

Adopted Minutes
Spanish Fork City Council and Planning Commission
Work Session
September 23, 2003

The meeting was called to order at 6:00 pm by Mayor Dale R. Barney.

Elected Officials Present: Mayor Dale R. Barney and Councilmembers Sherman E. Huff, Everett Kelepolo, Glenn A. James, Roy L. Johns, and Paul M. Christensen.

Commission members present: Chairman David Lewis, Commissioners Thora Shaw, Ted Scott, Thad Jensen, and Paul Bradford.

Staff Members Present: David A. Oyler, City Manager; S. Junior Baker, City Attorney; Richard Heap, Engineering and Public Works Director; Richard Nielson, Assistant Public Works Director; Emil Pierson, Planning Director; Kent Clark, Finance Director/Recorder; MaryClare Maslyn, Assistant City Manager; and Connie Swain, Deputy Recorder.

Citizens Present: Jim Fisher, *URMMA Legal Representative*, Chris Wadsworth, Matt Barber, Beth Pearson, Del Robins, Dave Olson, Pat Parkinson, Tammy Fawcett, and Gordon Jones.

General Plan

Mr. Baker reviewed the booklet entitled "You are being called to the Planning Commission." The booklet was prepared by the Utah League of Cities and Towns. He also discussed several law suits concerning city liabilities. There are rules in place with respect to land use and zoning issues and it is important to make sure the rules are followed.

Mr. Jim Fisher said URMMA represents third-party liability claims involving URMMA members. The issues involve concerns with respect to process and explaining the reasons for decisions. Use the General Plan as a basis for land use and zoning decisions. He discussed several claims in connection with land use and zoning. He cautioned the City Council and the Planning Commission members to be cautious with information received and shared before decisions are made.

Commissioner Shaw asked how to handle residents calling members at home.

Mr. Fisher said commission members need to allow input from residents without making any commitments outside of the official Planning Commission Meeting.

Commissioner Scott said when he gets calls or is approached by residents he suggests residents attend meetings and share comments with the entire group.

Mr. Baker said it is important to follow the appropriate process and rules. Members must consider what is best for the entire community.

Mr. Oyler pointed out the General Plan, the times when changes were made to the Plan, and the process required in making changes to the General Plan.

Mr. Wadsworth asked how Planning Commission members are selected.

Mr. Baker reviewed the policy in place for selecting Commission members and he also reviewed the purpose of the General Plan.

Commissioner Bradford asked if the R-1-6 zone allows for five foot setbacks and if other communities allow narrow setbacks.

Mr. Baker said every community is different such as Woodland Hills which has very large building lots in comparison with Provo and Orem with high density areas and apartment complexes. It is a requirement to have affordable housing in each community. Mr. Baker also said there can be minor exceptions in the General Plan and any major changes may take several months.

Mr. Pierson reviewed the Master Plan and pointed out several of the Master Plan Developments in the community. He reviewed the benefits of a Master Plan Development. The development allows for diversity in the types of buildings such as single family homes, townhomes, and apartments in the community. To grant incentives to developers a density bonus plan is in place to encourage developers to add amenities to the community. A discussion took place concerning the purpose of the bonus plan and flexibility in the plan. Mr. Pierson said proposed changes are being presented to the Planning Commission and City Council.

Mr. Oyler said city staff is available to answer questions or will try our best to get the answers requested.

Mr. Lewis asked if the commission can make decisions based on traffic and require a traffic engineer to review the request.

Mr. Oyler said in a recent issue the commission required a traffic study. If the roads are already designed in the road plan as a collector or major roads, they cannot be adjusted based on increased traffic. Changes can be required within the development. City staff is available to give guidance and recommendations.

Mr. Baker said we have enough expertise in our Engineering Department to usually provide the needed information.

Mr. Pierson said a traffic study can be required based on the situation.

Adjournment

The meeting adjourned at 7:50 pm.

Connie Swain, Deputy Recorder

Approved: October 7, 2003