



ALPINE CITY PLANNING COMMISSION MEETING

NOTICE is hereby given that the **PLANNING COMMISSION** of Alpine City, Utah will hold a **Public Meeting** on **Tuesday, October 21st, 2025 at 6:00 p.m. at City Hall, 20 North Main Street, Alpine, Utah.**

The public may attend the meeting in person or view it via the Alpine City YouTube Channel. A direct link to the channel can be found on the homepage of the Alpine City website, alpineut.gov.

I. GENERAL BUSINESS

- A. Welcome and Roll Call: Alan MacDonald
- B. Prayer/Opening Comments: By Invitation
- C. Pledge of Allegiance: Susan Whittenburg

II. REPORTS AND PRESENTATIONS

- A. None

III. ACTION/DISCUSSION ITEMS:

- A. **Action Item:** Review of proposed Commercial Building Sign "Hidden Gem" located at 62 S Main Street.
- B. **Public Hearing:** Potential rezone of 243 E Red Pine Drive and 242 E 100 South from the CR-20,000 Zone to the Business Commercial Zone and the Senior Housing Overlay Zone.
- C. **Public Hearing:** Request to upgrade equipment for a wireless cell tower located at 694 Rocky Mountain Drive.
- D. **Public Hearing:** Proposed Code Change to Section 3.01 Definitions for a Produce Stand.
- E. **Action Item:** Proposed Amendment to a Conditional Use Permit (CUP) for the Burgess Orchards Produce Stand.
- F. **Public Hearing:** Potential rezone of 625 S Alpine Highway and 491 S Alpine Highway from the CR-40,000 Zone to the Business Commercial Zone.
- G. **Public Hearing:** Proposed code amendment to Section 3.07 – Business-Commercial Zone to remove single-unit detached dwellings as a permitted and conditional use, and to create an overlay zone for single-unit detached dwellings applicable only within the Business-Commercial Zone.

IV. COMMUNICATIONS

V. APPROVAL OF PLANNING COMMISSION MINUTES: October 7th, 2025

ADJOURN

Chair Alan MacDonald
October 17th, 2025

THE PUBLIC IS INVITED TO ATTEND ALL PLANNING COMMISSION MEETINGS. If you need a special accommodation to participate in the meeting, please call the City Recorder's Office at 801-756-6347 ext. 5.

CERTIFICATION OF POSTING. The undersigned duly appointed recorder does hereby certify that the above agenda notice was posted at Alpine City Hall, 20 North Main, Alpine, UT. It was also sent by e-mail to The Daily Herald located in Provo, UT a local newspaper circulated in Alpine, UT. This agenda is also available on the City's web site at www.alpinecity.org and on the Utah Public Meeting Notices website at www.utah.gov/pmn/index.html.



PUBLIC MEETING AND PUBLIC HEARING ETIQUETTE

Please remember all public meetings and public hearings are now recorded.

- All comments **must** be recognized by the Chairperson and addressed through the microphone.
- When speaking to the Planning Commission, please stand, speak slowly and clearly into the microphone, and state your name and address for the recorded record.
- Be respectful to others and refrain from disruptions during the meeting. Please refrain from conversations with others in the audience as the microphones are very sensitive and can pick up whispers in the back of the room.
- Keep comments constructive and not disruptive.
- Avoid verbal approval or dissatisfaction with the ongoing discussion (i.e., booing or applauding).
- Exhibits (photos, petitions, etc.) given to the City become the property of the City.
- Please silence all cellular phones, beepers, pagers, or other noise-making devices.
- Be considerate of others who wish to speak by limiting your comments to a reasonable length and avoiding repetition of what has already been said. Individuals may be limited to two minutes and group representatives may be limited to five minutes.
- Refrain from congregating near the doors or in the lobby area outside the council room to talk as it can be very noisy and disruptive. If you must carry on a conversation in this area, please be as quiet as possible. (The doors must remain open during a public meeting/hearing.)

Public Hearing vs. Public Meeting

If the meeting is a **public hearing**, the public may participate during that time and may present opinions and evidence for the issue for which the hearing is being held. In a public hearing, there may be some restrictions on participation such as time limits.

Anyone can observe a **public meeting**, but there is no right to speak or be heard there - the public participates in presenting opinions and evidence at the pleasure of the body conducting the meeting.

ALPINE CITY PLANNING COMMISSION AGENDA

SUBJECT: Commercial Building Sign Application

FOR CONSIDERATION ON: October 21st, 2025

PETITIONER: AT Signs Express LLC

ACTION REQUESTED BY PETITIONER: Approval of an Application for Commercial Building Sign.

Review Type: Administrative

BACKGROUND INFORMATION:

AT Signs Express has submitted an application for a commercial building sign for the business located at 62 S Main Street, in the Links & Kings/Reflection Salon building. The proposed sign is 32 square feet, which complies with the Alpine City Code requirement of less than 60 square feet or 15% of the building façade (15% of this portion of the building is approximately 71.4 square feet). The sign will be installed on the north half of the building (facing toward main street), which is designated for this business (see attached site plan).

The submitted lighting plan also complies with city standards. The lighting source is positioned behind the sign to create a halo or outline effect, consistent with code requirements.

Staff has reviewed the application and finds that, as proposed, it meets the applicable provisions of the Alpine City Code. Specifically, DCA 3.25.080 outlines the following standards for approval:

1. Signs shall be painted on, attached to, or erected on the building that houses the business or on the property occupied by the business. A maximum of one (1) sign is allowed per business.
2. Internally illuminated signs that shine through the sign and project light outward are prohibited. Signs may have lighting positioned behind them to create a halo or outline effect.
3. The illuminance of a sign shall not increase ambient lighting conditions by more than 3.3 lumens when measured perpendicular to the sign face at the distance specified in the code.
4. All signs attached to a building must meet Alpine City approval to ensure compliance with applicable building and electrical codes.
5. The total area of all signs on any one building shall not exceed 15% or 60 square feet of the building side where a sign is displayed, whichever is smaller.
6. The area of a sign shall be construed as the area of the overall background. Signs without a background (e.g., individual letters or numbers) shall be assumed to be attached to a background depicted in the application rendering.
7. The color, size, number, lighting, and placement of business signs are subject to Planning Commission approval, consistent with the Gateway/Historic District guidelines.

The Planning Commission is responsible for reviewing the color, size, number, lighting, and placement of the proposed sign to ensure it aligns with the Gateway Historic District guidelines.

City Code Reference:

- Alpine Development Code 3.25.080

STAFF RECOMMENDATION:

Staff recommends that the Planning Commission review the sign application for “Hidden Gem” against the standards outlined in the Gateway Design Guidelines. If the Commission finds that the application meets these standards, approval should be granted.

Motion to Approve:

I move to approve the Commercial Building Sign Application for Hidden Gem at 62 S Main Street, finding that the proposed sign meets the standards outlined in the Alpine City Code and the Gateway Historic District Design Guidelines.

Motion to Approve with Conditions:

I move to approve the Commercial Building Sign Application for Hidden Gem at 62 S Main Street, as proposed subject to the following conditions:

*Insert Proposed Conditions

Motion to Table:

I move that the Planning Commission table the decision on the Commercial Building Sign Application for Hidden Gem at 62 S Main Street to allow the applicant to provide additional information regarding:

*Insert additional information needed.

Motion to Deny:

I move to deny the Commercial Building Sign Application for Hidden Gem at 62 S Main Street, finding that the proposed sign does not meet the standards outlined in the Alpine City Code and/or the Gateway Historic District Design Guidelines due to:

*Insert Findings

**FRONT ILLUMINATED
WALL SIGN**

FACES
3/16" Acrylite White Acrylic
Applied Black Vinyl

RETAINER
1" RETAINER

RETURNS
3" Deep .0625 Aluminum
Black

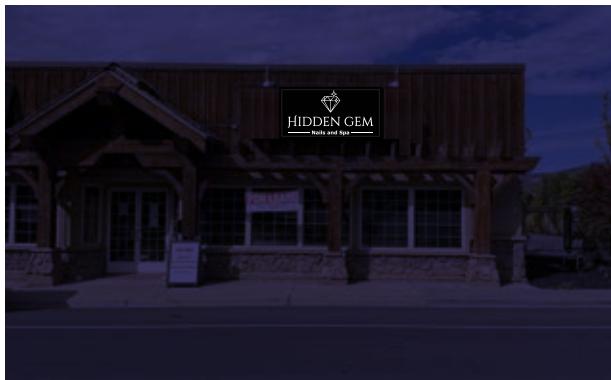
BACKS
.0625 Aluminum Backs

ILLUMINATION
White Led
GE 6500K

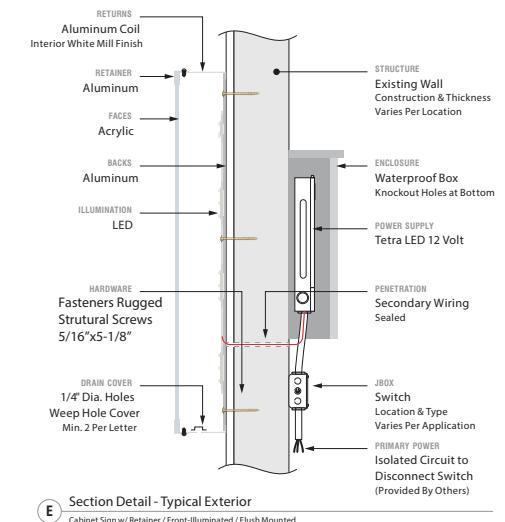
INSTALLATION
Flush Mount to Wall

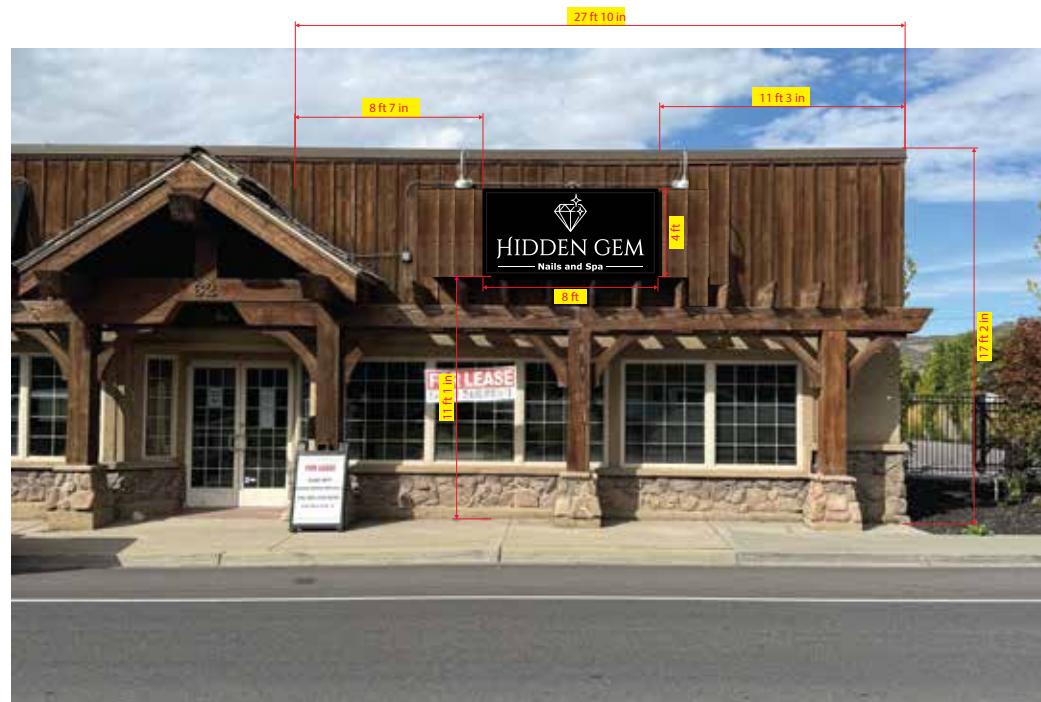
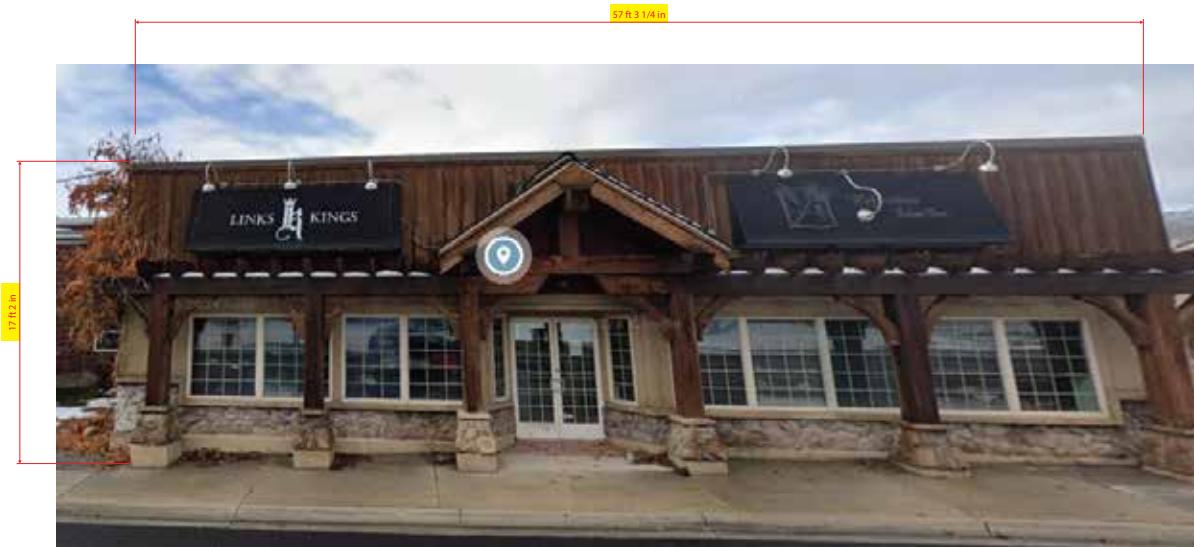


Night View



Day View





AT SIGNS

APPROVED	CLIENT SIGNATURE	DATE
<input type="checkbox"/>		

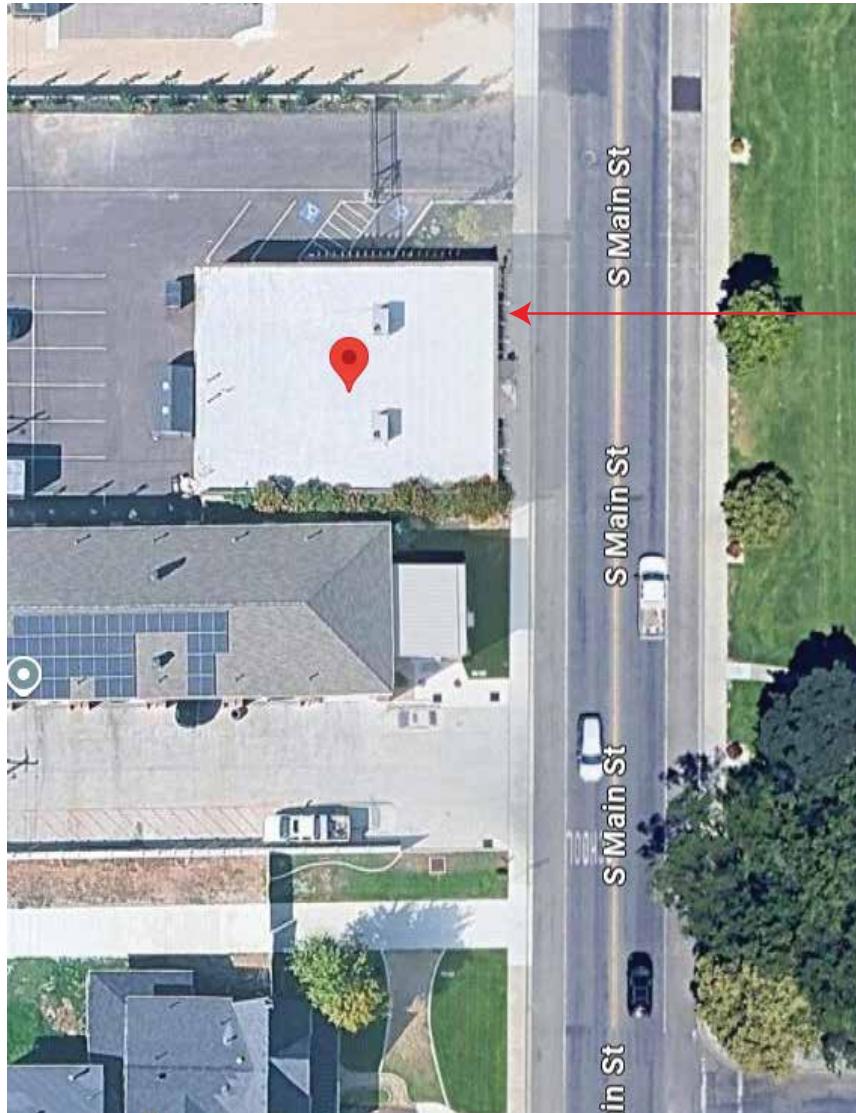
APPROVED	LANDLORD SIGNATURE	DATE
<input type="checkbox"/>		

AT SIGNS 

ADDRESS
62 S Main St, Alpine,
UT 84004

ADDRESS

62 S Main St, Alpine,
UT 84004



FRONT ILLUMINATED
WALL SIGN 1

AT SIGNS

APPROVED	CLIENT SIGNATURE	DATE
<input type="checkbox"/>		

APPROVED	LANDLORD SIGNATURE	DATE
<input type="checkbox"/>		

 AT SIGNS

ADDRESS
62 S Main St, Alpine,
UT 84004



Gateway Historic District Design Guidelines

Adopted by Resolution 2015-11
Amended by Ordinance 2024-15

Purpose and Intent

Gateway Historic District will become a village of mixed uses, promoting a pedestrian friendly atmosphere and providing excellence in landscaping and architecture, in a setting that honors and preserves the past while promoting the future.

1. In the interest of preserving the character of the Gateway-Historic District, it is necessary to regulate to a certain extent the new construction that is built there. New structures should only affect the district in a positive manner, and not in detrimental ways.
2. Respecting the heritage of Alpine associated with the historical structures in the district.
3. Utilize approaches that have been shown to encourage the sustainability of historic districts and neighborhoods.

The guidelines for the following elements are intended to encourage compatible new construction. In the event that these guidelines conflict with the Alpine City Zoning Ordinance, the Zoning Ordinance will be followed.

Guidelines

1. New developments should:
 - a. Mimic details of older buildings
 - b. Use similar materials
 - c. Make mundane uses look good
 - d. Include design features on blank walls
2. All new development projects should achieve a determination of design appropriateness from the Planning Commission.
3. New construction should respect and build upon the historical legacy of downtown Alpine and borrow historic features from the area. It should be

designed for its specific context. Elements that should influence the design of new development include building form, massing, scale, materials and colors.

Gateway Historic District Design Criteria

1. Relation to the Surrounding Area (Massing, Scale, Orientation)
2. Height
3. Exterior Walls, Fences, and Surfaces
4. Windows and Doors
5. Exterior Trim and Decorative Detailing
6. Roofing
7. Materials (Texture, Color, Finishes)
8. Streetscaping

Relation to the Surrounding Area

(Massing, Scale, Orientation)

New construction that utilizes appropriate massing and scale can affect historic districts in a positive manner. New structures should take their own place in time.

Design Standards

- New structures should relate to the fundamental characteristics of the district, but may use their own style and method of construction.
- Orientation of new construction should be to the street to establish a pedestrian-friendly quality.
- One major entrance should orient to each street to which the building abuts for easy access by pedestrians from the street and sidewalk.
- Corner entrances may be used for buildings orienting to two streets at an intersection.
- New construction should not be dramatically greater in scale than surrounding structures in the district.
- The perceived width of new construction should be visually compatible with adjacent structures. Wider buildings should be divided into modules to convey a sense of traditional construction.
- The building form of new construction should be similar to surrounding structures but should not necessarily a direct imitation.



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Height

New construction should respect the overall height limits established in the city code for the underlying zone.

Design Standards

- The height of buildings should be compatible with adjacent historic structures.
- Creative historic design elements fitting for the area can be considered.



Exterior Walls, Fences, and Surfaces

The type of materials used for new construction can greatly enhance the relationship to surrounding historical structures while maintaining individual identity.

Design Standards

- The use of stone, brick, wood, or stucco is encouraged for use as the primary exterior material.
- Innovative use of other materials that mimic the primary exterior materials listed may be considered.
- The use of chain link, vinyl, or wire fencing shall be prohibited.



Windows and Doors

Windows and doors of new construction should relate to the general character of the area.

Design Standards

- Windows with a vertical emphasis shall be encouraged over a horizontal orientation.
- Scale, proportion, and character of windows and doors should be carefully considered and should relate to the intended general character of the area.
- The simple shape of windows is encouraged.
- If new construction is built to the sidewalk, the use of awnings or canopies should be considered for providing protection to the pedestrian.
- The ground floor of the primary façade should include transparency at the pedestrian level.



Exterior Trim and Decorative Detailing

New construction can be enhanced by the wise use of exterior trim and decorative detailing. Using these details to break up uninspiring solid surfaces can help avoid the box-like appearance often seen in new construction.

Design Standards

- Trim and detailing should be simple in material and design.
- Materials that are compatible to the primary exterior material should be used.
- Excessive ornamentation is not recommended.
- The following factors should be considered in determining whether or not a particular finishing material is acceptable:
 1. Durability and low maintenance characteristics.
 2. Consistency with the overall design goals.
 3. Location on the building.
 4. Potential shielding by landscaping or other feature.
 5. The visibility of the site from public streets and neighboring uses.
 6. A mansard roof is prohibited



6

Roofing

The style and form of the roof on new construction can contribute to the success of blending in with surrounding historic structures.

Design Standards

- Traditional rooflines are preferred.
- Smaller structures should use a hip, gable, or shed roof.
- Flat roofs may be considered for use on structures where the context is appropriate.
- Flat roofs shall provide a cornice or other decorative treatment.
- The character or design of the front and rear façades of all buildings shall demonstrate a variety in depth, relief, rhythm and roof line height, with changes occurring in all of these areas at least every forty feet.
- Mechanical equipment shall not be visible from the street.



Materials – Texture, Color, Finishes

Good attention to design and color is expected in the Gateway Historic District to help all buildings become more complimentary to each other and assist the creation of a unique and cohesive environment. The materials used for the finish of the exterior surface of new construction should be compatible with the nature of the surrounding area.

Design Standards

- The use of color schemes should be compatible with the surrounding area. Simplicity is encouraged – excessive amounts of different colors should not be used.
- Avoid pure white as a façade color, and if masonry must be painted, it should be done in a natural hue.
- The natural colors of brick masonry, stone, or other existing building materials should dominate the color scheme of the building. Other colors should be respectful of adjacent buildings.
- A predominant color should be used with one or two other accent colors.
- The texture and finish of new construction should attempt to convey a modern building while still respecting the historic character of the area.
- The cornice, window frames, ornamental details, signs and storefronts should all blend in as an attractive harmonious unit.



Streetscaping

Streetscapes should be incorporated in sidewalk areas adjacent to Main Street.

Design Standards

- At least one streetscape feature should be installed and maintained every thirty (30) linear feet along sidewalks, nearest to the curb.
- Acceptable streetscape features include, but are not limited to, the following: trees, planters, benches, drinking fountains, decorative garbage canisters, outdoor clocks, bike racks, and water features.
- Businesses are encouraged to coordinate the installation of streetscape elements with surrounding properties.
- Installation of plazas and gathering spaces where people may linger is encouraged.
- Installation of planters with trees and shrubs to create areas to sit are encouraged.
- Providing benches in strategic areas to encourage mingling and gathering is encouraged.



ALPINE CITY PLANNING COMMISSION AGENDA

SUBJECT: Rezone Request — 242 & 243 E Red Pine Drive to Business-Commercial and Senior Housing Overlay Zone

FOR CONSIDERATION ON: October 21, 2025

PETITIONER / APPLICANT: Troy Page

ACTION REQUESTED BY PETITIONER: Recommended approval of proposed rezone request

REVIEW TYPE: Legislative

BACKGROUND INFORMATION

Troy Page has applied to rezone the properties located at 242 and 243 E Red Pine Drive from the CR-20,000 zone to the Business-Commercial (B-C) base zone and the Senior Housing Overlay Zone.

The property at 243 E Red Pine Drive is proposed for a full parcel rezone, while 242 E Red Pine Drive will be a partial rezone — only the southern portion (south of the creek on the property) currently zoned CR-20,000 is requested for inclusion. The upper portion will remain TR-10,000 (see attached map).

The applicant proposes 24 units on 3.21 total acres, meeting the minimum overlay zone requirement of at least two acres and no more than 32 total units and no more than 8 units per acre.

Per Alpine Development Code Section 3.18.040, the Planning Commission and City Council should consider the following when reviewing a Senior Housing Overlay application:

1. The harmony and compliance of the proposed location with the objectives and requirements of the City General Plan and Zoning Ordinances;
2. Whether the overlay may be injurious to potential or existing development within the vicinity;
3. The current development or lack thereof adjacent to the proposed location and its harmony with existing neighborhood uses;
4. Proximity of the proposed location to major arterial or collector streets;
5. Compatibility with the density analysis of the underlying zone and neighboring development;

6. The economic impact of the proposed facility or use on the surrounding area;
7. Demonstrable need for Senior Housing in the proposed area;
8. The City Council's sole discretion to determine whether a project qualifies under the intent of the Senior Housing Overlay ordinance.

The property to the west is an existing senior housing development. Surrounding properties include approximately half-acre single-family lots to the east, and one-acre lots to the north and south.

If approved, the proposed subdivision will go through another review as part of the subdivision review process. During that time more details will be provided for such items as setbacks, utilities, landscaping, architectural standards and other infrastructure requirements. Restrictive covenants and a Development Agreement will also be provided.

ALPINE CITY CODE

- Alpine Development Code 3.03 — CR-20,000 Zone
- Alpine Development Code 3.07 — Business Commercial Zone
- Alpine Development Code 3.18 — Senior Housing Overlay Zone

GENERAL PLAN

- **Country Residential (20,000 sq. ft. minimum lot size)** areas are intended to provide for medium-density residential development that maintains the rural and open space image of Alpine City.
- The **Senior Housing Overlay Zone** provides flexibility for specialized senior housing types that address the varied needs of Alpine's senior population while promoting independence and quality of life.

PUBLIC NOTICE

This item has been noticed according to Alpine City Code and the State of Utah requirements. A public hearing will be held as part of the Planning Commission review.

STAFF RECOMMENDATION

As a legislative decision, the Planning Commission should consider whether the proposed rezone is compatible with the City's General Plan policies and Development Code standards.

Staff recommends the Planning Commission discuss and determine whether to recommend approval, approval with conditions, or denial of the proposed rezone based on the criteria outlined above. The Staff has reviewed this application and has determined it would meet the administrative criteria for this Senior Housing Overlay Zone.

SUGGESTED MOTIONS

Recommend Approval:

I move to recommend approval of the proposed rezone of 242 & 243 E Red Pine Drive to the Business-Commercial and Senior Housing Overlay Zone as proposed.

Recommend Approval with Conditions:

I move to recommend approval of the proposed rezone of 242 & 243 E Red Pine Drive to the Business-Commercial and Senior Housing Overlay Zone with the following conditions:

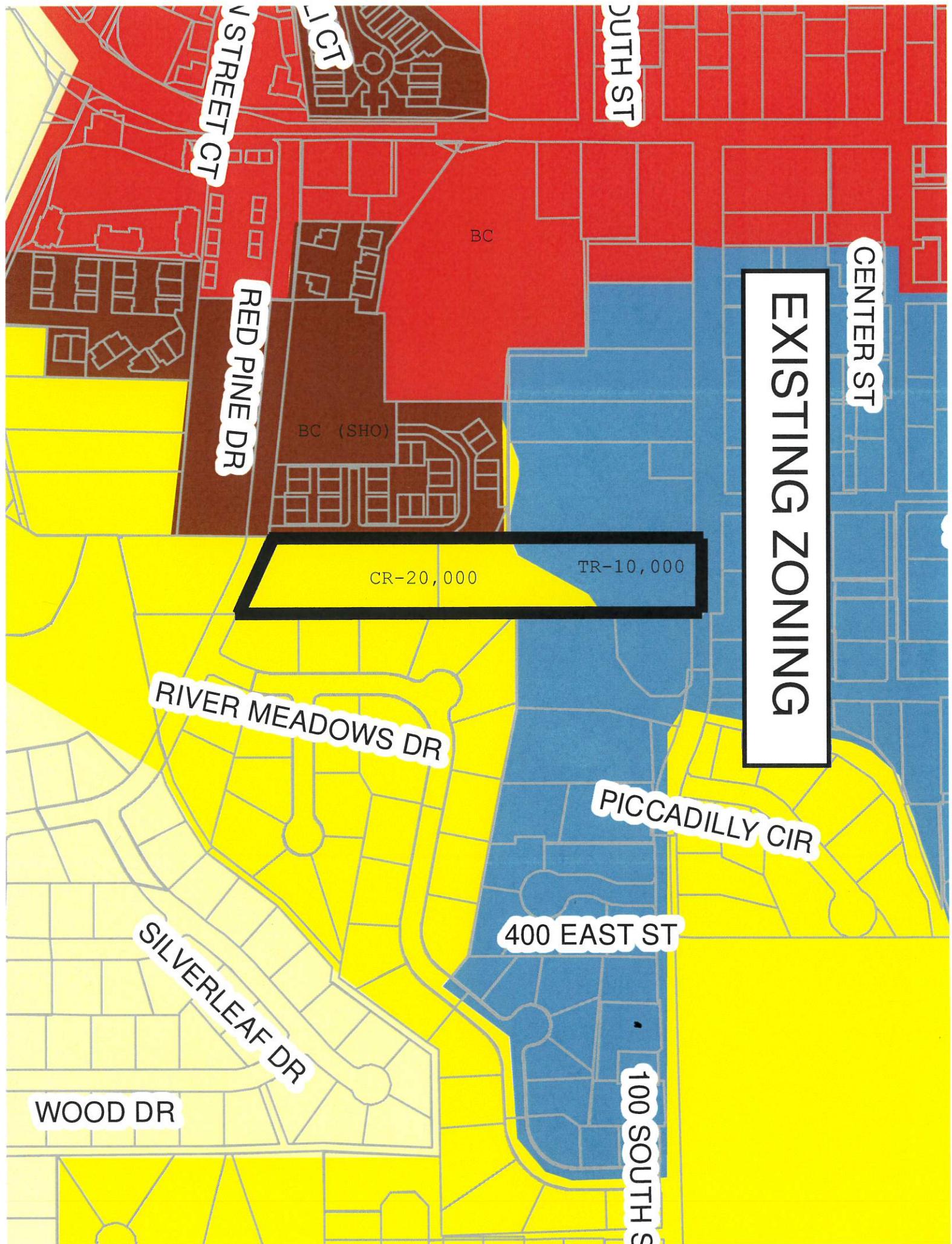
*Insert Conditions

Recommend to Table/ Deny:

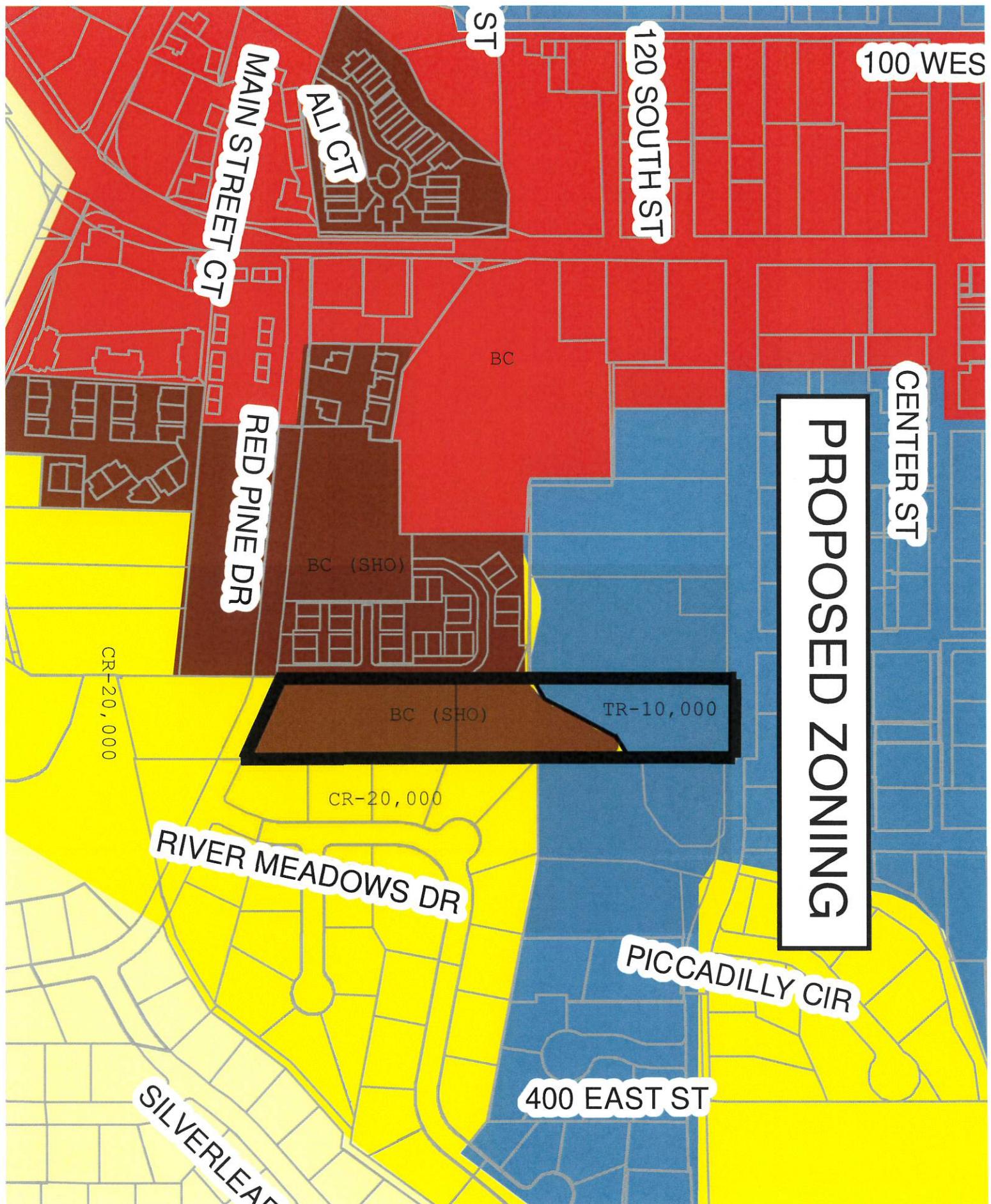
I move to recommend to table/deny of the proposed rezone of 242 & 243 E Red Pine Drive based on the findings that the request does not comply with the Alpine City General Plan or Development Code.

*Insert Findings

EXISTING ZONING



PROPOSED ZONING





Memo

To: Alpine City
From: Ken R. Berg, PE
Date: 10/1/2025
Re: Page – Zone Change Request

3.18.040 Overlay Zone Created - In considering a request to rezone a parcel as a Senior Housing Overlay Zone, the Planning Commission and City Council shall consider the following:

1. The harmony and compliance of the proposed location of the overlay zone with the objectives and requirements of the City General Plan and Zoning Ordinances.

GOAL#3

Preserve and protect specific community characteristics such as hillsides, scenic views, critical lands and a historic small-town, rural atmosphere by using overlay zones which build on an underlying zone by setting additional standards, and applying the standards of both zones.

3.3

The Senior Housing Overlay Zone is to provide for increased land use flexibility and specialized types of senior housing that recognizes and accommodates varied housing needs and desires of the community's senior housing population while promoting independence and a high quality of life.

The proposed project is in compliance with Goal number 3 of the General Plan by providing additional housing options for the community's senior population.

The proposed project consists of and complies with all of the requirements of the Senior Housing Overlay Zoning Ordinances.

- a) Two Car Garage is proposed for each unit with additional parking as shown in the concept plan
- b) Setback along Red Pine Drive is the required 30 feet. The setback adjacent to existing residential property along the eastern property line is 20 feet
- c) The proposed private travel way has 20 feet of asphalt

- d) Minimum Acreage of 2 ac [Project has 3.21 ac]
- e) Maximum DU/AC is 8 DU/AC [Project is 24 units/3.21 ac = 7.48 DU/AC]
- f) All property will be maintained by the HOA
- g) Restrictive Covenants will be established as part of the approval process.
- h) Architectural Character will be approved by the Planning Commission
- i) Landscaping will be of the same general character or better as the yards in the neighborhood.
- j) Each unit will have its own culinary water, sewer lateral and all other required underground utilities.

2. Whether or not the application of the Overlay Zone may be injurious to potential or existing development within the vicinity.

The low impact nature of senior housing will not be injurious to potential or existing developments in the vicinity.

3. The current development or lack of development adjacent to the proposed location and the harmony of the proposed location with the existing uses in the neighborhood.

The Page property is the only unsubdivided property along all of Red Pine Drive. The proposed Senior Housing Development is in harmony with other uses along Red Pine Drive with existing senior housing projects to the west and south of the project, with existing residential along the east side. The project has the same front setback as the residential homes in the area.

4. The proposed location is in proximity to the major arterial or collector streets.

The proposed project is within 1,000 feet of Main Street and Ridge Drive

5. The compatibility of the proposed location of the overlay zone with the density analysis of the underlying zone and neighboring development.

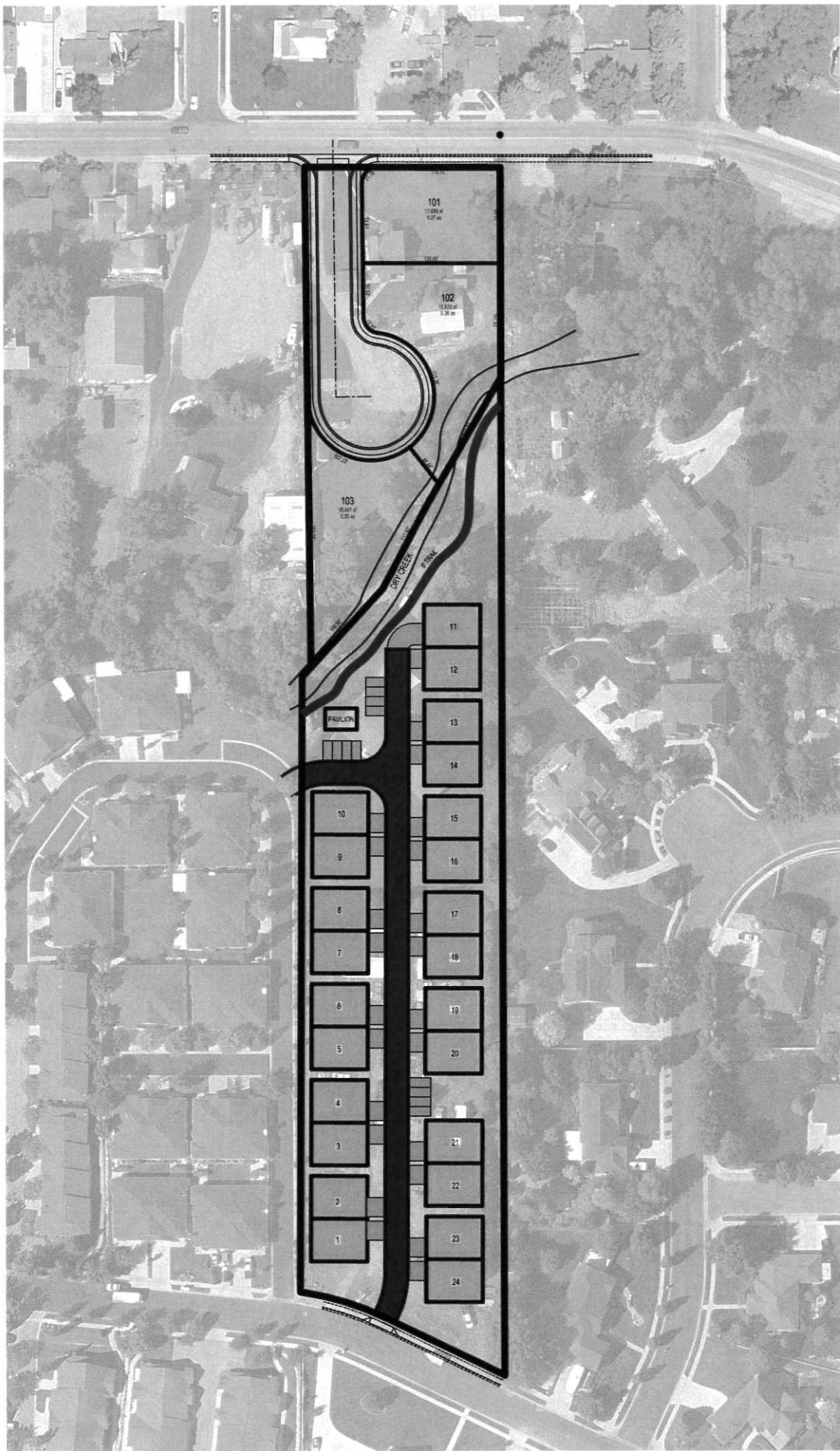
The existing zoning of CR-20,000 would yield a maximum of 7 units on the 3.21 acres which would match the neighboring development to the east. The proposed 24 units are similar to the existing 24 senior housing to the west.

6. The economic impact of the proposed facility or use of the surrounding area

The proposed project consists of a total of 24 senior housing units that are single story attached twin homes. There is no economic impact of the proposed senior housing residential to the surrounding area.

7. A demonstrable need for Senior Housing in the area of the proposed location.

The existing single story senior housing projects within the area are in high demand and additional units are needed within Alpine City to meet the needs and desires of the community's senior housing population.



ALPINE CITY PLANNING COMMISSION AGENDA

SUBJECT: Wireless Cell Tower Equipment Upgrade

FOR CONSIDERATION ON: October 21st, 2025

PETITIONER / APPLICANT: Crown Castle

ACTION REQUESTED BY PETITIONER: Recommended Approval of Equipment Upgrade on an Existing Pole.

REVIEW TYPE: Administrative

BACKGROUND INFORMATION:

Crown Castle Inc. has applied to add or replace antennas, ancillary equipment, and ground equipment as shown in the submitted plans for an existing carrier on an existing wireless communication facility. The facility is located at 694 Rocky Mountain Drive on private property.

Staff has reviewed the proposal and determined it to be a substantial change, requiring a public hearing and Planning Commission recommendation, followed by review by the City Council.

According to the submitted plans, the proposed modifications include:

- Installation of underground conduit connecting to facilities within the leased area.
- Running a new feedline cable up the existing pole.
- Installation of four (4) new wireless antennas at the top of the existing pole.

The new antennas are approximately seven (7) feet at their longest dimension and will extend approximately two (2) feet from the pole. No additional height will be added—the pole will remain at 25 feet, and the original footprint will not change.

Because this project involves the upgrade and maintenance of an existing structure, most applicable requirements have already been satisfied. The Planning Commission may, however, require that the color and materials meet city standards. City Code allows for an administrative decision regarding color, requiring that equipment extending above surrounding vegetation be painted in a non-reflective light gray, light blue, or brown tone to blend with the skyline or hillside. The existing pole is brown, which blends with the surrounding hillside.

This proposal is also subject to all applicable FCC and FAA regulations.

ALPINE CITY CODE:

- Alpine Development Code 3.27 Wireless Telecommunications Ordinance

GENERAL PLAN:

- N/A

PUBLIC NOTICE:

This item has been noticed according to Alpine City Code and the State of Utah requirements. A public hearing will be held as part of the Planning Commission review.

STAFF RECOMMENDATION:

Pursuant to City Code and federal regulations, state and local governments may not deny, and shall approve, any eligible facilities request for modification of an existing wireless tower or base station that does not substantially change the physical dimensions of such tower or base station.

An “eligible facilities request” includes any modification that involves:

- Collocation of new transmission equipment,
- Removal of transmission equipment, or
- Replacement of transmission equipment.

Staff recommend approval of the proposed equipment upgrade, subject to the condition that the color of the antennas match the existing brown color of the pole to blend with the surrounding hillside.

SUGGESTED MOTION:**Motion to Approve**

I move to recommend approval of the Wireless Cell Tower Equipment Upgrade located at 694 Rocky Mountain Drive as proposed, based on the findings and conditions listed in the staff report.

Motion to Approve with Conditions

I move to recommend approval with conditions of the Wireless Cell Tower Equipment Upgrade located at 694 Rocky Mountain Drive, based on the findings and conditions listed in the staff report, and with the additional condition(s) that:

*The antennas and associated equipment be painted to match the existing brown color of the pole; and

*Any additional modifications comply with all applicable FCC, FAA, and Alpine City Code 3.27 requirements.”

Motion to Table

I move to table the consideration of the Wireless Cell Tower Equipment Upgrade located at 694 Rocky Mountain Drive to a future meeting to allow additional time for the applicant to address the following items:

*Insert findings

Motion to Deny

I move to recommend denial of the Wireless Cell Tower Equipment Upgrade located at 694 Rocky Mountain Drive, based on the following findings:

*Insert findings



8020 Katy Freeway
Houston, TX 77024

Phone: (949) 885-3710
www.crowncastle.com

The proposed scope of work for this project includes:

Add or replace antennas, ancillary equipment and ground equipment as per plans for an existing carrier on an existing wireless communication facility.

At the end of this letter is a checklist outlining the applicable substantial change criteria under Section 6409. Additionally, the following items are included in support of this request:

- Construction Drawings
- Site photos

As these documents indicate, (i) the modification involves the collocation, removal or replacement of transmission equipment; and (ii) such modification will not substantially change the physical dimensions of such tower or base station. As such, it is an “eligible facilities request” as defined in the FCC’s rules to which the 60-day deadline for approval applies. Accordingly, Applicant requests all authorization necessary for this proposed minor modification under Section 6409.

Our goal is to work with you to obtain approvals earlier than the deadline. We will respond promptly to any request for related information you may have in connection with this request. Please let us know how we can work with you to expedite the approval process. We look forward to working with you on this important project, which will improve wireless telecommunication services in your community using collocation on existing infrastructure. If you have any questions, please do not hesitate to contact me.

Regards,

Christopher Voss

Christopher Voss
Permitting Specialist, Tower Services
Crown Castle, Agent for Skylink LLC
(949) 885-3710
Christopher.Voss@crowncastle.com



8020 Katy Freeway
Houston, TX 77024

Phone: (949) 885-3710
www.crowncastle.com

Section 6409 Substantial Change Checklist for Towers Outside of the Public Right of Way

The Federal Communications Commission has determined that a modification substantially changes the physical dimension of a wireless tower or base station under 47 U.S.C. § 1455(a) if it meets one of six enumerated criteria under 47 C.F.R. § 1.6100.

Criteria for Towers Outside of the Public Rights of Way

YES/NO NO	Does the modification increase the height of the tower by more than the greater of: (a) 10%; or (b) the height of an additional antenna array plus separation of up to 20 feet from the top of the nearest existing antenna?
YES/NO NO	Does the modification add an appurtenance to the body of the tower that would protrude from the edge of the tower more than 20 feet or more than the width of the tower structure at the level of the appurtenance, whichever is greater?
YES/NO NO	Does the modification involve the installation of more than the standard number of new equipment cabinets for the technology involved or add more than four new equipment cabinets?
YES/NO NO	Does the modification entail any excavation or deployment outside the current site by more than 30 feet in any direction, not including any access or utility easements?
YES/NO NO	Does the modification defeat the concealment elements of the eligible support structure?
YES/NO NO	Does the modification violate conditions associated with the siting approval for the tower or base station other than as specified in 47 C.F.R. § 1.6100(c)(7)(i) – (iv)?

If all questions in the above section are answered “NO,” then the modification does not constitute a substantial change to the existing tower under 47 C.F.R. § 1.6100.

SKYLINK LLC

SKYLINK LLC

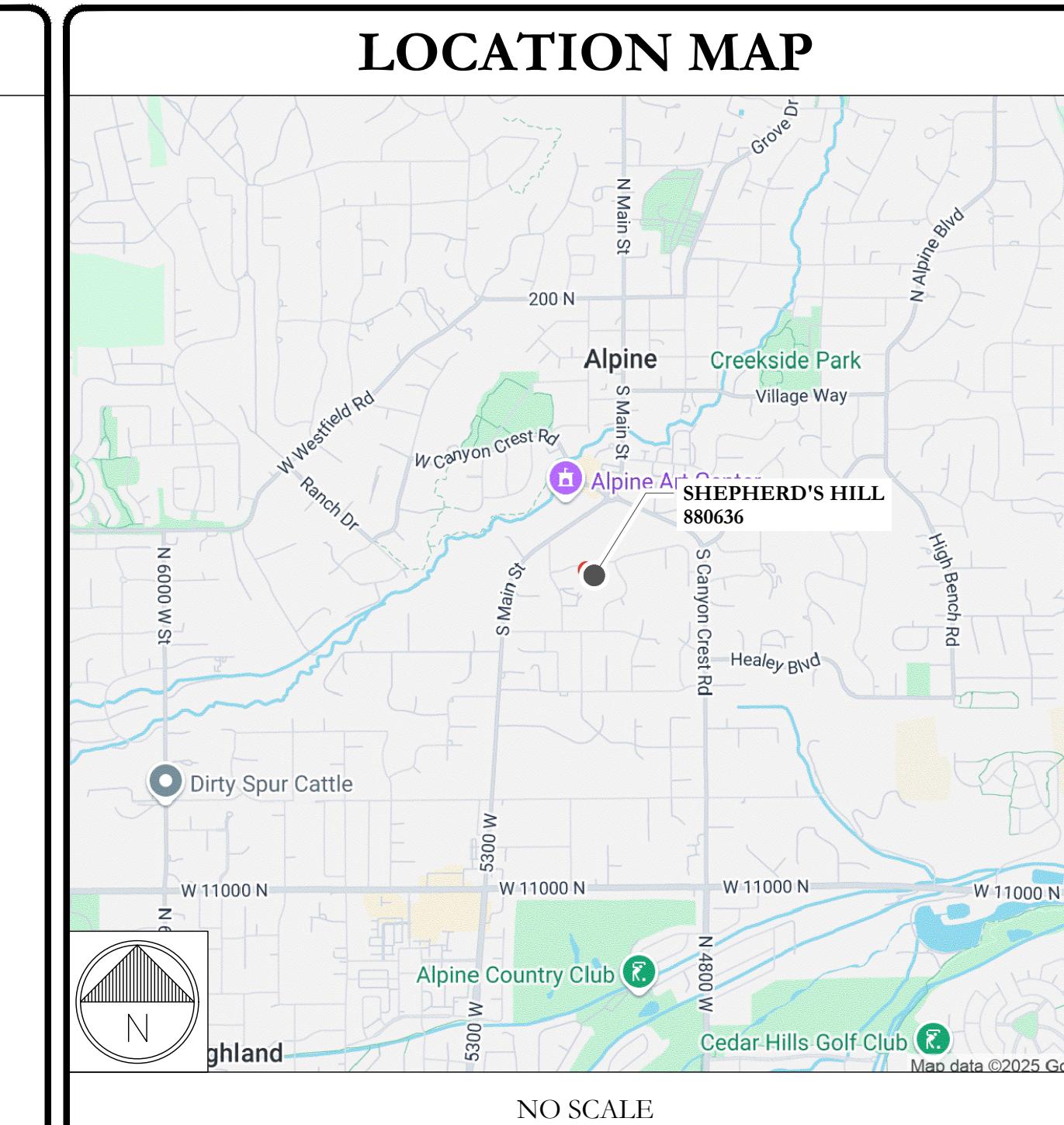
SKYLINK LLC SITE NUMBER: N/A
SKYLINK LLC SITE NAME: N/A
SKYLINK LLC PROJECT: FIRST TIME INSTALL

BUSINESS UNIT #: 880636
SITE ADDRESS: 694 ROCKY MTN DR.
COUNTY: UTAH
SITE TYPE: MONOPOLE TOWER
TOWER HEIGHT: 25'-0"

SITE INFORMATION	
CROWN CASTLE USA INC.	
SITE NAME:	SHEPHERD'S HILL
BU NUMBER:	880636
TOWER OWNER:	CROWN CASTLE 2000 CORPORATE DRIVE CANONSBURG, PA 15317
CARRIER/APPLICANT:	SKYLINK LLC 5155 ROSECRANS AVE HAWTHORNE, CA 90250
SITE ADDRESS:	694 ROCKY MTN DR. ALPINE, UT 84004
COUNTY:	UTAH
LATITUDE:	40° 26' 38.77" / 40.444103°
LONGITUDE:	-111° 46' 47.23" / -111.779786°
LAT/LONG TYPE:	NAD83
GROUND ELEVATION:	5032' SE
AREA OF CONSTRUCTION:	NEW
CURRENT ZONING:	CR-20,000
MAP/PARCEL #:	11:023:0095
OCCUPANCY CLASSIFICATION:	U
TYPE OF CONSTRUCTION:	IIB
A.D.A. COMPLIANCE:	FACILITY IS UNMANNED AND NOT FOR HUMAN HABITATION
PROPERTY OWNER:	CLYDE E AND JANA S SHEPHE 694 S ROCKY MT DR ALPINE, UT 84004
JURISDICTION:	CITY OF ALPINE, UT CITY HALL, 20 NORTH MAIN ALPINE, UT 84004
ELECTRIC PROVIDER:	ROCKY MOUNTAIN POWER (877) 508-5088
TELCO PROVIDER:	LUMEN (877) 453-8353

DRAWING INDEX	
SHEET #	SHEET DESCRIPTION
T-1	TITLE SHEET
T-2	GENERAL NOTES
C-1	SITE PLAN
C-2	TOWER ELEVATION
C-3	ANTENNA PLAN @ 25'-0"
C-4	FINAL EQUIPMENT SCHEDULE
C-5	EQUIPMENT DETAILS AND SPECIFICATIONS
G-1	GROUNDING DETAILS
G-2	GROUNDING DETAILS

PROJECT DESCRIPTION	
THE PURPOSE OF THIS PROJECT IS TO ENHANCE BROADBAND CONNECTIVITY AND CAPACITY TO THE EXISTING ELIGIBLE WIRELESS FACILITY.	
TOWER SCOPE OF WORK: • INSTALL (1) PERFECT VISION - PV-RM1045-GS COLLAR MOUNT • INSTALL (3) PERFECT VISION - PV-TA24-FPB-HD W/ PV-ST35X72 T-ARM MOUNTS • INSTALL (4) TARANA WIRELESS - G1 ANTENNAS • INSTALL (2) AVIAT NETWORKS - WTM 4800 ODUS • INSTALL (1) EUPEN - JB006 120-00163-00 SURGE ARRESTOR • INSTALL (1) 7/8" EUPEN - EUCAHYBRID 78-12C6-24MM5 HYBRID CABLE	
GROUND SCOPE OF WORK: • INSTALL GROUND EQUIPMENT IN NEW 4'-0"x4'-0" LEASE AREA	



APPLICABLE CODES & REFERENCE DOCUMENTS	
ALL WORK SHALL BE PERFORMED AND MATERIALS INSTALLED IN ACCORDANCE WITH THE CURRENT EDITIONS OF THE FOLLOWING CODES AS ADOPTED BY THE LOCAL GOVERNING AUTHORITIES. NOTHING IN THESE PLANS IS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THESE CODES:	
CODE TYPE	CODE
BUILDING	2021 UTAH BUILDING CODE (2021 IBC W/ AMENDMENTS)
MECHANICAL	2021 UTAH MECHANICAL CODE (2021 IMC W/ AMENDMENTS)
ELECTRICAL	2023 UTAH ELECTRICAL CODE (2023 NEC W/ AMENDMENTS)
REFERENCE DOCUMENTS:	
STRUCTURAL ANALYSIS:	BY OTHERS DATED: N/A
MOUNT ANALYSIS:	BY OTHERS DATED: N/A
RFDS REVISION:	N/A DATED: N/A
ORDER ID:	707615
REVISION:	1

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.
SHEET NUMBER: T-1 REVISION: 0

CC CROWN CASTLE

PM&A

P. MARSHALL & ASSOCIATES
1000 HOLCOMB WOODS PKWY. STE 210,
ROSWELL, GA 30076
OFFICE 678-230-2325

SKYLINK LLC SITE
NUMBER: N/A

BU #: 880636

CROWN CASTLE SITE NAME
SHEPHERD'S HILL

694 ROCKY MTN DR.
ALPINE, UT 84004

EXISTING 25'-0"
MONOPOLE TOWER

ISSUED FOR:

REV	DATE	DRWN	DESCRIPTION	DES/QA
0	05/29/2025	MAS	FINAL	EG

DAVID CRABBE
PROFESSIONAL ENGINEER
STATE OF UTAH
05/29/2025

CROWN_GENERIC_05/16/25
CROWN CASTLE
CONTACTS: HEATHER MILLER- AES
HEATHER.MILLER@CROWNCastle.COM
PRIOR TO ACCESSING/ENTERING THE SITE YOU MUST CONTACT THE CROWN NOC AT (800) 788-7011 & CROWN CONSTRUCTION MANAGER.



CALL UTAH ONE CALL
(800) 662-4111
CALL 3 WORKING DAYS
BEFORE YOU DIG!



CROWN CASTLE USA INC. SITE ACTIVITY REQUIREMENTS:

GENERAL NOTES:

- NOTICE TO PROCEED- NO WORK SHALL COMMENCE PRIOR TO CROWN CASTLE USA INC. WRITTEN NOTICE TO PROCEED (NTP) AND THE ISSUANCE OF A PURCHASE ORDER. PRIOR TO ACCESSING/ENTERING THE SITE YOU MUST CONTACT THE CROWN CASTLE USA INC. NOC AT 800-788-7011 & THE CROWN CASTLE USA INC. CONSTRUCTION MANAGER.
- "LOOK UP" - CROWN CASTLE USA INC. SAFETY CLIMB REQUIREMENT: THE INTEGRITY OF THE SAFETY CLIMB AND ALL COMPONENTS OF THE CLIMBING FACILITY SHALL BE CONSIDERED DURING ALL STAGES OF DESIGN, INSTALLATION, AND INSPECTION. TOWER MODIFICATION, MOUNT REINFORCEMENTS, AND/OR EQUIPMENT INSTALLATIONS SHALL NOT COMPROMISE THE INTEGRITY OR FUNCTIONAL USE OF THE SAFETY CLIMB OR ANY COMPONENTS OF THE CLIMBING FACILITY ON THE STRUCTURE. THIS SHALL INCLUDE, BUT NOT BE LIMITED TO: PINCHING OF THE WIRE ROPE, BENDING OF THE WIRE ROPE FROM ITS SUPPORTS, DIRECT CONTACT OR CLOSE PROXIMITY TO THE WIRE ROPE WHICH MAY CAUSE FRICTIONAL WEAR, IMPACT TO THE ANCHORAGE POINTS IN ANY WAY, OR TO IMPEDE/BLOCK ITS INTENDED USE. ANY COMPROMISED SAFETY CLIMB, INCLUDING EXISTING CONDITIONS MUST BE TAGGED OUT AND REPORTED TO YOUR CROWN CASTLE USA INC. POC OR CALL THE NOC TO GENERATE A SAFETY CLIMB MAINTENANCE AND CONTRACTOR NOTICE TICKET.
- PRIOR TO THE START OF CONSTRUCTION, ALL REQUIRED JURISDICTIONAL PERMITS SHALL BE OBTAINED. THIS INCLUDES, BUT IS NOT LIMITED TO, BUILDING, ELECTRICAL, MECHANICAL, FIRE, FLOOD ZONE, ENVIRONMENTAL, AND ZONING. ON SITE ACTIVITIES AND CONSTRUCTION ARE COMPLETED, ALL REQUIRED PERMITS SHALL BE SATISFIED AND CLOSED OUT ACCORDING TO LOCAL JURISDICTIONAL REQUIREMENTS.
- ALL CONSTRUCTION MEANS AND METHODS; INCLUDING BUT NOT LIMITED TO, ERECTION PLANS, RIGGING PLANS, CLIMBING PLANS, AND RESCUE PLANS SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR RESPONSIBLE FOR THE EXECUTION OF THE WORK CONTAINED HEREIN, AND SHALL MEET ANSI/ASSE A10.48 (LATEST EDITION); FEDERAL, STATE, AND LOCAL REGULATIONS; AND ANY APPLICABLE INDUSTRY CONSENSUS STANDARDS RELATED TO THE CONSTRUCTION ACTIVITIES BEING PERFORMED. ALL RIGGING PLANS SHALL ADHERE TO ANSI/ASSE A10.48 (LATEST EDITION) AND CROWN CASTLE USA INC. STANDARD CED-STD-10253, INCLUDING THE REQUIRED INVOLVEMENT OF A QUALIFIED ENGINEER FOR CLASS IV CONSTRUCTION, TO CERTIFY THE SUPPORTING STRUCTURE(S) IN ACCORDANCE WITH ANSI/TIA-322 (LATEST EDITION).
- ALL SITE WORK TO COMPLY WITH QAS-STD-10068 "INSTALLATION STANDARDS FOR CONSTRUCTION ACTIVITIES ON CROWN CASTLE USA INC. TOWER SITE," CED-STD-10294 "STANDARD FOR INSTALLATION OF MOUNTS AND APPURTENANCES," AND LATEST VERSION OF ANSI/TIA-1019-A-2012 "STANDARD FOR INSTALLATION, ALTERATION, AND MAINTENANCE OF ANTENNA SUPPORTING STRUCTURES AND ANTENNAS."
- IF THE SPECIFIED EQUIPMENT CAN NOT BE INSTALLED AS SHOWN ON THESE DRAWINGS, THE CONTRACTOR SHALL PROPOSE AN ALTERNATIVE INSTALLATION FOR APPROVAL BY CROWN CASTLE USA INC. PRIOR TO PROCEEDING WITH ANY SUCH CHANGE OF INSTALLATION.
- ALL MATERIALS FURNISHED AND INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS AND ORDINANCES. CONTRACTOR SHALL ISSUE ALL APPROPRIATE NOTICES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES, REGULATIONS AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY REGARDING THE PERFORMANCE OF THE WORK. ALL WORK CARRIED OUT SHALL COMPLY WITH ALL APPLICABLE MUNICIPAL AND UTILITY COMPANY SPECIFICATIONS AND LOCAL JURISDICTIONAL CODES, ORDINANCES AND APPLICABLE REGULATIONS.
- UNLESS NOTED OTHERWISE, THE WORK SHALL INCLUDE FURNISHING MATERIALS, EQUIPMENT, APPURTENANCES AND LABOR NECESSARY TO COMPLETE ALL INSTALLATIONS AS INDICATED ON THE DRAWINGS.
- THE CONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS UNLESS SPECIFICALLY STATED OTHERWISE.
- THE CONTRACTOR SHALL CONTACT UTILITY LOCATING SERVICES PRIOR TO THE START OF CONSTRUCTION.
- ALL EXISTING ACTIVE SEWER, WATER, GAS, ELECTRIC AND OTHER UTILITIES WHERE ENCOUNTERED IN THE WORK, SHALL BE PROTECTED AT ALL TIMES AND WHERE REQUIRED FOR THE PROPER EXECUTION OF THE WORK, SHALL BE RELOCATED AS DIRECTED BY CONTRACTOR. EXTREME CAUTION SHOULD BE USED BY THE CONTRACTOR WHEN EXCAVATING OR DRILLING PIERS AROUND OR NEAR UTILITIES. CONTRACTOR SHALL PROVIDE SAFETY TRAINING FOR THE WORKING CREW. THIS WILL INCLUDE BUT NOT BE LIMITED TO A) FALL PROTECTION B) CONFINED SPACE C) ELECTRICAL SAFETY D) TRENCHING AND EXCAVATION E) CONSTRUCTION SAFETY PROCEDURES.
- ALL SITE WORK SHALL BE AS INDICATED ON THE STAMPED CONSTRUCTION DRAWINGS AND PROJECT SPECIFICATIONS, LATEST APPROVED REVISION.
- CONTRACTOR SHALL KEEP THE SITE FREE FROM ACCUMULATING WASTE MATERIAL, DEBRIS, AND TRASH AT THE COMPLETION OF THE WORK. IF NECESSARY, RUBBISH, STUMPS, DEBRIS, STICKS, STONES AND OTHER REFUSE SHALL BE REMOVED FROM THE SITE AND DISPOSED OF LEGALLY.
- ALL EXISTING INACTIVE SEWER, WATER, GAS, ELECTRIC AND OTHER UTILITIES, WHICH INTERFERE WITH THE EXECUTION OF THE WORK, SHALL BE REMOVED AND/OR CAPPED, PLUGGED OR OTHERWISE DISCONTINUED AT POINTS WHICH WILL NOT INTERFERE WITH THE EXECUTION OF THE WORK, SUBJECT TO THE APPROVAL OF CONTRACTOR, TOWER OWNER, CROWN CASTLE USA INC., AND/OR LOCAL UTILITIES.
- THE CONTRACTOR SHALL PROVIDE SITE SIGNAGE IN ACCORDANCE WITH THE TECHNICAL SPECIFICATION FOR SITE SIGNAGE REQUIRED BY LOCAL JURISDICTION AND SIGNAGE REQUIRED ON INDIVIDUAL PIECES OF EQUIPMENT, ROOMS, AND SHELTERS.
- THE SITE SHALL BE GRADED TO CAUSE SURFACE WATER TO FLOW AWAY FROM THE CARRIER'S EQUIPMENT AND TOWER AREAS.
- THE SUB GRADE SHALL BE COMPACTED AND BROUGHT TO A SMOOTH UNIFORM GRADE PRIOR TO FINISHED SURFACE APPLICATION.
- THE AREAS OF THE OWNERS PROPERTY DISTURBED BY THE WORK AND NOT COVERED BY THE TOWER, EQUIPMENT OR DRIVEWAY, SHALL BE GRADED TO A UNIFORM SLOPE, AND STABILIZED TO PREVENT EROSION AS SPECIFIED ON THE CONSTRUCTION DRAWINGS AND/OR PROJECT SPECIFICATIONS.
- CONTRACTOR SHALL MINIMIZE DISTURBANCE TO EXISTING SITE DURING CONSTRUCTION. EROSION CONTROL MEASURES, IF REQUIRED DURING CONSTRUCTION, SHALL BE IN CONFORMANCE WITH THE LOCAL GUIDELINES FOR EROSION AND SEDIMENT CONTROL.
- THE CONTRACTOR SHALL PROTECT EXISTING IMPROVEMENTS, PAVEMENTS, CURBS, LANDSCAPING AND STRUCTURES. ANY DAMAGED PART SHALL BE REPAIRED AT CONTRACTOR'S EXPENSE TO THE SATISFACTION OF OWNER.
- CONTRACTOR SHALL LEGALLY AND PROPERLY DISPOSE OF ALL SCRAP MATERIALS SUCH AS COAXIAL CABLES AND OTHER ITEMS REMOVED FROM THE EXISTING FACILITY. ANTENNAS REMOVED SHALL BE RETURNED TO THE OWNER'S DESIGNATED LOCATION.
- CONTRACTOR SHALL LEAVE PREMISES IN CLEAN CONDITION. TRASH AND DEBRIS SHOULD BE REMOVED FROM SITE ON A DAILY BASIS.
- NO FILL OR EMBANKMENT MATERIAL SHALL BE PLACED ON FROZEN GROUND. FROZEN MATERIALS, SNOW OR ICE SHALL NOT BE PLACED IN ANY FILL OR EMBANKMENT.

GREENFIELD GROUNDING NOTES:

- ALL GROUND ELECTRODE SYSTEMS (INCLUDING TELECOMMUNICATION, RADIO, LIGHTNING PROTECTION AND AC POWER GES'S) SHALL BE BONDED TOGETHER AT OR BELOW GRADE, BY TWO OR MORE COPPER BONDING CONDUCTORS IN ACCORDANCE WITH THE NEC.
- THE CONTRACTOR SHALL PERFORM IEEE FALL-OF-POTENTIAL RESISTANCE TO EARTH TESTING (PER IEEE 1100 AND 81) FOR GROUND ELECTRODE SYSTEMS, THE CONTRACTOR SHALL FURNISH AND INSTALL SUPPLEMENTAL GROUND ELECTRODES AS NEEDED TO ACHIEVE A TEST RESULT OF 5 OHMS OR LESS.
- THE CONTRACTOR IS RESPONSIBLE FOR PROPERLY SEQUENCING GROUNDING AND UNDERGROUND CONDUIT INSTALLATION AS TO PREVENT ANY LOSS OF CONTINUITY IN THE GROUNDING SYSTEM OR DAMAGE TO THE CONDUIT AND PROVIDE TESTING RESULTS.
- METAL CONDUIT AND TRAY SHALL BE GROUNDED AND MADE ELECTRICALLY CONTINUOUS WITH LISTED BONDING FITTINGS OR BY BONDING ACROSS THE DISCONTINUITY WITH #6 COPPER WIRE UL APPROVED GROUNDING TYPE CONDUIT CLAMPS.
- METAL RACEWAY SHALL NOT BE USED AS THE NEC REQUIRED EQUIPMENT GROUND CONDUCTOR. STRANDED COPPER CONDUCTORS WITH GREEN INSULATION, SIZED IN ACCORDANCE WITH THE NEC, SHALL BE FURNISHED AND INSTALLED WITH THE POWER CIRCUITS TO BTS EQUIPMENT.
- EACH CABINET FRAME SHALL BE DIRECTLY CONNECTED TO THE MASTER GROUND BAR WITH GREEN INSULATED SUPPLEMENTAL EQUIPMENT GROUND WIRES, #6 STRANDED COPPER OR LARGER FOR INDOOR BTS; #2 BARE SOLID TINNED COPPER FOR OUTDOOR BTS.
- CONNECTIONS TO THE GROUND BUS SHALL NOT BE DOUBLED UP OR STACKED BACK TO BACK CONNECTIONS ON OPPOSITE SIDE OF THE GROUND BUS ARE PERMITTED.
- ALL EXTERIOR GROUND CONDUCTORS BETWEEN EQUIPMENT/GROUND BARS AND THE GROUND RING SHALL BE #2 SOLID TINNED COPPER UNLESS OTHERWISE INDICATED.
- ALUMINUM CONDUCTOR OR COPPER CLAD STEEL CONDUCTOR SHALL NOT BE USED FOR GROUNDING CONNECTIONS.
- USE OF 90° BENDS IN THE PROTECTION GROUNDING CONDUCTORS SHALL BE AVOIDED WHEN 45° BENDS CAN BE ADEQUATELY SUPPORTED.
- EXOTHERMIC WELDS SHALL BE USED FOR ALL GROUNDING CONNECTIONS BELOW GRADE.
- ALL GROUND CONNECTIONS ABOVE GRADE (INTERIOR AND EXTERIOR) SHALL BE FORMED USING HIGH PRESS CRIMPS.
- COMPRESSION GROUND CONNECTIONS MAY BE REPLACED BY EXOTHERMIC WELD CONNECTIONS.
- ICE BRIDGE BONDING CONDUCTORS SHALL BE EXOTHERMICALLY BONDED OR BOLTED TO THE BRIDGE AND THE TOWER GROUND BAR.
- APPROVED ANTI-OXIDANT COATINGS (i.e. CONDUCTIVE GEL OR PASTE) SHALL BE USED ON ALL COMPRESSION AND BOLTED GROUND CONNECTIONS.
- ALL EXTERIOR GROUND CONNECTIONS SHALL BE COATED WITH A CORROSION RESISTANT MATERIAL.
- MISCELLANEOUS ELECTRICAL AND NON-ELECTRICAL METAL BOXES, FRAMES AND SUPPORTS SHALL BE BONDED TO THE GROUND RING, IN ACCORDANCE WITH THE NEC.
- BOND ALL METALLIC OBJECTS WITHIN 6 ft of MAIN GROUND RING WITH (1) #2 BARE SOLID TINNED COPPER GROUND CONDUCTOR.
- GROUND CONDUCTORS USED FOR THE FACILITY GROUNDING AND LIGHTNING PROTECTION SYSTEMS SHALL NOT BE ROUTED THROUGH METALLIC OBJECTS THAT FORM A RING AROUND THE CONDUCTOR, SUCH AS METALLIC CONDUITS, METAL SUPPORT CLIPS OR SLEEVES THROUGH WALLS OR FLOORS. WHEN IT IS REQUIRED TO BE HOUSED IN CONDUIT TO MEET CODE REQUIREMENTS OR LOCAL CONDITIONS, NON-METALLIC MATERIAL SUCH AS PVC CONDUIT SHALL BE USED. WHERE USE OF METAL CONDUIT IS UNAVOIDABLE (i.e., NONMETALLIC CONDUIT PROHIBITED BY LOCAL CODE) THE GROUND CONDUCTOR SHALL BE BONDED TO EACH END OF THE METAL CONDUIT.
- ALL GROUNDS THAT TRANSITION FROM BELOW GRADE TO ABOVE GRADE MUST BE #2 BARE SOLID TINNED COPPER IN 3/4" NON-METALLIC, FLEXIBLE CONDUIT FROM 24" BELOW GRADE TO WITHIN 3" to 6" of CAD-WELD TERMINATION POINT. THE EXPOSED END OF THE CONDUIT MUST BE SEALED WITH SILICONE CAULK. (ADD TRANSITIONING GROUND STANDARD DETAIL AS WELL).
- BUILDINGS WHERE THE MAIN GROUNDING CONDUCTORS ARE REQUIRED TO BE ROUTED TO GRADE, THE CONTRACTOR SHALL ROUTE TWO GROUNDING CONDUCTORS FROM THE ROOFTOP, TOWERS, AND WATER TOWERS GROUNDING RING, TO THE EXISTING GROUNDING SYSTEM, THE GROUNDING CONDUCTORS SHALL NOT BE SMALLER THAN 2/0 COPPER. ROOFTOP GROUNDING RING SHALL BE BONDED TO THE EXISTING GROUNDING SYSTEM, THE BUILDING STEEL COLUMNS, LIGHTNING PROTECTION SYSTEM, AND BUILDING MAIN WATER LINE (FERROUS OR NONFERROUS METAL PIPING ONLY).

ELECTRICAL INSTALLATION NOTES:

- FOR THE PURPOSE OF CONSTRUCTION DRAWING, THE FOLLOWING DEFINITIONS SHALL APPLY:
CONTRACTOR: GENERAL CONTRACTOR RESPONSIBLE FOR CONSTRUCTION
CARRIER: SKYLINK LLC
TOWER OWNER: CROWN CASTLE USA INC.
- THESE DRAWINGS HAVE BEEN PREPARED USING STANDARDS OF PROFESSIONAL CARE AND COMPLETENESS NORMALLY EXERCISED UNDER SIMILAR CIRCUMSTANCES BY REPUTABLE ENGINEERS IN THIS OR SIMILAR LOCALITIES. IT IS ASSUMED THAT THE WORK DEPICTED WILL BE PERFORMED BY AN EXPERIENCED CONTRACTOR AND/OR WORKPEOPLE WHO HAVE A WORKING KNOWLEDGE OF THE APPLICABLE CODE STANDARDS AND REQUIREMENTS AND OF INDUSTRY ACCEPTED STANDARD GOOD PRACTICE, AS NOT EVERY CONDITION OR ELEMENT IS (OR CAN BE) EXPLICITLY SHOWN ON THESE DRAWINGS, THE CONTRACTOR SHALL USE INDUSTRY ACCEPTED STANDARD GOOD PRACTICE FOR MISCELLANEOUS WORK NOT EXPLICITLY SHOWN.
- THESE DRAWINGS REPRESENT THE FINISHED STRUCTURE, THEY DO NOT INDICATE THE MEANS OR METHODS OF CONSTRUCTION. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR THE CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, AND PROCEDURES. THE CONTRACTOR SHALL PROVIDE ALL MEASURES NECESSARY FOR PROTECTION OF LIFE AND PROPERTY DURING CONSTRUCTION. SUCH MEASURES SHALL INCLUDE, BUT NOT BE LIMITED TO, BRACING, FORMWORK, SHORING, ETC. SITE VISITS BY THE ENGINEER OR HIS REPRESENTATIVE WILL NOT INCLUDE INSPECTION OF THESE ITEMS AND IS FOR STRUCTURAL OBSERVATION OF THE FINISHED STRUCTURE ONLY.
- NOTES AND DETAILS IN THE CONSTRUCTION DRAWINGS SHALL TAKE PRECEDENCE OVER GENERAL NOTES AND TYPICAL DETAILS. WHERE NO DETAILS ARE SHOWN, CONSTRUCTION SHALL CONFORM TO SIMILAR WORK ON THE PROJECT, AND/OR AS PROVIDED FOR IN THE CONTRACT DOCUMENTS. WHERE DISCREPANCIES OCCUR BETWEEN PLANS, DETAILS, GENERAL NOTES, AND SPECIFICATIONS, THE GREATER, MORE STRICT REQUIREMENTS, SHALL GOVERN. IF FURTHER CLARIFICATION IS REQUIRED, CONTACT THE ENGINEER OF RECORD.
- SUBSTANTIAL EFFORT HAS BEEN MADE TO PROVIDE ACCURATE DIMENSIONS AND MEASUREMENTS ON THE DRAWINGS TO ASSIST IN THE FABRICATION AND/OR PLACEMENT OF CONSTRUCTION ELEMENTS BUT IT IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO FIELD VERIFY THE DIMENSIONS, MEASUREMENTS, AND/OR CLEARANCES SHOWN IN THE CONSTRUCTION DRAWINGS PRIOR TO FABRICATION OR CUTTING OF ANY NEW OR EXISTING CONSTRUCTION ELEMENTS. IF IT IS DETERMINED THAT THERE ARE DISCREPANCIES AND/OR CONFLICTS WITH THE CONSTRUCTION DRAWINGS THE ENGINEER OF RECORD IS TO BE NOTIFIED AS SOON AS POSSIBLE.
- PRIOR TO THE SUBMISSION OF BIDS, THE BIDDING CONTRACTOR SHALL VISIT THE CELL SITE TO FAMILIARIZE WITH THE EXISTING CONDITIONS AND TO CONFIRM THAT THE WORK CAN BE ACCOMPLISHED AS SHOWN ON THE CONSTRUCTION DRAWINGS. ANY DISCREPANCY FOUND SHALL BE BROUGHT TO THE ATTENTION OF CROWN CASTLE.
- ALL MATERIALS FURNISHED AND INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS AND ORDINANCES. CONTRACTOR SHALL ISSUE ALL APPROPRIATE NOTICES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES, REGULATIONS AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY REGARDING THE PERFORMANCE OF THE WORK. ALL WORK CARRIED OUT SHALL COMPLY WITH ALL APPLICABLE MUNICIPAL AND UTILITY COMPANY SPECIFICATIONS AND LOCAL JURISDICTIONAL CODES, ORDINANCES AND APPLICABLE REGULATIONS.
- THE CONTRACTOR SHALL INCLUDE FURNISHING MATERIALS, EQUIPMENT, APPURTENANCES AND LABOR NECESSARY TO COMPLETE ALL INSTALLATIONS AS INDICATED ON THE DRAWINGS.
- THE CONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS UNLESS SPECIFICALLY STATED OTHERWISE.
- THE CONTRACTOR SHALL CONTACT UTILITY LOCATING SERVICES PRIOR TO THE START OF CONSTRUCTION.
- ALL EXISTING ACTIVE SEWER, WATER, GAS, ELECTRIC AND OTHER UTILITIES WHERE ENCOUNTERED IN THE WORK, SHALL BE PROTECTED AT ALL TIMES AND WHERE REQUIRED FOR THE PROPER EXECUTION OF THE WORK, SHALL BE RELOCATED AS DIRECTED BY CONTRACTOR. EXTREME CAUTION SHOULD BE USED BY THE CONTRACTOR WHEN EXCAVATING OR DRILLING PIERS AROUND OR NEAR UTILITIES. CONTRACTOR SHALL PROVIDE SAFETY TRAINING FOR THE WORKING CREW. THIS WILL INCLUDE BUT NOT BE LIMITED TO A) FALL PROTECTION B) CONFINED SPACE C) ELECTRICAL SAFETY D) TRENCHING AND EXCAVATION E) CONSTRUCTION SAFETY PROCEDURES.
- ALL SITE WORK SHALL BE AS INDICATED ON THE STAMPED CONSTRUCTION DRAWINGS AND PROJECT SPECIFICATIONS, LATEST APPROVED REVISION.
- CONTRACTOR SHALL KEEP THE SITE FREE FROM ACCUMULATING WASTE MATERIAL, DEBRIS, AND TRASH AT THE COMPLETION OF THE WORK. IF NECESSARY, RUBBISH, STUMPS, DEBRIS, STICKS, STONES AND OTHER REFUSE SHALL BE REMOVED FROM THE SITE AND DISPOSED OF LEGALLY.
- ALL EXISTING INACTIVE SEWER, WATER, GAS, ELECTRIC AND OTHER UTILITIES, WHICH INTERFERE WITH THE EXECUTION OF THE WORK, SHALL BE REMOVED AND/OR CAPPED, PLUGGED OR OTHERWISE DISCONTINUED AT POINTS WHICH WILL NOT INTERFERE WITH THE EXECUTION OF THE WORK, SUBJECT TO THE APPROVAL OF CONTRACTOR, TOWER OWNER, CROWN CASTLE USA INC., AND/OR LOCAL UTILITIES.
- THE CONTRACTOR SHALL PROVIDE SITE SIGNAGE IN ACCORDANCE WITH THE TECHNICAL SPECIFICATION FOR SITE SIGNAGE REQUIRED BY LOCAL JURISDICTION AND SIGNAGE REQUIRED ON INDIVIDUAL PIECES OF EQUIPMENT, ROOMS, AND SHELTERS.
- THE SITE SHALL BE GRADED TO CAUSE SURFACE WATER TO FLOW AWAY FROM THE CARRIER'S EQUIPMENT AND TOWER AREAS.
- THE SUB GRADE SHALL BE COMPACTED AND BROUGHT TO A SMOOTH UNIFORM GRADE PRIOR TO FINISHED SURFACE APPLICATION.
- THE AREAS OF THE OWNERS PROPERTY DISTURBED BY THE WORK AND NOT COVERED BY THE TOWER, EQUIPMENT OR DRIVEWAY, SHALL BE GRADED TO A UNIFORM SLOPE, AND STABILIZED TO PREVENT EROSION AS SPECIFIED ON THE CONSTRUCTION DRAWINGS AND/OR PROJECT SPECIFICATIONS.
- CONTRACTOR SHALL MINIMIZE DISTURBANCE TO EXISTING SITE DURING CONSTRUCTION. EROSION CONTROL MEASURES, IF REQUIRED DURING CONSTRUCTION, SHALL BE IN CONFORMANCE WITH THE LOCAL GUIDELINES FOR EROSION AND SEDIMENT CONTROL.
- THE CONTRACTOR SHALL PROTECT EXISTING IMPROVEMENTS, PAVEMENTS, CURBS, LANDSCAPING AND STRUCTURES. ANY DAMAGED PART SHALL BE REPAIRED AT CONTRACTOR'S EXPENSE TO THE SATISFACTION OF OWNER.
- CONTRACTOR SHALL LEGALLY AND PROPERLY DISPOSE OF ALL SCRAP MATERIALS SUCH AS COAXIAL CABLES AND OTHER ITEMS REMOVED FROM THE EXISTING FACILITY. ANTENNAS REMOVED SHALL BE RETURNED TO THE OWNER'S DESIGNATED LOCATION.
- CONTRACTOR SHALL LEAVE PREMISES IN CLEAN CONDITION. TRASH AND DEBRIS SHOULD BE REMOVED FROM SITE ON A DAILY BASIS.
- NO FILL OR EMBANKMENT MATERIAL SHALL BE PLACED ON FROZEN GROUND. FROZEN MATERIALS, SNOW OR ICE SHALL NOT BE PLACED IN ANY FILL OR EMBANKMENT.

SKYLINK LLC

CC CROWN CASTLE

PM&A
P. MARSHALL & ASSOCIATES

1000 HOLCOMB WOODS PKWY. SITE 210,
ROSWELL, GA 30076
OFFICE 678-230-2325

SKYLINK LLC SITE
NUMBER: N/A

BU #: 880636

CROWN CASTLE SITE NAME
SHEPHERD'S HILL

694 ROCKY MTN DR.
ALPINE, UT 84004

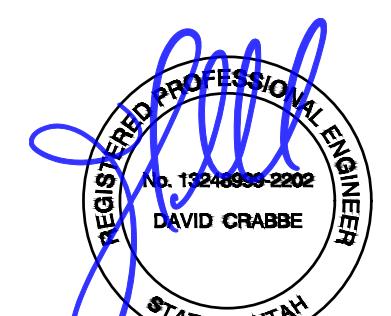
EXISTING 25'-0"
MONOPOLE TOWER

ISSUED FOR:

REV	DATE	DRWN	DESCRIPTION	DES/QA
0	05/29/2025	MAS	FINAL	EG

APWA UNIFORM COLOR CODE:

WHITE	PROPOSED EXCAVATION
PINK	TEMPORARY SURVEY MARKINGS
RED	ELECTRIC POWER LINES, CABLES, CONDUIT, AND LIGHTING CABLES
YELLOW	GAS, OIL, STEAM, PETROLEUM, OR GASEOUS MATERIALS
ORANGE	COMMUNICATION, ALARM OR SIGNAL LINES, CABLES, OR CONDUIT AND TRAFFIC LOOPS
BLUE	POTABLE WATER
PURPLE	RECLAIMED WATER, IRRIGATION, AND SLURRY LINES
GREEN	SEWERS AND DRAIN LINES



05/29/2025

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SHEET NUMBER:

T-2

REVISION:

0

W.P.

WORK POINT

STRUCTURAL ANALYSIS NOTES:

1. THE DESIGN DEPICTED IN THESE DRAWINGS IS VALID WHEN ACCOMPANIED BY A CORRESPONDING PASSING STRUCTURAL ANALYSIS.
2. CONSTRUCTION MANAGER / GENERAL CONTRACTOR SHALL REVIEW THE STRUCTURAL ANALYSIS FOR ANY CONDITIONS PRIOR TO INSTALLATION.
3. ANY REQUIRED STRUCTURAL MODIFICATION DESIGN OR MOUNT REPLACEMENT SHALL BE APPROVED BY EOR.

SKYLINK LLC

CROWN CASTLE

PM&A

P. MARSHALL & ASSOCIATES
1000 HOLCOMB WOODS PKWY. STE 210,
ROSWELL, GA 30076
OFFICE 678-230-2325

SKYLINK LLC SITE
NUMBER: N/A

BU #: 880636

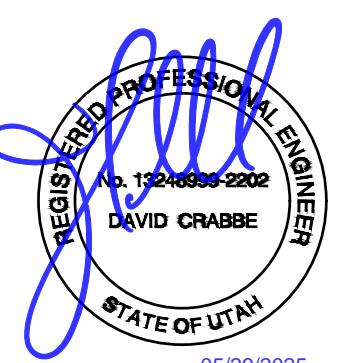
CROWN CASTLE SITE NAME
SHEPHERD'S HILL

694 ROCKY MTN DR.
ALPINE, UT 84004

EXISTING 25'-0"
MONOPOLE TOWER

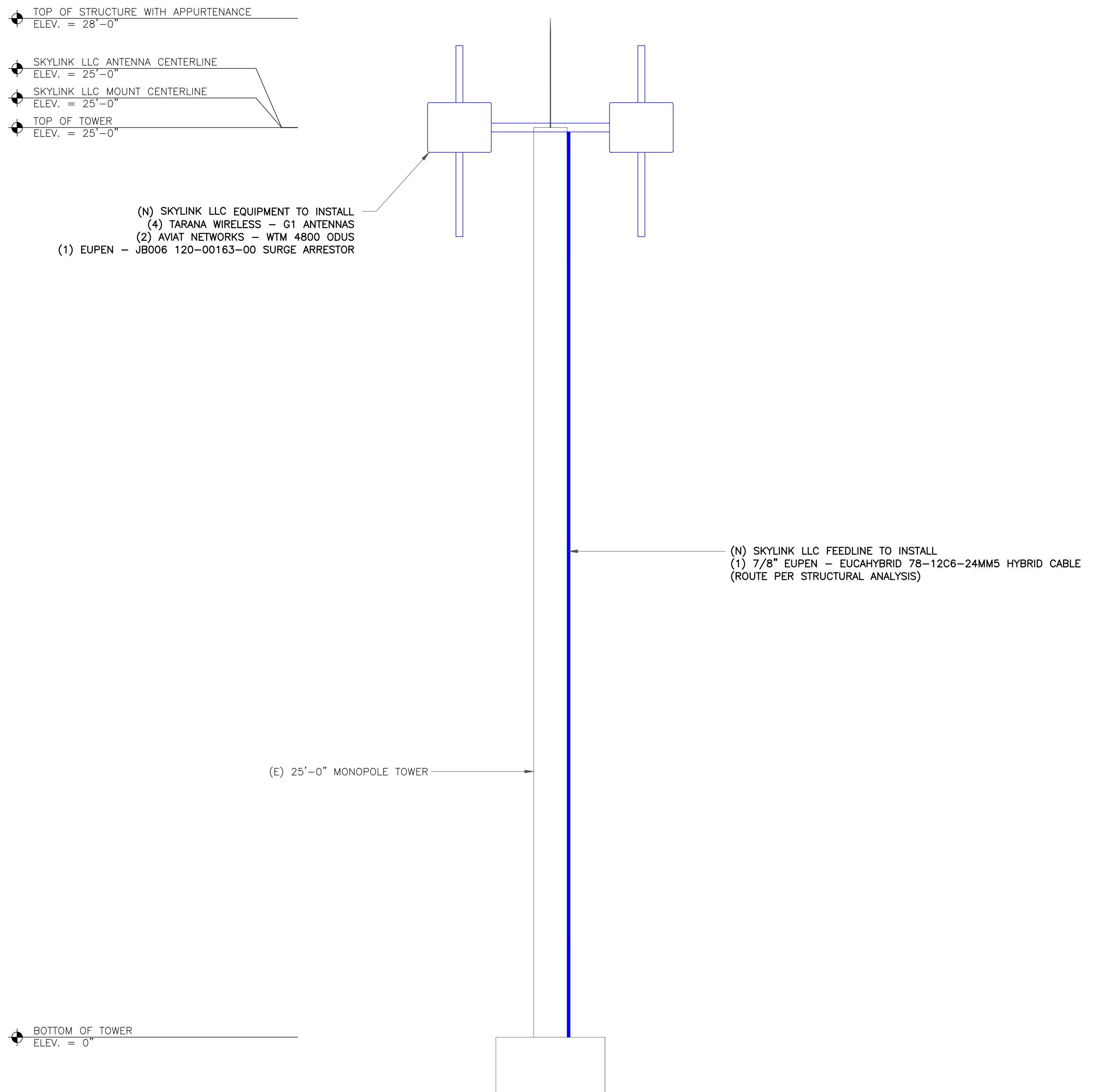
ISSUED FOR:

REV	DATE	DRWN	DESCRIPTION	DES/QA
0	05/29/2025	MAS	FINAL	EG



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SHEET NUMBER: C-2 REVISION: 0



FINAL TOWER ELEVATION

SCALE: 1/2"=1'-0" (FULL SIZE)
1/4"=1'-0" (11x17)

SKYLINK LLC

CC CROWN
CASTLE

PM&A

P. MARSHALL & ASSOCIATES
1000 HOLCOMB WOODS PKWY. STE 210,
ROSWELL, GA 30076
OFFICE 678-230-2325

SKYLINK LLC SITE
NUMBER: N/A

BU #: 880636

CROWN CASTLE SITE NAME
SHEPHERD'S HILL

694 ROCKY MTN DR.
ALPINE, UT 84004

EXISTING 25'-0"
MONPOLE TOWER

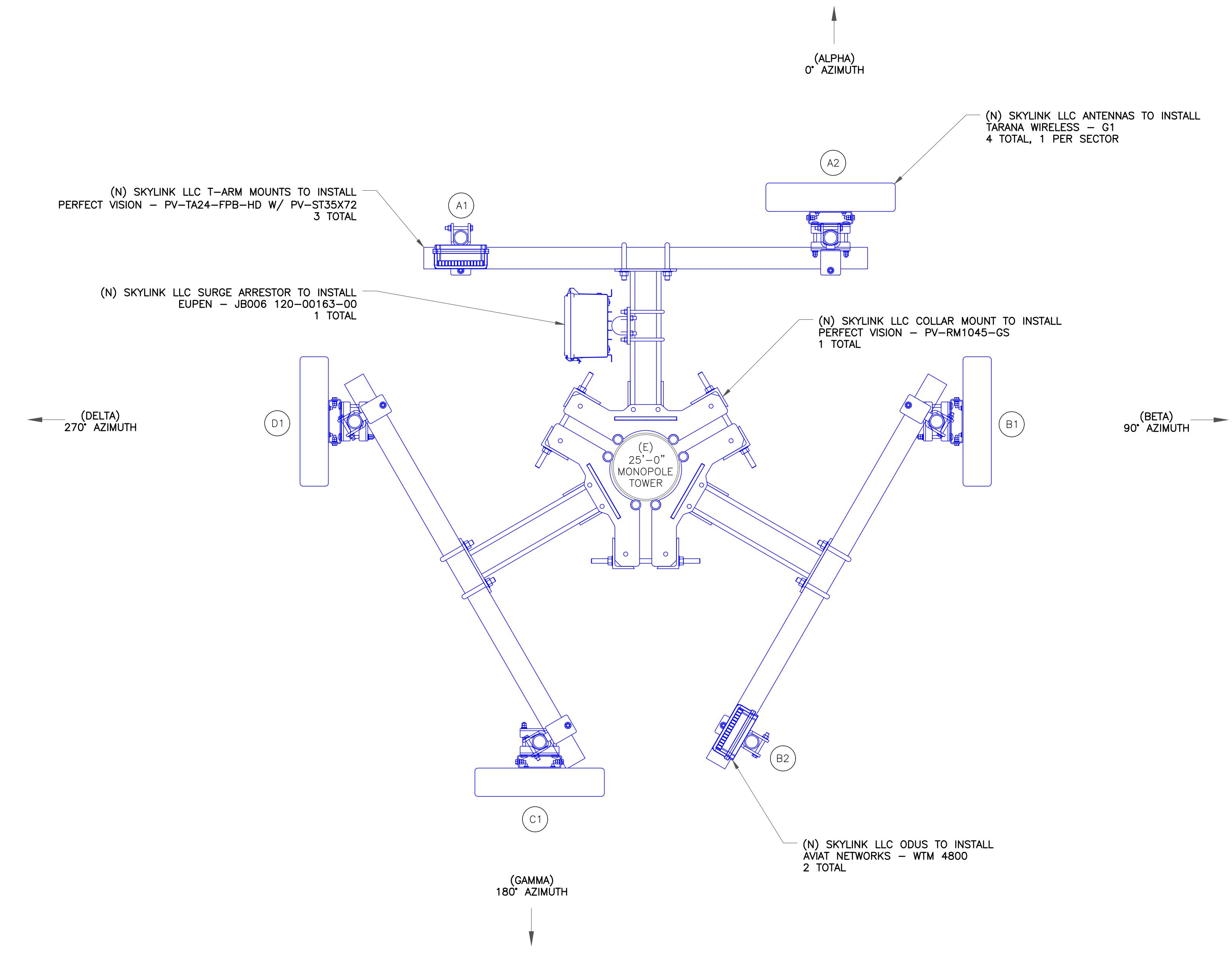
ISSUED FOR:

REV	DATE	DRWN	DESCRIPTION	DES/QA
0	05/29/2025	MAS	FINAL	EG

DAVID CRABBE
LICENSED PROFESSIONAL ENGINEER
No. 1324659-2002
STATE OF UTAH
05/29/2025

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SHEET NUMBER: C-3
REVISION: 0



2 FINAL ANTENNA PLAN @ 25'-0"
SCALE: 1' 6" 0 1' 1"=1'-0" (FULL SIZE)
1/2"=1'-0" (11x17)

N

SKYLINK LLC

CC CROWN
CASTLE

PM&A

P. MARSHALL & ASSOCIATES
1000 HOLCOMB WOODS PKWY. STE 210,
ROSWELL, GA 30076
OFFICE 678-230-2325SKYLINK LLC SITE
NUMBER: N/A

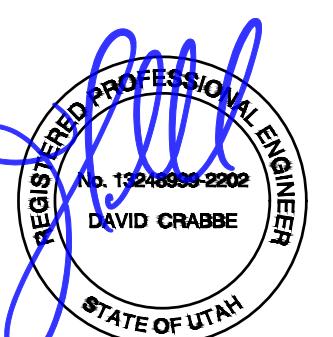
BU #: 880636

CROWN CASTLE SITE NAME
SHEPHERD'S HILL694 ROCKY MTN DR.
ALPINE, UT 84004

EXISTING 25'-0" MONOPOLE TOWER

ISSUED FOR:

REV	DATE	DRWN	DESCRIPTION	DES/QA
0	05/29/2025	MAS	FINAL	EG



Utah State Engineer's Office
Professional Engineer
No. 13246595-2025
DAVID CRABBE
STATE OF UTAH

05/29/2025

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SHEET NUMBER: C-4 REVISION: 0

POSITION	ANTENNA				RADIO			DIPLEXER			TMA		SURGE PROTECTION		CABLES				
	TECH	STATUS/MANUFACTURER MODEL		AZIMUTH	RAD CENTER	QTY.	STATUS/MODEL	LOCATION	QTY.	STATUS	LOCATION	QTY.	STATUS	QTY.	STATUS/MODEL	QTY.	STATUS/TYPE	SIZE	LENGTH
A1	-	-	-	-	-	1	(N) AVIAT NETWORKS - WTM 4800	TOWER	-	-	-	-	-	1	(N) EUPEN - JB006 120-00163-00	1	EUPEN - EUCAHYBRID 78-12C6-24MM5 HYBRID CABLE	7/8"	75'-0"
A2	-	(N) TARANA WIRELESS - G1	0°	25'-0"	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
B1	-	(N) TARANA WIRELESS - G1	90°	25'-0"	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
B2	-	-	-	-	-	1	(N) AVIAT NETWORKS - WTM 4800	TOWER	-	-	-	-	-	-	-	-	-	-	-
C1	-	(N) TARANA WIRELESS - G1	180°	25'-0"	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
D1	-	(N) TARANA WIRELESS - G1	270°	25'-0"	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

UNUSED FEEDLINES			
-	-	-	-
-	-	-	-

SKYLINK LLC

CC CROWN CASTLE

PM&A

P. MARSHALL & ASSOCIATES
1000 HOLCOMB WOODS PKWY. STE 210,
ROSWELL, GA 30076
OFFICE 678-230-2325

SKYLINK LLC SITE
NUMBER: N/A

BU #: 880636

CROWN CASTLE SITE NAME
SHEPHERD'S HILL

694 ROCKY MTN DR.
ALPINE, UT 84004

EXISTING 25'-0"
MONPOLE TOWER

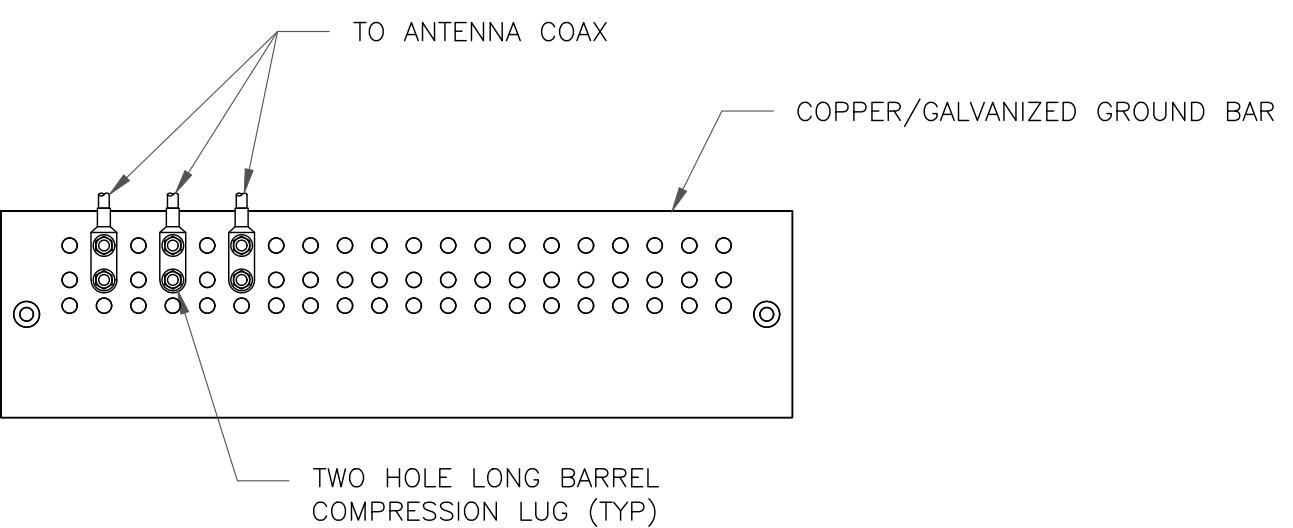
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0	05/29/2025	MAS	FINAL	EG

DAVID CRABBE
P. PROFESSIONAL ENGINEER
STATE OF UTAH
05/29/2025

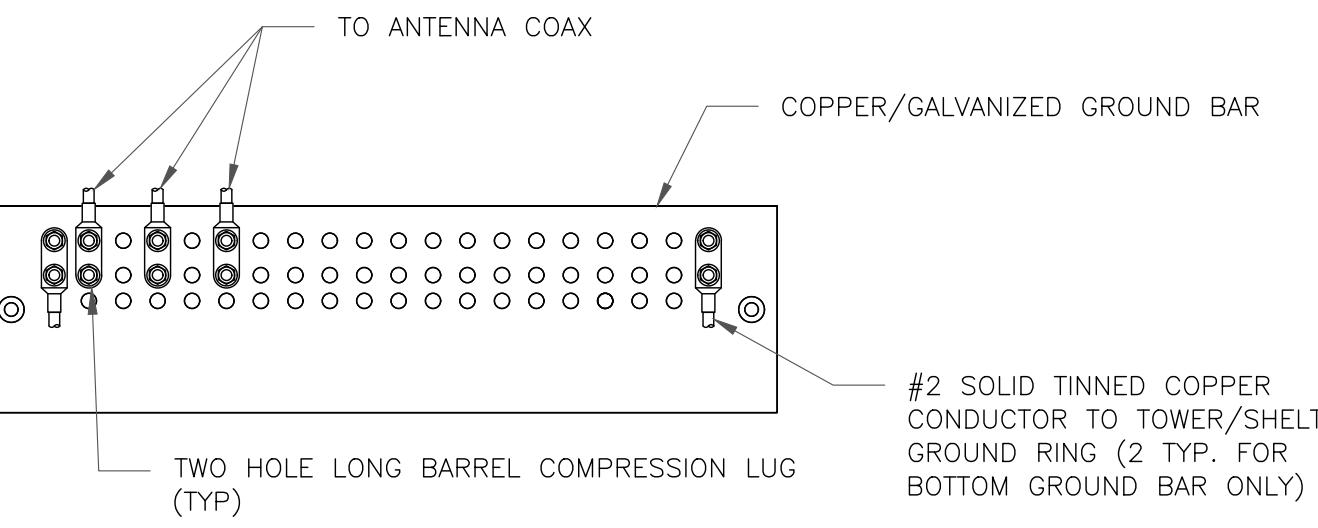
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SHEET NUMBER: G-1
REVISION: 0



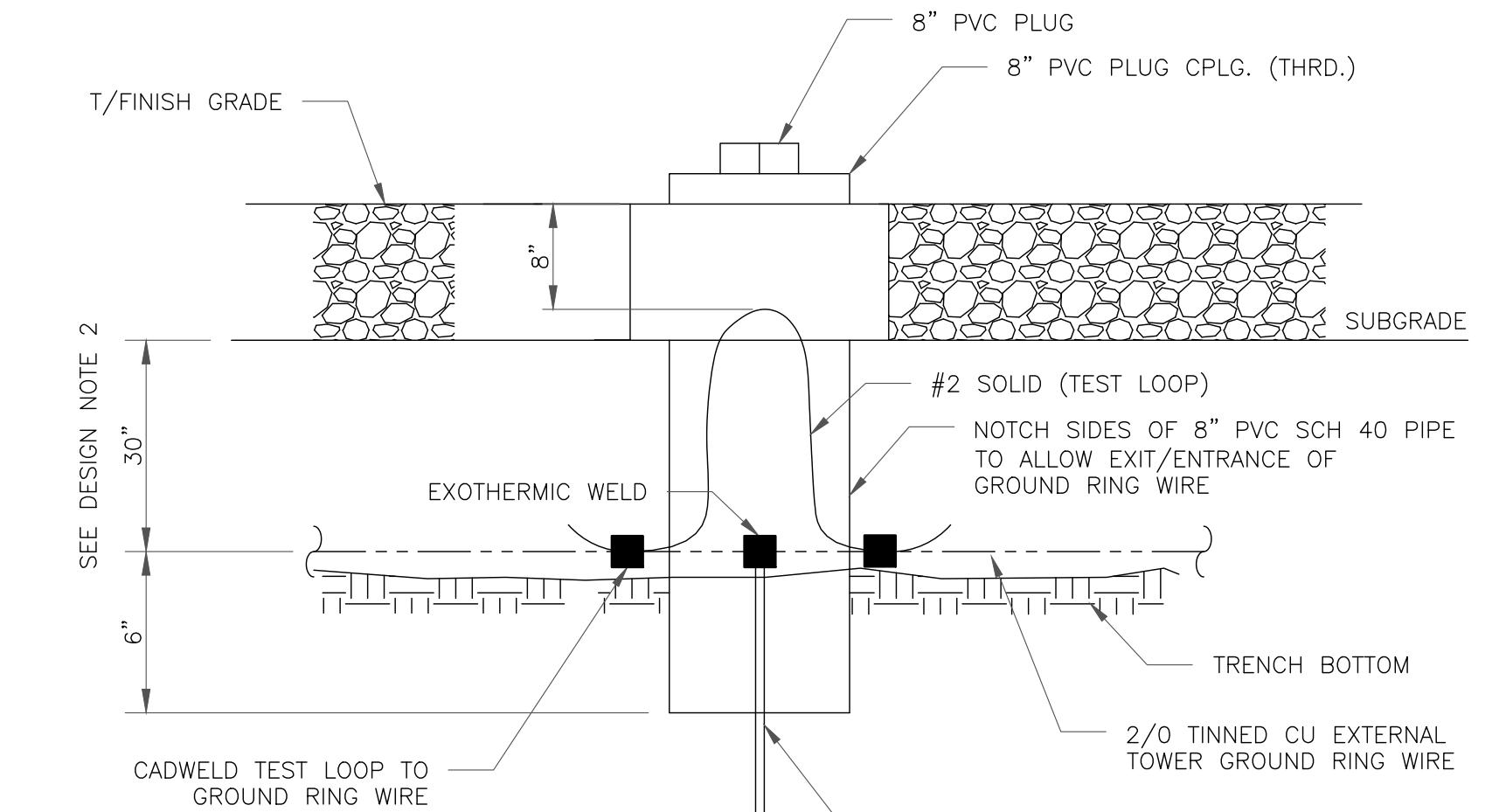
NOTES:
1. DOUBLING UP "OR STACKING" OF CONNECTIONS IS NOT PERMITTED.
2. EXTERIOR ANTIOXIDANT JOINT COMPOUND TO BE USED ON ALL EXTERIOR CONNECTIONS.
3. GROUND BAR SHALL NOT BE ISOLATED FROM TOWER. MOUNT DIRECTLY TO TOWER STEEL.

1 ANTENNA SECTOR GROUND BAR DETAIL
SCALE: NOT TO SCALE



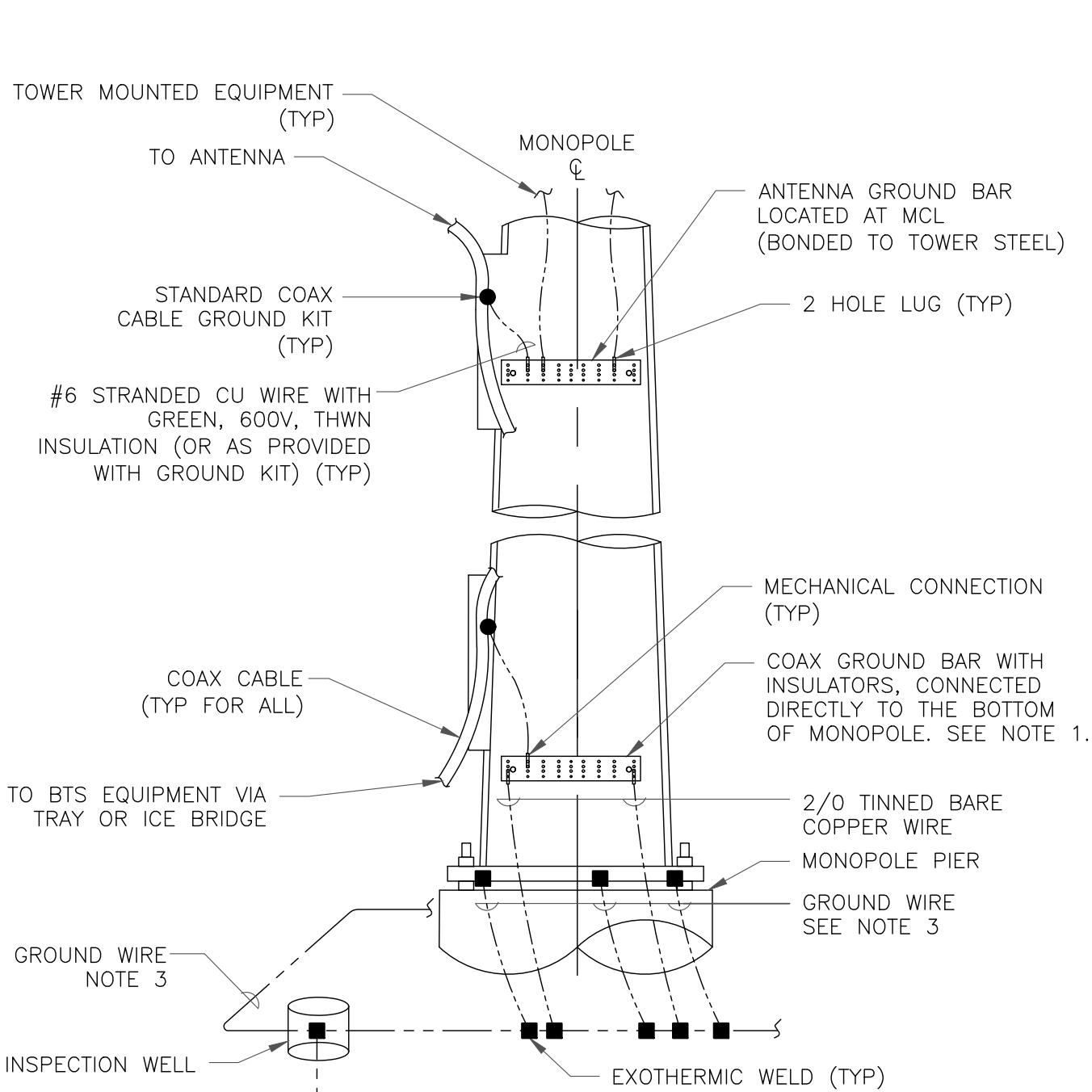
NOTES:
1. EXTERIOR ANTIOXIDANT JOINT COMPOUND TO BE USED ON ALL EXTERIOR CONNECTIONS.
2. GROUND BAR SHALL NOT BE ISOLATED FROM TOWER. MOUNT DIRECTLY TO TOWER STEEL (TOWER ONLY).
3. GROUND BAR SHALL BE ISOLATED FROM BUILDING OR SHELTER.

2 TOWER/SHELTER GROUND BAR DETAIL
SCALE: NOT TO SCALE



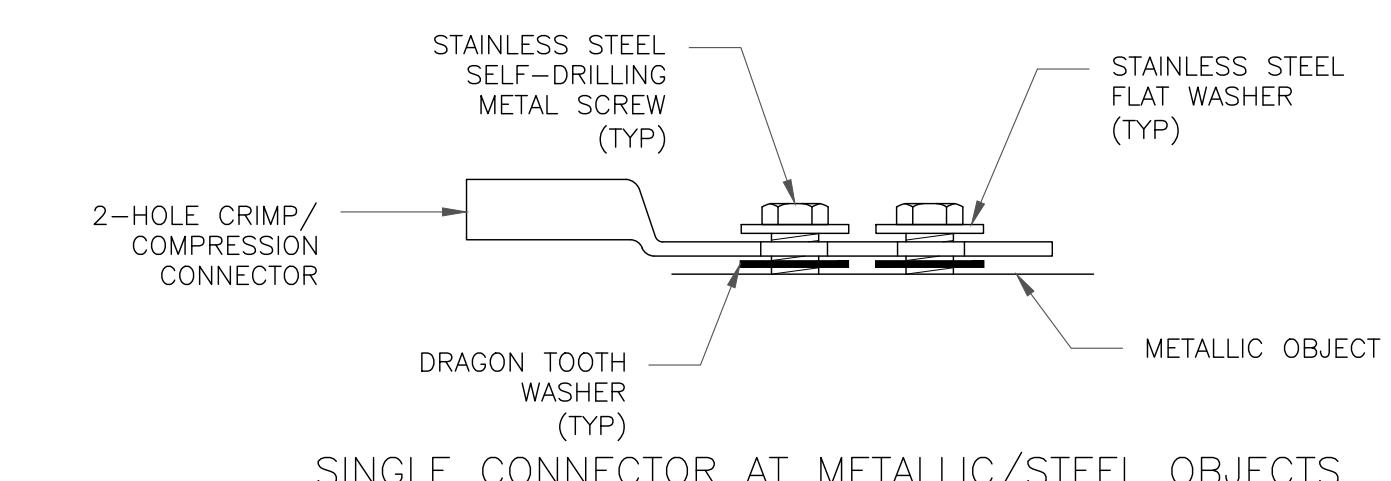
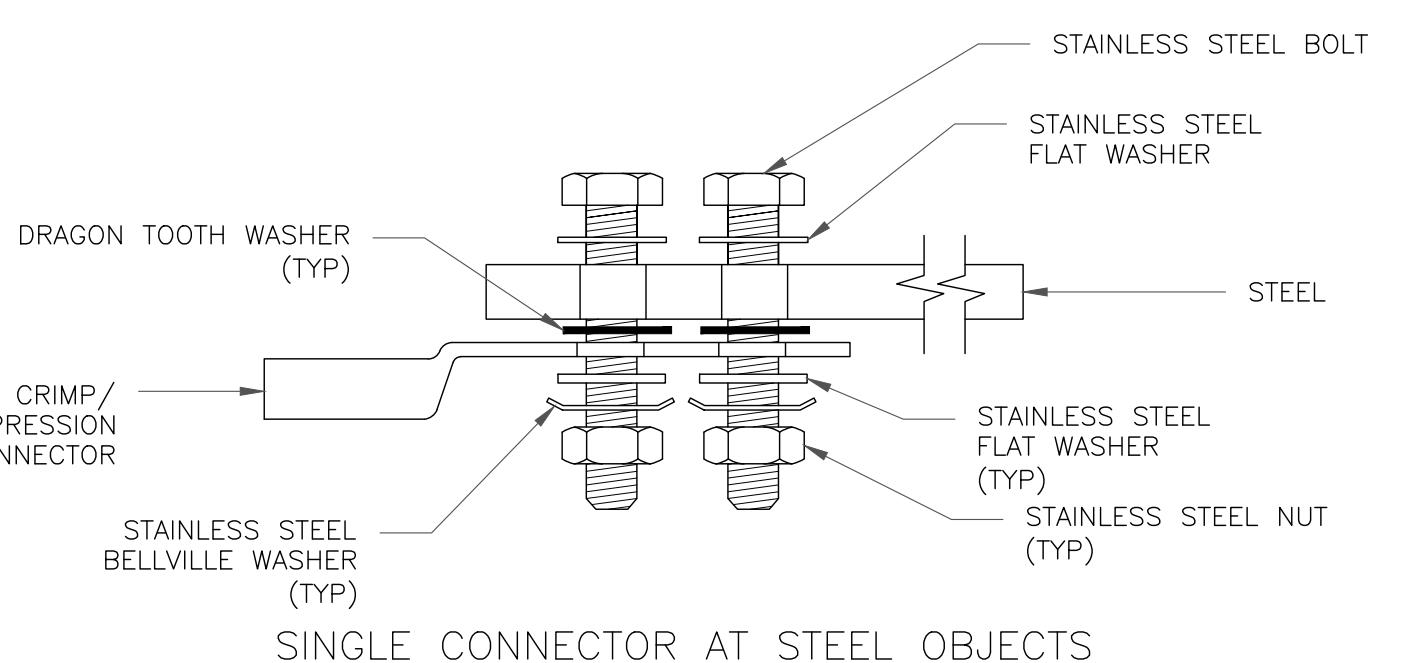
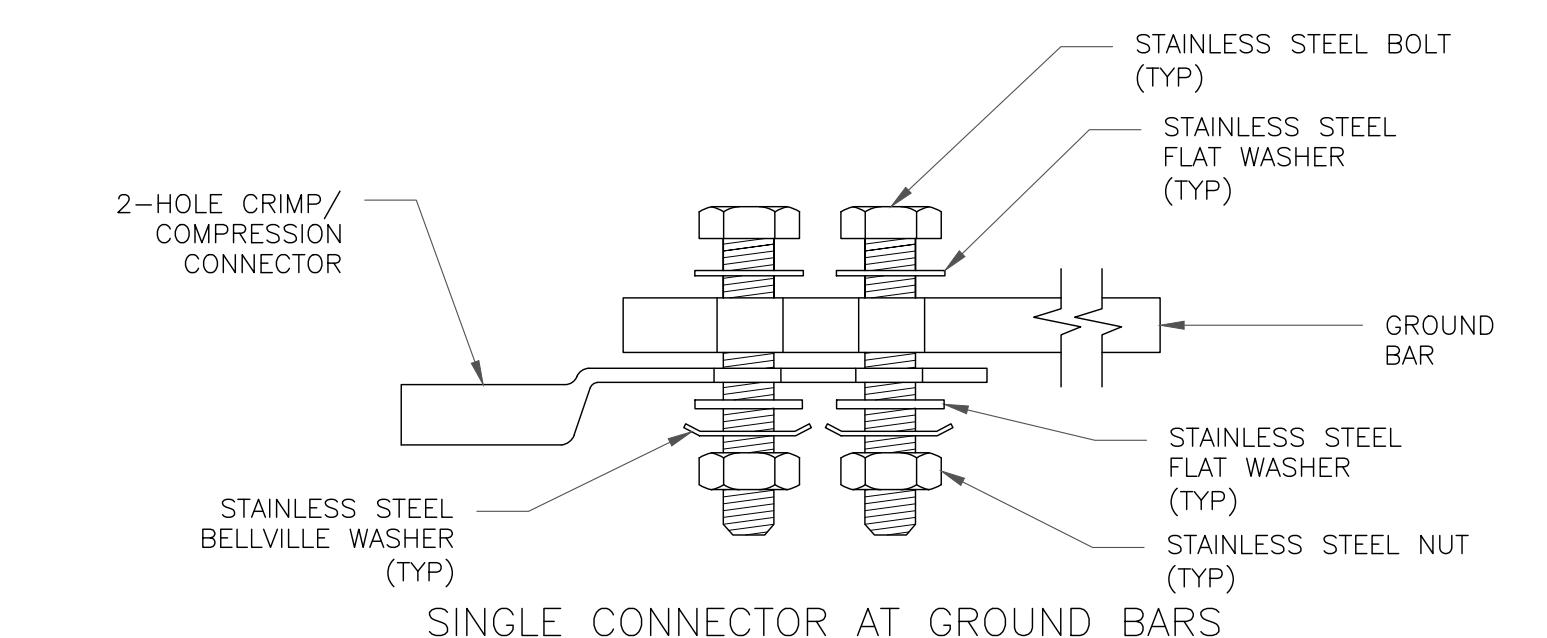
NOTES:
1. GROUND ROD SHALL BE DRIVEN VERTICALLY, NOT TO EXCEED 45 DEGREES FROM THE VERTICAL.
2. GROUND WIRE SHALL BE MIN. 30" BELOW GRADE OR 6" BELOW FROST LINE.
(WHICH EVER IS GREATER) AS PER N.E.C. ARTICLE 250-50(D).

3 INSPECTION WELL DETAIL
SCALE: NOT TO SCALE

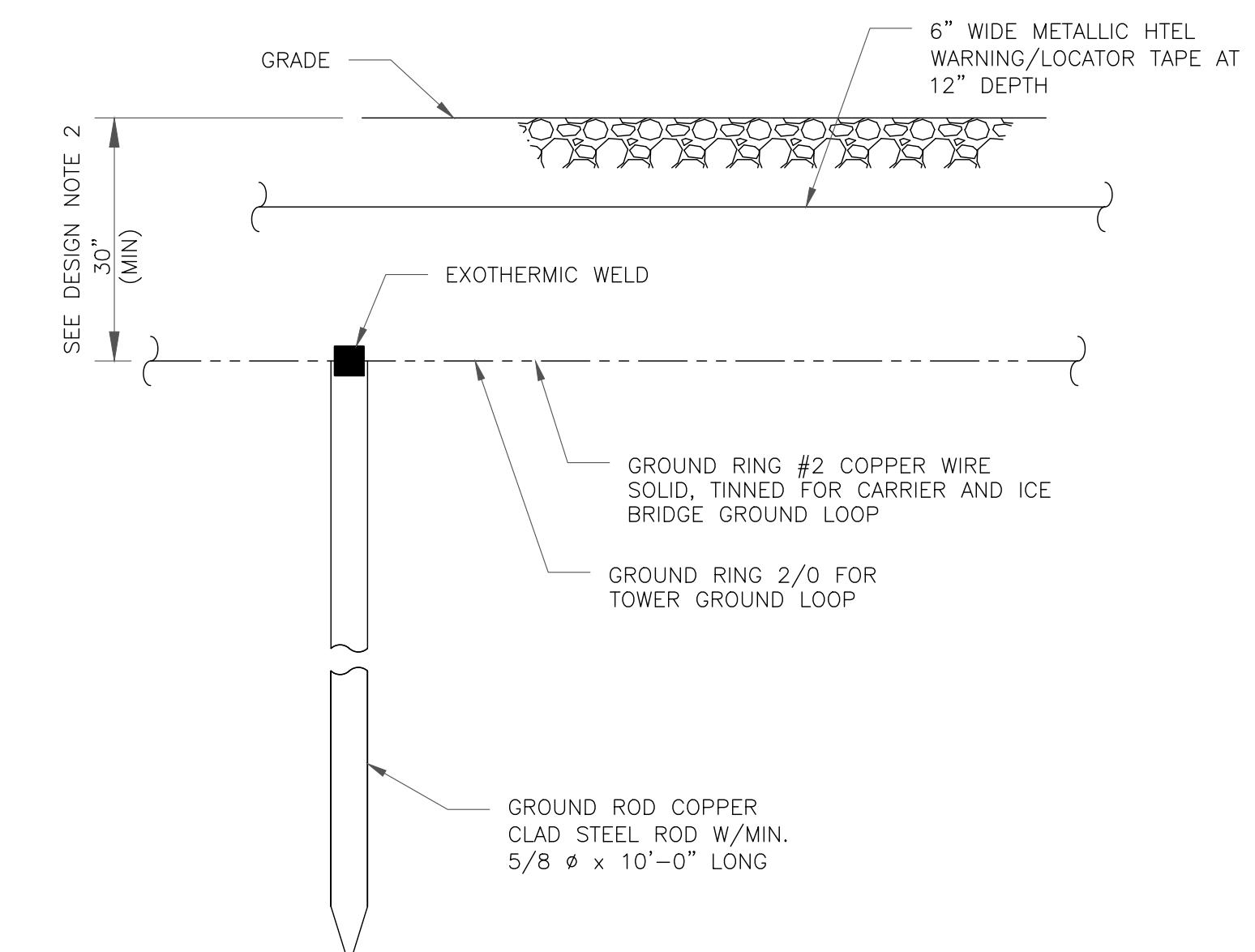


NOTES:
1. NUMBER OF GROUNDING BARS MAY VARY DEPENDING ON THE TYPE OF TOWER, ANTENNA LOCATIONS AND CONNECTION ORIENTATION. COAXIAL CABLES EXCEEDING 200 FEET ON THE TOWER SHALL HAVE GROUND KITS AT THE MIDPOINT. PROVIDE AS REQUIRED.
2. ONLY MECHANICAL CONNECTIONS ARE ALLOWED TO BE MADE TO CROWN CASTLE USA INC. TOWERS. ALL MECHANICAL CONNECTIONS SHALL BE TREATED WITH AN ANTI-OXIDANT COATING.
3. ALL TOWER GROUNDING SYSTEMS SHALL COMPLY WITH THE REQUIREMENTS OF THE RECOGNIZED EDITION OF ANSI/TIA 222 AND NFPA 780.

4 TYPICAL ANTENNA CABLE GROUNDING
SCALE: NOT TO SCALE



5 HARDWARE DETAIL FOR EXTERIOR CONNECTIONS
SCALE: NOT TO SCALE



NOTES:
1. GROUND ROD SHALL BE DRIVEN VERTICALLY, NOT TO EXCEED 45 DEGREES FROM THE VERTICAL.
2. GROUND WIRE SHALL BE MIN. 30" BELOW GRADE OR 6" BELOW FROST LINE.
(WHICH EVER IS GREATER) AS PER N.E.C. ARTICLE 250-50(D).

6 GROUND ROD DETAIL
SCALE: NOT TO SCALE

SKYLINK LLC

CC CROWN CASTLE

PM&A

P. MARSHALL & ASSOCIATES
1000 HOLCOMB WOODS PKWY. STE 210,
ROSWELL, GA 30076
OFFICE 678-230-2325

SKYLINK LLC SITE
NUMBER: N/A

BU #: 880636

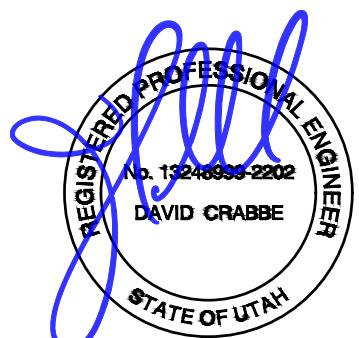
CROWN CASTLE SITE NAME
SHEPHERD'S HILL

694 ROCKY MTN DR.
ALPINE, UT 84004

EXISTING 25'-0"
MONOPOLE TOWER

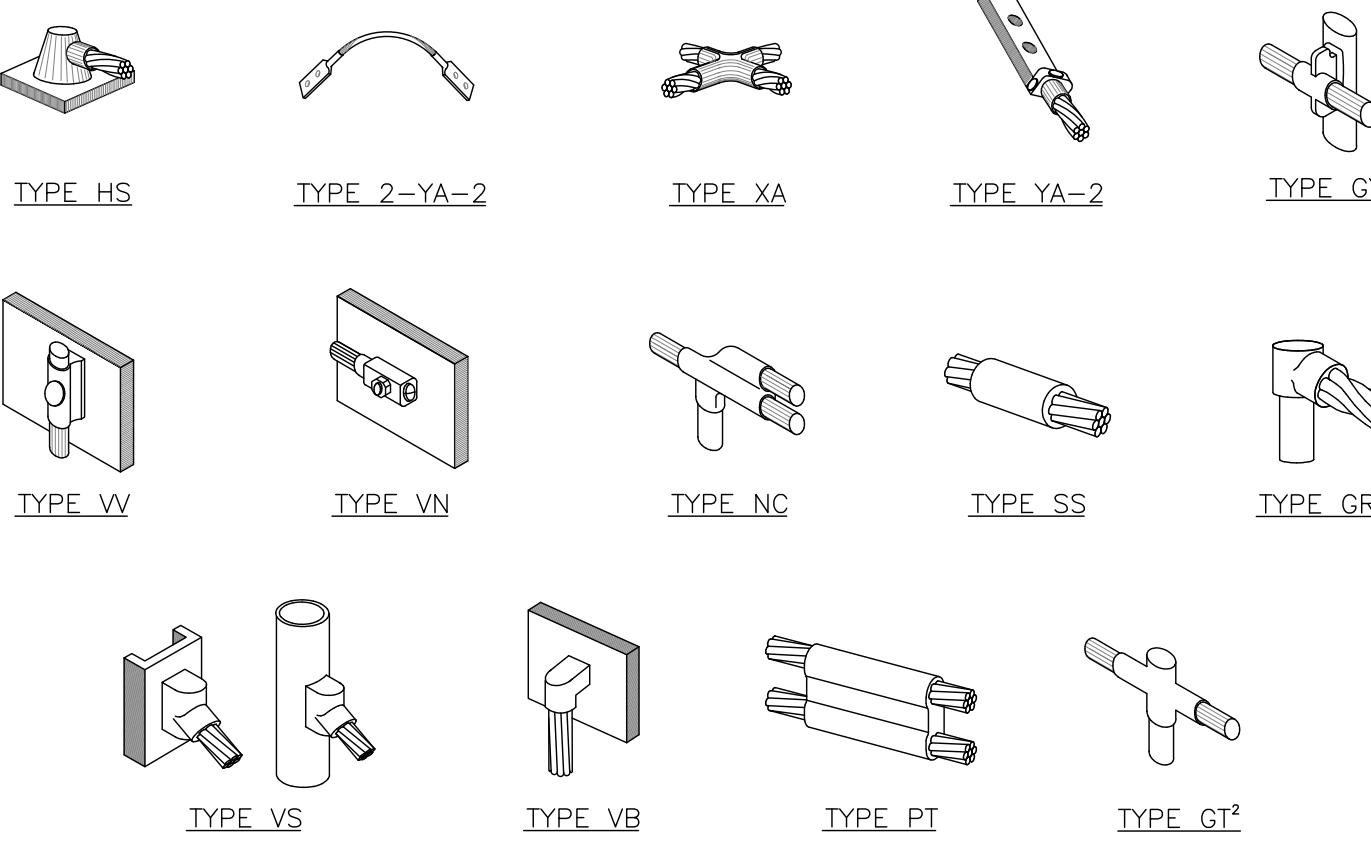
ISSUED FOR:

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SHEET NUMBER: G-2
REVISION: 0

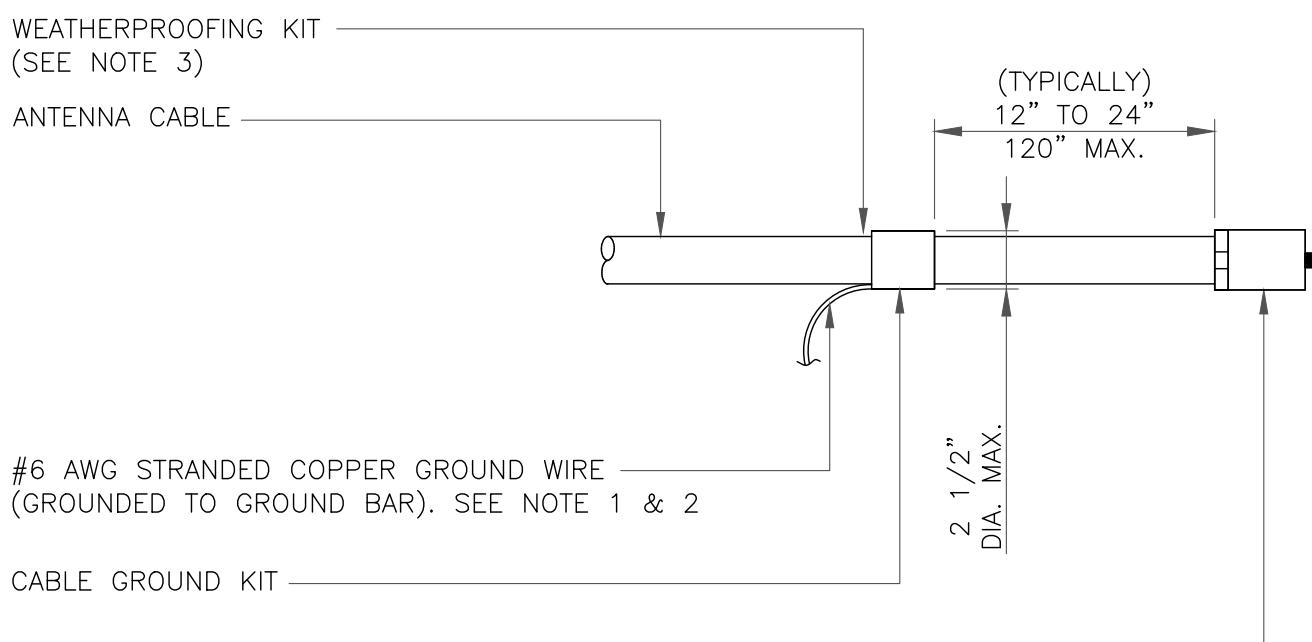


NOTE:

1. ERICO EXOTHERMIC "MOLD TYPES" SHOWN HERE ARE EXAMPLES. CONSULT WITH CONSTRUCTION MANAGER FOR SPECIFIC MOLDS TO BE USED FOR THIS PROJECT.
2. MOLD TYPE ONLY TO BE USED BELOW GRADE WHEN CONNECTING GROUND RING TO GROUND ROD.

1 CADWELD GROUNDING CONNECTIONS

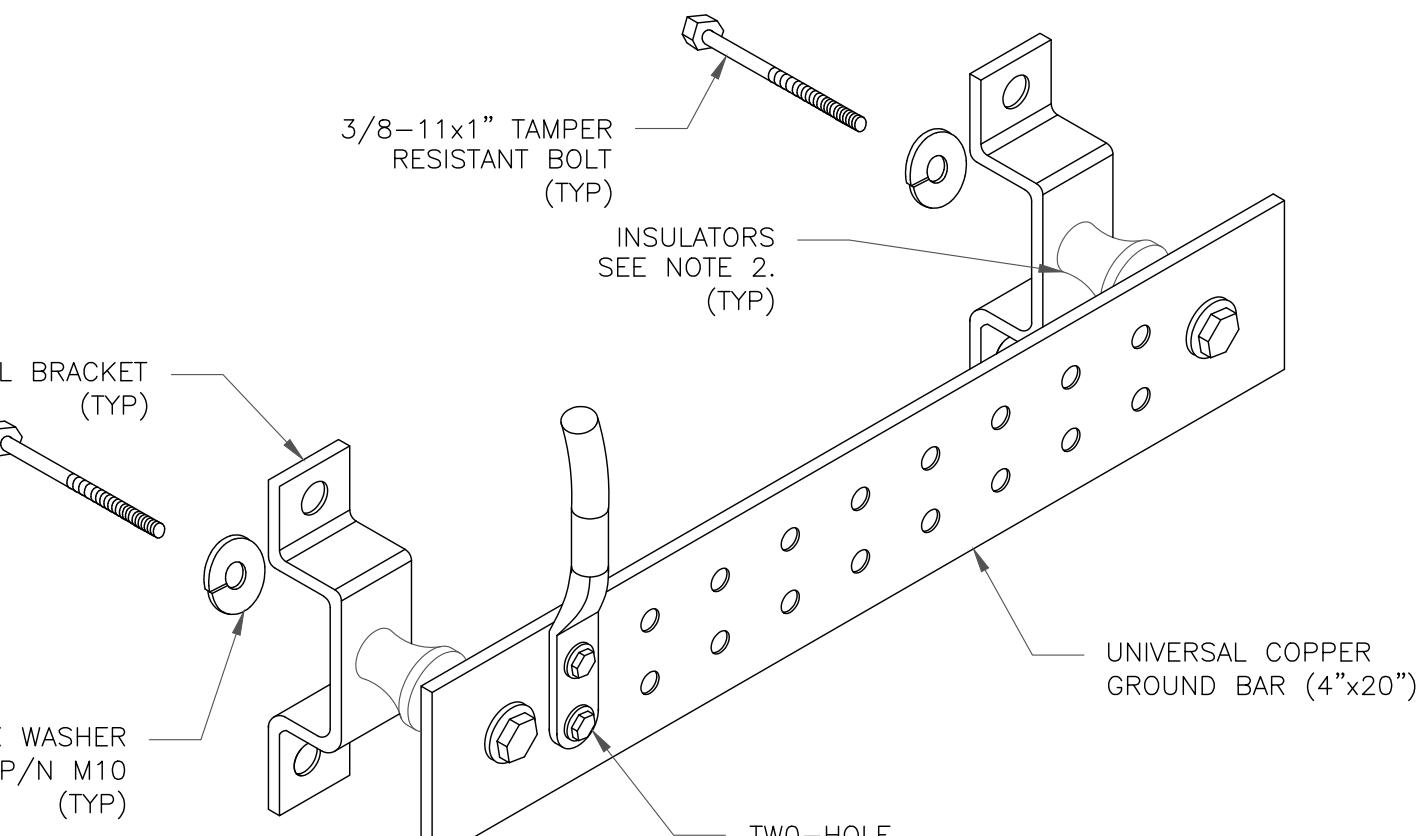
SCALE: NOT TO SCALE



NOTES:

1. DO NOT INSTALL CABLE GROUND KIT AT A BEND AND ALWAYS DIRECT GROUND WIRE DOWN TO GROUND BAR.
2. GROUNDING KIT SHALL BE TYPE AND PART NUMBER AS SUPPLIED OR RECOMMENDED BY CABLE MANUFACTURER.
3. WEATHER PROOFING SHALL BE TWO-PART TAPE KIT, COLD SHRINK SHALL NOT BE USED.

3 CABLE GROUND KIT CONNECTION



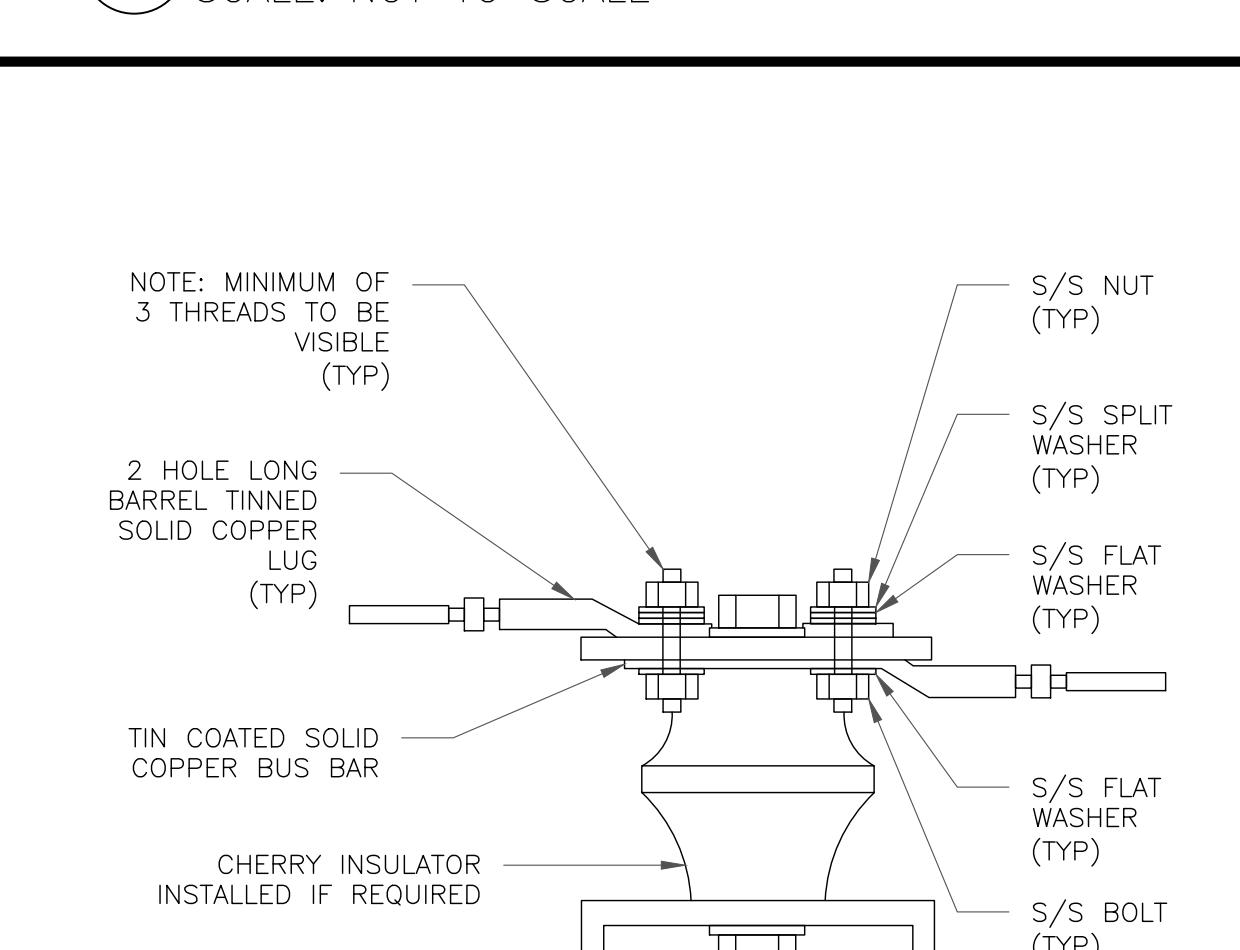
NOTES:

1. DOWN LEAD (HOME RUN) CONDUCTORS ARE NOT TO BE INSTALLED ON CROWN CASTLE USA INC. TOWER, PER THE GROUNDING DOWN CONDUCTOR POLICY QAS-STD-10091. NO MODIFICATION OR DRILLING TO TOWER STEEL IS ALLOWED IN ANY FORM OR FASHION, CAD-WELDING ON THE TOWER AND/OR IN THE AIR ARE NOT PERMITTED.
2. OMIT INSULATOR WHEN MOUNTING TO TOWER STEEL OR PLATFORM STEEL USE INSULATORS WHEN ATTACHING TO BUILDING OR SHELTERS.

6 GROUND BAR DETAIL

SCALE: NOT TO SCALE

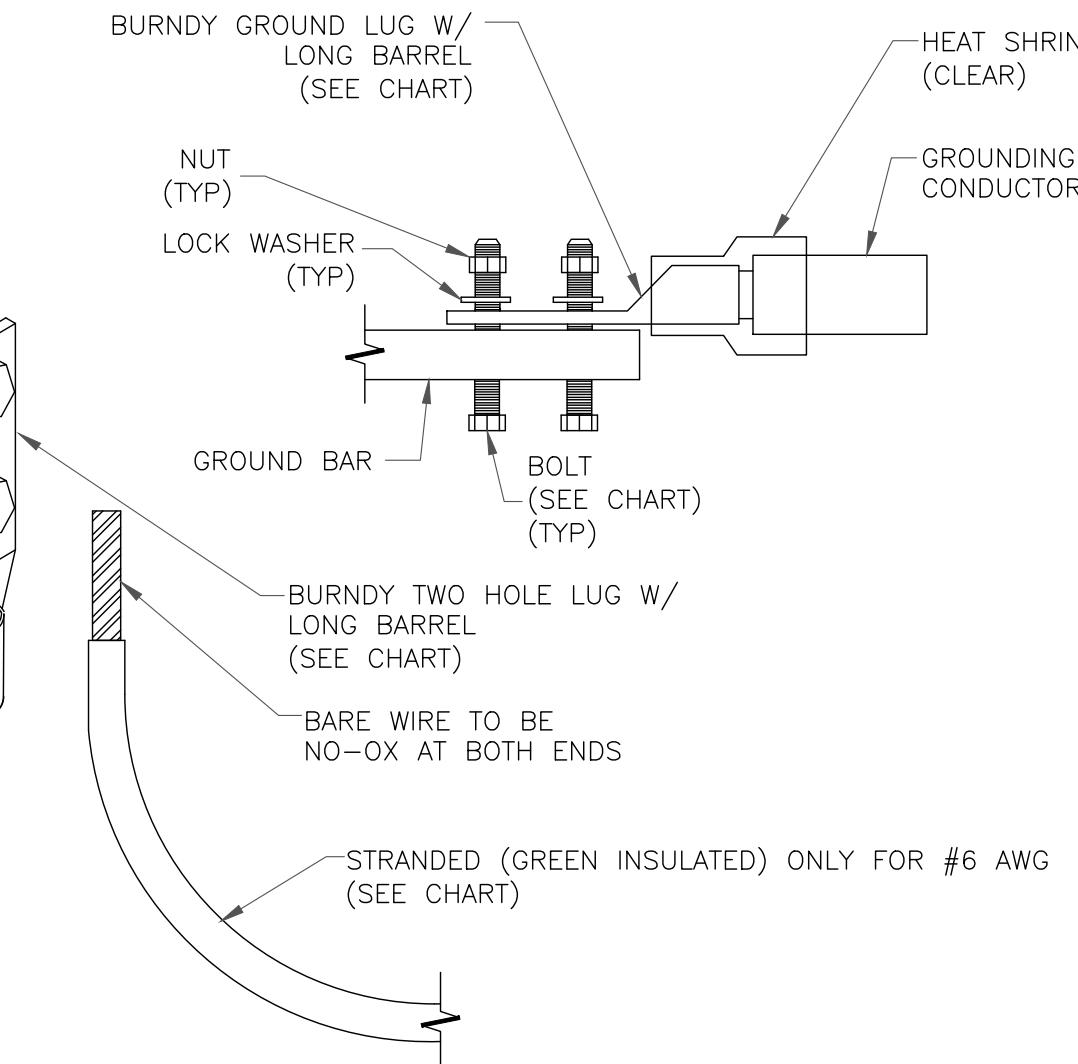
4 GROUND CABLE CONNECTION



7 LUG DETAIL

SCALE: NOT TO SCALE

WIRE SIZE	BURNDY LUG	BOLT SIZE
#6 AWG GREEN INSULATED	YA6C-2TC38	3/8" - 16 NC S 2 BOLT
#2 AWG SOLID TINNED	YA3C-2TC38	3/8" - 16 NC S 2 BOLT
#2 AWG STRANDED	YA2C-2TC38	3/8" - 16 NC S 2 BOLT
#2/0 AWG STRANDED	YA26-2TC38	3/8" - 16 NC S 2 BOLT
#4/0 AWG STRANDED	YA28-2N	1/2" - 16 NC S 2 BOLT

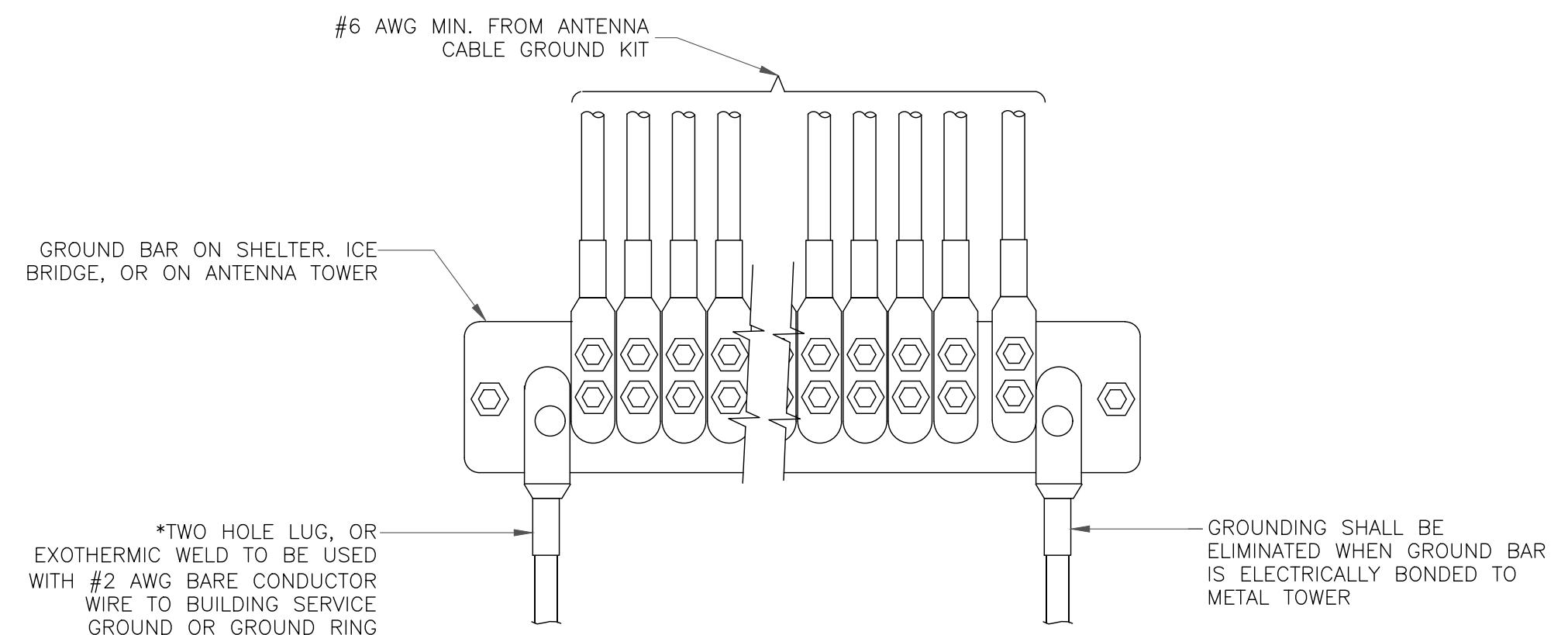


NOTES:

1. ALL GROUNDING LUGS ARE TO BE INSTALLED PER MANUFACTURER'S SPECIFICATIONS. ALL HARDWARE BOLTS, NUTS, LOCK WASHERS SHALL BE STAINLESS STEEL. ALL HARDWARE ARE TO BE AS FOLLOWS: BOLT, FLAT WASHER, GROUND BAR, GROUND LUG, FLAT WASHER AND NUT.

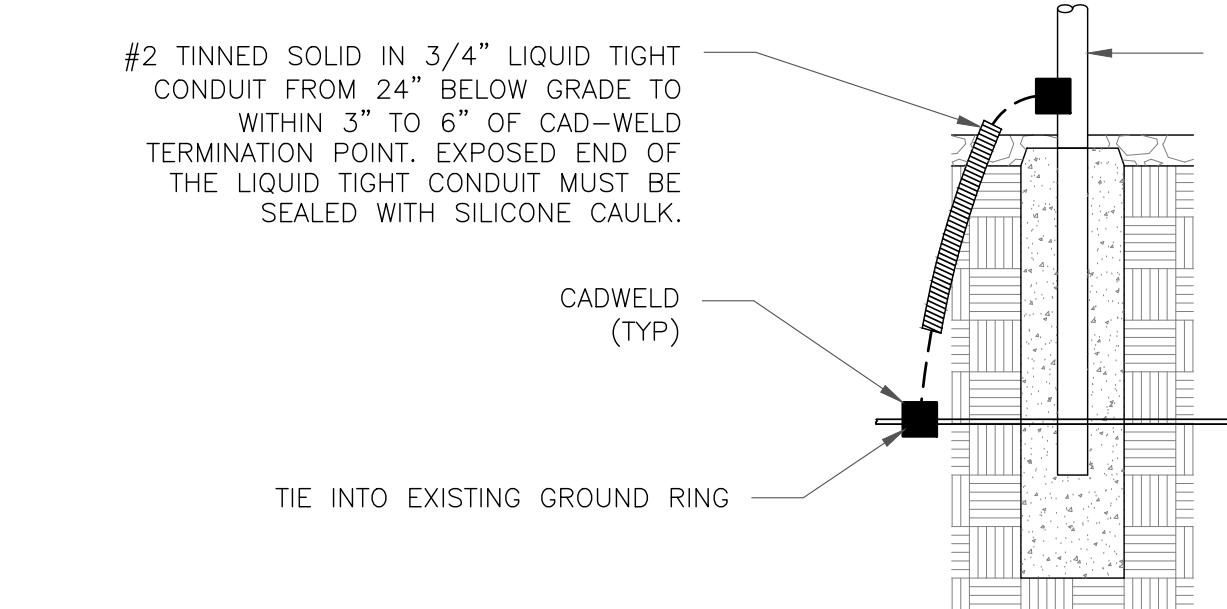
2 MECHANICAL LUG CONNECTION

SCALE: NOT TO SCALE



5 GROUNDWIRE INSTALLATION

SCALE: NOT TO SCALE



8 TRANSITIONING GROUND DETAIL

SCALE: NOT TO SCALE



**For Lease
Information**

**For 24 Hour Service
Questions or
Emergencies Call**

**Crown Castle
Business Unit
Number**

Site Address

694 Rocky Mtn Dr.
Alpine UT 84004

Site Name

SHEPHERD'S HILL

**FCC Tower
Reg. No.**

CrownCastle.com

**877-486-9377
800-788-7011
880636**

03.05.2025 15:08



03.05.2025 14:58



03.05.2025 15:09

A photograph of a concrete wall with a chain-link fence in front of a grassy hill. The concrete wall has two small circular holes near the bottom. The chain-link fence is made of dark metal and is attached to a metal post. The ground in front of the wall is covered in gravel. The background shows a hill covered in dry, yellowish-brown grass.

03.05.2025 15:10



03.05.2025 15:10

ALPINE CITY PLANNING COMMISSION AGENDA

SUBJECT: Proposed Amendment to the Definition of a Produce Stand

FOR CONSIDERATION ON: October 21st, 2025

PETITIONER / APPLICANT: Derek Rowley & Paul Gu

ACTION REQUESTED BY PETITIONER: Recommend Approval of Proposed Code Change to the Definition of a Produce Stand.

REVIEW TYPE: Legislative

BACKGROUND INFORMATION:

Paul Gu and Derek Rowley, the owner and manager of the Burgess Orchards Produce Stand located at 625 S. Alpine Highway, have submitted an application to amend the definition of a “Produce Stand” in Section 3.01.110 of the Alpine Development Code.

The purpose of the proposed amendment is to update and clarify the types of products that may be sold from a produce stand. The proposed text amendment is attached, with new language shown in **green text** and removal in **red** for reference.

This definition will apply if approved to any future produce stand located within the city.

ALPINE CITY CODE:

- Alpine Development Code 3.01.110 Definitions

GENERAL PLAN:

- N/A

PUBLIC NOTICE:

This item has been noticed according to Alpine City Code and the State of Utah requirements. A public hearing will be held as part of the Planning Commission review.

STAFF RECOMMENDATION:

Staff has reviewed the proposed amendment and provides the following considerations for the Planning Commission’s discussion:

- **“Not limited to” phrasing:** Staff recommends removing any language that states “not limited to,” as it could broaden the scope of allowable products beyond the original intent of a produce stand.
- **Prepared meats:** The proposed language allowing “prepared meats in licensed facilities” could include items such as hamburgers, hotdogs, and deli meats. The

Commission should consider whether these types of products are appropriate for a produce stand or if they belong in zones designated for restaurant-type uses.

- **Beverages:** The term “beverages” could be interpreted broadly to include items like fountain drinks. Staff recommends limiting this to fruit- or vegetable-based beverages (e.g., apple juice, cider) to remain consistent with the agricultural intent.
- **Ready-to-eat items:** Products described as “raw or ready-to-eat” may include items commonly found in restaurant businesses. The Planning Commission should discuss whether such items align with the purpose and character of a produce stand.

Based on these considerations, staff recommends that the Planning Commission discuss potential modifications to ensure the code remains consistent with the city’s intent for agricultural and produce-related sales.

SUGGESTED MOTION:

Motion to Recommend Approval:

I move to recommend approval of the proposed amendment to the definition of a Produce Stand in Section 3.01.110 of the Alpine Development Code, as proposed, based on the findings and analysis in the staff report and as consistent with the intent of the Development Code.

Motion to Recommend Approval with Conditions:

I move to recommend approval with the following Conditions to the proposed amendment to the definition of a Produce Stand in Section 3.01.110 of the Alpine Development Code:

*Remove the phrase ‘not limited to’ from the definition.

*Limit beverages to those derived primarily from fruits or vegetables (e.g., juices).

*Exclude prepared meats or ready-to-eat foods typically associated with restaurant uses.

*Make any other edits as determined necessary to maintain consistency within the Development Code.

Motion to Recommend Denial:

I move to recommend denial of the proposed amendment to the definition of a Produce Stand in Section 3.01.110 of the Alpine Development Code, based on the findings that the proposed changes expand the intent of a produce stand beyond agricultural products.

Motion to Table for Further Review:

I move to table the proposed amendment to the definition of a Produce Stand in Section 3.01.110 of the Alpine Development Code to allow the applicants and City staff additional time to revise language regarding product types, prepared food, and beverage sales, and to return at a future meeting for further consideration.”

PRODUCE STAND: Any temporary or permanent structure, used for the sale of agricultural products, that is sited on the ~~lot~~ property ~~which the majority of products being offered for sale have been grown~~ at least 5 acres of land are used for growing of products being offered for sale. For purposes of this definition, contiguous lots can be counted together towards the 5-acre requirement.

In addition to the products grown on those 5+ acres, agricultural and value-added products produced off site may also be sold. Permitted items include, but are not limited to: fresh produce, fresh cut flowers, ~~raw~~ honey, dairy, ~~fresh~~ eggs, meat (packaged or prepared in licensed facilities), baked goods, jams, preserves, beverages, and other food products derived from fruits, vegetables, ~~or certain~~ animal products ~~fresh cheese, fresh yogurt, raw honey, beeswax, honeycomb, butter, sour cream, and beef jerky~~.

These products may be offered raw or ready-to-eat. In addition, food-prep-related or seasonal household goods such as canning jars, preserving supplies, or holiday decor may be sold.

ALPINE CITY PLANNING COMMISSION AGENDA

SUBJECT: Amendment to Existing Conditional Use Permit.

FOR CONSIDERATION ON: October 21st, 2025

PETITIONER / APPLICANT: Derek Rowley & Paul Gu

ACTION REQUESTED BY PETITIONER: Approval of Proposed CUP Amendment

REVIEW TYPE: Administrative

BACKGROUND INFORMATION:

The Burgess Orchards Produce Stand was reviewed and approved for a conditional use permit (CUP) during the March 21st, 2023 Planning Commission meeting. The conditions imposed on the produce stand were approved as follows:

1. Off-street parking exceptions for paving and lighting are subject to City Council approval. (Council approved these exceptions on March 28, 2023.)
2. No portion of the setback area adjacent to Alpine Highway or Bateman Lane may be used for off-street parking unless approved by the Gateway Historic Committee and the City Council. (Council approved these exceptions on March 28, 2023.)
3. The applicant must install signage on their property prohibiting parking on Alpine Highway and directing traffic to the parking lot.
4. The applicant must meet with UDOT to obtain permission to paint curbing or install "No Parking" signs in the parking strip.
5. Hours of operation are from dawn to dusk.
6. The operating season is from the first day of spring to the last day of fall.
7. The business cannot open until improvements to Bateman Lane and the parking lot are complete.

The owner and manager of the produce stand would like to amend their original conditional use permit, in order to be open year-round (removal of item #6). This would require the Planning Commission acting as the designated land use authority for a produce stand to review.

Currently, the definition of a produce stand is limited to items offered for sale, the majority being grown on-site. It is also limited to fresh whole fruits and vegetables with certain animal products also being offered. In order for the produce stand to be open year round a change in the definition would also need to be considered in order for them to sell products allowed.

ALPINE CITY CODE:

- Alpine Development Code 3.23 Conditional Uses

GENERAL PLAN:

- *Maintain and promote a historic smalltown, rural atmosphere that embraces agricultural uses, open spaces and the mountainous surroundings of the City.*
 - Goal #1 Land Use Pg. 5

PUBLIC NOTICE:

A public hearing is not required as part of this review by the Planning Commission.

STAFF RECOMMENDATION:

Conditional Use Permits are intended to be approved if reasonable conditions can be imposed to mitigate potential negative impacts of the use (Utah State Code 10-9a-507). Where this is an amendment to an existing conditional use permit, the Planning Commission should consider if the proposed condition is needed to mitigate a potential detrimental effect of the proposed use.

SUGGESTED MOTION:**Motion to Approve**

I move to approve the CUP amendment for Burgess Orchards Produce Stand as proposed.

Motion to Approve with Conditions

I move to approve the CUP amendment for Burgess Orchards Produce Stand with the following conditions:

*Insert Conditions

Motion to Table

I move to table the CUP amendment for Burgess Orchards Produce Stand for further information.

Motion to Deny

I move to deny the CUP amendment for Burgess Orchards Produce Stand based on the following:

*Insert Findings

ALPINE CITY PLANNING COMMISSION AGENDA

SUBJECT: Rezone Request – 491 S Alpine Highway & 625 S Alpine Highway to Business Commercial (B-C) Zone

FOR CONSIDERATION ON: October 21st, 2025

PETITIONER: Derek Rowley & Paul Gu

ACTION REQUESTED BY PETITIONER: Recommend Approval of Proposed Rezone Request.

REVIEW TYPE: Legislative

BACKGROUND INFORMATION

The applicants are requesting that the properties located at **491 S Alpine Highway** and **625 S Alpine Highway** be rezoned from **CR-40,000** (Country Residential – one dwelling unit per 40,000 square feet) to **Business Commercial (B-C)**.

- **Current Zoning (CR-40,000):** Primarily allows large-lot residential development.
- **Requested Zoning (B-C):** Permits a range of commercial uses, including retail, office, and service businesses, along with single-family residential lots of 10,000 sq. ft. A full list of permitted and conditional uses is included in this packet.

Existing Uses:

- **625 S Alpine Highway:** Operates as a produce stand under a Conditional Use Permit (CUP).
- **491 S Alpine Highway:** Contains a residential home and provides additional parking for the produce stand.

The applicants state that rezoning is sought primarily to expand the range of products and services they may offer beyond what is permitted under the current CUP definition of a produce stand.

If rezoned, all permitted and conditional uses within the B-C Zone would apply, subject to applicable development standards (e.g., parking, trash and storage container screening, landscaping).

This item was included on the last Planning Commission agenda on October 7th, 2025. The Planning Commission discussed the need to have a completed Main Street + Gateway Corridor Master Plan in place to better understand the vision for this area before a recommendation could be made.

APPLICABLE CITY CODE

- Alpine Development Code 3.07 – Business Commercial Zone
- Alpine Development Code 3.04 – CR-40,000 Zone

GENERAL PLAN POLICIES

- **Business Commercial (B-C):** Land zoned B-C should provide professional office, retail, and other commercial uses serving the community within a safe and aesthetically pleasing environment. Limited residential may also be permitted as outlined in the Development Code. (*Goal #2, Policy 2.2, p.7*)
- **Country Residential – 40,000 (CR-40,000):** Intended for low-density residential development on the periphery of the City center. These areas are designed to perpetuate Alpine's rural and open space image. (*Goal #2, Policy 2.5, p.7*)

PUBLIC NOTICE

This item has been noticed according to Alpine City Code and the State of Utah requirements. A public hearing will be held as part of the Planning Commission review.

STAFF RECOMMENDATION

As a legislative decision, the Planning Commission should consider whether the proposed rezone is compatible with the City's General Plan policies and Development Code standards.

Review from Alpine City Attorney of potential “spot zoning” with this application:

Under Utah case law, “spot zoning occurs when a municipality either grants a special privilege or imposes a restriction on a particular small property that is not otherwise granted or imposed on surrounding properties in the larger area.” *Tolman v. Logan City*, 2007 UT App 260. This is particularly true when a single small tract or parcel within a large district is zoned differently than the larger district, but not in pursuance of any general plan. *Id.* This creates an “island” that is regulated either more restrictively or less restrictively than surrounding properties.

The key concepts seem to be whether the property proposed for rezone is relatively small, whether it is surrounded by uses inconsistent with the proposed rezone, and whether the rezone would be consistent with or in furtherance of the general plan.

In *Crestview-Holladay Homeowners Ass'n, Inc. v. Engh Floral Co.*, 545 P.2d 1150 (Utah 1976), a parcel surrounded on three sides by residential property was allowed to be rezoned to allow commercial use because nearby properties had commercial uses and the rezone was consistent with the general plan.

Here, the planning commission should consider

1. whether the proposed rezone would isolate this property as an island benefiting from commercial use inconsistent with surrounding properties,
2. or whether the commercial uses in the area could appropriately be extended to include this property.
3. They should also consider whether the general plan supports the rezone. Goal #2 of the general plan's land use section is to “Provide clearly defined land zones to support the vision for a low density, rural atmosphere that meets the needs of residents.” Policy 2.1 states: “Zoning shall be arranged from higher density zones in the center of the City to **gradually lower density zones** as you move towards the outer City limits (emphasis added).” *See also Policy 2.8.* Policies 2.4 and 2.5, describing the CR-20,000 and CR-40,000 zones surrounding the property proposed for rezone, state that these areas should provide for the perpetuation of the rural and open space image of the City. The land use map (Figure 1) doesn't provide for future land use. It shows low density and medium density on the south side of the Business Commercial land use area.

These are questions the planning commission should consider in making their recommendation on the rezone application.

SAMPLE MOTIONS

Motion to Recommend Approval

I move to recommend approval of the rezone request for 491 S and 625 S Alpine Highway from CR-40,000 to Business Commercial (B-C), based on consistency with the City's General Plan and Development Code, and subject to findings that the rezone would not constitute inappropriate spot zoning.

Motion to Recommend Approval with Conditions

I move to recommend approval of the rezone request for 491 S and 625 S Alpine Highway from CR-40,000 to Business Commercial (B-C), subject to the following conditions:

* Insert Conditions

Motion to Table

I move to table the rezone request for 491 S and 625 S Alpine Highway to allow staff or the applicant to provide additional information regarding compatibility with surrounding uses or other information necessary to make an informed recommendation.

*Insert findings

Motion to Recommend Denial

I move to recommend denial of the rezone request for 491 S and 625 S Alpine Highway from CR-40,000 to Business Commercial (B-C).

*Insert Findings

3.07.010 Legislative Intent

The intent in establishing the B-C Business Commercial Zone is to provide an area in which the primary use of land is for retail and other commercial uses serving the immediate needs of Alpine residents and situated within an environment, which is safe and aesthetically pleasing. The zone is also intended to serve as the commercial core of the City.

The zone is characterized by a mixture of retail and service commercial uses such as stores, restaurants, office structures and a wide variety of specialty shops and is generally located adjacent to major transportation arteries.

Manufacturing, residential and other uses and other activities, which would be inconsistent with the use of the land for commercial activities are discouraged or not permitted within the zone.

The specific regulations considered necessary for the accomplishment of the intent of the zone are hereinafter set forth.

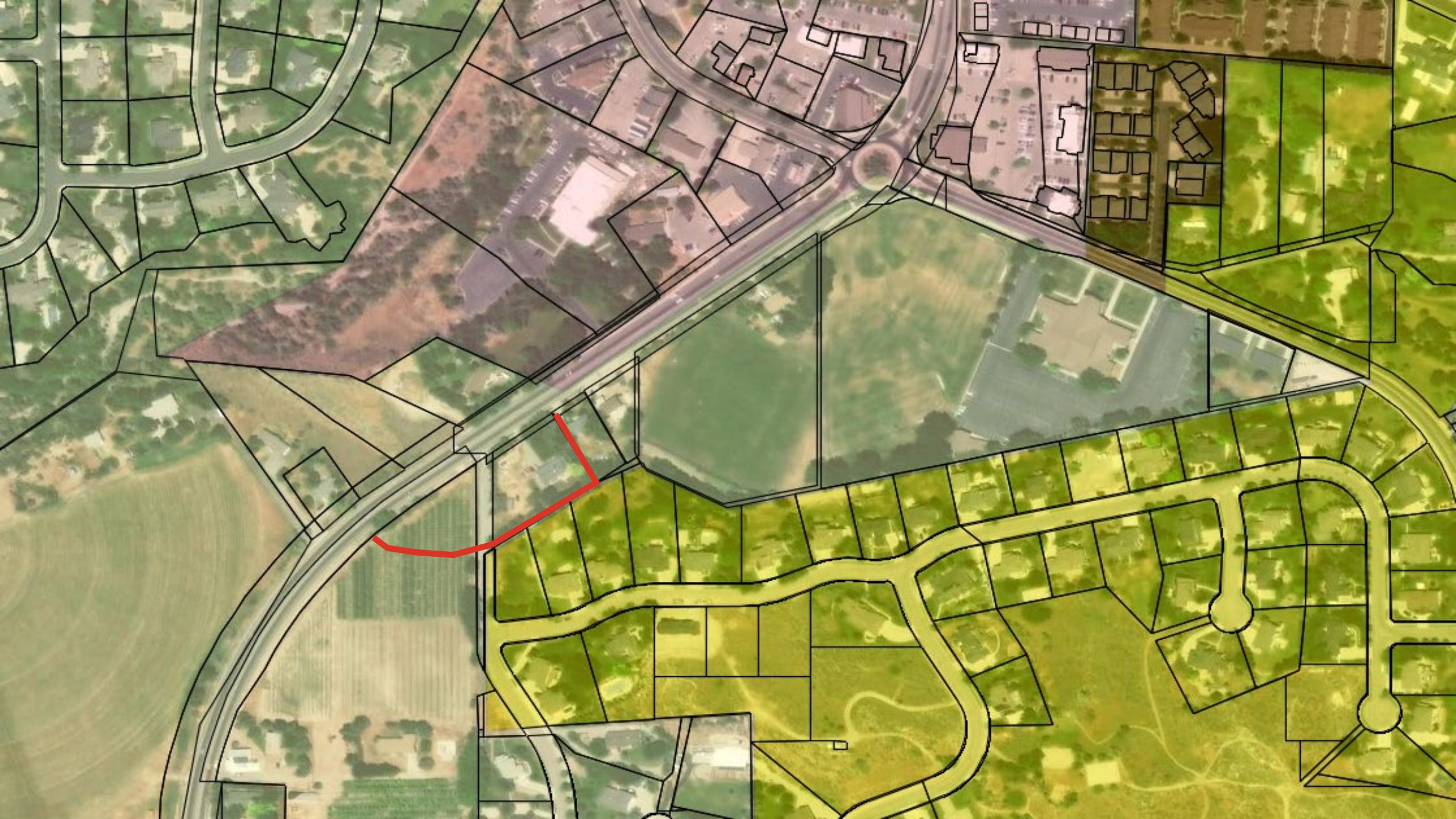
(Ord. 95-22, 8/22/95 and Ord. 2002-13, Amended by Ord. 2011-09, 5/10/11; Ord. 2014-04, 3/25/14)

3.07.020 Permitted Uses

The following uses of land shall be permitted upon compliance with the applicable standards and conditions set forth in this ordinance.

1. General retail stores and shops providing goods and services for sale at retail in the customary manner, provided that all storage and sales activity shall be contained within a building; also, manufacturing and processing activities which are an integral part of and incidental to the retail establishment.
2. Office buildings and medical clinics.
3. Personal service establishments such as barber and beauty shops, shoe repair, laundries and similar establishments.
4. Automotive service establishments, including gasoline dispensing facilities, car washes, and parking.
5. Recreational enterprises including but not limited to recreation centers, motion picture theaters, athletic clubs.
6. Funeral homes.

7. Single-unit detached dwellings when located on a lot in a recorded subdivision and subject to compliance with the applicable conditions within the zone.
8. Residential structures, provided that said structure existed as a residence prior to the effective date of this Chapter. Also, customary residential accessory structures (i.e. swimming pools, detached garages, private greenhouses etc.) when appurtenant to and on the same lot as a residence.
9. Residential structures located within or on the same premises as a permitted or conditional commercial use. Both residential and commercial buildings will be considered main buildings and will be required to meet the main building setbacks when on the same premises.
10. Accessory uses and structures shall be permitted provided they are incidental to and do not substantially alter the character of the permitted principle use or structure. Such permitted accessory uses and structures include, but are not limited to, buildings such as garages, carports, equipment and supply storage buildings which are customarily used in conjunction with and incidental to a principle use or structure permitted in the B-C Zone.
11. Agriculture, including the raising of row crops, grains and fruits and the incidental pasturage of animals. See DCA 3.21.090.
12. Other uses which are determined by the Planning Commission to be similar to and compatible with the foregoing uses and in harmony with the intent of the zone.
13. Water, sewer and utility transmission lines and facilities required as an incidental part of development within the zone, and subject to the approval of a site plan by the Planning Commission.
14. Motor vehicle roads and rights-of-way subject to compliance with City standards for design and construction for such uses, and upon approval of site plan by the Planning Commission.
15. Customary household pets.
16. The keeping and raising of animals and fowl, subject to the provisions of DCA 3.21.090.
17. Charter schools, home-based microschools, and micro-education, as required by Utah State Code §10-9a-305(7)(a), subject to DCA 3.20 and any additional requirements consistent with applicable provisions of State law.



ALPINE CITY PLANNING COMMISSION AGENDA

SUBJECT: Proposed Code Amendment to the Business Commercial Zone to Remove Residential Dwellings as a Permitted or Conditional Use & Create Overlay Zone.

FOR CONSIDERATION ON: October 21st, 2025

PETITIONER / APPLICANT: Mayor Carla Merrill

ACTION REQUESTED BY PETITIONER: Recommend Approval of Proposed Code Amendment

REVIEW TYPE: Legislative

BACKGROUND INFORMATION:

Currently, within the Alpine City Development Code, a single-unit detached dwelling within a recorded subdivision is listed as a *permitted use*, and a single-family dwelling not located within a recorded subdivision is listed as a *conditional use* within the Business Commercial (B-C) Zone. The proposed amendment would remove both of these uses from the permitted and conditional use sections of the B-C Zone.

This change would not affect existing residential dwellings currently located within the B-C Zone. Those properties would be considered legal nonconforming uses and may continue to operate as such. The Development Code also includes provisions for the extension or expansion of a legal nonconforming structure, if applicable.

The proposal would also create a new overlay zone, applicable only to areas with a Business Commercial (B-C) base zone. This overlay would allow the City to consider specific residential components through a separate rezoning and public hearing process, rather than through the base commercial zoning.

The purpose of this amendment is to eliminate the potential for a property rezoned to B-C to be developed with residential lots (e.g., 10,000 square feet) in addition to the commercial uses currently permitted or conditionally allowed in that zone.

A final section numbering is still being developed, and proposed language is attached for Planning Commission review.

ALPINE CITY CODE:

- Alpine Development Code 3.07 Business Commercial (B-C) Zone.

GENERAL PLAN:

- (Business Commercial) shall consist of professional office, retail and other commercial uses serving the community and situated within an environment which is safe an

d aesthetically pleasing. Limited residential shall be permitted as set forth in the Alpine City Development Code.

- Policy 2.2 Pg. 7

PUBLIC NOTICE:

This item has been noticed according to Alpine City Code and the State of Utah requirements. A public hearing will be held as part of the Planning Commission review.

STAFF RECOMMENDATION:

The purpose of this proposed code amendment is to ensure that the Business Commercial Zone remains focused on commercial and community-serving uses, rather than unintentionally allowing residential subdivisions within the zone.

This structure mirrors the Senior Housing Overlay Zone, which also requires a separate rezoning process, Planning Commission review and public hearing, and City Council approval.

Staff recommends that the Planning Commission recommend approval of the proposed amendment to the City Council.

SUGGESTED MOTION:

Motion to Recommend Approval:

I move to recommend approval of the proposed code amendment to the Business Commercial Zone and creation of the Town Center Residential Overlay Zone as presented.

Motion to Recommend Approval with Conditions:

I move to recommend approval of the proposed code amendment to the Business Commercial Zone and creation of the Town Center Residential Overlay Zone, with the following modifications:

*Insert Conditions

Motion to Table:

“I move to table the proposed code amendment to the Business Commercial Zone and creation of the Town Center Residential Overlay Zone to allow for further review or additional information.”

Motion to Recommend Denial:

“I move to recommend denial of the proposed code amendment to the Business Commercial Zone and creation of the Town Center Residential Overlay Zone, based on the following findings:

*Insert Findings

3.07 Business/Commercial Zone (B-C)

<u>3.07.010</u>		<u>Legislative</u>		<u>Intent</u>
<u>3.07.020</u>		<u>Permitted</u>		<u>Uses</u>
<u>3.07.030</u>		<u>Conditional</u>		<u>Uses</u>
<u>3.07.040</u>	<u>Area</u>	<u>And</u>	<u>Width</u>	<u>Requirements</u>
<u>3.07.050</u>		<u>Location</u>		<u>Requirements</u>
<u>3.07.060</u>		<u>Access</u>		<u>Requirements</u>
<u>3.07.070</u>		<u>Utility</u>		<u>Requirements</u>
<u>3.07.080</u>		<u>Special</u>		<u>Provisions</u>

3.07.010 Legislative Intent

The intent in establishing the B-C Business Commercial Zone is to provide an area in which the primary use of land is for retail and other commercial uses serving the immediate needs of Alpine residents and situated within an environment, which is safe and aesthetically pleasing. The zone is also intended to serve as the commercial core of the City.

The zone is characterized by a mixture of retail and service commercial uses such as stores, restaurants, office structures and a wide variety of specialty shops and is generally located adjacent to major transportation arteries.

Manufacturing, residential and other uses and other activities, which would be inconsistent with the use of the land for commercial activities are discouraged or not permitted within the zone.

The specific regulations considered necessary for the accomplishment of the intent of the zone are hereinafter set forth.

(Ord. 95-22, 8/22/95 and Ord. 2002-13, Amended by Ord. 2011-09, 5/10/11; Ord. 2014-04, 3/25/14)

3.07.020 Permitted Uses

The following uses of land shall be permitted upon compliance with the applicable standards and conditions set forth in this ordinance.

1. General retail stores and shops providing goods and services for sale at retail in the customary manner, provided that all storage and sales activity shall be contained within a building; also, manufacturing and processing activities which are an integral part of and incidental to the retail establishment.
2. Office buildings and medical clinics.
3. Personal service establishments such as barber and beauty shops, shoe repair, laundries and similar establishments.
4. Automotive service establishments, including gasoline dispensing facilities, car washes, and parking.
5. Recreational enterprises including but not limited to recreation centers, motion picture theaters, athletic clubs.
6. Funeral homes.

~~7. Single unit detached dwellings when located on a lot in a recorded subdivision and subject to compliance with the applicable conditions within the zone.~~

8. Residential structures, provided that said structure existed as a residence prior to the effective date of this Chapter. Also, customary residential accessory structures (i.e. swimming pools, detached garages, private greenhouses etc.) when appurtenant to and on the same lot as a residence.
9. Residential structures located within or on the same premises as a permitted or conditional commercial use. Both residential and commercial buildings will be considered main buildings and will be required to meet the main building setbacks when on the same premises.
10. Accessory uses and structures shall be permitted provided they are incidental to and do not substantially alter the character of the permitted principle use or structure. Such permitted accessory uses and structures include, but are not limited to, buildings such as garages, carports, equipment and supply storage buildings which are customarily used in conjunction with and incidental to a principle use or structure permitted in the B-C Zone.
11. Agriculture, including the raising of row crops, grains and fruits and the incidental pasturage of animals. See DCA 3.21.090.
12. Other uses which are determined by the Planning Commission to be similar to and compatible with the foregoing uses and in harmony with the intent of the zone.
13. Water, sewer and utility transmission lines and facilities required as an incidental part of development within the zone, and subject to the approval of a site plan by the Planning Commission.
14. Motor vehicle roads and rights-of-way subject to compliance with City standards for design and construction for such uses, and upon approval of site plan by the Planning Commission.
15. Customary household pets.
16. The keeping and raising of animals and fowl, subject to the provisions of DCA 3.21.090.
17. Charter schools, home-based microschools, and micro-education, as required by Utah State Code §10-9a-305(7)(a), subject to DCA 3.20 and any additional requirements consistent with applicable provisions of State law.

(Ord. 95-22, 8/22/95 and Ord. 2002-13, Amended by Ord. 2011-09, 5/10/11; Ord. 2014-04, 3/25/14)

HISTORY

Amended by Ord. [2025-18](#) on 9/23/2025

3.07.030 Conditional Uses

The following buildings, structures and uses of land shall be allowed upon compliance with the requirements set forth in this Ordinance and after approval has been given by the designated reviewing agencies (Approval of other agencies or levels of government may be required.):

1. Planned Commercial Developments Projects which are designed, approved, constructed and maintained in accordance with the provisions of DCA 3.10.
2. Commercial Condominium Projects subject to the applicable provisions of law relating thereto.
3. Churches, hospitals (human care), nursing homes and other similar quasi-public buildings subject to the provisions of DCA 3.20.
4. Civic Buildings. (Ord. 95-10, 4/25/9)
5. Restaurants, provided that any such facility providing drive-up window service shall also include an area for inside service to patrons in an amount not less than fifty (50%) of the total floor area of the structure. In addition, the following shall apply to restaurants. (Ord. 97-05, 5/27/97)

1. A traffic analysis shall be provided as part of the conditional use application.
2. The drive-up window and driveway shall be unobtrusive and be screened from the street by berthing and landscaping.
3. Odors and noise shall be controlled as to not have an adverse impact on any nearby residential structures.
4. Restaurants must comply with provisions of the sign ordinance.
5. Restaurants must comply with the landscaping and design provisions in the B-C zone.
6. Any drive-through window must be located on the side of the restaurant building which does not abut a public street and must be screened from the street side with berthing and landscaping.
7. Any drive-through window must have a stacking lane which will accommodate at least six cars off of the public street.
6. ~~Single family dwellings (conventional construction) when proposed for placement on a lot not in a recorded subdivision, subject to compliance with the applicable conditions within the zone and approval of a site plan by the Planning Commission.~~
7. Seasonal sales such as produce or Christmas trees provided a business license is obtained from Alpine City.
8. Sexually-oriented businesses are a conditional use in the Business Commercial (BC) zone and are subject to the provisions of this chapter, including (Ord. 2010-07, 5/11/10):

1. No sexually-oriented business shall be located within:
 1. One thousand (1,000) feet of a school, day care facility, public park, library, and religious institution;
 2. Four hundred (400) feet of any residential use (no matter which zoning district) or residential zoning boundary;
 3. One thousand (1,000) feet of a liquor store; and
 4. One thousand (1,000) feet of any other sexually-oriented business.

For the purposes of this section, distance shall be measured in a

straight line, without regard to intervening structures or objects, from the closest exterior wall of the structure in which the sexually-oriented business is located, and:

11. Mechanical Automotive Repair Shops

1. Odors and noise shall be controlled as to not have an unreasonable adverse

1. Odors and noise shall be controlled as to not have an unreasonable adverse impact on nearby structures and/or property.
2. There shall be no more than 5 automobile bays.
3. No automobiles shall be stored on the property for more than 14 days.
4. Mechanical automotive repair shops shall comply with the regulations of the applicable entities including but not limited to the State of Utah, Timpanogos Service District, Lone Peak Fire Marshal, and Environmental Protection Agency.
5. Mechanical automotive repair shops must abut directly upon and have access to Main Street (south of southern property line of the property located at 30 South Main Street) or Canyon Crest Road within the Business Commercial zone.
6. Mechanical auto repair shops shall comply with the off-street parking requirements excepting there shall be no more than six (6) parking spaces provided per bay. An additional 10 parking spaces may be allowed exclusively for employee use. No off-street parking spaces shall be located within fifteen (15) feet of the property line closest to Main Street.
7. Mechanical automotive repair shops shall conform to the provisions of the Gateway/Historic Zone (DCA 3.11).

12. Dog Kennels/Boarding Facilities

1. Odors and noise shall be controlled as to not have an unreasonable adverse impact on nearby structures and/or property.
2. Dogs shall be kept primarily indoors, with the exception of short periods of time for the dogs to exercise, relieve themselves, go on walks, etc.
3. Shall have no more than twenty (20) individual dog kennel runs, with total dogs not to exceed 1.2 times the number of kennel runs.
4. No more than one dog shall share a kennel run without the owner's permission.

5. Facility shall be sound proofed, and include an indoor dog run.
6. Shall comply with City off-street parking requirements.
7. Shall provide daily disposal of all animal feces and wastes.
8. Shall conform to the provisions of the Gateway/Historic Zone (DCA 3.11).
9. There shall be adequate and effective means of control of insects and rodents at all times, such control shall be carefully monitored.
10. Operator shall bear full responsibility for recapturing and controlling any escaped animal.
11. Must have an active DVM relationship to immediately treat a sick or injured animal requiring medical attention.
12. Facility shall be located not less than one hundred fifty (150) feet from the nearest neighboring dwelling structure.

(Ord. 95-22, 8/22/95 and Ord. 2002-13, Amended by Ord. 2011-09, 5/10/11; Ord. 2014-04, 3/25/14)

HISTORY

<i>Amended</i>	<i>by</i>	<i>Ord.</i>	<u>2018-01</u>	<i>on</i>	<i>2/27/2018</i>
<i>Amended</i>	<i>by</i>	<i>Ord.</i>	<u>2019-13</u>	<i>on</i>	<i>6/11/2019</i>
<i>Amended</i>	<i>by</i>	<i>Ord.</i>	<u>2020-02</u>	<i>on</i>	<i>4/14/2020</i>
<i>Amended</i>	<i>by</i>	<i>Ord.</i>	<u>2022-18</u>	<i>on</i>	<i>6/28/2022</i>
<i>Amended</i>	<i>by</i>	<i>Ord.</i>	<u>2023-01</u>	<i>on</i>	<i>1/10/2023</i>
<i>Amended</i>	<i>by</i>	<i>Ord.</i>	<u>2023-03</u>	<i>on</i>	<i>1/24/2023</i>
<i>Amended</i>	<i>by</i>	<i>Ord.</i>	<u>2023-22</u>	<i>on</i>	<i>8/22/2023</i>

Amended by Ord. [2025-18](#) on 9/23/2025

3.07.040 Area And Width Requirements

1. ~~Lot Occupied by a Dwelling Structure~~

- ~~1. Lot Size. The minimum lot area for a single unit dwelling shall be 10,000 square feet. Each lot shall contain a minimum of 10,000 square feet of area outside the mapped 100-year flood plain areas and any storm water detention or basins).~~
2. Lot Coverage. No lot within the BC Zone may have more than fifty (50) percent of its land area covered by buildings or other impervious material.
- ~~3. Lot Width. The minimum width of any lot for a dwelling shall be ninety (90) feet, measured at the required front yard set back line.~~
2. **Lot Occupied by an Office and Commercial Structure.** There shall be no minimum lot area or width requirements except that an area sufficient to accommodate the structure, landscaped areas, minimum setback, required off-street parking, loading and unloading, vehicular ingress and egress shall be provided and maintained.

(Ord. 95-22, 8/22/95 and Ord. 2002-13, Amended by Ord. 2011-09, 5/10/11; Ord. 2014-04, 3/25/14)

HISTORY

Amended by Ord. [2021-15](#) on 8/24/2021

3.07.050 Location Requirements

All buildings shall comply with the following setbacks:

1. Front setback shall be not less than fifteen (15) feet from the property line on all streets; except corner lots, where setbacks shall not be less than eighteen (18) feet from the property line on all streets. No portion of the setback area adjacent to a street shall be used for off-street parking.
2. In commercial developments adjacent to other commercial areas, the side yard and rear yard setbacks will be not less than ten (10) feet unless recommended by the Planning Commission and approved by the City Council where circumstances justify.
3. Where a commercial zone abuts a residential zone, the side yard and rear yard setbacks will be not less than twenty (20) feet unless recommended by the Planning Commission and approved by the City Council where circumstances justify.
4. ~~A lot occupied by a dwelling structure shall comply with the setback requirements set forth in the TR-10,000 zone (DCA 3.02.050 Part 1) unless recommended by the Planning Commission and approved by the City Council where circumstances justify.~~
5. Where a commercial use and dwelling unit occupy the same building (mixed use), the Primary Use shall determine the setback requirements. If the Primary Use is commercial, the building shall meet the setback requirements as outlined above. If the Primary Use is a dwelling, the building shall comply with the setback requirements set forth in the TR-10,000 zone (DCA 3.02.050 Part 1).
6. Accessory buildings shall be set back not less than five (5) feet from the main building.

(Ord. 95-22, 8/22/95 and Ord. 2002-13, Amended by Ord. 2011-09, 5/10/11; Ord. 2014-04, 3/25/14)

(Amended by Ord. 98-05, 3/10/98)

HISTORY

Amended by Ord. [2019-11](#) on 6/25/2019
Amended by Ord. [2020-04](#) on 7/28/2020

3.07.060 Access Requirements

Each lot shall abut directly upon and have access to a City street which is improved in accordance with City street improvement standards.

(Ord. 95-22, 8/22/95 and Ord. 2002-13, Amended by Ord. 2011-09, 5/10/11; Ord. 2014-04, 3/25/14)

3.07.070 Utility Requirements

1. **Culinary Water.** All dwellings and other structures to be used for human occupancy shall be served by the City's water system. The system serving the dwelling shall be

capable of providing water to the dwelling at a volume sufficient for both culinary and fire fighting purposes and at a pressure of not less than forty (40) psi as determined by the City Engineer.

2. **Domestic Sewage Disposal.** All dwellings and other structures that generate sewage shall be connected to and served by the city sewer system, unless a different system is allowed by the city council under Section 14.04.010 of the Municipal Code of Alpine City ("MCA"), as amended.

(Ord. 95-22, 8/22/95 and Ord. 2002-13, Amended by Ord. 2011-09, 5/10/11; Ord. 2014-04, 3/25/14)

HISTORY

Amended by Ord. [2024.01](#) on 1/9/2024

3.07.080 Special Provisions

1. **Uses Within Buildings.** All commercial activities and storage shall be conducted entirely within a fully enclosed building, except those uses deemed by the City to be customarily and appropriately conducted in the open, including gasoline dispensing, plant nursery displays, temporarily parked automobiles in need of repair, and temporary sale of Christmas trees.
2. **Site Plan to Be Approved For All New Commercial Uses.** Prior to the establishment of a new commercial use or the construction of a new building, a site plan shall be submitted, reviewed and recommended by the Planning Commission and approved by the City Council. (Amended by Ord. 2004-13, 9/28/04).
3. **Off-street Parking.** Off-street parking area which requires backing from the off-street parking space onto the street right-of-way in order to exit shall not be permitted. All ingress and egress shall be by forward motion only.

All points of ingress and egress to a commercial use or off-street parking areas shall be as shown on the site plan and shall be located not less than forty (40) feet from any intersection of public streets.

All off-street parking areas shall be hard-surfaced and shall be bordered by a curb or other barrier.

The number of required parking spaces and other particulars about the design and construction of off-street parking shall conform to the provisions of DCA 3.24.

4. **Trash Storage.** Adequate facilities for the disposal of solid waste shall be provided. All containers for the temporary storage and disposal solid waste material shall be of a size, type and quantity approved by the City shall be maintained in a location as shown on the Site Plan.
5. **Storage Containers.** The use of any portable unit, pod, or similar type of storage container is prohibited in this zone unless approved by the city.

6. **Surface Water Drainage to be Retained On-site.** All additional surface drainage generated as a result of development activity shall be disposed of on-site, as determined by the City Engineer.
7. **Height of Buildings.** The maximum height of any ~~dwelling or other~~ main building shall be thirty-four (34) feet, as determined in accordance with the provisions of DCA 3.21.080. (Ord. 96-15, 12/18/96).
8. **Landscaping Required.** As a means of mitigating safety hazards or adverse visual impacts all areas of the site not devoted to buildings or off street parking shall be landscaped. The landscaped area shall be not less than twenty (20) percent of the total area of the site. In addition to all other plan elements, a landscaping plan shall be submitted in conformance with DCA 3.13
9. **Design of Commercial Structures.** Commercial buildings shall comply with the following architectural design criteria. (Preliminary architectural design drawings of all building elevations shall be presented to the Planning Commission for review).
 1. The exterior of all commercial buildings shall be finished predominantly with wood and/or brick, stucco, stone or similar materials in accordance with guidelines in the Historical/Commercial/Residential Ordinance. Pitched roofs are preferred.
 2. The architectural styles of the business district should be consistent and harmonious. The style of building design and trim should be compatible with the relatively uncomplicated rural, small town character of Alpine. Extremely irrelevant, contrived or inconsistent styles will be discouraged.
10. **Water Rights Conveyance Requirements.** Water rights shall be conveyed to the City in accordance with the provisions of DCA 3.21.070.
11. **Nuisances Prohibited.** No land or building shall be used in any manner so as to create dangerous, injurious, noxious or otherwise objectionable fire, explosive, or other hazard, noise, or vibration, smoke, dust, odor, or other form of air pollution; liquid or solid refuse or wastes; or other substance, condition or element in such a manner or in such an amount as to adversely affect the surrounding area or adjoining premises.
12. **Customary Accessory Structures.** All Customary Accessory Structures (henceforth referred to as Accessory Structures) shall be located in accordance with the setbacks and regulations outlined below. Accessory Structures that also meet the classification of Accessory Building shall require a building permit. (Ordinance 2002-13) (Amended by Ord. 2006-14, 9/12/06; Ord. 2010-03, 8/24/10):
 1. Setback from main building. Accessory Structures shall be set back not less than five (5) feet from the main building. Additionally, Accessory buildings which are located twelve (12) feet or closer to a main building and are attached to the main building by a common roof or wall shall be considered as part of the main building and shall meet the same setbacks as the main building.
 2. Side Setback - Corner Lot, Side Abutting a Street. Accessory buildings shall be set back not less than forty (40) feet from the side lot line which abuts on a street.

3. **Front Setback.** Accessory buildings shall be set back not less than forty (40) feet from the front property line.
4. **Side and Rear Setback - Interior Lot Line.** Accessory buildings shall be set back no less than ten (10) feet from the rear lot line and five (5) feet from the side lot line, except that no minimum rear or side setback shall be required when all the following conditions are met:
 1. The accessory building is located more than twelve (12) feet from an existing dwelling on the same or adjacent lot;
 2. The accessory building contains no openings on the side contiguous to the lot line;
 3. No drainage from the roof will be discharged onto an adjacent lot;
 4. The accessory building shall be constructed of non-combustive materials or have fire resistive walls rated at one (1) hour or more;
 5. The building will not be placed on land designated as a recorded easement, such as a utility or trail easement; and
 6. The building will not be taller than twelve (12) feet six (6) inches to the top of the roof line.
5. **Accessory Building Height.** The maximum height of any accessory building shall be twenty (20) feet as measured from the average finished grade of the ground surface adjacent to the foundation of the structure to the top of the ridge line.
 1. **Exceptions to the Height Requirement.** Chimneys, flag poles, television antennas, and similar ancillary structures not used for human occupancy shall be excluded in determining height, provided that no such ancillary structure shall extend to a height in excess of fifteen (15) feet above the building.
 2. **Additional Accessory Building Height.** For every one (1) foot of additional height above twenty (20) feet, an additional two (2) feet of side yard and rear yard setback will be required. The maximum height of the accessory building as measured to the ridgeline shall be thirty (30) feet.
13. **Heliports.** The installation of a heliport for the use of a helicopter or other manned rotary wing aircrafts capable of vertical takeoff or landing is prohibited.
14. **Short Term Rentals.** Short Term Rentals are prohibited.

CHAPTER .

TOWN CENTER RESIDENTIAL OVERLAY ZONE (TCROZ)

._.010 Purpose

The purpose of this chapter is to introduce residential uses within a specified commercial area, creating a greater mix of uses in locations that provide transportation options and access to needed services.

._.020 Applicability

- A. The Town Center Residential Overlay Zone (TCROZ) shall be applied only to the Business-Commercial Zone (B-C).
- B. Approval of the TCROZ constitutes a rezone, which may be approved or denied in the City Council's sole discretion.
- C. The TCROZ includes residential uses as described in this chapter.

._.030 Development Agreement

All applicants receiving TCROZ approval shall be required to enter into a development agreement with Alpine City to ensure that the development negotiated and defined during the rezone process and required by this chapter is reflected in the actual construction and maintenance of the project.

._.040 Uses

Residential and accessory buildings shall be permitted in the TCROZ pursuant to the requirements and procedures of this chapter.

_.050 Site Design

A. Height and Setbacks for Main Buildings

1. **Front Yard:** The minimum front yard for all main dwelling structures shall be thirty (30) feet, measured from the front property line.
2. **Side Yard – Interior Lots:** All dwellings shall have a total combined side yard width of at least twenty-two (22) feet, with no single side yard less than ten (10) feet.
3. **Side Yard – Corner Lots:** On corner lots, the front and side yard requirements shall be the same as above, except that the side setback from the street shall be at least thirty (30) feet.
4. **Rear Yard – Interior Lots:** All main dwelling structures shall be set back at least twenty (20) feet from the rear property line.
5. **Rear Yard – Corner Lots:** All main dwelling structures shall be set back at least twenty (20) feet from the rear property line.
6. **Height of Dwellings:** The maximum height of any dwelling or other main building shall be thirty-four (34) feet, as determined in accordance with the provisions of DCA _.080.

B. Density and Regulations

1. **Lot Size:** The minimum lot area for a single-unit dwelling shall be 10,000 square feet. Each lot shall contain a minimum of 10,000 square feet of area outside the mapped 100-year floodplain and any stormwater detention basins.
2. **Lot Coverage:** No lot may have more than fifty percent (50%) of its land area covered by buildings or other impervious material.
3. **Lot Width:** The minimum width of any lot shall be ninety (90) feet, measured at the required front yard setback line.

C. Accessory Structures

1. **General Requirements:** All customary residential accessory structures (Accessory Structures) shall comply with the following setbacks and regulations. Accessory Buildings require a building permit.
2. **Setbacks:**
 - a. **From Main Building:** Minimum five (5) feet. If attached or within twelve (12) feet, the structure shall be considered part of the main building.
 - b. **Side Setback – Corner Lot (Street Abutting):** Minimum forty (40) feet from the side lot line abutting a street, except that a two (2) foot minimum may be allowed under specified conditions and with a fence.
 - c. **Front Setback:** Minimum forty (40) feet from the front property line.
 - d. **Side and Rear Setback – Interior Lots:** Minimum ten (10) feet rear and five (5) feet side, with a possible reduction to two (2) feet if all of the following are met:
 - i. Structure is more than twelve (12) feet from a dwelling;
 - ii. No openings on the side facing the lot line;
 - iii. No roof drainage onto adjacent lots;
 - iv. Constructed of non-combustive or fire-resistive materials;
 - v. Not within a recorded easement unless allowed by easement holder;
 - vi. Movable within twenty-four (24) hours if within an easement;
 - vii. Not taller than twelve feet six inches (12'6");
 - viii. Not more than 200 sq. ft. in size if an Accessory Building;
 - ix. The City Council may grant exceptions adjacent to non-residential properties.
3. **Height of Accessory Structures:**
 - a. Maximum twenty (20) feet to the ridge line.
 - b. For each additional one (1) foot in height above twenty (20) feet, increase side and rear setbacks by two (2) feet.
 - c. Absolute maximum height shall not exceed thirty (30) feet.
 - d. Chimneys, flag poles, antennas, and similar non-occupancy structures may exceed these limits by up to fifteen (15) feet.

D. Swimming Pools and Related Facilities

1. A building permit is required.
2. No pools or related facilities may be located within a recorded easement.

3. **Setbacks:**
 - a. **Side – Corner Lot (Street Abutting):** Minimum ten (10) feet.
 - b. **Side/Rear – Interior Lots:** Minimum ten (10) feet.
 - c. **Front:** Minimum forty (40) feet.
4. **Height:** Maximum ten (10) feet from average natural grade.
5. Exceptions to height or placement may be granted by City Council if the facility is attached to a dwelling and meets dwelling setbacks.

E. Sports Courts

1. Sports courts shall not be permitted in a recorded easement.
2. **Setbacks:**
 - a. **Front:** Minimum forty (40) feet.
 - b. **Side – Corner Lot (Street Abutting):** Minimum ten (10) feet.
 - c. **Side/Rear – Interior Lots:** Minimum ten (10) feet.
3. **Exception for Irregular Lots:** The Planning Commission may allow reduced setbacks where the lot has three sides, subject to:
 - a. Court no closer than ten (10) feet to a street-abutting property line;
 - b. No encroachment into easements;
 - c. Minimum thirty (30) feet from any dwelling on adjacent property;
 - d. Privacy fence required to obscure court from street view.

F. Access Requirement

Each lot shall abut and have direct access to a City-maintained or City-accepted street. The minimum frontage shall be the required lot width of the zone, except that cul-de-sac or curve lots may reduce frontage to sixty (60) feet if the width at the front setback meets the zone's minimum.

G. Utility Requirements

1. **Culinary Water:** All occupied structures shall connect to the City's water system, with at least 40 psi pressure as determined by the City Engineer.

2. **Sewer:** All occupied structures shall connect to the City sewer system unless an alternate system is approved under MCA §14.04.010.

._.060 Application Process

A. General Requirements

The TCROZ application shall be processed as a rezone and must include a draft development agreement.

B. Pre-Application Conference

Applicants shall meet with the Planner and City Engineer prior to submission.

C. Required Studies

1. Geotechnical study required for any building over one (1) story.
2. Traffic study required for projects with twenty (20) or more residential units.

D. Fees

Applicants shall pay the rezone application fee and all study costs.

E. Visual Presentation

Applicants shall submit a visual presentation showing proposed development in context with surroundings.

F. Planning Commission Review

The Planning Commission shall hold a public hearing and recommend approval, conditional approval, or denial.

G. City Council Review and Public Hearing

The City Council may approve, modify, or deny the proposed rezone and development agreement.

.070 Special Provisions

A. Heliports: Prohibited except for first responder use.

B. Short-Term Rentals: Prohibited.

C. Outdoor Lighting:

- 1. Outdoor Recreation Areas:** Lighting shall be shielded and directed downward. Light trespass onto adjacent property or rights-of-way is prohibited. Lighting is permitted from 7:00 a.m. to 11:00 p.m. or 30 minutes after use ends, whichever is earlier.
- 2. Home and Landscape Lighting:** Must be shielded and directed to prevent light trespass onto adjacent properties or rights-of-way.

ALPINE CITY PLANNING COMMISSION MEETING
Alpine City Hall, 20 North Main, Alpine, UT
October 7, 2025

I. GENERAL BUSINESS

A. Welcome and Roll Call: The meeting was called to order at 6:00 p.m. by Chair Alan Macdonald. The following were present and constituted a quorum:

Chair: Alan Macdonald

Commission Members: Troy Slade, Michelle Schirmer, Jeff Davis, John MacKay, Susan Whittenburg, Greg Butterfield

Excused:

Staff: Ryan Robinson, Jason Judd, Marla Fox

Others:

B. Prayer/Opening Comments: Greg Butterfield

C. Pledge of Allegiance: Troy Slade

II. REPORTS AND PRESENTATIONS

None

III. ACTION ITEMS

A. Public Hearing: A Proposed Material Change to the Alpine City Hall Park Site. The proposed change is a remodel and expansion of the Alpine city Fire Station (Lone Peak Fire Station 202) located at 50 East 100 North.

Ryan Robinson said Alpine City is working on a project to update, remodel, and expand the existing Fire Station located at City Hall Park. Because this project represents a material change to an existing City Park, Alpine Development Code §3.16.040 requires additional public review and approval.

Under this provision, land included in a City Park may not be materially changed, improved, altered, disposed of, or used for another purpose unless:

1. The Planning Commission holds a public hearing and makes a recommendation, and
2. The City Council approves the change by a supermajority vote (at least 4 of 5 members).

A material change is defined as including, but not limited to:

- A change to the park's essential defining characteristics,
- Creation or improvement of roadways or parking lots within the park, or
- Other alterations that affect the existing nature of the park.

Because this project involves expanding the Fire Station and adding parking, both the Planning Commission and City Council must review it. It is important to note that at this stage, the review is limited to the proposed change to the park itself. Design details for the new Fire Station building and related features will be considered separately at a future meeting. In addition, the City anticipates that the multiple parcels on the City Hall block will likely need to be consolidated to accommodate the project.

Ryan Robinson showed a rendering of what the design would look like. A parking lot has been proposed where the Arnold Patrick home currently is. Alan Macdonald asked what percentage of the park would be taken out for this project. Ryan Robinson said he didn't know the percentage. He said the fire

1 department would be expanded with part of it being used for a community area. Alan Macdonald said the
2 park has been held open for this expansion that has been in the works for a long time and obviously the
3 city is going to use their property for the expansion.

4
5 Chad Littlewood, Design Architect for the fire station, said he has been working with the city for two
6 years. He said the living quarters are out of date and are not serving the functions needed at this time and
7 need to be updated. There will be a new addition that will serve as a community center with multiple
8 functions and will require additional parking spaces. He said the new parking lot will be primarily for
9 the firemen and staff and anyone coming to meet with someone there. The fire station needs a turn bay
10 and exit bay for the apparatus. They also need room to clean and stock the vehicles and to train on them.
11 The plan has been consolidated to preserve as much of the park as possible and to orient the fire station in
12 an appropriate way.

13
14 John Mackay asked if this plan had been looked at before. Chad Littlewood said they have met with the
15 City Council several times, but not with the Planning Commission. He said this is version six or seven.

16
17 Chad Jones, Architect, said there have been many versions of the design. We tried to meet the needs and
18 minimize taking part of the park. He said this plan along with the parking lot will take twelve percent of
19 the park.

20
21 Greg Butterfield asked if this new design would outgrow what could be needed in the future and should
22 we be looking to spend our money in a different location. Ryan Robinson said we have other locations,
23 but it was cheaper to work with the building that we already have and make that work. He said the new
24 station in American Fork was twelve million dollars and Lehi City was the same.

25
26 Alan Macdonald opened the Public Hearing.

27
28 Roger Bennett, 48 North 100 East, said the new entrance on the map will come right out of his front yard.
29 He said his family has owned that home for ninety-six years across the street from the park. When his
30 parents bought it, it was the old tithing yard and since then, they have built the City Hall on it. He said it
31 was then the park and for sixty-five years he has played in that park. He said where we are standing now
32 used to have slides and there have been four additions to City Hall. He said he used to play baseball here
33 until too much of the park was taken and you could no longer have an outfield.

34
35 Roger Bennett said when they built the original fire station, they told us the park would not be infringed
36 upon anymore. Now they are coming back taking a whole other section of it. He said he agrees with the
37 growth we have there is probably a need for a new fire station and said he understands it would be cheaper
38 to put it here but doesn't understand why the road must go right into his front yard. He said you could come
39 in from the west and have a smaller parking lot because we don't need that large of a parking lot with fifteen
40 stalls for six firemen. He said if the entrance was put across from his front yard, the traffic going in and
41 out with the lights and noise all times of the day and night will make his home unlivable.

42
43 Andy Spencer, resident, said this park is the open space for the surrounding homes. He said he understands
44 the need for a new fire station expansion. He said we need to think about minimizing the footprint of the
45 building by changing the access to the west or coming from the south with a road next to City Hall. He
46 would like to see minimal change to the park. He would like the aesthetics to be looked at closely and look
47 presentable. He said he thinks more of the park will be used than twelve percent from looking at the plan.
48 He said he would like to see the entrance to the south with parking on the west side in a secure area.

49
50

1 Andrew Young, resident, said because this building will be around for a long time and cost a lot of money,
2 he is encouraging the Planning Commission to table this to look at scaling this plan back. He said the
3 residents are not asking for a remodel because they would rather have water, or fire breaks instead. He said
4 we could do with a third of the cost and address some of these other issues.

5
6 Brittney Willison, resident asked if the Arnold Patrick home would be taken down. She said she would
7 like to see it preserved.

8
9 Mark Sutherland, resident, lives across the street from the park and doesn't want to see any more of the
10 park taken and would like other sites considered.

11
12 Melody Sutherland, resident, said she loves the open space and said it gets used a lot. She said once taken;
13 you can never get it back. She asked if the senior center could be taken out of the plan to preserve the park.
14 She said it is pleasing and practical.

15
16 Alan Macdonald closed the Public Hearing.

17
18 Troy Slade asked if other road options were discussed. Chad Littlewood said an entrance from the south
19 was looked at but we thought it would cut up more of the park. He said coming from the west would be a
20 better radius and cost less.

21
22 Greg Butterfield asked if a senior center could be built in the current building. He asked if there has been
23 a survey done on whether the residents would rather have a senior center or a park.

24
25 Susan Whittenburg asked what is needed and what is necessary. Chad Witherspoon said what we are
26 proposing is very conservative.

27
28 Greg Butterfield asked if there had been discussion about saving the Arnold Patrick home or moving it.
29 Ryan Robinson said he didn't think the home was in that good of shape and didn't know if it could be
30 moved.

31
32 Chad Littlewood said moving the home or taking it down for a parking area would be solely for the senior
33 center.

34
35 Alan Macdonald said he realizes years of work have gone into planning a remodel on the fire station. He
36 asked if there was discussion about a senior center added onto the renovation. Ryan Robinson said recently
37 there have been discussions about a center or a library or multi use community center.

38
39 Alan Macdonald said Legacy Park is across the street from this park, with Creekside Park and Burgess Park
40 nearby. He said there is quite a bit of open space in the area and if the road were to be moved, it would
41 upset other neighbors. He said he knows a lot of work has gone into this project and it would have his
42 green light to move forward.

43
44 Jeff Davis said a lot of work and meetings have gone into this project for many years and this is not a sudden
45 decision.

46
47 Susan Whittenburg said she is grateful for the fire department but is concerned about the parking and
48 encroaching on the neighbors.

49
50 John MacKay said he's not sure about the need of a senior center, but sees the need for a command center,
51 which the new portion could be used for.

1 2 Michelle Schirmer said she would like to see the parking area smaller but understands this is an essential
 3 need. She said she would like to use the bricks from the Arnold Patrick home if it is deemed not salvageable.
 4

5 Troy Slade said the professionals have looked at this and said he thinks this is an efficient use of space. He
 6 said a road to the south would break up that space.
 7

8 **MOTION:** Planning Commission member Michelle Schirmer moved to recommend approval of the
 9 material change proposed to the City Hall Park to allow for the expansion of the current Alpine Fire Station
 10 No. 202 Project with conditions:
 11

- 12 1. Use bricks and other architectural items from the Arnold Patrick home if it can't be salvaged.
- 13 2. Residents to the east have input in the planning of the west side parking area.
- 14 3. Remove eight parking stalls on the south side and shrink the parking area.

15 John MacKay seconded the motion. There were 7 Ayes and 0 Nays (recorded below). The motion passed.
 16

17 **Ayes:**

18 Michelle Schirmer
 19 Troy Slade
 20 Jeff Davis
 21 John MacKay
 22 Susan Whittenburg
 23 Alan Macdonald
 24 Greg Butterfield
 25

26 **Nays:**

27 **Excused**

28 **B. Public Hearing: Potential Rezone of Parcels #11:023:0083 (476 Alpine Highway) and
 29 11:023:0129 from the CR-40,000 Zone to the Business Commercial (BC) Zone.**

30 Ryan Robinson said the petitioners, Gary and Brian Streadbeck, are requesting a rezone of Parcels
 31 #11:023:0083 (476 S Alpine Highway) and #11:023:0129 from CR-40,000 (Country Residential – one
 32 dwelling unit per 40,000 sq. ft.) to Business Commercial (B-C).

- 33 • Current Zoning (CR-40,000): Primarily allows for large-lot residential development.
- 34 • Requested Zoning (B-C): Permits a range of commercial uses, including retail, office, and service
 35 businesses, along with single-family residential lots of 10,000 sq. ft. A full list of permitted and
 36 conditional uses is included in the staff packet.

37 Reason for Request:

38 The applicants state that:

- 39 • They already own properties to the east and north of these parcels, which are zoned B-C.
 40 Rezoning would provide better access to Alpine Highway and allow their holdings to function
 41 cohesively.
- 42 • Because the parcels are adjacent to existing B-C zoning, they believe this location is a logical
 43 extension for additional commercial development in the city.

44 No formal site plan has been submitted at this time. If rezoned, the properties would be subject to all B-C
 45 zone standards, including permitted/conditional uses, building requirements, parking, landscaping, and
 46 screening regulations.

47 Ryan Robinson said we are trying to preserve the commercial area and will look at taking any new
 48 residential out of the business commercial area in the near future.

1 Alan Macdonald said others who have tried to make this property commercial have come in with a site
2 plan. He asked why this applicant didn't bring one. Ryan Robinson said the applicant is only trying to
3 get the property rezoned to business commercial at this time.

4 Alan Macdonald asked where we were with the town center plan. Ryan Robinson said we are still
5 waiting on a couple surveys but are close to presenting a master plan hopefully by the end of the year.

6 Brian Streadbeck, owner of Adonis Bronze in Alpine, said they have one of the most beautiful properties
7 in Alpine and it is well taken care of. He said they have been good members of the community for
8 twenty-seven years and donated the property for senior dinners and other activities. He said they have
9 worked with many artists in the area and have been sensitive to traffic. He said his family has asked him
10 to expand the foundry and to expand the commercial area.

11 Alan Macdonald asked Mr. Streadbeck why he didn't come with a site plan showing what he wanted to
12 do on the property. He asked if his family would be interested in waiting until the master plan was
13 finished and then see where his property fits in. He said it's hard to give approval when we don't have a
14 site plan to look at. Mr. Streadbeck said they haven't decided what they want to build on the property yet.
15 He said his family would like the city to take a shot on them since they have been good stewards of the
16 land and members of good standing in the community. He said they feel like the city would rather work
17 with them than strangers bringing something in.

18 Susan Whittenburg said we see your good works but are used to seeing some kind of plan or idea.

19 John MacKay and Troy Slade said a simple rendering showing where the road will be and where a
20 building and parking would be, etc. Mr. Streadbeck said he would think the city would rather have their
21 family develop the property instead of having a large home there.

22 Alan Macdonald said we had no idea that the family wanted to build there. He said we don't need
23 expensive plans, just something showing renderings of buildings, parking, road, etc. so we could
24 understand the proposal a little better.

25 Alan Macdonald opened the Public Hearing.

26 Sarah Blackwell, 457 Eastview Drive, said she would like to see this tabled or denied until there is more
27 information. She wanted to know if this property is approved, will that open up a way for the property
28 across the street to change their zoning as well. She said she is concerned about the bonus density from
29 one acre to quarter acre which lowers property values and alters the community.

30 Brent Bolter, 536 Alpine Highway, said he agrees that we need to see what is being presented and what is
31 going to look like. He said it seems odd that both sides of the highway want to go commercial at the
32 exact same time. He said he is concerned that this property becoming a parking lot with bright lights or
33 expanding the venue with loud music.

34 Erik Heras, resident, said he would like to see a site plan to see if it is going to ruin his view of the
35 mountains.

36 Andrew Young, resident, said we need to ask the residents who live next to these properties what their
37 thoughts are and how it impacts them. He said all he hears about is commercial and arteries and it doesn't

1 work and ends up hurting the city. He said please consider slowing down the highway and getting a win
2 with the residents that live in that area. Please look at each plan individually.

3 Rose Fjelstead, resident, said she lives next to the Alpine Art Center and loves the area. She would like to
4 see the Streadbeck family wait and bring back a good plan that would work for the city.

5 Julia Sorensen, resident, said this area is a special area because they look over a river, a trail, and a
6 residential area. She said they hear the music from the reception center, but they don't complain about it.
7 She said she does not want to see high density in that area.

8 Sulivan Love, resident, said he moved here twenty-five years ago, and it was a bedroom community and
9 said he would like to see it remain so. He said he realizes he has to travel out of town to get groceries and
10 that's okay. He doesn't want us to give a blanket re-zone without a clear vision of what is going to
11 happen because that opens us up to a lot of problems. He said with Burgess Orchards, the conditional use
12 permit that has been granted to them is a great way to go because that keeps them regulated. He said he
13 does not want to see a re-zone to commercial there.

14 A resident asked if the owner could change their mind and build something else once approved. Alan
15 Macdonald said they would have to come back to the city for approval. The resident said that area is still
16 her neighborhood and doesn't want all the commercial put there. She said they want to enjoy the area like
17 everybody else does in Alpine,

18 Tom Olsen, resident, said the Art Center is fantastic, and said he would love to see what is planned and
19 the vision for the adjacent property. He said he is concerned that this opens up a can of worms and is
20 hesitant to say yes. He said he now has a parking lot next door and is concerned about what is to come.
21 He would like to see more details.

22 Alan Macdonald closed the Public Hearing.

23 Susan Whittenburg said she would feel irresponsible if we approved something without seeing a plan.
24 She said we need to look at this with a fine-tooth comb to get it right for the future.

25 Alan Macdonald said everyone loves the Art Center but feels the same without a site plan. He said
26 shortly we will have a master plan with ordinances to help us with zoning changes. He said it is hard to
27 make the call right now. He said other leaders may want to see open space with trees similar to what is
28 already there. Others may want to see homes there.

29 Troy Slade said he loves the Art Center and said it is so beautiful. He said he would love to see
30 something similar built there and looks forward to seeing the plans.

31 Ryan Robinson said the city is looking to preserve green space, larger setbacks, and agriculture and would
32 like to see a plan that could fit into this plan.

33 **MOTION:** Planning Commission member John MacKay moved to recommend Tabling the rezone
34 request for Parcels #11:023:0083 and #11:023:0129, with these conditions:

35 1. Applicant come back after the master plan is in place.
36 2. Applicant bring renderings and concepts for our consideration.

1 Troy Slade seconded the motion. There were 7 Ayes and 0 Nays (recorded below). The motion passed.

	<u>Ayes:</u>	<u>Nays:</u>	<u>Excused</u>
4	Michelle Schirmer		
5	Jeff Davis		
6	John MacKay		
7	Troy Slade		
8	Susan Whittenburg		
9	Greg Butterfield		
10	Alan Macdonald		

11

12 **C. Discussion Item: Potential Rezone of the lots located at 625 S Alpine Highway & 491 S Alpine**
 13 **Highway from the CR-40,000 Zone to the Business Commercial (BC) Zone.**

14 Ryan Robinson said the applicants are requesting that the properties located at **491 S Alpine**
 15 **Highway and 625 S Alpine Highway** be rezoned from **CR-40,000** (Country Residential – one
 16 dwelling unit per 40,000 square feet) to **Business Commercial (B-C)**.

17

- 18 • **Current Zoning (CR-40,000):** Primarily allows large-lot residential development.
- 19 • **Requested Zoning (B-C):** Permits a range of commercial uses, including retail,
 20 office, and service businesses, along with single-family residential lots of 10,000 sq.
 21 ft. A full list of permitted and conditional uses is included in the staff packet.

22 **Existing Uses:**

- 23 • **625 S Alpine Highway:** Operates as a produce stand under a Conditional Use Permit
 24 (CUP).
- 25 • **491 S Alpine Highway:** Contains a residential home and provides additional parking
 26 for the produce stand.

27

28 The applicants state that rezoning is sought primarily to expand the range of products and
 29 services they may offer beyond what is permitted under the current CUP definition of a
 30 produce stand.

31 If rezoned, all permitted and conditional uses within the B-C Zone would apply, subject to
 32 applicable development standards (e.g., parking, trash and storage container screening,
 33 landscaping). The Gateway Historic Guidelines will also apply.

34

35 **Review from Alpine City Attorney of potential “spot zoning” with this application:**

36 Under Utah case law, “spot zoning occurs when a municipality either grants a special
 37 privilege or imposes a restriction on a particular small property that is not otherwise granted
 38 or imposed on surrounding properties in the larger area.” *Tolman v. Logan City*, 2007 UT
 39 App 260. This is particularly true when a single small tract or parcel within a large district
 40 is zoned differently than the larger district, but not in pursuance of any general
 41 plan. *Id.* This creates an “island” that is regulated either more restrictively or less
 42 restrictively than surrounding properties.

43 The key concepts seem to be whether the property proposed for rezone is relatively small,
 44 whether it is surrounded by uses inconsistent with the proposed rezone, and whether the
 45 rezone would be consistent with or in furtherance of the general plan. In *Crestview-*
Holladay Homeowners Ass’n, Inc. v. Engh Floral Co., 545 P. 2d 1150 (Utah 1976), a parcel
 46 surrounded on three sides by residential property was allowed to be rezoned to allow
 47

1 commercial use because nearby properties had commercial uses and the rezone was
2 consistent with the general plan.

3 Here, the Planning Commission should consider whether the proposed rezone would isolate
4 this property as an island benefiting from commercial use inconsistent with surrounding
5 properties, or whether the commercial uses in the area could appropriately be extended to
6 include this property. They should also consider whether the general plan supports the
7 rezone. Goal #2 of the general plan's land use section is to "Provide clearly defined land
8 zones to support the vision for a low density, rural atmosphere that meets the needs of
9 residents." Policy 2.1 states: "Zoning shall be arranged from higher density zones in the
10 center of the City to **gradually lower density zones** as you move towards the outer City
11 limits (emphasis added)." *See also Policy 2.8.* Policies 2.4 and 2.5, describing the CR-
12 20,000 and CR-40,000 zones surrounding the property proposed for rezone, state that these
13 areas should provide for the perpetuation of the rural and open space image of the City. The
14 land use map (Figure 1) doesn't provide for future land use. It shows low density and
15 medium density on the south side of the Business Commercial land use area. These are
16 questions the planning commission should consider in making their recommendation on the
17 rezone application.

18 If the applicant included a larger number of properties and they were contiguous to the B-C
19 zone, the spot zoning argument may diminish in importance. I also think if the applicant
20 included more than just the small northern portion of its property the spot zoning argument
21 may be less important. But that doesn't mean the planning commission or city council, in
22 their discretion, would need to approve the rezone.

23 Alan Macdonald said we aren't an advisory body and nothing we say is binding. He said we
24 can't do or say anything until there is a concrete proposal before us. He explained that this is
25 dead in the water because this would be considered a spot zone because you don't have any
26 properties surrounding you that are zoned commercial and by ordinance, we're not going to do a
27 spot re-zone. He said the fruit stand is operating under a conditional use permit because you're
28 in a residential zone. The city has been pretty generous with you as you've come back multiple
29 times looking to expand that conditional use permit and the off-site parking lot, etc.

30 Alan Macdonsld said he doesn't see the need for a commercial re-zone at this point and said he
31 didn't think there would be any appetite from the Planning Commission for a re-zone. He said
32 we couldn't do it because it would be a spot rezone, and we need to see what we're looking at
33 with this revised master plan.

34 Paul Gu asked if the Planning Commission had any guidance. Alan Macdonald said you know
35 how the surrounding residents feel, you've heard from the Planning Commission many times and
36 know where we're coming from, and you just heard what we had to say to the prior applicant.

37 Paul Gu said the spot zoning is not a black and white issue. Ryan Robinson said the Attorney
38 said we can look at the requirements and see if it meets the definition of a spot zone or not.

39 Alan Macdonald said we can't look at a re-zone until we know what the revised master plan
40 looks like. Paul Gu said many of the concerns expressed about the prior application was because

1 they didn't have a specific plan, he said in our case, we have a very specific plan which is to sell
2 more farm items at the same store that already exists.

3 Alan Macdonald asked why they don't just try to expand their current conditional use permit.
4 Paul Gu said they have looked at that but have discussed it with staff and City Council members
5 and there is the opinion that if the conditional use permit becomes too broad and leaks into
6 commercial, then we should just apply for commercial. Alan Macdonald said if this comes back
7 in a couple of weeks and we don't have the master plan finished; this will most likely be tabled
8 until next year.

9 John Mackay asked the applicant to describe what they are hoping to achieve and why they need
10 a commercial zone change. Paul Gu said their ambition is to build one of Utah's best little farm
11 stores. He said it's really consistent with the kind of agricultural characteristics of this area and
12 Alpine. He said they're not trying to change the orchard or the structure. He said the way the
13 business operates now is okay because they are not in this to make money. He said it is not a
14 sensible business because they can only sell stuff for a few months out of the year, and stuff they
15 grow on the farm.

16 Paul Gu said their main product sold is peach ice cream and that has been called into question
17 because they grow peaches, but obviously not ice cream. He said Derek Rowley's daughter
18 makes and sells chocolate chip cookies, but someone called the Code Compliance Officer at the
19 city and said this is not something your conditional use permit allows. He said they would like
20 to bring other products from other local people like pies and beef from a rancher but said they are
21 very restricted in what they can sell.

22 Paul Gu said the things they want to sell would be consistent with what the community wants.
23 He said people come into the store and often ask for these things and we would like to be able to
24 offer it to them and make the business a little more rational too.

25 Greg Butterfield said you got a conditional use for a fruit stand, and you have expanded it.
26 You've got customers that are now coming, and you want to monetize and make more from
27 those customers with the intent that Alpine residents are saying they want to come to the store
28 and buy those items.

29 Paul Gu said we have a lot of customers coming to the store including Alpine residents and they
30 would like to buy more stuff. He said this stuff still fits in the kind of farmy set of things and
31 said we're not talking about building a car wash, we're just trying to sell sourdough bread.

32 John Mackay said as you expand in your operating hours and seasons into a year round
33 operation, because that's what you're trying to do, right?

34 Derek Rowley said they are actually going to try and maintain their daylight hours and said they
35 live there as well and don't want big lights in the parking lot. He said they would like to expand

1 the operating hours being able to be open more months out of the year, but not later into the night
2 or earlier in the morning and that will be in the application. He said they would also as for an
3 exception for lighting because they don't think they need that.

4 Susan Whittenburg said we get calls from the citizens asking when the stand is going to shut
5 down because they are sick of the traffic. She said we have to juggle both sides of this. She said
6 you say you don't want to monetize it, but that's clearly part of the plan. She said you have a
7 permit for a small season, and you've staying up and have people all over the place and people
8 don't appreciate it, and we hear from this other side.

9 Alan Macdonald said it's a little bit of a bait and switch, right? You came to us and said you
10 want to do this commercial business in a residential zone and it's just going to be a fruit stand.
11 Well now it's an ice cream stand. And now I guess it's a sourdough stand.

12 Derek Rowley said let me set the record straight, it was an ice cream stand before we ever got to Alpine.
13 Alan Macdonald said not to the extent it is now; we've never had the traffic that we've had now and as a
14 Commission and City Council have dealt with over and over. He said you're not going to stand there and
15 tell me that you haven't expanded significantly the offerings.

16 Derek Rowley said they have not expanded significantly. Alan Macdonald said you are selling fruit and
17 vegetables that you don not grow on the farm; you are bringing them in from Santquin or Spanish Fork
18 or elsewhere. Susan Whittenburg said we just want you to be honest with us. Derek Rowley said he did
19 not come up with the idea to sell peach ice cream.

20 **D. Action Item: Expansion of Existing Balcony in the Business Commercial Zone located at
21 333 S Main Street.**

22 Ryan Robinson said Larry Hilton has submitted a request for a reduced side yard setback for the property
23 located at 333 S Main Street. The request involves expanding the existing balcony across a drive-thru
24 lane to provide weather protection for patrons. The project also includes the construction of a new
25 outdoor staircase to create an alternative access point to the second floor.

26 Applicable Code: Alpine Development Code §3.07.050 – *Location Requirements* provides that in
27 commercial developments adjacent to other commercial areas, the side yard and rear yard setbacks shall
28 not be less than ten (10) feet, unless recommended by the Planning Commission and approved by the City
29 Council where circumstances justify.

30 • The current side yard setback is approximately 20 feet (measured from the property line to the
31 building foundation).
32 • If approved, the proposed setback exception would reduce the setback to approximately zero
33 feet, with the building expansion located on or near the property line.

34 Ryan Robinson said the Planning Commission should review the proposal and determine whether
35 circumstances justify the reduced setback. Because the expansion extends into a common area owned
36 collectively by businesses on the recorded plat, staff recommends requiring a written letter of consent
37 from the property ownership group. This approval letter could be provided as part of the staff review
38 during the building permit process, if the City Council grants final approval.

39
40 Greg Butterfield asked who the neighbor to the north is and if there has been any communication with
41 them. He asked what is on the second floor and why they need a balcony.

1 Ryan Robinson said the main purpose is for a covering for the drive through area.
2

3 The Planning Commission asked if the canopy would go to the property line and Ryan Robinson said it
4 would.
5

6 Larry Hilton, applicant, said when the building was built, this plan was proposed and there was no
7 objection to it. He said we ended up not doing this project to save money. He said we would like to have
8 a second access to that condominium because it went from one building to two. He said it would be
9 helpful to have protection from inclement weather and to have usable access. He said this portion of the
10 building was built as an apartment and they would like to make this area more usable.
11

12 Michelle Schirmer asked if the drive-thru is flush with the front of the building and Mr. Hilton said it is
13 set back a little bit.
14

15 Mr. Hilton said they moved the banking portion of the building to the bank on the corner and would like
16 to use this part of the building for residential. He said they still may take deliveries from Brinks or other
17 deliveries. He said the residents would park on the east side of the building and walk around to the
18 staircase.
19

20 Michelle Schirmer asked if there were ten feet from the property line to the stairs. Troy Slade said we
21 normally don't allow the building to go to the property line. Ryan Robinson said the Alpine Fitness
22 building got an exception for a smaller setback.
23

24 Larry Hilton said he would be open to design changes if necessary. He suggested taking out the solid
25 wall and just use pillars.
26

27 Susan Whittenburg said there would be a solid wall right on the property line. Alan Macdonald said that
28 would create an alleyway that might not be good.
29

30 **MOTION:** Planning Commission member Jeff Davis moved to recommend denying the requested side
31 yard setback exception at 333 S Main Street, subject to the following:
32

33 1. Does not meet the setback.
34

35 John MacKay seconded the motion. There were 7 Ayes and 0 Nays (recorded below). The motion
36 passed.
37

<u>Ayes:</u>	<u>Nays:</u>	<u>Excused</u>
Michelle Schirmer		
Jeff Davis		
John MacKay		
Troy Slade		
Susan Whittenburg		
Greg Butterfield		
Alan Macdonald		

46 **IV. COMMUNICATIONS**
47

48 Ryan Robinson said the Town Center Master Plan will be coming soon.
49

50 Alan Macdonald said we should not put anything on the agenda where someone wants us to advise them.
51 He said that is not our role and puts us in an awkward position.

1
2 **V. APPROVAL OF PLANNING COMMISSION MINUTES:** September 16, 2025
34 **MOTION:** Planning Commissioner Susan Whittenburg moved to approve the minutes for September 16,
5 2025, as written.
67 Greg Butterfield seconded the motion. There were 7 Ayes and 0 Nays (recorded below). The motion
8 passed.
910 **Ayes:**11 Michelle Schirmer
12 Troy Slade
13 Jeff Davis
14 John MacKay
15 Susan Whittenburg
16 Greg Butterfield
17 Alan Macdonald18 **Nays:**19 **Excused:**20 **MOTION:** Planning Commissioner Troy Slade moved to adjourn the meeting.
2122 Susan Whittenburg seconded the motion. There were 7 Ayes and 0 Nays (recorded below). The motion
23 passed.
2425 **Ayes:**26 Michelle Schirmer
27 Troy Slade
28 Jeff Davis
29 John MacKay
30 Susan Whittenburg
31 Greg Butterfield
32 Alan Macdonald25 **Nays:**26 **Excused**

33 The meeting was adjourned at 9:10 p.m.