

Adopted Minutes
Spanish Fork City Development Review Committee
40 South Main Street
Spanish Fork, Utah
January 25, 2023

Staff Members Present: Chris Thompson, Public Works Director; Seth Perrins, City Manager; Dave Anderson, Community Development Director; Brandon Snyder, Senior Planner; Kimberly Brenneman, Development Coordination Manager; Vaughn Pickell, City Attorney; Ana Burgi, Assistant City Attorney; Marcie Clark, Department Development Secretary; Zach Hendrickson, Outside Plant Manager; Jake Theurer, Power and Light Superintendent; Tom Cooper, Power and Light Senior Utility Planner; Bart Morrill, Parks Maintenance Supervisor; Jason Turner, Fire Marshal; Kasey Woodard, Division Secretary.

Citizens Present: zero, zip, nada, no one.

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

MINUTES

January 4, 2023

January 11, 2023

Dave Anderson **moved** to Continue the minutes of January 4, 2023 and January 11, 2023.

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

SITE PLAN

400 NORTH ROUNDABOUT

Brandon Snyder posed questions about moving the 6-foot masonry wall back or changing the fence to avoid the potential ice issues that will form on the side of the roundabout. He also asked what measures can be taken to slow the eastbound traffic of 400 North heading into the roundabout. His concern is travelers could use more warning to slow down than just the visual barrier.

Chris Thompson stated he is unsure if this can be moved as he is unsure what was agreed to during the acquisition.

Tom Cooper mentioned that moving the wall back will also allow for the placement of street lights.

There was a discussion regarding the acquisition and how much right-of-way was purchased. It was stated the entire parcel was purchased.

Dave Anderson agrees with Brandon Snyder's suggestion of having a shorter wall or placing it further back.

Dillon Muirbrook stated moving the wall could change the agreement that is in place.

There was further discussion regarding the east flowing traffic traveling down 400 North and not slowing down and cars entering the roundabout at 300 West and the entering traffic not being visible to the flowing traffic. This could present a potential for traffic accidents.

Seth Perrins asks if there are any other traffic calming measures that can be taken?

Byron Haslam stated there is a roundabout warning on 400 North that warns the flowing traffic there will be a slowdown area up ahead.

Dillon Muirbrook stated there is also a traffic signal that warns flowing traffic if there is a pedestrian in the crosswalk.

There was a brief discussion regarding the landscaping and irrigation of the park strip and behind the sidewalk. It was a common understanding that the City will complete the landscaping.

Dave Anderson **moved** to approve the proposed 400 North Roundabout Site Plan subject to the following condition:

1. That the design be modified to add 4 feet of space on the southwest corner between the 6-foot masonry wall and the sidewalk, which space will become part of the public right-of-way.

Chris Thompson **seconded** and the motion **passed** all in favor.

DISCUSSION

ANNEXATION FEASIBILITY STUDY

Dave Anderson gave a brief explanation about the requirement of providing a feasibility report with an annexation application and the procedure taken. He is looking for DRC input to improve the process.

It was discussed that a proposed annexation is outside the City's Annexation Policy Plan. Brandon Snyder asked what the timeline is to amend the Annexation Policy Plan.

Seth Perrins stated he believes there is a protest period when amending the policy plan.

Dave Anderson stated he believes the period is not very lengthy to amend the annexation policy.

There was discussion regarding the impact of EMS response times should the property be incorporated into the City and how that could change the location of any future fire stations. There currently is a study being done with regard to EMS response times and the best locations of future stations.

Jason Turner stated that he has been in contact with the consulting company doing the study about the proposed annexation application. He has asked that they add consideration to how a future fire station location could change if that area is added into the annexation policy plan.

Chris Thompson noted that a large portion of the annexation area is impacted by the floodplain.

Dave Anderson mentioned that only a non-residential zone such as the I-1 should be considered given its proximity to the airport.

Chris Thompson spoke briefly about utilities and infrastructure in the area.

Dave Anderson asked Seth Perrins who he feels would be the best staff member to discuss financial impacts to the City. Seth Perrins directed him to speak with Jordan Hales.

Direction was given to Kimberly Brenneman to send the report to Tom Cooper, Jordan Hales and Michael Clark for them to review the questions and provide answers. Those responses will be discussed with the DRC on February 8.

Dave Anderson stated there will not be a DRC meeting next week on January 31, 2023.

Dave Anderson moved to adjourn the meeting at 10:47 a.m.

Adopted: February 8, 2023

Kasey Woodard
Community Development Division Secretary