

**TREMONTON CITY CORPORATION
DEVELOPMENT REVIEW COMMITTEE
AUGUST 30, 2023**

Members Present:

Shawn Warnke, Chairman & City Manager
Chris Breinholt, City Engineer
Zach LeFevre, Parks and Recreation Director—excused
Paul Fulgham, Public Works Director
Connie Archibald, City Councilmember
Cynthia Nelson, Deputy Recorder

Chairman Warnke called the Development Review Committee Meeting to order at 9:38 a.m. The meeting was held August 30, 2023 in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Chairman Warnke, Engineer Breinholt, Director Fulgham, Councilmember Archibald, and Deputy Recorder Nelson were in attendance. Director LeFevre was excused.

1. Approval of agenda:

Motion by Director Fulgham to approve the August 30, 2023 agenda. Motion seconded by Chairman Warnke. Vote: Chairman Warnke – aye, Engineer Breinholt – aye, Director Fulgham – aye, Director LeFevre – absent. Motion approved.

2. Approval of minutes—No minutes to approve at this time.

The following items were discussed out of order.

3. New Business:

- a. Coordination with James Miller, Outside Plant Construction Manager, for UTOPIA fiber

Chairman Warnke said we can refine the process to make sure UTOPIA is included in the construction piece and maybe also the planning process. Mr. Miller said the more I can be involved upfront, the easier we can work around issues. Chairman Warnke said we want to make sure there are not missed opportunities or more expensive alternatives to get UTOPIA installed. Through the development review process, developers are told to contact you. This is not as effective as it needs to be because gaps occur. In accordance with our land use code, developers shall give written notice to utility companies, including UTOPIA, a minimum of 10 days prior to the access of open trenches. Mr. Miller said I am the northern project manager. If I am aware of it, I can make sure we have our ducks in a row to not miss opportunities. The Committee discussed the process of developers getting a will serve letter from utility companies. Mr. Miller said get me involved as much as you want. A heads up always helps. Chairman Warnke said I could strengthen the development agreement to say if you do not include UTOPIA (and other utility companies) in the open trench, you will pay the boring cost to add it later.

- b. Discussion of the concept plan for The Junction – Joe Darger (via Zoom) and his engineer

Mr. Darger said we have gone through your comments. We want to know if you are okay with the overall concept. We will have a lot of that articulated on the actual plans that get submitted. We have reviewed the transition on the freeway where the ramp goes up and the guardrail starts. We need a clear understanding of how we are going to do that entrance onto Iowa String. Chairman Warnke said the overall plan seems a bit tight. If there is a way you can get additional elbow room, it would make a much better living scenario for residents. Mr. Darger said we have added extra parking. More than is necessary and have full setback in the front. We have the two car garages and room for parking in the driveway. Engineer Breinholt suggested they have some on-street parking for longer vehicles and trailers for those moving in and out.

The Committee reviewed the modified curbs. Chairman Warnke said this is a unique parcel for a lot of reasons. Our code does require two accesses. You do have two, but Engineer Breinholt is saying we want to minimize use of that north access. That makes sense because there is limited visibility. I did not see a parcel in the County record showing that it was actually a separate parcel or dedicated to the City as a right-of-way. As you contemplate your lot line adjustment, make sure you do not sell away your road that you need to dedicate to the City. Mr. Darger said we would like to get the Iowa String issue addressed now. We had that resurveyed for this concept plan so the curb and everything was surveyed properly. We have the whole description. It will remain in my name until we take care of what we need for the road dedication. Chairman Warnke said the sign is coming down off that public right-of-way. Mr. Darger said yes, on that one you have a fire access only road. It is intended to be an entrance only road. We want to help get vehicles into the project on that north end, but limit vehicles leaving, so that is why we narrowed that down to 23.

- c. Finalize development agreement for River Valley, Phase 8—Garth Day

Chairman Warnke asked if he has started constructing BR Mountain Road. Mr. Day said yes, all the improvements are in. We will build it up to a certain point so we can access it and then hold off on final improvements. We are getting this built so we have access. Water, storm, and sewer are all in. The landscape plans are stamped. Engineer Breinholt said I did the escrow and split them out. You are going to build up to a certain amount of the road for now. I had to split out the City's portion and yours for that. Chairman Warnke said we needed to update the unit price to coincide with the inflationary issues. We had decided we were going to revisit your numbers with the actual numbers and update that estimate. Engineer Breinholt said we did in April of this year. It was north of \$300,000. After reviewing the numbers, Engineer Breinholt said \$266,933 is our portion for BR Mountain Road. We still have another \$150,000 to go. Mr. Day said we are building the whole thing so we would get a credit for what the City is responsible for. Engineer Breinholt said your responsibility is \$366,000 and so far, you have spent \$266,000. You need to build another \$100,000 worth of road in the future to fulfill your obligation. The whole cost is a little over a million dollars. Your responsibility is 35.59%.

Manager Warnke said the idea was to give flexibility because this is a road to nowhere and we have other roads to people we need to improve.

Mr. Day said we reorganized River Valley 9 to extend out three or four more years. When we get to River Valley 12, we are going to figure out how to make the connection and get it all done. Chairman Warnke said he would review the agreement. Mr. Day said my goal is to get this section built so I can get this recorded. If I pave this one and I get this connection made with a road base that's drivable, then there should be no reason why we cannot get these building permits. Chairman Warnke said you just cannot sell until you record. Sounds like it is going to come together in the end. You are just phasing. Mr. Day said we are going to break River Valley 9 into a really small section. That is just going to be two buildings and the road is already there. That is our effort to slow that down.

d. Finalize development agreement for Harvest Acres, Phase 2

Director Fulgham said all the inspections are done for Harvest Acres. Chairman Warnke said I will get you the updated development agreement and staff report. I think we are close. Mr. Day said we are going to kick start Harvest Village again before the end of the season and get two buildings started. I would like to record phases one and two. We might need to revisit and do another final approval for those just to get everything cleaned up.

Mr. Day said the asphalt and everything is in. We have to add power and gas then we are ready to record. The secondary water connection has been made. I sent you the plat for Harvest Acres. Our engineer has gone over all the comments. I am sending it to the County to have them give it a look. We are ready to sign the development agreement. This one will have 24 homes. Engineer Breinholt said did we ever get an easement from the canal company for the sewer line crossing. There should be a whole legal description. I need something from them that says we are allowed to be under their canal.

Mr. Day said Harvest Acres is single-family so there is no HOA. Hopefully the development agreement can be ready. Chairman Warnke said parcel A along the canal is a non-buildable lot. That will be dedicated to the canal company. Mr. Day said that is for their maintenance road. I will get these things cleaned up. I think we have formal approval on everything. We just need to get these in order. That will be the same for River Valley 8. I have submitted a landscape plan with an architect's stamp, but do not have the tabulation table.

e. Finalize development agreement for Saylor Townhomes—Jim Flint and Jonathan Roberts

Chairman Warnke said we appreciate you coordinating with the adjoining property owner to make these developments integrate and function well. We are trying to get everything finalized. You have a punch list. The HOA document is something you will work through and submit. Once you have approved construction drawings and have the pre-construction meeting, then you are good to move forward. The other developer put together off-site improvements in his

plan. I think we need to import those into your plans for the approved construction drawings if you are going to be the one actually constructing them. That will be secondary water and the storm drain. The Committee discussed the elevations on the 14 units. Chairman Warnke said I have a draft, so it really is a matter of when you are ready to provide the rest of the documentation.

f. Walk-ins:

Steve Grange with Mac Builders said a developer owns a 12-foot piece along the road. He wants us to pay him for it. Even that 12 feet is not enough, we still need a little bit of space from these guys on the north side. On the width we are good. We are trying to decide if we have to have the radius. Engineer Breinholt said we have to have handicap ramps at these intersections. The sidewalk will continue. There is no way to make a legal handicap ramp without the radius. If we do not do this now it leaves that problem for somebody in the future. Mr. Grange said could we do a bigger sidewalk on one side or do you want a sidewalk down each? Engineer Breinholt said we need the sidewalk and a handicap ramp on both sides for crossing.

Chairman Warnke said we do not have a lot of good collector roads in this area. Maybe a hybrid collector road makes sense so essentially you would have additional asphalt there for turning. Engineer Breinholt said we are trying to de-emphasize this and move it over to 2000 West. If we were to make this one a collector, just to make use of that extra space, it only would make sense if we widened the entire thing. I do not think we have enough room for that. Chairman Warnke said congestion occurs at the intersection. If we had a wider turn way, then people could get out. Engineer Breinholt said that is overkill for this location. You will have to acquire that land. You are creating a new intersection there and if we do not do it now, then somebody on our side is going to deal with it.

4. Comments/Reports: None.
5. Public comments: No public comments.
6. Adjournment:

Motion by Director Fulgham to adjourn the meeting. Motion seconded by consensus of the Committee. The meeting adjourned at 12:21 a.m.

The undersigned duly acting and appointed Recorder for Tremonton City Corporation hereby certifies that the foregoing is a true and correct copy of the minutes of the Development Review Committee Meeting held on the above referenced date. Minutes prepared by Jessica Tanner.

Dated this 6th day of December, 2023

Development Review Committee

August 30, 2023

Linsey Nessen, City Recorder

***Utah Code** 52-4-202, (6) allows for a topic to be raised by the public and discussed by the public body even though it was not included in the agenda or advance public notice given; however, no final action will be taken.