



Planning Commission Agenda September 7, 2011

- Planning Commissioners** 6:00 P.M.
1. Preliminary Activities
 - a. Pledge of Allegiance
 - b. Approval of Minutes: August 3, 2011
- Michael Christianson
Chairman
- David Stroud
2. Preliminary Plats
 - a. **Spanish Fork Business Center Plat "B"**
Applicant: Morris Flygare
General Plan: Light Industrial
Zoning: Industrial 1
Location: 2100 North Chappel Drive
- Rick Evans
- George Gull
- Brad Gonzales
- Seth Sorenson
3. Other Business
 - a. Discussion on the Transportation and Traffic Circulation Element of the General Plan
 - b. Discussion on Planning Commission Work Program.

Planning Commissioners, if you are unable to attend a meeting please let us know ASAP. Thanks.

The public is invited to participate in all Planning Commission Meetings at 40 South Main Street, Room 140, Spanish Fork. If you need special accommodations to participate in the meeting, please contact the City Manager's Office at (801) 804-4530.

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Draft Minutes
Spanish Fork City Planning Commission Meeting
August 3, 2011

Commission Members Present: Rick Evans, Seth Sorensen, Michael Christianson, Brad Gonzales.

Staff Present: Dave Anderson, Community Development Director; Shelley Hendrickson, Planning Secretary; Trapper Burdick, Assistant City Engineer.

Citizens Present: Teresa

Chairman Christianson welcomed everyone to the meeting at 6:05 p.m.

PRELIMINARY ACTIVITIES

Pledge

Commissioner Sorensen led the pledge.

MINUTES

July 6, 2011

Already approved.

PUBLIC HEARING

Proposed August 2011 Construction and Development Standards

Mr. Anderson explained the purpose of the document and that the document had not been updated since 2005.

Commissioner Gonzales asked when the proposal would be presented to the City Council. Mr. Anderson said it was scheduled for their next meeting which would be on August 16, 2011.

Chairman Christianson asked Mr. Burdick to explain what the APWA organization was and what they regulate.

Mr. Burdick explained that the APWA stands for American Public Works Association that is an organization that gets together with all municipalities to discuss construction issues and design standards and create a document with

45 specifications and directions. There is a local chapter here in Utah and they meet
46 on a regular basis to discuss issues.

47

48 Chairman Christianson explained that the City has the option to adopt the APWA
49 standards exclusively or pick and choose what we are going to follow.

50

51 Chairman Christianson asked if street cross sections were changing. Mr. Burdick
52 explained that the street cross sections had changed from the 2003 standard. He
53 said that they had been updated to match the Transportation Master Plan that was
54 originally adopted in 2009.

55

56 Chairman Christianson asked if the City was narrowing any roads.

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58 Mr. Anderson explained that what had changed since the current Transportation
59 Master Plan was adopted was the creation of a sub local street cross section.

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61 Mr. Burdick explained that major collector roads had been eliminated.

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63 Discussion was held regarding the following changes to the standards: cul-de-sac
64 length, who approves exceptions when it says 'the city' instead of the title of an
65 employee, change equal to equivalent, retention/detention basin standards, geo-
66 tech report on a lot by lot basis, requirement of bonds, SWPPP requirements,
67 sump pumps, whether or not to allow water settling method, trails, pedestrian
68 ramps and whether or not to have a section for definitions at the beginning of the
69 document.

70

71 Mr. Burdick explained that the Engineering Department would be conducting an
72 annual revision, and adoption, of the Construction and Development Standards
73 from here forward.

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75 Chairman Christianson invited public comment. There was none.

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77 Commissioner Evans **moved** to recommend that the City Council **approve** the 2011
78 Construction and Development Standards subject to this approach: that members
79 of the Commission contact Trapper Burdick with any concerns/editing etc. over
80 the next two weeks. At the completion of the two weeks that an email be sent to
81 the Commission and if concerns have been addressed then the document will go to
82 the City Council. Commissioner Sorensen **seconded** and the motion **passed** all in
83 favor.

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85 DOWNTOWN AREA PLAN DISCUSSION

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87 Mr. Anderson introduced the citizens that were present for the discussion on the
88 downtown area. He explained that they were present because they were
89 interested in improving Main Street.

90

91 Discussion was held regarding changing the downward trend of Main Street in the
92 downtown area (downward trend in business types, vacancies, condition of some
93 of the buildings and how poorly they are maintained, limited parking, absence of
94 public facilities, advertising etc).

95

96 Discussion was held regarding putting together a plan that would provide guidance
97 by way of what should happen downtown and provides a vision as to what the City
98 wants to see.

99

100 Discussion was held regarding goals for downtown: promote business, obtain
101 grants, more parking, make more attractive, clean-up and accessibility.

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103 **ADJOURNMENT**

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105 The meeting **adjourned** at 8:11 p.m.

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108 **Adopted:**

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Shelley Hendrickson, Planning Secretary



PRELIMINARY PLAT

REPORT TO THE PLANNING COMMISSION SPANISH FORK BUSINESS CENTER "B" PRELIMINARY PLAT

Agenda Date: September 7, 2011

Staff Contacts: Dave Anderson, Community Development Director.

Reviewed By: Development Review Committee.

Request: Morris Flygare has proposed to create a legal building lot for an industrial development.

Zoning: Industrial 1.

General Plan: Light Industrial.

Project Size: 2.68 acres.

Number of lots: 1.

Location: 2100 North Chappel Drive.

Background Discussion

Morris Flygare, representing Jamie Evans, has requested that Spanish Fork City approve a Preliminary Plat to ultimately create a 2.68-acre industrial lot.

Occasionally, subdivisions of this nature are referred to as one-lot subdivisions. While that designation is something of an oxymoron it is intended to simply convey the idea that someone is working to complete one legal building lot. Ultimately, this is accomplished by filing a plat with the Utah County Recorder's office and the initial step towards that goal involves having a Preliminary Plat approved.

There are no unique improvements required with this plat. Chappel Drive will be extended from its current terminus through the subject property.

Development Review Committee

The Development Review Committee reviewed this Plat on August 31 and recommended that it be approved. Minutes from that meeting read as follows:

Spanish Fork Business Park Plat B

Applicant: Morris Flygare
 General Plan: Light Industrial
 Zoning: Industrial 1
 Location: approximately 2100 North Chappel Drive

Mr. Anderson explained the proposal was to create a new lot for PreCorp to construct a building on. He explained a gap that was going to exist between where the utilities will terminate at Chappel Drive and where the property line is. The property owner will provide payment to the City with the idea that the City will make the connection between where the utilities will terminate and where they will be installed on the



adjoining property to the north when it develops. He further explained to the applicant that he would make the payment at the time he posts a bond but unlike a bond it would be money that the City would use to make the necessary improvements.

Mr. Johnson explained that this was a one lot subdivision but that they were incorporating two or three different parcels.

Discussion was held regarding the property boundaries along Williams Lane and that the City would not be doing anything to preserve or create Williams Lane as a public street.

Mr. Johnson said that Williams Lane would remain as it is.

Mr. Cooper explained that the Power Department was in the process of improving a power line in front of PreCorp and that this proposal would need to connect to what the Power Department was improving.

Discussion was held regarding transformer placement and a sixty-foot wide high-pressure gas line easement.

Mr. Baker **moved** to recommend **approval** of the Spanish Fork Business Park Plat B located at approximately 2100 North Chappel Drive subject to the following conditions:

Conditions

1. That the applicant stop the installation of utilities south of the north property line due to an irrigation ditch with the provision that the applicant pay the City the cost to complete the utilities to the north property line and that the City will complete the utilities when the property develops to the North.
2. That the applicant meet the City's Construction and Development Standards.

Mr. Cooper **seconded** and the motion **passed** all in favor.

Discussion was held regarding what the applicant's next step would be; which, was to supply their plans in pdf form to Dave Anderson

and that the proposal would be on the Spanish Fork City Planning Commission's agenda on September 7, 2011.

Budgetary Impact

There is no anticipated budget impact with this proposed subdivision.

Recommendation

Staff recommends that the proposed Preliminary Plat be approved.



