

**Adopted Minutes
Spanish Fork City Planning Commission
40 South Main Street
Spanish Fork, Utah
January 4, 2023**

Commission Members Present: Chairman Todd Mitchell, Commissioners John Mendenhall, Shauna Warnick, Joseph Earnest. **Absent:** Commissioner Michell Carroll.

Staff Members Present: Dave Anderson, Community Development Director; Brandon Snyder, Senior Planner; Michael Clark, Engineering; Ana Burgi, Assistant City Attorney; Jackson Dille, Planning Intern.

Citizens Present: Brian Gabler, Aubrey Larsen, Mark Vlasic, Dave Schiess, John Bankhead

WORK SESSION

Selections made for Planning Commission meetings in 2023 include Todd Mitchell as Chairman and John Mendenhall as Vice Chairman.

No other action taken during the work session.

PLANNING COMMISSION MEETING

Vice Chairman Mendenhall called the meeting to order at 6:05 p.m.

PRELIMINARY ACTIVITIES

Pledge of Allegiance

Commissioner Earnest led the pledge.

Vice chairman Commissioner Mendenhall explained that Chairman Jesse Cardon was appointed to the City Council and Chairman Todd Mitchell has been voted as new Chairman for the Commission.

MINUTES

December 7, 2022

Commissioner Warnick moved to approve the minutes from December 7, 2022.

Commissioner Earnest seconded and the motion passed all in favor.

CONDITIONAL USE APPROVALS

150 SOUTH 2022 AT&T CELL TOWER MODIFICATION

Brandon Snyder explained both cell tower proposals are similar in nature. Both involve swapping out antennae and upgrading equipment at the base of the tower. The DRC has recommended approval.

Commissioner Warnick asked why there is a need for a Conditional Use approval to be approved every time equipment is updated.

Brandon Snyder said it's based on the current language of City Code; since an increase in equipment is involved that allows the Planning Commission to evaluate to review if there is an increased impact.

Commissioner Warnick asked if this proposal would have an impact.

Brandon Snyder said no.

Chairman Mitchell opened the public hearing at 6:11 p.m.

There was no public comment.

Chairman Mitchell closed the public hearing at 6:11 p.m.

Commissioner Earnest said he suggests that staff change code so these only come up when a change in impact is expected.

Commissioner Warnick agreed with Commissioner Earnest's comment.

Brandon Snyder said staff discussed it with the city attorney and language regarding impact is difficult to define.

Chairman Mitchell said only one citizen has come to a public meeting for one of these Conditional Use approval public hearings and they only asked about what the change entailed.

Commissioner Mendenhall said some people came to complain about construction noise once, but maybe staff could deal with that. He said we need to make sure we don't run into problems with public hearing requirements.

Commissioner Earnest **moved** to approve the 150 South 2022 AT&T Cell Tower Modification Conditional Use approval request based on the following findings and conditions.

Findings:

1. That the project conforms to the City's General Plan Land Use Designation and Zoning Map.

Conditions:

1. That the applicant meets the City's Zoning requirements and Construction Standards.
2. That the applicant addresses any red-lines.

Commissioner Mendenhall **seconded** and the motion **passed** all in favor.

300 EAST 2022 AT&T CELL TOWER MODIFICATION

Brandon Snyder presented the proposal.

Discussion ensued regarding language for the code which could require a public hearing for this proposal, but not the previous application.

Commissioner Warnick said she is grateful for companies that keep upgrading cell towers.

Chairman Mitchell opened the public hearing at 6:16 p.m.

There was no public comment.

Chairman Mitchell closed the public hearing at 6:16 p.m.

Commissioner Earnest **moved** to approve the 300 East 2022 AT&T Cell Tower Modification Conditional Use approval based on the following findings and conditions.

Findings:

1. That the project conforms to the City's General Plan Land Use Designation and Zoning Map.

Conditions:

1. That the applicant meets the City's Zoning requirements and Construction Standards.
2. That the applicant addresses any red-lines.

Commissioner Warnick **seconded** and the motion **passed** all in favor.

PRELIMINARY PLAT

WILLOWBROOK COMMERCIAL SUBDIVISION

Dave Anderson rose to express staff's sorrow at the passing of Nathan Ricks, who had worked with Dave Schiess on this project.

Brandon Snyder explained that this is a reapproval of the subdivision proposal. He showed the plans provided by the applicant. The main focus is the approval of the lot layout for the preliminary plat.

Commissioner Warnick asked if there is only one access to the property.

Brandon Snyder said yes, it will be a shared access.

Commissioner Mendenhall asked if Lowes is the neighbor to the North.

Brandon Snyder said yes.

Commissioner Warnick asked why there is a need to re-approve the proposal.

Brandon Snyder said City preliminary plat approval has an expiration date of 2 years, once that expires reapproval must be obtained to move forward.

Commissioner Mendenhall asked if there is a trail running through the property.

Brandon Snyder said yes, the trail does go through the site near the wetlands.

Chairman Mitchell asked about the wetlands on the property.

Brandon Snyder said they will be protected and preserved.

Commissioner Earnest asked if there is a masonry wall to the south.

Brandon Snyder said no, it would not be required.

Commissioner Earnest asked if lighting is required along the trail.

Dave Anderson said it's not required but could be in the future.

Commissioner Earnest expressed some concern about having a dark isolated trail.

Michael Clark said it will be lit well by the adjacent building and parking lot lights.

Dave Anderson said the zoning map boundaries in the area are not accurately shown on the image, but will be adjusted to show accurate intent.

Dave Scheiss said they bought the property 30 years ago and did not want any landfill as part of their site. The reason for the jigsaw property is that a portion had some trash and they changed the lot lines to not have any trash on their site.

Commissioner Mendenhall asked about the portion of the property that juts out from the main boundary.

Commissioner Warnick asked if it was part of wetlands.

Dave Scheiss said no, they have no plans for it, it is not part of this development.

Commissioner Mendenhall **moved** to approve the Willowbrook Commercial Subdivision Preliminary Plat based on the following findings and conditions.

Findings:

1. That the application conforms to the City's Zoning Map.

Conditions:

1. That the applicant meets the City's Construction Standards and zoning requirements.
2. That the applicant addresses any red-lines.
3. That the applicant follows the City's adopted environmental regulations ordinance.

Commissioner Warnick **seconded** and the motion **passed** all in favor.

TITLE 15 AMENDMENTS

TITLE 15 AMENDMENTS - LANDSCAPING

Dave Anderson explained the proposed changes. These changes have been reviewed and refined for months. These changes are meant to help address drought conditions. The City has started getting pushback from businesses not wanting to follow landscaping requirements that require water-intensive landscaping such as turf grass. There has been much discussion about what should be allowed. The DRC recommended approval on these changes today. This would not change what single-family house owners could do with their lots. It's a different approach for different developments. Dave Anderson said this could make Spanish Fork a leader in water management.

Chairman Mitchell sought to clarify if Spanish Fork has adequate water rights.

Dave Anderson said that this is part of being good citizens of a broader community, and that this is about responsible use of a valuable resource.

Chairman Mitchell asked if some consequences may be viewed negatively by community members.

Dave Anderson said efforts have been taken to avoid that.

Commissioner Earnest asked about zeroscaping.

Dave Anderson said zeroscape which entails all rock will not be allowed, but xeriscape, which encourages local water wise plants, will be encouraged.

Chairman Mitchell asked about how this would affect the amenities of multi-family development.

Mark Vlasic said developments would have a water budget, so they could still have fields for recreation, they would just have to save water elsewhere.

Commissioner Warnick asked if the language saying “all project types” includes single-family homes.

Mark Vlasic said this applies to all project types.

Dave Anderson said the language says these practices are recommended for single-family homes, but not required. The zeroscaping is not allowed.

Commissioner Warnick asked about enforcement.

Dave Anderson said the City has not been aggressive with code enforcement.

Discussion continued regarding what is encouraged, what is required, and what applies to single-family homes.

Commissioner Warnick suggested sending out flyers to educate on water wise landscaping.

Commissioner Mendenhall said that type of education push has been pursued in Utah before. He clarified that lawn is still allowed in park strips, as long as it's at a grade less than 25%.

Dave Anderson said they will make the language more clear and simple.

Mark Vlasic said in addition to the ordinances, they have prepared design guidelines for single-family homes.

Commissioner Mendenhall said this should be given near the building permit for new construction.

Dave Anderson said encouraging people through design guidelines is an important part of this effort. They want to make sure people know that there is another way to make their lawns beautiful. Many things that the city does are reactive, they want to be proactive about a positive message.

Commissioner Warnick said as a homeowner, getting something in the mail could encourage her to be more waterwise.

Commissioner Mendenhall said the Utah Water Conservatory used to do water audits, and Spanish Fork installed more responsible sprinkler heads. He said the CUP could maybe help with water conservation efforts. He said that whatever you put down requires maintenance, even rock.

Mark Vlastic gave a presentation about the new requirements. He mentioned that cities that have implemented xeriscaping have turned away from it, they want to ensure beautification. The main components are updated requirements, a shade tree list, and design guidelines. A big portion of this plan is that the requirements for single-family homes are left largely the same. This plan would implement a maximum amount of water that the site can use, similar to a farmer's water budget. This will require a landscape architect to ensure compliance with water budget and irrigation designs.

Commissioner Earnest asked if landscapers are qualified for that.

Mark Vlastic said yes, knowledge of these matters is part of the qualifications for certification.

Chairman Mitchell asked for clarification on who this applies to.

Dave Anderson said anything more than a twinhome.

Mark Vlastic said a goal is to help have a unified look in the city and beef up the existing urban forest. It's not to say you can't have any turf grass, just that you have to design your layout to meet your water budget.

Commissioner Earnest asked Dave Anderson if variances would be allowed. If an amenity does not meet the water budget, would an MPD solve that.

Dave Anderson said these regulations don't apply to parks or cemeteries, it might make sense to write into the code that there can be exemptions for similar uses.

Mark Vlastic said that a park wouldn't be counted as part of the water budget. He said part of the recommendation is encouraging the Locascapes five-step process for single and twin homes. He continued through the presentation of what would be required.

Commissioner Warnick asked about artificial turf.

Dave Anderson said not allowed today.

Mark Vlastic said the requirements will streamline and beef up the existing street tree codes. He said they have included sample drawings of what landscaping plans implementing xeriscaping could look like. This has not been done in other communities.

Commissioner Earnest asked what is unique about this.

Mark Vlastic said providing sample drawings is what is unique and could be very helpful. He went through the new shade tree list. He said it is the most thorough he has seen in Utah.

Aubrey Larsen presented on the residential design guidebook. She walked through the five steps in the Locascapes process. There are also seven principles provided by Utah State University regarding water wise landscaping.

Commissioner Earnest said it would be nice if this was on the City website. He wishes he had more of this information when he bought his home.

Chairman Mitchell said he likes the management of space in the example.

Dave Anderson said they could have Aubrey Larsen and Mark Vlasic on SFCN to do a quick segment about water-wise landscaping.

Commissioner Warnick said some of these principles could be sent in the City's mailer.

Chairman Mitchell opened the public hearing at 7:36 p.m.

There was no public comment.

Chairman Mitchell closed the public hearing at 7:36 p.m.

Commissioner Earnest said he wants to read the code again before their next meeting.

Chairman Mitchell said Dave Anderson provided this a month ago. He asked if Dave Anderson wants it before the Council this month.

Dave Anderson said it's not imperative, but would be nice.

Chairman Mitchell said he's torn on passing it on or digging into it more.

Commissioner Mendenhall asked if a cost will be associated with these requirements, will it be part of the building permit process.

Dave Anderson said the cost would be borne by applicants, but there would not be a change between the inspections they do now and the inspections they would do.

Commissioner Earnest asked about how out of the ordinary it is to require water use tables.

Dave Anderson said they will make sure it is not a huge change.

Commissioner Mendenhall asked how big of a change this is from what's being done now.

Dave Anderson said the approach is very different but the vehicle is the same.

Commissioner Earnest said the tie to historical water use for the land is interesting.

Commissioner Mendenhall said he approves of the approach.

Chairman Mitchell said this would incur cost in the situation of small multi-family developments that now have to hire a landscape architect.

Dave Anderson said they can tweak that if they want.

Chairman Mitchell said it's not necessarily bad.

Commissioner Warnick said she likes having a month to review it and go into project-by-project requirements.

Dave Anderson said now is a good time to review this, as no one is likely redoing their landscaping right now.

Chairman Mitchell said they should table the proposal to review it further.

Commissioner Warnick motioned to continue the Title 15 Amendments proposal until February.

Commissioner Earnest second and the motion passed to continue all in favor.

Commissioner Warnick thanked Mark Vlasic and Aubrey Larsen for their time.

CONCEPT REVIEW

VESTA CONCEPT REVISED

Dave Anderson said that the Planning Commission was able to visit this site tonight. Staff is still looking for the Planning Commission's thoughts on residential development in this area.

Commissioner Earnest shared conclusions from the site visit. He said he would love to see it both ways, or even a combination of townhomes and single-family lots. The biggest issue is access. One thought was to widen the existing road, another thought was to have a different road for the industrial area, or an access to the west.

Chairman Mitchell said the lots there are beautiful and the berm would separate it well. He thinks the units will sell quickly. He shares concerns about access.

John Bankhead with Vesta Partners thanked the Commission for their feedback and time taken to visit the site. He wanted to talk through some issues, like access. He is not thrilled about the industrial piece. They have discussed with Michael Clark having a lower road that goes up from Powerhouse Road and would be a really nice entrance to the site. That would be expensive and would need to be distributed across the units. They also don't have a sewer line nearby.

Commissioner Mendenhall said the views here are nice and it's a premium area for development. The road would be expensive for this many units.

John Bankhead said the road to connect to Powerhouse Road is estimated to cost around a million and half dollars. They are open to a mix of unit types. There will be retention walls.

Commissioner Mendenhall said it's a great opportunity to build something that everyone can be proud of.

John Bankhead asked the Commission's thoughts on access.

Warnick said she likes this plan for the lower road.

Commissioner Earnest said he liked that proposal more than what he had talked about earlier.

Chairman Mitchell asked what the truck traffic is.

John Bankhead said there was max 180 at the peak hour, including residential and otherwise. They want the other road so people don't feel like they're coming home to an industrial park.

Discussion ensued regarding access to the site.

Michael Clark said there's plenty of room for their proposal.

Commissioner Mendenhall said he has concerns about traffic backing up on the intersection of Powerhouse Road and Highway 6.

John Bankhead said industrial traffic would add much more than residential in this area.

Michael Clark said he talked to the traffic engineer today, there's not a lot of data on the intersection. If semis are backed up, left turns onto Powerhouse Road could be blind from this road.

Commissioner Mendenhall asked if they had reached out to the canal company.

John Bankhead said he wanted to see if this plan was possible before he reached out to the canal about possibilities. He thanked the commission for their feedback.

Discussion ensued regarding design. The consensus was that the design should enable views over the valley.

Michael Clark asked if there is a density John Bankhead should aim for.

Commissioner Mendenhall said quarter acre minimums for single-family homes.

Dave Anderson said discussing what designs could work in the area should drive the conversation and the density number should follow that.

John Bankhead thanked the commission again for their time.

Brandon Snyder was excused from the meeting.

DISCUSSION

PARKING REQUIREMENTS

Dave Anderson mentioned that a BYU class will spend the next semester studying parking requirements for the City. Dave Anderson thinks this will involve a review of Spanish Fork's parking requirements and parking requirements in neighboring cities, as well as cities around the country. This could also entail site specific analysis such as night visits to analyze parking sufficiency, as well as a literature review on parking best practices.

Chairman Mitchell said he would like this to be site specific, knowing what's going on in other cities doesn't seem as important. He likes to know what works in other cities but thinks Spanish Fork has more trucks per capita than most surrounding towns.

Commissioner Mendenhall said he wants to make sure no student communities are included.

Chairman Mitchell said he wants to make sure there is no bias in the review.

Dave Anderson said he will make sure the sources are unbiased.

Commissioner Mendenhall said they love students but they aren't in our demographic. Cars are used more heavily in Spanish Fork.

Chairman Mitchell said people don't use transit here.

Commissioner Mendenhall said we can't get too offhand on places where transportation, or the cost of transportation is different.

Chairman Mitchell said this project is a good opportunity.

Dave Anderson said they have had success in the past and failure in the past due to lack of clear expectations.

Commissioner Earnest said there would have to be a large number of cities to study what other people do. He likes the site-specific stuff. He thinks multi-family may be different site by site. He suspects some requirements, such as using a garage for storage, may be skirted. He is interested in seeing what has failed and why.

Dave Anderson said part of the project is developing clear methodology.

Chairman Mitchell said he was involved in a project where methodology was pitched to the client and he thinks it should work that way.

Dave Anderson said this should be viewed as a job. Part of the methodology could be a survey to townhome owners about how their garage is used and what parking is like.

Commissioner Mendenhall said the fact is Spanish Fork has a problem. He would like to see a development that has too much parking. Too many are parking on the road.

Commissioner Earnest asked if street parking is always bad, in the Legacy Farms development there is street parking that works well.

Commissioner Mendenhall said he thinks street parking is always a problem, though Legacy Farms is better than other areas.

Commissioner Earnest said Legacy Farms works because the driveways are long and fit cars. The buildings are large and have more room for street parking.

Chairman Mitchell asked what feedback or input Dave Anderson wants from them.

Dave Anderson said he wants their thoughts, wants to see if a commissioner would be available to talk to the students.

Commissioner Mendenhall is grateful the example of legacy farms was brought up.

OTHER BUSINESS

PLANNING COMMISSION WORK PROGRAM

Dave Anderson said throughout his career they have had a work program on things to study, such as landscape requirements or recommendations for downtown. He asked what they would add to that list for this year.

Commissioner Earnest mentioned the general plan.

Commissioner Warnick said affordable housing.

Chairman Mitchell asked what Commissioner Warnick means by affordable housing because residents might not be concerned about affordable housing.

Commissioner Warnick said there is pressure to allow for affordable housing, and would like to hear about additional avenues for affordable housing.

Commissioner Earnest said he would like to see product type designs be the most desired designs so the city stays rented out during a recession. He wants design guidelines reviewed to ensure top quality design from the get go. They could explore designs that are approved by right. He wants the same for retail and industrial.

Commissioner Mendenhall asked if this will come about more when transportation is built out and high density designs are needed.

Chairman Mitchell said there are micro units that fit density into smaller designs.

Commissioner Mendenhall said we're looking at townhomes now, but that might change in the future. He asked if anyone has concerns about the boxy buildings coming up all over the West.

Chairman Mitchell asked about how prepared we are for the future interchange and Frontrunner station.

Dave Anderson said that's called a station area plan, and will probably be started in 2024.

Chairman Mitchell said some lessons learned from other communities' stations could be helpful. TDR's might be needed for station areas.

Dave Anderson said he has spoken with the City Manager and City Attorney about examining where TDR's are at. There are some underlying premises about density bonuses of the TDR program that need to be reexamined.

Discussion continued regarding the TDR program.

Discussion ensued regarding what an examination of affordable housing could look like.

Commissioner Mendenhall said these goals are important to pursue.

Commissioner Warnick moved to adjourn the meeting.

Commissioner Earnest seconded and the motion passed all in favor.

Adopted: February 1, 2023

Jackson Dille
Planning Intern