

**TREMONTON CITY CORPORATION
DEVELOPMENT REVIEW COMMITTEE
MAY 22, 2024**

Members Present:

Jeff Seedall, Chairman & City Planner
Chris Breinholt, City Engineer
Marc Christensen, City Manager
Zach LeFevre, Parks and Recreation Director—excused
Paul Fulgham, Public Works Director
Sam Taylor, Landmark Design Planner
Tyler Seaman, Building Inspector
Cynthia Nelson, Deputy Recorder

Chairman Seedall called the Development Review Committee Meeting to order at 9:30 a.m. The meeting was held May 22, 2024 in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Chairman Seedall, Engineer Breinholt, Manager Christensen, Director Fulgham, Design Planner Taylor, Inspector Seaman, and Deputy Recorder Nelson were in attendance. Director LeFevre was excused.

1. Approval of agenda:

Motion by Engineer Breinholt to approve the May 22, 2024 agenda. Motion seconded by Director Fulgham. Vote: Chairman Seedall – aye, Engineer Breinholt – aye, Manager Christensen – aye, Director Fulgham – aye, Director LeFevre – absent, Design Planner Taylor – aye, Inspector Seaman – aye. Motion approved.

2. Approval of minutes— April 10, 2024

Motion by Director Fulgham to approve the April 10, 2024 minutes. Motion seconded by Engineer Breinholt. Vote: Chairman Seedall – aye, Engineer Breinholt – aye, Manager Christensen – aye, Director Fulgham – aye, Director LeFevre – absent, Design Planner Taylor – aye, Inspector Seaman – aye. Motion approved.

3. New Business:

a. Discussion and consideration of amending 2024 Annual Meeting Schedule

Planner Seedall said the purpose of this is to have DRC less regular so I can have a more active role working with developers to get submittal packages put together. We plan to meet every other week—the first and third Wednesdays of the month. This will make it a little bit easier not having to get agenda meetings coordinated that are on back-to-back days. This will help me be more active with submittals for DRC and we can have discussions on the off weeks.

Motion by Chairman Seedall to approve the new meeting schedule. Motion seconded by Director Fulgham. Vote: Chairman Seedall – aye, Engineer Breinholt – aye, Manager Christensen – aye, Director Fulgham – aye, Director LeFevre – absent, Design Planner Taylor – aye, Inspector Seaman – aye. Motion approved.

b. Discussion and consideration of Final Plat for Harvest Acres, Phase 3—Garth Day

Mr. Day said Phase 3 was a lot bigger, with about 28 lots. We are slowing it down and only doing half. The challenge will be sewer. Engineer Breinholt said you are also missing an easement for that offsite sewer. I need him to show me phasing on the construction drawings. They need to show what is going to be built with this phase. It needs to show the turnaround. It will need to terminate with a hydrant. We have to show the easement. I am going to escrow for it. Mr. Day said could we adopt or approve the final plat with those stipulations? Engineer Breinholt said I am fine with it. I already know what the construction drawings look like for the whole area. I just need a phasing plan.

Motion by Chairman Seedall to approve the final plat under the stipulations stated above with approval from Engineer Breinholt. Motion seconded by Engineer Breinholt. Vote: Chairman Seedall – aye, Engineer Breinholt – aye, Manager Christensen – aye, Director Fulgham – aye, Director LeFevre – absent, Design Planner Taylor – aye, Inspector Seaman – aye. Motion approved.

c. Walk-ins:

Mr. Day also spoke on River Valley Subdivision, Phase 9. We have a problem with where the dumpster goes. We tried to do a special exception but could not find a way under the code. There is not a special exception provision. We could do individual cans to service these 12 units. We would build a spot for them with a little fence where they slide it in by their back door. Director Fulgham said we would have to limit them to one can per unit and label them with the unit number and address. This is a short-term solution then? Mr. Day said no, this is a permanent solution. Director Fulgham said I do not like this as a permanent solution because then every apartment is going to want cans. After some discussion, Mr. Day said I will widen the parking lot. The Commission discussed the buffer and landscaping and where snow removal would go and where a dumpster would be located. Mr. Day said I will go to work and get you something submitted for your new schedule.

4. Comments/Reports: None.

5. Public comments: No public comments.

6. Adjournment:

Motion by Chairman Seedall to adjourn the meeting. Motion seconded by consensus of the Committee. The meeting adjourned at 9:56 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 3rd day of July, 2024

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.