



DEVELOPMENT REVIEW COMMITTEE AGENDA

WEDNESDAY, JANUARY 29, 2014

10:00 A.M.

1. **Approval of Minutes: December 18 and 19, 2013, January 8, 15 and 22, 2014**

2. **Zone Changes**
 - a. **Baxter**
Applicant: Shirley Baxter
General Plan: Low Density Residential
Zoning: R-1-12 existing, R-1-9 requested
Location: 1502 South 1700 East

 - b. **Barney Warner**
Applicant: Dave Adams
General Plan: Low Density Residential
Zoning: Rural Residential existing, R-1-12 requested
Location: 900 South 1200 West

3. **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
December 18, 2013

Staff Members Present: Chris Thompson, Public Works Director; Dave Oyler, City Manager; Dave Anderson, Community Development Director, Jason Sant, Assistant City Attorney; Kelly Peterson, Electric Superintendent; Shawn Beecher, GIS Administrator; Jered Johnson, Engineering Division Manager; Dale Robinson, Parks & Recreation Director; Chris Swenson, Chief Building Official, Steve Adams, Chief of Police; Cory Pierce, Staff Engineering.

Citizens Present: Mark Gressman.

Mr. Thompson called the meeting to order at 10:13 a.m.

Mr. Anderson **moved** to **approve** the minutes of November 27, 2013 and December 11, 2013.

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

SITE PLAN

Stogies

Applicant: Mark Gressman

General Plan: Mixed Use

Zoning: C-2

Location: 200 North 100 West

Mr. Thompson said this item is a change of use so that triggers the requirements of a Site Plan.

Mr. Pierce said one item that will need to be addressed is the storm drainage.

Mr. Thompson said that Mr. Gressman will be required to retain .2 cubic feet per acre storm drainage for the property. Mr. Gressman will need to construct landscaping as well. Mr. Thompson requested that Mr. Gressman meet with Mr. Pierce and address the storm drainage issue.

Mr. Gressman asked when the improvements will be required.

Mr. Thompson said probably in the spring/summer time of 2014. If you would want it open sooner, you would have to bond for it.

44 Mr. Anderson explained some options for the landscaping that is required. Mr.
45 Anderson said that right now there is a dumpster in the parking lot and that would
46 need to be enclosed.
47
48 Mr. Gressman said he is hoping to share the dumpster that is behind the building
49 and no longer have the one in the parking lot.
50
51 Mr. Pierce said two other items that will need to be addressed is the northwest
52 corner that will need to be brought up to ADA requirements and pressurized
53 irrigation.
54
55 Mr. Thompson commented that if the landscaping is small enough the City will not
56 require pressurized irrigation hook up and allow the owner to use culinary water.
57
58 Mr. Gressman asked if he could just landscape with rocks.
59
60 Mr. Anderson said rocks are fine to use but with the landscaping requirements
61 there will need to be a few trees and shrubs as well.
62
63 Mr. Pierce asked about adjusting the driveway.
64
65 Mr. Gressman said they were looking to expand the driveway.
66
67 Mr. Pierce said the maximum width is about 30 feet and Mr. Gressman would only
68 be allowed to expand south from where the driveway is currently.
69
70 Mr. Pierce asked for a Site Plan with detailed updates and Mr. Gressman may
71 need an engineer to help with design of the storm drain.
72
73 Mr. Gressman asked if he is responsible for all the curb gutter and sidewalk.
74
75 Mr. Thompson said yes, the change of use has triggered the site plan to bring it up
76 to current city standards.
77
78 Mr. Gressman clarified if he does not open the convenience store, he can leave it
79 the way it is.
80
81 Mr. Anderson replied yes.
82
83 Mr. Thompson changed his comment and feels that the sidewalk upgrade should
84 be paid for by the city. Mr. Gressman would only have to pay for the corner area
85 to meet ADA requirements.
86
87 Discussion to place regarding the history of upgrading the Stogies location.
88

89 Mr. Gressman asked if he could add a second driveway onto 100 North.

90

91 Mr. Anderson replied no.

92

93 Discussion took place regarding the parking requirement of 12 stalls.

94

95 Mr. Anderson **moved** to **approve** the Site Plan for Stogies and Back Alley Market
96 subject to the following conditions:

97

98 **Conditions**

99

- 100 1. The applicant provides an updated drawing identifying and addressing:
101 a. a new storm water management program
102 b. areas that will be landscaped
103 c. all improvements made storm drain, ADA
104 d. required parking requirements of 12 parking stalls
105 2. The applicant will be required to bond for all required improvements.

106

107 Mr. Oyler **seconded** and the motion **passed** all in favor.

108

109 Mr. Anderson explained the bonding process for Mr. Gressman.

110

111 Mr. Anderson said if he can get 11 parking spots on his site and an agreement for
112 employees to park behind the building from that property owner, that could
113 possibly work.

114

115 Mr. Robinson moved to **adjourn**.

116 Mr. Adams **seconded** and the motion **passed** all in favor at 11:02 a.m.

117

118 **Adopted:**

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Angie Warner, Deputy Recorder

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Draft Minutes
Spanish Fork City Development Review Committee
December 19, 2013

Staff Members Present: Seth Perrins, Assistant City Manager; Dave Anderson, Community Development Director, Junior Baker, City Attorney; Dale Robinson, Parks & Recreation Director; Steve Adams, Chief of Police; Angie Warner, Deputy Recorder.

Citizens Present: none.

Mr. Anderson called the meeting to order at 10:13 a.m.

FINAL PLAT

Canyon Creek Phase 2

Applicant: Woodbury Corporation
General Plan: General Commercial
Zoning: Commercial 2
Location: 700 East 900 North

Mr. Anderson said that Tenedor has missed a deadline so this is here to re-approve the Final Plat for Canyon Creek Phase 2.

Mr. Anderson **moved** to **approve** the Final Plat for Canyon Creek Phase 2 subject to the original conditions.

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

Mr. Baker moved to **adjourn**.

Mr. Perrins **seconded** and the motion **passed** all in favor at 10:16 a.m.

Adopted:

Angie Warner, Deputy Recorder

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Draft Minutes
Spanish Fork City Development Review Committee
January 8, 2014

Staff Members Present: Chris Thompson, Public Works Director; Dave Anderson, Community Development Director, Kelly Peterson, Electric Superintendent; Shawn Beecher, GIS Administrator; Jered Johnson, Engineering Division Manager; Dale Robinson, Parks & Recreation Director; Chris Swenson, Chief Building Official, Steve Adams, Chief of Police; Cory Pierce, Staff Engineer; Joe Jarvis, Fire Marshal; Angie Warner, Deputy Recorder.

Citizens Present: Kent Boswell.

Mr. Thompson called the meeting to order at 10:21 a.m.

SITE PLAN

Applicant: Walmart

General Plan: General Commercial

Zoning: C-2

Location: 1200 North 800 East

Dave Anderson presented the latest Site Plan and explained it was now proposed that the 2013 approval be extended for six months.

Mr. Anderson **moved** to extend the Walmart Site Plan approval subject to the following conditions:

1. The applicant making any necessary changes to latest submittal to meet City requirements.

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

Mr. Johnson moved to **adjourn**.

Mr. Robinson seconded and the motion **passed** all in favor at 10:23 a.m.

Adopted:

Angie Warner, Deputy Recorder

Draft Minutes
Spanish Fork City Development Review Committee
January 15, 2014

Staff Members Present: Chris Thompson, Public Works Director; S. Junior Baker, City Attorney; Kelly Peterson, Electric Superintendent; Shelley Hendrickson, Engineering Secretary; Shawn Beecher, GIS Administrator; Dale Robinson, Parks & Recreation Director; Chris Swenson, Chief Building Official; Dave Oyler, City Manager; Cory Pierce, Development Engineer; Steve Adams, Public Safety Director; Seth Perrins, Assistant City Manager; Joe Jarvis, Fire Marshal; Bart Morrill, Parks and Recreation Supervisor.

Citizens Present: Bill Gibson, Ryan Heath, Ben Tuckett, Joe Rich, Luke Mendenhall.

FINAL PLATS

Skyhawk Condominiums

Applicant: Kevin Pritchett
General Plan: General Commercial
Zoning: C-2
Location: 300 North Main

Mr. Baker said that the applicant was simply taking an existing building and condo minimizing it.

Mr. Thompson explained that all but two of the units will be individual units.

Mr. Peterson said that the electrical was all separate and that it had been that way since the construction of the building so that there should not be any issues on the electrical side.

Mr. Oyler asked if the units upstairs and downstairs were separate. Mr. Beecher explained that they would be.

Mr. Thompson explained that as long as there was a property owners association that the Engineering Department was fine with the water meters being under that association name. They would not need to have separate water meters for each unit. He then asked Mr. Pierce if he had reviewed a parking agreement. Mr. Pierce said that he had.

Mr. Thompson asked if all of the units would have equal access to the parking. Mr. Baker said that the parking agreement had been amended and approved in the last City Council meeting.

Mr. Jarvis explained the issues that he had with the plan they were: provide permanent address labels on each of the individual gas meters, label the electrical room door, provide

47 a key box to be mounted on the rear of the building near the electrical room door and
48 providing master key to each individual units and main disconnect room, provide
49 maintenance on the sewer and storm drain system.

50
51 Mr. Baker **moved to approve** the Skyhawk Condominiums Final Plat subject to the
52 following conditions:

53
54 **Conditions**

- 55
- 56 1. That the applicant meets the requirements of the Fire Department.
 - 57 2. That the applicant submits the addresses.
 - 58 3. That the applicant submits the HOA contact and that they sign in with the City
59 utilities.
 - 60 4. That the applicant meets the City's Construction Standards.

61
62 Mr. Peterson **seconded** and the motion **passed** all in favor.

63
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65 **SITE PLANS**

66
67 **Culvers**

68 Applicant: Culvers

69 General Plan: General Commercial

70 Zoning: C-2

71 Location: 943 North 700 East

72
73 Mr. Thompson asked Mr. Pierce if there were any issues with the Culvers Site Plan. Mr.
74 Pierce explained the ingress and egress and his concern relative to the traffic function.

75
76 Mr. Rich explained that he had a concern with three parking stalls that would be backing
77 out into the travel lane of the parking lot. He said that they need them and did not want
78 to lose them. He said that he had not talked to Dave Anderson about this. He expressed
79 that he felt the three stalls could remain by requiring them to be employee parking only
80 and require the employees to back into the stall. He said that the stalls could not be
81 moved as Culvers had freezer space that they would lose.

82
83 Mr. Gibson said that he felt the employees would be parking there anyway and that they
84 are there anywhere from four to eight hours.

85
86 Mr. Peterson explained where a transformer would be located. Mr. Thompson asked if
87 the transformers could be moved to where the three parking stalls were located. Mr.
88 Peterson said that they could be.

89
90 Mr. Perrins asked how close the parking stalls would be to the travel lane if the stalls
91 were moved to where the transformer boxes are currently planned to be. It was
92 determined that it would be within eight feet.

93

94 Mr. Gibson said that the parking stalls could not be moved to where the transformers
95 were because it would affect the Culvers drive-thru stacking.

96

97 Discussion was held regarding Culvers double stacking lanes for the drive-thru and the
98 parking stalls remaining as employee parking only.

99

100 Mr. Oyler explained that Culvers would be the one to live with the situation as this is not
101 a City street and if traffic becomes an issue they will have to deal with it. The City will
102 not.

103

104 Discussion was held regarding pedestrian access.

105

106 Mr. Peterson said that he did not have a load sheet for Culvers but that he had the rest of
107 the site designed and calculated.

108

109 Mr. Morrill explained that the landscape plan for Culvers and Walgreens shows bark and
110 shrubs which is fine but that they need trees.

111

112 Mr. Oyler asked about stacking and the parking stalls and were we requiring them to
113 close it. Mr. Pierce explained that if they paint a merge lane, with striping, it should be
114 okay.

115

116 Discussion was held regarding the three lanes and painting stripes or adding a curb. It
117 was determined that it would be Culvers choice as to what they choose to do.

118

119 Mr. Baker **moved** to **approve** the Culvers Site Plan subject to the following conditions:

120

121 **Conditions**

122

123 1. That the applicant stripes or curbs the stacking lanes to merge them to the out
124 position (at Culvers discretion).

125

126 2. That the plans include a sidewalk as shown on the revised plan

127

128 3. That the three parking stalls at the rear side of the building are designated as
129 employee only parking.

129

128 4. That the applicant meet the City's landscape criteria for the US 6 frontages.

129

130 Mr. Swenson **seconded** and the motion **passed** all in favor.

131

132 **Walgreens**

133

134 Applicant: Walgreens

135

136 General Plan: General Commercial

137

Zoning: C-2

Location: 951 North 700 East

137

138 Mr. Thompson asked Mr. Pierce if there were any Engineering issues. Mr. Pierce said
139 that there were some slight changes to the plans but that everything was good.

140
141 Mr. Peterson said that it was ready to go on the electrical end.

142
143 Discussion was held regarding the sidewalks.

144
145 Mr. Baker **moved to approve** the Walgreens Site Plan subject to the following conditions:

146
147 **Conditions**

- 148
149 1. That the applicant add the sidewalks as shown on the revised plan.
150 2. That the applicant meet the City's landscape criteria for the highway six frontage

151
152 Mr. Oylar **seconded** and the motion **passed** all in favor.

153
154 Mr. Baker **moved to adjourn**. Mr. Adams **seconded** and the motion **passed** all in favor at
155 10:27 a.m.

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157 **Adopted:**

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Shelley Hendrickson, Engineering Secretary

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Draft Minutes
Spanish Fork City Development Review Committee
January 22, 2014

Staff Members Present: Chris Thompson, Public Works Director; Dave Anderson, Community Development Director; Dave Oyler, City Manager; Junior Baker, City Attorney; Tom Cooper, Electric Operations Dispatcher; Shawn Beecher, GIS Administrator; Jered Johnson, Engineering Division Manager; Dale Robinson, Parks & Recreation Director; Chris Swenson, Chief Building Official, Steve Adams, Chief of Police; Cory Pierce, Staff Engineering; Joe Jarvis, Fire Marshal; Angie Warner, Deputy Recorder.

Citizens Present: Steve Maddox, Ray Dawson, Matt W. Brown, Scott Peterson, Mike Morley, Shirley Baxter.

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

ZONE CHANGES

Baxter

Applicant: Shirley Baxter

General Plan: Low Density Residential

Zoning: R-1-12 existing, R-1-9 requested

Location: 1502 South 1700 East

Dave Anderson explained that Ms. Baxter has the property where her existing home is located and the property to the west that she would like to subdivide. The request is for two lots and the zoning would have to be changed to R-1-9.

Ms. Baxter said there is a fence separating the properties already and they have a well located in the southwest corner of the property with the home on it that they would like to keep.

Chris Thompson stated that this request triggers the need for improvements to the property and Ms. Baxter would be required to connect utilities to the new subdivided properties as well as the existing home. If the property is not subdivided Ms. Baxter would be able leave the property as is.

Staff would have to research whether Ms. Baxter would be able to still use the well or not with the change.

Discussion took place about a connector's agreement.

45 Ms. Baxter said that she spoke with the secretary in the engineering office and the
46 connector's agreement was never approved by Council.

47
48 Dave Anderson pointed out that the surrounding property sizes are around 12,000
49 square feet. Mr. Anderson feels that this request R-1-9 would not pass with the
50 surrounding properties zoned R-1-12.

51
52 Discussion took place regarding the different options that would work for Ms.
53 Baxter.

54
55 Dave Oyler reviewed the utilities that Ms. Baxter would be required to hook up
56 and the details of use and cost.

57
58 Mr. Baker **moved** to **continue** this item for one week to allow staff to research the
59 connector's agreement and utility connection requirements as well as allowing Ms.
60 Baxter to review the information provided today.

61
62 Mr. Johnson **seconded** and the motion **passed** all in favor.

63
64 **Academy Park**
65 **Applicant: Scott Peterson**
66 **General Plan: Low Density Residential**
67 **Zoning: R-1-15 existing, R-1-12 requested**
68 **Location: 1150 West 1100 South**

69
70 Mike Morley explained that this request is try to keep the price lower for the
71 homes because of the industrial use of the neighboring the property.

72
73 Mr. Baker reviewed the Muhlestein Zone Change that was presented to City
74 Council and was approved for R-1-15.

75
76 Mr. Morley understands the concerns of the Leland residents and explained that
77 where they are not dealing with open land, they think that having the R-1-12 would
78 be suitable and also the undesirable industrial neighbor that would behind the
79 homes.

80
81 Mr. Baker said there would need to be a masonry wall put up between the homes
82 and the industrial business.

83
84 Dave Andersen feels if they would have bigger lots it would give more space to
85 have the homes further away from the industrial business.

86
87 Mr. Baker **moved** to **deny** the Academy Park Zone Change. Mr. Baker said they
88 applicant can present to City Council and see if they have a different opinion.
89 Mr. Cooper **seconded** and the motion **passed** all in favor.

90

91 Mr. Morley clarified that there are no issues with the requirements but based on
92 the past requests for that area the Zone Change might not pass. Mr. Morley will
93 contact the City Council to get their feel on this request before they move forward.

94

95 **Mayfield**

96 **Applicant: Edge Homes**

97 **General Plan: Low Density Residential**

98 **Zoning: RR existing, R-1-12 requested**

99 **Location: 175 North 2550 East**

100

101

102 **PRELIMINARY PLATS**

103 **Mayfield**

104 **Applicant: Edge Homes**

105 **General Plan: Low Density Residential**

106 **Zoning: RR existing, R-1-12 requested**

107 **Location: 175 North 2550 East**

108

109 Dave Andersen explained when the applicant submitted the first Preliminary Plat it
110 did not meet the lot requirements. The applicant resubmitted the plat with the
111 changes that were requested and now meets the requirements. The Zone Change
112 request is for R-1-12 and there should not be a problem because the surrounding
113 is R-1-12 as well.

114

115 Mr. Baker **moved to approve** the Mayfield Zone Change & the Mayfield Preliminary
116 Plat subject to meeting the City Development Standards.

117 Mr. Adams **seconded** and the motion **passed** all in favor. Mr. Oyler abstained from
118 voting.

119

120 Discussion took place regarding LID, because this Edge Homes would like to start
121 implementing LID into this development.

122

123

124 **ORDINANCE AMENDMENTS**

125 **Title 15**

126 **Applicant: Spanish Fork City**

127 **General Plan: City-wide**

128 **Zoning: City-wide**

129 **Location: City-wide**

130

131 Mr. Andersen **moved to approve** the proposed Title 15 Ordinance Amendments.

132 Mr. Johnson **seconded** and the motion **passed** all in favor.

133

134 Mr. Swenson moved to **adjourn**.

135 Mr. Johnson seconded and the motion **passed** all in favor at 10:55 a.m.

136

137 **Adopted:**

138

139

Angie Warner, Deputy Recorder

DRAFT