

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55

**ELK RIDGE
CITY COUNCIL MEETING
August 23, 2016**

TIME AND PLACE OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, August 23rd, 2016, at 7:00 PM; this meeting was preceded by a City Council Work Session Meeting at 6:00 PM. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda of these Meetings, were provided to the Payson Chronicle, 145 E. Utah Ave, Payson, Utah, and to the members of the Governing Body on August 19, 2016.

ROLL CALL

Mayor: Hal Shelley

Council Members: Tricia Thomas, Nelson Abbott, Brittany Thompson, Dale Bigler (Ty Ellis absent)

Others: Melanie Hoover, *Deputy Recorder* and Royce Swensen, *Recorder*.

City Planner: Shay Stark, Aqua Engineering

Public: Jim Chase, Paul Crook, Richard Dougan

CITY COUNCIL WORK SESSION

6:00 pm

1. PROPOSED AMENDMENTS TO CUL-DE-SAC CODES/RECOMMENDATION FROM PLANNING COMMISSION.

Shay Stark referred to the memo he created and stated that through development, there were some issues with city codes in regards to cul-de-sacs requirements. Currently there are three sections in the code that address cul-de-sac lengths. These are found in the Hillside Residential Zone, Hillside Cluster Overlay and Planned Mountain Home Developments Sections. There is no reference to cul-de-sac length in the other zones or in a section that would apply to all zones. A maximum length is also specified in the City Construction Standards which is not consistent with where design standards such as block length and lot size requirements are discussed. The intent of the proposed amendment would be to insert language regarding cul-de-sac length in a section of the code that applies to all zones and remove the other conflicting requirements three zones mentioned. The purposed of governing the length of cul-de-sacs is to limit the number of residences that may need to be evacuated in the case of an emergency. The standard lengths allowed in other cities averages 400 – 600 feet. The proposed 500 feet is based on what is the practical minimum perimeter length to allow 16 lots with the limited frontage lengths allowed in the PUD overlay. Mr. Stark referred to the proposed language to be added to 10-15-C-5 Paragraph B (to be inserted) with 500 foot maximum length to be included.

Discussion ensued.

Brittany Thompson referred to the wordage on 10-15C-5 Paragraph B (to be inserted) in regards to developments and would like it to read “to a total of 24 units.” Shay Stark agreed the wordage can be added.

Nelson Abbott has concerns on the ability for fire trucks and plow trucks to turn around in cul-de-sacs. He feels some areas in town are lacking. If there are cars parked in the cul-de-sacs, the radius is lost on the ability to turn around.

Shay Stark replied that if an additional 10-15 feet to the diameter is allowed in regards to turning ability, it could be looked at and addressed in TRC meetings. He then referred to 10-15C-5 Paragraph C (to be inserted) which states that the city engineer may require increased diameter for emergency equipment.

2. PROPOSED AMENDMENTS TO ACCESSORY BUILDING CODES/RECOMMENDATION FROM PLANNING COMMISSION.

Shay Stark referred to his memo and stated that the movement toward an amendment of the ordinance was to help provide some clarity on a few issues that were vague or interpreted in various ways. The planning commission considered the ordinance and they felt that the maximum sized of the structures

1 were too restrictive and the placement criteria could be modified to allow the landowner a little more
2 freedom in how structures are located on the parcels. The proposed code provides greater clarity of
3 the requirements with respect to different structure types. The proposed amendments in 10-12-5 are as
4 follows: the definition of accessory buildings has been thoroughly defined, the coverage area has been
5 modified and the table has been eliminated, setbacks have been modified, drainage clause has been
6 modified, non-conforming uses has been modified and the height of the building has been modified.
7 Side and rear setbacks have been modified to 8 feet from the property line due to utility easements.

8 Discussion ensued.

9 Brittany Thompson had concerns maintaining the line of site on back of residences when a street runs
10 in front, on the side and back of a home.

11 Shay Stark stated the code can be modified on side setbacks to include "line of site triangle should be
12 maintained at all intersections." Also, the code is also proposed to be modified to require the setback
13 from the principle building from 12 feet to at least 6 feet. In regards to containers, its proposed to
14 eliminate the wordage "and the like." In regards to definitions of an accessory building, its also
15 proposed to eliminate the wordage "usually with."

16 Mayor Shelley requested this be sent back to planning commission with the additional changes that
17 have been requested to be made.

18
19 3. RESOLUTION DISCUSSION TO PARTICIPATE IN UTAH COUNTY CDBG PROGRAM.

20 Mayor Shelley stated that in order to obtain a grant, the city has to have an official resolution to
21 participate. There are no requirements of the city but this would make the city eligible if chosen to
22 participate. These types of grants are matching grants. These grants are usually for trails, parks etc.
23 and are based and tied to serve lower income areas.

24
25 Mayor Shelley closed the City Council Work Session at 7:05pm.

26
27 **ELK RIDGE**
28 **CITY COUNCIL MEETING**
29 **August 23, 2016**

30
31 **TIME AND PLACE OF MEETING**

32 This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for **Tuesday,**
33 **August 23, 2016, at 7:00 PM;** this meeting was preceded by a **City Council Work Session Meeting at**
34 **6:00 PM.** The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

35
36 Notice of the time, place and Agenda of these Meetings, were provided to the Payson Chronicle,
37 145 E. Utah Ave, Payson, Utah, and to the members of the Governing Body on August 19, 2016.

38
39 **ROLL CALL**

40 Mayor: Hal Shelley

41 Council Members: Tricia Thomas, Nelson Abbott, Brittany Thompson, Dale Bigler (Ty Ellis absent)

42 Others: Melanie Hoover, *Deputy Recorder* and Royce Swensen, *Recorder.*

43 *Public Works Director:* McKay Lloyd

44 *City Planner:* Shay Stark, Aqua Engineering

45 *Public:* Jim Chase, Paul Crook, Richard Dougan, Garrett Palombo, Jim H. Olsen

46
47
48 **OPENING REMARKS and PLEDGE OF ALLEGIANCE – INVITATION**

49 Opening remarks were given by Brittany Thompson and Nelson Abbott led those present
50 in the Pledge of Allegiance, for those who wished to participate.

51
52 **AGENDA TIME FRAME**

53 **NELSON ABBOTT MOVED, DALE BIGLER SECOND, TO ADJUST THE START TIME OF**
54 **THE CITY COUNCIL MEETING TO 7:07 PM.**

1
2 **VOTE:** **AYE (4)** **NAY (0)** **ABSENT (TY ELLIS)**

3
4 **PUBLIC FORUM**

5 Jim Olsen stated that he sold his lot on Coley's Cove. A realtor named Clarissa Nosack sold the lot for
6 them to the Bastian's and a selling point was that the impact fees were paid as she was told by the property
7 owner and the city that partial impact fees were paid. The owner has financed these impact fees as part of
8 the building permit. Mr. Olsen stated that he feels this is an honest mistake that has cost the new buyer an
9 additional \$9,000 that he didn't plan on paying. He proposed the Bastian's to pay 1/3, he and Ms. Nosack
10 will pay 1/3 and he is hoping the city could forgive the 1/3 to make this work out. He provided a letter
11 from Carissa Nosack and Mr & Mrs Briggs (previous prospected buyers). Brittany Thompson asked if this
12 has been addressed through Ms. Nosack's insurance and Mr. Olsen is unaware if it has. Mayor Shelley
13 stated that staff has reviewed the file and there is no proof or arrangements or previously paid impact fees.
14 Royce Swensen stated that other lots in the same subdivision paid all impact fees. Nelson Abbott
15 suggested Ms. Nosack contact the developer (Don Mecham) to obtain more information at the time this
16 transpired. Mayor Shelley stated he will look into this and come up with an answer soon.
17

18 1. **DECISION ON PROPOSED AMENDMENTS TO CUL-DE-SAC CODES.**

19 Brittany Thompson referred to 10-11 AF- 8 Paragraph F and requested to remove the wordage "which
20 make other designs undesirable" and re-word "where unusual and extenuating circumstances exist."
21 She also clarified that the only other request to change was the wordage on 10-15C- 5 Paragraph B (to
22 be inserted) and would like it to read "to a total of 24 units."

23 **NELSON ABBOTT MOVED, DALE BIGLER SECOND, TO APPROVE THE CUL-DE-SAC**
24 **REQUIREMENTS AS PROPOSED WITH THE CORRECTIONS AND ADDITIONS SO**
25 **INDICATED.**

26 **VOTE:** **AYE (4)** **NAY (0)** **ABSENT (TY ELLIS)**
27 **TRICIA THOMAS (AYE)**
28 **TY ELLIS (ABSENT)**
29 **NELSON ABBOTT (AYE)**
30 **BRITTANY THOMPSON (AYE)**
31 **DALE BIGLER (AYE)**

32
33 2. **DECISION ON PROPOSED AMENDMENTS TO ACCESSORY BUILDING CODES.**

34 Brittany Thompson would like to table this to take more time to think of prohibited uses codes.
35 Nelson Abbott requested to send this back to planning commission. He will pull property parcels
36 randomly through town to get a better sense of amending the code. He would like Ty's insight as
37 well.

38 Mayor Shelley stated this will be brought back to council on the September 13 meeting agenda.

39 **NO ACTION TAKEN AT THIS TIME. REQUEST TO SEND BACK TO PLANNING**
40 **COMMISSION. TY ELLIS' OPINION IS REQUESTED. TABLED TO NEXT CITY COUNCIL**
41 **MEETING SEPTEMBER 13, 2016.**

42
43 3. **DECISION ON RESOLUTION FOR UTAH COUNTY CDBG PROGRAM.**

44 **NELSON ABBOTT MOVED, TRICIA THOMAS SECOND, TO APPROVE THE INTERLOCAL**
45 **AGREEMENT FOR THE CDBG PROGRAM.**

46 **VOTE:** **AYE (4)** **NAY (0)** **ABSENT (TY ELLIS)**
47 **TRICIA THOMAS (AYE)**
48 **TY ELLIS (ABSENT)**
49 **NELSON ABBOTT (AYE)**
50 **BRITTANY THOMPSON (AYE)**
51 **DALE BIGLER (AYE)**
52

1 4. DECISION ON CITY PROPERTY.

2 Mayor Shelley feels it's imperative to start making a plan on whether or not to re-zone city property,
3 sell some property and what the future use plan is for city property retained.

4 Brittany Thompson would like to know where all city property is to evaluate which location is the
5 best to subdivide and sell.

6 Mayor Shelley stated there is not any other city property parcels big enough to subdivide and sell. The
7 property in Elk Ridge Meadows open space cannot be sold due to legal reasons regarding the
8 development agreement in place.

9 Dale Bigler feels it's logical to subdivide and sell off the 4 lots proposed by Haskell Golf Course
10 Subdivision.

11 Mayor Shelley stated that if property is sold, it needs to be determined whether to pay towards the
12 property loan or set aside the funds for future projects such as a new civic center on city property.

13 Brittany Thompson wants to know if there are other locations in the city that could accomplish the
14 same purpose of selling property the city has in Elk Ridge and leave the bigger parcels together.

15 Mayor Shelley agreed to look at all city property to determine options on what to do with them and
16 what properties have viable options and Dale Bigler agreed to assist.

17 **NO ACTION TAKEN AT THIS TIME TO EVALUATE ALL PROPERTIES THE CITY**
18 **OWNS.**

19
20
21 5. DECISION ON CITY SCHOLARSHIP.

22 Mayor Shelley stated this has been discussed before. He has had individuals who have volunteered to
23 committee, chair and run a city scholarship. This scholarship will be funded by donations only.

24 Nelson Abbott agrees with a city scholarship but does not want the city to donate to a scholarship as
25 he feels it is not the role of city government to donate towards this fund.

26 Trisha Thomas, Dale Bigler, Brittany Thompson all stated they would be in support of a city
27 scholarship.

28 Mayor Shelley stated that he would pursue with the individuals who have previously volunteered to
29 start this process moving forward to get a committee put in place.

30
31 **NO ACTION TAKEN AT THIS TIME.**

32
33 6. DEPARTMENT REPORTS:

34 A. Administrative & Planning Commission, Water- Mayor Shelley

35 1. Use of City Email

36 No report given at this time.

37 2. Mayor Update

38 Mayor Shelley reported that due to personal issues, he will resign as Mayor and wants
39 input and insight on how to approach this. He is willing to stay through September. He
40 plans to move to Sanpete County and is at a point in his life where he needs to make the
41 break. Council will need to appoint someone for the remaining time of his term. He would
42 like someone appointed soon so that he has time to train them one on one.

43 Discussion ensued.

44 McKay Lloyd reported the VFD (variable frequency drive) has been installed on Loafer
45 Canyon well. This allows the pump to run faster to pump more water faster. This produces
46 100-150 more gallons per minute which now pumps 500-550 gallons per minute.

47 McKay Lloyd reported that in regards to the test well, Craig Neeley, City Engineer, is waiting
48 for an email/report on the test well. This is an ongoing project that is happening. Mr. Neeley
49 will compile all information and present it to council upon availability. Back up pumps and
50 well parts will be included an amendment of the budget to fund and will be included in the
51 budget with the well. He stated that pumps need to be pulled and repaired approximately
52 every 8 years.

53 McKay Lloyd reported his department has the parts to complete the extension on the fire
54 hydrant located in Loafer Canyon.

55 B. Roads & Storm Drain – McKay Lloyd

1 McKay Lloyd reported his department repaired and bolted the guard rail down Park Drive to
2 Loafer Canyon Road.

3 McKay Lloyd reported his department is working on crack/sealing the roads.

4 McKay Lloyd reported he is working on the road budget by completing and tracking road
5 projects.

6 C. Parks, Trails & Recreation – McKay Lloyd

7 McKay Lloyd is working on getting bids for landscaping the islands on Elk Ridge Drive. He
8 wants an idea of what the council wants, how many trees, types of trees and shrubs so the
9 bidding companies can give the city an accurate bid. He would like it landscaped similar to
10 what will be completed in the roundabout. There needs to be a structure to make the bidding
11 process easier. Council will be provided a list of the bids. Dale Bigler will present his ideas
12 to McKay Lloyd to arrange bid proposals

13 McKay Lloyd reported the ball field in the park has been seeded.

14 Dale Bigler asked about bids on paving trail and McKay Lloyd responded that Eckles will be
15 here next week to provide bids. He will get two more bids as well.

16 D. Sewer, Sanitation & SESD – McKay Lloyd

17 No report at this time.

18 E. Economic Development & Code Enforcement – Mayor Shelley

19 No report at this time.
20

21 7. APPROVAL OF CITY COUNCIL MEETING MINUTES FROM JULY 12, 2016.
22

23 **NELSON ABBOTT MOVED, BRITTANY THOMPSON SECOND, TO APPROVE THE**
24 **MINUTES FROM THE JULY 12, 2016 CITY COUNCIL MEETING.**

25 VOTE: AYE (4) NAY (0) ABSENT (TY ELLIS)
26

27 8. APPROVAL OF CITY COUNCIL MEETING MINUTES FROM AUGUST 2, 2016.
28

29 **BRITTANY THOMPSON MOVED, DALE BIGLER SECOND, TO APPROVE THE MINUTES**
30 **FROM THE AUGUST 2, 2016 CITY COUNCIL MEETING.**

31 VOTE: AYE (4) NAY (0) ABSENT (TY ELLIS)
32

33 9. APPROVAL OF CITY COUNCIL MEETING MINUTES FROM AUGUST 9, 2016.
34

35 **BRITTANY THOMPSON MOVED, NELSON ABBOTT SECOND, TO APPROVE THE**
36 **MINUTES FROM THE AUGUST 9, 2016 CITY COUNCIL MEETING.**

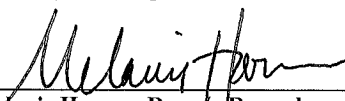
37 VOTE: AYE (4) NAY (0) ABSENT (TY ELLIS)
38

39 10. CLOSED SESSION IF NECESSARY.

40 Closed session was not necessary.
41

42 ADJOURNMENT
43

44 Mayor Shelley adjourned this meeting at 8:55 pm.
45

46 
47 _____
48 Melanie Hoover, Deputy Recorder