



**AMERICAN FORK CITY
AMENDED DEVELOPMENT REVIEW COMMITTEE
AGENDA**

**Regular Session
November 3, 2025
Monday 10:00 AM**

American Fork City Public Works Building

275 East 200 North

American Fork City, UT 84003

<https://www.americanfork.gov/AgendaCenter>

Development Review Committee Members

Patrick O'Brien, Dev. Services Director

Sam Kelly, Public Works Director

Aaron Brems, Fire Chief

Notice is hereby given that the American Fork City Development Review Committee will meet in regular session on November 3, 2025, at the American Fork City Public Works building, 275 East 200 North commencing at 10:00 AM. The amended agenda shall be as follows:

1. Regular Session

- a. Roll Call

2. Common Consent Agenda (Common Consent is that class of DRC action that requires no further discussion or which is routine in nature. All items on the Common Consent Agenda are adopted by a single motion unless removed from the Common Consent Agenda).

- a. Approval of the October 20, 2025, Development Review Committee minutes.

3. Public Hearings (Public Hearings is that class of DRC action that requires further discussion on some Amended Final Plats. Public Hearing items will have the chance for the public to speak upon.)

- a. Public Hearing for an application for an Amended Final Plat, known as Harbor Village Slough Plat C, located at approximately 684 S and 240 W, American Fork City. The Amended Final Plat will be for approximately 1.02 acres and will be in the PR-3.0 Zone.

4. Action Items (Action Items is that class of DRC action that requires further discussion on Preliminary Plans, Final Plats, and Site Plans. The Development Review Committee Board will have authority to approve Preliminary Plans and Final Plats but make a recommending action on Site Plans.)

- a. *Review and action on an application for an Amended Commercial Site Plan, known as Liberty Addiction Recovery, located at approximately 1088 E 390 S, American Fork City. The Commercial Site Plan will be on approximately 1.29 acres and will be in the PO-1 Professional Office Zone.

5. Adjournment

Dated this 30th day of October 2025

Patrick O'Brien

Development Services Director

**Indicates an amended item*

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

UNAPPROVED MINUTES

10.20.2025

AMERICAN FORK CITY DEVELOPMENT REVIEW COMMITTEE REGULAR SESSION

October 20th, 2025

The American Fork City Development Review Committee met in a regular session on October 20th, 2025, at the American Fork Public Works Building, 275 East 200 North, commencing at 10:00 a.m.

Development Review Committee:

Public Works Director: Sam Kelly

Development Services Director: Patrick O'Brien

Fire Chief Designee: Tim Dunkley

Staff Present:

Cody Opperman	Planner II
Annalisa Reed	Planner I
Mat Sacco	Fire Marshall
Angie McKee	Administrative Assistant I
Carolyn Lloyd	Administrative Assistant II
Robert Burkhill	Engineer Designee

Others Present:

Carolina Ohiz
Dave Sasville
Will Stewart

REGULAR SESSION

Roll Call

UNAPPROVED MINUTES

10.20.2025

COMMON CONSENT AGENDA

Minutes of the October 6th, 2025, Development Review Committee Regular Session.

Patrick O'Brien motioned to approve the Common Consent agenda

Sam Kelly seconded the motion

Voting was as follows:

Patrick O'Brien	AYE
Sam Kelly	AYE
Tim Dunkley	AYE

The motion passed

ACTION ITEMS

- a. Review and action on an application for an Amended Commercial Site Plan, known as 43 North Apartments, located at 43 N 100 E, American Fork City. The Commercial Site Plan will be on approximately .45 acres and will be in the Central Commercial (CC-1) Zone.**

Cody Opperman reviewed the background information for action item letter a: The applicant has applied for an Amended Commercial Site Plan to develop an Apartment Complex. The project looks to provide 14 units to the Downtown CC-1 area.

Dave Sasville has concerns regarding Rocky Mountain Power easement clause.

Patrick O'Brien indicated that this is not something that we have authority to approve administratively. This is something that would be decided upon by the administration or our City Council. This is one of the conditions that will be resolved as part of this approval.

UNAPPROVED MINUTES

10.20.2025

Patick O'Brien moved to approve the proposed Amended Site Plan, located at 43 N 100 E, American Fork City, in the Central Commercial (CC-1) Zone, subject to any conditions found in the staff report and subject to agreed upon easement agreement being approved and ratified by the city with Rocky Mountain Power.

Sam Kelly seconded the motion

Voting was as follows:

Patrick O'Brien	AYE
Sam Kelly	AYE
Tim Dunkley	AYE

The motion passed

- b. Review and action on an application for an Amended Commercial Site Plan, known as Built Bar Lab Addition, located at 713 S Utah Valley Dr, American Fork City. The Commercial Site Plan will be on approximately 4.24 acres and will be in the Planned Industrial (PI-1) Zone.**

Cody Opperman reviewed the background information for action item letter b: The applicant has applied for an Amended Commercial Site Plan to develop an addition to a Commercial Building. The project looks to provide additional lab space for Built Bar Manufacturing.

Sam Kelly moved to approve the proposed Amended Commercial Site Plan, located at 713 S Utah Valley Dr, American Fork City, in the Planned Industrial (PI-1) Zone, subject to any conditions found in the staff report.

Patrick O'Brien seconded the motion

Voting was as follows:

Patrick O'Brien	AYE
Sam Kelly	AYE
Tim Dunkley	AYE

The motion passed

UNAPPROVED MINUTES

10.20.2025

Other Business

There was no other business to discuss

Adjournment

Patrick O'Brien motioned to adjourn the meeting.

Sam Kelly seconded the motion.

Voting was as follows:

Patrick O'Brien	AYE
Sam Kelly	AYE
Tim Dunkley	AYE

The motion passed

Meeting adjourned at 10:10 AM

Carolyn Lloyd

Administrative Assistant II

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

Public hearing on a proposed project, known as Harbor Village Slough Plat C, located at approximately 684 S and 240 W, American Fork City. The Amended Final Plat will be on approximately 1.02 acres and will be in the PR- 3.0.

The applicant has applied for an Amended Final Plat to amend a subdivision. The project looks to incorporate HOA property located along the rear of the property into the adjacent private lots.

Development Review Committee Staff Report
Meeting Date: November 3, 2025



Agenda Topic

Review and action on an application for an Amended Commercial Site Plan, known as Liberty Addiction Recovery Center, located at 1088 E 390 S, American Fork City. The Amended Commercial Site Plan will be on approximately 1.29 acres and will be in the PO-1 Professional Office Zone.

BACKGROUND INFORMATION		
Location:		1088 E 390 S
Project Type:		Amended Commercial Site Plan
Applicants:		Roger Williams
Existing Land Use:		PC Planned Community
Proposed Land Use:		N/A
Surrounding Land Use:	North	Planned Community and Design Commercial
	South	Planned Community and Pleasant Grove
	East	Pleasant Grove
	West	Planned Community
Existing Zoning:		PO-1 Planned Office
Proposed Zoning:		N/A
Surrounding Zoning:	North	GC-2 and R3-7500
	South	R3-7500 and Pleasant Grove
	East	Pleasant Grove
	West	R3-7500 and PC
Square Footage (By Use)		27,471 sq ft. Gross floor area
Total Number of Units		Proposal to use 35 Parking Stalls
Parking Requirement		Planning Commission Determination: 0.6 stalls per bedroom

Background

The applicant has applied for an Amended Commercial Site Plan to develop a Addiction Recovery Center. The project looks to provide services to those with addictions at a site currently known as Bel Aire Assisted Living.

Section 17.6.101 – Administrative Site Plan Review

Wherever the terms of this code require submission and approval of a site plan, such review shall be conducted in accordance with the following provisions.

1. Planning commission to approve. The planning commission, acting in an administrative capacity, shall have the function, duty and power to approve or disapprove a project plan and to attach such modifications or conditions as may be deemed appropriate to improve the layout, to ensure that the project will not pose any detrimental effect to persons or property, or to protect the health, safety, and general welfare of the citizens of the city.
2. Application required. Application for site plan approval shall be submitted on forms provided by the city and shall be accompanied by maps and drawings showing the following:
 - a. The location of all existing and proposed buildings and structures on the site, with full dimensions showing the distance between buildings and distances from buildings to adjacent property lines.
 - b. The location of all parking spaces, driveways, and points of vehicular ingress and egress.
 - c. A landscaping plan showing the location, types, and initial sizes of all planting materials to be used together with the location of fences, walls, hedges, and decorative materials.
 - d. Preliminary elevations of main buildings showing the general appearance and types of external materials to be used.
 - e. The locations of solid waste receptacles and trash pick-up areas.
3. Appeals permitted. Any person aggrieved by a determination of the planning commission may request a hearing before the city council who shall have the authority to reverse, affirm or modify any decision of said commission. Any such appeal shall be filed within ten days of the determination of the planning commission.
4. Issuance of a permit. A building permit shall not be issued for any building or structure or external alterations thereto until the provisions of this section have been complied with. Any construction not in conformance with an approved site plan shall be considered a violation of this code. Any building permit issued shall ensure that development is undertaken and completed in conformity with the plans as approved.

5. Expiration of Site plan approval. A site plan approval issued pursuant to this section shall expire and have no further force or effect if the building, activity, construction, or occupancy authorized by the approval is not commenced within two (2) years of the date of the approval. Up to a twelve (12) month extension may be approved by the land use authority subject to payment of an extension fee equal to one-half of the current filing fee.

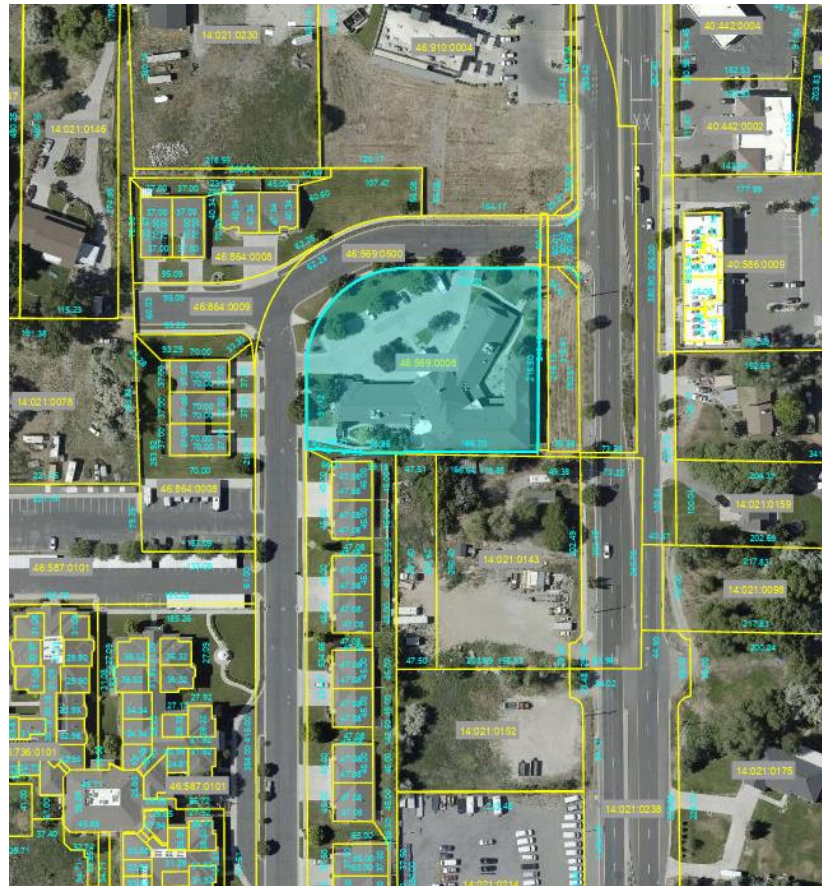
Project Conditions of Approval

1. Address all outstanding DRC comments

Findings of Fact

1. The Amended Commercial Site Plan meets the requirements of Section 17.1.406 PO-1 Professional Office Zone.
2. The Amended Commercial Site Plan meets the requirements of Section 17.6.101.

Project Map



APPLICANT is responsible and shall submit/post/obtain all necessary documentation and evidence to comply with these Standard Conditions of Approval prior to any platting, permitting, or any other form of authorization by the City including plat recording or other property conveyance to the City and prior to scheduling a pre-construction meeting. All recording shall take place at the Utah County Recorder's Office.

1. **Title Report:** Submit an updated Title Report not older than 30 days or other type of appropriate verification that shows all dedications to the City are free and clear of encumbrances, taxes, or other assessments.
2. **Property Taxes and Liens:** Submit evidence that all the property taxes, for the current and/or previous years, liens, and agricultural land use roll over fees have been paid in full.

3. **Water Rights:** Submit evidence that all the required water rights have been conveyed to American Fork City.
4. **Performance Guarantee:** Post a performance guarantee for all required public and essential common improvements.
5. **Easements and Agreements:** Submit/record a long-term Storm Water Pollution Prevention Maintenance Agreement signed and dated by the property owner and any required easement documentation.
6. **Land Disturbance Permit:** Obtain a Land Disturbance Permit.
7. **Compliance with the Plan Review Comments:** All plans and documents shall comply with all the Technical Review Committee comments and the City Engineer's final review.
8. **Commercial Structure:** Record an Owner Acknowledgment and Utility Liability Indemnification if the proposed building is a multi-unit commercial structure served by a single utility service.
9. **Sensitive Lands:** Record all applicable documents required for compliance with the City's Sensitive Lands Ordinance.
10. **Utility Notification Form:** Submit a Subdivision Utility Notification Form.
11. **Professional Verification:** Submit final stamped construction documentation by all appropriate professionals.
12. **Fees:** Payment of all development, inspection, recording, streetlight, and other project related fees.
13. **Mylar:** Submit a Mylar. All plats will receive final verification of all formats, notes, conveyances, and other items contained on the plat by City staff (recorder, legal, engineer, GIS, planning).

Staff Recommendation

The Amended Commercial Site Plan meets the requirements of Section 17.6.101. Staff recommends APPROVING the application WITH CONDITIONS.

Potential Motions – Amended Commercial Site Plan

Approval

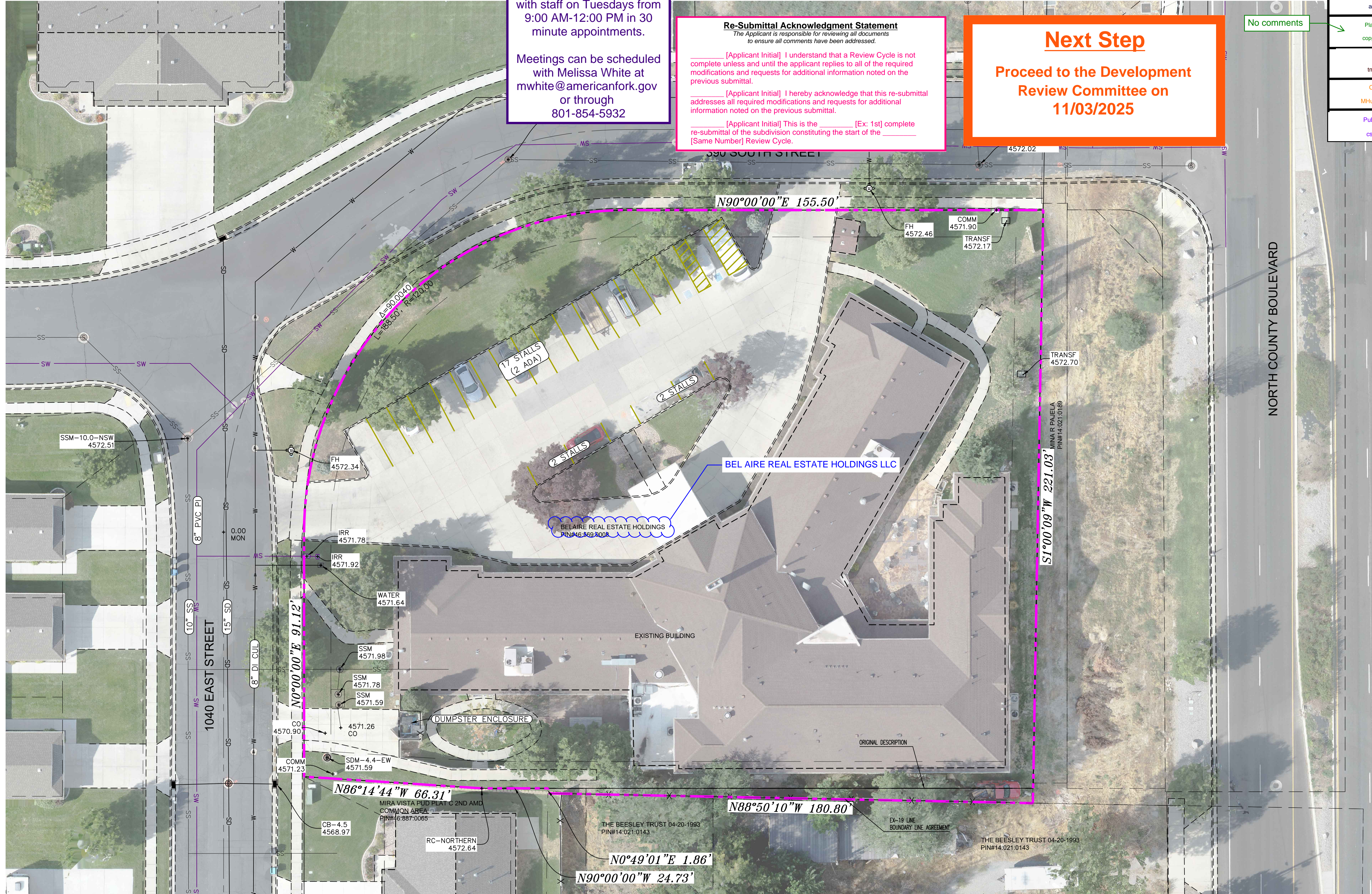
I move to approve the proposed Amended Commercial Site Plan, located at 1088 E 390 S, American Fork City, in the PO-1 Planned Office Zone, subject to any conditions found in the staff report.

Denial

I move to deny the proposed Amended Commercial Site Plan, located at 1088 E 390 S, American Fork City, in the PO-1 Planned Office Zone.

Table

I move to table action for the proposed Amended Commercial Site Plan, located at 1088 E 390 S, American Fork City, in the PO-1 Planned Office Zone, and instruct staff/developer to.....



DRC Plan Review Meetings

These meetings are available with staff on Tuesdays from 9:00 AM-12:00 PM in 30 minute appointments.

Meetings can be scheduled with Melissa White at mwhite@americanfork.gov or through 801-854-5932

Re-Submittal Acknowledgment Statement

The Applicant is responsible for reviewing all documents to ensure all comments have been addressed.

[Applicant Initial] I understand that a Review Cycle is not complete unless and until the applicant replies to all of the required modifications and requests for additional information noted on the previous submittal.

[Applicant Initial] I hereby acknowledge that this re-submittal addresses all required modifications and requests for additional information noted on the previous submittal.

[Applicant Initial] This is the [Ex: 1st] complete re-submittal of the subdivision constituting the start of the [Same Number] Review Cycle.

Next Step

Proceed to the Development Review Committee on 11/03/2025

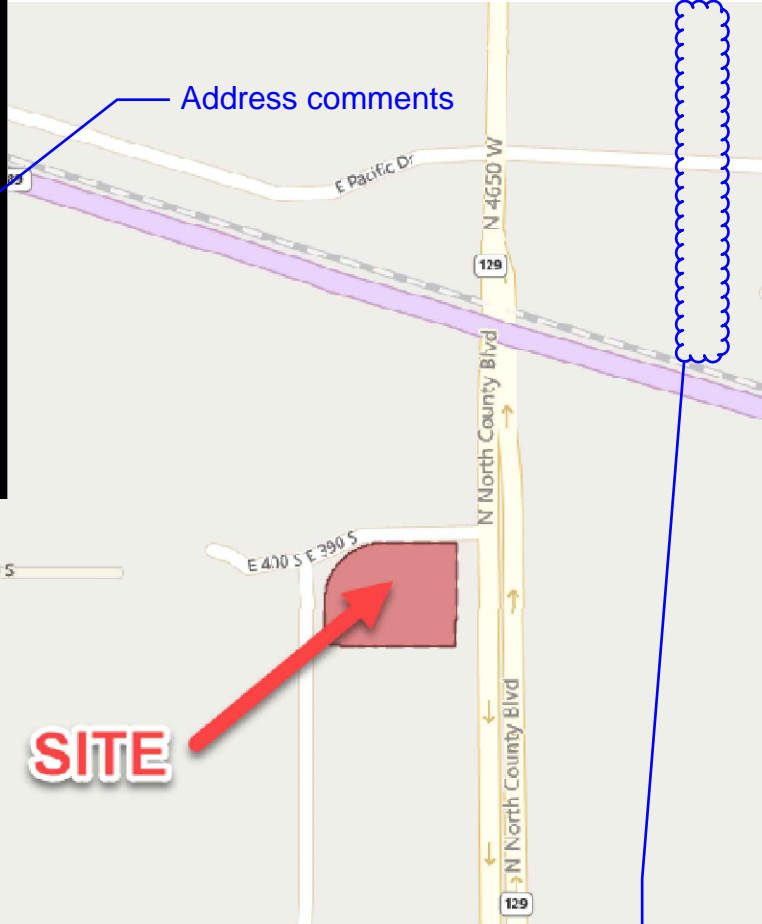


American Fork City Development Review



Sewer/Storm Drain Division Reviewed ahardy 10/27/2025	Water/PI Division Reviewed jbrems 10/28/2025
Planning and Zoning Reviewed copperman 10/28/2025	Engineering Division Reviewed runkhill 10/29/2025
ECLID Reviewed tmezenen 10/28/2025	Fire Reviewed M.Sacco 10/28/2025
Communications Reviewed MHunsaker 10/29/2025	Streets Division Reviewed ehyde 10/28/2025
Public Infrastructure Reviewed cscott 10/28/2025	

VICINITY MAP



Title Information

Alliance National Title Insurance Co., Order No. 149121SL, With an effective date of May 1, 2025 at 8:00 a.m.

Title Description

The Land referred to herein below is situated in the County of Utah, State of Utah, and is described as follows:
Lot 1, Plat "A", MIRA VISTA AMENDED SUBDIVISION, according to the Official Plat thereof, as recorded in the Utah County Recorder's Office, State of Utah.
Together with and Less and Excepting any of that portion of property as described in that certain Boundary Line Agreement recorded April 29, 2009 as Entry No. 46518:2009, in the Utah County Recorder's Office, State of Utah.
Parcel Number: 46-569-0008

As-Surveyed Description

A PARCEL OF LAND LOCATED IN THE SOUTHWEST 1/4 OF SECTION 19, TOWNSHIP 5 SOUTH, RANGE 2 EAST, SALT LAKE BASE & MERIDIAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:
BEGINNING AT THE SOUTHWEST CORNER OF LOT 1, PLAT "A", MIRA VISTA AMENDED SUBDIVISION, ACCORDING TO THE OFFICIAL PLAT THEREOF, AS RECORDED IN THEUTAH COUNTY RECORDER'S OFFICE, STATE OF UTAH, SAID POINT ALSO BEING S 0°15'21"E. 667.19 FEET AND EAST 689.76 FEET FROM THE WEST 1/4 CORNER OF SAID SECTION 19; THENCE ALONG SAID LOT 1 THE FOLLOWING 4 COURSES: NORTH 91.12 FEET TO A POINT OF CURVATURE OF A 120-FOOT RADIUS CURVE TO THE RIGHT; THENCE ALONG SAID CURVE 188.90 FEET, HAVING A LONG CHORD BEARING N 45°00'00"E. 169.71 FEET; THENCE EAST 155.50 FEET; THENCE S.1°00'09"W. 221.03 FEET EXTENDING PAST THE ORIGINAL LOT CORNER TO AN EXISTING FENCE (SAID FENCE BEING PART OF A BOUNDARY LINE AGREEMENT ENTRY #46518:2009); THENCE ALONG SAID FENCE N 88°50'10"W. 180.80 FEET; THENCE N 0°49'01"E. 1.86 FEET TO THE LOT LINE OF SAID LOT 1; THENCE ALONG THE LOT LINE THE FOLLOWING 2 COURSES: WEST 24.73 FEET; THENCE N 86°14'44"W. 66.31 FEET TO THE POINT OF BEGINNING.
CONTAINING 56,399 S.F. OR 1.29 ACRES OF LAND.

Liberty Parking And Occupancy Calculations

- City mandated parking stalls per bedroom: 0.6
- No. of available bedrooms: 55
- No. of parking stalls: 21
- Calculation of usable bedrooms: 21 stalls / 0.6 parking bays = 35 usable bedrooms maximum

Surveyor's Notes

1. THIS PROPERTY HAS DIRECT ACCESS TO A PUBLIC RIGHT OF WAYS AT 1040 EAST STREET AND 390 SOUTH STREET.
2. THERE WERE NO WETLAND DELINEATIONS ON THIS PROPERTY.
3. THERE IS NO EVIDENCE OF ANY CHANGE IN THE RIGHT OF WAY.
4. THE BEARINGS AND DISTANCES SHOWN ON THE PLAT ARE THE SAME AS THOSE IN THE TITLE REPORT AND AMENDED SUBDIVISION PLAT.

Surveyor's Certification

To SCH 163 S 1450 W Ctrfd UT Comply, LLC, Cottonwood Title Agency, Inc. and A10 Capital, LLC, a Delaware limited liability company: This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS. The field work was completed on September 4, 2025.

Date of Plat or Map:
September 10, 2025

Robbin J. Mullen, PLS
(Name of Surveyor)
Registration No.368356



ALTA/NSPS Land Title Survey

Sheet 1 of 1

Prepared For:

Client Ref. No. 0001

Project Address:
1088 East 390 South Street

Project Location:
American Fork, UTAH

Project Name:
BELAIRE ALTA

Job Number:
2025_094

Copy Sent Date: 9/12/2025

LEGEND

- BOUNDARY
- EXISTING FENCE
- EXISTING BUILDING
- PARKING
- CONCRETE
- ADJOINING PROPERTY LINES

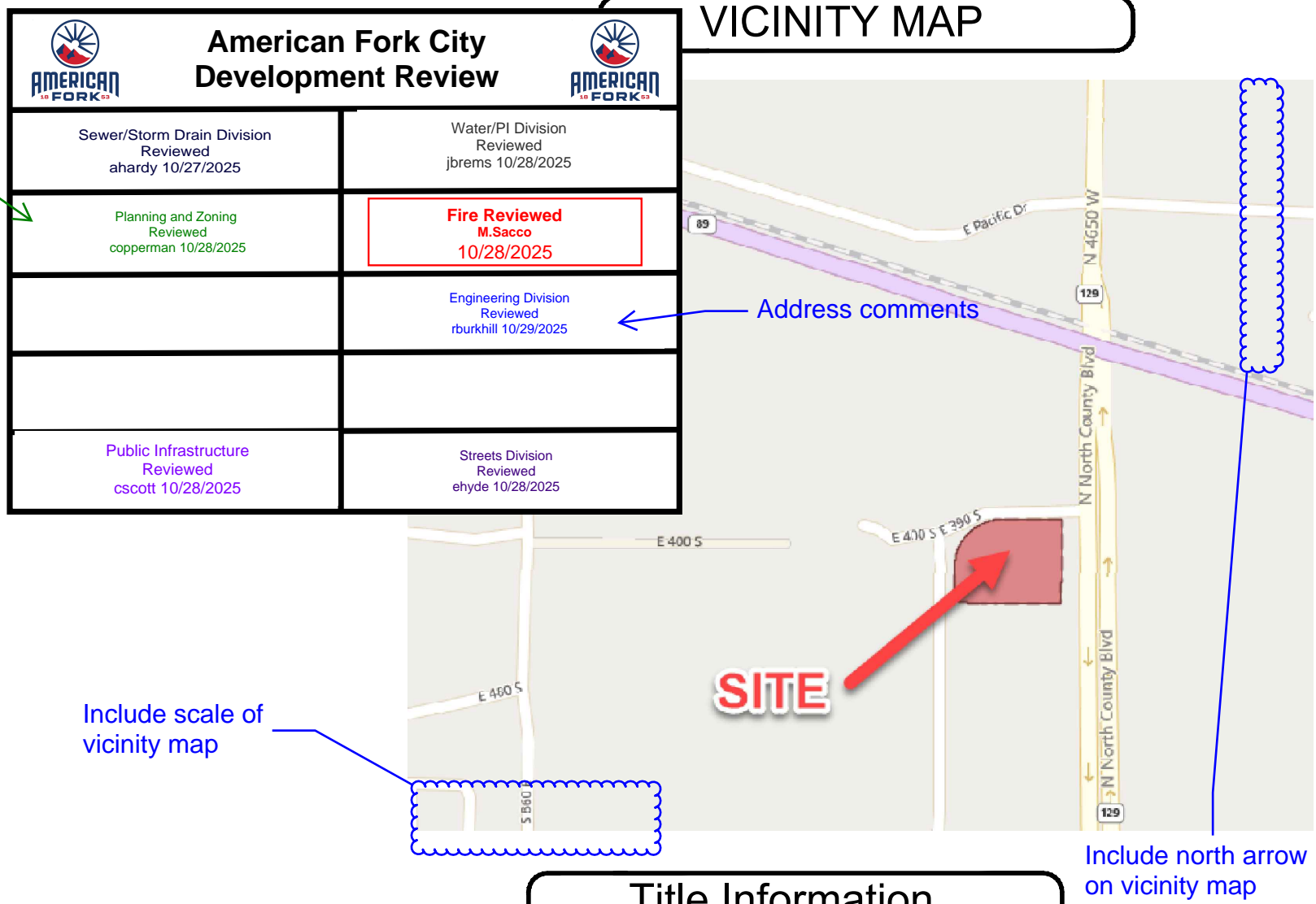
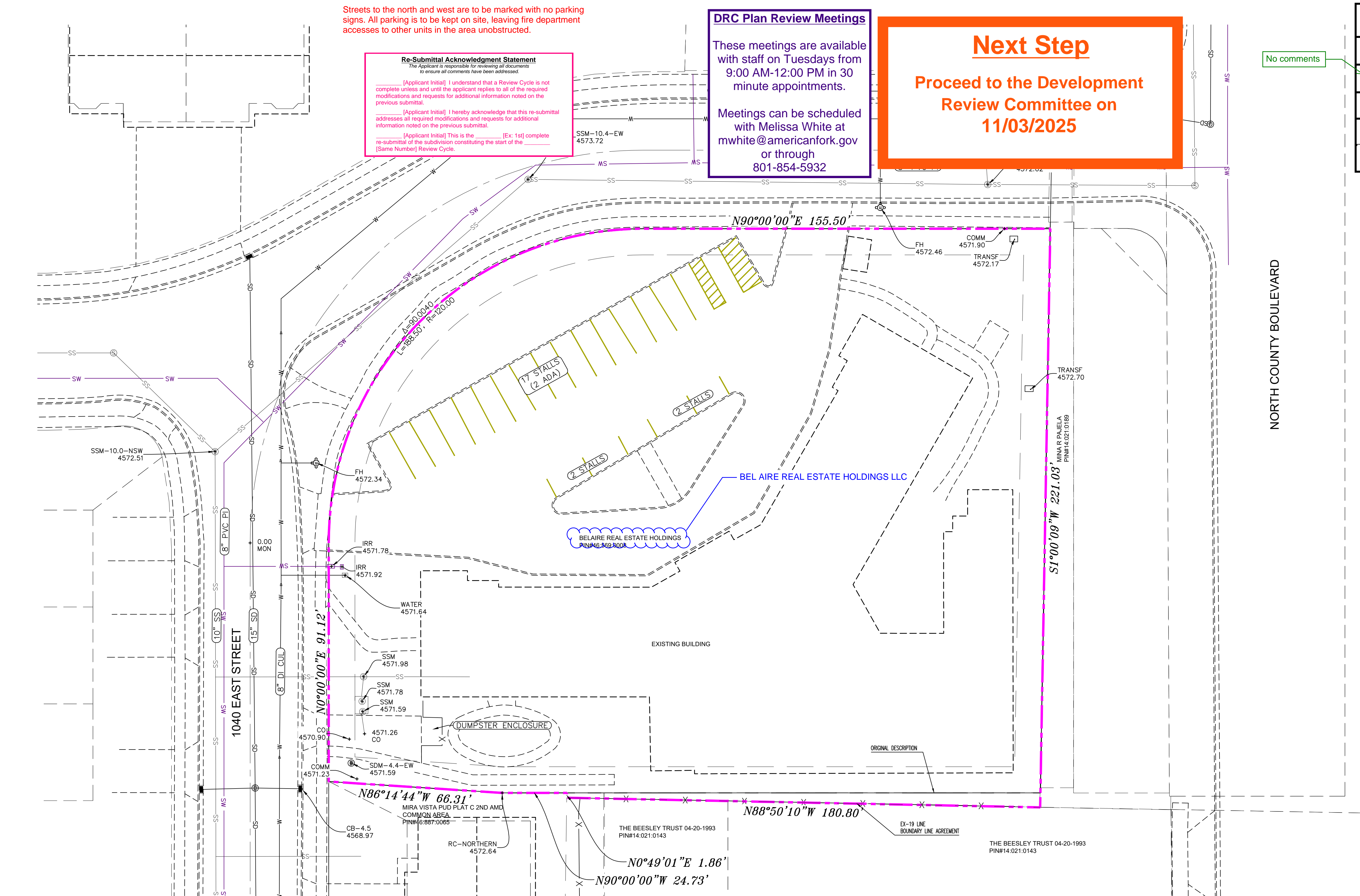
Schedule "B" Section 2 Items

- 1-10. GENERAL EXCEPTIONS, NO EASEMENTS, NOT SHOWN
11. Matters pertaining to a Certificate of Creation for the Lake Mountain School District, Recorded 4/24/2025 as Entry No. 29610:2025.
 12. Claim, right, title or interest to water or water rights whether or not shown by the public records.
 13. Any prior reservations and/or any minerals in or under said land including, but not limited to metals, oil, gas, coal, stone and mineral rights, mining rights, lease rights and easement rights or other matters relating thereto, whether expressed or implied.
 14. Easements, Setbacks, Notes and Restrictions as shown on the official plat of Mira Vista Plat A Amended Subdivision, Official Records of said County.
 15. Covenants, conditions, restrictions, easements, assessments, liens, charges, terms and provisions contained within those certain declarations recorded March 13, 2001, as Entry No. 231231:2001, of Official Records, and any amendments thereto, but deleting any covenant, condition or restriction indicating a preference, limitation or discrimination based on race, color, religion, sex, handicap, familial status, or national origin to the extent such covenant, condition or restriction violates 42 USC 3604(c).
 16. The effect of a Resolution filed by the Board of Commissioners of Utah County on November 24, 2014 as Entry No. 84542:2014 in the office of the Utah County Recorder. (SURVEYOR NOTES: ALL OF SUBJECT PROPERTY IS INCLUDED, NOT SHOWN ON PLAT.)
 17. Certificate of Creation of the Utah Valley Dispatch Special Service District, as recorded 10/22/2008, as Entry No. 114949:2008, official records Utah County Recorder. (SURVEYOR NOTES: ALL OF SUBJECT PROPERTY IS INCLUDED, NOT SHOWN ON PLAT.)
 18. The effect of a Resolution filed by the Board of Commissioners of Utah County on November 24, 2014 as Entry No. 84542:2014 in the office of the Utah County Recorder. (SURVEYOR NOTES: ALL OF SUBJECT PROPERTY IS INCLUDED, NOT SHOWN ON PLAT.)
 19. Subject to a Boundary Line Agreement, recorded April 29, 2009, as Entry No. 46518:2009, in the office of the Utah County Recorder's Office. (SURVEYOR NOTES: THIS IS PART OF THE DESCRIPTION. DEFINES PART OF THE SOUTHERN BORDER, SHOWN ON PLAT.)
 - 20-22. TRUST DEEDS AND GENERAL EXCEPTIONS, NO EASEMENTS DESCRIPTIONS, NOT SHOWN ON PLAT.

Surveyor Title Block

Surveyors Name:
Region Engineering & Surveying
Address: 1776 N. State Street,
Orem, UT 84057
Telephone Number:
801-367-5274

Drawn by: RJM	Survey Ref. No.2025_094
Approved by:	Field Date: 9/05/2025
Revision Box	
Date:	Revision:



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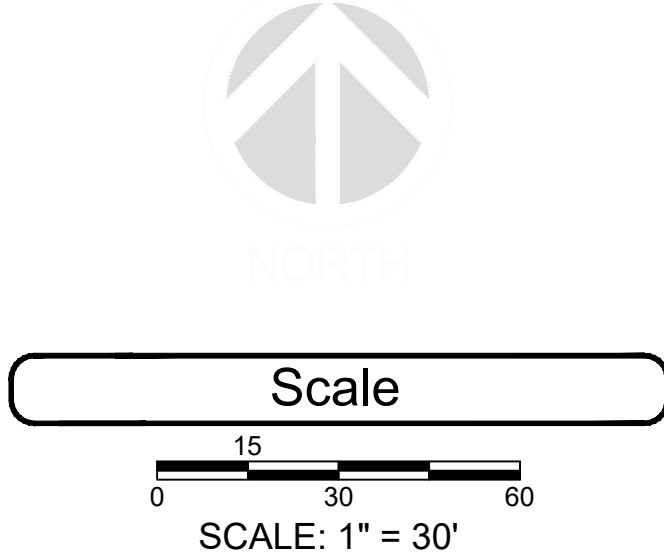
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Date of Plat or Map: September 10, 2025
Robbin J Mullen, PLS
(Name of Surveyor)
Registration No.368356

**No. 368356
ROBBIN J. MULLEN
09/08/2025**



Surveyor Title Block
Surveyors Name: Region Engineering & Surveying
Address: 1776 N. State Street,
Orem, UT 84057
Telephone Number: 801-367-5274

Drawn by: RJM
Approved by: [Signature]
Field Date: 9/05/2025
Revision Box
Date: Revision:

ALTA/NSPS Land Title Survey Sheet 1 of 1

Prepared For: BEL AIRE

Client Ref. No. 0001

Project Address: 1088 East 390 South Street
Project Location: American Fork, UTAH

Project Name: BELAIRE ALTA
Job Number: 2025_094

Copy Sent Date: 9/12/2025



(801) 997-9183
info@libertyaddictionrecovery.com
libertyaddictionrecovery.com
15257 South, Scenic Crest Circle,
Bluffdale, 84065 Utah

Oct 9, 2025

Patrick O'Brien, Director, Development Services
City of American Fork
c/o Development Services
American Fork, Utah 84003

Re: Applicant: Liberty Addiction Recovery Centers, LLC ("Liberty")
Property: 1088 East 390 South, Tax Parcel No. 46:569:0008

Dear Patrick:

We provide the following for your consideration as Chair of the Development Review Committee regarding a determination for Liberty to operate a treatment program at the property.

Outline of the Proposed Use of the Property

The Property located at 1088 East 390 South, Utah County Parcel No. 46:569:0008, currently known as Bel Aire Assisted Living, is a 55-bedroom facility and has historically (and currently) been approved and used for a 61-resident "Type II" assisted living facility.

Liberty seeks a business license and site plan approval to use the Property primarily for a residential treatment facility licensed by the Utah Department of Health and Human Services ("UDHHS") to assist adults suffering from low level mental health disabilities with the comorbidity of drug and/or alcohol abuse and/or substance use disorders ("SUDs").

Liberty may also use the Property for and seek licensure from UDHHS for social detoxification as well as having a certain portion of the Property used as a licensed recovery residence to provide transitional housing for those stepping down to a lower level of care after residential treatment.

On August 6, 2025, the City of American Fork Planning Commission determined Liberty's proposed use was a permitted use in the PO-1 zone.



(801) 997-9183
info@libertyaddictionrecovery.com
libertyaddictionrecovery.com
15257 South, Scenic Crest Circle,
Bluffdale, 84065 Utah

On October 8, 2025, the City of American Fork Planning Commission determined that the City's parking requirements of Liberty be fixed at 0.6 parking stalls per bedroom.

With twenty-one existing parking spaces, this permits Liberty to utilize 35 of the 55 bedrooms in the facility for client accommodation purposes.

The final client census will be determined by the Utah Department of Health and Human Services based on UDHHS regulations governing client to bedroom floorspace ratio requirements.

Intended Operations

Liberty proposes to occupy the facility and provide a continuum of care, so that clients can admit at a more acute level of care at social detox, then progress into residential care and then step down into transitional housing as a step prior to independent living. This ensures persons at risk of homelessness and prolonged addiction are stabilized, underlying causes of addiction resolved, and preparatory steps to a healthy independent life are provided.

1. Social detox: There are two levels of detox services, one being medical detox and the other being social detox. Liberty will only be providing social detox at the proposed site. Social detox involves non-medical detox that offers emotional and peer support in a structured environment, without the use of withdrawal medications. It involves:

- No medical staff typically involved (Liberty has a Nurse Practitioner with a psychiatric license to assess and support clients or refer out for higher medical care if required)
- Regular non-medical front line staff provide emotional support, safety, and structure
- No controlled medication is provided to ease withdrawal symptoms, only over-the-counter medications are utilized
- Typically done in a community or residential setting
- Social detox is suitable for those with mild to moderate withdrawal symptoms, and those without serious physical dependence or medical issues

Clients in social detox will mostly rest and participate in residential treatment activities such as group and individual therapy as their condition permits. They are and must be capable of self-care and have no serious medical issues as this is not a hospital or medical level of care.



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libertyaddictionrecovery.com
15257 South, Scenic Crest Circle,
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There will be zero parking requirements for social detox clients, as these clients will not be permitted to have their own vehicles at the facility, park vehicles on site, or leave the facility at all while in social detox, nor will they be allowed to receive any visitors.

2. Residential Treatment: Clients admitted to Liberty's residential treatment are diagnosed with both mental health challenges and substance use disorder. Clients are not permitted into the residential program in active addiction or if requiring medical support. Residential treatment provides clients with 24/7 intensive clinical and group support for 60-90 days, in an effort to break the cycle of addiction and build healthy coping skills.

Liberty's residential clients are not permitted to leave the facility except under staff supervision. They are not permitted to have their own cars nor park them on site. Residential clients are permitted to receive an in-person visitor once every two weeks, with the intervening weekly visit by web video. Visits are one hour and staggered across a four-hour window on a Sunday afternoon, when minimum staff are on-site. A 30 minute period in between visitor times prevents congestion from departing and arriving visitors.

The maximum numbers of parking requirements across the visitor window would be as follows:

Time of Visit on a Sunday	No. of Staff Vehicles on Site	Max No. of Visitor Cars	Total Vehicles on Site	Total Available Parking Stalls
1-2pm	8	10	18	21
2:30-3:30pm	8	10	18	21
4-5pm	8	10	18	21

The maximum number of vehicles on site during the visitor window would therefore be 18 vehicles, with 21 parking stalls available.

3. Recovery residence/transitional accommodation: Clients in Liberty's transitional accommodation will have completed residential treatment and be completely stable in their recovery and mental health. Being so early in their recovery, these clients will be required to participate in 20+ hours per week of outpatient support to build the skills, tools and habits that come from practice and time for an enduring recovery.



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Due to the nature of the program, transitional living residents are not permitted to have their own vehicle. Liberty will provide transport to all events. The Property is located less than 50 yards from public transport for personal transport requirements. Since clients are free to leave the facility there will be a strict “no visitor” policy for residents of transitional living at Liberty.

How different areas of the building will be utilized

The Property currently has fifty-five bedrooms and eight other rooms used for offices / admin purposes. Based on the parking requirements set by the City Planning Commission, Liberty will use 35 rooms to accommodate clients in residential type accommodation, and use the balance of bedrooms and offices for group therapy rooms, administration or storage etc. The proposed usage of existing bedrooms is as follows:

Usage of the Property by Liberty

	Proposed Bedroom Usage by Liberty	Max Estimated Residents*
Female social detox	3	6
Male social detox	2	4
Female residential	8	24
Male residential	12	38
Female transitional living	4	11
Male transitional living	6	15
Sub-total of approved bedrooms	35	98
Bedrooms to be used as Group therapy rooms	10	0
Bedrooms to be used as Offices / Admin / Storage	10	0
Total bedrooms	55	

*Actual occupancy numbers may vary, as determined by Utah Dep’t of Health and Human Services based on each bedroom size and UDHHS regulations governing square footage per occupant. Bedroom sizes vary.



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In summary, there will be the following estimated client numbers by level of care:

Social detox - 10
Residential treatment - 62
Transitional living - 26
Total clients - 98

There are three wings in the facility. The wing pointing north-east will be used for transitional housing for males, as well as for office space and group therapy rooms. The wing pointing north-west will be used for transitional housing for females and group therapy rooms.

The wing pointing to the south will house male residential and social detox clients upstairs, and female residential and social detox clients downstairs.

Large open space rooms within the facility will be used for group therapy with groups of twelve or more clients, while smaller rooms will be used for groups of eight to ten clients. Different sized group groups are effective for differing therapeutic needs. Liberty plans to specifically utilize each wing as follows:

North-West Wing - Female Transitional Living

Number of existing bedrooms at Bel Air (BA) in this wing: 14
Number of existing offices in this wing: 0
Number of existing offices in this wing to be used by Liberty as offices: n/a

Usage	No. of Bedrooms allocated to Liberty usage	Max Estimated Residents*
Female transitional living	4	11
Group rooms	8	-
Offices	2	-
Total	14	11

* Actual occupancy numbers may vary, as determined by Utah Dep't of Health and Human Services based on each bedroom size and UDHHS regulations governing square footage per occupant. Bedroom sizes vary.



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North-East Wing - Male Transitional Living

Number of existing bedrooms at Bel Air (BA) in this wing: 16

Number of existing offices in this wing: 0

Number of existing offices in this wing to be used by Liberty as offices: n/a

Usage	No. of Bedrooms allocated to Liberty usage	Max Estimated Residents*
Male transitional living	6	15
Group rooms	4	-
Offices	6	-
Total	16	15

*Actual occupancy numbers may vary, as determined by Utah Dep't of Health and Human Services based on each bedroom size and UDHHS regulations governing square footage per occupant. Bedroom sizes vary.

Southern Wing (Ground Floor) - Female Residential & Social Detox

Number of existing bedrooms at Bel Air (BA) in this wing: 11

Number of existing offices in this wing: 3

Number of existing offices in this wing to be used by Liberty as offices: 3

Usage	No. of Bedrooms by Liberty usage	Max. Estimated Occupants*
Female Social Detox	3	6
Female residential	8	24
Group rooms	0	-
Offices	0	-
Total	11	30

*Actual occupancy numbers may vary, as determined by Utah Dep't of Health and Human Services based on each bedroom size and UDHHS regulations governing square footage per occupant. Bedroom sizes vary.



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Southern Wing (Upper Floor) - Male Residential & Social Detox

Number of existing bedrooms at Bel Air (BA) in this wing: 14

Number of existing offices in this wing: 6

Number of existing offices in this wing to be used by Liberty as offices: 6

Usage	No. of Bedrooms by Liberty usage	Estimated Residential Occupants*
Male social detox	2	4
Male residential	12	38
Group rooms	0	-
Offices	0	-
Total	14	42

*Actual occupancy numbers may vary, as determined by Utah Dep't of Health and Human Services based on each bedroom size and UDHHS regulations governing square footage per occupant. Bedroom sizes vary.

In summary, Liberty will utilize 35 bedrooms for client accommodation, with an estimated maximum occupancy of 98 clients, with the precise census to be determined by UDHHS.

Liberty understands that per City Code § 17.6.101(A. Approval)(1) the Planning Commission is usually the final approval authority for all proposed site plans. See City Code § 17.6.101(A. Approval)(1).

However, section 17.6.101(A. Approval)(2) appears to allow the DRC to act as the final approval authority if, in the concept plan meeting, it is determined that Liberty qualifies for an amended site plan approval process. See City Code § 17.6.101(A. Approval)(2).

That provision states, "The Development Review Committee may exercise administrative approval authority for amendments to existing site plans, or for site or structure alterations to existing buildings and sites that do not have a site plan" if "[t]he proposed amendments to the existing site plan are minor in nature and enhance the overall site, as determined by the DRC."

Id



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As to the Section 17.6.101(A. Approval)(2) factors, Liberty states as follows:

1. There will be no increase in the amount of parking from the existing facility.
2. Liberty may restripe the parking at some point but will utilize the existing striping of Bel Aire.
3. Liberty will not enlarge the building size.
4. Liberty is changing the use from assisted living to residential treatment but the change in use is not a change in occupancy under the IBC or the IFC.
5. There will be no building additions.
6. Liberty will not be relocating the already existing site utility services.
7. Liberty will not be installing new utility services.
8. Liberty will not be making any grading changes.
9. Liberty will not be altering the exterior site lighting.
10. Liberty will not be changing the existing site landscaping, which has already been installed.
11. Same as ¶ 10.
12. There are no covered parking stalls.
13. Liberty will not be changing the exterior finishing materials.
14. Liberty will not be making additions to the existing building structure.
15. Liberty will not be increasing or altering the internal floor area.
16. No cell towers or cell tower upgrades are involved.
17. Liberty does not believe that a full site plan should be required.

No building permits, grading permits, renovation permits, earth disturbance, permits or any other permits aside from site plan approval and a business license are anticipated. The building department has already determined that there will be no change of occupancy status under the International Building Code. The property currently has an I-1 designation and will continue to have that same designation under Liberty's proposed use. Liberty plans to move in and start using the facility, as-is, as soon as Bel Aire and its residents move out and Liberty obtains all necessary approvals and permits from the City and the UDHHS.

In the interests of progressing the project, Liberty requests that the City determine that Liberty does meet the requirements for an amended site plan approval process, with the DRC to exercise its administrative approval authority regarding Liberty's amended site plan.

Yours sincerely

Roger Williams - Liberty CEO

Notice of Action – Planning Commission

Development Services | 275 E 200 N, American Fork, UT 84003

10/14/2025

Roger Williams and Dan McDonald
Liberty Treatment Facility
rogerw@libertyaddictionrecovery.com

RE: Notice of Action for Liberty Treatment Facility Parking – Request for Parking Determination

Roger Williams,

Your application for project P-2025-00322 Parking Requirement has been **APPROVED** by the Planning Commission on October 8, 2025. The following conditions were set:

1. Parking will be required as 0.6 parking stalls per bedroom.

Please retain this letter for your records, as it may be required as evidence of approval when submitting an application for building permits and commercial site plan.

Respectfully,

American Fork City's Development Services Department

Notice of Action – Planning Commission

Development Services | 275 E 200 N, American Fork, UT 84003

August 7th, 2025

Dan McDonald

Liberty Addiction Recovery Centers – Reasonable Accommodation Request

dan@mcdonaldfielding.com

RE: Notice of Action for Liberty Addiction Recovery Centers – Reasonable Accommodation Request

Mr. Daniel J McDonald,

Your application in the PO-1 zone has been **APPROVED** by the Planning Commission on August 6th, 2025. The commission has found the proposed use of the property located at 1088 East 390 South, American Fork, as a residential treatment facility for individuals with disabilities, is a permitted use within the PO-1 Zone applicable to the subject property.

Please retain this letter for your records, as it may be required as evidence of approval when submitting an application for building permits.

Respectfully,

American Fork City's Development Services Department