



**NOTICE OF MEETING AND AGENDA  
PLANNING COMMISSION  
JULY 9, 2024, AT 7:00 P.M.**  
City Council Chambers  
110 South Main Street  
Springville, Utah 84663

The agenda will be as follows:

**Call to Order**

- Approval of the Agenda
- Approval of Minutes: June 25, 2024

**Consent Agenda**

*The Consent Agenda includes administrative actions where no additional discussion is needed. When approved, the recommendations in the staff reports become the action of the Commission. A call for objection or comment will be made on the consent agenda items. If there is any opposition or comment, the item will be removed from the consent agenda and put on the regular administrative session meeting agenda for discussion. Without objections or comments, the item(s) will pass without further consideration.*

1. Condominium conversion approval for Wapiti Commercial Condominiums located at 395 N 2000 W in the HC-Highway Commercial Zone.

**Administrative Session**

No items

**Legislative Session – Public Hearing**

No Items

**Adjournment**

THIS AGENDA SUBJECT TO CHANGE WITH A MINIMUM OF 24-HOURS NOTICE

This meeting was noticed in compliance with Utah Code 52-4-202 on July 3, 2024. Agendas and minutes are accessible through the Springville City website at [www.springville.org/agendas-minutes](http://www.springville.org/agendas-minutes). Planning Commission meeting agendas are available through the Utah Public Meeting Notice website at [www.utah.gov/pmn/index.html](http://www.utah.gov/pmn/index.html). Email subscriptions to Utah Public Meeting Notices are available through their website.

In compliance with the Americans with Disabilities Act, the City will make reasonable accommodations to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the Community Development department at (801) 491-7861 at least three business days prior to the meeting.

**IN ATTENDANCE**

**Commissioners Present:** Genevieve Baker, Ann Anderson, Hunter Huffman,  
Eric Graves, and Tyler Patching

**Commissioners Excused:** Ralph Calder and Brett Nelson

**City Staff:** Josh Yost, Community Development Director  
Carla Wiese, Planner II/Economic Development Specialist  
Heather Goins, Executive Assistant

**City Council:** Jake Smith

**CALL TO ORDER**

Commissioner Anderson nominated Commissioner Patching as Chair Pro tem.  
Commissioner Graves seconded. The vote was unanimous to elect Commissioner  
Patching as Chair Pro tem for tonight's meeting.  
Chair Pro tem Patching called the meeting to order at 7:08 p.m.

**APPROVAL OF THE AGENDA**

Commissioner Anderson moved to approve the agenda as written. Commissioner  
Hunter seconded the motion. The vote to approve the agenda was unanimous.

**APPROVAL OF THE MINUTES**

***May 14, 2024***

Commissioner Graves moved to approve the May 14, 2024 meeting minutes.  
Commissioner Huffman seconded the motion. The vote to approve the meeting minutes  
was unanimous.

**CONSENT AGENDA**

***No Items***

**ADMINISTRATIVE SESSION**

***No Items***

Commissioner Baker arrived at 7:10 p.m.

**LEGISLATIVE SESSION:**

- 1) ***Springville City Community Development requests adoption of Residential and  
Commercial Subdivision Application Checklists.***

2:21 Carla Wiese, Planner/Economic Development Assistant, presented. In November  
2023, we brought revisions to Title 14, Subdivision Regulations to the Planning

Commission. The State required us to make some changes. To make the code less lengthy and complicated, we removed the checklists for a developer to achieve a completed application. We instead referred to a preliminary and final subdivision checklist to be more efficient. We neglected to adopt the checklist, and we realized that this needs to happen. We did a pending legislation with the council, which allows us to work on a change and then rely on the incoming change to become the governing document. Tonight, we have the list that has been put together and reviewed by the internal DRC. We did not have a document with Power as they had their own, but we have brought that into this checklist. Commissioner Anderson asked if we had the attorneys look at this. Ms. Wiese said yes. Our internal DRC includes people from Administration and Legal. We had individual meetings with Legal as well.

Commissioner Huffman said there are a couple of items in the section on 'final plat and improvement drawings shall include' on page 13. He is concerned about the part that states building envelopes shall not show on the final plat. He has seen that the plat is the building footprint. He feels it should be left to the developer. Director Yost said we are doing this because the building envelope on fee simple projects isn't always needed. We don't want to put building envelopes on the plat that is a permanent perpetual document, that can change with zoning. Generally in the areas we have worked, we try to avoid that. Typically, they will show the zoning envelope and they will show the buildable area and then it is changed. Ms. Wiese said we had a great deal of discussion on that. It was determined that it is good practice to not have that recorded.

Ms. Wiese said with the changes, we are only allowed four reviews. The City can determine when those reviews are done. We do that at the preliminary stage and then make sure that the checklists provide the information.

Commissioner Huffman asked, on page 13, to include the word maximum on a street tree plan, because if a developer wants to add more, that would be OK. Director Yost said the code lists the minimum amount. They can do more if they want to.

Commissioner Graves asked about power structures within 2 feet of the driveway, was that red because it was added recently. Ms. Wiese said it was a late addition because we had to get the verbiage correct. Commissioner Patching asked if they are including communication pedestals as part of the power or if that is just utilities. Director Yost said we have no purview over comms or gas other than they must be in a PUE.

Commissioner Patching asked about power-to-power structures. Ms. Wiese said there are details in the standards and specifications as to how those other groups must align their systems with power. Commissioner Graves said it isn't on the checklist. Ms. Wiese said no. He asked if it would be beneficial to have it on the checklist. Director Yost said it is redundant. The standards and specifications tell what is needed and is a substantial document with details of design.

Chair Pro tem Patching opened the public hearing at 7:23 p.m. Seeing no speakers, Commissioner Baker moved to close the public hearing. Commissioner Anderson seconded. The vote to close the public hearing was unanimous. The public hearing was closed at 7:23 p.m.

Commissioner Anderson moved to recommend the adoption of the Subdivision Application Checklists by the City Council. Commissioner Graves seconded the motion. The vote to recommend the Legislative Session item to the City Council was unanimous.

**2) Springville City Community Development requests an amendment to Springville Code 11-4-708(4) to eliminate the minimum clear floor-to-ceiling height for townhomes in the Main Street South Gateway Zone.**

17:13 Josh Yost, Community Development Director, present. He said this comes as a result as he continues to learn and refine the code. We are making changes to the MSSG zone. The current requirement is the minimum floor-to-ceiling heights for all building types, with a caveat for townhomes, is that if you're at least 18 inches above sidewalk grade at your finished floor elevation then you can reduce your minimum clear floor-to-ceiling height for the main floor to 8 and 9.

There are minimum floor-to-ceiling heights for all building types. This is not in other zones with other similar massing regulations. No other zone has these requirements for single-family or townhomes. Requirements complicated the design and construction of single-family and town homes.

The Reynolds building has a very tall first floor, but the average is 14 feet. We included that height for commercial, but townhomes are not permitted on Main Street. Combined with minimum first-floor elevation, it has made it harder to design and build townhomes.

The lack of requirements in other zones had not reduced design quality. They have not suffered from not having a 10-foot first floor.

The minimum finished floor elevation of 18 inches above the sidewalk.

Staff recommends recommending approval that removes floor-to-ceiling height minimums for townhomes and establish a universal 18-inch first-floor above-sidewalk requirement for townhomes.

Commissioner Baker asked if that is what it is in Westfields Central. Director Yost said yes. Eighteen inches is a good rule of thumb.

Commissioner Graves said on page 3 it is lined out for the 18-inch floor-to-ceiling height. Director Yost said that is the exception to reduce the floor-to-ceiling height, so it has been added in 4(2) for townhomes. Commissioner Graves asked if there are any issues with that in Westfields Central. Director Yost said no, but there have been some questions in some of the rear lane units if it's necessary. It has been useful in the rear lane units between public and private spaces. It provides additional height for people walking by.

Commissioner Patching asked if some are directly connected to the sidewalk. Director Yost said yes. He is learning about tolerance in construction. The guys doing the sidewalk didn't make it straight. So in the mixed-use building, they are 2 feet off of the sidewalk. Commissioner Patching said when you step down the steps, you land on the sidewalk. Director Yost said yes. As we have 3 houses up and framed, it is feeling good in terms of height. Commissioner Graves asked if there have been challenges with the builders. Director Yost said no, this has been the primary challenge is doing zoning and

149 having the architect say it works and then having the engineer remind them they can't  
150 span 24 feet with a 12-inch TGI.

151  
152 Commissioner Baker said we don't have a limit on stories. Director Yost said we have a  
153 maximum height. Because of the FF height. He likes to do stories rather than height.  
154 The floor-to-ceiling was to create the proper proportions in the building. Commissioner  
155 Baker said this only affects townhomes. Director Yost said only the townhomes in the  
156 MSSG zone.

157  
158 Chair Pro tem Patching opened the Public Hearing at 7:37 p.m. Seeing no speakers,  
159 Commissioner Anderson moved to close the Public Hearing. Commissioner Baker  
160 seconded. The public hearing was closed at 7:37 p.m.

161  
162 Commissioner Huffman said he agrees with this and Director Yost is doing a great job  
163 with Ms. Wiese. It is important. At the same time, he is interested in how it works. His  
164 head spins as there are occasions to keep that down, but we won't get into that. Director  
165 Yost's concern is accessibility for those with handicaps. There are ways to do this at the  
166 subdivision level and grading and adding accessibility. There was a presentation at the  
167 APA Conference last year and he had ADA needs and he wouldn't be able to come to  
168 his home for dinner. Commissioner Huffman said we don't need to address everything  
169 now, but in an active adult area, they could make things work for them.

170  
171 Commissioner Graves said it is a good point. If someone has to retrofit it, they will make  
172 a ramp or cement entry. If it allows for it, it works. This 2 feet requirement from the  
173 sidewalk makes a good point because it will be used up to create a ramp. Commissioner  
174 Patching said they have garages. Director Yost said at 18 inches, we can't get a  
175 compliant ramp up. Likely to happen in the garage, and that is where the grading comes  
176 in. Those would be visitable.

177  
178 Commissioner Graves asked if we should consider that in the setbacks upfront. For  
179 example, when my mom comes to visit, we have to wheel her into the house. He asked  
180 if this is something we should include in the setback. Director Yost said that needs to be  
181 a broader discussion. There are settings where we want to address visibility issues. It  
182 is a thing that continues to get him as he learns of it, it needs to be addressed. Director  
183 Yost said the other issue with the townhomes is they have a small hall. Second-floor  
184 living is not working for those who have accessibility issues.

185  
186 Commissioner Baker moved to recommend approval of the amendment to Springville  
187 Code 11-4-708(4) to eliminate the minimum clear floor-to-ceiling height and adopt a  
188 minimum finished floor elevation for all townhomes in the Main Street South Gateway  
189 Zone. Commissioner Anderson seconded the motion. The vote to approve the  
190 Legislative Session item was unanimous.

191  
192 With nothing further to discuss, Commissioner Graves moved to adjourn the meeting.  
193 Commissioner Huffman seconded the motion. Chair Pro tem Patching adjourned the  
194 meeting at 7:47 p.m.

July 2, 2024

TO: Planning Commission Members

FROM: Laura Thompson

RE: Condominium conversion approval for Wapiti  
Commercial Condominiums located at 395 N 2000 W  
in the HC-Highway Commercial Zone.

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**Petitioner:** Ryan LeBaron

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**Summary of Issues**

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Does the proposed condominium conversion meet the requirements of Springville City Code?

**Background**

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The proposed condominium conversion is for the Wapiti Holdings office/warehouse project approved by the Planning Commission on July 12, 2022, and currently under construction.

**Analysis**

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**DEVELOPMENT REVIEW  
COMMITTEE (DRC)**

The Development Review Committee reviewed the condominium plan on June 13, 2024, and provided the applicant with a copy of redlined comments on the submitted plans and checklist. Any items not addressed or any additional revisions needed are listed below in the "POST DRC COMMENTS" section.

**POST DRC COMMENTS**

None



**Staff Recommendation**

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Staff finds the condominium plan meets the requirements of the Springville City Code and recommends approval.

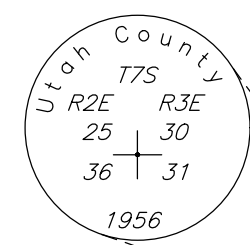
**Recommended Motion**

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Move to recommend approval of the Wapiti Commercial Condominiums located at 395 N 2000 W in the HC-Highway Commercial Zone.

# Wapiti Condominiums

Amending Lot 202, Grant Commercial Subdivision Amended  
located within the Northwest Quarter of Section 31, Township 7 South, Range 3 East,  
Salt Lake Base and Meridian, U.S. Survey, in Springville City, Utah County, Utah  
2024



Northwest Corner Section 31,  
T7S, R3E, SLB&M, U.S. Survey  
(Found Brass Cap Monument)

Found Rebar  
with Cap  
(accepted)

Regent's Park Condominiums Amended

10' PUE hereby  
granted to  
Springville City  
per this plat  
Entry No. 87636:2022  
Map No. 18436

Best Vinyl Condominiums

35:825:003  
Entry No. 1615:2023  
Map No. 18611

10' PUE  
per Best Vinyl  
Condominiums  
Entry No. 1615:2023

Unit 1  
30,240 sq. ft.

397' N  
2000' W

Common  
Area

114,525 sq. ft.  
or 2.62 acres

395' N 2000' W

Unit 2  
30,240 sq. ft.

395' N  
2000' W

Regent's Park Condominiums Amended

51:728:0400  
Entry No. 87636:2022  
Map No. 18436

## Flood Zone

This property lies entirely within Flood Zone AE as designated on FEMA Flood Insurance Rate Map No. 49049C0542F dated June 19, 2020 for Springville City, Utah County, Utah. The Base Flood Elevation determined by FEMA is 4498 feet.

## Narrative

This Condominium Plat was requested by Wapiti Holdings, LLC, to create 2 Private Units.

This Plat retraces and honors the underlying Grant Commercial Subdivision Amended recorded as Entry No. 87542:2022 and as Map No. 18435, and Regent's Park Condominium Plat Amended recorded as Entry No. 87636:2022 and as Map No. 18436 and Best Vinyl Condominium Plat recorded as Entry No. 1615:2023 and as Map No. 18611 in the Official Records of Utah County, as rotated onto the NAD83 Utah Central Zone State Plane datum.

A line between Brass Cap Monuments found for the Northwest and North Quarter Corners of Section 31 was assigned the UCS NAD83 bearing of South 89°00'34" West as the Basis of Bearings to place the Survey on said State Plane Datum.

This map retraces the above listed maps which honored historical maps for the Utah County Survey Dependant Resurvey which expressed the North line of Section 31 as shown hereon. Current UCS maps show a bearing of North 89°00'44" East.

This plat is subject to the Declaration of Condominium for Grant Commercial Condominiums recorded \_\_\_\_\_ of 2024 as Entry No. \_\_\_\_\_.

## Owner/ Developer

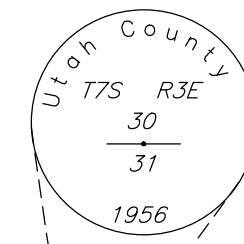
Wapiti Holdings, LLC  
545 S 1250 E  
Pleasant Grove, UT 84062

## Legend

- Section Line
- Property Line
- Easement Line
- Adjoiner Line
- Public Utility Easement
- PUE
- Section Corner
- 5/8 rebar with plastic cap or nail with brass tag stamped AWA.
- (no hatching)
- General Common Elements
- Private Units



2010 North Redwood Road, Salt Lake City, Utah 84116  
(801) 521-8529 - AWAengineering.net



North Quarter Corner Section 31,  
T7S, R3E, SLB&M, U.S. Survey  
(Found Brass Cap Monument)

Scale: 1" = 40'

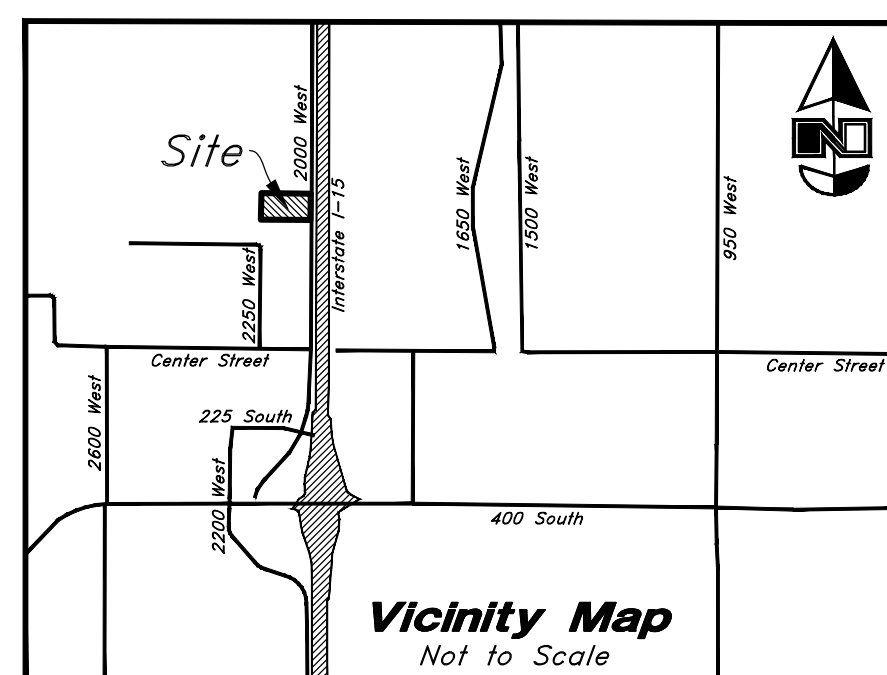


## Note

A Cross Access and Utility Easement blanketing the common area of this plat is hereby granted to the Owners of Units 1 & 2.

2000 West Street  
(Public Street)

Point of Beginning



## Surveyor's Certificate

I, David M. Hamilton, do hereby certify that I am a Professional Land Surveyor in the State of Utah and that I hold License No. 12966234 in accordance with Title 58, Chapter 22, of the Professional Engineers and Land Surveyors Licensing Act; I further certify for, and on behalf of AWA that by authority of the Owners I have completed Utah County Record of Survey No. \_\_\_\_\_, being a survey of the property described on this Condominium Plat, and this Condominium Plat complies with the provisions of Section 57-8-13(1)(b) of the Utah Condominium Ownership Act, Utah Annotated Section 57-8-1 through 57-8-60 (2010 Replacement, Supp. 2019), and have verified all measurements; that the reference monuments shown on this plat are located as indicated and are sufficient to retrace or reestablish this plat; and that the information shown herein is sufficient to accurately establish the lateral boundaries of the herein described tract of real property; hereafter known as Wapiti Condominiums.

## Boundary Description

All of Lot 202 of Grant Commercial Subdivision Amended, recorded as Entry No. 87542:2022 and as Map No. 18435 in the Office of the Utah County Recorder, located in the Northwest Quarter of Section 31, Township 7 South, Range 3 East, Salt Lake Base and Meridian, U.S. Survey, in Springville City, Utah County, Utah, being described metes-and-bounds as follows:

Beginning at the Northeast corner of the Regent's Park Condominiums Amended recorded as Entry No. 87636:2022 and as Map No. 18436 in the Office of the Utah County Recorder, being on the Westerly line of 2000 West Street as Dedicated to Springville City as shown on the Official Plat of said Grant Commercial Subdivision recorded as Entry No. 80355:2020 and as Map No. 17106 in the Official Records of Utah County, located 421.77 feet South 89°00'34" West along the North line of said Section 31; and 718.24 feet South 0°22'05" West to and along said Westerly line from a Brass Cap Monument found marking the North Quarter Corner of said Section 31; and running thence along the Northerly and Westerly lines of said Regent's Park Condominiums Amended the following two courses: North 89°17'32" West 506.17 feet; and North 1°33'41" East 348.26 feet to the Southerly line of the Best Vinyl Condominium Plat recorded as Entry No. 1615:2023 and as Map No. 18611 in the Official Records of Utah County; thence South 89°17'42" East 498.92 feet along said Southerly line to the Southeast Corner thereof on said Westerly line of 2000 West Street; thence South 0°22'05" West 348.26 feet along said Westerly line to the Northeast Corner of said Regent Park Condominiums Amended and the point of beginning.

Contains 175,005 sq. ft.  
Or 4.02 acres

Date

David M. Hamilton  
Utah PLS No. 12966234

## Owner's Dedication

Know all by these presents that I, the undersigned Owner of the above described tract of land to be hereafter known as Wapiti Condominiums, having caused the same to be divided into unit space and common area, do hereby dedicate for the perpetual use of the public, all easements as reflected and shown on this plat as intended for public use.

In witness whereby I have hereunto set my hand This \_\_\_\_\_ Day of AD, 20 \_\_\_\_.

Wapiti Holdings, LLC

By:

Its:

## Acknowledgment

State of \_\_\_\_\_ } ss  
County of \_\_\_\_\_

On the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared before me, the undersigned Notary Public, \_\_\_\_\_, who being by me duly sworn did say that they are the \_\_\_\_\_ of Wapiti Holdings, LLC and that the foregoing instrument was signed in behalf of said said limited liability company by authority of its members or its articles of organization, and they acknowledged to me that said limited liability company executed the same.

Notary Public Full Name: \_\_\_\_\_

Commission Number: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

A Notary Public Commissioned in Utah

(If above information is provided, no stamp required per Utah Code, Title 46, Chapter 1, Section 16)

A Notary Public

## Acceptance by Legislative Body

The City Council of the City of Springville, County of Utah, Approves this Subdivision and hereby accepts the dedication of all streets, easements, and other parcels of land intended for public purposes for the perpetual use of the public this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Approved by Mayor

Approved by City Attorney

Approved by City Engineer

Attest by City Recorder  
(See Seal Below)

## Planning Commission Approval

Approved this \_\_\_\_\_ Day of \_\_\_\_\_ A.D. 20\_\_\_\_ by the Springville City Planning Commission.

Director-Secretary

Chairperson, Planning Commission

Sheet 1 of 2

# Wapiti Condominiums

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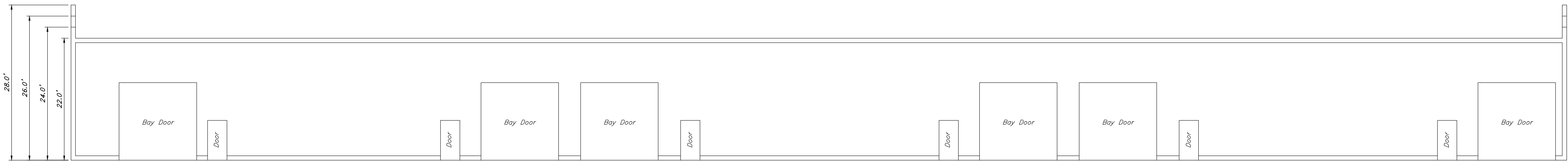
|                |                    |                    |                     |
|----------------|--------------------|--------------------|---------------------|
| Surveyors Seal | Notary Public Seal | City Engineer Seal | Clerk-Recorder Seal |
|                |                    |                    |                     |

PRELIMINARY

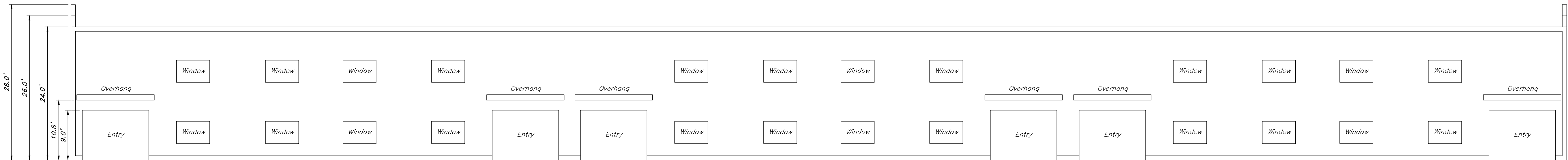
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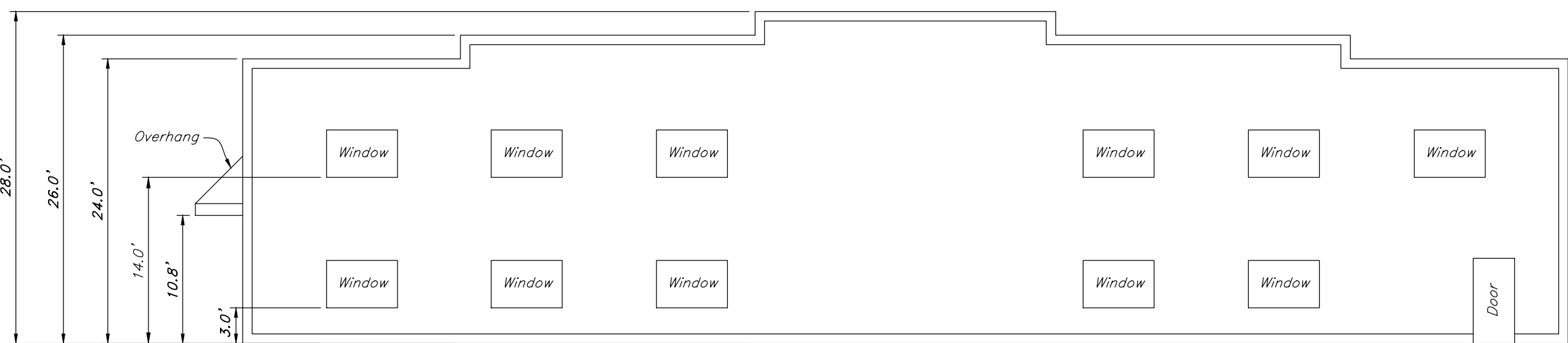
## Building Elevation



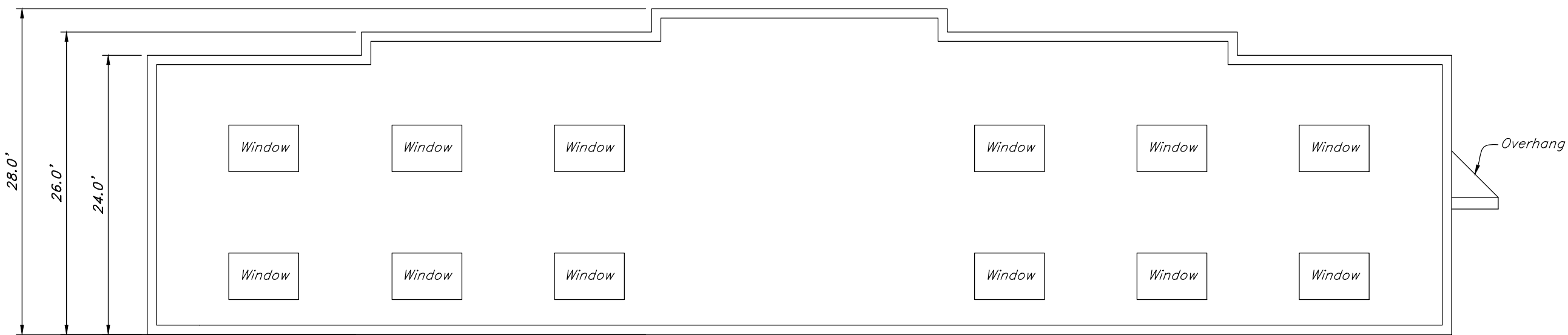
East View



West View



South View



North View

Scale: 1" = 10'



### Owner/ Developer

Wapiti Holdings, LLC  
545 S 1250 E  
Pleasant Grove, UT 84062



2010 North Redwood Road, Salt Lake City, Utah 84116  
(801) 521-8529 - AWAengineering.net



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