



**HILDALE CITY**

Established 1963

P.O. BOX 840490 320 E. NEWEL AVE. HILDALE, UTAH 84784 PHONE: 435-874-2323 FAX: 435-874-2603

## NOTICE AND AGENDA

NOTICE IS HEREBY GIVEN TO THE MEMBERS OF THE HILDALE CITY PLANNING COMMISSION AND TO THE PUBLIC, THAT THE PLANNING COMMISSION WILL HOLD A MEETING ON MONDAY THE 16TH DAY OF SEPTEMBER, 2019 AT HILDALE CITY HALL, 320 EAST, NEWEL AVENUE, WHICH MEETING SHALL BEGIN AT 6:30 P.M. MDT.

THE AGENDA SHALL BE AS FOLLOWS:

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF MINUTES OF PREVIOUS MEETING [PG 1-3]
5. PUBLIC COMMENT
6. PUBLIC HEARING
  - A. REZONE APPLICATION FOR LOT HD-SHCR-1-10 (785 N HOMESTEAD ST.) [PG 4-12]
  - B. REZONE APPLICATION FOR LOTS HD-SHCR-3-35 & HD-SHCR-3-40 (865 N ELM ST. & 860 N MAPLE ST.) [PG 13-23]
  - C. REZONE APPLICATION FOR LOT HD-SHCR-3-5 (925 N ELM) [PG 24-37]
7. CONSIDERATION AND POSSIBLE ACTION ON THE FOLLOWING RE-ZONE APPLICATIONS:
  - A. HD-SHCR-1-10 (785 N HOMESTEAD ST.) [PG 4-12]
  - B. REZONE APPLICATION FOR LOTS HD-SHCR-3-35 & HD-SHCR-3-40 (865 N ELM ST. & 860 N MAPLE ST.) [PG 13-23]
  - C. REZONE APPLICATION FOR LOT HD-SHCR-3-5 (925 N ELM) [PG 24-37]
8. UPDATE ON MASTER PLANNING [PG 38-62]
9. ADJOURNMENT

Agenda items and any variables thereto are set for consideration, discussion, approval or other action. The City Council may, by motion, recess into executive session which is not open to the public, to receive legal advice from the City attorney(s) on any agenda item, or regarding sensitive personnel issues, or concerning negotiations for the purchase, sale or lease of real property. Council Members may be attending by telephone. Agenda may be subject to change up to 24 hours prior to the meeting. Individuals needing special accommodations should notify the City Recorder at 435-874-2323 at least three days prior to the meeting.

# Hildale City Planning Commission Meeting

320 East Newel Avenue, Hildale, Utah 84784

Thursday, August 15, 2019 6:30 pm

## Present:

**Commissioners:** Charles Hammon, Nathan Fischer, Rex Jessop, Derick Holm, Tracy Barlow, Jenn Kesselring

**Staff:** Kyle Layton, Christian Kesselring, Vincen Barlow, Mariah La Corti

**Public:** David Steed, Chris Barrett, Rex Wilkey, Dale Jeffs, Isaac Wyler, Allen Steed

(this list may be incomplete)

**Court Monitor:** Roger Carter

## #1 Call to Order

Meeting called to order at 6:30 pm.

## #2. Roll Call

Roll was taken, quorum present.

## #3. Pledge of Allegiance

Nathan led the crowd in the pledge of allegiance.

## #4. Approval of Minutes of Previous Meeting

Charles requested item agendas 4 and 5 be switched.

No corrections noted.

**Nathan Fischer moved to approve the minutes of the July 15, 2019 meeting.**

**Derick Holm seconded. Roll call vote:**

	YES	NO	ABSTAIN
Charles Hammon			X
Nathan Fischer	X		
Tracy Barlow			X
Derick Holm	X		
Jenn Kesselring			X
Rex Jessop	X		

Motion carried.

Charles briefly discussed the issue of privacy fences in relation to general commercial in residential zones.

## #5. Public Comment

Willie Jessop addressed the council regarding road widths. He will be requesting a PUD (PDO) for this topic specifically and would like feedback from the Commission.

**#6. Public Hearing**

Christian disclosed a possible conflict of interest, having represented the applicant previously as an Attorney.

Kyle Layton presented. This is a re-zone application for a parcel on Jessop/Hildale Street) from R1-8 to GC or M-1. The intended use for the property is the growing of hemp. This property is in close proximity to a school, public library, city hall and numerous residents. Staff would recommend that the commission strongly take into account any issues brought up during the public hearing due to the nature of the business that is being proposed at this location.

**Jenn Kesselring moved to open the Public Hearing on the Rezone of HD-SCHR-9-1 (345 East Jessop Avenue)**

**Nathan Fischer seconded. Roll call vote:**

	YES	NO	ABSTAIN
Charles Hammon	X		
Nathan Fischer	X		
Tracy Barlow	X		
Derick Holm	X		
Jenn Kesselring	X		
Rex Jessop	X		

Motion carried.

Willie Jessop expressed concerns about the effect of allowing this right across from a school. He feels that the property can have a better use, such as residential.

Chris Barrett, the Principal of Water Canyon Elementary, expressed the Washington County School Districts strong opposition to allowing this type of agriculture so close to the school.

Allen Steed, who lives next to this property, feels that allowing this would be a nuisance, he strongly objected approval of the request.

Isaac Wyler spoke in representation of the application. He explained that the climate in Hildale allows for a perfect start for industrial hemp. The business plan is to start the plant here in a greenhouse and move it to the farm up north until maturity. He indicated the desire of the business to aide in the economic development of the city by providing jobs.

**Tracy Barlow moved to close the Public Hearing.**

**Jenn Kesselring seconded. Roll call vote:**

	YES	NO	ABSTAIN
Charles Hammon	X		
Nathan Fischer	X		
Tracy Barlow	X		
Derick Holm	X		
Jenn Kesselring	X		

Rex Jessop	X		
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Motion carried.

Jenn expressed concerns about changing the zoning to general commercial because of the potential for other types of commercial businesses that may be able to locate here.

Charles brought up the issue of general commercial within residential neighborhoods. He feels that other land options are available for this type of business.

**Charles Hammon moved to recommend the City Council deny the zoning map amendment requested by Acira Laboratories LLC based on the findings set forth in the staff report.**

**Rex Jessop seconded. Roll call vote:**

	YES	NO	ABSTAIN
Charles Hammon	X		
Nathan Fischer	X		
Tracy Barlow	X		
Derick Holm	X		
Jenn Kesselring	X		
Rex Jessop	X		

Motion carried.

## **#8. Work Session**

### **A. Ordinance Pertaining to Off-Site Improvements**

Charles gave Commissioners brief history on the temporary stay of off-site improvements. The Planning Commission has been asked to come up with a strategy on how to address off-site improvements for when the temporary order expires.

Lengthy discussion was had on utilities, roads, subdivided and non-subdivided properties, fire hydrants on undeveloped roads, city master plan, and drainage.

Commissioners decided that it would be good to start with a low, minimum requirement for anybody splitting a property (utilities and at least chip and seal).

Kyle was directed to create an outline for the next meeting.

### **B. General Plan Update**

The general plan is being prioritized; the city has dedicated funds that Kyle hopes to match with a CDBG grant. It has been recommended that the city do the legwork for the general plan and contract with a company for reviewing the work. Capital facilities and road improvement plans will also be needed. Another update will be given at the next meeting.

## **#9. Adjournment**

With no other business, meeting adjourned at 8:16 pm.

# HILDALE CITY PLANNING COMMISSION APPLICATION STAFF REPORT

**Project/Applicant Name:** Jayson and Daisy Cooke

**Project Address:** 785 N Homestead St.

**Current Zoning:** RA-1

**Proposed Zoning:** RA.5

## **Summary of Application**

The Applicant is requesting an amendment to the zoning map to change 1 lot(s) located on the south west corner of Utah Ave. and Homestead St. from RA-1 (Residential Agricultural 1 Acre) to RA.5 (Residential Agricultural ½ Acre) zoning, for the stated purpose to create a lot split.

## **Background**

The property was given RA-1 Zoning during the original creation of the zoning map. The lot consists of approximately 0.85 Acres and includes a residence of approximately 3,210 sq ft located on the east half of the property.

## **General Plan and Zoning**

The property is bordered by open space to the north and RA-1 on the three other sides. The general plan shows this area as low density residential

## **Analysis**

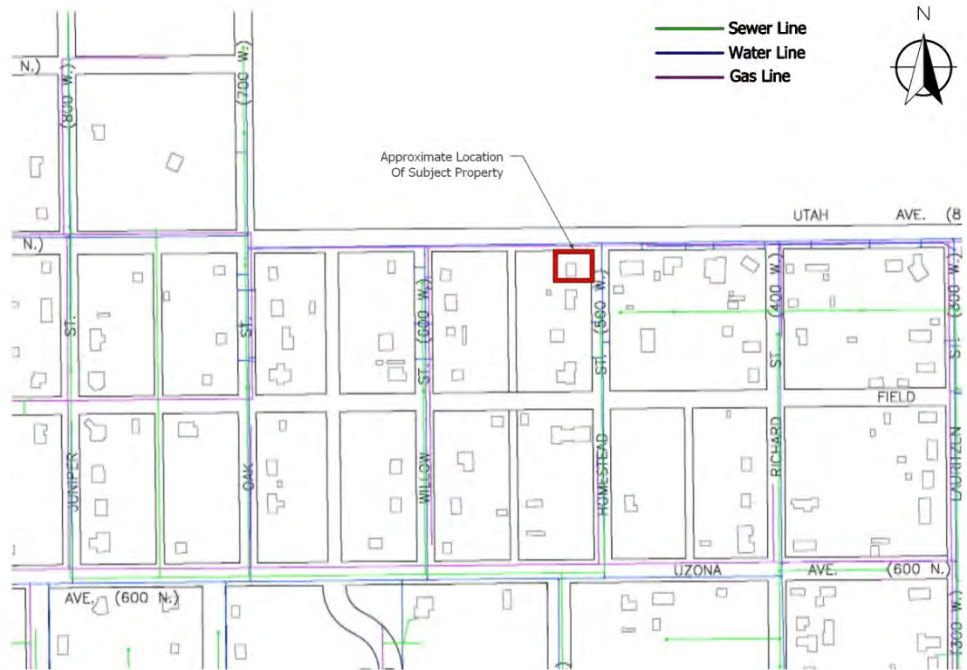
This is a corner lot making it ideal for the proposed purpose.

Utilities:

Water: Water lines run east to west along Utah Ave. as well as north to south along Homestead St.

Gas: Gas lines run East to west along Utah Avenue

Sewer: Sewer is currently running north along Homestead coming from Uzona Ave. Map shows sewer stopping in the middle of the block between Field and Utah Ave.



**Staff Recommendation**

Staff believes this is a good location for a lot split. Utilities will be fairly easy to access with the possible exception of the sewer.

**Sample Motions**

1. (Approve without conditions) **I move we recommend that the City Council approve the zoning map amendment requested by Jayson and Daisy Cooke based on the findings set forth in the staff report.**
2. (Approve with conditions) **I move we recommend that the City Council approve the zoning map amendment requested by Jayson and Daisy Cooke with the following conditions: [list conditions].**
3. (Deny) **I move we recommend the City Council deny the zoning map amendment requested by Jayson and Daisy Cooke based on the following findings. [list findings]**



122 E. Grand Ave. Hildale, UT 84744-0000 P.O. Box 240000 Provo, UT 84602-0000

Fee: \$100

For Office Use Only:

File No. \_\_\_\_\_

Receipt No. 110895943

*Angeline*

# ZONE CHANGE APPLICATION

Name: Jayson and Daisy Cooke

Telephone: [REDACTED]

Address: 785 N. Homestead Street

Fax No. \_\_\_\_\_

Agent (If Applicable): \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: [REDACTED]

Address/Location of Subject Property: 785 N. Homestead Street

Tax ID of Subject Property: HD-SHCP-1-10 Existing Zone District: RA1

Proposed Zoning District and reason for the request (Describe, use extra sheet if necessary)

We would like to sell our home but want to keep half an acre to possibly build on in the future.

Submittal Requirements: The zone change application shall provide the following:

- a. The name and address of every person or company the applicant represents;
- b. An accurate property map showing the existing and proposed zoning classifications;
- c. All abutting properties showing present zoning classifications;
- d. An accurate legal description of the property to be rezoned;
- e. Stamped envelopes with the names and addresses of all property owners within 250 feet of the boundaries of the property proposed for rezoning.
- f. Warranty deed or preliminary title report or other document (see attached Affidavit) showing evidence that the applicant has control of the property

**Note: It is important that all applicable information noted above along with the fee is submitted with the application. An incomplete application will not be scheduled for Planning Commission consideration. Planning Commission meetings are held on the third Monday of each month at 6:30 p.m. The deadline date to submit the application is 14 days prior to the scheduled meeting. Once your application is deemed complete, it will be put on the agenda for the next Planning Commission meeting. A deadline missed or an incomplete application could result in a month's delay.**

\*\*\*\*\*

(Office Use Only)

Date Received: 9/3/19

Application Complete: YES  NO

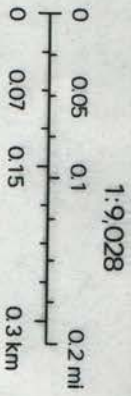
Date application deemed to be complete: 9/3/19 Completion determination made by: KYLE LARSON

# Hildale City Zoning districts



8/28/2019, 4:06:46 PM

- Municipal Boundary
- Parcels
- APO - Agriculture protection overlay
- HDO - Historic district overlay
- PDO - Planned development overlay
- SLO - Sensitive lands overlay
- EIO - Extraction Industries overlay



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus



### Legal Description

A TRACT OF LAND LOCATED IN SECTION 33, TOWNSHIP 43 SOUTH, RANGE 10 WEST, SALT LAKE BASE AND MERIDIAN, WASHINGTON COUNTY, UTAH, BEING FURTHER DESCRIBED AS FOLLOWS: BEGINNING AT THE CENTER OF SAID SECTION: THENCE S 89°56'24" E A DISTANCE OF 661.65 FEET; THENCE S 89°59'29" E A DISTANCE OF 659.82 FEET; THENCE S 89°57'56" E A DISTANCE OF 651.66 FEET ALONG THE CENTER SECTION LINE; THENCE S 0°06'34" W A DISTANCE OF 1235.92 FEET TO A POINT ON THE STATE LINE OF UTAH AND ARIZONA AS DEFINED BETWEEN MILE POSTS 58 AND 60.19 BY PREVIOUS COLORADO CITY STREET DEDICATION PLATS; THENCE S 89°53'30" W A DISTANCE OF 1969.02 FEET ALONG SAID STATE LINE TO THE GLO LOCATION OF THE SOUTH 1/4 CORNER OF SAID SECTION 33; THENCE N 0°04'51" W A DISTANCE OF 1240.83 FEET ALONG THE CENTER SECTION LINE OF SAID SECTION 33 TO THE POINT OF BEGINNING. LESS AND EXCEPTING A TRACT OF LAND LOCATED IN THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 43 SOUTH, RANGE 10 WEST, SALT LAKE BASE AND MERIDIAN, SAID POINT BEING SOUTH 89°58'00" EAST A DISTANCE OF 694.62 FEET, AND SOUTH A DISTANCE OF 43.00 FEET FROM THE CENTER OF SAID SECTION 33; BEING FURTHER DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF UTAH AVENUE (800 NORTH) AND THE EAST RIGHT-OF-WAY LINE OF WILLOW STREET (600 WEST), AND RUNNING THENCE SOUTH 89°57'57" EAST A DISTANCE OF 282.00 FEET; THENCE SOUTH 00°08'44" EAST A DISTANCE 131.61 FEET; THENCE NORTH 89°59'53" WEST A DISTANCE OF 281.94 FEET; THENCE NORTH 00°10'26" WEST A DISTANCE OF 131.77 FEET TO THE POINT OF BEGINNING.

TAX ID	OWNER	ADDRESS 1	CITY	STATE	ZIP
HD-SHCR-1-16	DRAPER EZRA	10444 COYOTE CLUB AVE	LAS VEGAS	NV	89129
HD-SHCR-1-17	FISCHER SAMUEL CRIS TR, FISCHER SAMUEL CARLOS TR, FISCHER LINDSEY DANIEL TR	PO BOX 3212	BONNERS FERRY	ID	83805-3212
HD-SHCR-1-12	JESSOP GLADE JR & MATTIE	PO BOX 607	HILDALE	UT	84784-0607
HD-SHCR-1-18	UNITED EFFORT PLAN	PO BOX 959	HILDALE	UT	84784
HD-0-3-33-230	WYLER ROGER A & CRYSTAL D	PO BOX 2102	COLORADO CITY	AZ	86021

**AFFIDAVIT**  
**PROPERTY OWNER**

STATE OF UTAH Hildale,  
COUNTY OF Washington

I (we), Jayson and Daisy Cooke, being duly sworn, depose and say that I (we) am (are) the owner(s) of the property identified in the attached application and that the statements herein contained and the information provided identified in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge. I (we) also acknowledge that I have received written instructions regarding the process for which I am applying, and the Hildale City Planning staff have indicated they are available to assist me in making this application.

Jayson Cooke  
\_\_\_\_\_  
(Property Owner)  
Daisy Cooke  
\_\_\_\_\_  
(Property Owner)

State of Utah  
County of Washington

Subscribed and sworn to me this 28<sup>th</sup> day of August 2019 by Jason Jayson Cooke & Daisy Cooke.

Lisa Jeffs  
\_\_\_\_\_  
(Notary Public)

Residing in: Washington Co., Utah  
My Commission Expires: 6/28/21



**Agent Authorization**

I (we), \_\_\_\_\_, the owner(s) of the real property described in the attached application, do authorize as my (our) agent(s) \_\_\_\_\_ to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative or legislative body in the City considering this application and to act in all respects as our agent in matters pertaining to the attached application.

\_\_\_\_\_  
(Property Owner)  
\_\_\_\_\_  
(Property Owner)

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
(Notary Public)

Residing in: \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_



**Hildale City**  
320 E.Newel Ave  
Hildale, UT 84784  
435-874-1160  
ar@hildalecity.com

**XBP Confirmation Number: 66275200**

▶ Transaction detail for payment to Hildale City.		Date: 08/28/2019 - 4:37:17 PM	
Transaction Number: 110895943PT Visa — XXXX-XXXX-XXXX-1817 Status: <b>Successful</b>			
Account #	Item	Quantity	Item Amount
	Land Use	1	\$100.00
<b>TOTAL:</b>			<b>\$100.00</b>

**Billing Information**  
JAYSON OR DAISY COOKE  
785 NORTH HOMESTEAD  
STREET  
HILDALE, UT 84784  
435-229-8765

**Transaction taken by: AChatwin**



August 3<sup>rd</sup>, 2019

RE: Notice of Public Hearing — Re-zone Request

Parcel Numbers: HD-SHCR-1-10

Address: 785 N Homestead St.

To Whom it May Concern:

You are invited to a public hearing to give any input you may have, as a neighboring property owner, regarding a request to re-zone the above-listed parcel(s) from RA-1 (Residential Agriculture 1 acre to RA.5 (Residential Agricultural ½ Acre). The regulations, prohibitions, and permitted uses that the property will be subject to, if the zoning map amendment is adopted, can be found in the Hildale City Land Use Ordinance, available in the City Recorder's office or [at http://hildalecity.com/wp-content/uploads/2018/11/LU-Ordinance-V2.pdf](http://hildalecity.com/wp-content/uploads/2018/11/LU-Ordinance-V2.pdf). The hearing will be held August 16th at 6:30 PM. MDT, at Hildale City Hall, which is located at 320 East Newel Avenue, Hildale, Utah.

Any objections, questions or comments can be directed by mail to the City of Hildale, Attn: Planning and Zoning Administrator, P.O. Box 840490, Hildale, Utah 84784, or in person at the Hildale City Hall. The Planning and Zoning Administrator can be reached by phone at (435) 874-2323, or by email at [kylel@hildalecity.com](mailto:kylel@hildalecity.com). Any owner of property located entirely or partially within the proposed zoning map amendment may file a written objection to the inclusion of the owner's property in the proposed zoning map amendment, not later than 10 days after day of the first public hearing. Each written objection filed with the municipality will be provided to the Hildale City Council.

Sincerely,

**Kyle Layton**  
**Planning and Zoning Director**  
**Tel: (435) 819-0128**



**CITY OF HILDALE**  
P.O. Box 840490 • 320 E. NEWEL AVE.  
HILDALE, UT 84784

## **HILDALE CITY PLANNING COMMISSION APPLICATION STAFF REPORT**

**Project/Applicant Name:** Chloe Davis

**Project Address:** 865 N Elm St. & 860 N Maple St.

**Current Zoning:** RA-1

**Proposed Zoning:** RA.5

### **Summary of Application**

The Applicant is requesting an amendment to the zoning map to change 2 lot(s) located on Elm St. and Maple St. from RA-1 (Residential Agricultural 1 acre) to RA.5 (Residential Agricultural) zoning, for the stated purpose to merge the back half acre onto existing south lots.

### **Background**

The properties were given RA-1 Zoning during the original creation of the zoning map. The east lot consists of approximately 1.00 Acre and includes a residence of approximately 3,136 sq ft located on the east half of the property. The West lot consists of approximately 1.01 Acres and includes an unfinished residence of approximately 4,142 sq ft located on the west half of the property

### **General Plan and Zoning**

The property is surrounded by RA-1 properties with GC to the South West. The general map shows this area as low density residential

### **Analysis**

The intention of this application is to create two half acre lots which will be merged into the two 1 acre lots to the south. The property will be used to create a greenspace area for the cabins that are being built as well as the two homes that are existing. There are no plans to run separate utilities to this green space.

### **Staff Recommendation**

Because of the plans to merge the properties with the properties to the south there shouldn't be any issues as far as utilities or access. Any improvements to the new properties will have to go through the building department for review and will adhere to any of our regulations.

### **Sample Motions**

1. (Approve without conditions) **I move we recommend that the City Council approve the zoning map amendment requested by Chloe Davis based on the findings set forth in the staff report.**
2. (Approve with conditions) **I move we recommend that the City Council approve the zoning map amendment requested by Chloe Davis with the following conditions: [list conditions].**
3. (Deny) **I move we recommend the City Council deny the zoning map amendment requested by Chloe Davis based on the findings set forth in the staff report.**



**Fee: \$100**

*For Office Use Only:*

File No. \_\_\_\_\_

Receipt No. 11100/561

*Angellee*

## ZONE CHANGE APPLICATION

Name: Chloe Davis Telephone: [REDACTED]

Address: 865 N Elm #159 Hildale UT 84784 Fax No. \_\_\_\_\_

Agent (If Applicable): \_\_\_\_\_ Telephone: \_\_\_\_\_

Email: [REDACTED]

Address/Location of Subject Property: 865 N Elm St. & 860 N Maple St.

Tax ID of Subject Property: HD-SHCR-3-35 & HD-SHCR-3-40 Existing Zone District: RA-1

Proposed Zoning District and reason for the request (Describe, use extra sheet if necessary)

I am requesting a rezoning of two back to back acre lots from RA-1 to RA-.5. See attached

**Submittal Requirements:** The zone change application shall provide the following:

- a. The name and address of every person or company the applicant represents;
- b. An accurate property map showing the existing and proposed zoning classifications;
- c. All abutting properties showing present zoning classifications;
- d. An accurate legal description of the property to be rezoned;
- e. Stamped envelopes with the names and addresses of all property owners within 250 feet of the boundaries of the property proposed for rezoning.
- f. Warranty deed or preliminary title report or other document (see attached Affidavit) showing evidence that the applicant has control of the property

**Note:** It is important that all applicable information noted above along with the fee is submitted with the application. An incomplete application will not be scheduled for Planning Commission consideration. Planning Commission meetings are held on the third Monday of each month at 6:30 p.m. The deadline date to submit the application is 14 days prior to the scheduled meeting. Once your application is deemed complete, it will be put on the agenda for the next Planning Commission meeting. A deadline missed or an incomplete application could result in a month's delay.

\*\*\*\*\*

(Office Use Only)

Date Received: 9/3/19 Application Complete: YES  NO

Date application deemed to be complete: 9/3/19 Completion determination made by: KC



August 30, 2019

Dear Hildale Planning Zoning Commission and Hildale City Council:

I am asking for the rezone of two back to back properties in Hildale for the intention of developing the back two .5 acres of each lot into a private one-acre green space. This private green space will be used and enjoyed by residents from the listed two properties as well as the southern adjacent Water Canyon Resort guests.

Sincerely,

Chloe Davis



**Hildale City**  
320 E.Newel Ave  
Hildale, UT 84784  
435-874-1160  
ar@hildalecity.com

XBP Confirmation Number: **66367842**

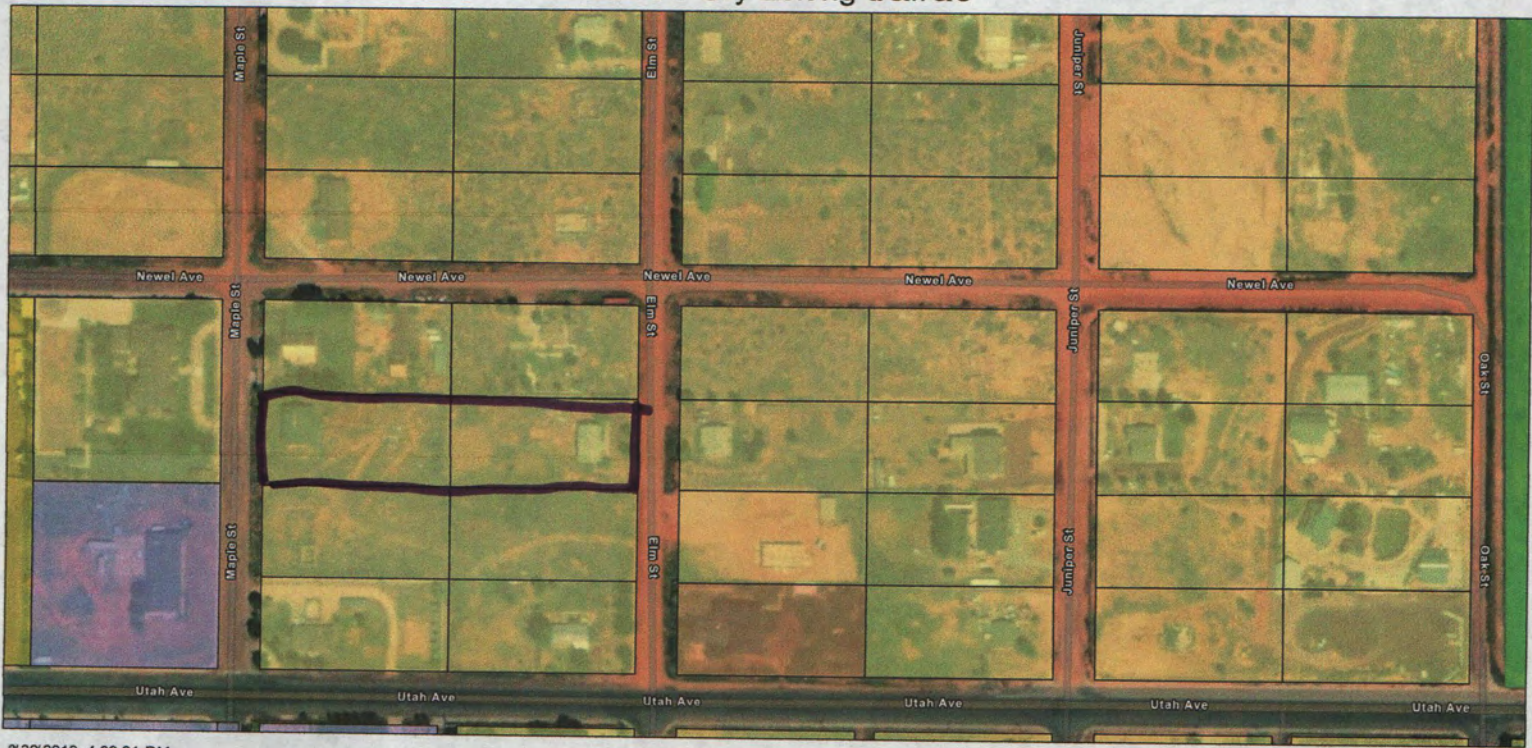
▶ Transaction detail for payment to Hildale City.		Date: 08/30/2019 - 4:56:59 PM	
Transaction Number: 111001561PT Visa — XXXX-XXXX-XXXX-1913 Status: <b>Successful</b>			
Account #	Item	Quantity	Item Amount
	Land Use	1	\$100.00

**TOTAL: \$100.00**

**Billing Information**  
CHLOE DAVIS  
865 NORTH ELM  
HILDALE, UT 84784  
208-757-76333

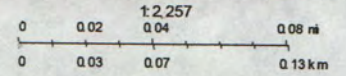
Transaction taken by: AChatwin

# Hiddle City Zoning districts



8/30/2019, 4:38:21 PM

- |                                     |                                    |                                     |                                    |                                     |
|-------------------------------------|------------------------------------|-------------------------------------|------------------------------------|-------------------------------------|
| Municipal Boundary                  | SLO- Sensitive lands overlay       | A-5- Agricultural 5                 | R1-6- Single family residential 6  | GC- General commercial              |
| Parcels                             | B-O- Extraction industries overlay | RA-1- Residential-agricultural 1    | RM1- Multiple family residential 1 | HC- Highway commercial              |
| <b>Zoning Districts</b>             |                                    |                                     |                                    |                                     |
| APO- Agriculture protection overlay | A-40- Agricultural 40              | RA-5- Residential-agricultural 5    | RM2- Multiple family residential 2 | PC- Planned commercial              |
| HDO- Historic district overlay      | A-20- Agricultural 20              | R1-15- Single family residential 15 | RM3- Multiple family residential 3 | POC- Pedestrian-oriented commercial |
| PDO- Planned development overlay    | A-10- Agricultural 10              | R1-10- Single family residential 10 | MHRV- Mobile home/ RV park         | PF- Public facilities               |
|                                     |                                    | R1-8- Single family residential 8   | NC- Neighborhood commercial        | BMP- Business/manufacturing park    |
|                                     |                                    |                                     | PO- Professional office            |                                     |



Source: Esri, Digital Globe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Sunrise Goud SMART GIS, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and

Hiddle City  
Sunrise Goud SMART GIS

HD-SHCR-3-35

**Legal Description**

BEGINNING AT THE CENTER OF SAID SECTION 33 AND RUNNING THENCE N 89°59'86" W A DISTANCE OF 658.51 FEET TO A FOUND BOLT; THENCE N 89°57'40" W A DISTANCE OF 1319.64 FEET TO A FOUND PK NAIL; THENCE N 0°03'55" W A DISTANCE OF 1321.79 FEET TO A POINT ON THE NORTH 1/16TH LINE; THENCE N 89°58'11" E A DISTANCE OF 659.49 FEET ALONG THE NORTH 1/16TH LINE OF SECTION 83, TO THE NORTHWEST 1/16TH CORNER OF SAID SECTION 33; THENCE N 89°59'06" E ALONG THE 1/16TH LINE A DISTANCE OF 1318.30 FEET TO THE CENTER NORTH 1/16TH CORNER OF SAID SECTION 33; THENCE S 0°04'51" E 1323.45 FEET TO THE POINT OF BEGINNING.

HD-SHCR-3-40

**Legal Description**

BEGINNING AT THE CENTER OF SAID SECTION 33 AND RUNNING THENCE N 89°59'86" W A DISTANCE OF 658.51 FEET TO A FOUND BOLT; THENCE N 89°57'40" W A DISTANCE OF 1319.64 FEET TO A FOUND PK NAIL; THENCE N 0°03'55" W A DISTANCE OF 1321.79 FEET TO A POINT ON THE NORTH 1/16TH LINE; THENCE N 89°58'11" E A DISTANCE OF 659.49 FEET ALONG THE NORTH 1/16TH LINE OF SECTION 83, TO THE NORTHWEST 1/16TH CORNER OF SAID SECTION 33; THENCE N 89°59'06" E ALONG THE 1/16TH LINE A DISTANCE OF 1318.30 FEET TO THE CENTER NORTH 1/16TH CORNER OF SAID SECTION 33; THENCE S 0°04'51" E 1323.45 FEET TO THE POINT OF BEGINNING.

Special Warranty Deed Page 1 of 2  
Russell Shirts Washington County Recorder  
09/03/2019 10:53:08 AM Fee \$40.00 By UNITED  
EFFORT PLAN TRUST

**WHEN RECORDED, RETURN TO:**

Chloe E. Davis  
P.O. Box 840159  
Hildale, Utah 84784

---

APN: HD-SHCR-3-40

**SPECIAL WARRANTY DEED**

For good and valuable consideration, THE UNITED EFFORT PLAN TRUST ("Grantor"), does hereby convey to CHLOE E. DAVIS ("Grantee"), the following described real property situated in Washington County, Utah, together with all rights, privileges, easements and appurtenant benefits relating thereto and all improvements located thereon (the "Property"):

LOT 40, SHORT CREEK SUBDIVISION #3, ACCORDING TO THE OFFICIAL PLAT THEREOF ON FILE AND OF RECORD IN THE WASHINGTON COUNTY RECORDER'S OFFICE.

SUBJECT TO: easements, rights of way, restrictions, reservations, and encumbrances of record and those enforceable in law and equity.

EXCEPT FOR all water rights, if any, appurtenant to the Property, which Grantor does not convey and retains for itself;

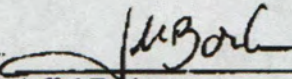
AND THE GRANTOR hereby binds itself and its successors to warrant and defend the title against the acts of the Grantor and no other, subject to the matters set forth above.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, Grantor has executed this Special Warranty Deed as of  
the 3 day of September, 2019.

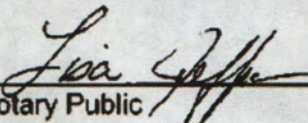
**GRANTOR:**

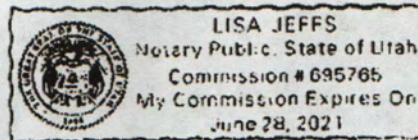
**THE UNITED EFFORT PLAN TRUST**

By:   
Jeff J Barlow  
Executive Director

STATE OF UTAH                    )  
  ) ss.  
COUNTY OF WASHINGTON)

On the 3<sup>rd</sup> day of Sept, 2019, before me Lisa Jeffs, a notary  
public, personally appeared Jeff J Barlow, proved on the basis of satisfactory evidence to be the  
person whose name is subscribed to in this document, and acknowledged he/she/they executed  
the same.

  
Notary Public



AFFIDAVIT  
PROPERTY OWNER

STATE OF UTAH )

COUNTY OF Washington

I (we), Chloe E Davis, being duly sworn, depose and say that I (we) am (are) the owner(s) of the property identified in the attached application and that the statements herein contained and the information provided identified in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge. I (we) also acknowledge that I have received written instructions regarding the process for which I am applying, and the Hildale City Planning staff have indicated they are available to assist me in making this application.

Chloe E Davis  
(Property Owner)

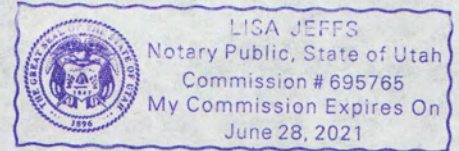
\_\_\_\_\_  
(Property Owner)

Subscribed and sworn to me this 3 day of September 2019, by Chloe E Davis.

Lisa Jeffs  
(Notary Public)

Residing in: Washington Co., Utah

My Commission Expires: 6/28/21



Agent Authorization

I (we), \_\_\_\_\_, the owner(s) of the real property described in the attached application, do authorize as my (our) agent(s) \_\_\_\_\_ to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative or legislative body in the City considering this application and to act in all respects as our agent in matters pertaining to the attached application.

\_\_\_\_\_  
(Property Owner)

\_\_\_\_\_  
(Property Owner)

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

\_\_\_\_\_  
(Notary Public)

Residing in: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_



September 3, 2019

RE: Notice of Public Hearing — Re-zone Request

Parcel Numbers: HD-SHCR-3-35  
HD-SHCR-3-40

Address: 865 N Elm St.  
860 N Maple St.

To Whom it May Concern:

You are invited to a public hearing to give any input you may have, as a neighboring property owner, regarding a request to re-zone the above-listed parcel(s) from RA-1 (Residential Agricultural) to RA.5 (Residential Agricultural ½ Acre). The regulations, prohibitions, and permitted uses that the property will be subject to, if the zoning map amendment is adopted, can be found in the Hildale City Land Use Ordinance, available in the City Recorder's office or at <http://hildalecity.com/wp-content/uploads/2018/11/LU-Ordinance-V2.pdf>. The hearing will be held September 16th at 6:30 PM. MDT, at Hildale City Hall, which is located at 320 East Newel Avenue, Hildale, Utah.

Any objections, questions or comments can be directed by mail to the City of Hildale, Attn: Planning and Zoning Administrator, P.O. Box 840490, Hildale, Utah 84784, or in person at the Hildale City Hall. The Planning and Zoning Administrator can be reached by phone at (435) 874-2323, or by email at [kylel@hildalecity.com](mailto:kylel@hildalecity.com). Any owner of property located entirely or partially within the proposed zoning map amendment may file a written objection to the inclusion of the owner's property in the proposed zoning map amendment, not later than 10 days after day of the first public hearing. Each written objection filed with the municipality will be provided to the Hildale City Council.

Sincerely,

**Kyle Layton**  
Planning and Zoning Director  
Tel: (435) 819-0128



**CITY OF HILDALE**  
P.O. Box 840490 • 320 E. NEWEL AVE.  
HILDALE, UT 84784



## **HILDALE CITY PLANNING COMMISSION APPLICATION STAFF REPORT**

**Project/Applicant Name:** Paul Barlow

**Project Address:** 922 N. Elm St.

**Current Zoning:** RA-1

**Proposed Zoning:** RA.5

### **Summary of Application**

The Applicant is requesting an amendment to the zoning map to change 1 lot(s) located on the north west corner of Newel Ave. and Elm St. from RA-1 (Residential Agricultural 1 acre) to RA.5 (Residential Agricultural) zoning, for the stated purpose to split the lot into ½ Acre lots and develop single family dwellings.

### **Background**

The property was given RA-1 Zoning during the original creation of the zoning map. The east lot consists of approximately 0.98 Acres and includes a foundation on the east half of the property.

### **General Plan and Zoning**

The property is surrounded by RA-1 properties on all four sides. The general map shows this area as low density residential

### **Analysis**

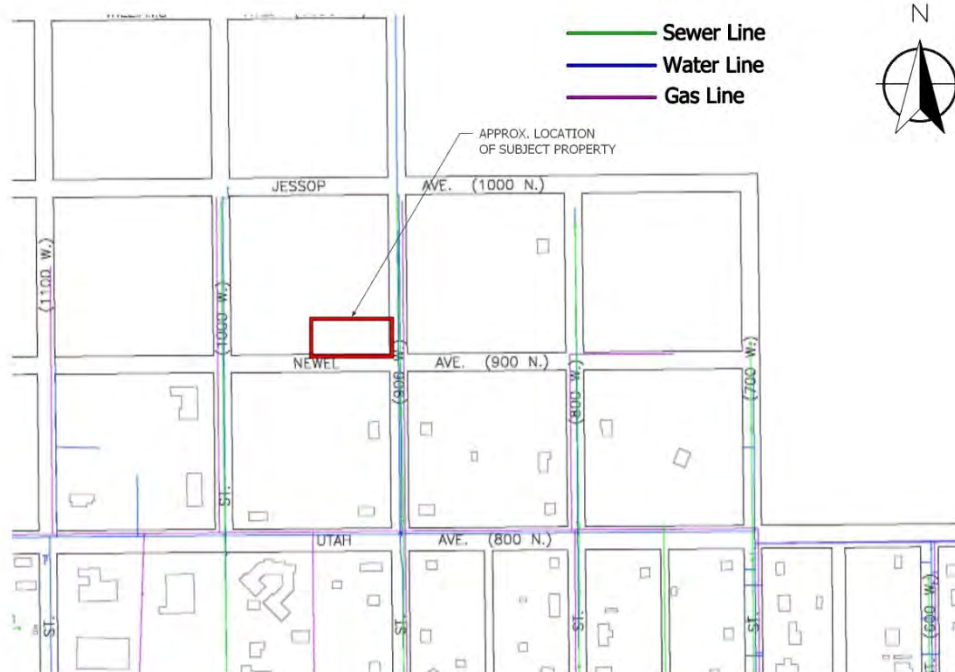
The lot is a corner lot and would be a good location for a lot split provided the applicant understands that utilities must be provided to both lots or a deed restriction will be placed on the lot stating that no utilities have been stubbed in to that lot which will be recorded with the subdivision.

Utilities:

Water: The current utility map shows a water line running north to south along Elm St. this line ties into the water tanks to the north.

Sewer: The current utility map shows a sewer line running north along Elm St. and stopping at Jessop Ave.

Gas: The current utility map shows a Gas line running north along Elm St. and stopping at Jessop Ave.



### **Staff Recommendation**

There may be some additional costs in order to run utilities to the west half of the split. However being a corner lot makes this location ideal to change to ½ acre properties.

### **Sample Motions**

1. (Approve without conditions) **I move we recommend that the City Council approve the zoning map amendment requested by Paul Barlow based on the findings set forth in the staff report.**
2. (Approve with conditions) **I move we recommend that the City Council approve the zoning map amendment requested by Paul Barlow with the following conditions: [list conditions].**

3. **(Deny) I move we recommend the City Council deny the zoning map amendment requested by Paul Barlow based on the findings set forth in the staff report.**



Fee: \$100

For Office Use Only:  
File No. \_\_\_\_\_  
Receipt No. 1046217

*Angelene 8/01/19*

### ZONE CHANGE APPLICATION

Name: PAUL BARLOW Telephone: [REDACTED]  
Address: P.O. Box 842128, HILDALE, UT Fax No. —  
Agent (If Applicable): NA Telephone: —  
Email: [REDACTED]

Address/Location of Subject Property: 925 N. ELM ST., HILDALE, UT 84784

Tax ID of Subject Property: HD-SHCR-3-5 Existing Zone District: RA-1

Proposed Zoning District and reason for the request (Describe, use extra sheet if necessary)  
RA-.5, with the intention to split the lot to 1/2 acre lots and develop two single family dwellings.

Submittal Requirements: The zone change application shall provide the following:

- a. The name and address of every person or company the applicant represents;
- b. An accurate property map showing the existing and proposed zoning classifications;
- c. All abutting properties showing present zoning classifications;
- d. An accurate legal description of the property to be rezoned;
- e. Stamped envelopes with the names and addresses of all property owners within 250 feet of the boundaries of the property proposed for rezoning.
- f. Warranty deed or preliminary title report or other document (see attached Affidavit) showing evidence that the applicant has control of the property

**Note: It is important that all applicable information noted above along with the fee is submitted with the application. An incomplete application will not be scheduled for Planning Commission consideration. Planning Commission meetings are held on the third Monday of each month at 6:30 p.m. The deadline date to submit the application is 14 days prior to the scheduled meeting. Once your application is deemed complete, it will be put on the agenda for the next Planning Commission meeting. A deadline missed or an incomplete application could result in a month's delay.**

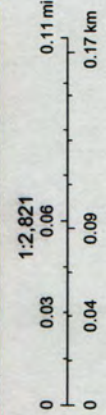
\*\*\*\*\*  
(Office Use Only)  
Date Received: 8/1/2019 Application Complete: YES  NO   
Date application deemed to be complete: 8/1/2019 Completion determination made by: KYLE L.

# Hildale City Zoning districts



8/1/2019, 11:18:37 AM

- Municipal Boundary
- Parcels
- Zoning District Overlays**
  - APO - Agriculture protection overlay
  - HDO - Historic district overlay
  - PDO - Planned development overlay
- Sensitive Lands Overlays**
  - SLO - Sensitive lands overlay
  - EIO - Extraction industries overlay
- Zoning Districts**
  - A-40 - Agricultural 40
  - A-20 - Agricultural 20
  - A-10 - Agricultural 10
- Residential Districts**
  - A-5 - Agricultural 5
  - RA-1 - Residential-agricultural 1
  - RA-5 - Residential-agricultural 5
  - R1-15 - Single-family residential 15
  - R1-10 - Single-family residential 10
  - R1-8 - Single-family residential 8
- Commercial Districts**
  - R1-6 - Single-family residential 6
  - RM-1 - Multiple-family residential 1
  - RM-2 - Multiple-family residential 2
  - RM-3 - Multiple-family residential 3
  - MH/RV - Mobile home/RV park
  - NC - Neighborhood commercial
- Industrial Districts**
  - GC - General commercial
  - HC - Highway commercial
  - PC - Planned commercial
  - POC - Pedestrian-oriented commercial
  - BMP - Business/manufacturing park
  - PO - Professional office
- Other Districts**
  - M-1 - Light industrial
  - M-2 - Heavy industrial
  - OS - Open space
  - PF - Public facilities



1:2,821  
0 0.03 0.06 0.09 0.11 mi  
0 0.04 0.09 0.17 km

Sources: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Sunrise Cloud SMART GIS®, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and

# Account 0926590

<u>Location</u>	<u>Owner</u>	<u>Value</u>
Account Number 0926590	Name BARLOW PAUL	Market (2019) \$18,000
Parcel Number HD-SHCR-3-5	PO BOX 842128	Taxable \$18,000
Tax District 02 - Hildale Town	HILDALE, UT 84784-2128	Tax Area: 02 Tax Rate: 0.011913
Acres 0.98		Type Actual Assessed Acres
Situs 925 N ELM ST , HILDALE		Non
Legal Subdivision: SHORT CREEK 3 (HD)		Primary \$18,000 \$18,000 0.980
Lot: 5		Land
Parent Accounts 0491368		
Parent Parcels HD-0-3-33-423		
Child Accounts		
Child Parcels		
Sibling Accounts		
Sibling Parcels		

## Transfers

<u>Entry Number</u>	<u>Recording Date</u>	
<a href="#">00952300</a>	<a href="#">06/20/2005 01:58:00 PM</a>	<a href="#">B: 1756 P: 2167</a>
<a href="#">00953497</a>	<a href="#">06/24/2005 02:22:00 PM</a>	<a href="#">B: 1758 P: 2339</a>
<a href="#">20140018625</a>	<a href="#">06/20/2014 11:43:33 AM</a>	
<a href="#">20150031393</a>	<a href="#">09/04/2015 09:18:35 AM</a>	
<a href="#">20180033478</a>	<a href="#">08/15/2018 04:22:07 PM</a>	
<a href="#">20180045741</a>	<a href="#">11/15/2018 02:03:46 PM</a>	
<a href="#">20190019238</a>	<a href="#">05/17/2019 02:55:23 PM</a>	

## "Tax"

## Images

<u>Tax Year</u>	<u>Taxes</u>
*2019	\$214.43
2018	\$137.67

\* Estimated

# Account 0926590 Viewing Doc Quit Claim Deed

Entry Number 20190019238      Book      Page      Recording Date 05/17/2019 02:55:23 PM

Fee \$40.00      Consideration \$1.00      Instrument Date 05/16/2019

<u>From</u>	<u>To</u>
BARLOW ZANE	BARLOW PAUL

## Legal Information

<u>Subdivision</u>	<u>Lot</u>	<u>Block</u>	<u>Unit</u>	<u>Building</u>
SHORT CREEK 3 (HD)	5			
<u>Section</u>	<u>Township</u>	<u>Range</u>		

## Legal Description

<u>Parcel Number</u>	<u>Account Number</u>	<u>Vesting Deed</u>
HD-SHCR-3-5	0926590 <a href="#">Account</a>	<input checked="" type="checkbox"/>

This document references more accounts than can be displayed. The number of accounts on this document is 1

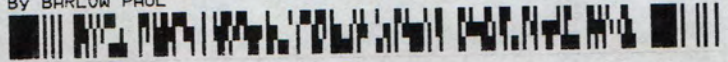
## Related Information

<u>Entry Number</u>	<u>Book</u>	<u>Page</u>
---------------------	-------------	-------------

Prepared By:  
Paul Barlow

**DOC # 20190019238**

Quit Claim Deed Page 1 of 3  
Russell Shirts Washington County Recorder  
05/17/2019 02:55:23 PM Fee \$ 40.00  
By BARLOW PAUL



After Recording Return To:  
PO Box 842128  
Hildale, Utah 84784

---

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## QUITCLAIM DEED

On May 15, 2019 THE GRANTOR(S),

- Zane Barlow, a single person,

for and in consideration of: One Dollar (\$1.00) and/or other good and valuable consideration conveys, releases and quitclaims to the GRANTEE(S):

- Paul Barlow, a single person, residing at PO Box 842128, Hildale, Washington County, Utah 84784

the following described real estate, situated in Hildale, in the County of Washington, State of Utah

### Legal Description:

The Property is one parcel of approximately 0.98 acres of land located at 925 N Elm Street, Hildale, Utah, and is legally described as Short Creek Subdivision 3, Lot 5, according to the official plat thereof on file and of record in the Washington County Recorder's Office (HD-SHCR-3-5, referred to as "Property").

Grantor does hereby convey, release and quitclaim all of the Grantor's rights, title, and interest in and to the above described property and premises to the Grantee(s), and to the Grantee(s) heirs and assigns forever, so that neither Grantor(s) nor Grantor's heirs, legal representatives or assigns shall have, claim or demand any right or title to the property, premises, or appurtenances, or any part thereof.



Tax Parcel Number: HD-SHCR-3-5

Mail Tax Statements To:

Paul Barlow

PO Box 842128

Hildale, Utah 84784

**[SIGNATURE PAGE FOLLOWS]**

**Grantor Signatures:**

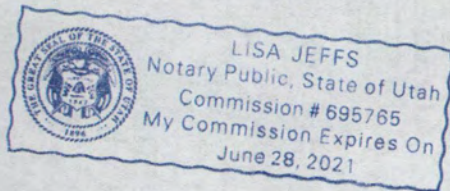
DATED: 5-16-19

Zane Barlow

Zane Barlow  
PO Box 842051  
Hildale, Utah, 84784

STATE OF UTAH, COUNTY OF WASHINGTON, ss:

This instrument was acknowledged before me on this 16<sup>th</sup> day of May, 2019,  
\_\_\_\_\_ by Zane Barlow, proved on the basis of satisfactory evidence to be the person(s) whose  
name(s) subscribed to this instrument and acknowledged (he/she/they) executed the same. Witness  
my hand and official seal.



Lisa Jeffs  
Notary Public

Notary Public  
Title (and Rank)

My commission expires 6/28/21

[Back to normal view](#)

Query: AccountNumID = 0926590

Showing 1 result on 1 page

Account#	Summary
0926590	Parcel #: <b>HD-SHCR-3-5</b> Owner: <i>BARLOW PAUL</i> Situs: <i>925 N ELM ST HILDALE 847840000</i> Legal: <b>Subdivision: SHORT CREEK 3 (HD) Lot: 5</b> Acres: 0.98 Version: 05/20/2019 11:02:04-895 AM to: MAX

TAX ID	OWNER	ADDRESS 1	ADDRESS CITY	STATE	ZIP	COUNTRY
✓ HD-SHCR-3-7	ALLEMAN RODNEY, JOHNSON TERRILL	PO BOX 840130	HILDALE	UT	84784-0130	
✓ HD-SHCR-3-5	BARLOW PAUL	PO BOX 842128	HILDALE	UT	84784-2128	
✓ HD-SHCR-3-4	BARLOW ZANE	PO BOX 842128	HILDALE	UT	84784-2128	
✓ HD-SHCR-3-15	CHATWIN MARVIN RAY & JESSICA RAE TRS	PO BOX 841464	HILDALE	UT	84784-1464	
✓ HD-SHCR-3-8	COOKE WARREN	960 N MAPLE ST	HILDALE	UT	84784	
✓ HD-SHCR-3-3	COX ALMA	15894 HARVEST CT	BRIGHTON	CO	80603	
✓ HD-SHCR-3-35	DAVIS CHLOE E	PO BOX 840159	HILDALE	UT	84784-0159	
✓ HD-SHCR-3-32	DUTSON JOHN L	PO BOX 1562	HILDALE	UT	84784-1562	
✓ HD-SHCR-3-25	DUTSON LEE	PO BOX 841586	HILDALE	UT	84784-1586	
✓ HD-SHCR-3-14	JESSOP RUSSELL	PO BOX 840422	HILDALE	UT	84784-0422	
✓ HD-SHCR-3-33	JOHNSON WINSTON T	PO BOX 841871	HILDALE	UT	84784-1871	
✓ HD-SHCR-3-16	SUNSET CAPITAL GROUP LLC	PO BOX 1490	COLORADO CITY	AZ	86021-1490	
✓ HD-SHCR-3-40	UNITED EFFORT PLAN	PO BOX 959	HILDALE	UT	84784	

Hildale City  
320 East Newel Avenue  
P. O. Box 840490  
Hildale UT 84784-0490 435-874-2323

Receipt No: 1.046217 Aug 1, 2019

PAUL BARLOW

Previous Balance: .00

MISCELLANEOUS

Land Use 925 NORTH ELM 100.00

-----

Total: 100.00

=====

Cash - Zions Bank

Check No: CASH 100.00

Payor:

PAUL BARLOW

Total Applied: 100.00

-----

Change Tendered: .00

=====



September 4, 2019

RE: Notice of Public Hearing — Re-zone Request

Parcel Numbers: HD-SHCR-3-5

Address: 925 N Elm St.

To Whom it May Concern:

You are invited to a public hearing to give any input you may have, as a neighboring property owner, regarding a request to re-zone the above-listed parcel(s) from RA-1 (Residential Agricultural 1 acre) to RA.5 (Residential Agricultural ½ acre). The regulations, prohibitions, and permitted uses that the property will be subject to, if the zoning map amendment is adopted, can be found in the Hildale City Land Use Ordinance, available in the City Recorder's office or [at http://hildalecity.com/wp-content/uploads/2018/11/LU-Ordinance-V2.pdf](http://hildalecity.com/wp-content/uploads/2018/11/LU-Ordinance-V2.pdf). The hearing will be held September 16th at 6:30 PM. MDT, at Hildale City Hall, which is located at 320 East Newel Avenue, Hildale, Utah.

Any objections, questions or comments can be directed by mail to the City of Hildale, Attn: Planning and Zoning Administrator, P.O. Box 840490, Hildale, Utah 84784, or in person at the Hildale City Hall. The Planning and Zoning Administrator can be reached by phone at (435) 874-2323, or by email at [kylel@hildalecity.com](mailto:kylel@hildalecity.com). Any owner of property located entirely or partially within the proposed zoning map amendment may file a written objection to the inclusion of the owner's property in the proposed zoning map amendment, not later than 10 days after day of the first public hearing. Each written objection filed with the municipality will be provided to the Hildale City Council.

Sincerely,

**Kyle Layton**  
**Planning and Zoning Director**  
**Tel: (435) 819-0128**



**CITY OF HILDALE**  
P.O. Box 840490 • 320 E. NEWEL AVE.  
HILDALE, UT 84784

**From:** [Michael Hansen](#)  
**To:** [Kyle Layton](#)  
**Cc:** [Brady Shakespear](#)  
**Subject:** RE: Hildale City Planning  
**Date:** Tuesday, August 27, 2019 1:21:03 PM

---

Hey Kyle – Thanks for letting us look at potential projects in Hildale. We’ve big supporters of that idea for years, and it’s great to see that Hildale is working hard to move forward.

#### THOUGHTS ON THE PROCESS...

- Typically a city’s infrastructure master plans feed information that is summarized into the general plan. Developing them simultaneously is a great approach because you can play with different scenario and strategies. The general plan can be done first IF everyone knows that it will be refined with what you later learn from infrastructure master plans. (The good thing about this is that it helps the general plan be a “living” and relevant document).
- Doing projects simultaneously can save on public interaction costs, and possibly data collection costs.
- Your list of plans is good, but you also might want to consider doing an impact fee study if you haven’t done one in the last ~5years. That initiative should be done after the other plans so they can make better assumptions.
- The bottom line for us is that the City only loses by doing nothing.

#### THOUGHTS ON GENERAL PLAN COSTS...

- In recent years, the Community Impact Board has provided funding support for general plan projects that range from \$14k-\$90k, and the average is a total cost of about \$35-40k.
- The cost driver for a general plan is the amount of public interaction the community wants the consultant to host. I would suggest that public interaction will be critical in Hildale, even though it will push the budget higher. So my guess is that we would propose a project in the \$45k range (depending on requirements of course).

#### THOUGHTS ON MASTER PLAN COSTS...

- The biggest cost driver of an infrastructure master plan is existing data availability and collection. Combining everything into a single infrastructure plan would reduce costs because meetings can be streamlined. We are starting a job for Panguitch City, which would be somewhat comparable for \$120k. This includes a capital facilities plan with stormwater master planning, transportation, culinary, sewer, and secondary water master planning.
- If they are standalone projects:
  - We have completed transportation master plans that have ranged between \$30k-\$50k.
  - For trails master plans, we did a very basic one for LaVerkin for about \$6k. I think we would expect a range to be from \$6,000 to \$12,000 for Hildale.
  - Stormwater plans would range from \$40-60k.
  - Impact Fees Studies, we have done for \$9,000 to \$10,000
  - Water/wastewater would probably range from \$40-\$60

Thanks again for reaching-out Kyle. We'd love to help Hildale find the right funding solutions and develop the best plans that will help them make better decisions for years into the future.

**Mike Hansen**  
[Rural Community Consultants](#)  
801-550-5075

*Your email is important to me. However, in order to maintain focus, I typically don't look at my email more than a few times per day. If yours is a pressing issue, please don't hesitate to call.*

---

**From:** Kyle Layton <KyleL@hildalecity.com>  
**Sent:** Tuesday, August 27, 2019 10:49 AM  
**To:** Michael Hansen <mhansen@jonesanddemille.com>; Brady Shakespear <brady.s@jonesanddemille.com>; Dustin Shaffer (dshaffer@sunrise-eng.com) <dshaffer@sunrise-eng.com>; dsh@allianceconsulting.us; tct@allianceconsulting.us  
**Subject:** Hildale City Planning

Hello,

My name is Kyle Layton I am the Planning and Zoning Director for Hildale City. I am writing you because Hildale City is currently looking into funding to complete and review some of our master plans. We felt that your firm may have an interest in doing some of these plans. I am currently in the process of figuring out what the typical industry rates to complete these plans would be. We will be looking to do the following: General plan – major overhaul of existing plan, Storm Water Master Plan – Review and possible update of current plan, Capital Improvements – Create from scratch, Transportation Plan – review and major overhaul, Master Trails – This is a wish list item that would need to be created from scratch. If you would be willing to give me a rough estimate on what the cost would be to do some of these plans, I would greatly appreciate it. We will use these rough estimates to determine the amount of funding we need to be looking for. Once we find the funding, we will put out a request for proposal to you and several other firms to come up with a finalized cost for the project. I am looking forward to hearing from you.

Thanks,

Kyle Layton  
Planning and Zoning Director  
Tel: (435) 819-0128  
CITY OF HILDALE  
P.O. Box 840490 • 320 E. NEWEL AVE.  
HILDALE, UT 84784





**From:** [Dustyn Shaffer](#)  
**To:** [Kyle Layton](#)  
**Cc:** [Joseph K Phillips](#)  
**Subject:** RE: Hildale City Planning  
**Date:** Wednesday, August 28, 2019 12:14:13 PM  
**Attachments:** [2015-01-28 Stormwater Plan WR2015-3.pdf](#)  
[2015-01-27 Wastewater WR2015-04 - Signed.pdf](#)  
[2015-02-13 General Plan Work Release 2015-1 \(signed\).pdf](#)

---

Kyle,

Attached are work releases that we did for Colorado City for Stormwater, Wastewater, and General Plan studies. They include the scopes of services and fees that were associated with the work in 2015 (Stormwater-\$64K; Wastewater-\$65K +modeling; General Plan-\$84K). It should give you and idea of what the costs might be if you add a little inflation. If you are just doing updates, then those costs should go down depending on how much you are basing the update on the previous study. For example, the Wastewater Modeling is all in place now so updating the model would be a fraction of the cost. **All of these studies included both Hildale and Colorado City facilities.**

For transportation the cost of the planning can vary considerable depending on the scope and the level of detail and analysis. A very high level look and roadway corridors could be \$20-30,000. A detailed analysis of traffic volumes, level of service, modeling, intersection designs, estimates, etc. could put a community your size over \$100,000.

As for a trails plan, the range on a study would depend on the scope and level of detail. Would it include parks and other recreation facilities? We've done a number of parks and recreation master plans (that include trails) for multiple communities in southern Utah and southern Nevada. Basic studies can be around \$20,000.

**For all of these studies, the bottom line is fully dependent on the scope of services required and the level of effort (manhours) it takes to address the issues requested.** Most everyone's (engineering firms) fees are similar and the cost would only differ in the amount of hours that are planned for.

Please let me know if you have any questions or need additional information. I will send over pdf copies of the studies that we have done in a separate email.

Sincerely,  
Dustyn

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**From:** Kyle Layton <KyleL@hildalecity.com>  
**Sent:** Tuesday, August 27, 2019 11:00 AM  
**To:** Dustyn Shaffer <dshaffer@sunrise-eng.com>  
**Subject:** RE: Hildale City Planning

Dustyn,

That would be great. Because we have had such a turnover here in Hildale sometimes we can't find things. I believe the only thing that I have found that you have already done is the stormwater plan. Most of those projects have been completed so I just wanted that gone over to see if there is anything that we have missed or feel that we need to add. If you have any of the other plans that you have done for the two cities I would greatly appreciate a copy if you wouldn't mind sending it to me.

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**From:** Dustyn Shaffer <[dshaffer@sunrise-eng.com](mailto:dshaffer@sunrise-eng.com)>

**Sent:** Tuesday, August 27, 2019 10:56 AM

**To:** Kyle Layton <[KyleL@hildalecity.com](mailto:KyleL@hildalecity.com)>

**Cc:** Joseph K Phillips <[jphillips@sunrise-eng.com](mailto:jphillips@sunrise-eng.com)>

**Subject:** RE: Hildale City Planning

Kyle,

As you are aware Sunrise completed several of the recently (last 5 years) completed master planning for Hildale and Colorado City. The plans we conducted included Culinary Water, Wastewater, Stormwater, and General Plan. I am away from my office today but tomorrow I can send over to you the scope and fees for those projects.

Sunrise also has extensive parks and trails planning experience and our Washington office houses our company's recreation specialists. I will get with Joe and get you a rough idea for cost of a trails study.

Dustyn

---

**From:** Kyle Layton <[KyleL@hildalecity.com](mailto:KyleL@hildalecity.com)>

**Sent:** Tuesday, August 27, 2019 10:49 AM

**To:** Michael Hansen <[mhansen@jonesanddemille.com](mailto:mhansen@jonesanddemille.com)>; Brady Shakespear <[brady.s@jonesanddemille.com](mailto:brady.s@jonesanddemille.com)>; Dustyn Shaffer <[dshaffer@sunrise-eng.com](mailto:dshaffer@sunrise-eng.com)>; [dsh@allianceconsulting.us](mailto:dsh@allianceconsulting.us); [tct@allianceconsulting.us](mailto:tct@allianceconsulting.us)

**Subject:** Hildale City Planning

Hello,

My name is Kyle Layton I am the Planning and Zoning Director for Hildale City. I am writing you because Hildale City is currently looking into funding to complete and review some of our master plans. We felt that your firm may have an interest in doing some of these plans. I am currently in the process of figuring out what the typical industry rates to complete these plans would be. We will be looking to do the following: General plan – major overhaul of existing plan, Storm Water Master Plan – Review and possible update of current plan, Capital Improvements – Create from scratch, Transportation Plan – review and major overhaul, Master Trails – This is a wish list item that would need to be created from scratch. If you would be willing to give me a rough estimate on what the cost would be to do some of these plans, I would greatly appreciate it. We will use these rough estimates to determine the amount of funding we need to be looking for. Once we find the funding,

we will put out a request for proposal to you and several other firms to come up with a finalized cost for the project. I am looking forward to hearing from you.

Thanks,

**Kyle Layton**  
**Planning and Zoning Director**  
**Tel: (435) 819-0128**  
**CITY OF HILDALE**  
**P.O. Box 840490 • 320 E. NEWEL AVE.**  
**HILDALE, UT 84784**





**WORK RELEASE NO. 2015-4 COVER SHEET**

**WASTEWATER MASTER PLAN**

COLORADO CITY  
PO BOX 70  
COLORADO CITY, AZ 86021

**EXECUTION AND EFFECTIVE DATE**

This Work Release No. 2015-4 has been executed by the duly authorized representatives of the parties and shall be effective as of the date of execution by the CLIENT.

**ENGINEER**

SUNRISE ENGINEERING, INC.

By: 

Name: Marvin J. Wilson, P.E.

Title: Senior Vice President

Date: 1/23/15

**CLIENT**

COLORADO CITY:

By: 

Name: David Darger

Title: Town Manager

Date: January 27, 2015



**WORK RELEASE NO. 2015-4**

This Work Release is entered into by and between COLORADO CITY (CLIENT) and SUNRISE ENGINEERING, INC. (ENGINEER).

**RECITAL**

Pursuant to Article 1 of the Agreement for Engineering and Technical Services, dated 15 September, 2014, hereinafter referred to as the "Agreement", the CLIENT and ENGINEER desire to identify certain work and service to be performed by ENGINEER pursuant to the Agreement. The CLIENT intends to retain general engineering services hereinafter referred to as "Project" and for which the ENGINEER agrees to perform various professional engineering services.

**ARTICLES**

It is agreed that the ENGINEER will perform the following:

**ARTICLE 1. PROJECT DESCRIPTION**

Provision of a Wastewater Master Plan

**ARTICLE 2. SCOPE OF SERVICE**

1. Make a site visit to investigate the wastewater treatment facility and document collection. Meet with Town staff as needed to coordinate and review information.
2. Coordinate and attend two web-based conference calls with the Town, ADEQ and UDEQ to discuss the master planning effort, and discuss options for treated wastewater reuse or recharge and associated requirements, recommended infrastructure and treatment improvements.
3. Create a project base map of the Town wastewater system including collection system piping (*location and size*), treatment plant location, and manholes, (*location, size, type, elevation, invert elevations, profiles, depth of cover*) for the purpose of providing exhibits and as the basis for a computer model. (This scope does NOT include a computer model) The base map will be prepared using existing maps and GPS data collected by Town utility staff, existing aerial photography, USGS quad maps and contour data, and other maps or existing data. Deliverable will be in hard copy, AutoCAD, and GIS formats. Apply basic land use and density plans provided by the Town. GIS mapping should be useable for operations and maintenance (including GPS coordinates).
4. Review and compile past wastewater flow, customer data and biological loading data provided by the Town to analyze the collection system and wastewater treatment facility. Estimate existing average day and peak day flow rates using the historical wastewater flow data provided by the Town. INCLUDING CENTENNIAL PARK LIFT STATION
5. Develop wastewater flow rates:
  - a. Develop population growth rates and projected future connections.

- b. Include consideration of adjacent unincorporated areas of Washington & Mohave Counties for possible inclusion.
  - c. Review land use plan and apply growth rates.
  - d. Develop average and peak day flow rates using existing data.
  - e. Apply average and peak day flow rates to population and connection figures.
6. Develop a recommended infrastructure plan, including improvements to the existing wastewater collection and treatment system for the 20-year horizon. Recommendations may include additional infrastructure dedicated for the reuse of treated wastewater or irrigation purposes or for recharge.
  7. Recommendations for the existing and future capacity of the wastewater treatment facility:
    - a. Evaluate existing hydraulic and biological loading capacity and effectiveness of wastewater treatment facility and address existing concerns.
    - b. Evaluate future hydraulic and biological loading capacity of wastewater treatment facility for 20-year horizon.
    - c. Recommend necessary treatment facility improvements including head works upgrades or replacements.
  8. Develop financial viability analysis:
    - a. Calculate infrastructure cost for recommended improvements of existing system.
    - b. Calculate infrastructure cost for 20-year development horizon.
    - c. Calculate estimated user rates in the format of a rate study.
    - d. Calculate estimated rate for Centennial Park wastewater Imp. District ↘
    - d. Prepare an Impact Fee Facilities Plan and Impact Fee Analysis to meet both Utah and
    - e. Arizona requirements. → based on flow & strength.
  9. Generate a comprehensive master plan report from tasks listed above, including mapping, data, conclusions and recommendations to the Town. Submit five hard copies and one PDF copy of the master plan to the Town.
  10. Attend four meetings in Hildale/Colorado City to present the master plan report.
  11. If directed in writing by CLIENT, ENGINEER can also provide a collection system model and perform modeling. Modeling would be completed for both the existing system and recommended improvements scenarios and for both current system demands and projected future system demands using GPS data provided by the CLIENT. The model would be prepared using H<sub>2</sub>OMap Sewer<sup>®</sup>. The system modeling would be completed using average wastewater flows into each manhole and by supplementing average flows with higher flows for the highest water users. More complex or detailed modeling could be provided with an equitable increase in compensation if agreed to by both parties.

### **ARTICLE 3. COMPENSATION**

CLIENT agrees to compensate ENGINEER for services of Work Release No. 2015-4, Wastewater Master Plan, as follows and which payments shall be considered complete compensation for all engineering services outlined in the respective articles of this Agreement. ENGINEER will submit monthly itemized billings for this work, which will be due and payable within 30 calendar days.

1. LUMP SUM ITEMS:

CLIENT agrees to compensate ENGINEER for all engineering work as outlined in referenced articles for the total lump sum prices as shown in the table below.

Compensation under this Article shall be payable monthly as follows:

- a. Billing shall begin at the end of the month, after authorization to proceed with the Phase is given by CLIENT, and will continue each month thereafter.
- b. The amount billed each month shall be a sum; equal to that portion of the total lump sum amount, prorated according to the percent complete of the Phase.

2. COMPENSATION DETAIL:

<u>Article</u>	<u>Task Description</u>	<u>Budget /Cost</u>	<u>Fee Type</u>
2.1	Initial Site Visit / Data Collection	\$2,300	Lump Sum
2.2	DEQ Coordination & 2 Web Meetings	\$2,000	Lump Sum
2.3	Project Base Map	\$9,500	Lump Sum
2.4	Compile & Analyze Existing Data	\$5,300	Lump Sum
2.5	Project Growth & Future WW Demands	\$6,100	Lump Sum
2.6	Recommended Infrastructure Plan	\$7,100	Lump Sum
2.7	Treatment Plan Evaluation & Recommendations	\$7,100	Lump Sum
2.8	Financial Analysis / IFFP & IFA	\$10,700	Lump Sum
2.9	Final Master Plan Report	\$11,300	Lump Sum
2.10	Present at 4 Meetings in Hildale/Colorado City	\$3,700	Lump Sum
	<b>Total</b>	<b>\$65,100</b>	<b>Lump Sum</b>
<b>Additional Services Provided Only Upon Approval by Utility Board</b>			
2.11	Collection System Modeling Existing System & With Improvements Current & Future Demands	\$12,500	Lump Sum

ARTICLE 4. ASSUMPTIONS

1. GPS data will be provided in a usable format consistent with the needs of SEI and all required data will be included to provide CLIENT with information requested.
2. Land Use and Density Plans (and other "Vision") will be provided by CLIENT.
3. Project Base Map will include manholes, sewer mains, and clean-outs as provided by CLIENT. Service lateral piping will not be drawn in by SEI. If GPS data provided by CLIENT includes service lateral piping, it can be included on the base map.

**ARTICLE 5. INVOICING**

Instructions and invoices submitted pursuant to this Work Release shall be sent to:

COLORADO CITY  
PO BOX 70  
COLORADO CITY, AZ 86021

Invoices shall be submitted monthly based on the prior month's effort, and are due and payable within thirty (30) days.



**SUNRISE ENGINEERING**  
**FEE SCHEDULE**  
**EXHIBIT A**

WORK CODE	WORK CLASSIFICATION	HOUR LY RATE	WORK K CODE	WORK CLASSIFICATION	HOUR LY RATE
101	Engineer Intern (E.I.T.) I	\$89	404	CAD Drafter IV	\$95
102	Engineer Intern (E.I.T.) II	\$99	451	Training Specialist I	\$77
103	Engineer III	\$125	452	Training Specialist II	\$91
104	Engineer IV	\$139	455	Training Specialist	\$110
105	Engineer V	\$159	456	Training Manager	\$123
110	Principal Engineer	\$179	460	Training Director	\$154
121	Electrical Engineer Intern (E.I.T.) I	\$99	500	Funding Specialist	\$115
122	Electrical Engineer Intern (E.I.T.) II	\$109	510	Plan Reviewer	\$107
123	Electrical Engineer III	\$130	511	Building Inspector I	\$59
124	Electrical Engineer IV	\$150	512	Building Inspector II	\$82
125	Electrical Engineer V	\$165	513	Building Inspector III	\$102
126	Principal Electrical Engineer	\$185	525	Building Official	\$118
301	Engineering Tech I	\$69	604	GIS Tech	\$83
302	Engineering Tech II	\$85	611	GIS Specialist	\$93
303	Engineering Tech III	\$99	51	Administrative I	\$41
304	Engineering Tech IV	\$121	52	Administrative II	\$51
311	Electrical Tech I	\$79	53	Administrative III	\$66
312	Electrical Tech II	\$89	721	Water Rights Specialist I	\$88
313	Electrical Tech III	\$99	722	Water Rights Specialist II	\$99
314	Electrical Tech IV	\$109	723	Water Rights Specialist III	\$113
315	Electrical Tech V	\$125	930	Survey CAD Tech	\$87
351	Construction Observer I	\$59	935	One Man Survey Crew	\$119
352	Construction Observer II	\$79	940	Survey Manager	\$129
353	Construction Observer III	\$89	945	Registered Surveyor	\$142
354	Construction Observer IV	\$99	950	Principal Surveyor	\$160
401	CAD Drafter I	\$61			
402	CAD Drafter II	\$71			
403	CAD Drafter III	\$85			

**REIMBURSABLE EXPENSE SCHEDULE**

Expense	Rate	Mark-Up
Mileage	\$0.59 per mile	N/A
Field Vehicle (on site)	\$50 per day	N/A
Per Diem Meals	\$35 per day	N/A
Troxler Nuclear Density Gauge	\$40 per day	N/A
High Density Scanner	\$150 per hour	N/A
Material Testing Lab Work	Actual Cost	15%
Outside Consultants, Aerial Photography, etc.	Actual Cost	15%
Lodging	Actual Cost	10%
Other Expenses incurred	Actual Cost	10%

Fee schedule will automatically change once per year in January, and is subject to change on other occasions. Base 01C-2014



**WORK RELEASE NO. 2015-3 COVER SHEET**

**STORMWATER MASTER PLAN**

COLORADO CITY  
PO BOX 70  
COLORADO CITY, AZ 86021

**EXECUTION AND EFFECTIVE DATE**

This Work Release No. 2015-3 has been executed by the duly authorized representatives of the parties and shall be effective as of the date of execution by the CLIENT.

**ENGINEER**

SUNRISE ENGINEERING, INC.

By: \_\_\_\_\_

Name: Marvin J Wilson, P.E.

Title: Vice President

Date: 1/23/15

**CLIENT**

COLORADO CITY:

By: \_\_\_\_\_

Name: David Darger

Title: Town Manager

Date: January 28, 2015

## WORK RELEASE NO. 2015-3

This Work Release is entered into by and between COLORADO CITY (CLIENT) and SUNRISE ENGINEERING, INC. (ENGINEER).

### RECITAL

Pursuant to Article 1 of the Agreement for Engineering and Technical Services, dated 15 September, 2014, hereinafter referred to as the "Agreement", the CLIENT and ENGINEER desire to identify certain work and service to be performed by ENGINEER pursuant to the Agreement. The CLIENT intends to retain general engineering services hereinafter referred to as "Project" and for which the ENGINEER agrees to perform various professional engineering services.

### ARTICLES

It is agreed that the ENGINEER will perform the following:

#### ARTICLE 1. PROJECT DESCRIPTION

The objective of the Stormwater Master Plan is to evaluate the existing stormwater conveyance facilities, determine deficiencies in, and provide recommended improvements to the existing stormwater conveyance facilities, provide recommendations regarding stormwater improvements for future development, and provide financial recommendations for funding future projects. The area of study includes the drainage locations directly affecting the Town of Colorado City and Hildale City.

#### ARTICLE 2. SCOPE OF SERVICE

1. Generate project base map of Town
  - a. Use existing aerial photography and USGS quad maps
  - b. Apply basic land use, zoning, & density plans
  - c. Gather and incorporate publicly available digital contour data
  - d. Gather and incorporate publicly available geologic and soil type data
  - e. Gather and incorporate publicly available floodplain data
  - f. Where existing data is insufficient, conduct survey of critical drainages and slopes
  - g. Show significant drainage structures including culverts, bridges, low-flow crossings, roadway crossings, retention ponds, dikes or levees and reservoirs
  - h. Reflect flow modeling on mapping, including flood hazard areas
  - i. Deliverable will be in hard copy, CAD, and GIS formats
  
2. Coordinate with Mohave County Flood Control Department to obtain detailed topographic mapping, any watershed studies that they may have, and to invite input on the master plan. Mohave County digital mapping has the following criteria:
  - a. The geometric reference system is NAD 83 (NSRS2007), its successor or approved equivalent.
  - b. The coordinate system is state plane, Arizona west zone (0203).

- c. The vertical datum is NAVD 88.4 and the units of measurement are the International Foot.
3. Define stormwater basins & sub-basins
    - a. Use appropriate modeling software to generate basin & sub-basin boundaries.
  4. Quantify existing flows in stormwater basins and sub-basins
    - a. Gather and incorporate publicly available precipitation IDF data (incorporate Mohave County historic rain and stream gage data and flood control district storm reports)
    - b. Use modeling software to generate runoff hydrographs for basins and sub-basins
  5. Quantify post-development flows for the 20-year horizon in stormwater basins and sub-basins
    - a. Calculate peak storm runoff discharges
    - b. Use modeling software to generate runoff hydrographs for basins and sub-basins
  6. Evaluate hydraulic capacity of existing facilities
    - a. Coordinate with the CLIENT for basic mapping of stormwater facilities and flow paths for each sub-basin
    - b. Use modeling software to model pipe facilities, based on GIS data provided by CLIENT for the facilities
    - c. Use modeling software to model open channel facilities
  7. Evaluate the hydrologic/hydraulic capacity of three structures; Short Creek Southside Irrigation (SSI) diversion dike located up the canyon along Short Creek, and two retention reservoirs located along the east side of the community. Hydrologic data will be obtained from the FEMA FIRM and previous contract tasks. *This includes dike and reservoir overflow path from each reservoir.* TDD
  8. Evaluate the adequacy of SSI inundation maps for two existing structures. If necessary, make recommendations for changes/improvements to the maps. *If maps are not available, this item will be removed from the scope.* TDD
  9. Recommended improvement to existing facilities
    - a. Develop plan view maps of recommended improvements to the existing facilities and potential retention basins and recharge facilities.
    - b. Provide recommendations regarding drainage easements
  10. Develop a preliminary layout and infrastructure plan for future improvements
    - a. Coordinate the Culinary Water Master Plan to identify locations for storm water retention and aquifer recharge facilities.
    - b. Develop storm drain layout & sizes of improvements for 20-year horizon
  11. Compare the results of the Stormwater Master Plan with the FEMA FIRM to identify locations where further evaluation would be warranted. Provide engineering costs for producing either letters of map revision (LOMR), letters of map amendment (LOMA) or letters of map change (LOMC), and following through the FEMA application process for identified locations as recommended.
  12. Develop financial viability analysis
    - a. Calculate infrastructure cost for recommended improvements of existing system

- b. Calculate infrastructure cost for 20-year horizon
  - c. Provide impact fee calculations
  - d. Prepare cash flow analysis
  - e. Identify potential user rate concepts (does not include user rate calculation)
  - f. Provide recommendations for assessing developer responsibility on development driven improvements
13. Generate capital improvements plan report
- a. Issue plan in report format for delivery to CLIENT
  - b. Mapping deliverable will be in hard copy, CAD, and GIS formats.
14. Make site visits and attend meetings with CLIENT as may reasonably be necessary to complete the Work, including one Utility Board Meeting, one Town Council meeting (Colorado City), and one City Council Meeting (Hildale), to present the final draft.
15. Coordinate with Federal or Arizona State agencies such as ADWR, BLM, and NRCS to understand agency requirements.

### **ARTICLE 3. COMPENSATION**

CLIENT agrees to compensate ENGINEER for services of Work Release No. 2015-3, Storm Water Master Planning, as follows and which payments shall be considered complete compensation for all engineering services outlined in the respective articles of this Agreement. ENGINEER will submit monthly itemized billings for this work, which will be due and payable within 30 calendar days.

1. **HOURLY ITEMS:**

CLIENT agrees to compensate ENGINEER for actual charges at hourly rates plus direct expenses shown on Exhibit A for all services described under these phases. ENGINEER will submit itemized billings, each month for this work, which will be due and payable within 30 days of receipt thereof by CLIENT.

Compensation under this Article shall be payable monthly. Billing shall begin at the end of the month, after authorization to proceed with the associated phase is given by CLIENT, and will continue each month thereafter.

2. **LUMP SUM ITEMS:**

CLIENT agrees to compensate ENGINEER for all Final Engineering Design work as outlined in referenced articles for the total lump sum prices as shown in the table below.

Compensation under this Article shall be payable monthly as follows:

- a. Billing shall begin at the end of the month, after authorization to proceed with the Phase is given by CLIENT, and will continue each month thereafter.
- b. The amount billed each month shall be a sum; equal to that portion of the total lump sum amount, prorated according to the percent complete of the Phase.

3. COMPENSATION DETAIL:

<u>Article</u>	<u>Task Description</u>	<u>Budget /Cost</u>	<u>Fee Type</u>
2.1-2.6	Base Map, Hydrologic Analysis, Modeling, Evaluate Existing Facilities	\$24,600	
2.7	Evaluate SCSI Diversion & Retention Structures	\$2,500	
2.8	Evaluate SSI Inundation Maps	\$1,900	
2.9a	Provide analysis and recommendation for recharge facilities	\$2,500	
2.9-2.10	Recommend Improvements for Existing Facilities and Develop Preliminary Future Layout	\$9,750	
2.11	Compare Stormwater Master Plan to FEMA FIRM and make Recommendations	\$1,500	
2.12	Develop Financial Viability & Impact Fee Analysis	\$4,800	
2.13	Generate Capital Improvement Plan Report	\$8,500	
2.14-2.15	Site Visits, Agency Coordination, Meetings	\$7,950	
		\$64,000	Lump Sum

**ARTICLE 4. ASSUMPTIONS**

1. The compensation fee does not include detailed survey services for the purpose of defining locations and elevations of existing storm drain facilities.
2. Contours and elevations necessary for the planning effort will be obtained from publicly and readily available sources.
3. Elevations at hydraulic structures may be obtained from as-built plans, if available.
4. Production of LOMR, LOMA and following through with FEMA on recommendations generated through Task II, will be done upon request of CLIENT and performed on an hourly rate basis.

**ARTICLE 5. INVOICING**

Instructions and invoices submitted pursuant to this Work Release shall be sent to:

COLORADO CITY  
PO BOX 70  
COLORADO CITY, AZ 86021

Invoices shall be submitted monthly based on the prior month's effort, and are due and payable within thirty (30) days.

**SUNRISE ENGINEERING**  
**FEE SCHEDULE**  
**EXHIBIT A**

WORK CODE	WORK CLASSIFICATION	HOURLY RATE	WORK CODE	WORK CLASSIFICATION	HOURLY RATE
101	Engineer Intern (E.I.T.) I	\$89	404	CAD Drafter IV	\$95
102	Engineer Intern (E.I.T.) II	\$99	451	Training Specialist I	\$77
103	Engineer III	\$125	452	Training Specialist II	\$91
104	Engineer IV	\$139	455	Training Specialist	\$110
105	Engineer V	\$159	456	Training Manager	\$123
110	Principal Engineer	\$179	460	Training Director	\$154
121	Electrical Engineer Intern (E.I.T.) I	\$99	500	Funding Specialist	\$115
122	Electrical Engineer Intern (E.I.T.) II	\$109	510	Plan Reviewer	\$107
123	Electrical Engineer III	\$130	511	Building Inspector I	\$59
124	Electrical Engineer IV	\$150	512	Building Inspector II	\$82
125	Electrical Engineer V	\$165	513	Building Inspector III	\$102
126	Principal Electrical Engineer	\$185	525	Building Official	\$118
301	Engineering Tech I	\$69	604	GIS Tech	\$83
302	Engineering Tech II	\$85	611	GIS Specialist	\$93
303	Engineering Tech III	\$99	51	Administrative I	\$41
304	Engineering Tech IV	\$121	52	Administrative II	\$51
311	Electrical Tech I	\$79	53	Administrative III	\$66
312	Electrical Tech II	\$89	721	Water Rights Specialist I	\$88
313	Electrical Tech III	\$99	722	Water Rights Specialist II	\$99
314	Electrical Tech IV	\$109	723	Water Rights Specialist III	\$113
315	Electrical Tech V	\$125	930	Survey CAD Tech	\$87
351	Construction Observer I	\$59	935	One Man Survey Crew	\$119
352	Construction Observer II	\$79	940	Survey Manager	\$129
353	Construction Observer III	\$89	945	Registered Surveyor	\$142
354	Construction Observer IV	\$99	950	Principal Surveyor	\$160
401	CAD Drafter I	\$61			
402	CAD Drafter II	\$71			
403	CAD Drafter III	\$85			

**REIMBURSABLE EXPENSE SCHEDULE**

Expense	Rate	Mark-Up
Mileage	\$0.59 per mile	N/A
Field Vehicle (on site)	\$50 per day	N/A
Per Diem Meals	\$35 per day	N/A
Troxler Nuclear Density Gauge	\$40 per day	N/A
High Density Scanner	\$150 per hour	N/A
Material Testing Lab Work	Actual Cost	15%
Outside Consultants, Aerial Photography, etc.	Actual Cost	15%
Lodging	Actual Cost	10%
Other Expenses incurred	Actual Cost	10%

Fee schedule will automatically change once per year in January, and is subject to change on other occasions. Base 01C-2014



SUNRISE  
ENGINEERING

WORK RELEASE NO. 2015-1 COVER SHEET

COLORADO CITY GENERAL PLAN UPDATE

COLORADO CITY  
PO BOX 70  
COLORADO CITY, AZ 86021

EXECUTION AND EFFECTIVE DATE

This Work Release No. 2015-1 has been executed by the duly authorized representatives of the parties and shall be effective as of the date of execution by the CLIENT.

ENGINEER

CLIENT

SUNRISE ENGINEERING, INC.

COLORADO CITY:

By:  \_\_\_\_\_

By:  \_\_\_\_\_

Name: Marvin J. Wilson, P.E.

Name: David Darger

Title: Senior Vice Principal

Title: Town Manager

Date: 2/5/15

Date: February 13, 2015



**WORK RELEASE NO. 2015-1**

This Work Release is entered into by and between COLORADO CITY (CLIENT) and SUNRISE ENGINEERING, INC. (ENGINEER).

**RECITAL**

Pursuant to Article 1 of the Agreement for Engineering and Technical Services, dated 15 September, 2014, hereinafter referred to as the "Agreement", the CLIENT and ENGINEER desire to identify certain work and service to be performed by ENGINEER pursuant to the Agreement. The CLIENT intends to retain general engineering services hereinafter referred to as "Project" and for which the ENGINEER agrees to perform various professional engineering services.

**ARTICLES**

It is agreed that the ENGINEER will perform the following:

**ARTICLE 1. PROJECT DESCRIPTION**

Scope and associated budget assumes both Colorado City and Hildale will have a Project Manager (PM) and that they will be active and engaged in the general plan planning process. The Project Manager(s) will secure all meeting locations, invite meeting attendees, provide light refreshments for meetings, consolidate and deliver planning reports and data, mail required notices and publish press releases. Site Visits are budgeted to be no longer than two days. The Colorado City and Hildale General Plans will be very similar in layout and content, only necessary goals, policies, objectives, maps will be different. The Colorado City PM will be the overall PM and the primary point of contact, so ENGINEER will only be coordinating with one person.

**ARTICLE 2. SCOPE OF SERVICE**

**0 On-going**

**0 Communication**

Tasks 1-7 identify key meetings with representatives, stakeholders, and the public to develop a two-way dialogue in which the consultant and city representatives present information, emerging planning concepts, and solicit aspirations and feedback. Between those outlined tasks, issues and concerns often arise that require additional coordination or conversations. This task includes limited coordination time to address those issues and concerns. Meetings will be conducted via phone or remote web meeting.

**1 Planning for the Plan**

**1.1 Review existing information, plans, and data**

Review existing plans, reports, studies, and GIS data to identify facilities, capacity, availability (underused capacity), future expansion plans, and development opportunities and constraints. Data and plans to include:

- Adopted socio-demographic data and growth projections.

- Development constraints and opportunities.
- Existing and pending land use plan(s), subdivision(s) and zoning ordinance(s).
- Parcels and ownership.
- Housing information.
- Public services (police, fire, emergency services, sewage, refuse disposal, drainage, right-of-way, easements, and facilities).
- Transportation (roads, trails, rights-of-way, and traffic).
- Utilities (wastewater, gas, and electric facilities and services)
- Water resources (surface water, ground water, and effluent supply).
- Budget information related to cost of development including utilities and public services.
- Relevant regional, county, and agency data (i.e. BLM).

Develop the *General Plan Report Card*. The “*Report Card*” is a tool for those who currently use the General Plan to provide feedback about current plan goals, policies, and objectives. Similar to a grade school report card each goal, policy and objective is given a “grade” A-F. This helps establish usability, importance, and currency (relevance).

*Project Manager to consolidate and deliver all information. Plans, reports, studies and GIS data provided will be assumed accurate.*

## **1.2 Kick-off Meetings and Tour**

### **1.2.1 Project Manager/Department Head Kick-off Meeting (Site Visit 1)**

Conduct one joint meeting with the Project Managers and Department Heads. Topics and discussion to include:

- “What a General Plan is and does”.
- The General Plan scope and timeline with a focus on how key decisions are made and crucial points for input.
- Issues, concerns, and what’s working/not working with the existing plan(s) with a focus on land use, transportation and circulation, housing, growth and development, water, and public services and facilities.
- Top 5 questions exercise. Each attended identifies the top five questions this plan needs to address.
- Recommended Stakeholders for Stakeholder Interviews (see task 2)
- Identify Advisory Committee and decision-making process.
- Plan layout/format.
- Review and assign Report Card.

### **1.2.2 Kick off Meeting w/ Colorado City Town Council (Site Visit 1)**

Conduct a kick-off meeting Colorado City Town Council. The presentation and discussion will be the same as task 1.2.1 and include feedback from the Project Manager and the Advisory Committee.

### **1.2.3 Kick-off Meeting with Hildale Town Council (Site Visit 1)**

Conduct a kick-off meeting Hildale Town Council. The presentation and discussion will be the same as task 1.2.1 and include feedback from the Project Manager and the Advisory Committee.

### **1.2.4 Tour project area with Project Manager(s) (Site Visit 1)**

Visit areas that are changing or are subject to change as well recent improvements and developments. Discuss development costs/concerns, pending development and emerging land use

typologies, service and facility supply and demand, current land uses, transportation, and recreation facilities.

### **1.3 Refine timeline, scope, and budget**

With feedback from task 1.1-1.4 refine the project scope, budget, and timeline.

### **1.4 Planning the Plan report**

Create a Planning the Plan Power Point (PPT) highlighting task 1 outcomes. PPT to include:

- Updated scope, budget, and timeline.
- Meeting notes, agenda, and outcomes.

*Review report with Project Manager via remote web meeting.*

## **2 Information base**

### **2.1 Draft Base Maps**

Draft up to three (3) Base Maps with data and input provided throughout task 1. Base Maps to include existing land use, transportation, and recreation facilities.

### **2.2 Growth projections, opportunities, and constraints**

With input collected throughout Task 1 create a map of areas of existing and potential ground water, surface water, effluent supplies, and wastewater, gas, and electric service capacities. Identify areas above and below existing level of service (areas above and below average distance to public services such as police, fire, emergency services, and drainage).

### **2.3 Information base draft**

Develop a draft presentation in Power Point for internal review. Presentation will include Base Maps, growth opportunities and constraints, and levels of service.

*Review report with Project Manager via remote web meeting.*

### **2.4 Stakeholder interviews (Site Visit 2)**

Hold up to five one-hour stakeholder meetings with parties that have a major interest or stake in future development. These are listening sessions intended to identify concerns, issues, plans, goals, and desires that need to be considered in the General Plan update. *City to select and invite Stakeholders.*

### **2.5 Kick-off meeting with the Advisory Committee (Site Visit 2)**

In a joint meeting with the Project Manager and the Advisory Committee, review input collected including project Base Maps, growth projections, growth opportunities and constraints, and stakeholder input. Discuss public meeting format and presentation. Mark-up Base Maps. Identify topics of interest and assign research topics to committee members and discuss Kitchen Table Conversations, Kitchen Table Conversations are small group discussions concerning the general plan aspirations intended to develop feedback and interest in the planning process.

### **2.6 Information base report**

Finalize PowerPoint with updated Base Maps and other input collected from stakeholders, Project Manager, and Advisory Committee. Review with the Project Manager.

*Meeting conducted remotely via web.*

## **3 Public outreach**

### **3.1 Develop meeting materials**

Develop public meeting materials including: (1) a presentation on growth and development opportunities and constraints, growth projections, levels of service, cost of services, and a review of the existing General Plan, (2) meeting agenda, (3) press release/public invitation, and (4) preference survey. Send presentation and priority setting exercise to Project Manager and Advisory Committee for review. *Project Manager to publish press release and public invitation.*

- 3.2 Review materials with the Project Manager and the Advisory Committee**  
In a joint meeting with the Project Manager and the Advisory Committee, present meeting materials and solicit feedback. With feedback revise meeting materials.  
*Meeting conducted remotely via web.*
- 3.3 Public meeting (Site Visit 3)**  
Hold one public meeting. Public meeting to include an open house (with displays and maps), presentation on existing conditions, and a priority setting exercise. Town/City officials are encouraged to attend and contribute. *Project Manager to secure meeting location and provide light refreshments.*
- 3.4 Public outreach report**  
Synthesize public feedback into a PowerPoint. Review report and solicit feedback in a joint meeting with the Project Manager and the Advisory Committee.  
*Meeting conducted remotely via web.*
- 4 Develop alternative scenarios**
- 4.1 Draft scenarios**  
With feedback from public, Project Manager, and the Advisory Committee develop 2-3 scenarios (maps and associated policies) that highlight alternative growth directions and policies. Alternatives are high-level, they contain enough detail to help generate and focus discussion on trade-offs and priorities.
- 4.2 Draft scenario report**  
Prepare scenario report in PowerPoint. Scenario report to include a generalized map, goals, and policies for each scenario.
- 4.3 Scenario review with the Advisory Committee and the Project Manager.**  
In a joint meeting with the Advisory Committee and the Project Manager, present scenarios and prioritize scenario elements.  
*Meeting conducted remotely via web.*
- 5 Preferred scenario**
- 5.1 Draft preferred scenario**  
With feedback collected thus far, develop the preferred scenario draft. Refine and flesh out scenario text include specific goals, policies, and objectives regarding land use, transportation, housing, growth and development, water, and public services and facilities. Create draft future land use, transportation, and recreation map.
- 5.2 Review with the Project Manager and the Advisory Committee**  
Present preferred scenario and solicit feedback in a joint meeting with the Project Manager and the Advisory Committee. Discuss open house format/agenda.  
*Meeting conducted remotely via web.*
- 5.3 Review with the Hildale and Colorado City Town Councils**  
Conduct one joint meeting with the Hildale Town Council and the Colorado City Town Council. Present preferred scenario and feedback from Project Manager and the Advisory Committee and solicit feedback for the preferred scenario. Discuss open house format and agenda.  
*Meetings conducted remotely via web.*
- 5.4 Adjust preferred scenario**  
Based on feedback collected, refine the preferred scenario. Develop open house materials including: (1) future land use, transportation, and recreation goals, policies, and objectives and associated maps, (2) agenda, (3) invitation/press release. *Project Manager to publish press release/invite public.*

**5.5 Preferred scenario open house (Site Visit 4)**  
Participants will review materials and discuss concerns. Elected officials, Project Manager, and Advisory Committee to conduct open house, collect, and synthesize feedback. Consultant will attend, provide open house materials (maps and boards), and meeting direction. *Project Manager to secure location and provide light refreshments.*

**5.6 Preferred scenario report**  
In a working session with the Project Manager and the Advisory Committee, identify changes and finalize the preferred scenario.  
*Meeting conducted remotely via web.*

## **6 Project Management and Quality Control**

### **6.1 Project Management**

Provide monthly progress reports to CLIENT including budget and schedule update.

### **6.2 Quality Control**

Apply Quality Control Plan to independently review documents, drawings, and calculations for accuracy. Quality is verified through checking, reviewing, and surveillance of work activities with documentation by individuals who are not directly responsible for performing the initial work activity.

## **7 Final Plan**

### **7.1 Create and distribute draft plans**

Develop text versions of the plan with limited figures and graphics. Plans for Hildale and Colorado City will be developed in the same format. The plans will contain the following information:

- Background and recommendations regarding land use, transportation, housing, growth and development, water, other public services and facilities.
- A project base map of the Town including land use, transportation, and recreation elements.
- A land use plan and map including goals, policies, and objectives that considers water resources, utilities, and public services.
- Circulation and transportation facilities including goals, policies, and objectives.
- A resources section including goals, policies, and objectives pertaining to
  - Water resource information and addressing current available surface water, ground water, and effluent supplies.
  - Utilities including wastewater, gas, and electric facilities and services and considers future growth areas.
  - Public services including police, fire, emergency services, sewage, refuse disposal, drainage, local utilities, rights-of-way, easements and associated facilities.
- Goals, objectives and policies associated with managing costs associated with development.
- Policies identifying how to use and update the plan.

*Send digital version of Plan to Project Manager for distribution and review.*

### **7.2 Draft Plan review (Site Visit 5)**

In a joint meeting with the Project Manager and the Advisory Committee, present and solicit feedback on the draft plan.

### **7.3 Draft Plan adoption (Site Visit 5)**

In a joint adoption meeting, the Hildale and Colorado City Town Councils will review the Draft Plan and recommendations from the Advisory Committee, then adopt the Plan.

**7.4 Create final Graphic General Plans (PDF)**

With direction from the Colorado City and Hildale Town Councils create final plan Layout including figures and graphs. The final plans will be digital PDFs and will be sent to Project Manager for distribution.

**ARTICLE 3. COMPENSATION**

CLIENT agrees to compensate ENGINEER for services under Work Release No. 2015-1, Article 2, as follows and which payments will be considered compensation for engineering services outlined in the respective articles of this agreement:

CLIENT agrees to compensate ENGINEER for services outlined in Article 2 for the lump sum amount of **Eighty-Four Thousand Six Hundred Dollars (\$84,600)**.

COMPENSATION DETAIL:

<u>Task Description</u>	<u>Amt</u>	<u>Fee Type</u>	<u>Colorado City</u>	<u>Hildale</u>
<b>Planning Phase</b>				
<i>Project Mgmt &amp; QC</i>	\$3,500		\$1,750	\$1,750
<i>Ongoing Communication</i>	\$14,500		\$11,600	\$2,900
<i>Planning for the Plan</i>	\$8,700		\$6,650	\$2,050
<i>Information Base</i>	\$9,200		\$9,200	
<i>Public Outreach</i>	\$7,700		\$7,700	
<i>Alternative Scenarios</i>	\$6,800		\$6,800	
<i>Preferred Scenarios</i>	\$11,800		\$10,300	\$1,500
<u>Final Plan</u>	<u>\$22,400</u>		<u>\$11,200</u>	<u>\$11,200</u>
	\$84,600	Lump Sum	\$65,200	\$19,400

Any additional services requested either in writing, or other documented means, by CLIENT and concurred by ENGINEER will be performed at the rates and fees shown in the attached Exhibit A.

**ARTICLE 4. INVOICING**

Instructions and invoices submitted pursuant to this Work Release shall be sent to:

**COLO. CITY INVOICES:**

COLORADO CITY  
PO BOX 70  
COLORADO CITY, AZ 86021

**HILDALE INVOICES:**

HILDALE CITY  
PO BOX 840490  
HILDALE, UT 84784

Invoices shall be submitted monthly based on the prior month's effort, and are due and payable within thirty (30) days.

**SUNRISE ENGINEERING**  
**FEE SCHEDULE**  
**EXHIBIT A**

WORK CODE	WORK CLASSIFICATION	HOURLY RATE	WORK CODE	WORK CLASSIFICATION	HOURLY RATE
101	Engineer Intern (E.I.T.) I	\$89	404	CAD Drafter IV	\$95
102	Engineer Intern (E.I.T.) II	\$99	451	Training Specialist I	\$77
103	Engineer III	\$125	452	Training Specialist II	\$91
104	Engineer IV	\$139	455	Training Specialist III	\$110
105	Engineer V	\$159	456	Training Manager	\$123
110	Principal Engineer	\$179	460	Training Director	\$154
121	Electrical Engineer Intern (E.I.T.) I	\$99	500	Funding Specialist	\$115
122	Electrical Engineer Intern (E.I.T.) II	\$109	510	Plan Reviewer	\$107
123	Electrical Engineer III	\$130	511	Building Inspector I	\$59
124	Electrical Engineer IV	\$150	512	Building Inspector II	\$82
125	Electrical Engineer V	\$165	513	Building Inspector III	\$102
126	Principal Electrical Engineer	\$185	525	Building Official	\$118
301	Engineering Tech I	\$69	604	GIS Tech	\$83
302	Engineering Tech II	\$85	611	GIS Specialist	\$93
303	Engineering Tech III	\$99	51	Administrative I	\$41
304	Engineering Tech IV	\$121	52	Administrative II	\$51
311	Electrical Tech I	\$79	53	Administrative III	\$66
312	Electrical Tech II	\$89	721	Water Rights Specialist I	\$88
313	Electrical Tech III	\$99	722	Water Rights Specialist II	\$99
314	Electrical Tech IV	\$109	723	Water Rights Specialist III	\$113
315	Electrical Tech V	\$125	930	Survey CAD Tech	\$87
351	Construction Observer I	\$59	935	One Man Survey Crew	\$119
352	Construction Observer II	\$79	940	Survey Manager	\$129
353	Construction Observer III	\$89	945	Registered Surveyor	\$142
354	Construction Observer IV	\$99	950	Principal Surveyor	\$160
401	CAD Drafter I	\$61			
402	CAD Drafter II	\$71			
403	CAD Drafter III	\$85			

**REIMBURSABLE EXPENSE SCHEDULE**

Expense	Rate	Mark-Up
Mileage	\$0.59 per mile	N/A
Field Vehicle (on site)	\$50 per day	N/A
Per Diem Meals	\$35 per day	N/A
Troxler Nuclear Density Gauge	\$40 per day	N/A
High Density Scanner	\$150 per hour	N/A
Material Testing Lab Work	Actual Cost	15%
Outside Consultants, Aerial Photography, etc.	Actual Cost	15%
Lodging	Actual Cost	10%
Other Expenses incurred	Actual Cost	10%

Fee schedule will automatically change once per year in January, and is subject to change on other occasions. Base 01C-2014