TREMONTON CITY CORPORATION
DEVELOPMENT REVIEW COMMITTEE
FEBRUARY 19, 2025

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

Chairman Seedall called the Development Review Committee Meeting to order at 9:33 a.m. The meeting was held February 19, 2025 in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Chairman Seedall, Manager Cobabe, Engineer Breinholt, Director Fulgham, Director LeFevre, and Deputy Recorder Lannefeld were in attendance. Also in attendance were Assistant Public Works Director Carl Mackley and Co-Interim Fire Chiefs Shawn Jensen and Andy McBride. Inspector Seaman was excused

1. Approval of agenda:

   Motion by Chairman Seedall to approve the February 19, 2025 agenda. Motion seconded by Manager Cobabe. Vote: Chairman Seedall – yes, Manager Cobabe – yes, Engineer Breinholt – yes, Director Fulgham – yes, Director LeFevre – yes, Inspector Seaman – absent. Motion approved.

2. Approval of minutes— January 22, 2025

   Motion by Engineer Breinholt to approve the January 22, 2025 minutes. Motion seconded by Director LeFevre. Vote: Chairman Seedall – yes, Manager Cobabe – yes, Engineer Breinholt – yes, Director Fulgham – yes, Director LeFevre – yes, Inspector Seaman – absent. Motion approved.

3. New Business:
   a. Discussion and consideration of CUP application—Colin Brown and Missy Monsivais

      Chairman Seedall said this is for a daycare across the street. Last discussion we were concerned how traffic flow might be impacted on Tremont Street and around the alley. The drop off/pickup will be on both ends. We will see some congestion around peak times. They are limiting it to 60 kids based on parking. Manager Cobabe said one of the things we wanted to see is a circulation diagram of how you are going to get traffic in and through this site. Could you walk us through that? Mrs. Monsivais said we can put something in place and put it out to parents upon enrollment. This is our traffic pattern and what you need to follow. We want to keep it safe, especially with little kids around. I assume most people will come from the east for drop off and have that be a typical pattern. We would recommend coming from the east, parking, and then heading out just like you would with an elementary school. You do not want everybody coming in from different angles. It is pretty easy to put policy in place with the clients. They discussed parking in the area. Mrs. Monsivais said for this building, I want to do three years old and up. That will change our ratios. We can have 16 kids per teacher. We are looking at four classrooms and four teachers on staff. The director on duty will be up front. That is five employees at a time. Co-Interim Fire Chief Jensen said for parking, I like angled parking better, because that forces them to come from that direction. Co-Interim Fire Chief McBride said the other concern is that building has an upstairs. Are you planning on using that as part of the daycare? Mr. Brown said it is an apartment that will be for the resident manager. Mrs. Monsivais said we will actually be adding more egresses to the building than what it originally had, along with more windows and doors. Mr. Brown said we have been working for a year and are not clear on what code my architect should be going off of. We are updating the electrical, plumbing and HVAC to make it nice. The water line going into the building is not big enough to do fire suppression. If we could utilize the grandfather from the existing use, we would love not to have fire suppression. Co-Interim Fire Chief Jensen said I agree. We have very few commercial buildings that are sprinkled so we should not force you into that. Mr. Brown said we have exit strategies and other procedures. We will have fire extinguishers every 40 feet in all the classrooms and firewall throughout.

The Committee further discussed the flow for drop off/pickup. Manager Cobabe said encourage them to come in off of 200 South and up to 100 East, turning left on 100 South and looping that way. My guess is most people would come in off of Tremont Street. That way you loop them around.

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

b. Discussion of Hillside Development standards

This item was tabled for a future meeting.

c. Walk-ins:

Jim Flint was in attendance. Chairman Seedall said they ended up putting restrooms in one of the buildings. Engineer Breinholt has approved the site plan and we got the landscaping, lighting and signage plans. They got an access easement with Jasmine figured out. The only one we did not get was the easement between the City and them for the storm drain access. Engineer Breinholt said that just needs to be in a separate document since it is outside the boundary. The City would be granting it. Chairman Seedall said I think we approved all the other plans. You could get the building permit while we figure this out. They had submitted the building plans, and I think Inspector Seaman has seen them.

Mr. Flint then discussed the master sewer plan for the Calder Development. Chairman Seedall said as we move forward, this entire area could be as dense at the eight units per acre. That would be our max. This helps the developer have the funding to put in all this capital infrastructure. Going forward, we would look at lower densities. There will be a break point where the lift station and infrastructure become too expensive. The Committee discussed potential options for the lift station and other sewer solutions. Chairman Seedall said the next step is the preliminary plat and seeing how the units and phasing are going to start going toward it. I would love feedback on some cost analysis and what the rest of the development looks like. The developer can request what the zoning is on his parcel, but it will be up to the Planning Commission to set the density. Once the petition is accepted and we have the public notices. The Council has to accept the annexation. Then it goes to Planning Commission for its zoning.

4. Comments/Reports:

Manager Cobabe said how close are we on the Midland Square bid? We discussed that last night in our Council meeting. The Council is chomping at the bit on that. Our next step was 30% of the plan. Engineer Breinholt said really close. We are working on it. There are a couple things to finish up. Manager Cobabe said I know we do not typically do budget numbers this early. They can be ballpark figures that you will not be held to. Engineer Breinholt said I have never had a problem if I give a number higher than what it actually would be. Manager Cobabe said our budget for Main Street is about $1.8 million for improvements. There are three priorities. First, sidewalk improvements, second street lights and third landscaping or beautification. Chairman Seedall said I am worry about putting improvements in that are either going to be damaged or in the way of the contractor once we do the whole project. Assistant Director Mackley said one of the big hang-ups is UDOT and knowing what we can do. Director Fulgham said UDOT is not going to balk on anything you do on-site, but when you start putting bulb outs, that is where UDOT's going to start balking. Engineer Breinholt said they have seen it and are okay with it, but obviously they are not going to plow it. Manager Cobabe said in my mind, that is more of a Phase 2 thing.

Chairman Seedall said I sent links to everyone to get their Civic Review profile set up. Going forward all our applications will go through Civic Review. That should help with some of the communication struggles we have had.

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 11:07 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

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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.