CITY COUNCIL AGENDA

Wednesday, March 14, 2018

NOTICE IS HEREBY GIVEN that the Herriman City Council shall assemble for a meeting in the Herriman City Council Chambers, located at 5355 West Herriman Main Street, Herriman, Utah.

5:00 PM - WORK MEETING: (Fort Herriman Conference Room)

1. Mayor and Council Social
   1.1. The Mayor and Council will meet for informal discussion and dinner. No action will be taken on any items.

2. Council Business – 5:15 PM
   2.1. Review of this Evening’s Agenda
   2.2. Future Agenda Items

3. Administrative Reports
   3.1. Discussion to Amend Ordinances regarding Committee Membership – Wendy Thomas, Director of Parks, Recreation and Events
   3.2. Discussion pertaining to the Animal Control Fee Schedule – Justun Edwards, Water Director
   3.3. Rose Canyon Road Property Exchange with the Unified Fire Authority – Blake Thomas, City Engineer
   3.4. Engineering Standards Update – Blake Thomas, City Engineer
   3.5. City Manager Updates – Brett Wood, City Manager

4. Adjournment

7:10 PM - GENERAL MEETING:

1. Call to Order
   1.1. Invocation/Thought/Reading and Pledge of Allegiance
   1.2. Council Disclosure for Conflict of Interest
   1.3. Mayor/Council Comments and Recognitions

2. Public Comment
   Audience members may bring any item to the Mayor and Council’s attention. Comments will be limited to two minutes. State Law prohibits the Council from acting on items that do not appear on the agenda.

3. Mayor and Council Board and Committee Reports
4. **Reports, Presentations and Appointments**
   4.1. Balanced Economy Report – Gordon Haight, Assistant City Manager

5. **Public Hearing**
   5.1. Public Hearing and consideration of an amendment to the Herriman City Budget FY 2017-2018 – Alan Rae, Finance Director
   5.2. Public Hearing and consideration of an access easement vacation of property located at approximately 5750 West Herriman Boulevard – Blake Thomas, City Engineer

6. **Consent Agenda**
   6.1. Consideration of the Herriman City Cemetery Rules and Regulations Discussion – Wendy Thomas, Director of Parks, Recreation and Events

7. **Discussion and Action Items**
   7.1. Discussion and consideration of a text change to the Land Development Code regarding Open Space in the Planned Development Overlay Zone (File No. Z2018-002) – Michael Maloy, City Planner
   7.2. Discussion and consideration of a text change to the Land Development Code regarding Backyard Chickens in residential zones (File No. Z2018-003) – Michael Maloy, City Planner
   7.3. Discussion of the Herriman Towne Center/Rosecrest Business Plan – Gordon Haight, Assistant City Manager

8. **Calendar**
   8.1. **Meetings**
      8.1.1. March 15 – Planning Commission Meeting 7:00 p.m.
      8.1.2. March 28 – City Council Work Meeting 5:00 p.m.; City Council Meeting 7:00 p.m.
   8.2. **Events**
      8.2.1. March 31 – Basket Bash; W&M Butterfield Park 10:00 a.m.

9. **Closed Session**
   9.1. The Herriman City Council may temporarily recess the City Council meeting to convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonable imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205

10. **Adjournment**
11. **Recommence to Work Meeting (If Needed)**

In accordance with the Americans with Disabilities Act, Herriman City will make reasonable accommodation for participation in the meeting. Request assistance by contacting Herriman City at (801) 446-5323 and provide at least 48 hours advance notice of the meeting.

**ELECTRONIC PARTICIPATION:** Members of the City Council may participate electronically via telephone, Skype, or other electronic means during this meeting.

**PUBLIC COMMENT POLICY AND PROCEDURE:** The purpose of public comment is to allow citizens to address items on the agenda. Citizens requesting to address the Council will be asked to complete a written comment form and present it to Jackie Nostrom, City Recorder. In general, the chair will allow an individual two minutes to address the Council. A spokesperson, recognized as representing a group in attendance, may be allowed up to five minutes. At the conclusion of the citizen comment time, the chair may direct staff to assist the citizen on the issue presented; direct the citizen to the proper administrative department(s); or take no action. This policy also applies to all public hearings. Citizens may also submit written requests (outlining their issue) for an item to be considered at a future council meeting. The chair may place the item on the agenda under citizen comments; direct staff to assist the citizen; direct the citizen to the proper administrative departments; or take no action.

I, Jackie Nostrom, certify the foregoing agenda was emailed to at least one newspaper of general circulation within the geographic jurisdiction of the public body, at the principal office of the public body, on the Utah State Public Notice website www.utah.gov/pmn/index.html and on Herriman City’s website at www.herriman.org

5355 W. Herriman Main St. • Herriman, Utah 84065
(801) 446-5323 office • (801) 446-5324 fax • herriman.org

Jackie Nostrom, MMC
City Recorder

Posted and Dated this 8th day of March, 2018.
STAFF REPORT

DATE: 03/07/2018

TO: The Honorable Mayor and City Council

FROM: Wendy Thomas

SUBJECT: Recommended update to City Boards and Commissions

BACKGROUND:
City Council was presented with recommended updates to the Herriman Trails Committee on February 28, 2018. City Council requested that all boards and commissions be consistent in minimum board members and term lengths. After going through the officially recognized boards and commissions, it was determined to make all boards and commissions a minimum of three (3) members for a minimum of three (3) years with the exception of the Planning Commission.

Boards and Commissions included in this update:
- Historical Society
- Community Arts Council
- Economic Development Committee
- Be Ready Herriman Committee
- Healthy Herriman Committee
- Herriman Trails Committee

ALTERNATIVES:
Revert back to previous minimums and term lengths (if indicated).

FISCAL IMPACT:
No fiscal impact.

RECOMMENDATION:
Accept changes for all officially recognized boards and commissions to have a minimum of three (3) members with three (3) year terms, with the exception of the Planning Commission.
Chapter 1
HISTORICAL SOCIETY

2-1-1: CREATED:
2-1-2: GENERAL PURPOSE:
2-1-3: TERMS, COMPENSATION AND VACANCY MEMBERSHIP:
2-1-4: ORGANIZATION, QUORUM AND COMMITTEES:
2-1-5: AUTHORITY AND RESPONSIBILITIES:
2-1-6: MEETINGS:
2-1-7: STAFF SUPPORT:
2-1-8 LIMITATIONS:

2-1-1: CREATED:

There is hereby created a commission known as the Herriman historical society. The Herriman historical society is created pursuant to the authority granted by Utah Code Annotated section 9-8-102 et seq.

2-1-2: GENERAL PURPOSE:

The purposes of the historical society are to:

A. Encourage the preservation of buildings and related structures of historical and architectural significance as part of the city's important cultural, educational and economic assets;

B. Encourage proper development and utilization of land and areas adjacent to historical areas and buildings, and to encourage complimentary, contemporary design and construction;

C. Encourage the protection and enhance the attraction of the city's historic landmarks and buildings for visitors;

D. Encourage and safeguard the heritage of the city by encouraging the protection of landmarks representing significant elements of its history;

E. Promote the private and public use of landmarks in historical areas within the city;

F. Increase public awareness of the value of historic, cultural and architectural preservation;
G. Engage in the research and compilation of information necessary to safeguard and preserve a comprehensive history of the city for the ultimate goal of publication; and

H. Recommend design standards pertaining to the protection of historic and architecturally significant buildings and structures.

2-1-3: TERMS, COMPENSATION AND VACANCY MEMBERSHIP:

The historical society shall consist of at least three (3) members, appointed by the mayor, with the advice and consent of the city council. Such members shall be appointed in a manner providing balance in geographic, professional, neighborhood and community interests representation. All appointments shall be for the term of three (3) years. Members of the historical society may serve a maximum of three (3) consecutive terms of four (4) years each. The terms shall be staggered. Vacancies may be filled by the mayor, with the advice and consent of the city council, to any unexpired term or for the full term as the case may be. The mayor, with the advice and consent of the city council, shall appoint a new member to fill any vacancies that might arise. Members of the historical society shall serve without compensation.

2-1-4: ORGANIZATION, QUORUM AND COMMITTEES:

A. Quorum: More than fifty percent (50%) of the historical society present shall constitute a quorum for conducting business of the historical society and the action can be had upon the vote of the majority present.

B. Organization: The historical society may elect a chair, organize committees, and adopt administrative rules, bylaws and procedures necessary to accomplish its purpose. The historical society shall submit such rules, bylaws and procedures to the city council for approval.

The historical society shall elect a chairperson, who shall serve for a term of one year. The chairperson may be elected to serve consecutive terms in the same office.

2-1-5: AUTHORITY AND RESPONSIBILITIES:

In addition to carrying out the general purposes set forth above, the historical society may:

A. Conduct surveys of significant historical, architectural and cultural landmarks within the city;

B. Develop and participate in public education programs to increase public awareness of the value of historic, architectural and cultural preservation;
C. Make recommendations to the planning commission relating to historic, architectural and cultural preservation;

D. Make recommendations to the city council regarding historic, architectural and cultural preservation;

E. Make recommendations to the city council concerning utilization of state, federal or private funds to promote the preservation of historic, architectural and cultural preservation; and

F. Make recommendations to the city council on policies and ordinances that may encourage preservation of buildings and related structures of historical and architectural significance. Notwithstanding anything to the contrary herein, the historical society shall not have authority to expend or commit to the expenditure of public funds without city council approval.

2-1-6: MEETINGS:

A. Open Meetings: The historical society shall meet as it deems necessary, and such meetings shall be open to the public.

B. Rules Of Procedure: The historical society shall adopt policies and procedures for the conduct of its meetings that it deems necessary for its proper functioning.

2-1-7: STAFF SUPPORT:

The city mayor shall provide the historical society with such administrative staff support and materials as he deems necessary to assist in carrying out its duties and functions.

2-1-8 LIMITATIONS:

The historical society shall not have authority to bind the city or impose any condition on the city or its citizens and is not vested with authority to make decisions regarding the public’s business.

Chapter 2
COMMUNITY ARTS COUNCIL

2-2-1: PURPOSE:
The primary purpose for the Herriman community arts council shall include, but not be limited to, the following:

A. Promote and encourage public artistic programs;

B. Further development of public awareness of and interest in fine and performing arts;

C. Provide for the assurance of the artistic needs of the community;

D. Provide for the means for the development of a comprehensive plan to encourage and strengthen artistic and cultural resources;

E. Develop programs in the arts which shall seek to introduce the visual and performing arts to city residents who have previously not participated in such activities and encourage existing organizations to develop new ways to reach the community;

F. Provide a forum of communication between representatives of the community and the city council; and

G. Act as an advisory body to the city in all matters pertaining to the arts and the cultural development of the city.

2-2-2: CREATED:

There is hereby created a council for the arts known as the Herriman community arts council (the
"arts council"). The arts council shall consist of not less than five (5) nor more than eleven (11) members, to be appointed by the mayor, with the advice and consent of the city council.

2-2-3: ORGANIZATION, QUORUM AND COMMITTEES:

A. Quorum: More than fifty percent (50%) of the arts council present shall constitute a quorum for conducting business of the arts council and the action can be had upon the vote of the majority present.

B. Organization: The arts council may elect a chair, organize committees, and adopt administrative rules, bylaws and procedures necessary to accomplish its purpose. The arts council shall submit such rules, bylaws and procedures to the city council for approval.

2-2-4: TERMS, COMPENSATION AND VACANCY:

The arts council shall consist of at least three (3) members, appointed by the mayor, with the advice and consent of the city council. All appointments shall be for the term of three (3) years. Vacancies may be filled by the mayor, with the advice and consent of the city council, to any unexpired term or for the full term as the case may be.

All members of the arts council shall serve for a period of one year, after which at least one-third (\(\frac{1}{3}\)) may be appointed for a period of one year, the second one-third (\(\frac{1}{3}\)) for a period of two (2) years, and the third one-third (\(\frac{1}{3}\)) for a period of three (3) years. Thereafter, all appointments shall be for the term of three (3) years. Vacancies may be filled by the mayor, with the advice and consent of the city council, to any unexpired term or for the full term as the case may be. However, it is understood that the membership of the arts council may fluctuate as provided above. Members of the arts council shall serve without compensation.

2-2-5: JURISDICTION: CITY STAFF SUPPORT:

The city shall provide the committee with such administrative support staff and materials as it deems necessary to assist in carrying out the duties and responsibilities of the committee.

2-5-6: MEETINGS:

The meetings of the arts council shall be open to the public.

2-5-7: LIMITATIONS:

The arts council shall not have authority to bind the city or impose any condition on the city or its citizens and is not vested with authority to make decisions regarding the public’s business.

The arts council jurisdiction shall be limited to:

A. The purpose set forth in section 2-2-1 of this chapter; and

B. Making recommendations to the mayor or city council.
2-2-6: MEETINGS:

The arts council shall hold regular meetings at least once a month to review the business of the arts council. The meetings shall be held at a time and place to be established. The arts council meetings shall be open to the public.

2-2-7: FUNDING:

Funding shall be determined by the city council.

Chapter 3
ECONOMIC DEVELOPMENT COMMITTEE

2-3-1: CREATION:

There is hereby created a committee known as the economic development committee.

2-3-2: DUTIES AND RESPONSIBILITIES:

The economic development committee shall advise and recommend economic development strategies and policies to promote the development needs of the city in connection with its strategic economic development plan and as directed by the economic development director, mayor, and council and:

A. Assist the economic development director, mayor, and council in the establishment, implementation, revision, and promotion of a strategic economic development plan for the city.

B. Publicize and disseminate news and information regarding economic development activities within the city and conduct research with respect to these efforts.

C. Hold publicized meetings in which economic development within the city is discussed.
D. Assist with business attraction and development by identifying advantages of locating within the city, and by identifying those target businesses with the greatest potential for locating within the city.

E. Conduct business retention activities to help expand and retain existing city businesses.

F. Assist in making presentations to the council and other agencies concerning economic development in the city.

G. Represent economic development committee to civic and governmental organizations whose purpose is to foster economic development.

H. Recommend projects, legislation, policies, funding allocations, incentives and other measures, programs and activities for economic development in the city.

I. Initiate, sponsor, and promote involvement, activities, and contributions by the private sector for the economic development in the city.

J. Perform such other duties and functions as are consistent with this chapter and which are designed to promote economic development in the city.

2-3-3: MEMBERSHIP: TERMS, COMPENSTATION AND VACANCY:

The Economic Development committee shall consist of at least three (3) members, appointed by the mayor, with the advice and consent of the city council. Such members shall be appointed in a manner providing balance in geographic, professional, neighborhood and community interests representation. All appointments shall be for the term of three (3) years. Vacancies may be filled by the mayor, with the advice and consent of the city council, to any unexpired term or for the full term as the case may be. Members of the Economic Development committee shall serve without compensation. Subject to the appointment and process set forth herein, the committee shall be limited to city residents or qualified individuals who have demonstrated an interest in promoting economic development in the city. Members shall be appointed by the mayor with the advice and consent of the city council.

2-3-4: RULES OF PROCEDURE: ORGANIZATION, QUORUM AND COMMITTEES:
A. Quorum: More than fifty percent (50%) of the economic development committee shall constitute a quorum for conducting business of the arts council and the action can be had upon the vote of the majority present.

B. Organization: The economic development committee may elect a chair, organize committees, and adopt administrative rules, bylaws and procedures necessary to accomplish its purpose. The arts council shall submit such rules, bylaws and procedures to the city council for approval.

The committee shall operate in accordance with "Robert's Rules Of Order" unless the committee develops rules or procedures otherwise.

2-3-5: CITY STAFF SUPPORT:

The city mayor shall provide the committee with such administrative support staff and materials as he deems necessary to assist in carrying out the duties and responsibilities of the committee.

2-3-6: MEETINGS:

The meetings of the economic development committee shall be open to the public.

2-3-7: LIMITATIONS:

The economic development committee shall not have authority to bind the city or impose any condition on the city or its citizens and is not vested with authority to make decisions regarding the public’s business.

Chapter 4
BE READY HERRIMAN COMMITTEE

2-4-1: CREATION:

2-4-2: DUTIES AND RESPONSIBILITIES:

2-4-3: MEMBERSHIP AND ORGANIZATION: TERMS, COMPENSATION AND VACANCY:

2-4-4: RULES OF PROCEDURE ORGANIZATION, QUORUM AND COMMITTEES:

2-4-5: CITY STAFF SUPPORT:

2-4-6: MEETINGS:

2-4-7: LIMITATIONS:

2-4-1: CREATION:

There is hereby created a committee known as the Be Ready Herriman committee.

2-4-2: DUTIES AND RESPONSIBILITIES:

The Be Ready Herriman committee shall:

A. Promote resident and volunteer emergency preparedness;
B. Identify emergency preparedness training and organizational needs of emergency volunteers;

C. Increase awareness of and facilitate enrollment in existing emergency preparedness training opportunities including those offered by local emergency service partners, citizen corps (e.g., community emergency response team (CERT)), or federal emergency management agency (FEMA);

D. Recommend emergency response policy and procedure pertaining to city emergency volunteers;

E. Maintain the organization and coordination necessary for emergency volunteer activation as directed by city or public safety officials;

F. Provide volunteer support to integrate school, business or church emergency response plans with existing city, state and county emergency management objectives.

2-4-3: MEMBERSHIP AND ORGANIZATION: TERMS, COMPENSATION AND VACANCY:

The Be Ready Herriman Committee shall consist of at least three (3) members, appointed by the mayor, with the advice and consent of the city council. The committee shall be limited to city residents or qualified individuals who have demonstrated an interest in emergency preparedness. All appointments shall be for the term of three (3) years. Vacancies may be filled by the mayor, with the advice and consent of the city council, to any unexpired term or for the full term as the case may be. Members of the Be Ready Herriman committee shall serve without compensation.

Members shall be appointed by the mayor with the advice and consent of the city council. The Be Ready Herriman committee may create and organize various subcommittees and offices as it deems necessary to accomplish its purpose.

2-4-4: RULES OF PROCEDURE: ORGANIZATION, QUORUM AND COMMITTEES:

A. Quorum: More than fifty percent (50%) of the economic development Be Ready Herriman committee shall constitute a quorum for conducting business of the arts council Be Ready Herriman committee and the action can be had upon the vote of the majority present.

B. Organization: The Be Ready Herriman committee may elect a chair, organize committees, and adopt administrative rules, bylaws and procedures necessary to accomplish its purpose. The arts council Be Ready Herriman committee shall submit such rules, bylaws and procedures to the city council for approval.
The committee shall operate in accordance with "Robert's Rules Of Order", unless the committee develops rules or procedures otherwise.

2-4-5: CITY STAFF SUPPORT:

The city shall provide the committee with such administrative support staff and materials as it deems necessary to assist in carrying out the duties and responsibilities of the committee.

2-4-6: MEETINGS:

The meetings of the Be Ready Herriman committee shall be open to the public.

2-4-7: LIMITATIONS:

The Be Ready Herriman committee shall not have authority to bind the city or impose any condition on the city or its citizens and is not vested with authority to make decisions regarding the public's business.

Chapter 5
HEALTHY HERRIMAN COMMITTEE

2-5-1: CREATION:

There is hereby created a committee known as the Healthy Herriman committee.

2-5-2: DUTIES AND RESPONSIBILITIES:

The Healthy Herriman committee functions to enhance and foster the health and safety of Herriman City residents. The Healthy Herriman committee shall:

A. Increase public awareness of the value of healthy lifestyles;

B. Encourage resident safety through safety related initiatives;
C. Organize, promote and facilitate health and safety related events;

D. Recommend strategies, policies, activities, and environmental supports to promote the health and safety of residents;

E. Identify and promote health and safety resources available to residents;

F. Engage in the research and evaluation of information necessary to enhance amenities and events to promote healthy lifestyles in Herriman.

2-5-3: MEMBERSHIP AND ORGANIZATION: TERMS, COMPENSATION AND VACANCY:

The Healthy Herriman committee shall consist of at least three (3) members, appointed by the mayor, with the advice and consent of the city council. Such members shall be appointed in a manner providing balance in geographic, professional, neighborhood and community interests representation. All appointments shall be for the term of three (3) years. Vacancies may be filled by the mayor, with the advice and consent of the city council, to any unexpired term or for the full term as the case may be. Members of the Healthy Herriman committee shall serve without compensation. The committee shall be limited to city residents or qualified individuals who have demonstrated an interest in emergency preparedness. Members shall be appointed by the mayor with the advice and consent of the city council. The Healthy Herriman committee may create and organize various subcommittees and offices as it deems necessary to accomplish its purpose.

2-5-4: RULES OF PROCEDURE: ORGANIZATION, QUORUM AND COMMITTEES:

A. Quorum: More than fifty percent (50%) of the Healthy Herriman committee shall constitute a quorum for conducting business of the the Healthy Herriman committee and the action can be had upon the vote of the majority present.

B. Organization: The Healthy Herriman committee may elect a chair, organize committees, and adopt administrative rules, bylaws and procedures necessary to accomplish its purpose. The Healthy Herriman committee shall submit such rules, bylaws and procedures to the city council for approval.

The committee shall operate in accordance with "Robert's Rules Of Order", unless the committee develops rules or procedures otherwise.

2-5-5: CITY STAFF SUPPORT:

The city shall provide the committee with such administrative support staff and materials as it deems necessary to assist in carrying out the duties and responsibilities of the committee.

2-5-6: MEETINGS:
The meetings of the Healthy Herriman committee shall be open to the public.

2-5-7: LIMITATIONS:

The Healthy Herriman committee shall not have authority to bind the city or impose any condition on the city or its citizens and is not vested with authority to make decisions regarding the public's business.

Chapter 6
COMMUNITY GARDEN COMMITTEE

2-6-1: CREATION:

There is hereby created a committee known as the Herriman community garden committee.

2-6-2: DUTIES AND RESPONSIBILITIES:

The Herriman community garden committee shall:

A. Encourage public awareness of community gardening and assist interested residents in the cultivation of a garden plot;

B. Provide necessary organization to recruit members, establish garden plots, maintain member garden plot records, schedule watering rotations, ensure community garden plot maintenance and weeding, complete harvesting and other tasks as necessary;

C. Increase public awareness of the value of developing gardening skills;

D. Support community gardeners with information as necessary to maintain healthy and productive gardens;
E. Recognize the gardening and farming heritage of the city.

2-6-3: MEMBERSHIP AND ORGANIZATION: TERMS, COMPENSATION AND VACANCY:

The Herriman community garden committee shall consist of at least three (3) members, appointed by the mayor, with the advice and consent of the city council. The committee shall be limited to city residents or qualified individuals who have demonstrated an interest in community gardening. All appointments shall be for the term of three (3) years. Vacancies may be filled by the mayor, with the advice and consent of the city council, to any unexpired term or for the full term as the case may be. Members of the Herriman community garden committee shall serve without compensation.

The committee shall be limited to city residents or qualified individuals who have demonstrated an interest in community gardening. Members shall be appointed by the mayor with the advice and consent of the city council. The community garden committee may create and organize various subcommittees and offices as it deems necessary to accomplish its purpose.

2-6-4: RULES OF PROCEDURE: ORGANIZATION, QUORUM AND COMMITTEES:

A. Quorum: More than fifty percent (50%) of the Herriman community garden committee shall constitute a quorum for conducting business of the Herriman community garden committee and the action can be had upon the vote of the majority present.

B. Organization: The Herriman community garden committee may elect a chair, organize committees, and adopt administrative rules, bylaws and procedures necessary to accomplish its purpose. The Herriman community garden committee shall submit such rules, bylaws and procedures to the city council for approval.

The committee shall operate in accordance with "Robert's Rules Of Order", unless the committee develops rules or procedures otherwise.

2-6-5: CITY STAFF SUPPORT:

The city shall provide the committee with such administrative support staff and materials as it deems necessary to assist in carrying out the duties and responsibilities of the committee.

2-6-6: MEETINGS:

The meetings of the community garden committee shall be open to the public.

2-6-7: LIMITATIONS:

The community garden committee shall not have authority to bind the city or impose any condition on the city or its citizens and is not vested with authority to make decisions regarding the public's business.
2-5A-1: CREATION:
There is hereby created a Healthy Herriman Trails Sub-Committee.

2-5A-2: DUTIES AND RESPONSIBILITIES:
The Sub-Committee shall act in an advisory and voluntary capacity in the development of trails and recreation opportunities for City residents, including but not limited to the following:

(1) Recommend to the City Council and the Planning Commission a Trails Master Plan;

(2) Review and recommend appropriate changes and updates to the Trails Master Plan to the City Council and Planning Commission;

(3) Recommend projects, legislation, policies, funding allocations, and other measures, programs, or activities for the development of parks, trails and recreation opportunities within the City;

(4) Carry out projects, programs, or activities as directed by the City Council;

(5) Initiate, sponsor, and promote involvement, activities and contributions by the private sector for the development of parks, trails and recreation in the City; and

(6) Initiate, sponsor, and promote involvement and activities for the public for the development and use of parks, trails and recreation in the City.

2-5A-3: TERMS, COMPENSATION AND VACANCY
The Herriman Trails Sub-Committee shall be comprised of at least three (3) members, appointed by the mayor, with the advice and consent of the city council. Such members shall be appointed
in a manner providing balance in geographic, professional, neighborhood and community interests representation. All appointments shall be for the term of three (3) years. Vacancies may be filled by the mayor, with the advice and consent of the city council, to any unexpired term or for the full term as the case may be. Members of the Herriman Trails committee shall serve without compensation.

2-5A-4 ORGANIZATION, QUORUM AND COMMITTEES:

A. **Quorum:** More than fifty percent (50%) of the Herriman Trails committee present shall constitute a quorum for conducting business of the Herriman Trails committee and the action can be had upon the vote of the majority present.

B. **Organization:** The Herriman Trails committee may elect a chair, organize committees, and adopt administrative rules, bylaws and procedures necessary to accomplish its purpose. The Herriman Trails committee shall submit such rules, bylaws and procedures to the city council for approval.

2-5A-5: CITY STAFF SUPPORT:
The city shall provide the Committee with such administrative support staff and materials as it deems necessary to assist in carrying out the duties and responsibilities of the committee.

2-5A-6: MEETINGS:
The SubCommittee may hold meetings at such times as the SubCommittee determines is necessary and as properly called with notice given to each SubCommittee member. The meetings of the SubCommittee shall be open to the public.

2-5A-7: LIMITATIONS:
The SubCommittee shall not have authority to bind the city or impose any condition on the city or its citizens and is not vested with authority to make decisions regarding the public’s business.
DATE: 03/07/18

TO: The Honorable Mayor and City Council

FROM: Justun Edwards Water Department Director

SUBJECT: Animal Control Fee Schedule Update

RECOMMENDATION:
Staff recommends approval

BACKGROUND:
The interlocal agreement between Herriman and Salt Lake County Animal Control was last updated April 26th, 2017. At that time, the updated fee schedule was not included in the resolution, so the purpose of this resolution is to update the fee schedule to match the fees currently charged by County Animal Control.

DISCUSSION:
This resolution will not only update the fees to match the County’s current fees, but it will also include them in the City’s Master Fee Schedule, which should be much simpler for our residents to find.
**Fee Schedule**

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Impound &amp; Boarding</strong></td>
<td></td>
</tr>
<tr>
<td>1st Impound</td>
<td>$40</td>
</tr>
<tr>
<td>2nd Impound within 24 months</td>
<td>$80</td>
</tr>
<tr>
<td>3rd Impound within 24 months</td>
<td>$160</td>
</tr>
<tr>
<td>Subsequent Impound within 24 months</td>
<td>$320</td>
</tr>
<tr>
<td>Board Fee = Each Day of Board/ $20 multiplied by # of Days Boarded</td>
<td>= Total Board Fee</td>
</tr>
<tr>
<td><strong>Rabies/Vaccines/Microchip</strong></td>
<td></td>
</tr>
<tr>
<td>Rabies Vaccination</td>
<td>$25</td>
</tr>
<tr>
<td>Rabies Deposit (cash or credit only)</td>
<td>$25</td>
</tr>
<tr>
<td>Rabies Test Fee (or Quarantine Fee)</td>
<td>$200</td>
</tr>
<tr>
<td>Microchip (may be required upon impound)</td>
<td>$30</td>
</tr>
<tr>
<td><strong>Pet Licenses (Issued for a 1-year Period)</strong></td>
<td></td>
</tr>
<tr>
<td>License - Unsterilized</td>
<td>$40</td>
</tr>
<tr>
<td>License - Sterilized</td>
<td>$15</td>
</tr>
<tr>
<td>License - Senior Citizen, Sterilized (for residents 60 years and older)</td>
<td>$5</td>
</tr>
<tr>
<td>License - Transfer Fee or Replacement Tag</td>
<td>$5</td>
</tr>
<tr>
<td>Late License Penalty (applicable 30 days after due date)</td>
<td>$50</td>
</tr>
<tr>
<td><strong>Permits (Issued for a 1-year Period)</strong></td>
<td></td>
</tr>
<tr>
<td>Commercial operations - up to 30 animals</td>
<td>$200</td>
</tr>
<tr>
<td>Commercial operations - over 30 animals</td>
<td>$300</td>
</tr>
<tr>
<td>Residential Permit</td>
<td>$50</td>
</tr>
<tr>
<td>Animal exhibition (single event $100) OR (multiple events $400)</td>
<td>$50</td>
</tr>
<tr>
<td>Other Permit Specified by Ordinance</td>
<td></td>
</tr>
<tr>
<td>Late application renewal fee (in addition to regular fee)</td>
<td>$50</td>
</tr>
<tr>
<td><strong>Sterilization</strong></td>
<td></td>
</tr>
<tr>
<td>Sterilization Deposit (mandated for 2nd impound &amp; each after by Utah State Code 11.46.206)</td>
<td>$150</td>
</tr>
<tr>
<td>In-house Sterilization</td>
<td>$100</td>
</tr>
<tr>
<td><strong>Notice of Violation</strong></td>
<td></td>
</tr>
<tr>
<td>First NOV (fee per violation)</td>
<td>$50</td>
</tr>
<tr>
<td>Second Violation (fee per violation)</td>
<td>$100</td>
</tr>
<tr>
<td>Third Violation (fee per violation)</td>
<td>$200</td>
</tr>
<tr>
<td>Subsequent Notices of Violation (fee per violation)</td>
<td>$250</td>
</tr>
<tr>
<td><strong>Livestock</strong></td>
<td></td>
</tr>
<tr>
<td>Dead Livestock Removal</td>
<td>$300</td>
</tr>
<tr>
<td>Dead Livestock Disposal</td>
<td>$200</td>
</tr>
<tr>
<td>Brand Inspection Fee</td>
<td>$30</td>
</tr>
<tr>
<td>Livestock Transportation Fee (per incidence)</td>
<td>$50</td>
</tr>
<tr>
<td><strong>Euthanasia and Disposal - Companion Animals</strong></td>
<td></td>
</tr>
<tr>
<td>Euthanasia and disposal of small animals (hamsters, mice, guinea pigs, etc.)</td>
<td>$5</td>
</tr>
<tr>
<td>Euthanasia (dog or cat)</td>
<td>$50</td>
</tr>
<tr>
<td>Disposal (dog or cat)</td>
<td>$50</td>
</tr>
<tr>
<td><strong>Other</strong></td>
<td></td>
</tr>
<tr>
<td>Turnover Fee</td>
<td>$50</td>
</tr>
<tr>
<td>Turnover Biter Fee</td>
<td>$250</td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
<tr>
<td><strong>Total Fees</strong></td>
<td></td>
</tr>
</tbody>
</table>

Fees are established in ordinance and may not be waived or refunded. Rev. June 2017
HERRIMAN, UTAH
ORDINANCE NO. 09-23

AN ORDINANCE AMENDING ANIMAL CONTROL ORDINANCE
WITH RESPECT TO FEES

WHEREAS, the Herriman City Council (the “Council”) met in regular session on July 16, 2009 to consider, among other things, an ordinance amending animal control ordinance with respect to fees; and

WHEREAS, the City has adopted a comprehensive ordinance regarding animal control which includes a fee schedule; and

WHEREAS, the fee schedule set forth in such ordinance needs to be amended to reflect current cost to provide the referenced services; and

WHEREAS, after careful consideration, the Council has determined that it is in the best interest of the health, safety, and welfare of the inhabitants of the City to amend the animal control ordinance with respect to fees.

NOW, THEREFORE, BE IT ORDAINED by the Council that the following Chart 8.16.040 be adopted (the amendments herein are designated by interlining the words to be deleted and underlining the words to be added)

Chart 8.16.040
Fees

<table>
<thead>
<tr>
<th>PERMIT FEES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial operations up to 30 animals</td>
<td>$75.00</td>
</tr>
<tr>
<td></td>
<td>$100.00</td>
</tr>
<tr>
<td>Commercial operations over 30 animals</td>
<td>$150.00</td>
</tr>
<tr>
<td></td>
<td>$175.00</td>
</tr>
<tr>
<td>Cattery or kennel permit (in addition, all pets must be individually licensed as provide below)</td>
<td>$25.00</td>
</tr>
<tr>
<td></td>
<td>$75.00</td>
</tr>
<tr>
<td>Pet Shops selling only tropical or freshwater fish</td>
<td>$50.00</td>
</tr>
<tr>
<td>Stables</td>
<td>$40.00</td>
</tr>
<tr>
<td></td>
<td>$50.00</td>
</tr>
<tr>
<td>Animal Exhibitions for single event</td>
<td>$25.00</td>
</tr>
<tr>
<td></td>
<td>$75.00</td>
</tr>
<tr>
<td>Animal Exhibits for multiple events</td>
<td>$250.00</td>
</tr>
<tr>
<td>Guard Dog permit (pet site)</td>
<td>$25.00</td>
</tr>
<tr>
<td></td>
<td>$50.00</td>
</tr>
<tr>
<td>Permit Type</td>
<td>Fee</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>----------------------------</td>
</tr>
<tr>
<td>Fancier's permit</td>
<td>$25.00, $50.00</td>
</tr>
<tr>
<td>Hobby permit (sterilized pets)</td>
<td>$25.00, $50.00</td>
</tr>
<tr>
<td>Exotic Animal permit</td>
<td>$5.00, $25.00 plus $5.00 per animal up to 50</td>
</tr>
<tr>
<td>Dangerous Animal permit</td>
<td>$25.00, $75.00</td>
</tr>
<tr>
<td>Late fee (in addition to regular fee)</td>
<td>$25.00</td>
</tr>
</tbody>
</table>

**PET LICENSE FEES**

| Sterilized | $5.00, $10.00 |
| Unsterilized | $25.00, $45.00 |
| Sterilized and microchipped | $8.00 |
| Senior citizen (age 60 and older) (unsterilized pet) | $15.00, $25.00 |
| Senior citizen (age 60 and older) (sterilized pet, one-time fee) | $15.00, $25.00 |
| Senior citizen (age 60 and older) (sterilized pet and microchipped, one time fee) | $5.00 |
| Transfer fee | $3.00 |
| Replacement tag | $3.00 |
| Late fee (in addition to regular fee) | $25.00 |

**SERVICE FEES FOR PETS**

**Impound fees:**
- First impound | $25.00, $35.00 |
- Second impound within 24 month period | $50.00, $75.00 |
- Third impound within 24 month period | $100.00, $125.00 |
- Subsequent impound after third impound (within 24 month period) | $200.00, $250.00 |
- Board fee per day per pet | $8.00, $12.00 |
- Dog Adoption fee (includes microchip and adoption packet) | $25.00 |
<table>
<thead>
<tr>
<th>Service Fee Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cat Adoption fee (includes microchip and adoption packet)</td>
<td>$5.00</td>
</tr>
<tr>
<td>Sterilization deposit:</td>
<td></td>
</tr>
<tr>
<td>Dog impoundment</td>
<td>$50.00</td>
</tr>
<tr>
<td>Cat impoundment</td>
<td>$25.00</td>
</tr>
<tr>
<td>Rabies deposit</td>
<td>$25.00</td>
</tr>
<tr>
<td>Turn-over:</td>
<td></td>
</tr>
<tr>
<td>Turnover or disposal fee</td>
<td>$25.00</td>
</tr>
<tr>
<td></td>
<td>$35.00</td>
</tr>
<tr>
<td>Transportation fee</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$25.00</td>
</tr>
<tr>
<td></td>
<td>$35.00</td>
</tr>
<tr>
<td>Stray animal from another jurisdiction</td>
<td>$10.00</td>
</tr>
<tr>
<td>SERVICE FEES FOR LIVESTOCK</td>
<td></td>
</tr>
<tr>
<td>Impound fees:</td>
<td></td>
</tr>
<tr>
<td>Large livestock</td>
<td>$60.00</td>
</tr>
<tr>
<td></td>
<td>$75.00</td>
</tr>
<tr>
<td>Small livestock</td>
<td>$30.00</td>
</tr>
<tr>
<td>Board fees per day:</td>
<td></td>
</tr>
<tr>
<td>Large livestock</td>
<td>$10.00</td>
</tr>
<tr>
<td></td>
<td>$15.00</td>
</tr>
<tr>
<td>Small livestock</td>
<td>$ 8.00</td>
</tr>
<tr>
<td></td>
<td>$12.00</td>
</tr>
<tr>
<td>Transportation fees</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$20.00</td>
</tr>
<tr>
<td></td>
<td>$50.00</td>
</tr>
<tr>
<td>Removal of dead small livestock (as requested and approved)</td>
<td>$150.00</td>
</tr>
<tr>
<td>Disposal of dead small livestock</td>
<td>$ 45.00</td>
</tr>
<tr>
<td>Removal of dead large livestock (as requested and approved)</td>
<td>$300.00</td>
</tr>
<tr>
<td>Disposal of dead large livestock</td>
<td>$ 65.00</td>
</tr>
<tr>
<td>OTHER FEES</td>
<td></td>
</tr>
<tr>
<td>Deposit for rental of cat trap ($40 refunded when trap is returned in good</td>
<td>$ 50.00</td>
</tr>
<tr>
<td>condition)</td>
<td></td>
</tr>
<tr>
<td>Deposit for rental of dog trap ($125 refunded when trap is returned in good</td>
<td>$150.00</td>
</tr>
<tr>
<td>condition)</td>
<td></td>
</tr>
<tr>
<td>Euthanasia of dog</td>
<td>$ 50.00</td>
</tr>
<tr>
<td>Euthanasia of cat</td>
<td>$ 25.00</td>
</tr>
<tr>
<td>Disposal of pet up to 25 pounds</td>
<td>$ 25.00</td>
</tr>
<tr>
<td>Disposal of pet 26 to 50 pounds</td>
<td>$ 30.00</td>
</tr>
<tr>
<td>Disposal of pet 51 to 75 pounds</td>
<td>$ 40.00</td>
</tr>
<tr>
<td>Disposal of pet 76 to 100 pounds</td>
<td>$ 45.00</td>
</tr>
</tbody>
</table>
Disposal of pet over 100 pounds | $ 45.00 plus $1.00 for every pound over 100

PASSED AND APPROVED this 16th day of July 2009.

HERRIMAN CITY COUNCIL

By: ____________________________

J. Lynn Crane, Mayor

ATTEST:

Kristi Peterson, CMC
City Recorder

VOTING:

J. Lynn Crane Yea X Nay ___
Jerry Walker Yea X Nay ___
Mike Day ABSENT
Michelle Facer-Baguley Yea X Nay ___
Matt Robinson ABSENT
STAFF REPORT

DATE: January 3, 2018

TO: The Honorable Mayor and City Council

FROM: Blake Thomas, City Engineer

SUBJECT: UFA Rose Canyon Road Property Exchange

RECOMMENDATION:
Provide guidance to move forward with exchange

BACKGROUND:
Unified Fire Authority (UFA) currently owns a 4 acre parcel located at 7124 West Rose Canyon Road. The alignment of the future 7300 West roadway bisects the UFA parcel leaving a 1.36 acre parcel on the west and a 2.53 acre parcel on the east side of 7300 West. The city will use the 0.78 acre parcel as a storm water detention basin for runoff from 7300 West, Rose Canyon Road, and portions of several adjacent developments. Herriman City owns approximately 2 acres immediately east of the UFA parcel where there is an existing well and pump station.

Herriman City engineering staff has had several discussions with a representative from UFA about the possibility of doing a property swap for 0.78 acre portion and the future 7300 West road right-of-way. UFA is interested in swapping property so that it could be combined with the remaining 2.53 acre parcel to construct a new fire station at some time in the future.

DISCUSSION:
It appears that the city would not be able to provide enough property in the swap to match the acreage being obtained from UFA. Instead of a paying for the additional property, UFA is requesting that Herriman enter into an agreement with the following conditions:

- Provide a wide access onto 7300 West
- Herriman to work with UFA for stormwater detention/retention for the future fire station (could be located on Herriman property east of the project site).
- Herriman to not require funds from UFSA for construction of road, park strip, curb, and gutter along Rose Canyon Road or 7300 West
- Herriman to prepare surveys, descriptions, and deeds for new parcels.

Since this was last discussed with City Council, Engineering department was given direction to work with UFA to determine an amenable means to offset the property deficit with the exchange. Herriman City staff has met with UFA staff and has come up with a list of proposed improvements that Herriman City will install.
**ALTERNATIVES:**
Not approve staff to move forward with the property swap.

**FISCAL IMPACT:**
$90,020 to provide the proposed improvements
# | Item Description | Unit Cost | Unit | Quantity | Item Cost  \\
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Hardscape Improvements</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| A1 | 5 ft Sidewalk with 6 in UTBC | $25.00 | LF | 820 | $20,500  \\
| **Landscape & Irrigation** | | | | | |
| A2 | Turf and Irrigation (including control box and power source) | $3.00 | SF | 4,100 | $12,300  \\
| A3 | Trees Spaced every 30 ft | $250.00 | EA | 20 | $5,000  \\
| **Culinary Infrastructure** | | | | | |
| A4 | 8 Inch Saddle Tap Connection with 8 inch Valve | $3,000.00 | EA | 2 | $6,000  \\
| A5 | 8 Inch PVC Water Main Stub into Property | $30.00 | LF | 60 | $1,800  \\
| **Sewer Lateral** | | | | | |
| A6 | 8 Inch PVC Sewer Pipe | $50.00 | LF | 60 | $3,000  \\
| **Street Lighting** | | | | | |
| A7 | Light Assembly | $4,180.00 | EA | 5 | $20,900  \\
| A8 | Concrete Base for Pole | $300.00 | EA | 5 | $1,500  \\
| A9 | Install Commercial Light - Owner Furnish | $200.00 | EA | 5 | $1,000  \\
| A10 | Splice Box | $150.00 | EA | 5 | $750  \\
| A11 | Fuse Box | $75.00 | EA | 2 | $150  \\
| A12 | Meter Pedestal Assembly | $4,000.00 | EA | 1 | $4,000  \\
| A13 | Conduit and Wire | $16.00 | LF | 820 | $13,120  \\
| **Mobilization, Project Contingency, & Management** | | | | | |

Anticipated Cost of Infrastructure = $90,020
UFA Property to be Swapped to with Herriman City (approx. 1.36 ac)

Herriman City Property to be Swapped with UFA (approx. 0.62 ac)

Future Layout of UFA Property After Swap

UFA Property to be Swapped to with Herriman City (approx. 1.36 ac)
DATE: March 7, 2018

TO: The Honorable Mayor and City Council

FROM: Blake Thomas, City Engineer

SUBJECT: Engineering Standards Update Discussion

RECOMMENDATION:
Provide guidance on the engineering standard update.

BACKGROUND:
The engineering development standards are being completely updated. The current standards have been updated periodically. The new update will bring design requirements up-to-date with current standards.

DISCUSSION:
This update will explain the changes and enhancements to the first section of the standards manual: Engineering and Planning Process. We will discuss the process flow chart, critical steps in the process, and how it will result in improved quality for new development projects and capital improvement projects.

ALTERNATIVES:
N/A.

FISCAL IMPACT:
None
1.01 Subdivision Approval Procedure Flow Chart

**PRE-APPLICATION MEETING**

**TWO WEEK REVIEW BY CITY DEPARTMENTS**

**PRELIMINARY PLAN APPLICATION**

**DEVELOPMENT REVIEW CONFERENCE (DRC)**

**COMMUNITY MEETING (SUBDIVISIONS ONLY)**

**PLANNING COMMISSION MEETING**

**PLANNING COMMISSION APPROVAL** 3.04

**FINAL PLAT AND ENGINEERING APPLICATION SUBMITTAL** 2.02

**ENGINEERING PLAN REVIEW** (USUALLY WITHIN 15 BUSINESS DAYS) 3.05

**ENGINEERING FINAL PLAN APPROVAL** 3.06

**ENGINEERING RETURNS COMMENTS TO APPLICANT**

IF PLANS ARE NOT SATISFACTORY

IF PLANS ARE SATISFACTORY

**BUILDING PLANS MAY BE SUBMITTED FOR REVIEW. SEE BUILDING DEPARTMENT REVIEW FLOW CHART**

**ENGINEERING PLAN REVIEW**

**ENGINEERING PLAN REVIEW**

**ENGINEERING RETURNS COMMENTS TO APPLICANT**

**SUBMIT ENGINEERS OPINION OF COST** 2.06

**ENGINEERING ESTABLISHES BOND AMOUNT** 2.06

**POST COMPLETION ASSURANCE BOND AND PAY FEES** 3.07

**ENGINEERING PLAN REVIEW**

**ENGINEERING RETURNS COMMENTS TO APPLICANT**

**SUBMIT ENGINEERS OPINION OF COST** 2.06

**ENGINEERING ESTABLISHES BOND AMOUNT** 2.06

**POST COMPLETION ASSURANCE BOND AND PAY FEES** 3.07

**PICK UP & RECORD SIGNED MYLAR PLAT** 2.02.05

**MYLAR SUBMITTED FOR SIGNATURES** 2.02.05

**SEE CONSTRUCTION PHASE FLOW CHART**

**SUBMIT ENGINEERS OPINION OF COST** 2.06

**ENGINEERING ESTABLISHES BOND AMOUNT** 2.06

**POST COMPLETION ASSURANCE BOND AND PAY FEES** 3.07

**SEE CONSTRUCTION PHASE FLOW CHART**
1.02 Site Plan Approval Procedure Flow Chart

**PRE APPLICATION MEETING**

- **INITIAL PLAN SUBMITTAL TO HERRIMAN CITY**

**DEVELOPMENT REVIEW COMMISSION (DRC)**

**PLANNING COMMISSION MEETING**

**PLANNING COMMISSION APPROVAL** 3.04

**ENGINEERING PLAN SUBMITTAL** 2.03

**ENGINEERING PLAN REVIEW** (USUALLY WITHIN 15 BUSINESS DAYS) 3.05

IF PLANS ARE NOT SATISFACTORY

- **ENGINEERING RETURNS COMMENTS TO APPLICANT**

IF PLANS ARE SATISFACTORY

- **ENGINEERING FINAL PLAN APPROVAL** 3.06

IF PUBLIC INFRASTRUCTURE IS IN THE PROJECT

- **SEE CONSTRUCTION PHASE FLOW CHART**

IF NO PUBLIC INFRASTRUCTURE IS IN THE PROJECT

- **PRE-CONSTRUCTION MEETING** 3.08

ANY NECESSARY CITY INSPECTIONS 3.11

- **SEE BUILDING DEPARTMENT REVIEW FLOW CHART**
1.03 Construction Phase & Building Department Review Process Flow Charts

CONSTRUCTION PHASE

**PRE-CONSTRUCTION MEETING** 3.08

**INFRASTRUCTURE CONSTRUCTION AND INSPECTIONS** 3.11

**ESSENTIAL INFRASTRUCTURE COMMISSIONED** 3.10.01

**SUBSTANTIAL COMPLETION** 3.11.06

**FINAL ACCEPTANCE** 3.12.03.08

**90% COMPLETION ASSURANCE BOND RELEASED AND 10% WITHHELD FOR WARRANTY** 3.12.04

**WARRANTY PERIOD BEGINS**

**END OF WARRANTY INSPECTION** 3.11.07

**FINAL BOND RELEASE** 3.12.04

BUILDING DEPARTMENT REVIEW

**BUILDING PLANS SUBMITTAL** 3.10

**BUILDING DEPARTMENT PLAN REVIEW** 3.10

**BUILDING PLAN DEPARTMENT APPROVAL**

**FEES COLLECTED**

**BUILDING PERMIT ISSUED**

**CERTIFICATE OF OCCUPANCY IS ISSUED ONLY AFTER SITE INFRASTRUCTURE IS COMPLETE**

**POST COMPLETION ASSURANCE BOND RELEASED AND 10% WITHHELD FOR WARRANTY** 3.12.04

**CONSTRUCT REQUIRED IMPROVEMENTS BEFORE RECORDING PLAT**

**POST 10% BOND FOR WARRANTY** 3.12.04

**MYLAR SUBMITTED FOR SIGNATURES** 2.02.05

**PICK UP & RECORD SIGNED MYLAR PLAT** 2.02.05
STAFF REPORT

DATE: March 5, 2018

TO: The Honorable Mayor and City Council

FROM: Heather Upshaw, Economic Development Manager

SUBJECT: Balanced Economy Study Final Presentation

BACKGROUND:
The City selected Better City (the Consultant) to undertake a Balanced Economy Study in September 2017. The Consultant has completed their study and will present the final report.

The RFP deliverables are outlined below:

1) provide updated data which includes, retail leakage, real estate projections, and meaningful analysis of all data gathered; 2) provide analysis of real estate market of the priority areas; 3) provide detailed priority list of economic areas based on market conditions; 4) provide potential projects which aligns with the prioritized list; 5) provide detailed analysis for successful projects based on the preferred economic areas; 6) provide a needs assessment of commercial, office, industrial, residential, open space, and other areas to achieve a balanced approach to growth; 7) provide specific funding options and analysis of each option; 8) provide draft study to City Council for review and comment at two City Council meetings; and 9) present final study to the City Council.
Herriman City Staff Report
City Council Meeting 03-14-2018

Agenda Item:

Public Hearing and consideration of a resolution to amend the Herriman City 2017-2018 Fiscal Year Budget

Staff Report submitted by: Alan Rae

Recommended City Council Action

Approval of a resolution to amend the Herriman City 2017-2018 Fiscal Year Budget

BACKGROUND:

The following are proposed amendments to the budget for fiscal year 2016-2017.

This budget amendment is to add a full-time employee. It will be an entry level employee whose pay will be $31,200 annually.

Cost

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payroll</td>
<td>$7,800</td>
</tr>
<tr>
<td>Burden</td>
<td>3,120</td>
</tr>
<tr>
<td>Safety Equipment</td>
<td>1,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$11,920</strong></td>
</tr>
</tbody>
</table>

Although, I believe there might be room in the current budget for this expense, this position was not approved in our last budget process. We normally approve new positions with the annual budget so this is to get the council’s approval for an ongoing position.

Respectfully Submitted: [Signature]

Alan Rae
WHEREAS, the Herriman City Council ("Council") met in regular meeting on March 14, 2018, to consider, among other things, approving an amendment to the 2017-2018 fiscal year budget; and

WHEREAS, the Council has determined it necessary to amend the budget to reflect various changes; and

WHEREAS, the Council determines that the amendment presented to the Council is necessary and appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Council that the budget for the period of July 1, 2017, through June 30, 2018, is hereby amended as set forth on the attached amended budget.

This Resolution, assigned No. R__-2018, shall take effect immediately upon passage and acceptance as provided herein.

PASSED AND APPROVED by the Council of Herriman, Utah, this 14th day of March, 2018.

HERRIMAN

By: ________________________________

ATTEST: David Watts, Mayor

Jackie Nostrom, MMC
City Recorder
DATE: March 7, 2018

TO: The Honorable Mayor and City Council

FROM: Blake Thomas, City Engineer

SUBJECT: Access Easement Vacation of Property Located at approximately 5750 West Herriman Boulevard

RECOMMENDATION:
Approve the easement vacation.

BACKGROUND:
A roadway access easement was prepared and recorded in favor of Herriman to provide access across private property for the construction of Bastian Elementary School. A preliminary plat showing the location of this easement is attached to this staff report.

DISCUSSION:
The easement is no longer needed now that Big Bend Drive is constructed and dedicated as public roadway. This easement needs to be released so that the final plat for Miller Crossing Pod 2 can be recorded and the approved lots can be sold.

ALTERNATIVES:
The city could retain the easement but there is really no purposed to have it anymore.
HERRIMAN, UTAH
ORDINANCE NO. 18-__

AN ORDINANCE VACATING A PUBLIC EASEMENT LOCATED AT OR NEAR 5730 W HERRIMAN BLVD.

WHEREAS, the Herriman City Council ("Council") met in regular meeting on March 14, 2018, to consider, among other things, vacating a public easement located at or near 5730 W Herriman Blvd; and

WHEREAS, on or about July 9, 2015, the owners of certain real property located at 5730 W Herriman Blvd granted to the City a public, permanent, perpetual, nonexclusive easement for use by the City and the general public for purpose of constructing, including excavation and grading, operating, maintaining, modifying, removing, augmenting, and/or replacing one or more underground pipelines, water line facilities, storm drain facilities, sanitary sewer facilities, public roadways for vehicular, bicycle, and pedestrian purposes, public utilities, curb, gutter, sidewalk; all necessary or desirable accessories and appurtenances to all of the above upon, over, under, and across owners, real property ("Easement"); and

WHEREAS, Utah Code Ann. § 10-9a-208 provides in part that for any proposal to vacate some or all of a public street, right-of-way, or easement, the legislative body shall hold a public hearing; and give notice of the date, place, and time of the public hearing at least 10 days before the public hearing and the notice shall be mailed to the record owner of each parcel that is accessed by the easement being vacated; mailed to each affected entity; posted on or near the easement being vacated in a manner that is calculated to alert the public; and published in a newspaper of general circulation in the municipality in which the easement being vacated is located; and published on the Utah Public Notice Website created in Section 63F-1-701; and

WHEREAS, on February 28, 2018 as required by state statute notice was mailed to the record owner of each parcel that is accessed by Easement for a Council public hearing to be held on March 14, 2018; and

WHEREAS, on February 28, 2018 as required by state statute notice was given to all affected entities for a Council public hearing to be held on March 14, 2018; and

WHEREAS, on February 28, 2018 as required by state statute notice was posted on or near the Easement in a manner that was calculated to alert the public for a Council public hearing to be held on March 14, 2018; and

WHEREAS, on February 28, 2018 as required by state statute notice was published in the Deseret News and The Salt Lake Tribune and published on the Utah Public Notice Website created in Section 63F-1-701 for a Council public hearing to be held on March 14, 2018; and
WHEREAS, on March 14, 2018, the Council held the required public hearing in which public comment was received regarding the proposed vacation of the Easement; and

WHEREAS, the Council finds that it is in the best interest of the inhabitants of Herriman to vacate the Easement as depicted in the attached map and described in the attached legal description.

NOW, THEREFORE, be it ordained by the Council that the Easement is hereby vacated as described in the attached legal description, and the same is declared to be no longer necessary as a public street, alley, or public way and the City Recorder is hereby directed to record a copy of this ordinance in the office of the Salt Lake County Recorder.

PASSED AND APPROVED this 14th day of March, 2018.

HERRIMAN CITY COUNCIL

By: ______________________________
    David Watts, Mayor

ATTEST: __________________________
        Jackie Nostrom, MMC
        City Recorder
Legal Description

Beginning at a point on the Northerly Right-of-Way Line of Herriman Boulevard, said point being North 89°59'00" West 490.60 feet along the section line and South 4,089.84 feet from the Northwest Corner of Section 25, Township 3 South, Range 2 West, Salt Lake Base and Meridian; and running

thence Northwesterly 153.46 feet along the arc of a 10,053.07 foot radius curve to the left (center bears South 02°23’10” West and the chord bears North 88°03’05” West 153.45 feet with a central angle of 00°52’29” along the Northerly Right-of-Way line of said Herriman Parkway; thence North 45°54’42” East 64.96 feet; thence North 00°08’37” East 72.13 feet; thence North 89°57’52” East 60.00 feet; thence South 00°08’37” West 73.90 feet; thence South 43°49’06” East 67.47 feet to the point of beginning.

Contains 9,358 Square Feet or 0.215 Acres
S T A F F  R E P O R T

DATE: 02/21/2018

TO: The Honorable Mayor and City Council

FROM: Wendy Thomas

SUBJECT: Recommended update to Herriman City Code Chapter 7-11

BACKGROUND:
Herriman City Council approved changes to the Herriman City Cemetery ordinance on May 24, 2017. Since that approval, some standards have changed in sizes of headstones, particularly small headstones which are typical for the Infant Section and the Urn Section.

DISCUSSION:
Recommended changes are proposed on pages 8 & 9 of the “Herriman City Rules & Regulations” attached hereto.

ALTERNATIVES:
Leave the ordinance as is.

FISCAL IMPACT:
No fiscal impact.

RECOMMENDATION:
Staff recommendation is to approve the changes to the current ordinance for sizes allowed in the Infant Section and Urn Section of the Herriman City Cemetery.
HERRIMAN, UTAH
ORDINANCE NO. 2018-

AN ORDINANCE ADOPTING AN AMENDMENT TO THE HERRIMAN CITY
CEMETERY RULES AND REGULATIONS

WHEREAS, the Herriman City Council ("Council") met in regular meeting on March
14, 2018, to consider, among other things, adopting an amendment to the Herriman City
Cemetery Rules and Regulations; and

WHEREAS, the City staff has recommended a text amendment that is attached to rules
and regulations for the Herriman City Cemetery; and

WHEREAS, the Council has reviewed the proposed amendments for the Herriman City
Cemetery ("Revised Rules"); and

WHEREAS, the Revised Rules are attached hereto; and

WHEREAS, the Council has determined that it is in the best interest of the health,
safety, and welfare of the inhabitants of the City to adopt the Revised Rules.

NOW, THEREFORE, BE IT ORDAINED by the Council that the attached Revised
Rules be adopted and hereby regulate the Herriman City Cemetery.

PASSED AND APPROVED by the Council of Herriman, Utah, this 14th day of March,
2018.

HERRIMAN CITY COUNCIL

ATTEST: Mayor David Watts

Jackie Nostrom, MMC
City Recorder
A. MISSION STATEMENT:

The mission of the Cemetery is to provide an affordable, peaceful, and well-maintained permanent resting place and memorial for the deceased.

B. GENERAL PROVISIONS:

The Cemetery is owned by the City, and shall be operated and maintained by the City Parks Department. Cemetery records shall be maintained by the City Recorder’s Office.

C. DEFINITIONS:

1. “Block” means an area containing four (4), eight (8), or twelve (12) Plots.

2. “Body” means the remains of one human Body (cremated or otherwise).

3. “Cemetery” means the real property owned by the City located approximately 12465 South 6000 West, City, Salt Lake County, Utah currently used and reserved for Interment of the dead.

4. “Certificate Fee” means the fee charged by the City for issuing a duplicate certificate or to Transfer a certificate of Burial Rights, as set forth herein.

5. “City” means Herriman City.

6. “Cremated Remains” means the ashes of an incinerated deceased person.

7. “Disinterment” means the opening or excavation of an existing Plot for the removal of a casket containing human remains.

8. “Infant” means a fetus or a child up to two (2) years of age.
9. “Interment” or “Inter” means the burial of a Body in a Plot.

10. “Plot” means a legal and authorized gravesite generally measuring four feet, (4’) by eight feet, three inches (8’3”) and intended for Interment.

11. “Half Plot” means a legal and authorized gravesite measuring four feet, (4’) by four feet (4’) and shall only be for the Interm ent of an Infant or Urn. Half Plots are only available in the Infant Section and Urn Section.

12. “Nonresident” means any person who is not a legal Resident.

13. “Resident” means any person who was domiciled within City boundaries at the time of death, or moved from the City for the purpose of receiving medical treatment or for the purpose of living in a residential care facility, regardless of the actual place of death.

14. “Transfer” means to sell, donate, exchange, trade, or convey a Plot or Block.

15. “Burial Rights” means the right for the holder of a certificate, or heir, to be buried in the City Cemetery.

D. CEMETERY CERTIFICATES AND BURIAL RIGHTS:

1. Burial Rights. In accordance with Utah Code Ann. § 8-5-7, Herriman City shall sell only the right to be buried in the Cemetery and all Cemetery Plots or Blocks shall be rights to be buried only.

2. Purchase of Burial Rights. Residents must provide evidence in a form acceptable to the City that they are a legal Herriman City Resident. Residents and Nonresidents may purchase Burial Rights in the Cemetery for the price listed on the attached fee schedule. The purchase price for each Burial Right includes perpetual care with no maintenance fee to be assessed. The purchase price does not include a headstone. Headstones will be edged twice a year. All Burial Rights purchased shall be clearly marked with the purchase price and the designated Plot or Block to which the Burial Right is assigned. The sale of Burial Rights in the City Cemetery shall be limited to no more than eight (8) per immediate family. The term “immediate family”, for purposes of these regulations, shall be defined as those persons domiciled in the place of residence and who include spouse, child, sibling, parent, grandchild, grandparent, mother-in-law or father-in-law.

3. Cemetery Certificate. A Cemetery certificate shall be issued for each Plot purchased and will clearly describe the location of the Plot(s) within the Cemetery. A certificate of Burial Rights does not convey to or entitle the holder thereof any other privilege other than the right to bury the Body of a
deceased person, and is not a deed conveying title in fee simple or otherwise to
the land or any part thereof. The City shall retain duplicate records of all
certificates of Burial Rights issued by the City. City records shall be the official
record for all Plots or Blocks. The Cemetery certificate shall include a statement
that the uses of the Plot(s) are subject to these rules including a statement that
the Plot(s) are not intended for resale.

4. **Transfer of Plots or Blocks.** A certificate of Burial Rights for
unoccupied Plot(s) may be transferred by the owner, by: (1) completing a
Transfer request form, (2) paying the certificate and Transfer fee, (3) either
appearing in person and producing photo identification proving the owner’s
identity, or have the owner’s signature on the Plot Transfer request form
notarized by a licensed notary, and (4) provide evidence in a form acceptable
to the City that the transferee is a family member of such owner or has been
donated to a person without consideration. The Transfer of certificates of Burial
Rights owned by deceased persons may be completed in accordance with the
Utah Uniform Probate Code. If Plots or Blocks are purchased at the Resident rate
or are transferred to a Nonresident who is not the Plot or Block owners’ spouse,
parent, sibling, child, grandchild, or great grandchild, the transferee must pay
the difference between the residential rate and nonresidential rate to the City,
at the time of Transfer, prior to a new certificate being issued for the Transfer. For
every Plot or Block transferred, a new certificate of Burial Rights shall be issued
by the City and the old certificate of Burial Rights shall be null and void.

5. **Duplicate Certificates of Burial Rights.** Duplicate certificates of Burial
Rights may be issued upon written application of owner and payment of the
Certificate Fees. Duplicate certificates of Burial Rights shall be clearly marked
with the words “Duplicate Certificate.”

6. **Abandonment and Forfeiture of Plots.** The City may terminate the
rights of owners of Plots or Blocks in accordance with Utah Code Ann. § 8-5-1, et
seq.

E. **PROCEDURES:**

1. **Caskets or Coffins.** No more than one Body may be buried in any
one Plot. Vertical stacking of vaults, caskets, coffins, or urns is not allowed. All
bodies, remains, or other items buried with the Body must be in a casket, coffin,
or urn. All caskets, coffins, or urns must be enclosed in a vault composed of
concrete or an equivalent material. Vaults that are not composed of concrete
must have prior approval by the Parks Manager. The casket, coffin, or urn shall
contain only the Body or remains of the deceased, clothing and jewelry, and
other small personal items that fit into the casket or coffin.

2. **Excavating Plots.** No person other than City-authorized personnel
shall excavate a gravesite.
2.3. **Application.** The City shall not open a Plot for Interment, provide Interment services, or Disinterment services until the City has received a completed application with 48 hours’ notice for Interment or Disinterment services, on the form provided by the City, signed by a relative of the deceased, ecclesiastical leader, or licensed funeral director representing the deceased together with the fee as provided herein.

3.4. **Proof of Burial Rights.** If the deceased is the certificate holder of the Plot, the City shall verify the identity of the deceased prior to Interment. If the Plot is owned by someone other than the deceased, written permission in a form acceptable to the City from the owner of the certificate of Burial Rights shall be required prior to any Interment.

4.5. **Payment of Fees.** The fee to open and close the gravesite, as set forth on the attached Fee Schedule, shall be paid in full prior to any Interment or Disinterment.

5.6. **Infant Section Fees.** The Infant section is an area of Half Plots set aside for those who have experienced the loss of an Infant. Herriman City Council waives the purchase price and opening and closing fees for Residents only when burying an Infant child in this final resting space. This waiver is for time of death only and shall not be used for re-Interment or Disinterment.

   a) Residents wanting to be buried adjacent to their Infant in the full Plot sections of the Cemetery may have the fee waived for the Infant’s Plot only when purchasing two adjacent Plots. However, the cost for opening and closing the Infant Plot would not be waived.

6.7. **Urn/Columbarium Section Fees.** The Urn/Columbarium section is an area of Half Plots set aside for Cremated Remains of a deceased loved one. The Plot purchase price and opening and closing fees are reduced for those purchasing Burial Rights in this section.

7.8. **Additional Fees and Charges.** Fees and costs in addition to those set forth in the attached Fee Schedule may be charged for special circumstances requiring additional City staff, equipment, or resources. Such additional charges shall be paid in full prior to any Interment or Disinterment.

8.9. **Closing of Gravesites.** City personnel shall close any open gravesite promptly after the casket or coffin is placed inside the vault.

9.10. **Disinterment Services.** The City shall provide Disinterment services only for persons buried in a nonbiodegradable vault and in accordance with applicable statutes, rules, and regulations together with the fee as provided.
herein. The requestor shall arrange for and pay any associated costs for a funeral director to be present at a Disinterment. The requestor shall arrange for and pay any associated costs for a licensed vault company to remove the vault and its contents from the burial lot. If the burial lot does not contain a vault or the City Sexton determines the existing vault has deteriorated to the point that it will not retain its structural integrity during the Disinterment, the requesting party shall replace the deteriorated vault with a structurally sound vault at the requestor’s expense. The requestor shall arrange to dispose of any old vault in a manner meeting federal, state, and local laws.

F. FUNERAL AND INTERMENT:

1. **Prohibited Days.** Graveside services or Interments shall not be conducted on any Sunday or any City recognized holiday, including but not limited to, New Year’s Day, Civil Rights Day, Presidents Day, Memorial Day, Independence Day, Pioneer Day, Labor Day, Veterans Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve, or Christmas Day.

2. **Hours of Services.** Graveside services or Interment shall be conducted between the hours of 9:00 a.m. and 2:00 p.m.

3. **Length of Services.** Graveside services and/or Interments shall not exceed two (2) hours in length.

4. **Funeral Processions.** Upon entering the Cemetery, all funeral processions shall be under the control of the Funeral Director. City Personnel may be available upon request.

5. **Funeral Decorations.** Funeral decorations are allowed for seven calendar days or until they become unsightly, after which they will be removed and discarded.

6. **Grave Decorations.** Grave decorations are to be placed only in an existing receptacle or on the grave marker/headstone. No glass, porcelain or other breakable decorations/containers are allowed. No decorations of any kind are allowed in the grass. No hanging devices are allowed in the grass (i.e. shepherds hooks, wired baskets, balloons, etc.). Any grave decorations, funeral designs, flowers, or other items are subject to removal for maintenance (lawn mowing, etc.), which generally occurs each week; with the exception of all City recognized holidays, after which decorations will be removed a week after the holiday occurs.

G. RULES AND LANDSCAPING:
1. **Recreational Activity.** No recreational or athletic activities are permitted within the Cemetery.

1.2 **Noise.** All visitors to the Cemetery shall maintain reasonable level of noise to avoid disturbing other visitors to the Cemetery. Loud music, shouting, yelling, barking dogs, and other loud noises are prohibited.

2.3 **Damage or Removal of Headstones or Tombstones.** It is unlawful to damage or remove any headstone, tombstone, or marker located in the Cemetery or to desecrate any gravesite within the Cemetery.

3.4 **Animals.** Animals are not allowed on Cemetery property except within the confines of a vehicle and must remain within the vehicle.

4.5 **Motor Vehicles.** Motor vehicles are permitted only within Cemetery asphalt roads and parking lots and only during visitation hours unless provided express consent by City personnel.

5.6 **Planting of Bushes, Trees or Flowers.** No plants, bushes, trees, shrubs, flowers, or other vegetation may be planted in the Cemetery by anyone other than City personnel except, in designated areas and under the strict direction and supervision of the Parks Department.

6.7 **Visitation Hours.** Cemetery hours shall be from 7:30 a.m. to 10:00 p.m. of the same day, unless otherwise posted.

7.8 **Signs and Advertisements.** No unauthorized signs or advertisement shall be displayed within the Cemetery.

8.9 **Traffic Ordinances.** City traffic ordinances relative to the operation of vehicles and conduct of pedestrians shall be in effect within the Cemetery. The speed limit within the Cemetery shall be five (5) miles per hour. Parking in the Cemetery for the purpose of Ride-Sharing and/or picking children up from school is prohibited.

9.10 **Children.** Children under the age of sixteen (16) years of age shall not be allowed within the Cemetery unless accompanied by a parent or a chaperone at least eighteen (18) years of age. Exceptions to this rule are allowed for persons attending an authorized funeral, placing flowers on a gravesite of a deceased relative or friend, or performing any other customary respect or respectful actions consistent with environment maintained within the Cemetery.

10.11 **Surface Grade.** No sections, Plots, Lots, Blocks or Plats shall be raised above the established grade.
11.12. Alcoholic Beverages. Alcoholic beverages are not allowed in the Cemetery.

12.13. Smoking Prohibited. Smoking in the cemetery is prohibited per HERRIMAN CITY CODE Chapter 10 Smoking Prohibited.

H. MARKERS AND MONUMENTS:

1. Fencing or Dividers. No Plot or Block shall be defined by fences, railings, coping, hedges, trees, shrubs, embarking depression, or any other markers to describe its corners or boundaries.

2. Headstones, Tombstones, and Markers. Raised markers are allowed in designated areas only. The owners of gravesites or relatives of deceased persons interred in the Cemetery are required to erect and maintain, in a manner satisfactory to the City, and at the expense of the Plot owner or relatives of the deceased, all headstones, markers, or other suitable monuments at the head of the gravesite with the name of the deceased person plainly inscribed thereon. All headstones, tombstones or markers must be in an orderly row and reasonably in line with all other such markers in that Block.

3. Cement Foundation. All headstones, tombstones, or markers with the exception of the Urn and Infant Sections shall have a stone or cement foundation, level with the ground, extending outward from the outer perimeter of the base of the headstone, tombstone, or marker and shall be six inches (6”) on all sides, with a minimum thickness of four inches (4”).

4. Specifications for Raised Headstones, Tombstones or Markers. Raised headstones, tombstones or markers shall comply with the following:

a. A Single Raised Headstone, Tombstone, or Marker.

   A single raised headstone shall have a minimum height of twelve inches (12”) and a maximum height of thirty-two inches (32”). It shall have a maximum foundation size of up to forty-two inches (42”) by twenty-eight inches (28”) including a required six inch (6”) concrete mow strip.
b. **A Companion or Double Raised Headstone, Tombstone, or Marker.**

A companion or double raised headstone shall have a minimum height of twelve inches (12") and a maximum height of forty-two inches (42"). It shall have a maximum foundation size of up to seventy-two (72") by twenty-eight inches (28") including a required six inch (6") concrete mow strip.

5. **Specifications for Flat Headstones, Tombstones or Markers for gravesites other than those located in the Infant Section.** Flat markers shall comply with the following:

a. **A Single Flat Headstone, Tombstone or Marker.**

A single flat headstone shall have a maximum foundation size of up to forty-two inches (42") by twenty-eight inches (28") including a required six inch (6") concrete mow strip.

b. **A Companion or Double Flat Headstone, Tombstone or Marker.**

A companion or double flat headstone shall have a maximum foundation size of up to seventy-two (72") by twenty-eight inches (28") including a required six inch (6") concrete mow strip.
A companion or double flat headstone shall have a maximum foundation size of up to seventy-two inches (72”) by thirty inches (30”) including a required six inch (6”) concrete mow strip.

c. A Flat Headstone, Tombstone or Markers in the Infant Section.

Only a flat headstone shall be allowed in the Infant section of the Cemetery. A flat headstone in the Infant section shall have a minimum size of twelve inches (12”) long by twelve inches (12”) wide and shall not exceed twenty-four inches (24”) long by twenty-four (24”) wide, of up to twelve inches (12”) by twelve inches (12”) and does not require a six inch (6”) concrete mow strip. A minimum six inch (6”) concrete mow strip is required for any headstone measuring twelve inches (12”) long by twelve inches (12”) wide. A concrete mow strip is not required for headstones exceeding twelve inches (12”) long by twelve inches (12”) wide.

d. A Flat Headstone, Tombstone or Marker in the Urn Section.

Only a flat headstone shall be allowed in the Urn section of the Cemetery. A flat headstone in the Urn section shall have a maximum width of up to twelve inches (12”) by twelve inches (12”) and does not require a six inch (6”) concrete mow strip.
6. **Materials.** All headstones, tombstones, or markers must be made of real bronze, glazed granite or other permanent materials. Headstones, tombstones, or markers shall not be made of wood, sandstone, or any other material which is susceptible to decay.

7. **Vases.** All permanent vases are to be placed in the cement or stone base of the marker or monument and shall be recessed to ground level when not in use. Receptacles in the monument itself are allowed provided they do not project horizontally beyond the base of the monument.

8. **Liability for Damage.** The City shall not be held liable for damage to headstones, tombstones, or markers, including any damage caused during Cemetery maintenance or resulting from City moving or transferring the headstones, tombstones, or markers for Intememt purposes.

9. **Setting of a Headstone, Tombstone or Marker.** The monument company must contact the City prior to setting or removing a headstone in the Cemetery. The company must provide the style (single, double, raised or flat), the measurements (width, length, depth, and height) and the name of the deceased along with the death date. Prior to arriving at the Cemetery on the day of the setting, the company must call the Cemetery Sexton or the Parks Department office.

I. **DECORATING GRAVESITES AND OTHER REGULATIONS:**

1. **Removal of Items.** The City shall not be responsible or liable for grave decorations, funeral designs, flowers or other items that are removed, discarded, damaged, or destroyed. ***Grave decorations may be removed weekly except for all City recognized holidays***

2. **Theft or Loss of Personal Belongings.** The City is not responsible for the theft or loss of personal belongings in the Cemetery.

J. **EFFECTIVE DATE:**

These rules shall be effective **May 24, 2017** March 14, 2018.
### HERRIMAN CITY CEMETERY FEE SCHEDULE

#### PRICE FOR BURIAL RIGHTS

<table>
<thead>
<tr>
<th>Section</th>
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<th>Nonresident</th>
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<tr>
<td>Resident</td>
<td>$750</td>
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#### OPENING AND CLOSING FEES

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<tbody>
<tr>
<td><strong>Urn Section</strong></td>
<td>$500</td>
<td>$750</td>
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#### CERTIFICATE, TRANSFER, AND DUPLICATE FEES

- Certificate Fee: $25
- Transfer Fee: $25
- Duplicate Certificate Fee: $25

#### SPECIAL FEES AND COSTS

- Disinterment: $750
- For funeral/graveside service beginning **after 2:00 pm**, an additional fee of $600 will be charged.
- Veteran Plaque: $115

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*Adopted on April 10, 2014*
*Amended June 12, 2014*
*Amended May 24, 2017*
*Amended March 14, 2018*
Staff Report

DATE: March 6, 2018

TO: The Honorable Mayor and City Council

FROM: Planning Commission

MEETING: City Council Agenda - March 14, 2018

REQUEST: Text Change to the Land Development Code Regarding Open Space in the Planned Development Overlay Zone
Applicant: Herriman City
File Number: Z2018-002

Request
Herriman City is proposing a text change to the Land Development Code to allow a developer to dedicate open space outside of a planned development or pay a fee in lieu of the required open space. This was allowed in the previous code but was inadvertently omitted in the revised ordinance.

Notice
The Planning Commission public hearing notice was posted in the newspaper and on the City website on February 5, 2018. The Planning Commission held a public hearing on February 15, 2018. As of the date of this report, the City has not received any public comment regarding the proposed text change.

Process
A text change is a legislative action. The Planning Commission held a public hearing on February 15, 2018, and recommended approval to the City Council. The City Council holds a public meeting to discuss the item and then makes the final decision.

Discussion
The new Land Development Code was adopted on December 13, 2017. As part of the revision, alternatives to comply with the intent of the 20% open space requirement were inadvertently excluded from the revised ordinance. These options allowed a developer to:

- Provide land outside a planned development to meet the open space requirement, or
- Pay a “fee in lieu” of required open space.

The original text also allowed the Planning Commission to approve the location and amenities of the required open space as part of the PD process. However, the new ordinance changed planned developments from a “conditional use” to a “zoning overlay.” As such, staff recommends modification of the proposed text to clarify that the City Council has final authority to approve all open space plans or fees as part of the PD Overlay Zone process.
**Recommendation**

The Planning Commission recommends approval of the proposed text change to the Land Development Code to allow dedication of open space outside of a planned development or pay a fee in lieu of required open space. Staff also recommends amending the text to clarify that the City Council is the final approval authority of these options within planned developments.
WHEREAS, the City of Herriman, pursuant to state law, may enact a land use ordinance establishing regulations for land use and development; and

WHEREAS, pursuant to state law, the Planning Commission shall prepare and recommend to the City Council the proposed land use ordinance amendment; and

WHEREAS, pursuant to City of Herriman Land Use Ordinance, the Planning Commission shall hold a public hearing and provide reasonable notice at least 10 days prior to said public hearing to prepare and recommend to the City Council the proposed land use ordinance text changes; and

WHEREAS, notice of the Planning Commission public hearing on the land use ordinance text change was published on January 22, 2018, noticing of the February 1, 2018, public hearing at 7:00 p.m.; and

WHEREAS, the Planning Commission recommended approval of the land use ordinance text change in the meeting held on February 1, 2018, at 7:00 p.m. in the Community Center; and

WHEREAS, pursuant to City of Herriman Ordinance, the City Council must hold a public meeting; and

WHEREAS, the City Council public meeting on March 14, 2018, was held at 7:00 p.m.; and

WHEREAS, the City Council finds that it is in the best interest of the citizens of Herriman City to adopt the land use ordinance text change as recommended by the Planning Commission;

NOW THEREFORE, be it ordained by the Herriman City Council that the following text change be adopted as a change to the land use ordinance of the City: (the underlined text is the new wording and the strikethrough text is to be deleted)

10-15C-6 DEVELOPMENT STANDARDS:

3. Open space may be provided in a location outside of the boundaries of the PD, if the following requirements are met:

   a. The off site open space must be located within Herriman City limits.
b. Open space that is unbuildable because of, among other things, slope, wetlands, flood drainage or contamination, shall be counted at twenty five percent (25%) of the actual acreage to satisfy applicable open space requirements. Detention basins may only count as open space if they provide recreational amenities.

c. The location and amenities of all the required open space shall be reviewed and recommended by the planning commission as part of the PD Overlay Zone process.

d. The off-site open space shall be approved by the City Council as part of the PD Overlay Zone process.

d. A portion of the open space may be required to remain within the boundaries of the PD.

4. A fee in lieu of required open space may be provided if the following requirements are met:

a. The amount of acreage that is required as open space shall be reviewed and recommended by the planning commission as part of the PD Overlay Zone process.

b. The fee in lieu of shall be determined by an appraised price per acre and the amount shall be approved by the city council.

c. The fee shall be designated as parks funds and shall be used to purchase or improve property for parks in other areas of the city.

d. A portion of the open space may be required to remain within the boundaries of the PD.

PASSED AND APPROVED this 14th day of March, 2018.

HERRIMAN

ATTEST: Mayor David Watts

Jackie Nostrom, MMC
City Recorder
Chapter 15
OVERLAY ZONES

ARTICLE C
PLANNED DEVELOPMENT OVERLAY ZONE

10-15C-6 DEVELOPMENT STANDARDS:

J. Preservation Of Open Space: The location and amenities of all required open space shall be reviewed and approved as part of the preliminary site plan process.

1. At least 20 percent of the Planned unit Development (PD) shall be preserved as permanent open space.
   a. At least one-half of the open space required shall be maintained in single contiguous lot, not including any unbuildable property, configured in a usable size and shape.
   b. Open space that is unbuildable because of, among other things, slope, wetlands, flood drainage, or contamination, shall be counted at 25 percent of the acreage required to satisfy applicable open space requirements.
   c. Detention basins may count as open space only if they provide recreational amenities, including, but not limited to, playgrounds, gazebos, exercise stations, or sports fields with parking lots.
   d. Park strips adjacent to a street shall not count as open space.

2. A method approved by the city to maintain open space shall be established prior to sale of any lots in a planned unit development. Preservation, maintenance, and ownership of required open spaces within the development may be accomplished by:
   a. Dedication of the land as a public park or parkway system;
   b. Granting to the city a permanent open space easement on or over the private open spaces to guarantee that the open space remains perpetually in recreational use, with ownership and maintenance being the responsibility of the owner or an owners association established with bylaws which are satisfactory to the city; or
   c. Compliance with the provisions of the Utah Condominium Ownership Act which provides for payment of expenses for upkeep of common areas and facilities.
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   b. Open space that is unbuildable because of, among other things, slope, wetlands, flood drainage or contamination, shall be counted at twenty five percent (25%) of the actual acreage to satisfy applicable open space requirements. Detention basins may only count as open space if they provide recreational amenities.

   c. The location and amenities of all the required open space shall be reviewed and recommended by the planning commission as part of the PD Overlay Zone process.

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DATE: March 6, 2018

TO: Honorable Mayor and City Council

FROM: Planning Commission

MEETING: City Council Agenda 03/14/2018

REQUEST: Text Change to the Land Development Code Regarding Backyard Chickens in Residential Zones
Applicant: Herriman City
File Number: Z2018-003

Request
Herriman City is proposing a text change to the Land Development Code to allow backyard chickens. This was allowed in the previous code but was inadvertently omitted in the revised ordinance.

Notice
The public hearing notice was posted in the newspaper and on the City website on February 5, 2018. As of the date of this report, the City has not received any comments regarding the proposed text change.

Process
A text change is a legislative action. The Planning Commission held a public hearing on February 15, 2018, and recommended approval to the City Council. The City Council holds a public meeting to discuss the item and then makes the final decision.

Discussion
The new Land Development Code was adopted on December 13, 2017. As part of the revision, the code regulating backyard chickens in residential zones was inadvertently excluded from the newly-revised ordinance. This proposed text change will add the requirements for backyard chickens. This text has not been modified from what was in the previous ordinance.

This ordinance allows chickens in Residential zones. This is different than Family Food Production, which allows larger amounts of chickens and other animals in Agricultural zones.

Recommendation
The Planning Commission recommended approval of the text change to the land use ordinance to place the backyard chicken ordinance into the Land Development Code.
WHEREAS, the City of Herriman, pursuant to state law, may enact a land use ordinance establishing regulations for land use and development; and

WHEREAS, pursuant to state law, the Planning Commission shall prepare and recommend to the City Council the proposed land use ordinance amendment; and

WHEREAS, pursuant to City of Herriman Land Use Ordinance, the Planning Commission shall hold a public hearing and provide reasonable notice at least 10 days prior to said public hearing to prepare and recommend to the City Council the proposed land use ordinance text changes; and

WHEREAS, notice of the Planning Commission public hearing on the land use ordinance text change was published on February 5, 2018, noticing of the February 15, 2018, public hearing at 7:00 p.m.; and

WHEREAS, the Planning Commission recommended approval of the land use ordinance text change in the meeting held on February 15, 2018, at 7:00 p.m. in the Community Center; and

WHEREAS, pursuant to City of Herriman Ordinance, the City Council must hold a public meeting; and

WHEREAS, the City Council public meeting on March 14, 2018, was held at 7:00 p.m.; and

WHEREAS, the City Council finds that it is in the best interest of the citizens of Herriman City to adopt the land use ordinance text change as recommended by the Planning Commission;

NOW THEREFORE, be it ordained by the Herriman City Council that the following text change be adopted as a change to the land use ordinance of the City: (the underlined text is the new wording and the strikethrough text is to be deleted)

10-29-7: ANIMALS AND FOWL:

A. Permitted for Family Food Production: The keeping of animals and fowl is allowed as set forth in the chart below in zones where “family food production” is a permitted use or conditional use: the A-.25, A-.50, A-1, R-1-21, and R-1-43 zones.
F. Backyard Chickens: In R-1 zones not included under Family Food Production, persons may keep backyard chickens on single-family residential lots in accordance with the provisions of this section:

1. Maximum Number Of Backyard Chickens Allowed:

<table>
<thead>
<tr>
<th>Lot Size (Square Feet)</th>
<th>Maximum Number Of Chickens</th>
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<tr>
<td>Less than 5,000</td>
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</table>

2. At Large: It is unlawful for any person who is the owner, keeper, or temporary custodian of any chicken to allow the animal(s) to be at large, off the premises or outside the approved enclosure.

3. Unsanitary Conditions and Animal Husbandry: It is unlawful for any person to keep and maintain in an unclean or unsanitary condition any coop, enclosure or other structure or area in which any chicken is kept. The keeping of animals must conform with good animal husbandry practices including, but not limited to, mitigation of noise, smells, insects, rodents, dust, or other nuisance type effects of family food production.

4. Nuisance: It is unlawful for the owner or keeper of any chicken to allow the animal(s) to be a nuisance to any neighbor, including, but not limited to, creating noxious odors from the animals, their waste, coop, or related structure or generating noise of a loud and persistent nature.

5. Subject To Inspection: All places where any backyard chickens are kept shall be subject to inspection for cleanliness, health, and sanitation purposes by a Code enforcement official, animal control officer, or representative of the Salt Lake Valley Health Department, based on any complaint or observation that the requirements of this section are in violation.

6. Female Chickens Only: Only female chickens may be kept. No ducks, geese, turkeys, peafowl, crowing hens, or roosters may be kept. No other bird species shall be kept except as provided by this Code and birds normally and generally considered household or indoor pets.

7. Accessory Buildings: Chicken coops shall be considered accessory buildings and are subject to the accessory building requirements of the zone in which the property is located.
8. Personal Use Only: Chickens shall be for personal use only. The selling of eggs or fertilizer or the breeding of chickens for commercial use is prohibited.

9. Slaughtering: The slaughtering of chickens on the premises is allowed in areas not visible to the public and must be accomplished in a humane and sanitary fashion. All entrails and byproducts of the slaughtering process shall be discarded in accordance with Health Department regulations.

10. Enclosure Standards:
   a. Chickens must be contained within an enclosure or fenced area at all times.
   b. Chicken enclosures shall be contained entirely behind a fence in the side or rear yard. No enclosures will be permitted in any front yard.
   c. Chicken coops shall be maintained in good condition.
   d. All chicken coops shall be placed at least twenty five feet (25’) from any dwelling on an adjacent lot.

PASSED AND APPROVED this 14th day of March, 2018.

HERRIMAN

ATTEST: Mayor David Watts

Jackie Nostrom, MMC
City Recorder
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STAFF REPORT

DATE: March 5, 2018

TO: The Honorable Mayor and City Council

FROM: Heather Upshaw; Economic Development Manager

SUBJECT: Presentation by Momentum Development

DISCUSSION:
Mike Bradshaw (Momentum Development) will update the City Council regarding commercial projects in the Herriman Towne Center and the Herriman Business Center.