**PAROWAN CITY COUNCIL WORK MEETING MINUTES**

**APRIL 23, 2025 – 6:00 P.M.**

**PAROWAN CITY COUNCIL CHAMBERS**

**35 E. 100 N., PAROWAN, UT 84761**

**Elected Officials Present:** Mayor Mollie Halterman, Councilmember David Burton, John Dean, Sharon Downey, David Harris, and Rochell Topham

**City Staff Present:** Scott Burns, City Attorney; Callie Bassett, City Recorder; Keith Naylor, Court Clerk/Assistant Zoning Officer

**Public Present:** Dallas Buckner, Larry Zajac

**Welcome and Call to Order: Mayor Halterman**

Mayor Halterman called the Parowan City Council Special Work Meeting to order at 6:02 PM on April 23, 2025. She welcomed those in attendance and expressed appreciation for the audience members present.

**Declaration of Conflicts: City Councilmembers**

There were no conflicts of interest declared.

**AJM Annexation Agreement Discussion:**

**Zoning**

Dan Jessen introduced the zoning considerations for the AJM annexation agreement. In his presentation, Jessen reflected on the previous meeting, noting that the discussion had been overwhelming for the council members, prompting a need for additional time to digest the information presented. To facilitate a clearer understanding, he mentioned that supplementary details concerning conceptual densities aligned with different zoning possibilities had been provided.

Dallas Buckner, representing the developer, indicated a willingness to streamline the zoning strategies. He suggested revisiting the zoning configuration by potentially converting the areas marked in yellow and purple on the zoning map to R2 classification, with the remainder of the area continuing as R1, except for the civic designated section. This approach opened up discussions among the council members about the potential benefits of integrating R1 and R2 zones more organically throughout the development, instead of adhering to rigidly segregated

blocks.

The dialogue was thorough and examined the possible pros and cons of both block zoning and a more integrated zoning pattern throughout the development. Some council members considered that interspersing different residential zoning styles (R1 and R2) could promote diversity and greater community cohesion within the neighborhood environment. Meanwhile, others emphasized maintaining strategic zoning decisions to align with city planning goals and agreements.

Through this extensive discussion, the council reached a consensus to permit up to 39 acres of R2 zoning within the proposed project area. The remaining lands were decided to remain as R1, ensuring that the initial visions for residential density and quality were adhered to. A critical portion of this zoning decision was the council’s agreement on the importance of preserving an R1 buffer alongside the Linda Smith property. This buffer was deemed essential to meet previous commitments and maintain the neighboring property's character and development agreements.

**Roads and Access**

The council engaged in an in-depth discussion about the necessary road improvements and access points for the development. Key agreements reached included:

1. **200 North:** The road would be fully improved with curb, gutter, and a sidewalk on one side. This decision was driven by safety concerns highlighted by council members, who noted the current congestion around the Valentine Peak Sports Complex due to recreational and sports activities.
2. **City View Drive:** A significant topic of debate was City View Drive. The council agreed that this road would need to be completed before the 81st lot could be permitted. The discussion centered on ensuring adequate access and circulation to mitigate potential safety hazards, particularly with construction traffic and general traffic from new homes. The council debated the specific improvements needed and discussed the importance of pedestrian safety and access to recreational areas.
3. **100 North Improvements:** The developer was expected to cooperate with the county on the improvements to 100 North. The council emphasized the multifaceted benefits of these improvements, including better traffic management for events at the fairgrounds and improved connections within the development and surrounding areas.

Additionally, the council underscored the potential for a trail system within the development that could integrate with the existing city trail network. They considered this not only a recreational benefit but also a feature that could enhance connectivity, promote active transportation, and increase neighborhood appeal. Discussions included various design options and the possibility of using trails to further connect residents to Valentine Peak Sports Complex and other key areas in Parowan City.

**Water Main Connections**

The council deliberated on the appropriate strategy for water main connections within the AJM development. Amidst the discussion, an understanding was reached to proceed with the developer's preferred strategy for connecting the water mains. The stipulated approach would involve initiating with a single connection for the initial phase of the development. As the project progresses, particularly upon reaching the 81st lot, a second connection would be established, ensuring adequate infrastructure to support the growing community. A third connection was contemplated for implementation following the permitting or construction stages for the 250th lot.

However, this progression is contingent upon securing the necessary approvals. Both the city engineer and the state engineer must conduct evaluations to guarantee that the water system's design meets all safety and performance standards. The council emphasized the importance of ensuring that the infrastructure would be capable of sustaining adequate fire flow for the development, in accordance with municipal and state guidelines. This requirement solidified the council's standpoint to anchor the water main connections upon official approval from the concerned engineering authorities, ensuring that community safety and infrastructure reliability remain at the forefront of planning efforts.

**Water Tank**

The council thoroughly discussed the developer's proposal regarding the water tank. They focused on ensuring that the long-term water infrastructure needs of the development and the surrounding area are met efficiently. The proposal involved the developer providing the site for the tank, along with an easement and a 20-foot maintenance road. This would allow the city to construct the water tank at a later date using impact fees collected over the course of the development.

The advantage of this approach is that it allows the city to plan for a water tank that would not only meet the immediate needs of the new development but would also serve as a broader community asset. It was acknowledged that installing a smaller tank just sufficient for the development would not align with the city's long-term strategic goals. Instead, the city would ensure that the future tank is designed to improve water service levels and fire flow capacity for a larger area.

The council discussed that this delayed construction of the tank is feasible since temporary water solutions would suffice for the initial phases of development. As residential units are constructed and impact fees accumulate, the city would then expedite construction of the tank. The tank will enhance the city's overall water infrastructure, providing benefits such as improved pressure management and increased fire safety capabilities.

Additionally, the council emphasized the need for ongoing collaboration with the developer to ensure that all preparatory work, such as the maintenance road, is completed effectively. This coordination would allow for a seamless process when the city is ready to proceed with constructing the water tank. Council members saw this as a practical approach that benefits both the city and the developer, ensuring sustainable growth and infrastructure development that is economically sensible and strategically planned.

**Valentine Peak Sports Improvements**

The council engaged in detailed discussions regarding potential enhancements to the Valentine Peak Sports Complex, considering various ideas as part of the annexation agreement. During the talks, the members deliberated on whether to require the developer to incorporate features such as pocket parks within the AJM development. Ultimately, the council decided to prioritize enhancements to Valentine Peak, a key recreational facility in the city.

Council members weighed the benefits of pocket parks and the impact on the proposed subdivision. Sharon Downey suggested that small, strategically placed areas with benches could provide resting spots for residents walking in the neighborhood, making the environment feel more welcoming and homey. However, the council also expressed concerns about the maintenance and resource requirements of additional small parks throughout the development.

Instead, the council identified improvements to Valentine Peak that could serve the entire community, aligning with already existing sports and recreational facilities. Councilmember Burton emphasized the need for further investment in Valentine Peak, noting that the existing fields and amenities could benefit greatly from enhancements. Ideas floated included expanding lighting, upgrading playground facilities, and potentially adding restrooms, which would significantly improve the complex's usability and safety.

Throughout the discussion, Councilmember Dean underscored the importance of immediate and tangible improvements, suggesting that a substantial investment in Valentine Peak could provide a lasting benefit to residents. He highlighted that such enhancements could offer near-instant gratification to the community and contribute positively to the city's recreational offerings, particularly for those living in the new development.

Further, the council discussed the financial logistics of these enhancements, touching on the fact that over the lifetime of the new development, park impact fees will amount to approximately $900,000. However, these fees would be collected over a protracted timeline of up to 30 years. This context reinforced the decision to request an immediate contribution of $225,000 from the developer, earmarked specifically for the improvements at Valentine Peak. The funding would aim to ensure that short-term upgrades could be achieved while the development progresses.

The council expressed optimism that such an arrangement would be a fair compromise, allowing the developer to maximize the use of their property for housing while also contributing positively to the Parowan community. This approach was seen as a mutually beneficial way to provide enhanced recreational resources that would inevitably serve the residents of the new development as well as the broader Parowan community.

**Civic Commercial Pod**

During the discussions concerning the civic commercial pod, the council addressed previous assumptions about the land allocation. Initially, there was a misunderstanding regarding whether the 6.5-acre site was to be deeded directly to the city or school district. However, it was clarified in the meeting that the developer's intention was to set aside the site for potential purchase by either entity at market rates, rather than donating it outright. This site was earmarked for civic or commercial use, providing an opportunity for development that would benefit the community, such as a fire station or public works building.

The discussions highlighted the importance of ensuring that the location could serve appropriate purposes based on community needs. The council discussed the flexibility in possible uses for the area, acknowledging that if the site wasn't utilized within a specified timeframe, it could revert back to a different zoning classification.

Dan Jessen summarized that the previous perception of the land being dedicated outright to the city was a misinterpretation of the term "set aside." The developers, represented by Dallas Buckner, indicated that the parcel would still be zoned for civic or commercial use, but acquisition would require negotiation at fair market value. This clarification allowed both parties to align their expectations and proceed with clearer terms regarding the real estate in question.

**Other Items**

The council engaged in a succinct yet essential discussion regarding various other components of the annexation agreement. These items, while not as heavily debated as other major points, were crucial to ensuring comprehensive planning and long-term viability for the development:

1. **Traffic Impact Study Requirements:** The council affirmed that a traffic impact study would be mandatory following the annexation. The study is intended to evaluate the overall traffic flow, access points, and potential bottlenecks within the development area. It will provide crucial data to help mitigate traffic issues, ensuring the infrastructure supports the expected increase in traffic volumes as the new residential units are developed. The council stressed the importance of this study to address any potential safety issues and to facilitate seamless connectivity throughout the city.
2. **Storm Drain and Power Study Requirements:** Both storm drain and power study requirements were discussed to ensure that the development would not only handle storm water adequately but also integrate seamlessly into the existing power grid. The council highlighted the need for storm drain measures to comply with the city's master plan, focusing on ensuring that storm water is appropriately detained or directed. Power studies would ensure that any required infrastructure upgrades are identified and implemented, guaranteeing that the new development does not strain the existing power systems.
3. **Sewer Lift Station Fee Considerations:** Discussions on the sewer lift station focused on the possibility of implementing a fee to manage and maintain the system, which will serve the entire development. This fee could potentially be introduced if deemed necessary as the development progresses, ensuring that funding is appropriately allocated for its maintenance. The council and developer agreed that any such fee, if imposed, should be clearly outlined and anticipated by future residents to avoid surprises.
4. **Impact Fee Applications:** The impact fees were another point of brief discussion. These fees are an important tool for financing the infrastructure improvements necessitated by the development. The council reiterated that impact fees would apply to the AJM development as they currently exist and may be subject to future updates based on city evaluations and needs. Impact fees, including those for parks, sewer, and other municipal services, help ensure that the cost of growth is borne by the new development rather than existing residents.
5. **Default and Remedies Language:** The language concerning defaults and remedies was evaluated to ensure it allowed for effective problem resolution without immediately resorting to judicial proceedings. The council expressed a preference for including mediation and arbitration options as initial steps if disputes arise, aiming to resolve issues promptly and efficiently. This approach would help in maintaining a collaborative working relationship with the developer, fostering a cooperative rather than adversarial dynamic throughout the development process.

These discussions, while succinct, underscore the council's commitment to thorough planning and proactive management of the development's integration into the city's existing infrastructure and systems.

Dallas Buckner highlighted the importance of revisiting the water rights section of the AJM annexation agreement. He proposed that the developer would initially provide up to 40 acre-feet of water rights, which would facilitate the beginning phases of the development by supplying adequate water resources upfront. This provision is crucial as it allows for the initial 80 lots to be developed without immediate further water acquisitions, offering a streamlined start to the expansion project.

Further into the discussion, it was emphasized that the developer would adhere to Parowan City's existing water rights code as the development moved forward. Dan Jessen elaborated that this approach aligns with the city’s requirement, which stipulates that water rights must be transferred to the city prior to the approval of the final plat of each subdivision phase. The city code currently requires a dedication equivalent to 0.5 acre-feet per residential unit. However, as studies are updated, this calculation may change, possibly adjusting the requirements depending on future water usage evaluations and conservation strategies. By abiding by these guidelines, the developer ensures that each phase is equipped with appropriate water resources, thereby preventing any potential disruptions or delays caused by water shortages as the project progresses.

It was also noted by Dan Jessen that this incremental approach to securing water rights is both practical and efficient, as it allows the city and developer to adapt to any changes in regulations or water availability. The initial allocation of 40 acre-feet and the adherence to city code align with Parowan's strategic approach to sustainable water management. Such strategies aim to support both the immediate needs of new residents and the long-term sustainability of Parowan's broader water resources.

Mayor Halterman concluded the discussion by stating that Dan Jessen would create a revised document incorporating the agreed-upon changes. This document would be shared with the council for review before being sent to the developer for further negotiation.

**Adjournment**

Motion to adjourn made by Rochell Topham. Seconded by Sharon Downey. The motion passed unanimously and the meeting adjourned at 9:36 p.m.

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Mollie Halterman, Mayor

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Callie Bassett, City Recorder

Date Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_