amendment of the General Plan *see attachment*

OTHER ACTION ITEMS (none)

7:45 DEVELOPMENT CODE / STANDARDS REVIEW

4. Landscaping Requirements Discussion *see attachment*
5. PUD Overlay Zone Ordinance Discussion
6. Water Conservation Discussion
7. Trails Discussion

8:45 CITY BUSINESS

8. City Council Update
9. *Other Business*

Adjournment

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 8 August 2014 and delivered to each member of the Planning Commission on 8 August 2014.

Planning Commission Coordinator: Maissa Basin Date: 8 August 2014

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/ELK RIDGE PLANNING COMMISSION

August 14, 2014

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TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, August 14, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

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ROLL CALL

Commissioners: Ann Brough, Cory Thompson, Kelly Liddiard, Colin Logue, Kevin Hansbrow, Andy Costin, David Clark
Absent: Clint Ashmead
Others: Shay Stark, *City Planner*
Marissa Bassir, *Planning Commission Coordinator*
Mayor Shelley
Public: Jim Chase

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OPENING ITEMS

Kelly Liddiard, Chair, welcomed at 7:00 PM. Opening remarks were said by Kevin Hansbrow, followed by the pledge of allegiance.

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APPROVAL OF AGENDA

There were not any changes to the agenda.

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JULY 10, 2014 PLANNING COMMISSION MINUTES

There were not any corrections to the minutes.

COLIN LOGUE MOTIONED AND ANN BROUGH SECONDED TO ACCEPT THE JULY 10, 2014 PLANNING COMMISSION MEETING MINUTES AS CURRENTLY WRITTEN. VOTE: YES - ALL (7), NO - NONE, ABSENT - (1) CLINT ASHMEAD

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TRANSPORTATION ELEMENT GENERAL PLAN PUBLIC HEARING

Shay Stark, City Planner

KELLY LIDDIARD MOTIONED AND KEVIN HANSBROW SECONDED TO APPROVE THE EXCEPTION OF STAGGERING FRONT SETBACKS AS LITTLE AS 20-FEET WITH A NON-CONSECUTIVE PATTERN AT 50 PERCENT RATIO FOR ELK RIDGE MEADOWS PHASE 5-10 AS APROVED BY THE PLANNER AND STAFF. VOTE: YES - ALL (4), NO - NONE, ABSENT (3) CLINT ASHMEAD, DAVID CLARK, ANDY COSTIN

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PUD OVERLAY ZONE ORDINANCE DISCUSSION

This discussion was tabled until the next meeting.

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MODERATE INCOME HOUSING DISCUSSION

Shay Stark, City Planner, explained that the City received a letter from the state asking for an update for the moderate income housing plan. By law, the City is required to update the plan every two years and the last time it was updated was in 2010 with the General Plan and was adopted with the General Plan. The state has a model that the City is required to use. Data from Self Help needs to be collected. The planner needs to find all the homes for sale. There is a lot of data required and the planner is working on it. Once the report is complete, the update for the Moderate Housing Element in the General Plan will be complete. He is not going to change the gist of what the general plan states, but just updating the statistics and a few other items that need to be added. The planning commission will need to hold a public hearing to amend the general plan. All needs to be done by August 31, 2014.

Kelly Liddiard, Chair said to notice and put on the agenda for the next meeting.

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CITY COUNCIL UPDATE

Mayor Shelley reported that the city celebration went well with only a few problems. The City is realigning the city staff to accommodate Jan Davis' City Recorder position.

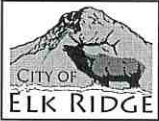
KELLY LIDDIARD MOTIONED AND KEVIN HANSBROW SECONDED TO ADJOURN THE PLANNING COMMISSION MEETING. VOTE: YES - ALL (4), NO - NONE, ABSENT - (4) CLINT ASHMEAD, ANDY COSTIN, DAVID CLARK, CORY THOMPSON

ADJOURNMENT -Chair, Kelly Liddiard, adjourned the meeting at 9:10 p.m.

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Planning Commission Coordinator





CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF CANCELLATION OF PUBLIC MEETING

Notice is hereby given that the Elk Ridge Planning Commission will cancel a planning commission meeting scheduled at the date, time, and place listed below. Handicap access is available.

- Meeting Date - **Thursday, 28 August 2014**
- Meeting Time - **Commission Meeting - 7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

COMMISSION MEETING AGENDA

CANCELLED

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 20 August 2014 and delivered to each member of the Planning Commission on 20 August 2014.

Planning Commission Coordinator: _____

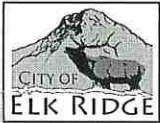
Marissa Bassi

Date: 20 August 2014

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CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF PUBLIC MEETING - AMENDED

Notice is hereby given that the Elk Ridge Planning Commission will hold a Joint Field Trip and Work Session with the City Council, as well as a Planning Commission meeting at the date, time, and place listed below. Handicap access is available upon request.

- Meeting Date - **Thursday, 11 September 2014**
- Meeting Time – **Field Trip - 6:30 pm, Work Session - 7:00 pm, Commission Meeting - 8:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

JOINT FIELD TRIP

6:30 pm Transportation Element of General Plan – Proposal to extend Canyon View Drive
Field Trip to the North end of Canyon View Drive/Sunset Blvd

JOINT WORK SESSION

7:00 pm PUD and Parks Discussion
PUD/Single Family Housing Discussion

COMMISSION MEETING AGENDA

8:00 pm OPENING ITEMS
Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

PLANNING COMMISSION BUSINESS

1. Review and approve meeting minutes for 8/14/14 *see attachment*

PUBLIC HEARINGS AND ACTION (none)

8:05 pm OTHER ACTION ITEMS
2. Transportation Amendment of the General Plan *see attachment*
3. Harrison Heights Phases 1 & 2 Final Plat Approval *see attachment*

8:25 pm CITY BUSINESS
4. City Council Update
5. *Other Business*

Adjournment

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 4 September 2014 and delivered to each member of the Planning Commission on 4 September 2014.

Planning Commission Coordinator: *Marissa Bassin* Date: 4 September 2014

ELK RIDGE PLANNING COMMISSION

September 11, 2014

TIME AND PLACE OF JOINT FIELD TRIP

A joint field trip between the Elk Ridge Planning Commission and City Council was held on Thursday, September 11, 2014, at 6:30 p.m. at North end of Canyon View Drive on Sunset Avenue.

A field trip was held to discuss the Transportation plan of the General Plan for the continuation of Canyon View Drive down to Loafer Canyon Road.

It was discussed that it was a necessity to connect Goosenest Drive to Canyon View Drive. Planning commission talked about Canyon View Drive connecting an intersection at Ama Fille and swinging to the east to connect down to Goosenest Drive and then to Loafer Canyon Road.

TIME AND PLACE OF JOINT WORK SESSION

A joint work session between the Elk Ridge Planning Commission and City Council was held on Thursday, September 11, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

PUD AND PARKS DISCUSSION

Shay Stark, City Planner explained that in the PUD ordinance, the developer is required to turn over 25 percent of the property as parks and open space. The question is how the parks and open space are maintained and what do they both look like. The City ends up with a lot of little spaces all over the city, which makes it difficult for the City to maintain. There was an idea to create a provision to allow the developer to develop under the PUD overlay, but would rather put the value of the 25 percent of open space requirement into the improvement of an existing park. The park impact fees will also contribute to the improvement of the parks.

Mr. Dean Ingram, current developer of Elk Ridge Meadows Phase 5, would like to put the money he would have used for the park in Elk Ridge Meadows phase 5 into the big City Park located between Elk Ridge Meadows and Haskell Golf Course Subdivision. The City could probably work out a deal where Mr. Ingram could create 6-8 more lots for the currently planned park for the money towards the bigger park.

Shay Stark, City Planner continued explaining that the City would like to continue the trails of the development. Apparently, there are some other cities that already have an ordinance like that in place.

Kelly Liddiard, Chair, was concerned that residents would have to travel farther to visit a park.

Dean Ingram, Developer, explained the benefit of concentrating more funds to one park with the developer having an option to pay a portion to go towards something else to help generate more income; to build something that is going to be used rather than a small park. It is a strain to the City to maintain multiple smaller parks. It could produce a nicer, larger park.

Dale Bigler, City Council, indicated the school in Elk Ridge Meadows will also have a park so it would not be without a close park.

Shay Stark, City Planner said there are plenty of parks within the general plan. There will be trails and other natural open space areas.

Mayor Shelley would like to see a cemetery within the city. Maybe a possibility in the area owned by Wendell Hansen.

Shay Stark, City Planner suggested that the mayor talk with Curtis Roberts, the City Financial Director, because there are certain mechanisms that need to be in place and he has had some experience with cemeteries before.

Mayor Shelley indicated he has done some research and talked with Dave Tuckett of Payson City. He doesn't want to throw out the idea without exploring the options.

Further conversation took place regarding the amenities for a park including a splash pad.

Direction was given to amend the ordinance to include the option for the developer.

PUD/SINGLE-FAMILY HOUSING

Shay Stark, City Planner indicated he had received a call from Chris Salisbury who is the developer for Horizon View Farms town homes. He explained that Salisbury is interested in changing from town houses to single-family homes, but keeping the same street layout. They would be keeping the HOA. Mr. Stark thought that some kind of an option in the PUD ordinance for patio homes might work as an option. Seniors and executives might like the patio home where they wouldn't have to maintain any yards. The market for patio homes is quite good. Salisbury can't make the townhomes work out and be able to make a profit. Patio homes have zero lot lines and the yards are maintained by the HOA. Mr. Stark thought that the patio homes would be more welcome and wouldn't supposedly lower property values. Salisbury would like to go from 74 units down to 50 units, which would result in small lots. He would like 5000-6000 square feet lots. Something needs to be done before he applies.

Ann Brough, PC, thought the senior housing down by the Payson temple was appealing and could work. She described the area with an HOA and a clubhouse. The thought was that there are older residents in Elk Ridge who would like to stay in Elk Ridge, but don't want to maintain a yard.

Shay Stark, City Planner was concerned about the privately owned lots and the HOA. The HOA will not do the maintenance of the landscaping. The HOA will be to maintain the roads. The City is also setting precedence. Mr. Stark likes the idea of a patio home. It is a different product and it would work with an HOA.

Further discussion took place regarding HOA's and if done right, it can work. The community doesn't want small single family lots...patio homes/senior housing is more favorable in the community. Setbacks of at least 10 feet on sides and 12 feet in the back...more research needs to be done. The driveway needs to be a minimum of 20 feet back of the sidewalk to fit F350 Pickups. Vehicles could not be parked on the street with a private road.

TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, September 11, 2014, at 8:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: Ann Brough, Kelly Liddiard, Colin Logue, Andy Costin
Absent: Clint Ashmead, Cory Thompson, Kevin Hansbrow, David Clark
Others: Shay Stark, *City Planner*
Marissa Bassir, *Planning Commission Coordinator*
Mayor Shelley
City Council, Dale Bigler
Public: Jim Chase, Dean Ingram (Developer)

OPENING ITEMS

Kelly Liddiard, Chair, welcomed at 8:00 PM. Opening remarks were said by Ann Brough, followed by the pledge of allegiance.

APPROVAL OF AGENDA

There were not any changes to the agenda.

AUGUST 14, 2014 PLANNING COMMISSION MINUTES

There were not any corrections to the minutes.

KELLY LIDDIARD MOTIONED AND COLIN LOGUE SECONDED TO ACCEPT THE AUGUST 14, 2014 PLANNING COMMISSION MEETING MINUTES AS CURRENTLY WRITTEN. VOTE: YES - ALL (4), NO - NONE, ABSENT - (4) CLINT ASHMEAD, CORY THOMPSON, KEVIN HANSBROW, DAVID CLARK

TRANSPORTATION AMENDMENT OF THE GENERAL PLAN

Colin Logue, PC, recapped that there would be a new drawing to figure out if the proposed connection from Ama Fille to Goosenest Drive is feasible.

Kelly Liddiard, Chair, would like to see both options of Hudson Lane or Ama Fille Lane connecting with Goosenest Drive. Tabled until the next meeting.

HARRISON HEIGHTS FINAL PLAT PHASES 1 & 2

Shay Stark, City Planner explained that phase 1 of Harrison Heights consists of nine lots extending Burke Lane from Ridgeview to the south connecting onto Meadow Lark Lane, which was stubbed out from the Doe Hill Development. As it was reviewed, it matches what was approved in preliminary plan application. One issue is that Ridgeview Drive is quite a bit higher than Meadow Lark Lane so there is a grade issue to address. The code requires a transition area of three or four percent slope at the intersection at Meadow Lark Lane. It took a steep slope to get back on top and cutting into the ground a bit. There is a 10 percent slope for a short distance to get back on top. The City engineer approved the slope. This should be the only area in the development with the issue.

The second issue is with the owners of Doe Hill Estates finishing Burke Lane.

Mr. Dean Ingram, Developer, stated that he talked with the owners and they would like to get their lots finished so they have received a bid from the excavator to finish the road.

Shay Stark, City Planner explained that the worst case scenario is if they were to back out, Mr. Ingram would have to put in the extra asphalt and curb and gutter and then the Doe Hill owners couldn't develop those lots and would have to tear the street up to get the utilities. It makes sense for them to finish those lots now.

Kelly Liddiard, Chair, asked about lot 1 on the north side. There is a steep slope and he was wondering about drainage retention.

Mr. Dean Ingram, Developer, indicated Doe Hill had dug it all out because the sewer is terrible and that is why the home is sitting up so high because they couldn't get the sewer to flow. They will have to retain it. It isn't bad because that is where all the top soil is sitting.

Shay Stark, City Planner indicated that phase 2 is west of phase 1. Christley Lane goes north of Goosenest Drive. Grades aren't bad and there weren't any issues.

Kelly Liddiard, Chair, asked about the PRV where the asphalt cuts down. Did it get figured out at TRC?

Mr. Dean Ingram, Developer, explained that they went to look at it. Cody Black, Public Works Director, pulled the lid up and saw a tracer line. He got his flashlight and reached down and pulled up a ball of wire. They are pretty sure it goes all the way over to the edge of the asphalt.

Shay Stark, City Planner explained that the PRV is on Burke Lane and the water for the area needs to be below Burke Lane so the final design was to bring from the stub across Burke Lane and tie in and carry along Goosenest Drive over to Christley Lane. There is an upsized 10 inch line along there for fire flow.

Mr. Dean Ingram, Developer, indicated they would be moving the fire hydrant back from Burke Lane so it isn't a hazard.

KELLY LIDDIARD MOTIONED AND ANDY COSTIN SECONDED TO ACCEPT AND RECOMMEND APPROVAL TO THE CITY COUNCIL FOR THE HARRISON HEIGHTS FINAL PLAT FOR PHASES 1 AND 2 AS PROPOSED. VOTE: YES - ALL (4), NO - NONE, ABSENT - (4) CLINT ASHMEAD, DAVID CLARK, KEVIN HANSBROW, CORY THOMPSON

CITY COUNCIL UPDATE

Mayor Shelley reported that there was training for the city council and staff the previous night. It was an eye opener for the city council to learn how city government is supposed to work with the staff, the mayor and the council. There will be more training to follow up on how the City is financed. There is plans to provide a quarterly report and hold a "City finance 101" where it is explained where funds can be used, what funds have to be used where, where do funds come from, how are they expended, etc. He would like to see it on the website and in the newsletter if it makes sense. The City is working to get residents more involved in the neighborhood watch program by putting together a flier and magnet to distribute. The City is also looking at converting the home on the City property for City offices. There is a lot of room and it could be very beneficial. The research is being done to see what the options are. The public will hear about it before there are any decisions. There is plenty of room to add onto the building if necessary. They would like to have a plan in place including the park.

Clint Ashmead, PC, has asked to be released. So he is looking for a replacement for the alternate planning commission member. Any recommendation is welcomed.

Kelly Liddiard, Chair, asked about the gravel pit.

Mayor Shelley explained that Robert Nelson has finished and the City will take over the sale of the product that is available. If someone wants some product, they need to call the city and work through Cody Black, Public Works Director, and he will help them. There is a lot of excavation to still be done. The deal didn't go the way anybody wanted it to.

KELLY LIDDIARD MOTIONED AND COLIN LOGUE SECONDED TO ADJOURN THE PLANNING COMMISSION MEETING. VOTE: YES - ALL (4), NO - NONE, ABSENT - (4) CLINT ASHMEAD, KEVIN HANSBROW, DAVID CLARK, CORY THOMPSON

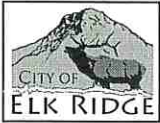
ADJOURNMENT –Chair, Kelly Liddiard, adjourned the meeting at 8:35 p.m.


Planning Commission Coordinator

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CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF PUBLIC MEETING

Notice is hereby given that the Elk Ridge Planning Commission will hold a regularly scheduled meeting at the date, time, and place listed below. Handicap access is available upon request.

- Meeting Date - **Thursday, 25 September 2014**
- Meeting Time – **Commission Meeting - 7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

COMMISSION MEETING AGENDA

7:00 pm OPENING ITEMS

Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

PLANNING COMMISSION BUSINESS

1. Review and approve meeting minutes for 9/11/14 *see attachment*

7:05 pm PUBLIC HEARINGS AND ACTION

2. Haskell Golf Course Plat Amendment..... *see attachment*
3. Landscaping Requirements Amendment..... *see attachment*
4. Conditional Use Regulations Amendment *see attachment*

8:05 pm OTHER ACTION ITEMS

5. Transportation Amendment of the General Plan

8:25 pm CITY BUSINESS

6. City Council Update
7. *Other Business*

Adjournment

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 18 September 2014 and delivered to each member of the Planning Commission on 18 September 2014.

Planning Commission Coordinator: _____

Naissa Bassin

Date: 18 September 2014

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ELK RIDGE PLANNING COMMISSION

September 25, 2014

TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, September 25, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: Ann Brough, Kevin Hansbrow, David Clark Colin Logue,
Absent: Clint Ashmead, Cory Thompson, Kelly Liddiard, Andy Costin
Others: Shay Stark, *City Planner*
Marissa Bassir, *Planning Commission Coordinator*
City Council, Dale Bigler
Public: Lee Haskell, (Developer)

OPENING ITEMS

David Clark, Co-Chair, welcomed at 7:00 PM. Opening remarks were said by Kevin Hansbrow, followed by the pledge of allegiance.

APPROVAL OF AGENDA

There were not any changes to the agenda.

SEPTEMBER 11, 2014 PLANNING COMMISSION MINUTES

There were not any corrections to the minutes.

COLIN LOGUE MOTIONED AND ANN BROUGH SECONDED TO ACCEPT THE SEPTEMBER 11, 2014 PLANNING COMMISSION MEETING MINUTES AS CURRENTLY WRITTEN. VOTE: YES - ALL (4), NO - NONE, ABSENT - (4) CLINT ASHMEAD, CORY THOMPSON, ANDY COSTIN, KELLY LIDDIARD

HASKELL GOLF COURSE PLAT AMENDMENT

David Clark, Co-Chair, opened the public hearing at 7:07 pm.

Shay Stark, City Planner explained that the plat amendment will remove the planned drainage pond and instead use the Payson City drainage pond on the golf course. It was written in the Haskell Golf Course Development Agreement that if there was an option to install a storm drain line to feed into the Payson City Retention Pond, then it would be allowed. Mr. Haskell has worked through the easements for the line. It is beneficial for the development because it is a natural pond and Payson City will have to maintain the pond. The pond percolates really well because it is a natural drainage pond. Payson City has signed an agreement to maintain the pond.

Colin Logue, PC, asked where the pond was located.

Mr. Haskell, Developer explained that the pond was located just east of the 4th hole tee. It is a dry pond with long grass. The golf course mows the pond about once a month. It is in the rough. There are four sumps that the drainage will go through before the pond. As long as the golf course is there, it is the best place for the drainage. Mr. Haskell paid Payson City \$35,000 to make the deal. Mr. Haskell indicated he is saving one-third acre lot. It is beneficial for both parties. They also did a land swap deal because Mr. Haskell owned a portion of the 4th tee on the Golf Course.

Shay Stark, City Planner indicated that if Mr. Haskell builds Phase 2, then he will be able to use the pond because it is large enough.

David Clark, Co-Chair, closed the public hearing at 7:14 pm.

Ann Brough, PC, asked about the clause in the Development Agreement about the \$35,000 being paid to the City towards the installation of the pressurized irrigation system.

Shay Stark, City Planner explained that the City negotiated a deal with Mr. Haskell regarding the pressurized irrigation versus installing sidewalk, curb and gutter along the City's park property. Mr. Haskell will install the sidewalk, curb and gutter along Olympic Lane in front of the City property and the City will pay \$35k towards the Pressurized irrigation.

KEVIN HANSBROW MOTIONED AND COLIN LOGUE SECONDED TO RECOMMEND APPROVAL TO THE CITY COUNCIL OF THE HASKELL GOLF COURSE PLAT AMENDMENT AS DISCUSSED. VOTE: YES - ALL (4), NO - NONE, ABSENT - (4) CLINT ASHMEAD, CORY THOMPSON, KELLY LIDDIARD, ANDY COSTIN.

LANDSCAPING REQUIREMENTS CODE AMENDMENT

David Clark, Co-Chair, opened the public hearing at 7:17 pm.

Shay Stark, City Planner indicated that there were some questions that arose with Arive Homes in Elk Ridge Meadows Phase 5 when they started building homes. The question was whether they were required to landscape the front yard. Elk Ridge Meadows Phases 1 and 2 were both required to landscape the front yard. It turned out those requirements for those two phases were stated in the CC&R's. While researching the landscaping code, it was discovered that there was a problem with the wording. In Section "H" it states "Time Allowed for Residential Landscape Installation: The landscape materials must be installed within 24 months of occupancy of residential structures built on lots not constructed as part of subdivision construction". So it basically exempts anyone who is in a subdivision. So the purpose of the amendment is to simply remove the "built on lots not constructed as part of subdivision construction" so the 24 months will apply to everyone.

Kevin Hansbrow, PC, questioned that everyone will have 24 months from when it passes with the City Council and not from when the resident purchased.

Shay Stark, City Planner clarified that there is not a retroactive clause so it would be from when it is approved.

Colin Logue, PC, stated that he would like to see a shorter time than 24 months, but it works.

Ann Brough, PC, asked if the requirement was only for the front yard. It was confirmed.

Dale Bigler, City Council suggested changing the requirement to 12 months.

Colin Logue, PC, explained the when building a new home some residents aren't prepared to bear the expense of landscaping within the first year after occupancy. It also depends on the time of year. He would like to see 12 months, but can see the other points.

David Clark, Co-Chair, said that the problem is the enforcement of the landscaping. If it isn't being enforced, then that is a problem.

Marissa Bassir, PC Coordinator, interjected that there is a code enforcement officer who has been working with residents to get the landscaping done.

David Clark, Co-Chair, closed the public hearing at 7:22 pm.

Shay Stark, City Planner indicated that the front and side yard are only required to be landscaped. The backyard doesn't have to be landscaped, but the side yard back to the obscuring fence or the back of the home must be landscaped.

COLIN LOGUE MOTIONED AND KEVIN HANSBROW SECONDED TO RECOMMEND APPROVAL TO THE CITY COUNCIL THE LANDSCAPING REQUIREMENT AMENDMENT AS PROPOSED. VOTE: YES – ALL (4), NO – NONE, ABSENT – (4) CLINT ASHMEAD, CORY THOMPSON, KELLY LIDDIARD, ANDY COSTIN.

CONDITIONAL USE REGULATIONS AMENDMENT

Shay Stark, City Planner explained that the amendment came from a previous training from the planning commission. In the general conditional use section of the code, if someone comes in for a conditional use permit, the applicant has to post a bond. How big of a bond do you have one bond for chickens? It doesn't make sense to post a bond with animals. The proposal is to add a sentence that "bonding is not required for permitting of hobby animals, unless the conditional use permit also includes physical improvements, such as the installation of new utility services, offsite construction encroachment, or construction typically requiring a building permit". If they are physically constructing something substantial then they would still be required to post a bond, which is normal protocol. There will not be a bond required for animals.

David Clark, Co-Chair, opened the public hearing at 7:26 pm

There was not any public comment.

David Clark, Co-Chair, closed the public hearing at 7:27 pm

KEVIN HANSBROW MOTIONED AND DAVID CLARK SECONDED TO RECOMMEND APPROVAL TO THE CITY COUNCIL THE CONDITIONAL USE PERMIT CLARIFICATION AS DISCUSSED. VOTE: YES – (4), NO – NONE, ABSENT – (4) CLINT ASHMEAD, CORY THOMPSON, KELLY LIDDIARD, ANDY COSTIN.

TRANSPORTATION AMENDMENT OF THE GENERAL PLAN

Shay Stark, City Planner explained that at the last meeting the connection from Goosenest Drive to Loafer Canyon was discussed. The discussion was to connect from the upper part of the city to tie into it. The planning commission decided Ama Fille Lane was the best option to connect and create an intersection at Goosenest Drive. Mr. Stark worked the grade so it would allow a few lots on Sunset Circle. The maximum grade would be 7.5 percent. Intersections would be 3-4 percent grade. Goosenest Drive could be shifted further north on Michael Dubois property to make the slope a little less steep. The City could possibly trade with him so he could build homes on the cul-de-sac on Sunset Drive, which has an excellent view. It would work better all the way around.

Colin Logue, PC, asked about the gas line that everyone was worried about.

Shay Stark, City Planner replied that the road would basically follow the gas line easement and don't see it as a problem. As other developments are developed, the developer could design the road differently if they didn't want to take it straight down the bluff. The design could change, but by putting it in the general plan will make it a requirement for that development.

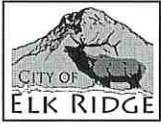
COLIN LOGUE MOTIONED AND ANN BROUGH SECONDED TO RECOMMEND APPROVAL TO THE CITY COUNCIL OF THE TRANSPORTATION AMENDMENT OF THE GENERAL PLAN. VOTE: YES – (4), NO – NONE, ABSENT – (4) CLINT ASHMEAD, CORY THOMPSON, KELLY LIDDIARD, ANDY COSTIN.

CITY COUNCIL UPDATE

Dale Bigler indicated he is working on the park planning.

ADJOURNMENT – Co-Chair, David Clark, adjourned the meeting at 7:36 p.m.


Planning Commission Coordinator



CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF CANCELLATION OF PUBLIC MEETING

Notice is hereby given that the Elk Ridge Planning Commission will cancel a planning commission meeting scheduled at the date, time, and place listed below. Handicap access is available.

- Meeting Date - **Thursday, 9 October 2014**
- Meeting Time - **Commission Meeting - 7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

COMMISSION MEETING AGENDA

CANCELLED

CERTIFICATION

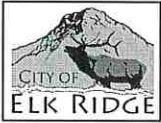
The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 2 October 2014 and delivered to each member of the Planning Commission on 2 October 2014.

Planning Commission Coordinator: *Marissa Bassin* Date: 2 October 2014

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CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF PUBLIC MEETING

Notice is hereby given that the Elk Ridge Planning Commission will hold a regularly scheduled meeting at the date, time, and place listed below. Handicap access is available upon request.

- Meeting Date - **Thursday, 23 October 2014**
- Meeting Time – **Commission Meeting - 7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

COMMISSION MEETING AGENDA

7:00 pm OPENING ITEMS

Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

PLANNING COMMISSION BUSINESS

1. Review and approve meeting minutes for 9/25/14 *see attachment*

7:05 pm PUBLIC HEARINGS AND ACTION

2. Carter Conditional Use Permit - Chickens *see attachment*
3. Palma Conditional Use Permit - Accessory Apartment..... *see attachment*

7:20 pm OTHER ACTION ITEMS

4. Transportation Amendment of the General Plan

7:40 pm CITY BUSINESS

5. City Council Update
6. *Other Business*

Adjournment

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 15 October 2014 and delivered to each member of the Planning Commission on 15 October 2014.

Planning Commission Coordinator:

Marissa Bassin

Date: 15 October 2014

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ELK RIDGE PLANNING COMMISSION

October 23, 2014

TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, October 23, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: Ann Brough, Kevin Hansbrow, Cory Thompson, Colin Logue
Absent: David Clark, Kelly Liddiard, Andy Costin
Others: Shay Stark, *City Planner*
Marissa Bassir, *Planning Commission Coordinator*
City Council, Dale Bigler
Public: Gene Palma

COLIN LOGUE MOTIONED AND CORY THOMPSON SECONDED TO VOTE IN KEVIN HANSBROW AS ACTING CHAIR FOR THE MEETING. VOTE - YES - ALL (4), NO - NONE, ABSENT - (3) DAVID CLARK, KELLY LIDDIARD, ANDY COSTIN

OPENING ITEMS

Kevin Hansbrow, Temp. Chair, welcomed at 7:00 PM. Opening remarks were said by Kevin Hansbrow, followed by the pledge of allegiance.

APPROVAL OF AGENDA

There were not any changes to the agenda.

SEPTEMBER 25, 2014 PLANNING COMMISSION MINUTES

There were not any corrections to the minutes.

COLIN LOGUE MOTIONED AND KEVIN HANSBROW SECONDED TO ACCEPT THE SEPTEMBER 25, 2014 PLANNING COMMISSION MEETING MINUTES AS CURRENTLY WRITTEN. VOTE: YES - ALL (4), NO - NONE, ABSENT - (3) DAVID CLARK, ANDY COSTIN, KELLY LIDDIARD

CARTER CONDITIONAL USE PERMIT - CHICKENS

Kevin Hansbrow, Temp. Chair, opened the public hearing at 7:12 pm.

Marissa Bassir, Planning Coordinator explained that the applicant met the required distances from neighboring structures. The code enforcement officer visited the property to verify the distances and found they already have chickens that are being kept in a cage that is too small and doesn't meet the requirements for living space. The city code states that the living area for six chickens shall be at least 24 square feet. If approved, it is the recommendation of the staff that the planning commission approve with a condition in place that requires the applicant to come into compliance with City code within a certain timeframe.

Cory Thompson, PC said the issue is what a reasonable timeframe is.

Marissa Bassir, Planning Coordinator indicated that the applicant submitted the dimensions of a chicken coop so it is assumed that they will be moving the chickens.

Cory Thompson, PC stated that if the planning commission approves the permit with a condition and in one month the coop still isn't built, what happens then.

Marissa Bassir, Planning Coordinator replied that the code enforcement officer will check it out and if the coop isn't built, then the owner will receive a warning and try to work with the resident. If still not in compliance, the resident will receive a citation, with a daily fee. Boyd Erickson is the current code enforcement officer. If worst comes to worse, the permit can be revoked.

Further discussion took place regarding code enforcement.

Cory Thompson, PC, commented that once citizens are allowed to do something out of compliance, they often have less incentive to do what they are supposed to. Mr. Thompson indicated that he is inclined to decline the permit.

Colin Logue, PC, stated that the applicant originally built a chicken coop before he petitioned for a conditional use permit.

Marissa Bassir, Planning Coordinator indicated that it was probably a pre-existing rabbit cage.

Kevin Hansbrow, PC, commented that the applicant is trying to come into compliance. They are not going to get rid of their chickens right away if the planning commission denies the permit. They will probably just remain out of compliance. Mr. Hansbrow suggested approving the permit with a condition to have it meet the standards within a month or something. The code enforcement officer will have reason to go check out the progress.

Colin Logue, PC, was inclined to have a condition to have the coop built within two planning commission meetings.

Ann Brough, PC, indicated it didn't seem like the coop was too complicated to build. She thought two weeks was reasonable. Additional discussion took place regarding the timeframe and complexity of the situation.

Public, Gene Palma commented that he couldn't imagine how many chickens could fit in a 4'X6' coop. [Six chickens within a 4'X6' coop is City code.]

Kevin Hansbrow, Temp. Chair, closed the public hearing at 7:13 pm.

CORY THOMPSON MOTIONED AND COLIN LOGUE SECONDED TO APPROVE THE CARTER CONDITIONAL USE PERMIT FOR CHICKENS WITH THE CONDITION THAT THE APPLICANT HAS UNTIL DECEMBER 11, 2014 TO BUILD THE CHICKEN COOP THAT MEETS THE ELK RIDGE CITY CODE. TO BE VALIDATED BY THE CITY CODE

ENFORCEMENT OFFICER. VOTE: YES - ALL (4), NO - NONE, ABSENT - (3) DAVID CLARK, KELLY LIDDIARD, ANDY COSTIN.

PALMA CONDITIONAL USE PERMIT - ACCESSORY APARTMENT

Kevin Hansbrow, Temp. Chair, opened the public hearing at 7:16 pm.

Shay Stark, City Planner explained that the application is for an existing home where the owners would like to build an accessory apartment in the basement of the home. The offsite parking is sufficient with a huge driveway complying with city code. From a land use perspective, the planner didn't have any real issues with the application. The setbacks were not affected. There is plenty of room.

Cory Thompson, PC, confirmed that Mr. Palma is just finishing his basement with the apartment.

Applicant, Gene Palma indicated he had talked with his neighbors already and they were fine with the proposed accessory apartment. Mr. Palma indicated that there will still be 1800 feet in the basement for storage. The apartment will consist of about 1100 square feet. The applicant and his wife are not using the space so providing some affordable housing is thought to be a good use of it. There is a separate entrance in the back so there isn't any entrance that faces the street or adjacent streets. It still maintains the same look of a single family home.

Shay Stark, City Planner indicated that the building department will need to address the egress, but that is outside of the planning commission purview. It doesn't look like it will be a problem.

Applicant, Gene Palma stated that he owns a remodeling company so he would be able to finish the apartment in a professional manner. There won't be any problems with the egress or safety. It will be a one bedroom, full bath, kitchen, stackable laundry.

Kevin Hansbrow, PC, asked if there were any different standards for accessory apartments.

Shay Stark, City Planner said it depends on what is happening. Parking is the big issue with the land use that shows up in the code. If there was going to be an addition to the building, then the setbacks would become an issue. Where the proposed apartment is within an existing building, the land use portion is only looked at with the planning commission. The off street parking and the existing structure meet the land use for the current zoning.

Kevin Hansbrow, Temp. Chair, closed the public hearing at 7:18 pm.

COLIN LOGUE MOTIONED AND ANN BROUGH SECONDED TO APPROVE THE CONDITIONAL USE PERMIT FOR THE PALMA ACCESSORY APARTMENT. VOTE: YES - ALL (4), NO - NONE, ABSENT - (3) DAVID CLARK, KELLY LIDDIARD, ANDY COSTIN.

TRANSPORTATION AMENDMENT OF THE GENERAL PLAN

Shay Stark, City Planner explained that the property in which Goosenest Drive is supposed to extend through and over to Loafer Canyon Drive has been sold, but he hasn't seen it recorded yet. Wendell Hansen is selling his property that was recently annexed into Elk Ridge and apparently a developer has purchased it. The reason for the amendment is that after Mr. Stark had made the changes for the recent amendment, is that he found that some other streets were not classified correctly. Collectors are defined in the code that driveways can be on them, but in new development, it is being limited. Mr. Stark displayed the standards for the different classification of roads. The wider the road, the more people speed down the road even though the speed limit is 25 mph. He has changed some streets (Salem Hills Drive and Rocky Mountain Way) from Collector streets to local streets for that reason. The sections of street that have been built were built to the local standard.

Further discussion took place regarding the streets, the widening of streets, setbacks and egress.

Cory Thompson, PC, mentioned a dirt road off of Canyon View Drive connecting to Loafer Canyon Road that he thought could potentially be another exit for those residents up on Canyon View Drive. It would be pretty steep to go down.

It was discussed that the Wendell Hansen property streets plans can be negotiated, if necessary, to intersect at Ridge View Drive or Meadow Lark Lane to tie into Loafer Canyon. However it is aligned, the ultimate goal is to have a connection to Loafer Canyon Road.

KEVIN HANSBROW MOTIONED AND CORY THOMPSON SECONDED TO RECOMMEND APPROVAL TO THE CITY COUNCIL THE ADOPTION OF THE NEW TRANSPORTATION MAP 2014 OF THE GENERAL PLAN AS PRESENTED. VOTE: YES - (4), NO - NONE, ABSENT - (3) DAVID CLARK, KELLY LIDDIARD, ANDY COSTIN.

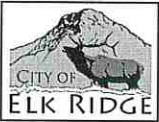
CITY COUNCIL UPDATE

Marissa Bassir, Planning Coordinator reported that Britney Thompson is the new city council member and she will be involved in code enforcement and reviewing city code.

KEVIN HANSBROW MOTIONED AND COLIN LOGUE SECONDED TO ADJOURN THE MEETING. VOTE: YES - ALL (4), NO - NONE, ABSENT - (3) DAVID CLARK, KELLY LIDDIARD, ANDY COSTIN

ADJOURNMENT - Temp. Chair, Kevin Hansbrow, adjourned the meeting at 7:42 p.m.


Planning Commission Coordinator



CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651
t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF PUBLIC MEETING

Notice is hereby given that the Elk Ridge Planning Commission will hold a regularly scheduled meeting at the date, time, and place listed below. Handicap access is available upon request.

- Meeting Date - **Thursday, 13 November 2014**
- Meeting Time – **Commission Meeting - 7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

COMMISSION MEETING AGENDA

7:00 pm OPENING ITEMS

Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

PLANNING COMMISSION BUSINESS

1. Review and approve meeting minutes for 10/23/14 *see attachment*

7:05 pm PUBLIC HEARINGS AND ACTION

2. Premier Point Subdivision Preliminary Plat Approval *see attachment*

7:20 pm DISCUSSION ITEMS

3. Signs and Advertising Structure Code Amendment..... *see attachment*
4. Accessory Apartment Code Amendment..... *see attachment*

7:50 pm CITY BUSINESS

5. City Council Update
6. *Other Business*

Adjournment

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 6 November 2014 and delivered to each member of the Planning Commission on 6 November 2014.

Planning Commission Coordinator: *Maurissa Bassin* Date: 6 November 2014

ELK RIDGE PLANNING COMMISSION

November 13, 2014

TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, November 13, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: Ann Brough, David Clark, Cory Thompson, Colin Logue, Andy Costin
Absent: Kelly Liddiard, Kevin Hansbrow
Others: Shay Stark, *City Planner*
Marissa Bassir, *Planning Commission Coordinator*
City Council, Dale Bigler
Public: Julie Smith, Gary Hansen, Joanne Bigler

OPENING ITEMS

David Clark, Co-Chair, welcomed at 7:00 PM. Opening remarks were said by Mayor Shelley, followed by the pledge of allegiance.

APPROVAL OF AGENDA

There were not any changes to the agenda.

OCTOBER 23, 2014 PLANNING COMMISSION MINUTES

There were not any corrections to the minutes.

ANN BROUGH MOTIONED AND CORY THOMPSON SECONDED TO ACCEPT THE OCTOBER 23, 2014 PLANNING COMMISSION MEETING MINUTES AS CURRENTLY WRITTEN. VOTE: YES - ALL (5), NO - NONE, ABSENT - (2) KEVIN HANSBROW, KELLY LIDDIARD

PREMIER POINT SUBDIVISION PRELIMINARY PLAT

David Clark, Co-Chair, opened the public hearing at 7:05 pm.

Shay Stark, City Planner explained that a few months prior the planning commission visited the property for an annexation, which has been recorded. Gary Hansen and Wendell Hansen's property was annexed. Premier Point Subdivision has been submitted by Gary Hansen. The parcel is 29.5 acres and is zoned the R & L 1 - 20,000 for a minimum of 20,000 square foot lots. Loafer Canyon Road bounds the east side of the property and there is drainage against the road that needs to be protected. On site, there is a bluff that drops off to the side and forces the design of the subdivision. There is a lot within the subdivision that the City will purchase for a well site. At the last city council meeting, they approved the new transportation plan, which means that Goosenest Drive will eventually tie into Loafer Canyon Road. It is planned to have Goosenest Drive over the gas line easement. There are 32 lots planned for Premier Point plus the well site. The code requirements have been met. There are not any real issues.

Ann Brough, PC asked who came up with the street names.

Gary Hansen, Applicant, replied that his children are into Motorcross and they named the streets after Motorcross Tracks.

Julie Smith, Consultant, indicated that most cities will have the street name and then the number in parenthesis.

Shay Stark, City Planner displayed the phasing plan. Proposed phase one would be in the corner of Loafer Canyon Drive and 11200 South. Phase two would be along the lower end of the bluff. Phase three would be the area up on top of the bluff where Gary Hansen's current home is located. Mr. Stark explained the phasing process and how Mr. Hansen would acquire the money to continue the development phases. The dedication and bonding need to be worked through.

David Clark, Co-Chair, closed the public hearing at 7:12 pm.

Cory Thompson, PC, asked the planner if the development meets code and there aren't any problems with the design or drainage.

Shay Stark, City Planner indicated the engineer has spent a lot of time looking at the well site. The site below the bluff will drain in the natural drainage path. Once the drainage hits 11200 South, it runs the other direction. The percolation on the site is really good. There will be enlarged sumps to pick up the drainage so there won't be any need for the retention pond.

David Clark, Co-Chair, asked if the soil or foundation that affects the homes on the other side of Loafer Canyon going to affect or have a possibility of affecting the other homes.

Shay Stark, City Planner said the geotechnical report will make recommendations on how the foundations should be constructed. The engineer would have looked at it and he didn't have a concern with that and it wasn't brought up. As long as the homes are constructed the way the geotechnical report indicates it should be, there shouldn't be a problem.

Colin Logue, PC, asked about the trail system.

Shay Stark, City Planner explained that the trail system is proposed to follow the natural drainage. Highline Canal will eventually be piped and the trail will be developed over that. From the original perspective, the trail that will travel up Loafer Canyon Road would tie into the Highline Canal Trail. Traveling up Loafer Canyon Road with the arterial road proposed to follow the gas line, the width of the road is designed for a trail. It will all be connected.

CORY THOMPSON MOTIONED AND ANDY COSTIN SECONDED TO RECOMMEND APPROVAL TO THE CITY COUNCIL OF THE PRELIMINARY PLAT FOR PREMIER POINT SUBDIVISION LOCATED AT 11200 SOUTH AND LOAFER CANYON ROAD AS SUBMITTED. VOTE: YES - ALL (5), NO - NONE, ABSENT - (2) KELLY LIDDIARD, KEVIN HANSBROW

SIGNS AND ADVERTISING STRUCTURE CODE AMENDMENT

Shay Stark, City Planner explained that the City passed the fee schedule and one of the items that were added to the schedule was developer signs. It couldn't be passed in the fee schedule because there wasn't code. The code is being amended to maintain signs, remove signs that have been there for years. The builder is getting advertising, but is no good to the City. The ordinance will include a fee for the large development signs. \$100/year to keep the signs up and place a requirement to have the sign down within six months of the development reaching three or less available lots, with the exception of the next phase working through final approval or under construction.

Colin Logue, PC, commented on the Salisbury sign that has been posted for a long time and also suggested having someone talk to the developer of the sign on Haskell Golf Course Subdivision that is falling halfway off.

Shay Stark, City Planner indicated it is just a discussion to see what the planning commission would like to see in the code. He will present a draft of the ordinance for approval in a future meeting. Should there be a size limit on the size of the development signs? There should also be a limit of how many signs can be posted.

Cory Thompson, PC, asked what kind of signs the assisted living center has. There are regulations for development signs, institutional identification, but it only counts for public, charitable or religious. There isn't commercial signage. There needs to be code for a built commercial building signage. There is code for signage during construction.

Shay Stark, City Planner asked if the planning commission would like to have a couple members that would look into that and provide some input.

Colin Logue, PC, said he would look into it after February.

Cory Thompson, PC, said he could look at it.

ACCESSORY APARTMENT CODE AMENDMENT

Shay Stark, City Planner explained that there was finally a request for a conditional use permit for an accessory apartment and it was approved. There were some concerns that came up during the process. There is currently, a yearly fee and why is there a yearly fee. The ordinance explains why. The big issue is that the City fee schedule has an accessory impact fee, which is illegal. The City Council removed that fee with the approval of the fee schedule. The yearly fee was \$30 for renewal. The state law says what the City can charge an impact fee for and they have to have studies behind each fee. The impact fee for a new home is charged the impact fee. David Clark, Co-Chair, asked about the finishing of the basement and don't get the building permit.

Shay Stark, City Planner replied that if they don't apply for a building permit, then they will probably not apply for an accessory apartment permit and just rent it out. There are only two legal accessory apartments in the City. There is more than two in the City.

David Clark, Co-Chair, commented that they usually turn the street into a parking lot because of all the cars. The neighbors usually get offended by all the cars so they complain.

Shay Stark, City Planner said that the ordinance enforcer would have to enforce the code. They would have to satisfy by getting a building permit, inspections and an accessory apartment conditional use permit. They would have to tear down sheetrock to have the inspections. If it is a risk, then that is justified. There are other issues, such as egress, for an accessory apartment. Entrances to the accessory apartment are also addressed.

Mayor Shelley asked if the owner should have a business license since the accessory apartment is a revenue source.

David Clark, Co-Chair, commented that he didn't think a business license was necessary because then the owner would have to get a tax id number for the business.

Shay Stark, City Planner couldn't think of a city that had a business license associated with accessory apartments. He wondered if there was anything in the State law. On a yearly basis, the City can look at the accessory apartment and make sure it still meets the criteria. The design of the apartment wouldn't change. The key issue is that the owner of the home has to be living in the primary residence, as well as the additional parking. If the home was sold, the conditional use would stay with the home.

A motion was made, but was not appropriate because the agenda item was only discussion and the planning commission will need to hold a public hearing.

CITY COUNCIL UPDATE

Mayor Shelley reported that Brittany Thompson was appointed by the City Council to take the place of Ed Christensen. It was effective as of two weeks ago. She will be over the code enforcement and assist with HR manuals, revision of code and assist with economic development. There are a lot of ideas and a committee is being put together for economic development. Mayor Shelley was hopeful to get a new elementary with Nebo School District with the bond circuit, but it will not be happening this time around. Melanie Hoover replaced Anabel Meredith and is now leaving the City to work for the Circuit Court. The City will not be replacing her and look at other options. On the 10th of January, there will be a city council retreat to plan the next year and long term to address upcoming issues. In April, there may be a need to refine the plans for the proposed budget.

Dale Bigler provided an update on the park on Goosenest Drive. They will be selling the product to Dean Ingram and Robert Nelson. The park will be graded and contoured in the spring. Shay Stark, City Planner and Aqua Engineering are doing the overall plan for the park with the amenities. Once it is rough graded, then it will be surveyed and move ahead. Dean Ingram will be contributing to the park with the funds that were set aside for the Elk Ridge Meadows phase 5 Park. Phase 2 in Elk Ridge Meadows will have a Frisbee Golf Course as an Eagle Scout Project. It has been designed and the City has arranged for the cages.

Mayor Shelley indicated he was not aware that Goosenest area has not felt a part of the city; Elk Ridge Meadows Phase 2 feels the same. Mayor Shelley would like ideas on how to bring the community together. Concert in the park was a good thing. Other opportunities to bring more residents together.

David Clark, Co-Chair, suggested finishing the trail system because that will connect the community.

OTHER BUSINESS

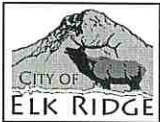
The 2015 schedule for the planning commission was discussed and it was decided to continue with two meetings monthly on the second and third Thursday of each month. It will be presented at the next meeting for approval.

DAVID CLARK MOTIONED AND COLIN LOGUE SECONDED TO ADJOURN THE MEETING. VOTE: YES – ALL (4), NO - NONE, ABSENT - (3) KEVIN HANSBROW, KELLY LIDDIARD, CORY THOMPSON

ADJOURNMENT – Co-Chair, David Clark, adjourned the meeting at 8:03 p.m.


Planning Commission Coordinator





CITY OF ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651
t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE OF PUBLIC MEETING

Notice is hereby given that the Elk Ridge Planning Commission will hold a regularly scheduled meeting at the date, time, and place listed below. Handicap access is available upon request.

- Meeting Date - **Thursday, 11 December 2014**
- Meeting Time – **Commission Meeting - 7:00 pm**
- Meeting Place - **Elk Ridge City Hall - 80 East Park DR, Elk Ridge, UT 84651**

COMMISSION MEETING AGENDA

7:00 pm OPENING ITEMS

Opening Remarks & Pledge of Allegiance
Roll Call/Approval of Agenda

PLANNING COMMISSION BUSINESS

1. Review and approve meeting minutes for 11/13/14 *see attachment*
2. Planning Commission Meeting Schedule for 2015 *see attachment*

7:05 pm PUBLIC HEARINGS AND ACTION

3. Signs and Advertising Structures Code Amendment..... *see attachment*
4. Accessory Apartment Code Amendment..... *see attachment*

7:30 pm CITY BUSINESS

5. City Council Update
6. *Other Business*

Adjournment

CERTIFICATION

The undersigned duly appointed and acting Planning Commission Coordinator for the municipality of Elk Ridge hereby certifies that a copy of the foregoing Notice of Public Meeting was emailed to the Payson Chronicle, Payson, Utah, 4 December 2014 and delivered to each member of the Planning Commission on 4 December 2014.

Planning Commission Coordinator:

Marissa Bassin

Date: 4 December 2014

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ELK RIDGE PLANNING COMMISSION

December 11, 2014

TIME AND PLACE OF MEETING

A regularly scheduled meeting of the Elk Ridge Planning Commission was held on Thursday, December 11, 2014, at 7:00 p.m. at 80 East Park Drive, Elk Ridge, Utah.

ROLL CALL

Commissioners: Ann Brough, Kevin Hansbrow, Cory Thompson, Kelly Liddiard, Lisa Phillips
Absent: Colin Logue, Andy Costin, David Clark
Others: Mayor Shelley
Shay Stark, *City Planner*
Marissa Bassir, *Planning Commission Coordinator*
Public: Katherine Gerber

OPENING ITEMS

Kelly Liddiard, Chair, welcomed at 7:00 PM. Opening remarks were said by Ann Brough, followed by the pledge of allegiance.

APPROVAL OF AGENDA

There were not any changes to the agenda.

NOVEMBER 13, 2014 PLANNING COMMISSION MINUTES

There were not any corrections to the minutes.

KEVIN HANSBROW MOTIONED AND ANN BROUGH SECONDED TO APPROVE THE NOVEMBER 13, 2014 PLANNING COMMISSION MEETING MINUTES AS CURRENTLY WRITTEN. VOTE: YES - ALL (5), NO - NONE, ABSENT - (3) COLIN LOGUE, ANDY COSTIN, DAVID CLARK

PLANNING COMMISSION MEETING SCHEDULE FOR 2015

Cory Thompson, PC, asked if it is needed to keep two meetings a month or add more or less.

Kelly Liddiard, Chair asked the planner what he thought as far as the workload.

Shay Stark, City Planner listed some subdivisions coming down the road and recommended that two meetings a month will probably be appropriate for the first six months. Meetings can be cancelled if they aren't needed.

CORY THOMPSON MOTIONED AND KEVIN HANSBROW SECONDED TO RETAIN THE CURRENT PLANNING COMMISSION SCHEDULE THROUGH 2015. VOTE: YES - ALL (5), NO - NONE, ABSENT - (3) DAVID CLARK, COLIN LOGUE, ANDY COSTIN

SIGNS AND ADVERTISING STRUCTURE CODE AMENDMENT

Kelly Liddiard, Chair opened the public hearing at 7:05 pm.

Shay Stark, City Planner explained that there are some signs for development within the city that have expired and are no longer valid. It was discussed at the last planning commission meeting to amend the ordinance to have the signs removed within a certain timeframe and create a development signage permit fee and limit the amount and size of signs. The ordinance currently doesn't cover commercial signage. Colin Logue and Cory Thompson were going to do some research, which hasn't been received. They will report at the next meeting. Commercial signage should also have a consideration for lighting and location of signs.

Further discussion took place regarding the signage and monument for the proposed roundabout with Dean Ingram and Salisbury. Dean Ingram is pushing back with the cost of the roundabout. The roundabout was proposed in the plan ten years ago.

Mayor Shelley commented that in the event that Elk Ridge gets some commercial business, such as a convenience store that an ordinance for signs be in place so there is not questions.

Kelly Liddiard, Chair closed the public hearing at 7:22 pm.

ACCESSORY APARTMENT CODE AMENDMENT

Kelly Liddiard, Chair opened the public hearing at 7:23 pm.

Shay Stark, City Planner explained that when the city fee schedule was amended, there was an impact fee listed for an accessory apartment, which is illegal. So that was removed. There was also a fee to renew an accessory apartment yearly. The staff has been trying to figure out what the fee was for as far as the renewal.

Kelly Liddiard, Chair commented that Provo City charges a business license for accessory apartments and there is also an annual fee. The process was successful for awhile, but it has been dropped since.

Shay Stark, City Planner indicated that the lines in the ordinance referring to an impact fee have been removed. The other issue with the annual renewal is stated that the yearly fee is for certification from the owner that it is still a legitimate accessory apartment and that it still is in compliance with City code. Part of the City code is that the owner of the accessory apartment lives in the house and it hasn't turned into a duplex. There will be an application for the renewal of an accessory apartment and certify the ownership of the house and how many occupants are in the house. There was also a code clarification for the entrance of an accessory apartment. "Exterior entrance for an accessory apartment shall be separate from the primary single family dwelling entrance. The exterior entrance for an accessory apartment approved as part of a new single-family dwelling shall not be located at the front of the dwelling adjacent to a street. Where the proposed accessory apartment is to be located in an existing single-family dwelling, the entrance shall: a) conform to the requirements applicable to a new dwelling; or b) where the separate entrance is an existing entrance facing the street, the style of

the entrance door shall be the same as the entrance door for the primary dwelling. The purpose of this requirement is to preserve the single-family residential look of the structure." It was just cleaned up.

Kelly Liddiard, Chair asked if there was anywhere within the code that there was a requirement for a separate water heater or furnace.

Shay Stark, City Planner replied that there isn't a requirement and if there was, it would be located in the building code.

Ann Brough, PC indicated that the City Code states that "The primary dwelling and the portion intended for use as an accessory apartment shall have been inspected by the building inspector and certified as being safe for occupancy."

Shay Stark, City Planner indicated that the building code would need to be followed.

Kelly Liddiard, Chair stated that he has mixed emotions on the topic, especially on an existing house, but if it was a new one, then it would make sense to have separate utilities. There are sometimes issues where it is too hot upstairs and too cold downstairs.

Kevin Hansbrow, PC, commented that if the renter is willing to rent the space, then they have considered the utilities.

Shay Stark, City Planner commented that there are new energy code requirements for the industrial and commercial have to have multiple thermostats to regulate different areas, but doesn't think it is in effect for the residential areas.

Kelly Liddiard, Chair indicated that some builders are providing those multi-regulated furnaces as an option, but isn't a requirement.

Kelly Liddiard, Chair closed the public hearing at 7:32 pm.

CORY THOMPSON MOTIONED AND KEVIN HANSBROW SECONDED TO APPROVE THE AMENDED ACCESSORY APARTMENT ORDINANCE AS CURRENTLY WRITTEN FOR THE PLANNING COMMISSION'S DECEMBER 11, 2014 MEETING TO BE PASSED ONTO THE CITY COUNCIL FOR ADOPTION. VOTE: YES - ALL (5), NO - NONE, ABSENT - (3) DAVID CLARK, COLIN LOGUE, ANDY COSTIN

CITY COUNCIL UPDATE

Mayor Shelley reported that the city council will have an all day meeting in January to discuss several issues. One of them will be city finances and how it works. The city council needs to understand how it works. The planner, engineer and the finance director will be present to help everyone understand. The city council needs to get creative and make a plan for the next ten years or so. There will be another meeting in April to re-evaluate. The January 10th meeting will take the place of the meeting the following week.

Kevin Hansbrow asked if he could get the residents to pitch in if the City will allow to install speed tables along Loafer Canyon Road.

Mayor Shelley didn't think it would be a problem to pursue it.

Shay Stark, City Planner asked how the county is tied in with the road. The lower part of the road is completely within the City so the county doesn't have any ownership, then there wouldn't be a problem. Up higher there is some parts owned by the county.

OTHER BUSINESS

That meeting was the last meeting for Ann Brough, as she has resigned as a planning commission member.

CORY THOMPSON MOTIONED AND KELLY LIDDIARD SECONDED TO ADJOURN THE MEETING FOR DECEMBER 11, 2014. VOTE: YES - ALL (5), NO - NONE, ABSENT - (3) DAVID CLARK, COLIN LOGUE, ANDY COSTIN

ADJOURNMENT - The meeting was adjourned at 7:50 p.m.


Planning Commission Coordinator