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**Adopted Minutes**  
**Spanish Fork City Development Review Committee**  
**February 17, 2016**

**Staff Members Present:** Chris Thompson, Public Works Director; Seth Perrins, City Manager; Kelly Peterson, Electric Superintendent; Junior Baker, City Attorney; Bart Morrill, Parks Maintenance Supervisor; Dale Robinson, Parks and Recreation Director; Shawn Beecher, GIS Administrator; Steve Adams, Public Safety Director; Kimberly Brenneman, Community Development Division Secretary.

**Citizens Present:** Jerry Carroll, Jennifer Fulton, Joe Alldredge, Jared West, Scott Peterson.

Chris Thompson called the meeting to order at 10:10 a.m.

**MINUTES**

**January 6, 2016**

Junior Baker **moved to approve** the minutes of **January 6, 2016**, with the changes noted in an earlier e-mail from Junior Baker to Kimberly Brenneman and the DRC members.

Kelly Peterson **seconded** and the motion **passed** all in favor.

**January 20, 2016**

Junior Baker **moved to approve** the minutes of **January 20, 2016**, with the changes noted in an earlier e-mail from Junior Baker to Kimberly Brenneman and the DRC members.

Chris Thompson **seconded** and the motion **passed** all in favor.

**January 27, 2016**

Junior Baker **moved to approve** the minutes of **January 27, 2016**, with the changes noted in an earlier e-mail from Junior Baker to Kimberly Brenneman and the DRC members. With the change that Seth Perrins was in attendance and Dave Oyler was absent.

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

**SITE PLAN**

**ALA Addition**

Applicant: American Leadership Academy

General Plan: Low Density Residential

Zoning: R-1-130

Location: 864 West 1100 South

47 Kelly Peterson stated the Power Department is waiting on the load sheet to be completed, to  
48 make sure the new load being added do not overload the system.  
49  
50 Steve Adams asked if red curbing along the street has helped with parking issues.  
51  
52 Chris Thompson stated the parking is backing up onto Del Monte Road.  
53  
54 Jennifer Fulton said she was not aware of issues with Del Monte. Most people will pull into the  
55 parking lot to wait for their children. The additional parking will be staff parking and will not  
56 have pick up or drop off.  
57  
58 Chris Thompson asked what is to prevent using the back parking lot for pick-up and drop-off.  
59  
60 Jennifer Fulton said that is not the intent of the parking lot.  
61  
62 Steve Adams suggested having an entrance and an exit to the parking lot.  
63  
64 Joe Alldredge stated that the grading of the parcel would make it hard to have two  
65 connections.  
66  
67 Chris Thompson suggested that the applicant connect the upper and lower parking lots.  
68  
69 Kelly Peterson stated if the elementary entrance is next to the back parking lot it would make  
70 for a great drop-off and pick-up point.  
71  
72 Steve Adams asked how many employees there are at the school.  
73  
74 Jennifer Fulton said there are about 160 employees including the aids that come and go.  
75  
76 Kimberly Brenneman's phone rang.  
77  
78 Chris Thompson stated the other issue is with impact fees. By adding more need to the  
79 building and increasing the impact, the applicant should pay an impact fee, but they are also  
80 removing a lot of grass and the applicant should get a PI impact fee credit.  
81  
82 Junior Baker stated Chris Thompson can figure out the calculations and come up with a cost.  
83  
84 Chris Thompson stated this is something that needs to be done, even though the impact on this  
85 project is minor, but for other projects this could be a very large impact. The impact fee  
86 requirement needs to be applied across the board to projects of all sizes.  
87  
88 There was discussion of how to calculate the water fees; if they should be based on the number  
89 of students or square footage of the building.  
90  
91 Jennifer Fulton stated the portables will be taken down with the addition to the elementary  
92 school.

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Seth Perrins stated the building was not built to the correct size if the school has needed the portables. When the portables were placed on the property, no impact fees were charged.

Junior Baker is trying to find a way that is fair and equitable in determining the water fee.

Seth Perrins stated the system as it is today would be the worst case and the discussion can continue as to how the water impact fees can be calculated.

Junior Baker **moved** to approve the ALA Addition Site Plan based on the following conditions:

Conditions

1. That the applicant meet all the Engineering Department's redline comments;
2. That the applicant submit an electrical load sheet to the Power Department;
3. That Chris Thompson calculate the required impact fees;
4. That the applicant make a connection in the back parking lot from the upper and lower parking lot.

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

Jennifer Fulton said they would like to keep the back parking lot for staff only.

Chris Thompson stated that it can still be for just faculty. The parking lot as it is drafted is a poor functioning parking lot.

Steve Adams stated ALA can post "faculty only" signs to the back parking lot.

**Office Owners Commercial**

Applicant: Atlas Engineering

General Plan: Commercial

Zoning: C-2

Location: 946 East 800 North

Kelly Peterson needs an electrical load sheet.

John Little had sent an email stating that an ADA parking stall for van accessibility must be in the parking lot.

Kelly Peterson **moved** to approve the Office Owners Commercial Site Plan based on the following conditions:

Conditions

1. That the applicant meet all the Engineering Department's redline comments;
2. That the applicant adjust the parking lot to accommodate an ADA parking stall for van accessibility;

139 3. That the applicant meets the City's current building standards.

140

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

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143

144 **FINAL PLAT**

145

146 **Canyon Vista Estates Plat A**

147 Applicant: Atlas Engineering

148 General Plan: Low Density Residential

149 Zoning: R-1-12

150 Location: 1939 East 6800 South

151

152 Developers of the proposed project and the neighboring property have the power connectivity  
153 worked out. The applicant should have their fees by the end of the day today.

154

155 Junior Baker asked if this follows the approved Preliminary Plat. He asked if lots 1 and 8 are  
156 double access.

157

158 Chris Thompson stated lots 1 and 8 are not allowed to front onto 2550 East and the lots are  
159 not considered double frontage lots.

160

161 Junior Baker **moved** to approve the Canyon Vista Estates Plat A Final Plat based on the  
162 following conditions:

163

164 Conditions

165 1. That the applicant meet the City's current development standards;

166 2. That the applicant show a temporary turnaround on the plat.

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168 Kelly Peterson **seconded** and the motion **passed** all in favor.

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171 **MINOR PLAT AMANDMENT**

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173 **Spanish Highlands Estate Plat E**

174 Applicant: LEI

175 General Plan: Low Density Residential

176 Zoning: R-1-12

177 Location: 100 North 2000 East

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179 Junior Baker would like to continue this matter until Dave Anderson is in attendance.

180

181 Chris Thompson stated it looks like the proposal is the same as what exists.

182

183 Junior Baker **moved** to table the Spanish Highlands Estate Plat E Preliminary Plat.

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

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188 Junior Baker moved to adjourn meeting at 10:43 a.m.

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191 Adopted: March 9, 2016

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Kimberly Brenneman  
Community Development Division Secretary