



DEVELOPMENT REVIEW COMMITTEE AGENDA

WEDNESDAY, FEBRUARY 1, 2012

10:00 A.M.

1. Minutes: November 30, 2011, December 7, 2011, December 14, 2011, December 21, 2011, January 11, 2012 and January 25, 2011
2. Site Plans
 - a. CR Flooring
Applicant: Robert Wyman
General Plan: Light Industrial
Zoning: Industrial 1
Location: 3346 North Main Street
3. Other Business
4. Adjourn

The meeting starts at 10:00 A.M. at Spanish Fork City Hall in the Council Chambers. Applicants should be at the meeting and be prepared to discuss their development. The public is invited to participate in all Development Review Committee Meetings. If you need special accommodations to participate in the meeting, please contact the City Manager's Office at (801) 804-4531.

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Draft Minutes
Spanish Fork City Development Review Committee
November 30, 2011

Staff Members Present: Chris Thompson, Public Works Director; Dave Anderson, Community Development Director; S. Junior Baker, City Attorney; Shelley Hendrickson, Planning Secretary; Chris Swenson, Chief Building Inspector; Kelly Peterson, Power Superintendent; Trapper Burdick, Assistant City Engineer; Bart Morrill, Parks & Recreation Supervisor; Joe Jarvis, Fire Marshall; Jered Johnson, Surveyor; Shawn Beecher, GIS Specialist.

Citizens Present: Adam Lambert.

Mr. Thompson called the meeting to order at 10:07 a.m.

MINUTES

November 23, 2011

Mr. Peterson **moved** to **approve** the minutes of November 23, 2011 with the noted corrections. Mr. Anderson **seconded** and the motion **passed** all in favor.

FINAL PLATS

Legacy House

Applicant: Steve Broadbent
General Plan: Commercial
Zoning: R-1-8
Location: 1450 East 100 South

Mr. Johnson explained to the applicant that they would need to submit three more sets of plans and a mylar.

Mr. Anderson asked the applicant, if a cross-access easement through the neighbor's property had been recorded. The applicant said that the easement had been obtained and recorded.

Mr. Anderson **moved** to **approve** the Final Plat for Legacy House at Spanish Fork. Mr. Burdick **seconded** and the motion **passed** all in favor.

SITE PLANS

Legacy House

Applicant: Steve Broadbent
General Plan: Commercial
Zoning: R-1-8

50 Location: 1450 East 100 South

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52 Discussion was held regarding on and off site parking and a masonry wall along the
53 property line that abuts residential and Highway 6.

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55 Mr. Peterson explained that the applicant would need to work with the City's Power
56 Department when the masonry wall is installed to ensure the proper clearances from the
57 power lines. He further explained that he was not sure where Comcast and other utility
58 services were located and that the applicant would have to coordinate with the utility
59 companies.

60

61 Discussion was held regarding whether or not the applicant would be willing and could
62 match the masonry wall that already exists along Highway 6.

63

64 Mr. Anderson said that this proposal had been approved before and that there were a few
65 changes but that they were not significant.

66

67 Mr. Anderson **moved** to **approve** the Legacy House at Spanish Fork Site Plan subject to
68 the following condition:

69

70 **Condition**

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- 72 1. That the applicant meets the conditions that were subject to the Conditional Use
73 approval.

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75 Mr. Peterson **seconded** and the motion **passed** all in favor.

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77 Discussion was held regarding what the applicant's next steps were.

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80 **OTHER BUSINESS**

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82 Discussion was held regarding the process that the City will need to follow in building a
83 chlorinator building.

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86 **ADJOURNMENT**

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88 Mr. Baker **moved** to **adjourn**. Mr. Burdick **seconded** and the motion **passed** all in favor at
89 10:21 a.m.

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91 **Adopted:**

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Shelley Hendrickson, Planning Secretary

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Draft Minutes
Spanish Fork City Development Review Committee
December 7, 2011

Staff Members Present: Chris Thompson, Public Works Director; Dave Anderson, Community Development Director; S. Junior Baker, City Attorney; Shelley Hendrickson, Planning Secretary; Chris Swenson, Chief Building Official and President of the Shawn White Fan Club; Kelly Peterson, Power Superintendent; Trapper Burdick, Assistant City Engineer; Bart Morrill, Parks & Recreation Supervisor; Joe Jarvis, Fire Marshall; Jered Johnson, Surveyor; Shawn Beecher, GIS Specialist.

Citizens Present: None.

Mr. Thompson called the meeting to order at 10:08 a.m.

FINAL PLATS

West Gate Manor

Applicant: Jed Mitchell
General Plan: Low Density Residential
Zoning: R-1-8
Location: 310 North 450 West

Mr. Anderson explained that this was a re-approval and that nothing had changed. This was simply a matter of re-approving due to the applicant not getting a plat recorded within 120 days.

Discussion was held regarding whether or not a temporary turn around was required. It was determined that one would not be required.

Mr. Anderson **moved** to **approve** the West Gate Manor Final Plat for Jed Mitchell with any conditions of approval that are in place with the original approval. Mr. Baker **seconded** and the motion **passed** all in favor.

The following is an excerpt from the minutes of June 15, 2011, of the original approval.

*Mr. Baker **moved** to **approve** the West Gate Manor Final Plat for Jed Mitchell located at 310 North 450 West subject to the following conditions:*

Conditions

- 1. That the applicant address the redlines prior to recordation.*
- 2. That the applicant meet the City's Electrical design requirements.*
- 3. That the applicant meet the City's Construction and Development Standards.*

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

OTHER BUSINESS

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There was none.

ADJOURNMENT

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

Adopted:

Shelley Hendrickson, Planning Secretary

DRAFT

Draft Minutes
Spanish Fork City Development Review Committee
December 14, 2011

Staff Members Present: Chris Thompson, Public Works Director; Dave Anderson, Community Development Director; Angie Warner, Deputy Recorder; Jered Johnson, City Surveyor; Bart Morrill, Parks Supervisor; Kelly Peterson, Power Superintendent; Trapper Burdick, Assistant City Engineer; Dave Oyler, City Manager; Chris Swenson, Chief Building Inspector.

Citizens Present: None.

Dave Anderson called the meeting to order at 10:00 a.m.

Final Plat Approval

Old Mill Estates at Spanish Fork Plat A

Applicant: CW Management

General Plan: Low Density Residential

Zoning: R-1-15

Location: Approximately at Mill Road and Arrowhead Trail

Dave Anderson said they are requesting a small change of a lot line adjustment and then the plat needs re-approval.

Chris Thompson explained the existing policy for construction standards to obtain a building permit. Chris Thompson explained the bonding process for improvements that are not complete.

Jered Johnson said we have not created a bond for this plat.

Dave Oyler clarified that all improvements need to be done, except the asphalt that would be bonded for, to receive a building permit.

Junior Baker made a **motion** to **approve** the Old Mill Estates at Spanish Fork Plat A with the lot line adjustment.

Dave Oyler **seconded** and the motion **passed** all in favor.

Other Business

Dave Anderson said a few years ago some HOA's were anxious to turn streets over to the City.

Dave Oyler said that the Engineering Department went over the streets that met our standards and we accepted those.

Discussion about HOA's and special assessment areas.

Kelly Peterson explained that the contract for power is split between Wasatch Pallet and Lew Christensen. Either we need to terminate this contract to make a new one or Wasatch Pallet just needs to pay both bills.

Dave Oyler asked if Wasatch Pallet is following the guidelines for the inspection problem.

Jered Johnson reviewed what inspections have been done at Wasatch Pallet.

ADJOURNMENT

Junior Baker **moved** to adjourn.

Chris Thompson **seconded** and the motion **passed** all in favor at 10:30 am.

ADOPTED:

Angie Warner, Deputy Recorder

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Draft Minutes
Spanish Fork City Development Review Committee
December 21, 2011

Staff Members Present: Chris Thompson, Public Works Director; Dave Anderson, Community Development Director; S. Junior Baker, City Attorney; Dave Oyler, City Manager; Shelley Hendrickson, Planning Secretary; Chris Swenson, Chief Building Inspector; Kelly Peterson, Power Superintendent; Trapper Burdick, Assistant City Engineer; Bart Morrill, Parks & Recreation Supervisor; Jered Johnson, Surveyor; Shawn Beecher, GIS Administrator.

Citizens Present: None.

Mr. Thompson called the meeting to order at 10:12 a.m.

ANNEXATIONS

Clayson

Applicant: Starlene Clayson

General Plan: Light Industrial

Zoning: Industrial 1

Location: Approximately 300 West 1500 North

Discussion was held regarding the General Plan designation which is to be designated as Light Industrial.

Mr. Anderson explained that the petitioners did not have any immediate plans to develop and there was not a time table for extending services to the property. He said that there was not going to be an impact on existing or proposed streets, that there would be no negative impact on the configuration of the City boundary, revenue would not change and the signatures on the application did comply with State law.

Mr. Thompson explained that the applicant would have to follow the master planned construction standards and said that utility capacity is not reserved at annexation. He said that the water line would need to be a 12-inch line and would need to be installed before the street is widened. Sewer will not be a problem because there is a sewer trunk line in the street. Storm drain is a big issue for this property because the line would need to run under the railroad. They could do all the retention on site but would use up valuable property. Either way, they would need to run storm drain with development. Pressurized irrigation is not in the area.

Discussion was held regarding road dedication and master plans for trails.

Mr. Peterson said that there were not any power issues.

Mr. Anderson **moved**, based on the annexation meeting the State Code requirements for annexations, that the city **approve** the annexation of the property subject to the following condition:

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Condition

1. That the petitioners dedicate the planned right-of-way for 300 West. Mr. Baker **seconded** and the motion **passed** all in favor.

OTHER BUSINESS

There was none.

ADJOURNMENT

Mr. Burdick **moved** to **adjourn**. Mr. Baker **seconded** and the motion **passed** all in favor at 10:36 a.m.

Adopted:

Shelley Hendrickson, Planning Secretary

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Draft Minutes
Spanish Fork City Development Review Committee
January 11, 2012

Staff Present: David Oyler, City Manager; Junior Baker, City Attorney; Seth Perrins, Assistant City Manager; Chris Thompson, Public Works Director; Jered Johnson, City Surveyor; Shawn Beecher, GIS Administrator; Shelley Hendrickson, Planning Secretary; Bart Morrill, Parks & Recreation Supervisor; Shawn Jorgensen, Public Works Inspector; Chris Swenson, Chief Building Official.

Citizens Present: Jay and Starlene Clayson.

Mr. Thompson called the meeting to order at 10:00 a.m.

SITE PLANS

Marty Grange

Applicant: Matt Daley

General Plan: Medium Density Residential

Zoning: Light Industrial

Location: parcel located west of 1215 North SR51

Mr. Johnson explained the Engineering redlines.

Discussion was held regarding UDOT not allowing the applicant to cut into SR51 until April of 2012 and whether or not a Business License could be issued without fire protection. Mr. Oyler said yes, if the owner signs a waiver for the fire protection.

Mr. Peterson explained that the power is fed from Springville and will remain on Springville Power.

Mr. Johnson explained the bond.

Mr. Baker recommended that the applicant not bond for the driveway since it is not a public improvement. The City will issue a Business License if they sign a fire protection waiver. If the driveway is not completed than a Business License will not be renewed for 2013.

Mr. Baker **moved** to **approve** the Marty Grange Site Plan subject to the following conditions:

Conditions

1. The applicant places a bond.
2. The applicant signs a waiver on the fire protection in order to be issued a City business license (since no permit from UDOT until spring).
3. Until further development they can remain on Springville power.

48 4. Provide a copy of the easements.

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50 Mr. Peterson **seconded** and the motion **passed** all in favor.

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53 **FINAL PLATS**

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55 **River Cove Plat F**

56 Applicant: Spanish Fork City

57 General Plan: Low Density Residential

58 Zoning: R-1-12

59 Location: Approximately 1074 West River Ridge lane

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61 Mr. Baker **moved** to **approve** River Cove Plat F by vacating lots 2, 2a, 3 and 3a in River Cove Plat
62 A and making them lots 1, 1a, 2 and 2a of River Cove Plat F. Mr. Perrins **seconded** and the
63 motion **passed** all in favor.

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66 **ANNEXATIONS**

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68 **Clayson Annexation**

69 Applicant: Starlene Clayson

70 General Plan: Light Industrial

71 Zoning: Industrial 1

72 Location: Approximately 300 West 1500 North

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74 Discussion was held, not specific to the Clayson Annexation but to annexations in general,
75 regarding street expansion and what to require at annexation.

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77 Mr. Thompson said that because we do not know the exact right-of-way he would like an
78 agreement and not a dedication.

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80 Mr. Baker expressed that he felt whatever the Master Transportation Plan requires, at the time
81 of annexation, is what the City needs to follow. In the case of the Clayson Annexation, because
82 of the power lines on the east side, we measure whatever the Master Transportation says. Mr.
83 Baker said he feels we are better off to obtain the easement now than to obtain it later.

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85 Discussion was held regarding the Master Transportation Plan, the pros and cons of obtaining
86 the easements at annexation or to acquire it later.

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88 Discussion was held with the Clayson's and how they felt regarding the easement and annexing.

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91 **NEW BUSINESS:**

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93 There was none.

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95 **ADJOURN:**

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97 Mr. Burdick **moved** to **adjourn**. Mr. Baker **seconded** and the motion **passed** all in favor at 10:45
98 a.m.

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100 **ADOPTED:**

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Shelley Hendrickson, Planning Secretary

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Draft Minutes
Spanish Fork City Development Review Committee
January 25, 2012

Staff Members Present: Chris Thompson, Public Works Director; Dave Anderson, Community Development Director; S. Junior Baker, City Attorney; Dave Oyler, City Manager; Shelley Hendrickson, Planning Secretary; Chris Swenson, Chief Building Inspector General; Kelly Peterson, Power Superintendent; Trapper Burdick, Assistant City Engineer; Bart Morrill, Parks & Recreation Supervisor; Jered Johnson, Surveyor; Shawn Beecher, GIS Administrator.

Citizens Present: Geoffrey Child.

Mr. Thompson called the meeting to order at 10:04 a.m.

SITE PLANS

Costco

Applicant: Costco Wholesale
General Plan: General Commercial
Zoning: Commercial 2
Location: Approximately 250 East 1000 North

Mr. Child asked if the Electric department was doing the electric design. Mr. Cooper said yes, to the meter base. Mr. Cooper then explained that the Costco store would need an external disconnect and another external disconnect on the fuel station.

Mr. Anderson asked if the electrical design was finished. Mr. Cooper said that it was.

Mr. Johnson explained that Costco's contractor would be installing the water service and that the line would need to be poly not copper. He further explained that the sewer lateral would need to run at two percent slope or upgrade the line.

Discussion was held regarding the entrance feature and stamped asphalt and enhancing the screening on the rear of the building that is next to the park.

Mr. Anderson **moved** to **approve** the Costco Site Plan subject to the issues being addressed in Jered Johnson's memo. Mr. Burdick **seconded** and the motion **passed** all in favor.

Discussion was held regarding the site and surcharge material.

ADJOURNMENT

Mr. Anderson **moved** to **adjourn**. Mr. Thompson **seconded** and the motion **passed** all in favor at 10:24 a.m.

Adopted:

Shelley Hendrickson, Planning Secretary