

SOUTH WEBER CITY COUNCIL AGENDA

PUBLIC NOTICE is hereby given that the **City Council of SOUTH WEBER CITY**, Utah, will meet in its Annual City Council and Planning Commission Retreat on **Friday, 12 January 2018** at the **Davis County Library in Farmington, 133 Main Street**, commencing at **1:00 p.m.**

AGENDA

- | | |
|----------------|---|
| 1:00 – 1:10pm | Introductions |
| 1:10 – 1:50 pm | Financial Status of the City – Mark McRae <ul style="list-style-type: none">• The General Fund• Enterprise Funds• Impact Fees• Taxes & Utility Rates• Financial Forecasts |
| 1:50 – 2:30 pm | Land Use Review – City Attorney, Doug Ahlstrom |
| 2:30 – 2:40 pm | Break |
| 2:40 – 3:20 pm | Commercial Development and the General Plan
<i>Dan Murray, Local Land Owner & Barry Burton, City Planner</i> |
| 3:20 – 3:30 pm | Break |
| 3:30 – 4:30 pm | Old Fort Road and Lester Dr.
<i>Brandon Jones, City Engineer & Barry Burton, City Planner</i> <ul style="list-style-type: none">• Overview• Action Steps/Process• Planning Commission and City Council Discussion |
| 4:30 – 4:40 pm | Break |
| 4:40 – 5:00 pm | Open & Public Meetings Act Training – City Attorney, Doug Ahlstrom |
| 5:00 – 6:00 pm | City Council & Planning Commission Goals Discussion |
| 6:00 pm | Adjourn |

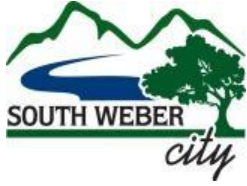
THE UNDERSIGNED DULY APPOINTED CITY RECORDER FOR THE MUNICIPALITY OF SOUTH WEBER CITY HEREBY CERTIFIES THAT A COPY OF THE FOREGOING NOTICE WAS MAILED, EMAILED, OR POSTED TO: 1. CITY OFFICE BUILDING 2. FAMILY ACTIVITY CENTER 3. CITY WEBSITE www.southwebercity.com 4. UTAH PUBLIC NOTICE WEBSITE www.pmn.utah.gov 5. EACH MEMBER OF THE GOVERNING BODY 6. THOSE LISTED ON THE AGENDA

DATE: January 10, 2018



CITY RECORDER: Mark McRae

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, INDIVIDUALS NEEDING SPECIAL ACCOMMODATIONS DURING THIS MEETING SHOULD NOTIFY THE CITY RECORDER, 1600 EAST SOUTH WEBER DRIVE, SOUTH WEBER, UTAH 84405 (801-479-3177) AT LEAST TWO DAYS PRIOR TO THE MEETING.



City Council & Planning Commission Annual Retreat Meeting Date: January 12, 2017

Name: Tom Smith

Agenda Item(s):

1. Overview of the Financial Status of the City
2. Land Use Review
3. Commercial Development and the General Plan
4. Old Fort Road and Lester Dr. Presentation/Discussion
5. Open & Public Meetings Act Training
6. City Council/Planning Commission Goals Discussion

Objective: That the City Council and Planning Commission increase their knowledge of:

- The City's current financial status;
- What an elected or appointed body can and cannot require of a developer;
- The challenges facing South Weber City's commercial development zones;
- The conditions of the Open and Public Meetings Act; and

Establish a consensus with:

- The plans and designs for constructing Old Fort Road and to provide direction to staff as to the road alignments and cross sections the Council and Planning Commission would like to implement;
- The plans and designs for connecting Lester Dr. to 925 East; and
- What each political body desires to achieve in the coming year(s)

Background: For the past two years the City Council and the Planning Commission have joined together to discuss items concerning the City in an annual retreat. As a generalization, the annual retreat has consisted of discussions related to the City's financial status, selecting projects to complete within the year, land use issues facing the City, Open & Public Meetings Act training, and a discussion to set future goals. The City is currently preparing Capital Facilities Plans (CFP) and Capital Improvement Plans (CIP) to better manage its infrastructural assets and project management. As a result, the retreat will not include a segment to discuss what projects should be completed throughout the year as they have already been identified in the CFP's. This year's retreat is aimed at concentrating on a few critical policy-making plans for the City's future commercial development and transportation needs.

Summary:

Land Use Review. City Attorney, Doug Ahlstrom has prepared a presentation for the council to discuss UCA §10-9a: The Utah Municipal Land Use and Development Act (LUDMA). This presentation is

intended and prepared in a way to encourage open dialogue and conversation related to a council or planning commission's land use powers and duties. In essence, what improvements a city can require of a developer and what improvements a city cannot require of a developer.

Commercial Development and the General Plan. I have asked Dan Murray, a local land owner who owns several commercially zoned properties on the east side of the City, including the one where Little Caesar's is located, to come speak to the Council and Planning Commission regarding the challenges he has encountered with developing in the City, specifically as it relates to the requirements of the general plan, such as zoning, geography, street networks, and exposure. City Planner, Barry Burton will assist in the presentation to provide some of his insights and/or recommendations that can assist the City and its general plan to be more open about commercial development in the City while still preserving its values.

Old Fort Road and Lester Dr. Brandon Jones has prepared a presentation of Old Fort Road that entails the alignments, cross sections, property acquisitions, and construction of the road. The project is broken up into three segments, one of which is a third option: 1) 475 East to the Cook property; 2) The Cook property to Cottonwood Cove; and (third option) 3) South Bench Dr. (Exhibits E-H). The South Bench Dr. option would deviate traffic from going into the Cottonwood Cove Subdivision (Exhibit F), continue across South Weber Dr. (exhibit G), over the Davis & Weber Canal (Exhibit H) and connect into a future Layton City road (Exhibit E).

Brandon Jones will also be presenting a presentation of Lester Dr. that will include options for the alignment of the road, cross sections, and a report of what can be done with 1025 East (the private road).

Open & Public Meetings Act. The state requires each year that both the elected and appointed officials receive training on UCA Title 52(4): The Open and Public Meetings Act. City Attorney, Doug Ahlstrom will be providing the training.

City Council and Planning Commission Goals Discussion. This final segment of the meeting is to hold any discussions the two bodies wish to have: goals, visions, future projects, capital projects, planning, etc. Staff will have little to no involvement unless otherwise directed.

Committee Recommendation: N/A

Planning Commission Recommendation: The Planning Commission has reviewed the ordinance, in their special meeting held on November 6th, and in their regular meeting held on November 9, 2017. The Planning Commission has recommended that the Council approve the Visual Buffer Overlay Zone.

Staff Recommendation: Old Fort Road. Staff recommends that:

- The alignment from 475 East to the Cook property allow for open space between the road and the trail to preserve some of the existing trees (Exhibit B);
- The alignment from the Cook property to South Bench Dr. allow for open space between the road and the trail to preserve some of the existing trees (Exhibit D). This is what is being proposed by the Visual-Buffer Overlay Zone;

- The cross section from 475 East through South Bench Dr. be a 78' Right-of-Way with 50' of asphalt allowing for 2 lanes; or 3 if needed in the future.

Attachments:

- 2018 Annual City Council and Planning Commission Retreat Agenda
- Finance Department presentation outline
- The Challenges of Commercial Development presentation outline
- Old Fort Road presentation outline
- Old Fort Road Exhibits A-H, project/construction tasks and schedule, and additional renderings
- Lester Dr. presentation outline
- Lester Dr. Exhibits concept plans, Right-of-Way options, and project/construction tasks and schedule

Budget Amendment: N/A

2018 City Council Retreat – Financial Presentation

- A. Status of Funds
 - a. Discuss Funds Balance and Cash Balance of each fund as of 6-30-2017, 6-30-2018.
Review anticipated major purchases and projects for 2019 and their impact on the 6-30-2019 balances.
 - b. Review the same for each Impact Fee Fund
- B. Reserves
 - a. Discuss the purpose of reserves
 - b. Show amount and effect of possible reserve scenarios on enterprise funds
 - i. Average 5 year capita
 - ii. 150 day (5 month) – minimum bond requirement
 - iii. 365 day
 - iv. Average yearly depreciation
- C. Sources of revenue
 - a. General fund – Property Tax, Sales tax, Franchise Fees
 - b. Capital Projects fund – Sales Tax (Surrounding cities, along with South Weber are seeing more going to General Fund and less to Capital Projects Fund.
 - c. Enterprise funds – User fees
- D. If time, impact on city expenses of new development
 - a. Increase maintenance of streets, open space, detention basins, water and sewer lines, snow removal, etc. These are not covered by the developer or impact fees.

The Challenges of Commercial Development in South Weber, Utah

- I. The Geography of Retailing – Where to locate a store
 - a. Trade Area Discussion
 - i. Delineating the trade area
 - ii. Market share
 - iii. Distance decay curves
 - iv. Physical Barriers
 - v. Types of Retail Settings
 - b. Maverik Example
 - c. Trade areas for other types of retailers
 - i. Types of Retail Settings
 - d. Associated Grocers Example
- II. Street Networks
 - a. Traffic Patterns
 - b. Traffic Counts
 - i. UDOT's counting procedure
 - ii. South Weber Drive Traffic Count
 - iii. Highway 89 Traffic Count
- III. Retailing in South Weber
 - a. Neighborhood Orientation
 - b. Exposure to Highway 89/Morgan County
 - c. Larger format retailers-Interest-Availability of Acreage
 - d. Emphasize Limited Competition (short term argument-Little Caesar's)

South Weber City – 2018 Retreat

Old Fort Road

~ Talking Points ~

475 East to the Cook Property

Alignment

- Exhibit A and Exhibit B show the difference between these two alignments across the Cook property.
 - Exhibit A puts the road as close to the I-84 ROW as possible. Any existing trees in this alignment would have to be removed. Given the proximity of this alignment, consideration may be given to the trail being paved or concrete (more like a sidewalk).
 - Exhibit B allows for open space between the road and the trail and preserves some of the existing trees.
 - The alignment is nearly the same in both exhibits across the Posse Grounds, only varying by a few feet at the east end. Both alignments preserve as much of the Posse Grounds parking lot as possible without pushing the road into the power substation across the street.
 - The street layout on the Cook property is preliminary and included only for reference.
- *Direction Needed:* Decide which alignment to move forward on.

Cross Sections

- The cross sections shown in Exhibit A and Exhibit B were adopted on 12-8-2015.
- 78' ROW (50' pavement) – Major Collector, Commercial Area
- 70' ROW (38' pavement) – Minor Collector, Residential Area
- Transportation Capital Facilities Plan (Horrocks Engineers) – Big Picture
 - Consider Major Collector (78' ROW, 50' pavement) with a new alignment to South Weber Drive and continuing to South Bench Drive and Layton City connection.
- *Direction Needed:* Decide which cross section(s) to move forward with.

Property Acquisition

- Archuleta: Acquire by donation or purchase with comp estimate
- Spaulding: Agreement
- Riverside Place: Deeded with Phase 5 or prior to, if needed
- Cook property: Development Agreement
- Rocky Mountain Power: Agreement
- Stephens: Agreement

Construction

- Complete Design; coordinate with the Developer's engineer on the Cook property
- Potential phasing
 - Cost Estimates
 - Redesign, as necessary
- Bid Project
- Construct Project

Cook Property to Cottonwood Cove

Alignment

- Exhibit C and Exhibit D show the difference between these two alignments
 - Exhibit C puts the road as close to the I-84 ROW as possible. Any existing trees in this alignment would have to be removed. Given the proximity of this alignment, consideration may be given to the trail being paved or concrete (more like a sidewalk).
 - Exhibit D allows for open space between the road and the trail and preserves some of the existing trees. This has direct correlation to the proposed V-B Overlay Zone. This is a conceptual alignment. The final location can either be decided now or when development occurs.
- *Direction Needed:* Decide which concept to move forward on.

Cross Sections

- The cross section shown in Exhibit C and Exhibit D was adopted on 12-8-2015.
- 70' ROW (38' pavement) – Minor Collector, Residential Area
- Transportation Capital Facilities Plan (Horrocks Engineers) – Big Picture
 - Consider Major Collector (78' ROW, 50' pavement) with a new alignment to South Weber Drive and continuing to South Bench Drive and Layton City connection.
- *Direction Needed:* Decide which cross section to move forward with.

Old Fort Road / South Bench Drive Option

Alignment

- Exhibit E shows the overall conceptual alignment of Old Fort Road and South Bench Drive from I-84 to a future Layton City connection.
- Exhibit F shows a detailed conceptual alignment of the intersection of Old Fort Road and South Bench Drive. It also shows how the trail could continue in this area.
- Exhibit G shows a plan and profile view of the conceptual crossing of South Bench Drive with South Weber Drive and the grades associated with traversing the grade.
- Exhibit H shows a plan and profile view of the conceptual crossing of the Davis & Weber Canal and the grades associated with traversing the grade.
- *Direction Needed:* Decide which alignment, (current, proposed, or something else) to move forward with.

Cross Sections

- Transportation Capital Facilities Plan (Horrocks Engineers) – Big Picture
 - Consider Major Collector (78' ROW, 50' pavement) with a new alignment to South Weber Drive and continuing to South Bench Drive and Layton City connection.
- *Direction Needed:* Decide which cross section to move forward with.

Recommendations

- The Transportation Capital Facilities Plan will provide recommendations on important street connections, alignments, cross sections, etc. Staff would recommend that the transportation section of the General Plan be revised with the recommendations from this report. A further discussion on this matter has been scheduled for the February 20th work meeting; which will be a joint meeting with the Planning Commission and Horrocks Engineers.

South Weber City – 2018 Retreat

Lester Drive

~ Talking Points ~

Alignment

- Option #1 – Lester Drive connected to 7375 South with an “S” Curve, and 1200 East connected to 1160 East
- Option #2 – Lester Drive connected to 7375 South with a “T” intersection via 1100 East, and 1200 East connected to 7375 South with no direct connection to 1160 East
- Other – Consideration could be given to leaving 1200 East as a “T” intersection at South Weber Drive with no road connection to the south

Cross Sections

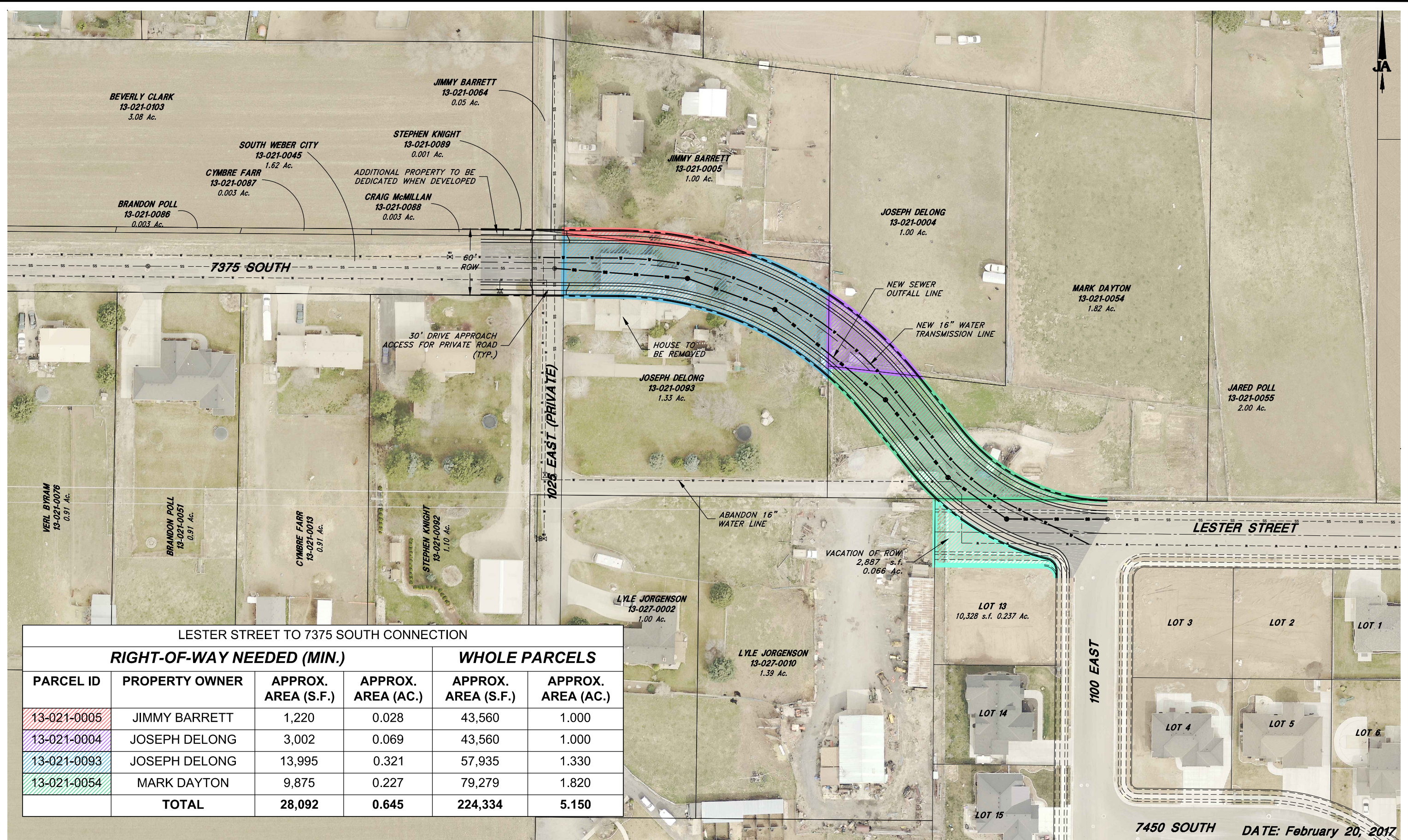
- Sheet #1 – This shows the overall concept for ROW, pavement, parkstrip and sidewalk widths for Lester Drive, 7375 South, and 925 East.
- Sheet #2 – This shows a closer detailed look of the same streets from Sheet #1
- Option #1 – This is the cross section for a 50’ ROW (35’ pavement). This is the cross section that was constructed on 1250 East, and would fit on 925 East without having to acquire any property.
- Option #2 – This is the cross section for a 60’ ROW (36’ pavement). This is the cross section that Lester Drive is currently built for (although the sidewalk on the north has not been constructed yet). This is also the best fit for 7375 South. Additional property on the north of 7375 South will still need to be dedicated when developed.
- Option #3 – This is the current City Standard Section (70’ ROW, 36’ pavement). This is included just for reference.

1025 East (Private Road)

- The property underlying the road is owned in parts by Delong’s, Barrett’s, and Poll’s
- Access to properties (Jorgenson and Mitchell) beyond the properties that own the ground has been granted via an access easement
- A public road can cross a private road as long as the underlying property is a dedicated public right-of-way and the access rights of the private road continue to remain in force
 - The Delong’s own the property that abuts 7375 South. Therefore, if this property was dedicated, a public road could be built and connect to 7375 South. Access from this public road to the private road on both the north and south sides would have to remain in force.
- This road could be developed into a public road, but the following would have to occur
 - Enough property would have to be acquired from 7375 South to South Weber Drive. This would likely affect 5 different properties (north and south sides of the road).
 - Acquire access approval from UDOT. Whereas the current road / access is private, a new access permit would be required to change the use to a public road / access. This may or may not be granted given its proximity to Skyhave Cove (1060 East) to the east.

Construction

- Property Acquisition
- Design project
- Potential phasing
 - Cost Estimates
 - Redesign, as necessary
- Bid Project
- Construct Project



LESTER STREET TO 7375 SOUTH CONNECTION

RIGHT-OF-WAY NEEDED (MIN.)				WHOLE PARCELS	
PARCEL ID	PROPERTY OWNER	APPROX. AREA (S.F.)	APPROX. AREA (AC.)	APPROX. AREA (S.F.)	APPROX. AREA (AC.)
13-021-0005	JIMMY BARRETT	1,220	0.028	43,560	1.000
13-021-0004	JOSEPH DELONG	3,002	0.069	43,560	1.000
13-021-0093	JOSEPH DELONG	13,995	0.321	57,935	1.330
13-021-0054	MARK DAYTON	9,875	0.227	79,279	1.820
TOTAL		28,092	0.645	224,334	5.150

PROJECT ENGINEER	REV.	DATE	APPR.	FILE NAME: C:\
DATE				

SCALE:
 HORZ.
 1" = 80'

DESIGNED *BKJ*
 DRAWN *TWE*
 CHECKED *BKJ*

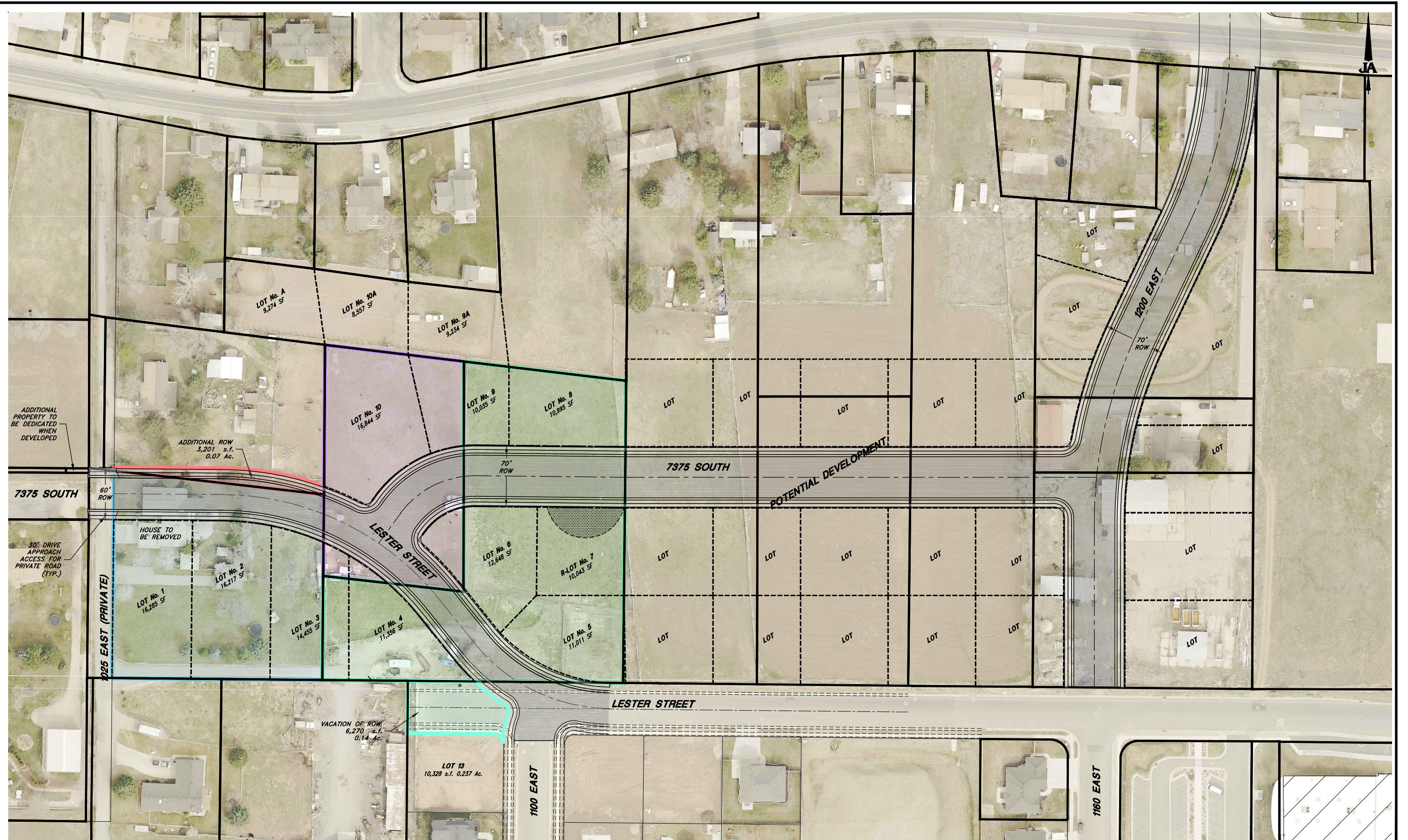
JA
JONES & ASSOCIATES

CONSULTING ENGINEERS

1716 East 5600 South
 South Ogden, Utah 84403 (801) 476-9767

SOUTH WEBER CITY CORPORATION
LESTER STREET TO 7375 SOUTH CONNECTION

CONCEPT PLAN



PROJECT ENGINEER			
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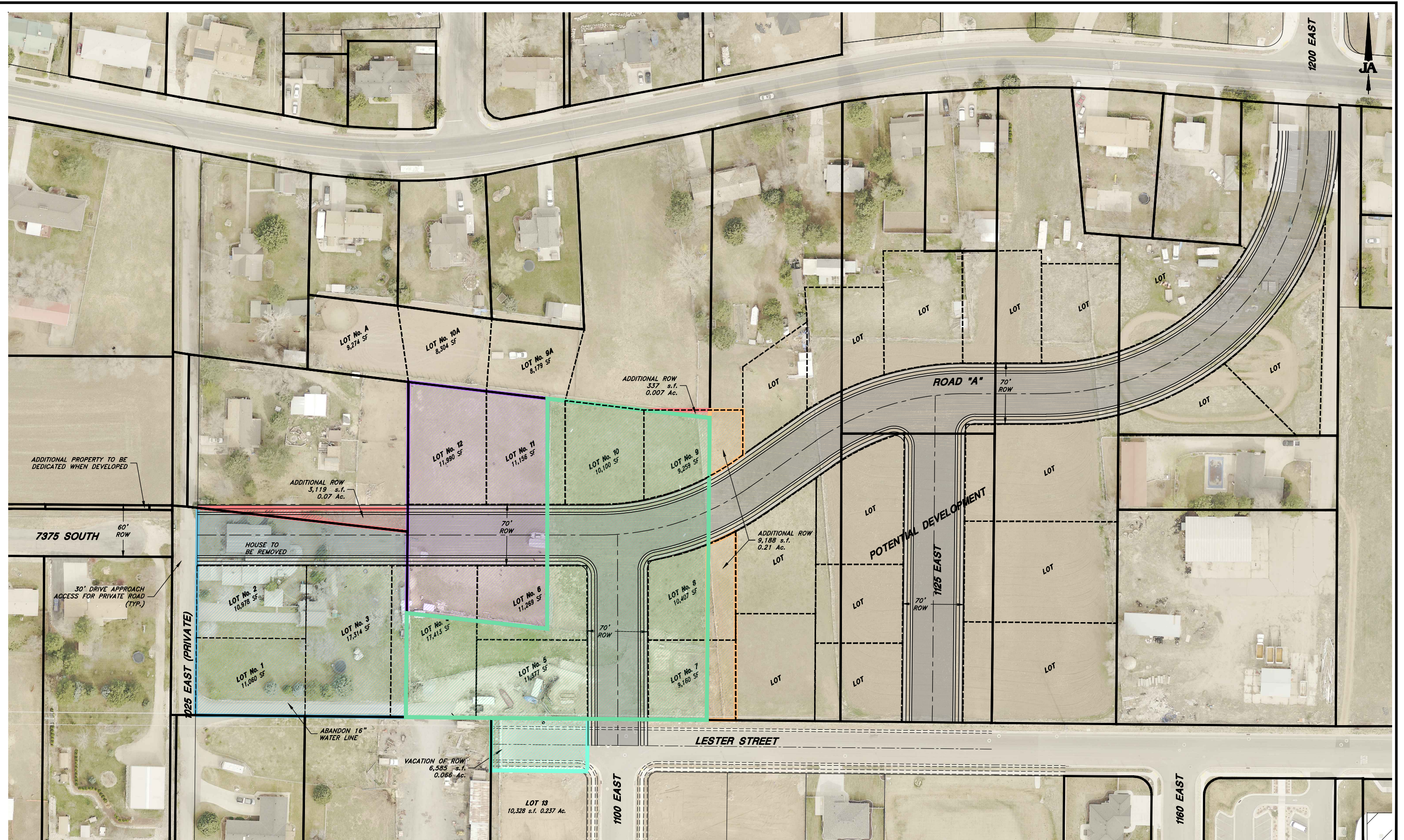
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CONSULTING ENGINEERS
 1716 East 5600 South
 South Ogden, Utah 84403 (801) 476-9767

SOUTH WEBER CITY CORPORATION
LESTER STREET TO 7375 SOUTH CONNECTION
CONCEPT PLAN - OPTION #1

SHEET:
1
 OF 1 SHEETS
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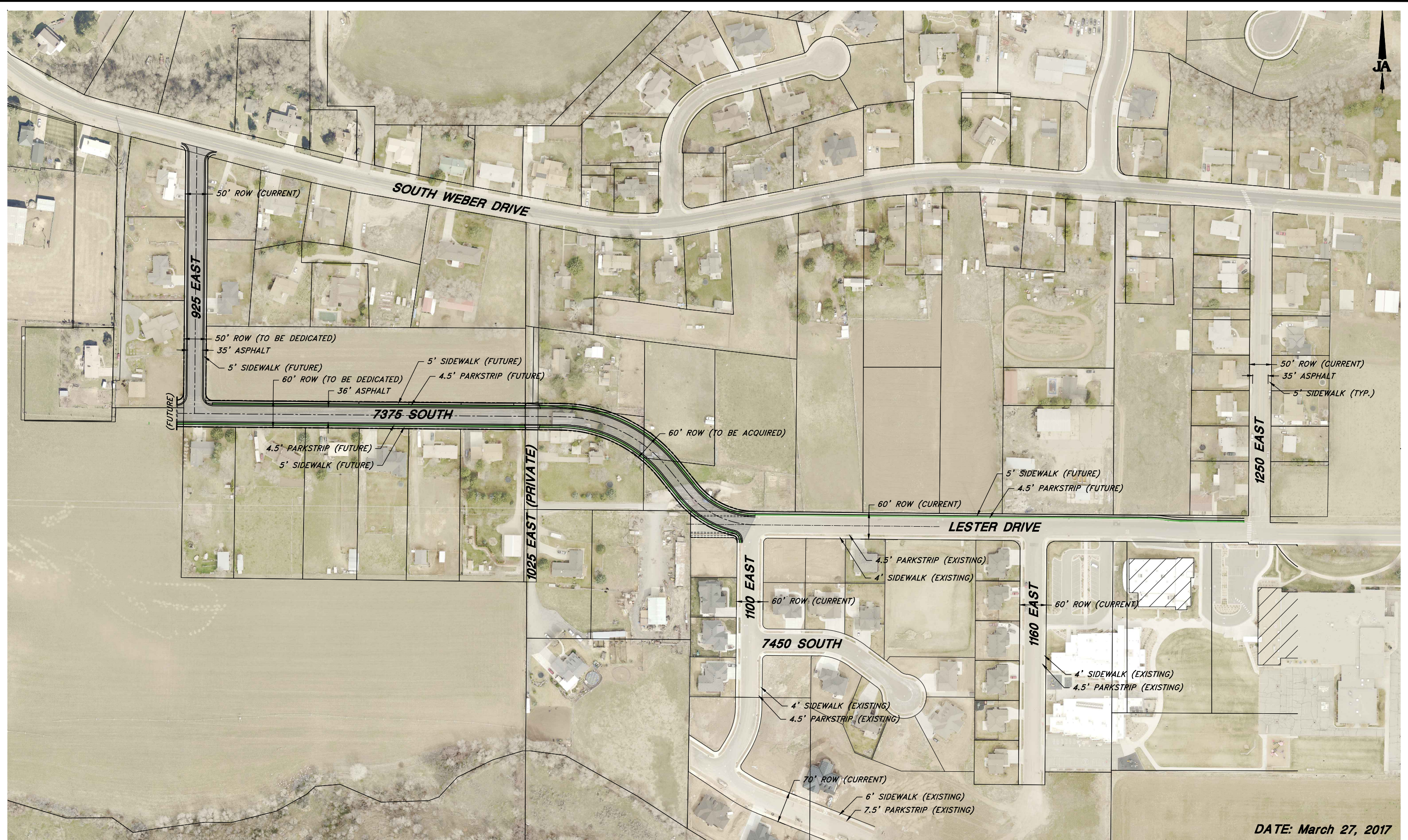
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JONES & ASSOCIATES

CONSULTING ENGINEERS

1716 East 5600 South
 South Ogden, Utah 84403 (801) 476-9767

SOUTH WEBER CITY CORPORATION
LESTER STREET TO 7375 SOUTH CONNECTION

CONCEPT PLAN - OPTION #2



DATE: March 27, 2017

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SCALE:
 HORZ.
 1" = 200'

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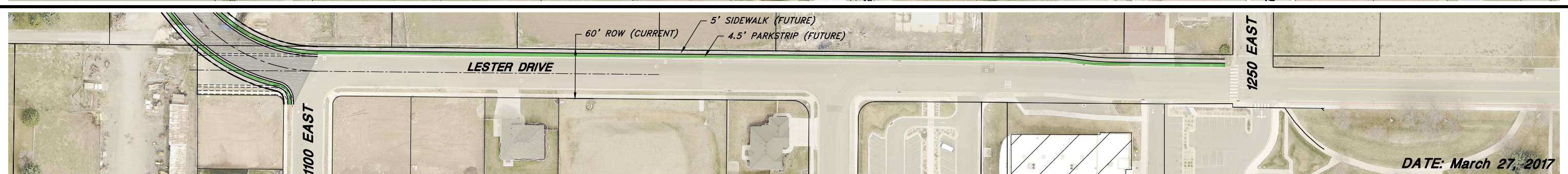
CONSULTING ENGINEERS

1716 East 5600 South
 South Ogden, Utah 84403 (801) 476-9767

SOUTH WEBER CITY CORPORATION
LESTER STREET, 7375 SOUTH, AND 925 EAST

OVERALL - CONCEPT PLAN (ROW AND STREET SECTIONS)

SHEET:
1
 OF 2 SHEETS
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SCALE:
 HORZ.
 1" = 120'

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 CHECKED BKJ

JA
JONES & ASSOCIATES

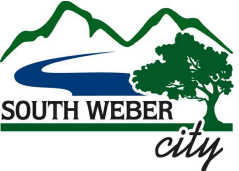
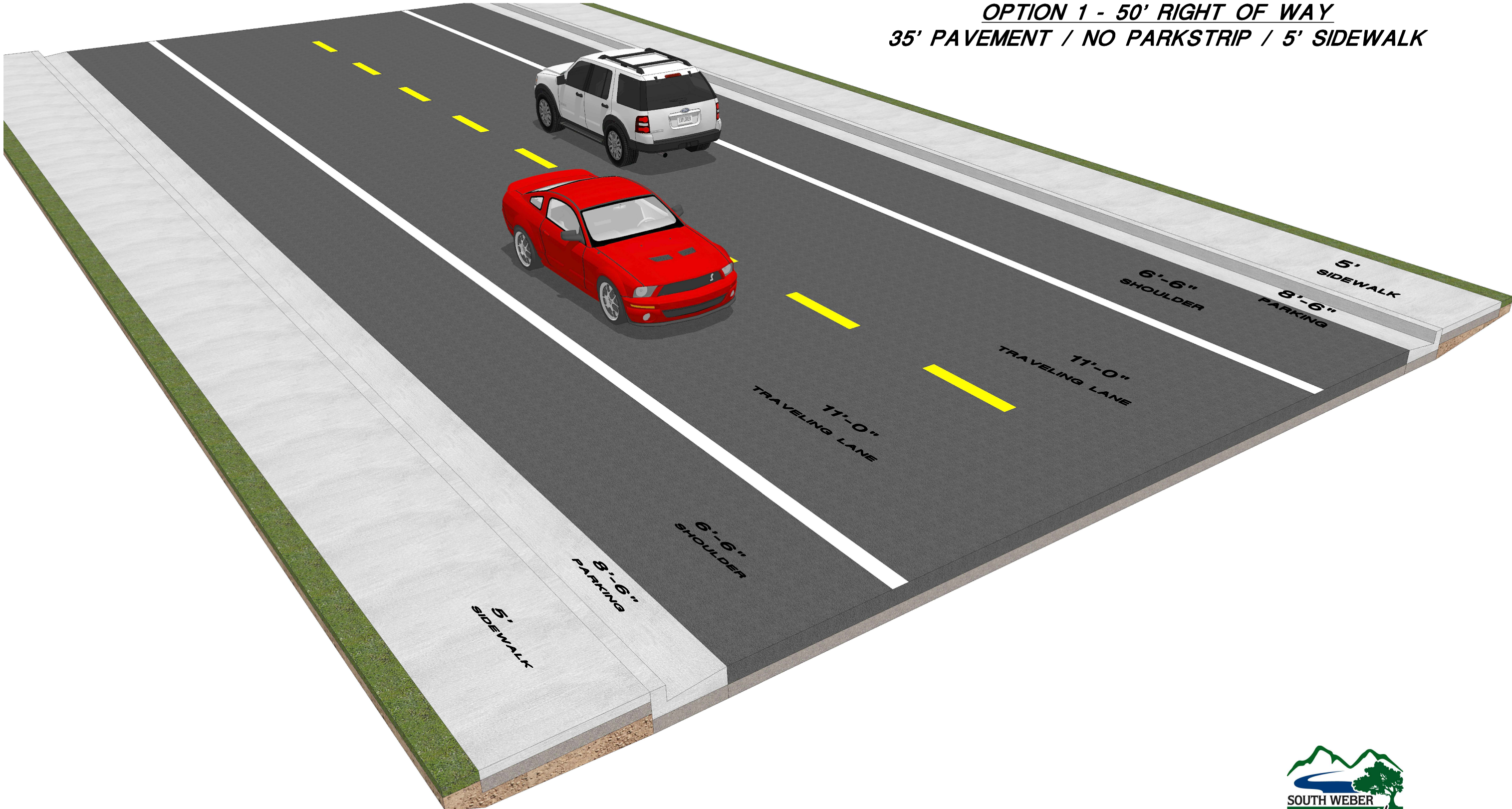
CONSULTING ENGINEERS

1716 East 5600 South
 South Ogden, Utah 84403 (801) 476-9767

SOUTH WEBER CITY CORPORATION
LESTER STREET, 7375 SOUTH, AND 925 EAST

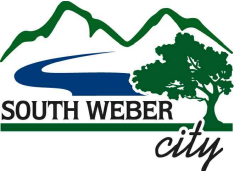
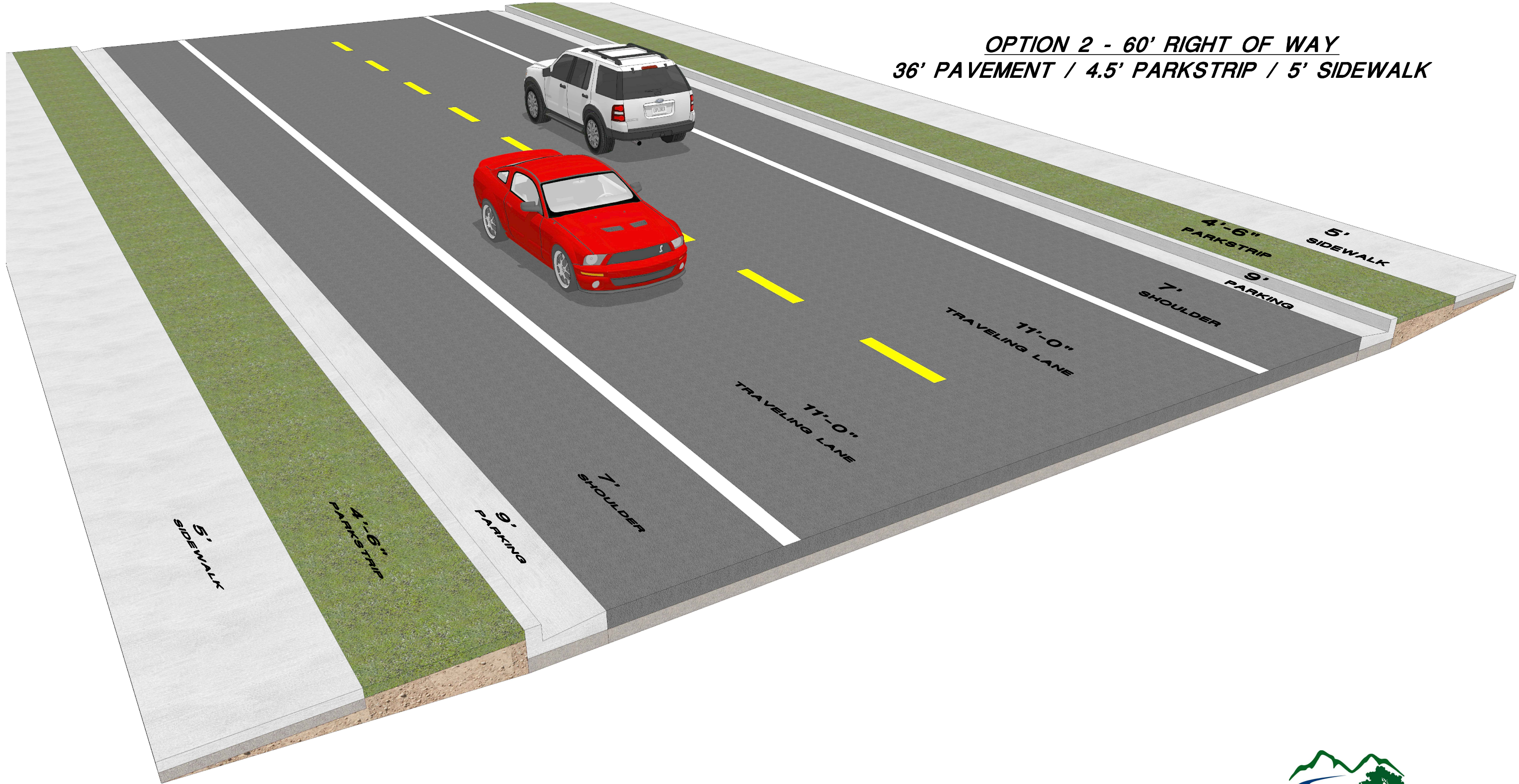
DETAILED - CONCEPT PLAN (ROW AND STREET SECTIONS)

OPTION 1 - 50' RIGHT OF WAY
35' PAVEMENT / NO PARKSTRIP / 5' SIDEWALK



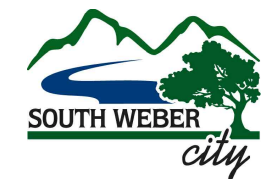
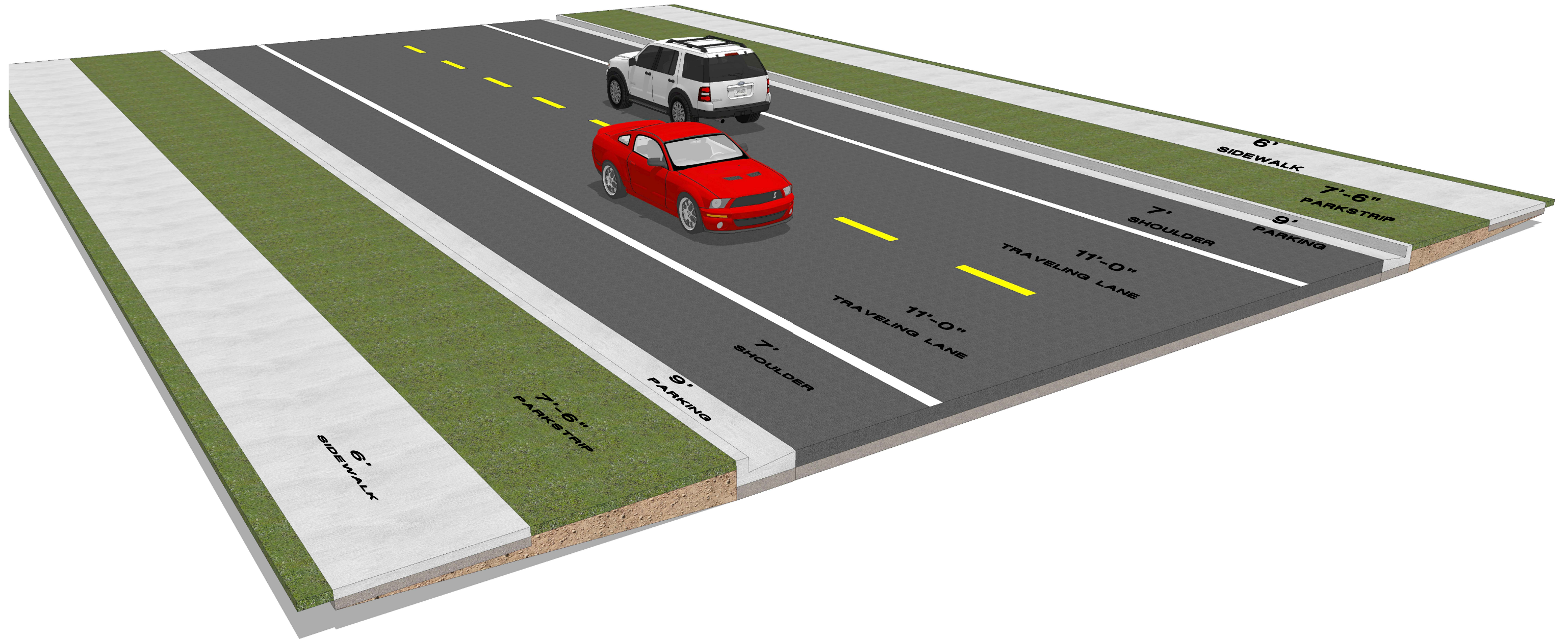
SOUTH WEBER CITY CORPORATION
STREET CROSS SECTIONS
MARCH 2017

OPTION 2 - 60' RIGHT OF WAY
36' PAVEMENT / 4.5' PARKSTRIP / 5' SIDEWALK



SOUTH WEBER CITY CORPORATION
STREET CROSS SECTIONS
MARCH 2017

CITY STANDARD
OPTION 3 - 70' RIGHT OF WAY
36' PAVEMENT / 7.5' PARKSTRIP / 6' SIDEWALK



SOUTH WEBER CITY CORPORATION
STREET CROSS SECTIONS
MARCH 2017

LESTER DRIVE TO 7375 SOUTH CONSTRUCTION



DRAFT Project Tasks and Schedule

Date: January 12, 2018

No.	Description	Completed by whom	Completed by when
<u>Right of Way Acquisition</u>			
<i>If <u>the City</u> is doing the project...</i>			
1	RFP for ROW Acquisition Agent and/or Appraiser		
2	Select ROW Acquisition Agent and/or Appraiser		
3	Property survey		
4	Property research (ownership, easements, private road, etc.)		
5	Approve street section (ROW, parkstrip, sidewalk widths)		
6	Create Property Deeds and Temporary Construction Easements		
7	Meet and negotiate with Property Owners		
8	Receive appraisals from Appraiser		
9	Acquire Council approval for purchase of property and easements		
10	Close on purchases and record Deeds and Easements		
<hr/>			
<u>Design Project</u>			
11	Acquire topographic and utility survey data		
12	Utility location research (possible potholing for accurate locations)		
13	Final Design for the Project		
14	Create Cost Estimate for the Project		
15	Create complete Construction Plans		
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<u>Bid Project</u>			
16	Create Project Manual for bid		
17	Advertise project		
18	Bid Opening		
19	Bid Summary and Award Recommendation		
20	Council Award of Project Contract		
<hr/>			
<u>Construction of Project</u>			
21	Acquire all contract documents		
22	Hold pre-construction meeting		
23	Construction management (inspections, processing pay requests/change orders, managing construction schedule, etc.)		
24	Substantial completion		
25	Punch list, as-built drawings and final pay request		