

**TREMONTON CITY CORPORATION  
DEVELOPMENT REVIEW COMMITTEE  
FEBRUARY 5, 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—excused  
Tyler Seaman, Building Inspector  
Tiffany Lannefeld, Deputy Recorder

Chairman Seedall called the Development Review Committee Meeting to order at 9:38 a.m. The meeting was held February 5, 2025 in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Chairman Seedall, Manager Cobabe, Engineer Breinholt, Inspector Seaman, and Deputy Recorder Lannefeld were in attendance. Also in attendance was Assistant Public Works Director Carl Mackley and Mayor Lyle Holmgren (arrived at 11:09 a.m.). Director Fulgham and Director LeFevre were excused.

1. Approval of agenda:

**Motion by Chairman Seedall to approve the February 5, 2025 agenda.** Motion seconded by Manager Cobabe. Vote: Chairman Seedall – yes, Manager Cobabe – yes, Engineer Breinholt – yes, Director Fulgham – absent, Director LeFevre – absent, Inspector Seaman – yes. Motion approved.

2. Approval of minutes—January 8, 2025

**Motion by Chairman Seedall to approve the January 8, 2025 minutes.** Motion seconded by Engineer Breinholt. Vote: Chairman Seedall – yes, Manager Cobabe – yes, Engineer Breinholt – yes, Director Fulgham – absent, Director LeFevre – absent, Inspector Seaman – yes. Motion approved.

3. New Business:

a. Discussion and consideration of CUP application—Colin Brown via phone

Chairman Seedall said the application looked pretty good. The daycare has been remodeled and the upstairs is an apartment. I want to verify we have enough stalls for the combined uses. Mr. Brown said it is an existing apartment and just one unit. We have five spaces on the east side behind the garden area and alleyway. There is only one tree on each side, but we were supposed to plant another. This is existing, but is being cleaned up. We will get it striped and curbed correctly. The play yard will be fenced off with the walkway open between the parking lot and building. How many parking stalls are required? There is no need for much since drop off/pick up is the main situation for this use. Engineer Breinholt said it still has to follow what is in the code. I suspect there is some gray here, though. Manager Cobabe said the change of the use, triggers the

whole CUP request and additional parking. I am more concerned about how this will impact traffic patterns. Parking is not as big a concern because you have available parking. Mr. Brown said we will have business vans as well. We do a lot of drop offs and pickups ourselves. We intended to use the south parking spaces for pickup and drop off. If that gets congested, there is street parking on the left side on Tremont Street. There are about 13 spaces on the south for our main area.

Chairman Seedall asked how many children they expect to have. Mr. Brown said no more than 75. I believe we will have six supervisors. There is a ratio for caregivers to children based on age. We do not intend to have any children who are not potty trained. Manager Cobabe said five employees plus a supervisor will require six parking stalls just for employees. Chairman Seedall said what are the hours of operation? Mr. Brown said 6 a.m. to 6 p.m. There will be staggered times for drop off and pick up. Engineer Breinholt said I think your general parking is usable, but is also shared with everything else. Manager Cobabe said you are looking at 80 people in this building, 75 of which are kids, that is a big burden on an existing building with limited parking. Plus, the idea of pick up and drop off times is going to be a bit of a mess. Mr. Brown said would you feel better if we reduced the capacity to 60? Manager Cobabe said I would be interested in seeing a circulation route for drop offs and pickups. We need to see a scheme for something like that to handle the traffic through the area. My recommendation would be to have the pickups on the east side of the building, because it takes a little longer to pick up than drop off. You can drop off along the front. I do not want cars stacked up waiting for kids to be picked up on Tremont Street. The Committee agreed to table this item until they see a drop off/pickup schedule. They would also like to know the traffic circulation during peak hours. Comments will be added for the architectural site plan.

**Motion by Chairman Seedall to table this item.** Motion seconded by Engineer Breinholt. Vote: Chairman Seedall – yes, Manager Cobabe – yes, Engineer Breinholt – yes, Director Fulgham – absent, Director LeFevre – absent, Inspector Seaman – yes. Motion approved.

Inspector Seaman said we are talking about parking now, but have not even referenced the fire sprinkler line that could be needed. Also, what is their sewer capacity? Does the building actually fall in line with saying it was existing as a daycare and apartment? I do not have a lot of good records from this. Right now, it is gutted. We are getting into the existing building code, but it really does not fall in line with what he wants. Manager Cobabe said any kind of alteration to a structure requires them to come into compliance with our existing code. We do not have existing codes for parking or a daycare in our downtown. Engineer Breinholt said we almost need another set of standards on what is appropriate or not because most stores downtown do not have off-site parking. Most are on-street. Chairman Seedall said email me any comments you have and I will compile them and send our responses. I think the fire water line is a concern, but I am sure there are existing services there. Manager Cobabe said before we issue a conditional use permit, I want to make sure that capacity exists in the building. We need to find that out first.

b. Discussion of Hillside Development standards

Engineer Breinholt said we pulled in a lot of stuff from different communities. This is overkill for Tremonton so I have scratched a bunch of it. This code allows development up to 30% slope, which is pretty typical. Anything over 10% falls under this code. Manager Cobabe said in Morgan County for open space they just gave us whatever land they could not develop. You do not want people to develop on steep slopes, you want those open so it stays attractive, but then that is all you had for open space. Engineer Breinholt said we can add a line for that specifically. It says, the underlying zone shall determine density, but it does have a caveat in areas with slopes exceeding 30%. No density will be given. Manager Cobabe said I just do not want us having to give bonus density for their unusable space. Chairman Seedall said the City would take ownership of it if it was developed as part of a trail system, especially on the hillside development. If the developer does not improve it to a trail, then the City could consider taking it over. Manager Cobabe said I like that too, but it has to be useful not just their weeds. I do not want that to be considered an amenity they are giving us. When we get into this a little further with our development agreements, I would like to see other amenities required, like rest stations or lookouts where people can pull off. I am also concerned with driveways in hillside areas. We always want positive drainage away from any structure. I would like to see a ridge protection provision. They cannot silhouette a house at the top of the ridge. Inspector Seaman said I would want to make sure we have a good definition for elevation changes and grades, and how we are going to determine that. I would probably put it in the general definition.

The Committee then discussed Geotech requirements, along with grading and drainage plans. Manager Cobabe said I would be concerned about the water percolating down through because of detention ponds and then hitting a layer and moving laterally into someone's basement. Chairman Seedall said I want to talk to Sam Taylor about this vegetation plan and create a short list of acceptable hillside vegetation. We have to have sun heavy, drought tolerance because the ground there does not hold anything. Manager Cobabe said we are limited by State code as to what we can require, but could maybe require it through the development agreement. Engineer Breinholt said I would like to see Mr. Taylor's input on that. I do not think we need to go to a survey of existing vegetation and ground cover. Chairman Seedall said we need to add something for retaining wall standards. Engineer Breinholt said that definitely needs to be in there. I will go through and update what we have discussed. Manager Cobabe said we need to have City Attorney Dustin Ericson look at it to make sure we are not taking on additional liability with any of this.

c. Walk-ins:

Garth Day said we are underway on Harvest Acres Phase 3A. We cut Phase 3 in half. We have the outfall for the sewer. We are going to start on 3B soon. Harvest River Valley 10 we are going to connect 450 all the way around 2900. We will make that connection this year. When we did 9, we had to make those lots bigger so it changed the whole thing. We are at final for all of Harvest Acres. I will isolate the construction and

bring that in as a preliminary. Engineer Breinholt said we have already seen and approved the layout and construction. Mr. Day would bring those in for further discussion.

4. Comments/Reports: None.

Planner Seedall said I got River's Edge Phase 4, but we never approved Phase 3. That will not be part of the DRC agenda until they get approval on 3. Engineer Breinholt said 3 is the offsite stuff. Chairman Seedall said Phase 4 is going to be the connector piece in this area.

The Committee then talked about projects along Rocket Road. Chairman Seedall said the Mayor and I were talking about getting a bid ready for what it would cost to do the canal trail from 600 South to Main Street. Mayor Holmgren said we have a potential grant to go after. Although the City has the property, Engineer Breinholt said the canal company is going to be a problem due to a required easement for them to work on the canal. They will want us to get an easement from them to build a trail on our property. They further discussed some of the amenities that could go here and potential cost.

The Committee then discussed Midland Square and the grant that has been extended until December 31. They talked about a potential sign to display information from the City. Chairman Seedall said we have training for Civic Review next Tuesday at 2 p.m. It is online so I will share the link with all of you.

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 11:34 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.