

APPROVED MINUTES

AMERICAN FORK CITY PLANNING COMMISSION MINUTES SEPTEMBER 18, 2019

The American Fork City Planning Commission met in a regular session on September 18, 2019 at the American Fork City Hall, 31 North Church Street, commencing at 7:00 p.m.

Present: John Woffinden
Rod Brocious
Chris Christiansen
Harold Dudley
Geoff Dupaix
Christine Anderson
Rebecca Staten
Eric Franson

Absent:

Staff Present: Adam Olsen, Senior Planner
Wendelin Knobloch, Planner
Lisa Halversen, Administrative Assistant
Ben Hunter, Engineer

Also Present: Jake Horan, Grant Lefgren, Mike Hathorne, Eric England, Cameron Henke

1. Pledge of Allegiance

Chairman Woffinden welcomed everyone and those present recited the Pledge of Allegiance.

2. Review and action on a site plan for a fence located at 741 East Utah Valley Drive in the PI-1 Planned Industrial zone

Mr. Olsen explained that Thermoworks, located in the Utah Valley Business Park, wishes to construct an 8' tall fence along a portion of the eastern property line. Because the fence is taller than 6', the ordinance requires that it receive Planning Commission approval. Included in the submittal materials are a picture of the proposed fence, and location of the proposed fence.

Mr. Hunter had no comments from the Engineering Division.

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Mr. England represents the landscaping company, said that the property owner wants a fence to be a screen for his business.

Mr. Dudley moved to approve the site plan for an 8' tall fence, located at 741 E. Utah Valley Dr. with the finding listed in the staff report, and subject to any findings, conditions, and modifications listed in the Engineering Report.

Mr. Dupaix seconded the motion. Voting was as follows:

Chairman Woffinden	Aye
Rod Brocious	Aye
Chris Christiansen	Aye
Christine Anderson	Aye
Harold Dudley	Aye
Geoff Dupaix	Aye
Eric Franson	Aye

The motion carried.

3. Hearing, review and action on a District Framework Plan for the NBFF TOD Project located in the area of 500 South 1000 West in the TOD zone

Mr. Olsen stated that the area comprising the NBFF District Framework Plan consists of approximately 22 acres. It is located in the area of 500 South 1000 West; and runs from north to south. Nearly the entirety of the property lies within the Garden District; an exception being the very southern portion, which lies outside the TOD overlay. Within this district, the General Mixed-Use and Neighborhood Edge sub-districts are present. South of this area, a traditional low-density 3 du/ac designation is present.

District Framework Plans are covered in Section 4 of the recently adopted TOD Code. A District Framework Plan lays the overall groundwork, or backbone, of forthcoming development. District Framework Plans proceed through Planning Commission and ultimately City Council. Following approval of a District Framework Plan, subsequent development submittals are reviewed and either approved or denied by staff; the exception being formal subdivision plats, which still proceed through Planning Commission and City Council. Per Section 4.01.3 of the Code, District Framework Plans expire 24 months after approval "if not acted upon further through the submittal of a block plan". Extensions may be granted by the Council, if requested and deemed appropriate.

Section 4.02 of the TOD Code outlines submittal requirements for a District Framework Plan. Those requirements, as well as submission materials particular to this District Framework Plan, are detailed below.

Consistency with the Land Use Plan:

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The Land Use Plan designates this area as “Transit Oriented Development”. The District Framework Plan is consistent with the Land Use Plan designation.

Section 4.02 of the TOD Code, “Submission Requirements”

A District Framework Plan submittal must include the following exhibits:

a. Exhibit 1: Legal Description.

A legal description of the area comprising the District Framework Plan has been submitted and labeled as Exhibit 1.

b. Exhibit 2: Boundary Survey.

A boundary survey, highlighting the parcels included in the District Framework Plan, has been submitted and labeled as Exhibit 2.

c. Exhibit 3: Development Area Plan.

The underlying Development Area Plan, adopted at the time of TOD Code approval, is provided and labeled as Exhibit 3. The area comprising the District Framework Plan is highlighted within the overall Development Area Plan; illustrating the district (Garden District). The sub-districts (General Mixed Use and Neighborhood Edge) are illustrated and labeled on Exhibit 6.

d. Exhibit 4: Boundary Map.

Similar to the boundary survey provided in Exhibit 2, a boundary map has been submitted and labeled as Exhibit 4. Included in the boundary map is the following, as required:

- i. Name and ownership of the properties.
- ii. Acreage of the properties.
- iii. Boundaries of the properties.
- iv. Existing land use of all properties within 500 feet. Existing land use is agriculture.

e. Exhibit 5: Constraints Map.

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A constraints map is intended to identify areas such as flood plain, wetlands, water bodies, or other sensitive lands. A constraints map has been submitted and labeled as Exhibit 5. This map identifies the following constraint: a pond due to a high-water table. All future submittals will work within the parameters of this constraint.

f. Exhibit 6: District Framework Plan

A district framework plan has been submitted and labeled as Exhibit 6 (multiple pages). Included in the exhibit is the following, as required:

- i. Block type boundaries and IDs and a data table including block type assignment, net acreage and gross acreage of each block type. This has been illustrated in the exhibit. The area of this District Framework Plan falls within block types 2 and 3. Block type locations have been identified, as have net and gross acreage of each block type.

Of note: applicants request that block type 3 replace block type 2. This extension (block type 3) was approved with the ADG District Framework Plan (directly east), due to access restrictions off of 900 West, and for the allowance of rear-loaded product. Applicants request a similar extension of block type 3, to create consistency with the ADG Framework Plan; creating cohesive, consistent block types. Applicants also request that block type 3 be replaced with block type 4. A similar request, to replace block type 3 with block type 4, was approved with the Hoggard District Framework Plan, directly adjacent to the east. Again, Applicants request the change in order to create consistent block types adjacent to one another. The Planning Commission and Council is not required to approve the requests and the Applicants will likely speak to these requests in greater detail at the Planning Commission meeting.

- ii. Civic district boundaries, and a data table including types, acreages, and any assigned uses. Civic spaces, such as open space, is identified as a percentage of required open space: 10-20% for both sub-districts within the Garden District. It is too early in the process to identify where all open space will lie. Open space requirements will be met utilizing the allowable types of open space as identified in the TOD Code (Section 7). Staff will ensure open space types and percentages are met, through future submittals.
- iii. A data table including gross acreage and net acreage of the district, net acres of developable land and total acreage assigned to thoroughfares.
- iv. A data table indicating the total aggregated gross acreage of each block type and civic district and percentage of the gross character district acreage.

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g. Exhibit 7: Transportation Network Plan

A transportation network plan has been submitted and labeled as Exhibit 7. Included in the exhibit is the following, as required:

- i. A key showing the thoroughfare network of the governing development area plan and the transportation master plan. The thoroughfare network of the underlying development area plan is illustrated, along with the corresponding street types as identified in the City's Transportation Master Plan.
- ii. Existing, new, and modified thoroughfares.
Applicants request modifications of roads within the underlying operational overlay. They have coordinated with Engineering on these modifications; preserving the integrity of the underlying operational overlay, as well as providing connections to adjacent properties. Engineering will discuss proposed modifications in greater detail.
- iii. New and modified intersections. Intersection assemblies are identified and provided for in Exhibit 13.
- iv. Existing, new, and relocated major utility easements.
- v. A data table including all thoroughfares within the character district, indicating ownership, right-of-way widths, number of vehicular lanes, thoroughfare type, and transportation provisions.

h. Exhibit 8: Thoroughfare Naming Plan

A thoroughfare naming plan has been submitted and labeled as Exhibit 8. Included in the exhibit is the following, as required:

- i. Names for each thoroughfare within the character district in accordance with the City's street naming ordinance. Exhibit 8 indicates the names of thoroughfares provided. These names are in accordance with the City's street naming system.

i. Exhibit 9: Bicycle Network Plan

A bicycle network plan has been submitted and labeled as Exhibit 9. Included in the exhibit is the following, as required:

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- i. Existing and new bicycle networks. The exhibit notes that there will be buffered cycle track along both sides of 1100 West.

j. Exhibit 10: Traffic Study

Preliminary projected traffic counts for the area have been provided and labeled as Exhibit 10.

k. Exhibit 11: Civic District Plan

An exhibit, noting the types of allowable open space within block types 3 and 4 has been presented. Exact locations and networks of open space will be identified in future reviews. Staff will ensure compliance with open space types, locations, and percentages in future reviews; pursuant to the applicable sections of the TOD Code.

l. Exhibit 12: Thoroughfare Assemblies

A thoroughfare assembly is provided and labeled as Exhibit 12. Cross-sections and assembly types are provided for neighborhood streets and neighborhood collectors, as identified in the exhibit.

m. Exhibit 13: Intersection Assemblies

An intersection assembly exhibit has been provided and labeled as Exhibit 13. Types of proposed intersections are identified.

n. Exhibit 14: Phasing Plan

A phasing plan, indicating phase boundaries and sequence of each phase, has been provided and labeled as Exhibit 14. The area will be developed in two phases, as indicated in the exhibit.

o. Exhibit 15: Detailed Architectural Standards

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Conceptual architectural themes are provided and labeled as Exhibit 15. Refining of architectural standards and themes will be reviewed at future submittals. Themes are provided to give an idea of what may be placed within the area, per the block types found therein; however, approval of such standards is not part of a District Framework Plan approval.

p. Exhibit 16: Special Requirements.

As identified in previous exhibits, applicants request realignment of certain streets; extension of block type 4 to coincide with approval of block type 4 directly to the east (Hoggard DFP); extension of block type 3 to the southern boundary of the project to coincide with approval of block type 3 directly to the east (ADG DFP). The TOD Code allows Block Type 3 to be adjacent to single-family zoned properties (found directly south of the TOD overlay). Exhibit 16 illustrates these requests.

In addition, a “reference” exhibit has been provided, illustrating the related developers and proximity of properties to the NBFF properties. This provides a visual representation of alterations to the underlying transportation network approved with the Hoggard and ADG district framework plans; while preserving connectivity and the integrity of the operational overlay.

Mr. Hunter said that this plan meets their connectivity goals. The 900 West road will be shifting west and going through the middle of a block, so a modification was made in order to avoid having two major roads very close together. He indicated that the Engineering Division recommends approval of the proposed development subject to the findings and conditions listed in the staff report.

Mr. Dupaix was concerned that with losing the adjacent roadway to 900 West, the development loses some of the grid shape that is most desirable. He cautioned against these kinds of adjustments from a traffic flow standpoint.

Mr. Hunter said that we anticipate providing more connectivity in that block through local roads.

Mr. Dupaix reiterated that he wants to stick with the grid as much as possible.

Mr. Mike Hathorne represents White Horse Development, offered to answer questions. No questions were asked.

Public Hearing Opened

Public Hearing Closed

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1 Mr. Brocious moved to recommend approval of the NBFF District Framework Plan, with
2 the findings as outlined in the staff report, and subject to any findings, conditions and
3 modifications listed in the engineering report.

4 Mr. Dupaix seconded the motion. Voting was as follows:

5	Chairman Woffinden	Aye
6	Rod Brocious	Aye
7	Chris Christiansen	Aye
8	Christine Anderson	Aye
9	Harold Dudley	Aye
10	Rebecca Staten	Aye
11	Geoff Dupaix	Aye
12	Eric Franson	Aye

13 The motion carried.
14

- 15 4. Hearing, review and action on adding Section 15.01.1417 to the American Fork City
16 Municipal Code, a new detail for placement of 1.5" and 2" PI meters
17

18 Mr. Hunter said that the Public Works Department at the request of the Water Division has
19 looked at creating a new detail for larger pressurized irrigation water meter vaults to better
20 accommodate maintenance and repairs of the meters as needed. This detail addresses those
21 challenges that have historically been experienced by city maintenance personnel. The
22 Engineering Division recommends approval of the proposed code text amendment.
23
24

25 Public Hearing Opened

26 Public Hearing Closed
27

28 Mr. Franson moved to recommend approval of the code text amendment.

29 Mr. Christiansen seconded the motion. Voting was as follows:

30	Chairman Woffinden	Aye
31	Rod Brocious	Aye
32	Chris Christiansen	Aye
33	Christine Anderson	Aye
34	Harold Dudley	Aye
35	Rebecca Staten	Aye
36	Geoff Dupaix	Aye
37	Eric Franson	Aye

38 The motion carried.
39

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5. Other Business

Chairman Woffinden thanked Mr. Olsen for his efforts in putting on the commissioner's summer dinner.

Mr. Franson told the other commissioners that he needs to resign because of a schedule conflict, this is his last meeting with the commission.

6. Site Plan Committee Report

Mr. Knobloch reviewed the upcoming Planning Commission items, these include the developments moving through TRC. The next meeting will be held on October 2, 2019. There are a few smaller items such as a plat for Beehive Clothing and Grove Creek Plaza. There will also be some changes to ordinances involving short-term rentals and setback requirements.

7. Review and action on the minutes of the September 4, 2019 Planning Commission Regular Session

Ms. Anderson moved to approve the minutes of the September 4, 2019 Planning Commission Regular Session.

Mr. Dupaix seconded the motion. Voting was as follows:

Chairman Woffinden	Aye
Rod Brocious	Aye
Chris Christiansen	Aye
Christine Anderson	Aye
Harold Dudley	Aye
Rebecca Staten	Aye
Geoff Dupaix	Aye
Eric abstained	

The motion carried.

There was a discussion on the procedure to replace Mr. Franson. Mr. Olsen stated that commissioners will nominate a commissioner to assume the position of vice-chair.

Mr. Franson moved to adjourn.

Mr. Dupaix seconded the motion. All concurred.

Meeting adjourned at 7:20 pm.



Lisa Halversen, Administrative Assistant