

AMERICAN FORK CITY DEVELOPMENT REVIEW COMMITTEE AGENDA

Regular Session
April 21, 2025
Monday 10:00 AM

American Fork City Public Works Building
275 East 200 North
American Fork City, UT 84003

https://www.americanfork.gov/AgendaCenter

Development Review Committee Members

Patrick O'Brien, Dev. Services Director Sam Kelly, Public Works Director Aaron Brems, Fire Chief

Notice is hereby given that the American Fork City Development Review Committee will meet in regular session on April 21, 2025, at the American Fork City Public Works building, 275 East 200 North commencing at 10:00 AM. The agenda shall be as follows:

1. Regular Session

- a. Roll Call
- 2. <u>Common Consent Agenda</u> (Common Consent is that class of DRC 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 March 31, 2025, Development Review Committee minutes.
- **3.** <u>Action Items</u> (Action Items is that class of DRC action that requires further discussion on Preliminary Plans, Final Plats, and Site Plans. The Development Review Committee Board will have authority to approve Preliminary Plans and Final Plats but make a recommending action on Site Plans.)
 - a. Review and action on an application for an Amended Final Plat, known as Northshore Corporation Center Plat F, located at approximately 926 S Auto Mall Drive, American Fork City. The Amended Final Plat will be for approximately 2.56 acres and will be in the Planned Industrial (PI-1) Zone.

4. Other Business

a. Upcoming Projects

5. Adjournment

Dated this 17th day of April 2025

Patrick O'Brien

Development Services Director

^{*}The order of agenda items may change at the discretion of the Development Review Committee

AMERICAN FORK CITY

DEVELOPMENT REVIEW COMMITEE REGULAR SESSION

March 31st, 2025

The American Fork City Development Review Committee met in a regular session on March 31st, 2025, at the American Fork Public Works Building, 275 East 200 North, commencing at 10:00 a.m.

Development Review Committee:

Development Services Director: Patrick O'Brien

Public Works Director: Sam Kelly

Fire Chief: Aaron Brems

Staff Present:

Ben Hunter City Engineer

Cody Opperman Planner II

Angie McKee Administrative Assistant I

Mat Sacco Fire Marshall

Others Present: Jim Clark, David Pratt, Robert Valerio, Catherine Valerio, John Valerio

REGULAR SESSION

Roll Call

COMMON CONSENT AGENDA

Minutes of the March 24th, 2025, Development Review Committee Regular Session.

Sam Kelly motioned to approve the Common Consent agenda

Patrick O'Brien seconded the motion

Voting was as follows:

Patrick O'Brien AYE
Sam Kelly AYE
Aaron Brems AYE

The motion passed

PUBLIC HEARING

a. Review and action for an application for an Amended Final Plat, known as Karen Dell Plat "B", located at approximately 190 N 300 E, American Fork City. The Amended Final Plat will be for approximately .37 acres and will be in the Residential (R4-7500) Zone.

Opened Public Hearing

Catherine Valerio asked if staff could show a map to verify the property they are speaking of. Cody Opperman pulled up the Land use map, the zoning map, and the ariel map to help him explain to the citizens present, that behind the properties located at 322 East 200 North and 334 East 200 North, American Fork, there is a tiny sliver of land that is still part of the original Karen Dell Plat A Subdivision. Mr. Opperman further explained that the applicant is required to come through this amendment process in order to vacate that little sliver of land.

John Valerio asked if this was on the south side of him, and Cody opperman confirmed. David Pratt asked if this was going to change the property lines, because he is concerned that they are going to re-do the fence line, and Cody opperman informed him that the new lot line would be follow the current fence. David Pratt also wanted to note that he believes 196 North 300 East is a historical property.

John Valerio stated his concern that this change is going to force the current residents into the new property owners' vision, and decor, and wants to insure the property owner keeps his changes on his land only. Mr. Valerio also noted that he is not happy that the city came in and replaced the sidewalk up to his property but did not repair the sidewalk in front of his families' homes.

Closed Public Hearing

ACTION ITEMS

a. Review and action for an application for an Amended Final Plat, known as Karen Dell Plat "B", located at approximately 190 N 300 E, American Fork City. The Amended Final Plat will be for approximately .37 acres and will be in the Residential (R4-7500) Zone.

Cody Opperman reviewed the background information for action item letter a: The applicant has applied for an Amended Final Plat to vacate a portion of property from the original Karen Dell Plat A Subdivision Plat. There is a small 10'x48' piece of parcel that has called for an amended final plat for the property owner. They intend to consolidate the 10'x48' parcel with the property at 190 N 300 E in a subdivision plat, but this was the first step of the process. With the Amendment to the original Karen Dell Plat A Subdivision Plat, there will be two lots shown on the amended plat. Those two properties are being kept to what their current boundary lines are and there will be no alterations to their current property lines.

Patrick O'Brien moved to approve the proposed Amended Final Plat, located at approximately 190 N 300 E, American Fork City, in the Residential (R4-7500) Zone, subject to any conditions found in the staff report.

Aaron Brems seconded the motion.

Voting was as follows:

Patrick O'Brien	AYE
Sam Kelly	AYE
Aaron Brems	AYE

The motion passed

b. Review and action on an application for a Final Plat, known as Coddington Subdivision Plat "A", located at approximately 196 N 300 E, American Fork City. The Final Plat will be for approximately .18 acres and will be in the Residential (R4-7500) Zone.

Cody Opperman reviewed the background information for action item letter b: The applicant has applied for a Final Plat to develop a 1 lot subdivision. The project looks to consolidate two parcels into one lot. This one lot subdivision is following the Amended Final Plat for the Karen Dell Plat "B" Subdivision as there was a 10'x48' that needed to be vacated from the original Karen Dell Plat A Subdivision prior to this consolidation.

Sam Kelly moved to approve the proposed Final Plat, located at approximately 196 N 300 E, American Fork City, in the Residential (R4-7500) Zone, subject to any conditions found in the staff report.

Patrick O'Brien seconded the motion.

Voting was as follows:

Patrick O'Brien	AYE
Sam Kelly	AYE
Aaron Brems	AYE

The motion passed

c. Review and action on an application for a Final Plat, known as Meadowbrook TOD PH 3 Plat "D" (Amendment #1), located at approximately 780 W 500 S, American Fork City. The Final Plat will be for approximately 5.70 acres and will be in the Transit Oriented Development (TOD) Zone.

Cody Opperman reviewed the background information for action item letter c: The applicant has applied for a Final Plat to develop a 96-unit subdivision down in the TOD area. This final plat

has recently been approved, but the applicant had wanted to change some architectural standards for their buildings. Due to the change of architectural standards the applicant needed to submit for a new final plat as it resulted in some lot dimensions changing for some of the units. Patrick O'Brien noted that the plat has not been recorded pending approval of this change.

Patrick O'Brien moved to recommend approval for the proposed Final Plat, located at approximately 780 W 500 S, American Fork City, in the Transit Oriented Development (TOD) Zone, subject to any conditions found in the staff report.

Sam Kelly seconded the motion.

Voting was as follows:

Patrick O'Brien	AYE
Sam Kelly	AYE
Aaron Brems	AYE

The motion passed

d. Review and action on an application for a Final Plat, known as Bridges at Fox Hollow Plat "C", located at approximately 1040 N 400 E, American Fork City. The Final Plat will be in the Planned Residential (PR-3.0) Zone.

Cody Opperman reviewed the background information for action item letter c: The applicant is requesting Final Plat approval for Phase 3 in a multi-phase development. Phase 3 consists of 9 lots ranging in sizes from .24 acres to .65 acres. The project is a part of an overall phasing plan for Bridges at Fox Hollow which is linked to an already approved development agreement which has other development requirements which the developer must adhere to.

Patrick O'Brien moved to recommend approval for the proposed Final Plat, located at approximately 1040 N 400 E, American Fork City in the Planned Residential (PR-3.0) Zone subject to all conditions found in the staff report.

Aaron Brems seconded the motion.

Voting was as follows:

Patrick O'Brien	AYE
Sam Kelly	AYE
Aaron Brems	AYE

The motion passed

Other Business

There was no other business to discuss at this time.

Adjournment

Patrick O'Brien motioned to adjourn the meeting.

Sam Kelly seconded the motion.

Voting was as follows:

Patrick O'Brien	AYE
Sam Kelly	AYE
Aaron Brems	AYE

The motion passed

Meeting adjourned at 10:22 AM

Angie McKee

Administrative Assistant I

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

AMERICAN P.1. FORK.

Development Review Committee Staff Report Meeting Date: April 21, 2025

Agenda Topic

Review and action on an application for an Amended Final Plat, known as Northshore Corporation Center Plat F, located at approximately 926 S Auto Mall Drive, American Fork City. The Amended Final Plat will be for approximately 2.56 acres and will be in the Planned Industrial (PI-1) Zone.

BACKGROUND INFORMATION	
Location:	926 S Auto Mall Drive
Project Type:	Amended Final Plat
Applicants:	Ken Berg
Existing Land Use:	Design Industrial
Existing Zoning:	PI-1
Square Footage (By Use)	N/A
Total Number of Units	N/A
Parking Requirement	N/A - Amended Plat

Background

The applicant has applied for an Amended Final Plat to address an inconsistency with an easement which was previously approved for the project. There is currently a site plan in review associated with the same property. The site plan does not propose any changes that would drastically impact the approval of the amended plat.

Sec 17.8.216 Amendments

The plans, plats, documents, and statements may be amended by following the same procedure required for initial approval. No change shall be made which is contrary to the intent of the city's land use plan or the standards and requirements of this code. Any amendment of a recorded final plat shall not be approved or recorded except in conformance with the terms and conditions established by state law.

Sec 17.8.217 Amended Plats



When major changes in a plat of a subdivision which has been recorded are made, approval of said subdivision shall be vacated and an amended plat thereof approved and filed in accordance with the requirements of this code. No change shall be made in approved plats unless approval thereof has been obtained by the planning commission and the city council.

Utah State Code 10-9a-608 – Subdivision Amendments

- (1) (a) A fee owner of land, as shown on the last county assessment roll, in a subdivision that has been laid out and platted as provided in this part may file a written petition with the land use authority to request a subdivision amendment.
 - (b) Upon filing a written petition to request a subdivision amendment under Subsection (1)(a), the owner shall prepare and, if approved by the land use authority, record a plat in accordance with Section 10-9a-603 that:
 - (i) depicts only the portion of the subdivision that is proposed to be amended;
 - (ii) includes a plat name distinguishing the amended plat from the original plat;
 - (iii) describes the differences between the amended plat and the original plat; and
 - (iv) includes references to the original plat.
 - (c) If a petition is filed under Subsection (1)(a), the land use authority shall provide notice of the petition by mail, email, or other effective means to each affected entity that provides a service to an owner of record of the portion of the plat that is being vacated or amended at least 10 calendar days before the land use authority may approve the petition for a subdivision amendment.
 - (d) If a petition is filed under Subsection (1)(a), the land use authority shall hold a public hearing within 45 days after the day on which the petition is filed if:
 - (i) any owner within the plat notifies the municipality of the owner's objection in writing within 10 days of mailed notification; or
 - (ii) a public hearing is required because all of the owners in the subdivision have not signed the revised plat.
 - (e) A land use authority may not approve a petition for a subdivision amendment under this section unless the amendment identifies and preserves any easements owned by a



culinary water authority and sanitary sewer authority for existing facilities located within the subdivision.

- (2) The public hearing requirement of Subsection (1)(d) does not apply and a land use authority may consider at a public meeting an owner's petition for a subdivision amendment if:
 - (a) the petition seeks to:
 - (i) join two or more of the petitioner fee owner's contiguous lots;
 - (ii) subdivide one or more of the petitioning fee owner's lots, if the subdivision will not result in a violation of a land use ordinance or a development condition;
 - (iii) adjust the lot lines of adjoining lots or between a lot and an adjoining parcel if the fee owners of each of the adjoining properties join in the petition, regardless of whether the properties are located in the same subdivision;
 - (iv) on a lot owned by the petitioning fee owner, adjust an internal lot restriction imposed by the local political subdivision; or
 - (v) alter the plat in a manner that does not change existing boundaries or other attributes of lots within the subdivision that are not:
 - (A) owned by the petitioner; or
 - (B) designated as a common area; and
 - (b) notice has been given to adjoining property owners in accordance with any applicable local ordinance.
- (3) A petition under Subsection (1)(a) that contains a request to amend a public street or municipal utility easement is also subject to Section 10-9a-609.5.
- (4) A petition under Subsection (1)(a) that contains a request to amend an entire plat or a portion of a plat shall include:
 - (a) the name and address of each owner of record of the land contained in the entire plat or on that portion of the plat described in the petition; and
 - (b) the signature of each owner described in Subsection (4)(a) who consents to the petition.



- (5) (a) The owners of record of adjoining properties where one or more of the properties is a lot may exchange title to portions of those properties if the exchange of title is approved by the land use authority as a lot line adjustment in accordance with Subsection (5)(b).
 - (b) The land use authority shall approve a lot line adjustment under Subsection (5)(a) if the exchange of title will not result in a violation of any land use ordinance.
 - (c) If a lot line adjustment is approved under Subsection (5)(b):
 - (i) a notice of lot line adjustment approval shall be recorded in the office of the county recorder which:
 - (A) is approved by the land use authority; and
 - (B) recites the legal descriptions of both the original properties and the properties resulting from the exchange of title; and
 - (ii) a document of conveyance shall be recorded in the office of the county recorder.
 - (d) A notice of approval recorded under this Subsection (5) does not act as a conveyance of title to real property and is not required in order to record a document conveying title to real property.
- (6) (a) The name of a recorded subdivision may be changed by recording an amended plat making that change, as provided in this section and subject to Subsection (6)(c).
 - (b) The surveyor preparing the amended plat shall certify that the surveyor:
 - (i) holds a license in accordance with Title 58, Chapter 22, Professional Engineers and Professional Land Surveyors Licensing Act;
 - (ii) (A) has completed a survey of the property described on the plat in accordance with Section 17-23-17 and has verified all measurements; or
 - (B) has referenced a record of survey map of the existing property boundaries shown on the plat and verified the locations of the boundaries; and
 - (iii) has placed monuments as represented on the plat.

AMERICAN 1.5 FORK 53

Development Review Committee Staff Report Meeting Date: April 21, 2025

- (c) An owner of land may not submit for recording an amended plat that gives the subdivision described in the amended plat the same name as a subdivision in a plat already recorded in the county recorder's office.
- (d) Except as provided in Subsection (6)(a), the recording of a declaration or other document that purports to change the name of a recorded plat is void.

Project Conditions of Approval

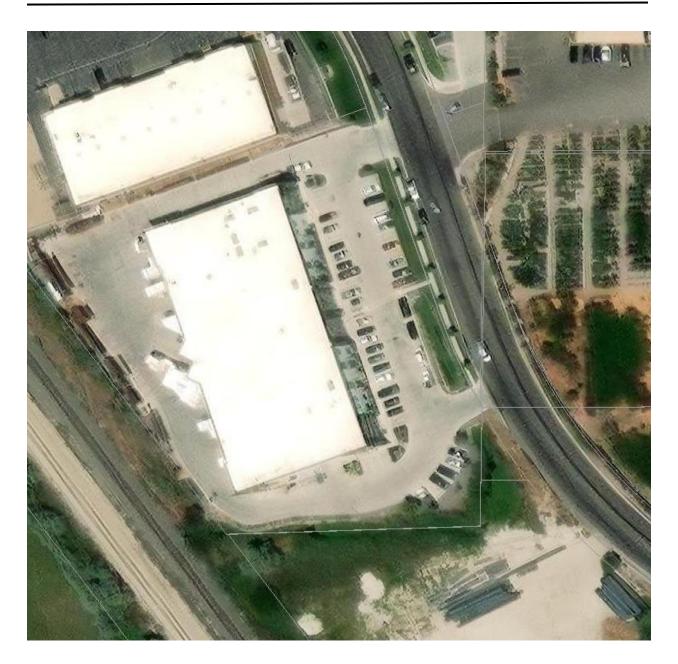
1. N/A

Findings of Fact

a. The Amended Final Plat meets the requirements of Section 17.8.217 of the American Fork Municipal Code, and staff recommends approval of the project due to compliance with all of the provisions outlined under the above sections.

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 Amended Final Plat meets the requirements of Section 10-9a-608 of the Utah State Code, and all provisions of the American Fork Municipal Code, related to subdivision amendments.

Staff recommends approving the application subject to the conditions outlined in the staff report.

<u>Potential Motions – Amended Final Plat</u>

Approval

I move to approve the proposed Amended Final Plat, located at approximately 926 S Auto Mall Drive, American Fork City, UT 84003, in the Planned Industrial (PI-1) Zone, subject to any conditions found in the staff report.

Denial

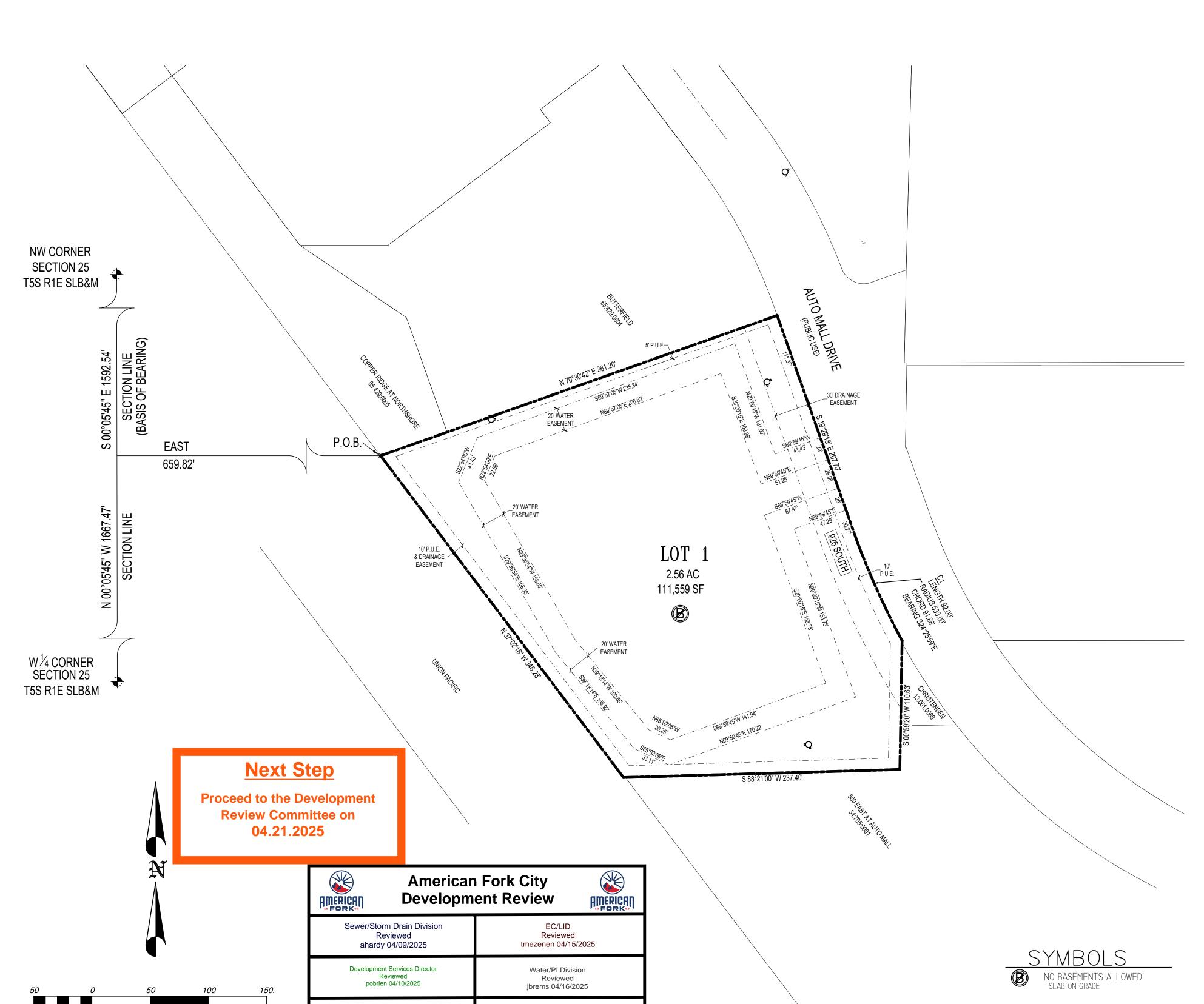
I move to deny the proposed Amended Final Plat, located at approximately 926 S Auto Mall Drive, American Fork City, UT 84003, in the Planned Industrial (PI-1) Zone.

Table

I move to table action for the proposed Amended Final Plat, located at approximately 926 S Auto Mall Drive, American Fork City, UT 84003, in the Planned Industrial (PI-1) Zone, and instruct staff/developer to.........

NORTHSHORE CORPORATION CENTER PLAT "F" AMENDED

AN AMENDMENT OF NORTHSHORE CORPORATION CENTER PLAT F LOCATED IN THE NW 1/4 OF SEC 25, T5S, R1E, SLB&M AMERICAN FORK CITY, UTAH COUNTY, STATE OF UTAH



No comments

Engineering Division Reviewed rburkhill 04/15/2025

Streets Division

Reviewed

ehyde 04/14/2025

Public Infrastructure

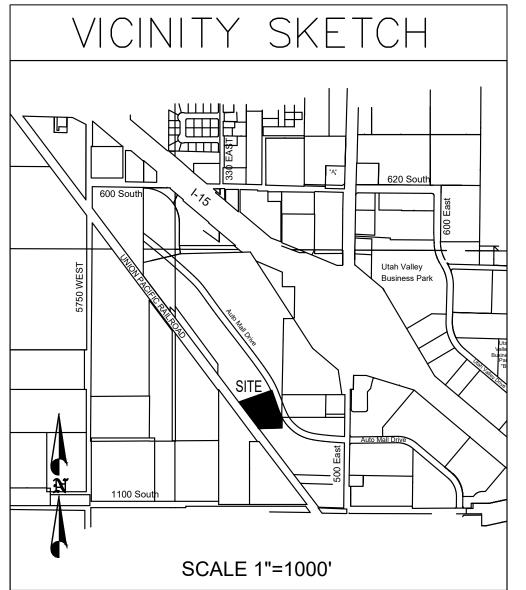
Reviewed

dhoward 04/16/2025

Communications Reviewed

MHunsaker 04/16/2025

SCALE 1"=50'



TABULATIONS DEVELOPMENT AREA 0.00 AC ROADWAY AREA NET PROJECT AREA 2.56 AC **EXISTING ZONING** NUMBER OF LOTS FLOOD ZONE DESIGNATION: FIRM MAP PANEL #: 49049C0306F EFFECTIVE DATE: 06/19/2020

NOTES

- OFFSET-PINS TO BE PLACED IN THE BACK OF THE CURB AND 5/8" BY 24" REBAR WITH NUMBERED SURVEY CAP TO BE PLACED AT ALL LOTS REAR CORNERS PRIOR TO OCCUPANCY.
- 2. BUILDING PERMITS WILL NOT BE ISSUED FOR ANY HOME UNTIL 1) ASPHALT PAVING IS INSTALLED AND 2) FIRE HYDRANTS ARE INSTALLED, APPROVED BY THE FIRE MARSHAL AND CHARGED WITH CULINARY WATER.
- 3. LOWEST FLOOR SLAB ELEVATION MUST BE A MINIMUM OF 3 FEET ABOVE WATER LEVEL MEASURED DURING SPRING SEASON.

PLAT VACATION NOTICE

SURVEYOR

AMERICAN FORK CITY IS SATISFIED THAT NEITHER THE PUBLIC NOR ANY PERSON WILL BE MATERIALLY INJURED BY THE VACATION OF NORTHSHORE CORPORATION CENTER PLAT F



CIVIL ENGINEERING

SEWER & WATER AUTHORITY APPROVAL

APPROVED THIS ____DAY OF _____A.D. 20 ___, BY THE WATER AUTHORITY.

SEWER & WATER AUTHORITY

SURVEYOR'S CERTIFICATE

Aaron Thomas , DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, AND THAT I HOLD A LICENSE

BOUNDARY DESCRIPTION

A PARCEL OF LAND LYING IN THE NORTHWEST 1/4 OF SECTION 25, TOWNSHIP 5 SOUTH, RANGE I EAST, SLB&M, UTAH COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT NORTHWEST CORNER OF SAID SECTION 25; THENCE SOUTH 00°05'45" EAST A DISTANCE OF 1592.54 FEET ALONG THE SECTION LINE; THENCE EAST A DISTANCE OF 659.82 FEET TO THE REAL POINT OF BEGINNING. SAID POINT BEING ON THE NORTH RIGHT-OF-WAY LINE OF DENVER & RIO GRANDE WESTERN RAILROAD.

THENCE N 70°30'42" E 361.20 FEET; THENCE S 19°29'18" E 207.70 FEET TO A POINT OF CURVATURE OF A 533.00-FOOT RADIUS TANGENT CURVE TO THE LEFT; THENCE SOUTHEASTERLY ALONG THE ARC A DISTANCE OF 92.00 FEET, SAID CURVE HAVING A CENTRAL ANGLE OF 09°53'22" AND A CHORD THAT BEARS \$24°25'59"E A DISTANCE OF 91.88 FEET; THENCE S 00°59'20" W 110.63 FEET; THENCE S 88°21'00" W 237.40 FEET; THENCE N 37°02'16" W 346.28 FEET TO THE REAL POINT OF BEGINNING.

CONTAINS 2.56 ACRES OR III,559 SF

OF LOTS = I

THE UNDERSIGNED OWNERS OF THE PROPERTY DESCRIBED ABOVE AND SHOWN ON THIS PLAT, HAVE CAUSED THE SAME TO BE SUBDIVIDED INTO LOTS, STREETS, AND EASEMENTS AND DO HEREBY DEDICATE ANY PUBLIC STREETS AND OTHER PUBLIC AREAS SHOWN THEREON FOR THE PERPETUAL USE OF THE PUBLIC.

IN WITNESS HEREOF WE HAVE HEREUNTO SET OU	R HANDS THIS
DAY OF , A.D.	<u></u>
-	

ACKNOWLEDGN	MEN
-------------	------------

STATE OF UTAH

COUNTY OF UTAH

S.S.

ON THE ___ DAY OF ______, A.D. ___ PERSONALLY APPEARED BEFORE ME THE SIGNERS OF THE FOREGOING DEDICATION WHO DULY ACKNOWLEDGE TO ME THAT THEY DID EXECUTE THE SAME.

MY COMMISSION EXPIRES

NOTARY PUBLIC

ACCEPTANCE BY DEVELOPMENT REVIEW COMMITTEE APPROVAL AUTHORITY THE DEVELOPMENT REVIEW COMMITTEE APPROVAL AUTHORITY OF AMERICAN FORK CITY, COUNTY OF UTAH, APPROVES THIS SUBDIVISION AND HEREBY ACCEPTS THE DEDICATION OF ALL STREETS AND EASEMENTS FOR THE PERPETUAL USE OF THE PUBLIC THIS ______, A.D. ____.

DEVELOPMENT SERVICES DIRECTOR

PUBLIC WORKS DIRECTOR

FIRE CHIEF

NORTHSHORE CORPORATION CENTER PLAT "F" AMENDED

AN AMENDMENT OF NORTHSHORE CORPORATION CENTER PLAT F LOCATED IN THE NW 1/4 OF SEC 25, T5S, R1E, SLB&M AMERICAN FORK CITY, UTAH COUNTY, STATE OF UTAH

SCALE: 1" = 50 FEET

SURVEYOR'S SEAL	NOTARY PUBLIC SEAL	UTAH COUNTY RECORDER