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# **AMERICAN FORK CITY PLANNING COMMISSION AGENDA**

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**Regular Session**  
**March 5, 2025**  
**Wednesday 6:00 PM**

**American Fork City Hall**  
**31 North Church Street**  
**American Fork City, UT 84003**

**<https://www.americanfork.gov/AgendaCenter>**

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## **Planning Commission Members**

**Christine Anderson, Chair**  
**Chris Christiansen, Vice Chair**  
**Geoff Dupaix**  
**Bruce Frandsen**

**Rod Martin**  
**David Bird**  
**Harold Dudley**  
**Claire Oldham**

Notice is hereby given that the American Fork City Planning Commission will meet in regular session on March 5, 2025, at the American Fork City Hall, 31 North Church Street commencing at 6:00 PM. The agenda shall be as follows:

**1. Regular Session**

- a. Pledge of Allegiance
- b. Roll Call
- c. Election of Chairperson and Vice Chairperson

**2. Common Consent Agenda** (Common Consent is that class of Commission action that requires no further discussion or which is routine in nature. All items on the Common Consent Agenda are adopted by a single motion unless removed from the Common Consent Agenda).

- a. Approval of the February 5, 2025, Planning Commission minutes

**3. Public Hearings** (Public Hearings is that class of Commission action that requires further discussion on General Plan changes, Zone changes, and Code Text Amendments that alter the land use characteristics of American Fork City. Public Hearing items will have the chance for the public to speak upon.)

- a. Public hearing, review, and recommendation on a proposed Land Use Map Amendment, known as Strata Investments, located at approximately 195 E 600 S American Fork City. On approximately 2.40 acres, the property proposes to change from the Design Commercial designation to the Design Industrial land use designation.
- b. Public hearing, review, and recommendation on a proposed Zone Change, known as Strata Investments, located at approximately 195 E 600 S, American Fork City. On approximately 2.40 acres, the property proposes to change from the General Commercial (GC-2) Zone to the Planned Industrial (PI-1) Zone.

**4. Other Business**

- a. Upcoming Projects

**5. Adjournment**

Dated this 20<sup>th</sup> day of February 2025

Patrick O'Brien

Development Services Director

*\*The order of agenda items may change at the discretion of the Planning Commission Chair*

# UNAPPROVED MINUTES

02.05.2025

## **AMERICAN FORK CITY PLANNING COMMISSION REGULAR SESSION**

**February 5th, 2025**

The American Fork City Planning Commission met in a regular session on February 5th, 2025 at the American Fork City Hall, 31 North Church Street, commencing at 6:00 p.m.

Commissioners Present: Christine Anderson, Chris Christiansen, Rodney Martin, Bruce Frandsen, David Bird, Harold Dudley, Geoff Dupaix

Commissioners Absent:

### Staff Present:

Travis Van Ekelburg	Senior Planner
Cody Opperman	Planner II
JJ Hsu	Project Engineer
Angie McKee	Administrative Assistant I

Others Present: Ken Burg, Church Representative

### **REGULAR SESSION**

**Chistine Anderson led the “Pledge of Allegiance”**

#### **Roll Call**

Chairwomen Anderson explained the sections of the agenda, and the order in which staff, applicants, and the commissioners would speak throughout the meeting in order to keep the meetings professional and organized. She added that the planning commission is a voluntary citizen board, and the commissioners do not have any previous discussion about any of the items before the meeting.

### **COMMON CONSENT AGENDA**

**1. Minutes of the January 22nd, 2025 Planning Commission Regular Session.**

## UNAPPROVED MINUTES

02.05.2025

**Bruce Frandsen motioned to approve the Common Consent agenda.**

**Harold Dudley seconded the motion.**

**Voting was as follows:**

<b>Chris Christiansen</b>	<b>AYE</b>
<b>Rodney Martin</b>	<b>AYE</b>
<b>Christine Anderson</b>	<b>AYE</b>
<b>Bruce Frandsen</b>	<b>AYE</b>
<b>David Bird</b>	<b>AYE</b>
<b>Harold Dudley</b>	<b>AYE</b>

**The motion passed**

### **ACTION ITEMS**

- a. Review and recommendation on a proposed zone for an annexation, known as Chipman and Stake Center Annexation, located at approximately 100 W 700 S, American Fork City. On approximately 24 acres, the property will be annexed into American Fork City and be given the Planned Residential (PR-3.0) zoning designation.**

Cody Opperman reviewed the background information for Action Item letter a: The applicant has applied for annexation within American Fork City. The project area looks to have the PR-3.0 zoning designation assigned to the land, which would be for Planned Residential Projects. The annexation area is proposing to be developed into the Chipman Estates subdivision. This is going to be a stakeholder's annexation as the church and American Fork City also have property that is involved. Bruce Frandsen asked to see which part of this annexation is city property, and Cody Opperman showed the map and explained that it is basically the roadway for 700 South.

## UNAPPROVED MINUTES

02.05.2025

**Geoff Dupaix moved to recommend approval for the proposed Annexation Agreement, located at approximately 100 West 700 South, American Fork City, UT 84003, subject to any conditions found in the staff report.**

**David Bird seconded the motion.**

### **Voting was as follows:**

<b>Chris Christiansen</b>	<b>AYE</b>
<b>Rodney Martin</b>	<b>AYE</b>
<b>Christine Anderson</b>	<b>AYE</b>
<b>Bruce Frandsen</b>	<b>AYE</b>
<b>David Bird</b>	<b>AYE</b>
<b>Harold Dudley</b>	<b>AYE</b>
<b>Geoff Dupaix</b>	<b>AYE</b>

**The motion passed**

### **Other Business**

The commissioners discussed some possibilities for the required training this year and requested that staff consider having multiple meetings to go over the code re-write as it would be difficult to go over the entire code in only one or two meetings.

### **Adjournment**

**Geoff Dupaix motioned to adjourn the meeting.**

**Rodney Martin seconded the motion.**

Meeting adjourned at 6:18PM

## UNAPPROVED MINUTES

02.05.2025

Angie McKee

Administrative Assistant I

The order of agenda items may change to accommodate the needs of the commissioners, public and staff.

### **Agenda Topic**

Public hearing, review, and recommendation on a proposed Land Use Map Amendment, known as Strata Investments, located at approximately 195 E 600 S American Fork City. On approximately 2.40 acres, the property proposes to change from the Design Commercial designation to the Design Industrial land use designation.

<b>BACKGROUND INFORMATION</b>		
Location:		195 E 600 S
Project Type:		Land Use Map Amendment
Applicants:		City Staff Initiated
Existing Land Use:		Design Commercial
Proposed Land Use:		Design Industrial
Surrounding Land Use:	North	Major Transportation Facilities
	South	Design Industrial
	East	Major Transportation Facilities/Design Commercial
	West	Design Commercial
Existing Zoning:		GC-2/PI-1
Proposed Zoning:		N/A
Surrounding Zoning:	North	PF
	South	PI-1
	East	PF/PI-1
	West	PI-1

### **Background**

City Staff has initiated a proposed Land Use Map Amendment. The project looks to change the Land Use Map of the General Plan from the Design Commercial designation to the Design Industrial designation for the following two properties:

- 13:050:0268
- 13:050:0267

### **Chapter 17.11 Amendments**

This development code, and the zoning map adopted as a part thereof, may be amended from time to time by the city council, but all proposed amendments must first be submitted to the planning commission for its recommendation. The procedure to be followed in amending the code and map shall be as set forth below.

**Sec 17.11.101 Written Petition Required - City Initiated Amendments Permitted**

Any person seeking an amendment of the development code or zoning map shall submit to the planning commission a written petition designating the change desired and the reasons therefor, and shall pay a nonrefundable filing fee in an amount established by resolution of the city council. Amendments to the code and map may also be initiated by action of the planning commission or upon request of the city council.

**Sec 17.11.102 Planning Commission To Make Recommendations**

Upon receipt of the petition the planning commission shall consider the request and, subject to completion of a public hearing on the matter before the planning commission with public notice given in accordance with the provisions of Section 17.11.103, shall submit its recommendations with respect thereto to the city council.

**Sec 17.11.103 Planning Commission To Conduct Public Hearing Before Recommending Amendments - Notice Of Hearing To Be Provided**

1. No ordinance approving an amendment to the official zone map or text of the development code, or approving a large scale development project may be enacted by the city council unless and until a public hearing relating to the proposed ordinance shall have been conducted by the planning commission.
2. Notice of the date, time and place of the first public hearing regarding a proposed amendment to the official zone map, text of the development code or ordinance of approval of a large scale development project shall be given at least 10 calendar days before the public hearing as follows:
  1. Published on the Utah Public Notice Website;
  2. Posted in at least three public locations within the city, or on the city's official website; and
  3. Mailed to each affected entity.

**Sec 17.11.104 Amendments To Be Adopted By Council - Notice Required**



1. The city council, at a public meeting called for the purpose, shall consider each proposed amendment to the official zone map, text of the development code, or ordinance of approval for a large scale development recommended to it by the planning commission and may act to adopt or reject the amendment or ordinance of approval as recommended by the planning commission or adopt the amendment after making any revision the city council considers appropriate.
2. Notice of the public meeting at which the city council will consider a proposed amendment or ordinance of approval shall be given at least twenty-four hours before the meeting, which notice shall, as a minimum, be posted in at least three public places within the city; or on the city's official website.

**Sec 17.11.105 Amendments To Be Adopted By Ordinance - Public Notice Of Adoption**

All amendments to the code and map shall be adopted, published and recorded in accordance with the applicable provisions of UCA 10-3-701 et seq.

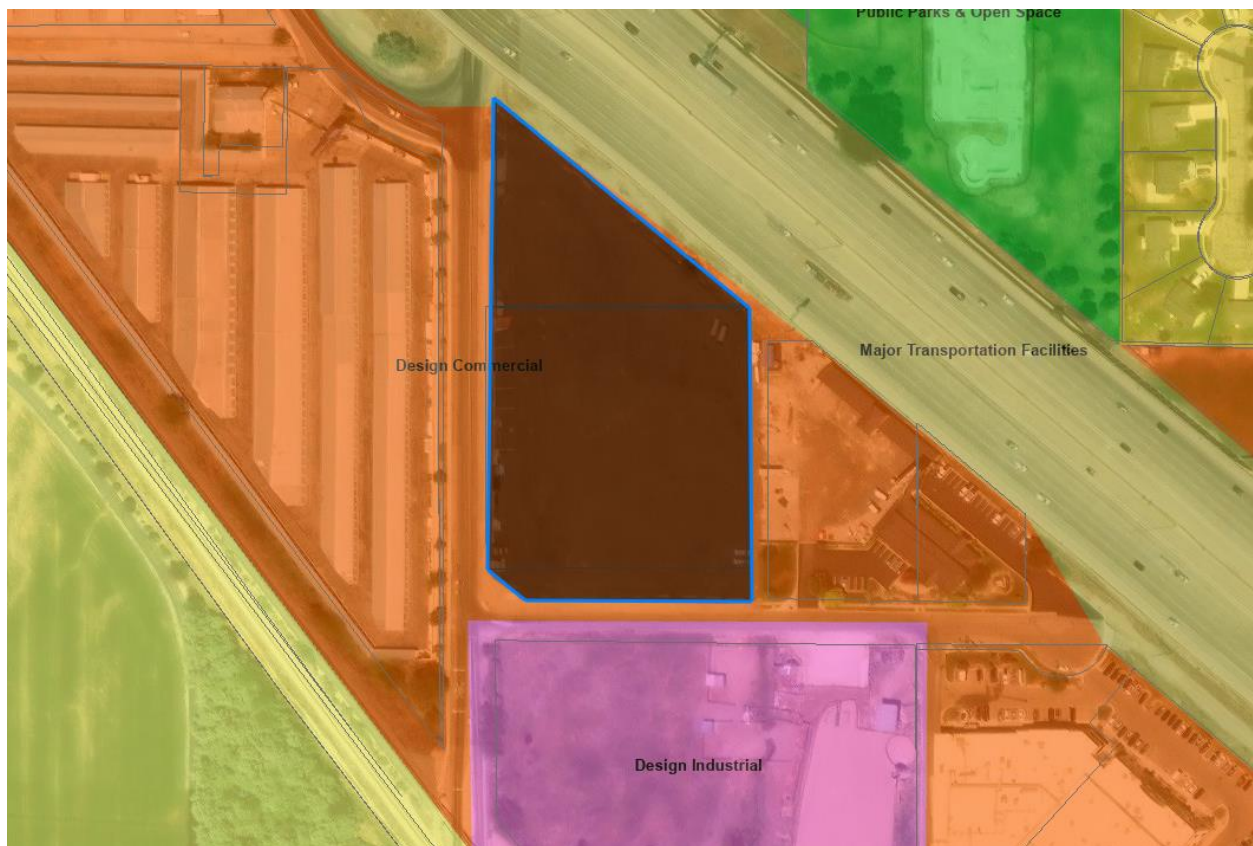
**17.11.200 Intent With Respect To Amendments**

All amendments to this code and zone map shall be made in accordance with the general plan of land use. It is hereby declared to be public policy that this code shall not be amended unless it can be shown that changed or changing conditions make the proposed amendment reasonably necessary to the promotion of the purposes of this code.

**Project Conditions of Approval**

1. N/A

**Project Map**



### **Standards Conditions of Approval**

APPLICANT is responsible and shall submit/post/obtain all necessary documentation and evidence to comply with these Standard Conditions of Approval prior to any platting, permitting, or any other form of authorization by the City including plat recording or other property conveyance to the City and prior to scheduling a pre-construction meeting. All recording shall take place at the Utah County Recorder's Office.

1. **Title Report:** Submit an updated Title Report not older than 30 days or other type of appropriate verification that shows all dedications to the City are free and clear of encumbrances, taxes, or other assessments.
2. **Property Taxes and Liens:** Submit evidence that all the property taxes, for the current and/or previous years, liens, and agricultural land use roll over fees have been paid in full.
3. **Water Rights:** Submit evidence that all the required water rights have been conveyed to American Fork City.
4. **Performance Guarantee:** Post a performance guarantee for all required public and essential common improvements.

5. **Easements and Agreements:** Submit/record a long-term Storm Water Pollution Prevention Maintenance Agreement signed and dated by the property owner and any required easement documentation.
6. **Land Disturbance Permit:** Obtain a Land Disturbance Permit.
7. **Compliance with the Plan Review Comments:** All plans and documents shall comply with all the Technical Review Committee comments and the City Engineer's final review.
8. **Commercial Structure:** Record an Owner Acknowledgment and Utility Liability Indemnification if the proposed building is a multi-unit commercial structure served by a single utility service.
9. **Sensitive Lands:** Record all applicable documents required for compliance with the City's Sensitive Lands Ordinance.
10. **Utility Notification Form:** Submit a Subdivision Utility Notification Form.
11. **Professional Verification:** Submit final stamped construction documentation by all appropriate professionals.
12. **Fees:** Payment of all development, inspection, recording, streetlight, and other project related fees.
13. **Mylar:** Submit a Mylar. All plats will receive final verification of all formats, notes, conveyances, and other items contained on the plat by City staff (recorder, legal, engineer, GIS, planning).

### **Staff Recommendation**

The Land Use Map Amendment meets the requirements of Section 17.11.

### **Potential Motions – Land Use Map Amendment**

#### **Approval**

I move to recommend approval for the proposed Land Use Map Amendment, located at 195 East 600 South, American Fork City, UT 84003, from the Design Commercial to the Design Industrial Land Use designation.

#### **Denial**

I move to recommend denial for the proposed Land Use Map Amendment, located at 195 East 600 South, American Fork City, UT 84003, from the Design Commercial to the Design Industrial Land Use designation.

**Table**

I move to table action for the proposed Land Use Map Amendment, located at 195 East 600 South, American Fork City, UT 84003, from the Design Commercial to the Design Industrial Land Use designation, and instruct staff/developer to...

**Agenda Topic**

Public hearing, review, and recommendation on a proposed Zone Change, known as Strata Investments, located at approximately 195 E 600 S, American Fork City. On approximately 2.40 acres, the property proposes to change from the General Commercial (GC-2) Zone to the Planned Industrial (PI-1) Zone.

Location:		195 E 600 S
Project Type:		Land Use Map Amendment
Applicants:		City Staff Initiated
Existing Land Use:		Design Commercial
Proposed Land Use:		N/A
Surrounding Land Use:	North	Major Transportation Facilities
	South	Design Industrial
	East	Major Transportation Facilities/Design Commercial
	West	Design Commercial
Existing Zoning:		GC-2/PI-1
Proposed Zoning:		PI-1
Surrounding Zoning:	North	PF
	South	PI-1
	East	PF/PI-1
	West	PI-1

**Background**

City Staff has initiated a proposed Zoning Map Amendment (Zone Change). The project looks to change the Zoning Map from the GC-2 Planned Commercial zoning designation to the PI-1 Planned Industrial zoning designation for the following property:

- 13:050:0268

**Chapter 17.11 Amendments**

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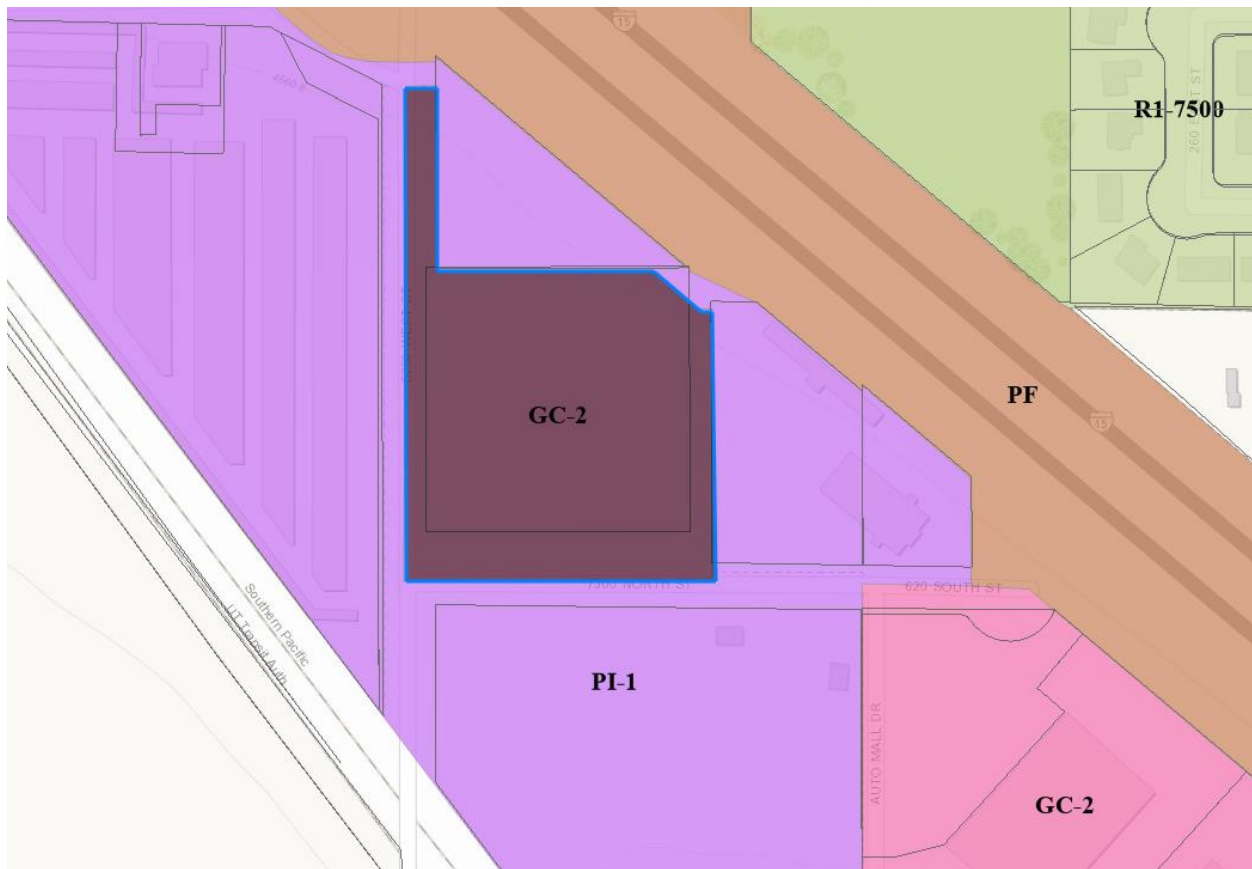
**Project Conditions of Approval**

1. N/A

**Findings of Fact**

1. The Zone Change meets the requirements of Section 17.11.

**Project Map**



### **Standards Conditions of Approval**

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3. **Water Rights:** Submit evidence that all the required water rights have been conveyed to American Fork City.



4. **Performance Guarantee:** Post a performance guarantee for all required public and essential common improvements.
5. **Easements and Agreements:** Submit/record a long-term Storm Water Pollution Prevention Maintenance Agreement signed and dated by the property owner and any required easement documentation.
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12. **Fees:** Payment of all development, inspection, recording, streetlight, and other project related fees.
13. **Mylar:** Submit a Mylar. All plats will receive final verification of all formats, notes, conveyances, and other items contained on the plat by City staff (recorder, legal, engineer, GIS, planning).

### **Potential Motions – Zone Change**

#### **Approval**

I move to recommend approval for the proposed Zone Change, located at 195 E 600 S, American Fork City, UT 84003, from the GC-2 zoning designation to the PI-1 designation, subject to any conditions found in the staff report.

### **Denial**

I move to recommend denial for the proposed Zone Change, located at 195 E 600 S, American Fork City, UT 84003, from the GC-2 zoning designation to the PI-1 designation.

### **Table**

I move to table action for the proposed Zone Change, located at 195 E 600 S, American Fork City, UT 84003, from the GC-2 zoning designation to the PI-1 designation, and instruct staff/developer to...