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**Adopted Minutes**  
**Spanish Fork City Development Review Committee**  
**August 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; Bart Morrill, Parks Maintenance Supervisor; John Little, Chief Building Official; Steve Adams, Public Safety Director; Brady Taylor, Lead Cable Technician; Shelley Hendrickson, Engineering Division Secretary; Kimberly Brenneman, Community Development Department Secretary.

**Citizens Present:** Chase Bryan, Jon Anderson, Alan Stevens, Ben Tuckett, Andy Spencer.

Chris Thompson called the meeting to order at 10:09 a.m.

**MINUTES**

**July 27, 2016**

Junior Baker **moved** to **approve** the minutes of July 27, 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.

**CONDITIONAL USE PERMIT**

**T-Mobile 700 North Modification**

Applicant: Rage Development

General Plan: Public Facility

Zoning: P-F

Location: 432 East 700 North

Cory Pierce stated the application is for the existing antennas to be switched out for new technology.

Dave Anderson asked about the lease for the tower and if someone in the City needs to review the lease agreement.

It was determined that Dave Anderson would reach out to Kent Clark regarding the lease agreement of the tower.

Bart Morrill stated he would like for all landscaping to be replaced that is damaged during installation.

47  
48 Junior Baker **moved** to recommend approval to Planning Commission of the T-Mobile 700  
49 North Conditional Use Permit based on the following conditions:

50  
51 Conditions

- 52 1. That the applicant meet any of the original conditions of approval.  
53 2. That the applicant restore any landscaping that is damaged during installation.

54  
55 Dave Anderson **seconded** and the motion **passed** all in favor.

56  
57  
58 **T-Mobile 1150 East Modification**

59 Applicant: Crown Castle  
60 General Plan: Public Facility  
61 Zoning: P-F  
62 Location: 617 South 1150 East

63  
64  
65 Seth Perrins **moved** to recommend approval to Planning Commission of the T-Mobile 1150 East  
66 Conditional Use Permit based on the following conditions:

67  
68 Conditions

- 69 1. That the applicant meet any of the original conditions of approval.  
70 2. That the applicant restore any landscaping that is damaged during installation.

71  
72 Dave Anderson **seconded** and the motion **passed** all in favor.

73  
74  
75 **T-Mobile Canyon Road Modification**

76 Applicant: Cortel LLC  
77 General Plan: Public Facility  
78 Zoning: P-F  
79 Location: 2505 East Canyon Road

80  
81 Kelly Peterson stated that since the switch station has been remolded; there are concerns that  
82 the applicant is aware of those switches and is able to work around the power lines.

83  
84 Junior Baker **moved** to recommend approval to Planning Commission of the T-Mobile Canyon  
85 Road Modification Conditional Use Permit based on the following conditions:

86  
87 Conditions

- 88 1. That the applicant meet any of the original conditions of approval.  
89 2. That the applicant restore any landscaping that is damaged during installation.  
90 3. That the applicant produce a contractor with appropriate certification to work around  
91 power lines.

92

93 Dave Anderson **seconded** and the motion **passed** all in favor.

94

95

96 **MINOR SUBDIVISION**

97

98 **Western AgCredit**

99 Applicant: Alan Stevens

100 General Plan: Mixed Use

101 Zoning: C-2

102 Location: 692 South Main Street

103

104 Cory Pierce stated the only comment he has pertains to the ditch that runs along the frontage  
105 and the plat is showing it will be piped.

106

107 Alan Stevens stated the ditch has been abandoned and he is working on getting a letter stating  
108 such. Once he receives that letter, he will attach it to the file in Citizenserve.

109

110 Chris Thompson stated a letter was sent to Century Link and Comcast about pulling and  
111 reconnecting their lines underground.

112

113 Both Kelly Peterson and Alan Stevens have tried to contact Comcast but have had no  
114 response.

115

116 Seth Perrins asked about the fencing along the south side of lot 2.

117

118 Dave Anderson stated the property owner would be required to install a 6-foot masonry wall.

119

120 Brady Taylor entered the meeting at 10:28 a.m.

121

122 Dave Anderson **moved** to approve the Western AgCredit Minor Subdivision.

123

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

125

126

127 **SITE PLAN**

128

129 **Western AgCredit**

130 Applicant: Alan Stevens

131 General Plan: Mixed Use

132 Zoning: C-2

133 Location: 692 South Main Street

134

135 Cory Pierce does not have any concerns. He stated the applicant has received an access  
136 permit from UDOT to expand the drive approach along Main Street.

137

138 Chris Thompson stated he would like to see the asphalt be widened to the full width of the  
139 drive approach to resolve some potential conflicts.

140  
141 Alan Stevens stated that should be fine.

142  
143 Cory Pierce stated that Shelly Hendrickson emailed the bond and fees to Alan Stevens. Cory  
144 Pierce wanted to make sure that the applicant is aware the fees need to be paid prior to the  
145 pre-construction meeting. The contractor has set a preconstruction meeting for tomorrow, so  
146 those fees need to be paid prior to that meeting.

147  
148 Alan Stevens asked how soon the reimbursement fees might come in.

149  
150 Chris Thompson recommended that Alan Stevens sit down with Marlo Smith regarding what  
151 percentage would go back to the applicant.

152  
153 Cory Pierce stated the applicant should submit for the reimbursement before January so they  
154 can receive their first payment in August 2017.

155  
156 Chris Thompson asked if the storm water is sufficient.

157  
158 Cory Pierce stated that it is.

159  
160 Junior Baker **moved** to approve the Western AgCredit Site Plan based on the following  
161 conditions:

162  
163 Conditions

- 164 1. That the applicant meet the City's current Construction Standards.  
165 2. That the applicant construct the full drive approach and taper the asphalt as it  
166 reaches the interior of the lot.

167  
168 Seth Perrins **seconded** and the motion **passed** all in favor.

169  
170  
171 **Canyon Creek Shopping Center Phase 9**

172 Applicant: Woodbury Corporation

173 General Plan: Commercial

174 Zoning: C-2

175 Location: 790 Expressway Lane

176  
177 Cory Pierce stated there are a couple of items to note. There needs to be PI services shown  
178 for what is needed on the plat. The timing of the installation of the islands on Canyon Creek  
179 Parkway needs to be decided. There is a 15-inch sewer line and other utilities that have been  
180 abandoned or are being relocated on the site.

181  
182 Chris Thompson stated there are two requirements that should be in the motion. First, that  
183 Commerce Way should be built so the businesses on the west side of Canyon Creek Parkway

184 have an alternative access. Second, that the medians on Canyon Creek Parkway be in place  
185 before businesses open.  
186  
187 Andy Spencer asked that the Certificate of Occupancy be tied to Commerce Way instead of  
188 the medians.  
189  
190 Chris Thompson stated for tenant improvement permits Woodbury has to bond for their portion  
191 of the road improvements on Canyon Creek Parkway and the Certificate of Occupancy is  
192 based off Commerce Way being built.  
193  
194 Andy Spencer wished to clarify that Commerce Way be built as a ribbon road connecting to  
195 Kirby Lane.  
196  
197 Cory Pierce stated the Final Plat and Site Plan where Commerce Way and Kirby Lane connect  
198 have been submitted and showed the proposed layout.  
199  
200 Seth Perrins asked when we expect to have the medians up and alter the traffic flow on  
201 Canyon Creek Parkway.  
202  
203 Chris Thompson stated it would not be done until Commerce Way is completed.  
204  
205 Andy Spencer stated depending on the spring weather, they will not start surface  
206 improvements until probably May 2017. Woodbury will need to wait for the land to dry out  
207 before they do the improvements.  
208  
209 Kelly Peterson stated he needs the shop drawings.  
210  
211 Andy Spencer stated he has written a letter to Tom Cooper regarding when drawings will be  
212 submitted. He stated Tom Cooper said that would be sufficient.  
213  
214 Cory Pierce asked about the demolition of the theater being after Labor Day and if that was  
215 still the plan.  
216  
217 Andy Spencer stated that the plan is to demo the building on September 12<sup>th</sup>.  
218  
219 Dave Anderson stated the landscaping does not meet the City's landscape requirements. As  
220 the surrounding sites develop that deficiency will need to be corrected and meet the City's  
221 landscape standard.  
222  
223 Andy Spencer reviewed the total site area of where more landscaping would be placed  
224 throughout.  
225  
226 Dave Anderson explained that the applicant is asking that the City should just trust the  
227 applicant that the landscaping will meet the City standard. He is concerned that down the road  
228 there will be undo conflict to meet the standard.  
229

230 Andy Spencer stated there are only two pads where the landscaping might fluctuate a bit.

231

232 Seth Perrins asked about the parking requirement.

233

234 Andy Spencer stated the development is above what the City's Standard for parking is  
235 outlined.

236

237 Bart Morrill exited the meeting at 11:09 a.m.

238

239 Dave Anderson stated even though Woodbury is developing the property the project is part of  
240 the Expressway Center complex and all the cross parking and access easements will stay in  
241 place.

242

243 Andy Spencer stated they have been working with the neighboring properties. The site work  
244 will start after the demo work is complete and site work is planned to be finished by June 2017.

245

246 John Little exited the meeting at 11:20 a.m.

247

248 Chris Thompson **moved** to approve the Canyon Creek Shopping Center Phase 9 Site Plan  
249 based on the following conditions:

250

251 Conditions

252

1. That the applicant bond for their portion of improvements to Canyon Creek Parkway  
253 that the city will bid out and build.

254

2. That the agreement with the Deseret First Credit Union and Shade Tree building be  
255 executed before a preconstruction meeting can be set.

256

3. That a Certificate of Occupancy will not be issued until Commerce Way is paved.

257

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

259

260 John Little returned to the meeting at 11:24 a.m.

261

262

263 **PEG Development**

264 Applicant: LEI Engineering

265 General Plan: Mixed Use

266 Zoning: C-2

267 Location: 126 West Volunteer Drive

268

269 Dave Anderson stated the City expects to close with PEG Development in the next week or so.

270

271 Junior Baker stated he needs a copy of the recorded plat from the County.

272

273 Jered Johnson stated he would get a copy of the recorded plat to Junior Baker.

274

275 Cory Pierce stated there are a couple of minor comments that need to be addressed from  
276 Citizenserve.

277

278 Dave Anderson stated the current setback in the C-2 zone is 25 feet and the building height is  
279 over 30 feet. There are some proposed Title 15 changes that would reduce the side setback in  
280 the C-2 zone from 25 feet to 20 feet when the building is 30 feet from the back of curb. There  
281 is also a proposed change in Title 15 to allow building height in the C-2 zone to be 35 feet with  
282 within 50 feet of a residential zone. With those Title 15 changes being approved then the  
283 building will meet the City code.

284

285 Dave Anderson stated that during the winter the facility will be busier than the Sports Park and  
286 the City has agreed to let the applicant utilize the Sports Park parking lot.

287

288 Jered Johnson exited the meeting at 11:30 a.m.

289

290 Chris Thompson asked if a crosswalk would be needed from the Sports Park to the proposed  
291 development if they are utilizing the Sports Park parking lot.

292

293 Cory Pierce stated down the road as Volunteer Drive develops there would be a need for  
294 HAWK crossings, but at this time he does not feel that is warranted.

295

296 Junior Baker exited the meeting at 11:31 a.m.

297

298 Jered Johnson returned to the meeting at 11:32 a.m.

299

300 Dave Anderson suggested waiting to see what the need is before placing an ADA ramp and  
301 crosswalk on Volunteer Drive.

302

303 The applicant stated they hope to be open in October 2017.

304

305 Cory Pierce stated Phase 3 of the Parkview Townhomes has been submitted and there could  
306 be coordination with both applicants as to the timing of improvements along Volunteer Drive so  
307 there is not a gap in the curb gutter and sidewalk as the road is widened.

308

309 Kelly Peterson stated there needs to be a load sheet submitted for the size of the project.

310

311 Steve Adams stated that if the applicant is using the Sports Park parking lot, he would like to  
312 see ADA ramps for strollers.

313

314 It was determined to not do any ADA ramps or crosswalk until there is the need.

315

316 Dave Anderson **moved** to approve the PEG Development Site Plan based on the following  
317 conditions:

318

319

Conditions

- 320 1. City Council approving the proposed Title 15 changes of the building setback and  
321 height in the C-2 zone.  
322 2. That the applicant vacate the storm drain easements and provide easements for the  
323 realigned storm drain.  
324

325 Kelly Peterson **seconded** and the motion **passed** all in favor.  
326

327

328 **FINAL PLAT**

329

330 **Canyon Creek Shopping Center Phase 9**

331 Applicant: Woodbury Corporation

332 General Plan: Commercial

333 Zoning: C-2

334 Location: 790 Expressway Lane  
335

336 Dave Anderson **moved** to approve the Canyon Creek Shopping Center Phase 9 Final Plat.  
337

338 Jered Johnson **seconded** and the motion **passed** all in favor.  
339

340 Shelley Hendrickson exited the meeting at 11:40 a.m.  
341

342

343

344 **ZONE CHANGE**

345

346 **1000 North Rezone**

347 Applicant: Anderson CRG

348 General Plan: Mixed Use

349 Zoning: R-1-6

350 Location: 957 North 500 East  
351

352 Dave Anderson stated the applicant has applied for a Zone Change application. Dave  
353 Anderson stated before a Zone Change is typically approved for commercial use the City would  
354 like a site plan and landscape plan.

355

356 Kelly Peterson stated the applicant will need to bring the power to the site.  
357

358

359 Chris Thompson suggested the church be zoned commercial so there is not just one little spot  
360 zoned commercial.

361

362 Seth Perrins stated there will be one or more Council members who will be very interested in  
363 the proposed tenant for the site to make sure it blends with the residential homes.

364

365 Jered Johnson stated there is a traffic study being completed and there will need to be a right  
turn lane off 1000 North onto 500 East.

366 Dave Anderson **moved** to recommend approval to City Council of the 1000 North Zone Change  
367 to from R-1-6 to C-2.

368  
369 Jered Johnson **seconded** and the motion **passed** all in favor.

370  
371 Dave Anderson is making the recommendation of approval on the basis that the Planning  
372 Commission and City Council will consider if the timing is right.

373  
374 Seth Perrins asked that the Planning Commission and City Council also consider the need to  
375 rezone the whole frontage along 1000 North.

376  
377 John Little exited the meeting at 11:54 a.m.

378

379

### 380 TTILE 15 AMENDMENTS

381

#### 382 **Title 15 Amendments**

383 Applicant: Spanish Fork City

384 General Plan: City Wide

385 Zoning: City Wide

386 Location: City Wide

387

388 Dave Anderson explained that several of the proposed changes to Title 15 are to create  
389 uniform titles for department heads. There is a proposed change to increase the height  
390 requirement in the C-2 zone to allow buildings to be to 35 feet in height when within 50 feet of  
391 a residential zone. There is also a proposal to change the C-2 front setback to 20 feet when  
392 there is a total of 30 feet from back of curb to the building.

393

394 There are proposed changes on how development applications are submitted. There was  
395 language updated to meet the City's current practices of the reimbursement project.

396

397 Dave Anderson suggested there needs to be a wall standard for collector streets and both he  
398 and the City Attorney believe it should be detailed in the construction standards. There needs  
399 to be specific color and pattern requirements, but not to the extent it has to be from a  
400 particular distributor.

401

402 Seth Perrins stated in a conversation with the Council, he got the feeling that the Council will  
403 support that change.

404

405 Chris Thompson stated by having a uniform style it will be easier for maintenance and repairs.

406

407 Dave Anderson stated color and pattern is one issue the second part is the need to detail the  
408 construction of the material in the wall.

409

410 Bart Morrill returned to the meeting at 12:15 p.m.

411

412 Dave Anderson has asked for a little more time to research the foam core walls. An offer was  
413 extended to him to walk through a facility that builds the foam core Rhino Walls. Everyone  
414 agreed it would be good to take more time on this issue, Cory Pierce, Chris Thompson, Seth  
415 Perrins, Jered Johnson and Bart Morrill would like to visit the manufacturing facility as well.  
416

417 Dave Anderson **moved** to recommend approval to City Council of the Title 15 Amendments  
418 except for the definition of the masonry walls which he moves be continued.  
419

420 Jered Johnson **seconded** and the motion **passed** all in favor.  
421

422 Seth Perrins moved to adjourn meeting at 12:22 p.m.  
423  
424  
425

426 Adopted: October 19, 2016

427

428

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Jessica Burdick  
Community Development Division Secretary