

Solicitation for a Real Estate Agent/Broker

Heber City Corporation is seeking a real estate agent/broker who desires to act as a listing agent for the sale of approximately 15 acres of surplus cemetery property. Those wishing to be considered are to submit a statement of qualifications and provide responses to the questions below. Information about the property can also be found below. Responses are to be submitted to Michelle Vest, City Recorder, at 75 North Main, Heber by 5:00 p.m. on May 31, 2017. Questions regarding the project/process may be directed to Mark Anderson, City Manager, at 435-657-7885 or manderson@ci.heber.ut.us.



Heber City Surplus Property



May 17, 2017

Heber City Council
Meeting date: April 20, 2017
Report by: Anthony L. Kohler

Re: Cemetery Surplus Land Sale

The following are factors to consider in determining the final layout for the cemetery surplus land and the final configuration for the remaining cemetery land.

1. **Gas line Easement.** A 25 foot wide gas easement exists on the north of the surplus property. Structures cannot be placed in the easement, potentially impacting residential densities and therefore property value of the surplus land. When the easement was established in 2008, it was anticipated the easement would fall within the future Bypass. However, as currently anticipated, the easement will likely fall within the back yards of future homes.
2. **Irrigation Easement.** Irrigation line easements traverse through the property north to south and east to west near the existing cemetery, about 20 feet wide.
3. **Soil sorting area.** The cemetery needs an area for soil sorting, about $\frac{3}{4}$ to 1 acre in size.
4. **Expansion area.** Areas for new cemetery plots should be considered. Each has a dimension of 4' by 11'.
5. **Bypass Right of Way Curves.** For maximum functionality, the right of way would have few if any curves and turns. However, development of the adjoining surplus land will necessitate some curves in the road, and to obtain maximum residential densities on the surplus land, there may need to be more curves on the road than is desirable for traffic speed and flow.
6. **Bypass Location.** The bypass should be located when possible, away from existing homes.
7. **Bypass Legal Description.** There are 2 options for establishing the right of way. First, the city could survey the right of way, which gives the city all control over its location. Second, the developer of the land could survey the right of way. The developer would have more control, which would give more flexibility to accommodate the future development.
8. **Offsite Bypass alignment.** The location of the bypass within the surplus land will impact the Bassett property, where the Bassett property owns an existing 1/2 acre building lot.
9. **Bypass Width.** The bypass right of way width is 72 feet.
10. **Canal Right of Way.** The canal right of way easement is 60 feet wide.
11. **Typical Subdivision Design.** The typical subdivision has a 60 foot wide road with 100 foot deep lots, requiring 260 feet or more for a typical street with lots on each side. Sloped areas, corner lots, areas near canals, areas with significant utility corridors, such as the gas line easement, and lots with double street frontage, should include additional lot depth. Surrounding lots to the north in Valley Hills are 100 foot by 100 foot each. Lots to the south of the cemetery and east of the surplus land along Mill Road are about 100 foot wide by 175 feet deep.

12. **Community Garden.** Some of the community garden lies within the future bypass right of way. The size of the community garden is about 1/3 acre.
13. **Separation of existing building from Bypass.** Cemetery Department indicates a need for about 20 feet beyond the building to the future Bypass.
14. **Mausoleums.** Preserve an area 100 to 130 feet deep for niches and mausoleums.
15. **Veteran's Memorial.** Preserve ¼ acre for potential Veteran's Memorial.
16. **General Plan and Zoning.** The cemetery is zoned RA-2. The R-1 Zone would be more appropriate for development of the surplus property.
17. **Storm Drain.** A storm drain facility will be necessary for the bypass.

A rough concept map has been created below for the residual cemetery land to begin the discussion of a Master Plan for the Cemetery. About 30 acres are shown in the residual land, with about 1300 potential additional grave sites than exist today. An average of 110 burials occur each year. The new area on the map would accommodate about 1,500 plots, providing about a 13 to 14 year supply over the vacant plots that currently exist in the cemetery.

RECOMMENDATION

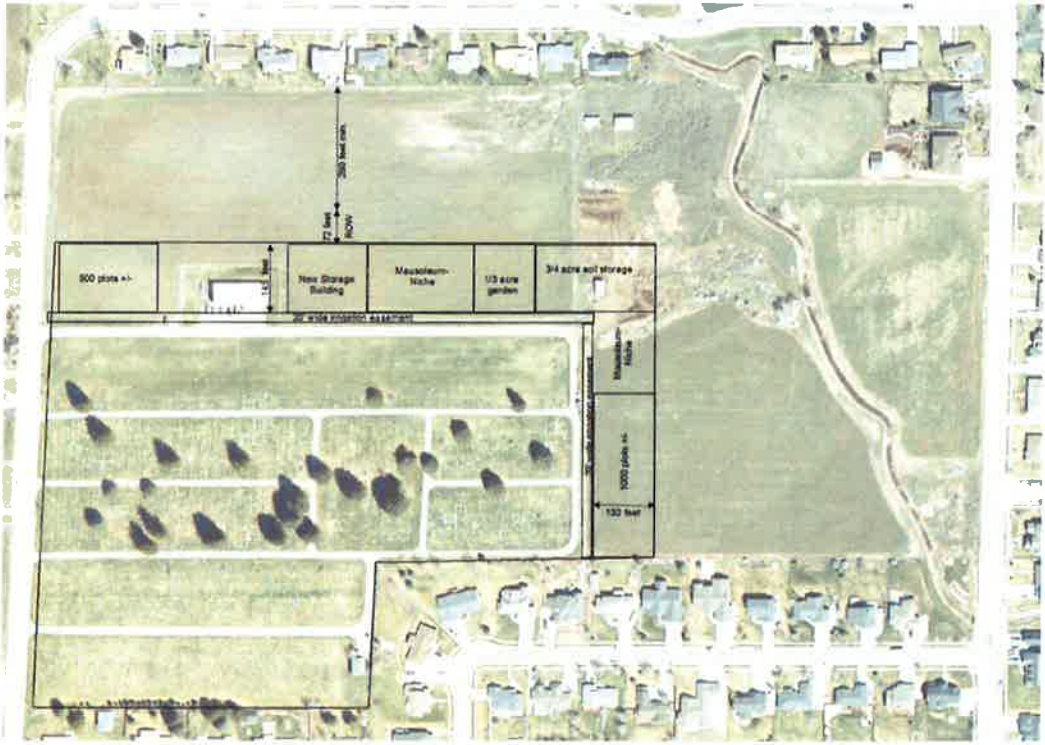
The following is a recommended sequence of events to get the land ready to sell, though the sequence may need to be adjusted during the process.

1. General Plan Amendment/Zone Change.
2. Establish Bypass Right of Way or determine if developer will assist in that effort.
3. Determine developer-city responsibility for construction of bypass.
4. Determine how storm drainage will be dealt with for the bypass road.
5. Hire Realtor for consultation.
6. Conduct Title Search for easements and other encumbrances.
7. Create map of all known utilities and easements.
8. Master Plan the uses for the property the city expects to retain.
9. Identify the property to be made available for sale.
10. Analyze developments costs and property sale proceeds and determine if costs exceed benefits.
11. Hire Surveyor to generate a legal description for the property to be sold.
12. List property for sale.

Potential Mausoleum Locations



Residual Cemetery Concept Plan



Questions for Real Estate Agents
Surplus Cemetery Property Listing
May 16, 2017

- How long have you been in the real estate business?
- What geographic areas and types of property do you handle?
- What is your best marketing plan or strategy for the City's needs?
- What three things separate you from your competition for our needs?
- Other than yourself, who else would be working with the City?
- How will you communicate with the City?
- Has a client ever filed a complaint against you or cancelled a listing before its expiration?
- How long of a listing period will you require.
- What will be your rate of commission to sell the property? Is this your normal rate, or a discounted rate?
- Based on what you know about the property, what things does the City need to do to get the property ready to list?
- What haven't we asked that we need to know before selecting a real estate agent?
- Please provide us references from the sale of three commercial properties that you have handled.