



**Wednesday, March 9, 2016  
Development Review Committee**

**DEVELOPMENT REVIEW COMMITTEE AGENDA**

**PUBLIC NOTICE is hereby given that the Development Review Committee of Spanish Fork, Utah, will hold a regular meeting in the Council Chambers in the City Office Building, 40 South Main Street, Spanish Fork, Utah, commencing at 10:00 a.m.**

**1. Approval of Minutes**

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**Subject           A. February 17, 2016**

Meeting           Mar 9, 2016 - Development Review Committee  
Category          1. Approval of Minutes  
Access            Public  
Type               Action (Consent), Minutes

File Attachments

 [draft DRC minutes 02-17-2016.pdf \(71 KB\)](#)

*These items are considered by the City Council to be routine and will be enacted by a single motion. If discussion is desired on any particular consent item, that item may be removed from the consent agenda and considered separately.*

**Subject           B. February 24, 2016**

Meeting           Mar 9, 2016 - Development Review Committee  
Category          1. Approval of Minutes  
Access            Public  
Type               Action, Minutes

File Attachments

 [draft DRC minutes 02-24-2016.pdf \(59 KB\)](#)

**Subject           C. March 2, 2016**

Meeting           Mar 9, 2016 - Development Review Committee  
Category          1. Approval of Minutes  
Access            Public  
Type               Action, Minutes

File Attachments

 [draft DRC minutes 03-02-2016.pdf \(39 KB\)](#)

## 2. Site Plan

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**Subject**            **A. Canyon Creek Phase 2**

Meeting            Mar 9, 2016 - Development Review Committee

Category            2. Site Plan

Access              Public

Type                Action, Discussion

Applicant:

General Plan:

Zoning:

Location:

File Attachments

 [Canyon Creek Phase 2 lot 4 re-approval SP.pdf \(801 KB\)](#)

## 3. Other Business

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**Subject**            **A. Development Review**

Meeting            Mar 9, 2016 - Development Review Committee

Category            3. Other Business

Access              Public

Type                Discussion, Information

<http://www.spanishfork.org/dept/econdev/planning/developmentApps/>

## 4. Adjourn

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**Draft 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.

93  
94 Seth Perrins stated the building was not built to the correct size if the school has needed the  
95 portables. When the portables were placed on the property, no impact fees were charged.

96  
97 Junior Baker is trying to find a way that is fair and equitable in determining the water fee.

98  
99 Seth Perrins stated the system as it is today would be the worst case and the discussion can  
100 continue as to how the water impact fees can be calculated.

101  
102 Junior Baker **moved** to approve the ALA Addition Site Plan based on the following conditions:

103  
104 Conditions

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

110  
111 Seth Perrins **seconded** and the motion **passed** all in favor.

112  
113 Jennifer Fulton said they would like to keep the back parking lot for staff only.

114  
115 Chris Thompson stated that it can still be for just faculty. The parking lot as it is drafted is a  
116 poor functioning parking lot.

117  
118 Steve Adams stated ALA can post "faculty only" signs to the back parking lot.

119  
120  
121 **Office Owners Commercial**  
122 Applicant: Atlas Engineering  
123 General Plan: Commercial  
124 Zoning: C-2  
125 Location: 946 East 800 North

126  
127 Kelly Peterson needs an electrical load sheet.

128  
129 John Little had sent an email stating that an ADA parking stall for van accessibility must be in  
130 the parking lot.

131  
132 Kelly Peterson **moved** to approve the Office Owners Commercial Site Plan based on the  
133 following conditions:

134  
135 Conditions

- 136 1. That the applicant meet all the Engineering Department's redline comments;  
137 2. That the applicant adjust the parking lot to accommodate an ADA parking stall for  
138 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.

142

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.

167

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

169

170

171 **MINOR PLAT AMANDMENT**

172

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

178

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.

184

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

186

187

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

189

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191 Adopted:

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Kimberly Brenneman  
Community Development Division Secretary

DRAFT

Draft Minutes  
Spanish Fork City Development Review Committee  
February 24, 2016

**Staff Members Present:** Chris Thompson, Public Works Director; Dave Anderson, Community Development Director; Seth Perrins, City Manager; Kelly Peterson, Electric Superintendent; Junior Baker, City Attorney; Cory Pierce, Staff Engineering; Jered Johnson, Engineering Division Manager; Joe Jarvis, Fire Marshall; John Little, Chief Building Inspector; Steve Adams, Public Safety Director; Kimberly Brenneman, Community Development Division Secretary, Brady Taylor, Lead Cable Technician; Mitch Vance, Planning Intern; Kaytee Howell, Planning Intern.

**Citizens Present:** Bert Bradford, Randall Bradford, Jerry Carroll, Megan Bennett, Chad Hall, Bruce Hall.

Chris Thompson called the meeting to order at 10:08 a.m.

**FINAL PLAT**

**Bradford Final Plat**

Applicant: Atlas Engineering

General Plan: Industrial

Zoning: I-1

Location: 3400 North Main Street

Cory Pierce stated Engineering Department does not have any issues.

Kelly Peterson stated there are no issues from the Power Department. He did note that there was no connectors agreement filed with the City by the neighboring property.

Kelly Peterson **moved** to approve the Bradford Final Plat.

Jered Johnson **seconded** and the motion **passed** all in favor.

**SITE PLAN**

**Bradford Site Plan**

Applicant: Atlas Engineering

General Plan: Industrial

Zoning: I-1

Location: 3400 North Main Street

46 Chris Thompson stated the Master Plan calls for a trunk line to run through the property. The  
47 applicant has worked with the Engineering Department to have an easement run through the  
48 property to accommodate a future trunk line.  
49

50 Kelly Peterson stated a load sheet needs to be completed and submitted to the Power  
51 Department.  
52

53 Dave Anderson stated a landscape plan needs to be submitted and approved.  
54

55 Junior Baker **moved** to approve the Bradford Site Plan based on the following conditions:  
56

57 Conditions

- 58 1. That the applicant submit an electrical load sheet to the Electrical Department.  
59 2. That the applicant submit a landscape plan for review and approval.  
60

61 Seth Perrins **seconded** and the motion **passed** all in favor.  
62  
63

64 **Adam Idsinga – Chiropractic Office**

65 Applicant: Hall Engineering

66 General Plan: Mixed Use

67 Zoning: R-O

68 Location: 661 North Main Street  
69

70 Cory Pierce stated all concerns have been worked through by the Engineering Department. He  
71 stated there is a UDOT permit that is being finalized, that may need to be added as a condition  
72 of approval.  
73

74 Chad Hall stated he has received the UDOT permit.  
75

76 Dave Anderson stated based on the square footage there are parking issues.  
77

78 John Little stated based on the finished square footage of the upstairs and the basement  
79 below the finished square footage, there needs to be a minimum of 10 parking stalls. Either the  
80 other half of the building cannot be finished and utilized, or if it is finished there cannot be a  
81 medical use in the building.  
82

83 Bruce Hall stated the chiropractic office should be classified as office and not as medical,  
84 therefore parking should not be an issue.  
85

86 Dave Anderson asked how a chiropractic office is any different than a dentist office.  
87

88 Junior Baker stated that when he goes to the doctor there are only a few exam rooms, but  
89 there are lots of people in the waiting room.  
90

91 John Little stated as a building code the basement could be utilized as usable space, but with a  
92 parking issue the recommendation would be to only use the basement for storage.

93  
94 Kelly Peterson stated there could be some clearance issues if the building was placed more to  
95 the back of the lot. Originally the applicant asked for 3 phase but is going to stay with single  
96 phase. Costs and design will be addressed during the building permit review.

97  
98 Junior Baker **moved** to approve the Adam Idsinga – Chiropractic Office Site Plan based on the  
99 following conditions:

100

101 Conditions

- 102 1. That the basement is to remain as storage only.  
103 2. That should the applicant wish to have a different use within the building that they go  
104 through the Site Plan process.

105

106 Kelly Peterson **seconded** and discussion ensued. Jered Johnson abstained.

107

108 Kelly Peterson stated that at this point the applicant can only develop half of the building.

109

110 Seth Perrins stated that is the issue. A chiropractic office is a medical practice. He knows the  
111 ones he goes to there are only a few exam rooms but the waiting room is full. Hopefully you  
112 have about 6-7 people going at any time, plus the staff which is about 2 employees.

113

114 Bruce Hall feels medical is a little stringent.

115

116 Seth Perrins stated that any overflow will bleed onto Main Street or neighboring properties.  
117 He does not know how you can see the use as anything but medical.

118

119 John Little clarified the applicant can finish the upstairs half as office and half of the basement  
120 as storage only then the applicant meets the parking requirement. The applicant cannot finish  
121 the other portion of the building on the first floor as there is not enough parking to  
122 accommodate any other use within the building.

123

124 Junior Baker withdrew his motion. He stated that he thought the applicant could finish the full  
125 first floor, but not the basement.

126

127 Kelly Peterson said the determining factor is if a chiropractic office is classified as office or  
128 medical.

129

130 Junior Baker stated chiropractors view themselves as physicians.

131

132 Dave Anderson stated the parking needs to meet medical requirements. If the applicant  
133 wishes to apply to amend the ordinance to change the classification, they are welcome to do  
134 that.

135

136 Bruce Hall stated the original submittal had parking towards the front of Main Street but was  
137 told he had to resubmit with the parking in the rear of the building.

138  
139 Dave Anderson **moved** to continue the Adam Idsinga – Chiropractic Office Site Plan.  
140

141 Seth Perrins **seconded** and the motion **passed** all in favor. Jered Johnson abstained.  
142

143 Junior Baker stated the applicant can resize the building to allow for more parking; apply for a  
144 text amendment for parking; change the zone to commercial to allow the building to sit at the  
145 back of the lot; or work with American Fork Bank to share their parking lot.

146  
147 Junior Baker moved to adjourn meeting at 10:38 a.m.  
148

149  
150 Adopted:

151 \_\_\_\_\_  
152 Kimberly Brenneman  
Community Development Division Secretary

DRAFT

Draft Minutes  
Spanish Fork City Development Review Committee  
March 2, 2016

**Staff Members Present:** Chris Thompson, Public Works Director; Dave Anderson, Community Development Director; Seth Perrins, City Manager; Tom Cooper, Electric Utility Planner; Junior Baker, City Attorney; Cory Pierce, Staff Engineering; Jered Johnson, Engineering Division Manager; Bart Morrill, Parks Maintenance Supervisor; Joe Jarvis, Fire Marshall; John Little, Chief Building Inspector; Steve Adams, Public Safety Director; Brady Taylor, Lead Cable Technician; Kimberly Breneman, Community Development Division Secretary; Mitch Vance, Planning Intern; Kaytee Howell, Planning Intern.

**Citizens Present:**

Chris Thompson called the meeting to order at 10:04 a.m.

**MINOR PLAT AMENDMENT**

**Spanish Highlands Estates Plat E**

Applicant: LEI

General Plan: Low Density Residential

Zoning: R-1-30

Location: 100 North 2000 East

Cory Pierce stated that Ivory Homes noticed that the owner of the property on the west developed his property and part of the property to the east. After the error was brought to the property owner's attention, the property owner reviewed the plans submitted for the building permit. The plans showed the property owner to have at least 12 feet on the east side of his property from his home, which his home was about 10 feet from the property line. The lot line adjustment is to add an additional couple feet to the west property from the east property so the property owner of the west property would have a 12-foot side yard. Both lots will be conforming upon completion of the amendment.

There was discussion of vacating easements and amending easements with Minor Plat Amendments.

Junior Baker **moved** to approve the Spanish Highlands Estates Plat E Minor Plat Amendment based on the following conditions:

**Conditions**

1. Subject to the applicant complying with the Engineering Department's request to reword the plat concerning the vacation of easements and replacing the verbiage with "Minor Plat Amendment".

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

48

49

50 **Oakridge Cove Plat C**

51 Applicant: Chuck Blackhurst

52 General Plan: Low Density Residential

53 Zoning: R-1-30

54 Location: 2636 Oakridge Drive

55

56 There were three lots owned by the same builder. Two homes were built at about the same  
57 time and a retaining wall was built between the two properties. However, it was not built on the  
58 property line and encroached into the middle property. The middle property homeowner stated  
59 they wanted to be compensated with additional property on their east side of the property by  
60 the amount that was taken by the property to the west. The property line will be adjusted on  
61 the east side to compensate for the lost yard space on the west. All lots will be conforming  
62 upon completion of the amendment.

63

64 Junior Baker **moved** to approve the Oakridge Cove Plat C Minor Plat Amendment based on the  
65 following conditions:

66

67 Conditions

- 68 1. Subject to the applicant submitting an updated plat with the Minor Plat Amendment  
69 language in lieu of Vacation.

70

71 Jered Johnson **seconded** and the motion **passed** all in favor.

72

73

74 Other Business

75

76 Cory Pierce is working on the Construction Standards. There are many items that cross over  
77 to both the Construction Standards and Title 15. Cory Pierce wanted to know what should be  
78 in each document.

79

80 It was determined if a person were to draft up a concept plan, the information needed to do so  
81 should be found in Title 15. If a person wants to know how to build the project the information  
82 needed should be found in the Construction Standards.

83

84 Chris Thompson has asked Cory Pierce to create a redline document with what should stay in  
85 each document.

86

87

88 Junior Baker moved to adjourn the meeting at 10:24 a.m.

89

90 Adopted:

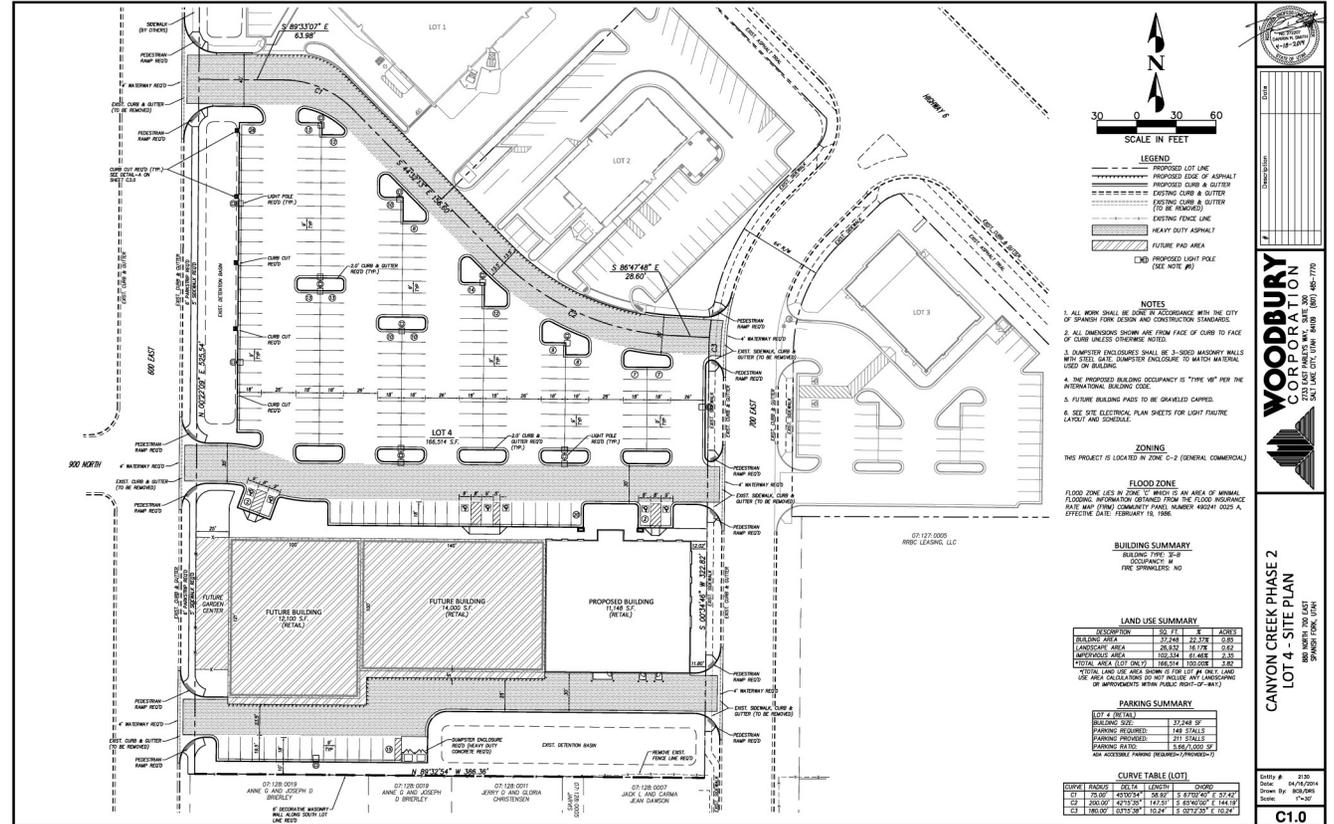
91

92

\_\_\_\_\_  
Kimberly Brenneman  
Community Development Division Secretary



# Canyon Creek Shopping Center Phase 2, Lot 4 - Re-approval



File Name: Canyon Creek Shopping Center Phase 2, Lot 4 - Re-approval

Applicant: JASON WEDLICK

Number of Lots: 1

Address: 873 North 700 East

Application Date: 3/2/2016

Site Plan Application

3.81 Acres

File #: 16-000199

Permit #: SP16-00007

Application Approved: Pending