

**TREMONTON CITY CORPORATION
DEVELOPMENT REVIEW COMMITTEE
JANUARY 8, 2025**

Members Present:

Jeff Seedall, Chairman & City Planner
Chris Breinholt, City Engineer
Bill Cobabe, City Manager
Zach LeFevre, Parks and Recreation Director—excused
Paul Fulgham, Public Works Director
Tyler Seaman, Building Inspector
Tiffany Lannefeld, Deputy Recorder

Chairman Seedall called the Development Review Committee Meeting to order at 9:34 a.m. The meeting was held January 8, 2025 in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Chairman Seedall, Manager Cobabe, Engineer Breinholt, Director Fulgham, Inspector Seaman, and Deputy Recorder Lannefeld were in attendance. Director LeFevre was excused.

1. Approval of agenda:

Motion by Director Fulgham to approve the January 8, 2025 agenda with the change of discussing item 3. b. before item 3. a. Motion seconded by Manager Cobabe. Vote: Chairman Seedall – yes, Manager Cobabe – yes, Engineer Breinholt – yes, Director Fulgham – yes, Director LeFevre – absent, Inspector Seaman – yes. Motion approved.

2. Approval of minutes— December 4, 2024

Motion by Manager Cobabe to approve the December 4, 2024 minutes. Motion seconded by Director Fulgham. Vote: Chairman Seedall – yes, Manager Cobabe – yes, Engineer Breinholt – yes, Director Fulgham – yes, Director LeFevre – absent, Inspector Seaman – yes. Motion approved.

3. New Business:

a. Discussion on personnel responsibilities for final inspections

Planner Seedall said Inspector Seaman and I had a conversation after the Jack-in-the-Box inspection and how we need to outline who is responsible for final inspections, specifically commercial development. Engineer Breinholt said for residential really quick, are you inspecting sidewalks before? Inspector Seaman said yes. Director Fulgham said one was brought to my attention last night. It is across from Blair Westergard's house. He said someone built it a couple years ago and it has no sidewalk. An individual built this home. This will be one that my crew ends up having to do.

Planner Seedall said especially with all the transition and changes the City has had, this is a good discussion. The Committee then reviewed who would be responsible for specifics when it comes to inspections. Planner Seedall said we will take out species and focus more on quantities and locations when approving landscaping plans. Director

Fulgham reminded the Committee that Jack-in-the-Box still owes water shares. We have never allowed anything to be recorded without those, so that is something we need to follow up on. Planner Seedall said that is one of the reasons I pushed to get a civic review started. That will be one of the checklist items. Engineer Breinholt said we need to have a stop point before the permit is issued. Inspector Seaman said the civic review is going to accomplish that. When all the boxes are checked off, then the permit can be issued. I try hard to set expectations on inspections. The point of this discussion is to determine who is responsible to sign off. When I know there is a final coming, I need to be in communication and let you know they are getting close. Director Fulgham said Engineer Breinholt will contact me to make sure the infrastructure is in and that it has passed the test. Landscaping is usually part of that development agreement. For storm drains we generally make sure the outfall structure is correct. Engineer Breinholt said we look at it and ensure they have the right size and slope. Planner Seedall then gave assignments for inspection of public stuff, on-site stuff for commercial and then landscaping.

b. Discussion of Spring Hollow Subdivision Phase 4 concept plan—Colton Page and Rod Page

Planner Seedall said you are really far along for a concept plan—basically a full plat. Mr. Colton Page said we are currently under contract to buy these 11 acres. The previous owners had originally drawn this up in 2020. A couple of revisions have been made, but they had a lot of it done. We are new to this so we wanted to meet with the DRC to see what we need to do to submit for approval. Planner Seedall said we could go to final where it is already phased out. Everything is pretty much in order. Director Fulgham mentioned construction drawings and some of the holdup that could come with storm drain issues. I think there is a drain line that comes out of the upper tanks that have to tie into that. It goes around the existing subdivision and down between. We need to look at that. Right now, everything drains down the curb and through a waterway. We cannot have all that dumping down through there. Engineer Breinholt said I have comments on here about sizing for a 100-year storm. It was not big enough before to run all of this through the existing pipe. Director Fulgham said we do already have an easement.

The Committee then reviewed required water shares. Director Fulgham said roughly how it figures out is half a share per developed acre. Engineer Breinholt said there is a chart in the code based on lot sizes. For the exact number, you would have to refer to that table. Manager Cobabe asked about the line between lot 16 and 17. I do not love the configuration of lot 19 either, but 16 and 17 need adjusting, 17 in particular. Just draw that line coming from the south and carry that all the way up to the north. Add that part into lot 16 to square it up. That would look better.

Mr. Colton Page said they would work on getting updated files and change the dates. They would also adjust the lot lines. Engineer Breinholt asked for an overall storm drain plan for all of Spring Hollow. Director Fulgham said on the next one we will have to have a control basin. Mr. Colton Page said that area is under contract with someone

else. Engineer Breinholt said that is something I am going to have to think through and plan for. I need them to submit storm drainage data off the site. You do need a geotechnical report for this site. Director Fulgham said you will have to escrow for all the public improvements before you record. You also have to have water shares, plus 10% of the overall project cost. Then we release that as work is done and meets approval. Planner Seedall said I will send you the checklists.

c. Walk-ins: There were no walk-ins.

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

Motion by Manager Cobabe to adjourn the meeting. Motion seconded by consensus of the Committee. The meeting adjourned at 10:29 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 ____ day of _____, 2025

Cynthia Nelson, 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.