

ALPINE CITY PLANNING COMMISSION MEETING
Alpine City Hall, 20 North Main, Alpine, UT
June 2, 2026

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: Michelle Schirmer, John MacKay, Troy Slade, Susan Whittenburg

Excused: Jeff Davis, Greg Butterfield

Staff: Caden Lyon, Marla Fox, Jason Judd, Heidi Smith

Others:

- B. Prayer/Opening Comments:** Susan Whittenburg

- C. Pledge of Allegiance:** Troy Slade

II. REPORTS AND PRESENTATIONS

None

III. ACTION ITEMS

A. Action Item: Review of Five 12 Commercial Site Plan

Caden Lyon said The Five.12 Commercial Site Plan is proposed for the address of 170 S Main Street in Alpine. The building is to support their ongoing operational needs and provide more space for their non-profit ventures. The design proposed incorporates modern elements as well as more contemporary materials.

The applicant has provided a site plan that overall meets the code requirements for §3.06 Business Commercial Zone and §3.11 Gateway/Historic Zone. There is only a need to adjust the materials slightly from any concrete to the materials that are permitted in the Gateway/Historic Design Guidelines. DCA §4.07, 4.08, and 4.10 have also been evaluated and affirmed compliance.

More details from the applicant:

We are pleased to warmly introduce the construction of a new warehouse addition and parking lot for the Five 12 foundation. Five 12 is a non-profit organization geared to helping feed children. Elementary school students in the United States are going home from school on Friday and coming back to school hungry on Monday. Five 12 provides weekend backpacks full of food for those students in need. This new warehouse will increase the foundation's capacity to reach more children.

Located at 170 S Main Street Alpine, Ut 84004, a 6000 sq ft building addition and site parking improvements will be added to the lot that already includes the existing Five 12 distribution warehouse. The proposed asphalt parking lot will have 88 regular parking stalls, 4 ADA stalls and an entrance from South Main Street, ensuring easy access to community members and volunteers. From a utilities perspective, a storm drain system and underground storm water holding chamber will be placed

underneath the parking lot. A concrete pad for a proposed water tower will be located near that new south main entrance. Additionally, light poles staged throughout the lot will provide ample lighting.

Caden Lyon said staff recommend this proposal be sent to the City Council with a positive recommendation subject to the condition that the building materials meet the requirement of the Gateway Historic Design Guidelines and twenty percent of the area be improved with landscape.

Alan Macdonald said he is aware of Nick Greer's business and said it is amazing what they do. With respect to the building, he said he sees materials that are dark and some concrete, white trim work around the windows, and some wood or wood simulation and asked for more clarification on the materials.

Caden Lyon said there is cement fiber siding, which is painted, synthetic wood plank, metal roof, and stucco. Alan Macdonald asked if there were any samples here tonight to look at. He asked about the off-street parking ordinance and said the parking was a little unusual and asked about the future building next to Main Street.

Caden Lyon said there is no issue with off-street parking and there is more parking for this building than is needed.

Michelle Schirmer asked when the future building is built, will there be enough parking along with the twenty percent landscaping. Caden Lyon said he would have to take a better look at their plan to see if it met the twenty percent landscaping without including the part of the property saved for a future building.

Troy Slade said we should look at this for the current building they want to build and see if it meets the ordinance. Later, if they want to build another building, they will have to meet the ordinance then as well. As long as the applicant knows that now, they can plan for that in the future.

The Planning Commission had a discussion whether the property would have enough parking for all three buildings. Michelle Schirmer said tonight we are just looking at parking for the original building and the new building being proposed.

JD Heiner, Silver Fox Construction, said as they looked at the future phase, they built the parking for it. He said this is a warehouse and doesn't have a lot of employees, but they made sure it had ample parking. On peak nights, there are about seventy volunteers, but a lot of them carpool.

Alan Macdonald said whatever they do in the future, it will have to comply with parking and landscaping requirements. He said tonight, we are just looking at the application in front of us.

John MacKay asked if this is one lot or two. Caden Lyon said it is one lot.

Michelle Schirmer said we usually have a building built on Main Street with a parking lot in the back. Is there a way we could put the landscaping along Main Street to buffer the parking area. She is concerned that a new building may not be built for years.

JD Heiner said the city will get a nice-looking building with nice landscaping that will look better than it looks today.

Michelle Schirmer asked if the bollard and chain will remain in place. JD Heiner said for now it will stay because they need parking for their volunteers and not school traffic. He said they do not want to spend a lot of money landscaping the open dirt area, but they will keep it maintained.

John MacKay said part of the Gateway Historic is to have the area on Main Street look nice. He said sprinklers will already be there, could they bring them up to Main Street to water grass on that corner or at least rock it. The Planning Commission had a discussion about wanting Main Street to look good and agreed with John MacKay to at least landscape a fifteen-foot-wide greenbelt.

Alan Macdonald said the Planning Commissions job is to apply the Gateway Historic Guidelines. He read what the design criteria are, with building materials, street scaping, landscaping, etc. He said the proposal as it currently exists calls for cement fiber painted, synthetic wood panels, and metal roof siding. He said his issue is that the primary building materials that are encouraged are stone, brick, wood or stucco and this building doesn't seem to be using those materials.

JD Heiner said they are not married to this design and if the city wants brick, they can add brick. They were just looking at materials that don't need a lot of maintenance. He said they are flexible and will take another look at the materials. Alan Macdonald said we are looking in the near future to use red brick, wood accents, black framed windows, with some architectural elements to look a little more traditional to compliment Alpine. He said it might be worthwhile to look at those materials because when they come back to build the future building, these guidelines should be in place, and they may want both buildings to be cohesive.

Susan Whittenburg said this is right on Main Street and we want it to look good. JD Heiner said this is a warehouse so it's a balancing act to make it look good and be cost effective. Alan Macdonald said this is a unique application because you are choosing to build a warehouse on Main Street and it still needs to meet the guidelines. He said we don't have an industrial area or any other place this would go.

Susan Whittenburg asked if the applicant could bring back samples of the building materials.

MOTION: Planning Commission member John MacKay moved to table the proposed site plan for the new Five 12 building at 170 S Main Street and asked the applicant to revise the design incorporating the following:

1. Modify building materials to meet the Gateway Historic Design Guidelines with those being the use of stone, brick, wood or stucco.
2. Modify the future building site on Main Street to reflect a fifteen-foot setback landscaping concept that would be used during an interim period.

Troy Slade seconded the motion. There were 5 Ayes and 0 Nays (recorded below). The motion passed.

Ayes:

Michelle Schirmer
John MacKay
Troy Slade
Alan Macdonald
Susan Whittenburg

Nays:

Excused:

Jeff Davis
Greg Butterfield

IV. COMMUNICATIONS

Alan Macdonald said as we work on the small area design, we will tighten it up as we go along. We've talked about an architectural concept of Utah Traditional and maybe we could work with an architect to come up with the right language. He said we could build a file with pictures of buildings we think would fit this image. He showed some slides of examples of buildings that may be on the right track with the red brick and some architectural design details with black window package, awnings and overhangs on the doors and windows.

Caden Lyon said the small area plan is a guiding document and an ordinance would need to be put in place with specifics.

V. APPROVAL OF PLANNING COMMISSION MINUTES: May 5, 2026

MOTION: Planning Commissioner Michelle Schirmer moved to approve the minutes for May 5, 2026

Susan Whittenburg seconded the motion. There were 5 Ayes and 0 Nays (recorded below). The motion passed.

<u>Ayes:</u> Michelle Schirmer John MacKay Troy Slade Alan Macdonald Susan Whittenburg	<u>Nays:</u>	<u>Excused:</u> Jeff Davis Greg Butterfield
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MOTION: Planning Commission member Susan Whittenburg moved to adjourn the meeting.

Troy Slade seconded the motion. There were 5 Ayes and 0 Nays (recorded below). The motion passed.

<u>Ayes:</u> Michelle Schirmer John MacKay Troy Slade Alan Macdonald Susan Whittenburg	<u>Nays:</u>	<u>Excused:</u> Jeff Davis Greg Butterfield
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The meeting was adjourned at 7:22 p.m.