



**Wednesday, August 13, 2025**  
**Development Review Committee**

**DEVELOPMENT REVIEW COMMITTEE AGENDA**

**PUBLIC NOTICE** is hereby given that the Development Review Committee of Spanish Fork, Utah, will hold a regular meeting at the City Council Chambers at Library Hall, 80 South Main Street, Second Floor, Spanish Fork, Utah, commencing at 10:30 a.m. This meeting is not available to attend virtually.

**1. Approval of Minutes**

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A. July 30, 2025.

**2. Concept Review**

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A. CANYON COURT LOTS 5 & 6 CONCEPT.

**3. Discussion**

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A. RECEPTION CENTER ZONE CHANGE.

B. OTHER DRC BUSINESS.

**4. Adjourn**

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Draft Minutes  
Spanish Fork City Development Review Committee  
80 South Main Street  
Spanish Fork, Utah  
July 30, 2025

Staff Members Present: Seth Perrins, City Manager; Dave Anderson, Community Development Director; Brandon Snyder, Senior Planner; David Mann, Senior Planner; Kasey Woodard, Community Development Secretary; Ian Bunker, Associate Planner; John Little, Chief Building Official; Byron Haslam, Assistant City Engineer; Josh Wagstaff, Assistant City Engineer; Marcie Clark, Engineering Department Secretary; Jered Johnson, Engineering Division Manager; Kevin Taylor, Senior Power Utility Planner; Jake Theurer, Power Superintendent; Bart Morrill, Parks Maintenance Supervisor; Bryton Shepherd, Landscape Architect; Jason Turner, Fire Marshal; Garrett Elmer, Power Assistant Superintendent.

Citizens Present: Ryan Gustafson, Sam Gustafson, Scott Gustafson Hyrum Osgothord, Chris King.

Dave Anderson called the meeting to order at 10:00 a.m.

## MINUTES

July 2, 2025

July 16, 2025

Brandon Snyder noted that there was a correction to be made regarding the July 16 minutes and stated that the overlay reference in connection with the Mabey Office Zone Change took place in March 2024, not 2025.

Jake Theurer moved to approve the minutes of July 2, 2025 and July 16, 2025 with the noted correction made by Mr. Snyder.

Seth Perrins seconded and the motion **passed** all in favor.

## SITE PLAN

## CANYON CREEK BUSINESS PARK PHASE 3

Brandon Snyder presented the item, clarifying that it pertains to two separate buildings, buildings 3 and 5. He reviewed the site location and its relationship to previous development phases. He then presented the proposed landscaping plans and building elevations for the current phase. He noted that a few redlines remain but confirmed that the application is actively under staff review. The conditions of approval outlined in the staff report require all redlines to be addressed prior to the issuance of any building permits. He also identified an area to the west designated as an outdoor storage yard, which will need to be improved to comply with City requirements.

The applicants have indicated their intent to begin construction on both buildings within one year of site plan approval. Staff recommended approval of the site plan, subject to the findings and conditions listed in the staff report, with particular emphasis on resolving the outstanding redlines prior to issuance of building permits.

Dave Anderson asked Josh Wagstaff from the Engineering Division if there were any outstanding concerns. Mr. Wagstaff responded that no concerns remained and that earlier questions regarding sewer service have been resolved.

Jake Theurer noted the presence of an existing transmission line at the site and advised the applicants to be mindful of the required clearance distances. He also pointed out a potential conflict between an easement and the planned sidewalk alignment, encouraging the applicants to take the easement into account.

Jered Johnson provided a brief overview of the road and utility improvements that will be made along Canyon Creek Parkway. He confirmed that the water line will be extended into the subject property.

The applicant inquired whether the sewer line extension to the west side of the development constitutes a standard charge or an upcharge eligible for reimbursement.

Dave Anderson indicated that he could not provide a definitive answer at this time but looked to the Engineering Department for clarification.

Byron Haslam clarified that the expense is partially reimbursable, as the extension is part of a master planned water line. He advised the applicants to contact the Engineering Department to discuss the reimbursement details further.

Seth Perrins asked about the anticipated project timeline. The applicants responded that they are prepared to proceed, are currently finalizing cost estimates, and are awaiting

building permits. Mr. Perrins explained that his inquiry stemmed from concurrent discussions regarding the adjacent property to the north and how it may impact this development.

Sam Gustafson stated that, pending approval, construction would commence immediately.

A brief discussion followed regarding bonding requirements and reimbursement. It was noted that, due to the upcoming winter season, the construction timeline is estimated at approximately eight months.

Dave Anderson instructed the applicants to coordinate with Marcie Clark in Engineering to pay applicable fees and schedule a pre-construction meeting. He also directed them to work with Brandon Snyder in the Planning Department to resolve any outstanding redlines. He noted that a recent resubmittal had been received and staff expects to complete their review the following day. The only remaining comment is a request for an updated DWG file to be submitted for review.

John Little **moved** to approve the proposed Canyon Creek Business Park Phase 3 Site Plan based on the following finding and subject to the following conditions:

Finding:

1. That the proposal conforms to the City's Zoning Map

Conditions:

1. That the Applicant meets the City's development and construction standards and other applicable City ordinances.
2. That any remaining redlines are addressed prior to a building permit being issued.

Jake Theurer **seconded** and the motion **passed** all in favor.

## DISCUSSION

### BONNER TO ARGYLE RECONDUCTOR

Jake Theurer reported that, following internal discussions among staff, it was determined that this project is ready to move forward. He then introduced Garrett Elmer, Power Superintendent, to provide further details.

Mr. Elmer began by offering background on the reconductoring project that has been underway along Canyon Road over the past year. He explained that the project involves

upgrading the existing transmission line, based on discussions that originated in 2018 as **part of the City's Power Master Plan**. At that time, it was determined that reconductoring the transmission line would be necessary to accommodate both existing and future power loads. He proceeded to outline the areas where improvements will take place and identified locations throughout the city where landscaping may be affected.

Dave Anderson inquired about the anticipated construction timeline. Mr. Elmer responded that structure replacements are expected to begin in the fall of this year, with reconductoring to follow in the spring of 2026.

Jake Theurer acknowledged the significance of the project and emphasized that the portion along 1100 East Center Street is a current priority. He stated that staff intends to complete that segment by the end of this year, with the remainder of the project to be completed during 2026.

A question was raised regarding material staging. Mr. Elmer stated that materials, specifically poles, will be staged on a city-owned property located near the Public Safety Building on Center Street. This location was selected for its ease of delivery and proximity to the construction site.

Dave Anderson moved to adjourn the meeting at 11:00 am.

Adopted:

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**Kasey Woodard**

Community Development Division  
Secretary

4  
569 SF  
1 ac.

