



DEVELOPMENT REVIEW COMMITTEE AGENDA

WEDNESDAY, MARCH 5, 2014

10:00 A.M.

1. **Approval of Minutes:**

January 29, 2014

February 5, 2014

February 19, 2014

February 26, 2014

2. **Ordinance Amendments**

a. **Title 15**

Applicant: Spanish Fork City

General Plan: City Wide

Zoning: City Wide

Location: City Wide

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.

1
2
3
4
5
6
7
8
9
10
11
12
13

Drafted Minutes
Spanish Fork City Development Review Committee
January 29, 2014

6 **Staff Members Present:** Chris Thompson, Public Works Director; Dave Anderson,
7 Community Development Director; Dave Oyler, City Manager; Junior Baker, City
8 Attorney; Kelly Peterson, Electric Superintendent; Shawn Beecher, GIS
9 Administrator; Jered Johnson, Engineering Division Manager; Dale Robinson,
10 Parks & Recreation Director; Chris Swenson, Chief Building Official, Steve Adams,
11 Chief of Police; Cory Pierce, Staff Engineering; Joe Jarvis, Fire Marshal; Angie
12 Warner, Deputy Recorder.

13
14 **Citizens Present:** none.

15
16 Mr. Thompson called the meeting to order at 10:00 a.m.

17
18 **MINUTES**

19
20 **December 18, 2013**

21 Mr. Baker presented his changes for the December 18, 2013 minutes.
22 Line 53 add: as needed; Line 87 add: took.

23
24 Mr. Swenson **moved to approve** the minutes of December 18, 2013.
25 Mr. Peterson **seconded** and the motion **passed** all in favor.

26
27 **December 19, 2013**

28 Mr. Baker **moved to approve** the minutes of December 19, 2013.
29 Mr. Peterson **seconded** and the motion **passed** all in favor.

30
31 **January 8, 2014**

32 Mr. Baker presented his changes for the January 8, 2014 minutes
33 Line 29 add: the.

34
35 Mr. Robinson **moved to approve** the minutes of January 8, 2014.
36 Mr. Johnson **seconded** and the motion **passed** all in favor.

37
38 **January 15, 2014**

39 Mr. Baker presented his changes for the January 15, 2014 minutes.
40 Line 45 take out: they were; Line 58 change: with to for; Line 110 add: also.

41
42 Mr. Baker **moved to approve** the minutes of January 15, 2014.
43 Mr. Peterson **seconded** and the motion **passed** all in favor.

44
45 **January 22, 2014**

46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85

Mr. Baker presented his changes for the January 22, 2014 minutes.
Line 46 add: the; Line 84 change: Oyler to Anderson; Line 87 change: they to the.

Mr. Baker **moved** to **approve** the minutes of January 22, 2014.
Mr. Oyler **seconded** and the motion **passed** all in favor.

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

Mr. Baker asked for an update.
Mr. Pierce said there is not a connector's agreement, the line stops at the Baxter property on the north side.

Mr. Thompson asked Mr. Pierce to email Ms. Baxter what the impact fees costs would be to connect her home to City utilities.

Mr. Anderson **moved** to **table** the Baxter Zone Change.
Mr. Adams **seconded** and the motion **passed** all in favor.

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

Mr. Baker **moved** to **table** the Barney Warner Zone Change.
Mr. Adams **seconded** and the motion **passed** all in favor.

Mr. Johnson moved to **adjourn**.
Mr. Oyler **seconded** and the motion **passed** all in favor at 10:15 a.m.

Adopted:

Angie Warner, Deputy Recorder

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46

Drafted Minutes
Spanish Fork City Development Review Committee
February 5, 2014

Staff Members Present: Chris Thompson, Public Works Director; Dave Anderson, Community Development Director; Dave Oyler, City Manager; Junior Baker, City Attorney; Kelly Peterson, Electric Superintendent; Shawn Beecher, GIS Administrator; Jered Johnson, Engineering Division Manager; Dale Robinson, Parks & Recreation Director; Bart Morrill, Parks Supervisor; Chris Swenson, Chief Building Official, Cory Pierce, Staff Engineering; Angie Warner, Deputy Recorder.

Citizens Present: Chris Salisbury, Vic Hansen.

Mr. Thompson called the meeting to order at 10:05 a.m.

FINAL PLATS

Maple Mountain Plats G, M and J

Applicant: Salisbury Homes

General Plan: Low Density Residential

Zoning: R-1-12 existing

Location: approximately 1800 East 300 North

Mr. Pierce said that City staff and Salisbury Homes have cleaned up all the red lines and loose ends.

Mr. Anderson asked what the order of the phasing will be.

Chris Salisbury said they would like to start with plats G & J at the same time, as soon as possible.

Mr. Baker **moved** to **approve** the Maple Mountain Final Plats G, M and J subject to meeting the City's construction standards.

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

At 10:08 a.m. Bart Morrill left.

Chris Salisbury gave an update on the Legacy Farms development.

Westgate Manor Plat E

Applicant: Jed Mitchell

General Plan: Low Density Residential

Zoning: R-1-12 existing

Location: 360 North 350 West

47 Mr. Pierce said that this was approved before in DRC and everything is good to go.

48

49 Mr. Baker **moved** to approve the **Westgate Manor Final Plat E** subject to meeting the
50 conditions from the first approval.

51

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

53

54 **ZONE CHANGES**

55 **Baxter**

56 **Applicant: Shirley Baxter**

57 **General Plan: Low Density Residential**

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

59 **Location: 1502 South 1700 East**

60

61 Mr. Anderson **moved** to **continue** the Baxter Zone Change.

62

63 Mr. Baker **seconded** and the motion **passed** all in favor.

64

65 **Barney Warner**

66 **Applicant: Dave Adams**

67 **General Plan: Low Density Residential**

68 **Zoning: Rural Residential existing, R-1-12 requested**

69 **Location: 900 South 1200 West**

70

71 Mr. Anderson explained that notices were sent two weeks ago thinking that we would
72 have a concept plan for Planning Commission tonight. Neighbors have received the
73 letters for the proposed Zone Change for a public hearing. The City will ask the Planning
74 Commission to not act on the Zone Change tonight. Mr. Anderson said at Planning
75 Commission we will discuss the project and address any issues. Then, be ready in March
76 for a Preliminary Plat.

77

78 Mr. Anderson reviewed the concerns that staff has:

79

80 - 40-foot river easement dedication to the City.

81 - Underground debris and what has happened to the property in the past years.

82 - Howard Creer is concerned that one exit road onto 900 South is on his property on the
83 concept plan.

84

85 Vic Hansen said that they are aware of the boundary line issue that will need to be
86 addressed with both property owners.

87

88 Mr. Anderson addressed more details that the developer would need to complete:

89

90 - Improvements to the Barney and Warner properties, if those parcels are part of the
91 project.

92 - Maybe connect the in between properties with the improvements.

93
94
95
96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138

Dave Oyler asked where an access is to the river for flood control.

Vic Hansen pointed out the location on the map of the river access. Mr. Hansen addressed the density for the project. Mr. Hansen pointed out on the plan that the Barney property has three lots next to the existing home that they could have as semi approved lots for the future. The Warner property with the existing home will be just over an acre and they have requested to leave the property as is.

Mr. Thompson talked about bonding for the sidewalk on 900 South.

Dave Anderson expressed his desire to not have gaps in the sidewalks.

Vic Hansen said the site was a construction dumping grounds in the past. As they go through the process they will have to remove the debris. Mr. Hansen expressed that an additional 900 feet of improvements on 900 South is a big request.

Mr. Peterson brought to attention the SESD line that goes down the east boundary line and that the developer will need to maintain the easement.

Mr. Anderson reviewed that the Warner property would need to be included in the subdivision and improvements would need to be completed. The Barney property needs a decision of whether it is or is not going to be included in the subdivision to say whether it will require improvements or not.

Discussion took place regarding the 40-foot river easement.

Mr. Oyler said that the Zone Change will go with or after the Master Planned Development is changed.

Mr. Baker discussed creating a development agreement.

Mr. Anderson said that the earliest would be March for approval.

Vic Hansen reviewed the concerns:

- Change the location of the river access.
- One of the west lots maybe a flag lot.
- Address the boundary line agreements.

Mr. Thompson explained a new FEMA change. If the base floor elevation is 3 feet higher, then the flood insurance will be a lower price, if not, the price would be higher.

Vic Hansen said that they have been watching the water table.

Mr. Oyler mentioned that in 2011 the neighboring homes along the river had water

139 seeping horizontally into the basements from the higher water in the river.
140
141 Mr. Baker said that when a concept is ready, come meet with Mr. Baker & Mr. Anderson
142 to start a development agreement.
143
144 Mr. Anderson asked for a draft of the phasing plan.
145
146 Mr. Peterson addressed where the power is located currently.
147
148 Mr. Thompson addressed that in an emergency the City could have their access to the
149 far north east where the City already has property. Then the City could coordinate with
150 Mr. Creer to have temporary access from the west.
151
152 Mr. Anderson addressed the need to install fencing for the current properties.
153
154 Mr. Hansen asked about a man hole located by the river.
155
156 Mr. Pierce said that staff will go out and look at the man hole today since it was not
157 showing on any maps.
158
159 Mr. Anderson moved to **adjourn**.
160
161 Mr. Peterson **seconded** and the motion **passed** all in favor at 10:47 a.m.
162
163 **Adopted:**
164

Angie Warner, Deputy Recorder

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45

Drafted Minutes
Spanish Fork City Development Review Committee
February 19, 2014

Staff Members Present: Dave Anderson, Community Development Director; Dave Oyler, City Manager; Junior Baker, City Attorney; Kelly Peterson, Electric Superintendent; Shawn Beecher, GIS Administrator; Jered Johnson, Engineering Division Manager; Dale Robinson, Parks & Recreation Director; Bart Morrill, Parks Supervisor; Cory Pierce, Staff Engineering; Joe Jarvis, Fire Marshal; Chris Swenson, Building Official; Angie Warner, Deputy Recorder.

Citizens Present: Gary Carter, Scott Peterson.

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

FINAL PLATS

Muhlstein Meadows Plat A

Applicant: Dean Ingram

General Plan: Low Density Residential

Zoning: R-1-15

Location: approximately 1300 South Mill Road

Mr. Anderson said that staff has worked through the concerns with the Plat.

Mr. Peterson said they still would like to work with the excavator and the electrician when they do the offsite plans and would like to get it done as soon as possible so it does not go into the next budget year.

Mr. Baker **moved** to **approve** the Muhlstein Meadows Final Plat A subject to the applicant meeting the Spanish Fork City Construction Standards.

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

Stone Subdivision

Applicant: Vicki Stone

General Plan: High Density Residential

Zoning: R-3

Location: 600 North 880 East

Mr. Anderson said this is the 3-plex located south of Fresh Market and the deadline has passed. This is a request to have an extension on the Final Plat.

Mr. Pierce said there is a bond for the curb, gutter and sidewalk.

46 Mr. Baker **moved** to **approve** a 90-day extension on the Stone Subdivision Final Plat.
47 Mr. Johnson **seconded** and the motion **passed** all in favor.

48

49 **Ludlow Farms**

50 **Applicant: Richard Edwards**

51 **General Plan: Mixed Use**

52 **Zoning: R-3**

53 **Location: 100 South 475 West**

54

55 Mr. Anderson reviewed the concerns that have been addressed.

56

57 Mr. Pierce said there are some comments that still need to be addressed.

58

59 Mr. Peterson said the design is done but the fees are not ready.

60

61 Mr. Pierce believes it is ready to go, contingent on having the remaining issues
62 addressed.

63

64 Mr. Morrill asked who will be maintaining the right-of-way park strip landscaping on 100
65 South, the City or the HOA? Also, when it is designed, the PI water tap and irrigation
66 controller for the right-of-way park strip should be separate from the rest of the property.

67

68 Mr. Anderson said this issue has not been addressed.

69

70 Gary Carter said there will be a concrete wall along 100 South and does not have an
71 opinion of who takes care of it, either way is fine.

72

73 Mr. Robinson agrees with the proposal to have the separate connection and controller
74 and have the HOA maintain the park strip.

75

76 Gary Carter asked what is required for landscaping?

77

78 Mr. Pierce said it would be grass and trees.

79

80 Mr. Anderson **moved** to **approve** the Ludlow Farms Final Plat subject to the following
81 conditions:

82

- 83 1. That the applicant meets all redlines from the Engineering Department.
- 84 2. That the applicant make changes required by the Power Department.
- 85 3. That the applicant prepare the right-of-way park strip construction design along 100
86 South with the assistance of the Parks Department, including separate water
87 connection and separate controllers for the water.
- 88 4. That the right-of-way park strip along 100 South will be maintained by the HOA.

89

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

91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135

OTHER BUSINESS

Mr. Anderson said Mr. Carter and Mr. Peterson are here to discuss a concept for another location.

Gary Carter pointed out the location east of Wendy's and would like to get some feedback before moving forward. Mr. Carter presented the concept and reviewed their ideas for the townhomes.

Mr. Oyler asked what the zoning is.

Mr. Anderson said R-3.

Discussion took place about the streets plans.

Bart Morrill left at 10:23 a.m.

Gary Carter said that they are still not set if they are going to have these as 4-plex rentals or townhomes.

Mr. Anderson said the Planning Commission is going to want to see an amenity for the families. Mr. Anderson also pointed out that the last 3-plex was approved with the Infill Overlay Zone.

Mr. Anderson would like to see the design for exterior and landscaping.

Proposed Ordinance Amendments

Mr. Anderson reviewed proposed ordinance amendments related to the following:

1. Driveway Slopes
2. Pedestrian Connections
3. Impact fees for existing lots/structures
4. Minor Plat Amendment Process
5. Master Planned Developments
6. Subdivision Waiver
7. Two Points of access
8. Dedication of corridor next to river
9. Local street connectivity
10. Hearing Requirement
11. Agricultural Sales
12. Definitions
13. Notices

136 Mr. Baker moved to **adjourn**.

137

138 Mr. Johnson **seconded** and the motion **passed** all in favor at 11:13 a.m.

139

140 Adopted:

141

142

Angie Warner, Deputy Recorder

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46

Drafted Minutes
Spanish Fork City Development Review Committee
February 26, 2014

Staff Members Present: Dave Anderson, Community Development Director; Dave Oyler, City Manager; Jason Sant, Assistant City Attorney; Kelly Peterson, Electric Superintendent; Shawn Beecher, GIS Administrator; Jered Johnson, Engineering Division Manager; Dale Robinson, Parks & Recreation Director; Cory Pierce, Staff Engineering; Joe Jarvis, Fire Marshal; Steve Adams, Police Chief; Kimberly Brenneman, Community Development Division Secretary.

Citizens Present:

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

FINAL PLATS

Old Mill Plat C

Applicant: CW Management

General Plan: Low Density Residential

Zoning: R-1-15

Location: 1550 South Mill Road

Cory Pierce: Construction plans have been approved and the Plat is being built. It is nearly complete.

Dave Anderson: Spoke with builder and they are planning on having the sidewalks done this week.

Cory Pierce: They have committed to sell the corner lot. The builder was in yesterday trying to submit the plans for a Building Permit.

Jason Sant **moved** to **approve** the Old Mill Plat C.

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

Rock Cove Plat B

Applicant: Salisbury Homes

General Plan: Low Density Residential

Zoning: R-1-8

Location: 2401 East 1170 South

Dave Anderson: All of the infrastructure adjacent to the property. The development would create these two lots and they would finish the frontage and will be ready to issue Building Permits. When the frontage is developed.

47 Kelly Peterson: They need to still tie the utilities across the road. They are able to bore
48 to the utilities and may not be able to open trench it.

49

50 Kelly Peterson **moved** to **approve** the Rock Cove Plat B subject to one condition that
51 they bore to install electrical improvements across 1170 South to the property.

52

53 Jason Sant **seconded** and the motion **passed** all in favor.

54

55

56 PRELIMINARY PLATS

57

58 **Muhlestein Meadows Amended**

59 **Applicant:** Dean Ingram

60 **General Plan:** Low Density Residential

61 **Zoning:** R-1-15

62 **Location:** 1400 South Mill Road

63

64 Dave Anderson: 3 lots will be cut short of 15,000 square feet. There is an issue with the
65 required pedestrian connection. It is better to be dedicated to the City as opposed to an
66 easement on the property. The development should be approved as a Master Planned
67 Development.

68

69 Dave Anderson **moved** to recommend to the City Council approval of the Amended
70 Preliminary Plat for Muhlestein Meadows as a Master Planned Development so as to
71 include a pedestrian walkway and the City's new low impact development standards.

72

73 Kelly Peterson **seconded** and the motion **passed** all in favor.

74

75

76 ORDENANCE AMENDMENTS

77

78 **Title 15**

79 **Applicant:** Spanish Fork City

80 **General Plan:** City Wide

81 **Zoning:** City Wide

82 **Location:** City Wide

83

84 Dave Anderson addressed page 3; moving the minimum project size for Master Planned
85 Development from 20 acres to 10 acres for most of the zones in the City. A couple
86 projects in the City are 10 acres. It may be best to find a breaking point that is less than
87 10 acres, Dave Anderson suggested 5 acres. He is contemplating leaving the R-1-6 and
88 R-3 zones at 5 acres, Dave Anderson can see different properties around town that will
89 develop in odd ways if they follow the City's typical zoning requirements. Dave
90 Anderson is recommending 1 acre.

91

92 Dave Oyler has given feedback on the new proposal and the flexibility.

93
94 Dave Anderson addressed Page 6; Minor Subdivisions. Junior Baker and Dave
95 Anderson have decided on 5 lots as the most you can have in a Minor Subdivision. The
96 State Code permits up to 10 lots. In the past, the City has allowed people to go up to 4
97 lots. Dave Anderson is not set on a particular number.
98
99 Dave Anderson addressed page 9; street connections. Improve connectivity in
100 neighborhoods on an interval of about 600 feet. Nothing has changed about the
101 language except that the requirement may be waived by the Development Review
102 Committee, on a site specific condition or situation. Good application for a sub local type
103 street.
104
105 Dave addressed page 11; items added since last week, Outdoor Storage. There is a
106 need to provide some kind of screen between one property owner and another property
107 owner. Not necessary when it is along a rail road right-of-way or Interstate 15. Staff is
108 looking to build an exception in the code for such situations.
109
110 Chris Thompson asked to address the use of the triangle property for a pipe and/or pole
111 yard. And wanted to know the thoughts on should the City budget for a masonry wall on
112 all sides or just on the east side and on north side. Possible other screening options
113 along the railroad opposed to masonry wall.
114
115 Zoning table clean-up and changing the footnotes. City has never used the R-1-80 or R-
116 1-60 zoning districts. Dave Anderson suggests having them taken off the books. The
117 other zoning districts give us more flexibility. Currently there are not R-1-80 or R-1-60
118 zones on the map.
119
120 Dave Anderson talks about the language in the code that syncs up well with the online
121 application process. Dave Anderson will send out the language for review.
122
123 Last page; Second part of 18, Marlo Smith and Dave Anderson spoke of expiration of
124 projects and using recordation versus pre-construction meetings as the trigger. To use
125 the date of recordation that is published for easier tracking versus pre-construction
126 meeting.
127
128 Cory Pierce raised the question about whether we care how long it takes for property
129 owner to build private improvements without recording the plat.
130
131 Dave Anderson responded that the only issue is that the private improvements need to
132 meet the current building standards. Dave Anderson suggested going out to 180 days
133 instead of the current 120 days
134
135 Dave Anderson mentioned that Junior Baker has worked on some items but will not
136 address them until next week.
137
138 No action.

139

140 Jason Sant moved to adjourn meeting at 10:20 a.m.

141

142 The meeting was then adjourned.

143

144 Adopted:

145

Kimberly Brenneman

146

Community Development Division

147

Secretary

148