

Adopted Minutes
Spanish Fork City Planning Commission
80 South Main Street
Spanish Fork, Utah
November 1, 2023

Commission Members Present: Commissioners Shauna Warnick, Joseph Earnest, Mike Clayson. **Absent:** Chairman Todd Mitchell, Michelle Carroll, John Mendenhall.

Staff Members Present: Dave Anderson, Community Development Director; Brandon Snyder, Senior Planner; Mary Martin, Associate Planner; Byron Haslam, Senior Engineering; Vaughn Pickell, City Attorney.

Citizens Present: Keith Dansie, David Simpson, Nik Simpson, Jackie Larson.

WORK SESSION

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

PRELIMINARY ACTIVITIES

Pledge of Allegiance

Commissioner Clayson led the pledge.

MINUTES

October 4, 2023

Commissioner Clayson **moved** to approve the minutes from October 4, 2023.

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

ZONE CHANGE (Public Hearing)

SIP'N

Mary Martin presented the Zone Change proposal. She briefly described the improvements and stated this property is currently zoned R-1-6 and the requested Zone Change would be to C-2 General Commercial with the Development Enhancement Overlay to allow for a boutique to operate in the same parking lot as the drink shop.

Nikolas Simpson was present today and apologized for not being present for the previous Planning Commission meeting in October. He then described the proposal and improvements and stated these improvements will help traffic circulation and keep cars from stack on the street. He then presented the designs and discussed the access points. He stated they are planning to demo existing asphalt and concrete. He stated the temporary sheds will also be removed but that the structures on 111 East and 109 East will remain intact. He stated they have a landscaping plan and will replace curb and gutter on 100 East and 300 South.

Commissioner Earnest asked if the access on 300 South is ingress - egress or ingress only and it was stated that it is ingress-egress. He then asked if the access on 100 East is egress only or ingress - egress and it was stated that the access is egress only so there is no opportunity for cars to stack on the road.

Commissioner Warnick confirmed there will be one entrance and two exits for the site. She then stated she had a couple remaining questions from the previous meeting and she asked about the parking situation and the boutique that would be operating in the same parking lot.

Nikolas Simpson stated their design meets the City's parking requirements for both businesses to operate. He stated the idea is to have a small clothing store operating from the 111 East building.

Commissioner Earnest asked what the parking stall count was and it was stated there are 13 stalls. He then asked what the square footage of the secondary use is and it was stated that the retail space is just under 2000 square feet. He then asked if there is a current use of the secondary building and it was stated that it is not currently in use and is vacant.

Commissioner Clayson stated there was a good show of neighborhood support at the previous meeting.

Commissioner Warnick stated the main concern the Planning Commission holds is regarding the parking lot configuration.

Commissioner Earnest asked the City staff if when the City issues a business license, do they take into consideration whether the business can meet the parking requirements?

Kasey Woodard, the City Business Licensing Official stated that yes parking requirements are looked at when a business license application is being reviewed.

Dave Anderson spoke further to the business license application process and the parking requirements the City has for the use of the property.

There was a brief discussion regarding the drive through traffic. It was asked if this is drive thru only or if there is a walk-in lobby and it was stated there is a very small lobby that customers can walk into and order but there is no inside seating or tables. It was stated 90% of the customers use the drive thru and 10% are walk up customers. There was discussion of eliminating this walkable option all together but no decision has been made at this time.

Commission Warnick opened the public hearing at 6:18 p.m.

There was no public comment.

Commission Warnick closed the public hearing at 6:18 p.m.

Commissioner Warnick asked if there were any other staff questions or concerns and there were no questions.

Commissioner Earnest **moved** to recommend the approval of the SIP'N to the City Council based on the following findings and conditions.

Findings:

1. That the proposal conforms to the City's General Plan Designation and Zoning Map.

2. That the proposal conforms to the intent of the Development Enhancement Overlay by improving site circulation, enhancing the site's appearance, and improving screening between land uses.

Conditions:

1. That the applicant meets the City's Zoning requirements and Construction Standards.
2. That the applicant addresses any red-lines.
3. That the applicant addresses any building and site improvements before the proposal is reviewed by City Council.

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

ZONE CHANGE (Public Hearing)

RECREATION CENTER ZONE CHANGE

Dave Anderson stated this is located on about 10 acres of land, and stated this property has held a number of uses over the years. He stated the Recreation Center is a municipal facility and would be allowed use within the current Residential office zone. He stated the Volunteer Park property to the West is currently zoned Public Facilities. He stated this change is not required, but it is in effort to clean up zoning maps to keep in line with the City's General Plan.

Commissioner Warnick stated that she would like to see this change illustrated to show what the zone is currently and how it would be changed.

Commissioner Earnest asked if the two lots would become one lot and Vaughn Pickell stated it would be a lot line adjustment.

Commission Warnick opened the public hearing at 6:25 p.m.

There was no public comment.

Commission Warnick closed the public hearing at 6:25 p.m.

Commissioner Clayson **moved** to recommend the approval of the Recreation Center Zone Change to the City Council based on the following findings and conditions.

Findings:

1. That the current zoning permits municipal facilities, but the proposed use better aligns with the intent of the Public Facilities Zone to provide governmental services to the community and contribute to the community's enrichment.
2. That the General Plan designation will be updated with the 2024 comprehensive update to the plan.

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

GENERAL PLAN AMENDMENT (Public Hearing)

TRANSPORTATION MASTER PLAN AMENDMENT (24.01 TMP)

Byron Haslam presented the proposed amendments. He stated there are 3 proposed changes. The first involves aligning 1900 North with 2050 North to Main Street. He stated the second change involves adding a loop trail to follow the creek alignment to the Canyon Creek area. The last change involves adding a commercial collector road to the Stockman Flats area since it has been annexed into the City. He asked if the Commissioners had any additional questions.

There were no additional questions.

Commission Warnick opened the public hearing at 6:29 p.m.

There was no public comment.

Commission Warnick closed the public hearing at 6:29 p.m.

Commissioner Earnest moved to recommend the approval of the Transportation Master Plan Amendment (24.01 TMP) to the City Council.

Commissioner Clayson seconded and the motion passed all in favor.

Commission Earnest moved to adjourn the meeting at 6:30 p.m.

Adopted: December 6, 2023

Kasey Woodard
Community Development