

**Adopted Minutes
Spanish Fork City Development Review Committee
August 31, 2011**

Staff Members Present: Dave Anderson, Community Development Director; Shelley Hendrickson, Planning Secretary and Community Development Award for Outstanding Achievement and Excellence in Public Service recipient; Junior Baker; City Attorney; Tom Cooper, Power Design; Seth Perrins; Assistant City Manager; Shawn Beecher, GIS Specialist; Joe Jarvis, Fire Marshall; Jered Johnson, Surveyor.

Citizens Present: Morris Flygare.

Mr. Anderson called the meeting to order at 10:10 a.m.

Mr. Baker **moved to approve** the minutes of June 1, 2011, with the noted corrections. Mr. Johnson **seconded** and the motion **passed** all in favor.

Mr. Baker **moved to approve** the minutes of July 13, 2011, with the noted corrections. Mr. Johnson **seconded** and the motion **passed** all in favor.

Mr. Johnson **moved to approve** the minutes of August 3, 2011, with the noted corrections. Mr. Anderson **seconded** and the motion **passed** all in favor.

PRELIMINARY PLATS

Spanish Fork Business Park Plat B

Applicant: Morris Flygare

General Plan: Light Industrial

Zoning: Industrial 1

Location: approximately 2100 North Chappel Drive

Mr. Anderson explained the proposal was to create a new lot for PreCorp to construct a building on. He explained a gap that was going to exist between where the utilities will terminate at Chappell Drive and where the property line is. The property owner will provide payment to the City with the idea that the City will make the connection between where the utilities will terminate and where they will be installed on the adjoining property to the north when it develops. He further explained to the applicant that he would make the payment at the time he posts a bond but unlike a bond it would be money that the City would use to make the necessary improvements.

Mr. Johnson explained that this was a one lot subdivision but that they were incorporating two or three different parcels.

Discussion was held regarding the property boundaries along Williams Lane and that the City would not be doing anything to preserve or create Williams Lane as a public street.

Mr. Johnson said that Williams Lane would remain as it is.

Mr. Cooper explained that the Power Department was in the process of improving a power line in front of PreCorp and that this proposal would need to connect to what the Power Department was improving.

Discussion was held regarding transformer placement and a sixty-foot wide high-pressure gas line easement.

Mr. Baker **moved** to **approve** the Spanish Fork Business Park Plat B located at approximately 2100 North Chappel Drive subject to the following conditions:

Conditions

1. That the applicant stop the installation of utilities south of the north property line due to an irrigation ditch with the provision that the applicant pay the City the cost to complete the utilities to the north property line and that the City will complete the utilities when the property develops to the North.
2. That the applicant meet the City's Construction Standards.

Mr. Cooper **seconded** and the motion **passed** all in favor.

Discussion was held regarding what the applicant's next step would be; which, was to supply their plans in pdf form to Dave Anderson and that the proposal would be on the Spanish Fork City Planning Commission's agenda on September 7, 2011.

SITE PLANS

Assorted Miscellaneous Public Works Buildings

Applicant: Spanish Fork City

General Plan: Light Industrial

Zoning: Industrial 1

Location: approximately 2200 North 200 East

Mr. Anderson **moved** to **continue** the Assorted Miscellaneous Public Works Buildings for one week. Mr. Cooper **seconded** the motion. Mr. Anderson **withdrew** his motion.

Mr. Johnson explained that they were proposing to construct two buildings that they would not have any improvements to them such as storm drain, water, sewer etc.

Mr. Baker asked whether the City should have a Site Plan application for this proposal. Mr. Johnson said that there was a Site Plan on his desk but that he had not looked at it. He explained that until they received proposals on the buildings they could not really do much.

Mr. Baker **moved** to **approve** the Public Works Buildings located at approximately 2200 North 200 East subject to the following conditions:

Conditions

1. That when the request for proposal comes back that the Fire Department approves the development
2. That load sheets be approved by the City's Power Department
3. That the applicant meets all of the City's requirements for Site Plan approval.
4. That the development meet the City's Construction Standards.

Mr. Cooper **seconded** and the motion **passed** all in favor.

Mr. Anderson explained that we as a City do not want to cut corners and that we need to be following our own Site Plan development process. He expressed that often times we are very zealous about getting projects approved by the Development Review Committee and by doing so are not handling things as best as we can. Mr. Anderson gave two particular examples, R & C Supply and Ivory Homes, where he illustrated a need to make sure that an applicant leaves the Development Review Committee meeting with a complete understanding of what the City is requiring (connector's agreements, bonds etc.). He further explained that the Development Review Committee was delegated by the City Council to be the land use authority for Site Plan and Final Plat approvals.

GENERAL PLAN

Transportation and Traffic Circulation Element of the General Plan

Applicant: Spanish Fork City

General Plan: City-wide

Zoning: City-wide

Location: City-wide

Mr. Baker **moved** to **continue** the Transportation and Traffic Circulation Element of the General Plan. Mr. Perrins **seconded** and the motion **passed** all in favor.

OTHER BUSINESS

There was none.

ADJOURNMENT

Mr. Baker **moved** to **adjourn**. Mr. Perrins **seconded** and the motion **passed** all in favor at 10:43 a.m.

Adopted: October 5, 2011

Shelley Hendrickson, Planning Secretary