

# APPROVED MINUTES

## AMERICAN FORK CITY PLANNING COMMISSION MINUTES JANUARY 22, 2020

The American Fork City Planning Commission met in a regular session on January 22, 2020 at the American Fork City Hall, 31 North Church Street, commencing at 7:00 p.m.

Present: John Woffinden  
Chris Christiansen  
Geoff Dupaix  
Harold Dudley  
Ryan Hunter  
Christine Anderson

Absent: Rod Brocious  
Rebecca Staten

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

Also Present: Dave Pierson

### 1. Pledge of Allegiance

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

### 2. Review and action on the Houle Annexation Agreement, for property located at approximately 935 East 50 South and consisting of approximately .60 acres

Mr. Olsen stated that the Houle annexation closes an island of unincorporated County land in the vicinity of 935 East 50 South. The annexation area consists of .60 acres. The R1-9,000 zone is proposed, matching surrounding properties. No development is proposed, and an existing home is found on the property.

Mr. Hunter said that the Engineering Division has no concerns, there is existing right-of-way along 50 South. They are entering into a water delay agreement in case of future development. The Engineering Division has no other concerns.

**Mr. Christiansen moved to recommend approval of the Houle Annexation Agreement.**

**Ms. Anderson seconded the motion. Voting was as follows:**

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Chairman Woffinden Aye  
Chris Christiansen Aye  
Christine Anderson Aye  
Geoff Dupaix Aye  
Harold Dudley Aye  
Ryan Hunter Aye

The motion carried.

3. Hearing, review and action on a site plan for Dollar Tree, located at 648 East State Street in the SC-1 Planned Shopping Center zone

Mr. Olsen indicated that Dollar Tree proposes to combine and expand three suites in the American Fork Shopping Center. The expansion necessitates Planning Commission approval. Dollar Tree will expand to the north, toward the parking lot, creating more of a flush appearance with the existing suites to the east and west. 7 parking stalls will be removed as part of the expansion; however, sufficient parking exists within the overall shopping center. Renderings have been included in the submittal materials, illustrating the finished expanded facade.

Mr. Hunter stated that the Engineering Division recommends approval, all utilities are existing and there are no engineering issues.

**Public Hearing Opened**

**Public Hearing Closed**

Mr. Dave Pearson with Galloway represents the owners of the shopping center. This proposal adds more sales floor area for a potential Dollar Tree store. The shell will be pulled out to leave a clean interior, there will also probably be an enclosed trash structure. New sidewalk will be put in the front, and there will be shear walls on both sides.

Chairman Woffinden asked when they plan on beginning work.

Mr. Pierson said that they want to begin as soon as possible. Two building permits will be issued, one for the shell and one for Dollar Tree or tenant.

**Mr. Christiansen moved to approve the site plan for Dollar Tree, with the finding listed in the staff report and subject to any findings, conditions and modifications found in the Engineering report.**

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

Chairman Woffinden Aye

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|                    |     |
|--------------------|-----|
| Chris Christiansen | Aye |
| Christine Anderson | Aye |
| Geoff Dupaix       | Aye |
| Harold Dudley      | Aye |
| Ryan Hunter        | Aye |

## 4. Review and action on the 2020 American Fork City Planning Commission Meeting Schedule

Mr. Olsen posted notice of scheduled Planning Commission meetings for 2020. If there is a meeting where there are no agenda items or when most commissioners will be gone, the meeting will be canceled. Commissioners discuss moving the April 8 meeting closest to spring break, the City Council has canceled their meeting around the same time.

**Mr. Christiansen moved to recommend approval of the 2020 American Fork City Planning Commission Meeting Schedule**

**Ms. Anderson seconded the motion. Voting was as follows:**

|                    |     |
|--------------------|-----|
| Chairman Woffinden | Aye |
| Chris Christiansen | Aye |
| Christine Anderson | Aye |
| Geoff Dupaix       | Aye |
| Harold Dudley      | Aye |
| Ryan Hunter        | Aye |

**The motion carried.**

## 5. Review and action on the election of Planning Commission officers

Chairman Woffinden indicated that he would like to stay as Chairman for the upcoming year, he asked commissioners to select a vice-chair.

**Mr. Dudley moved to retain John Woffinden as Chairman and Christine Anderson as Vice-Chair**

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

|                    |     |
|--------------------|-----|
| Chairman Woffinden | Aye |
| Chris Christiansen | Aye |
| Christine Anderson | Aye |
| Geoff Dupaix       | Aye |
| Harold Dudley      | Aye |
| Ryan Hunter        | Aye |

**The motion carried.**

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## 6. Other Business

There was no other business to discuss.

## 7. Site Plan Committee Report

Mr. Knobloch reviewed the upcoming Planning Commission items, these include the developments moving through TRC. Agenda items will be the Davies Dental subdivision, and King & McCleary wants to acquire another building next to their existing one on Main Street. Northampton House will be a discussion item, they want to add more uses to the site for their property to the east and north. The last item is modification to one of the TOD cross-sections. The next meeting will be held on February 5, 2020.

## 8. Review and action on the minutes of the January 8, 2020 Planning Commission Regular Session

**Mr. Dudley moved to recommend approval of the minutes of the January 8, 2020 Planning Commission Regular Session.**

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

|                           |            |
|---------------------------|------------|
| <b>Chairman Woffinden</b> | <b>Aye</b> |
| <b>Chris Christiansen</b> | <b>Aye</b> |
| <b>Christine Anderson</b> | <b>Aye</b> |
| <b>Geoff Dupaix</b>       | <b>Aye</b> |
| <b>Harold Dudley</b>      | <b>Aye</b> |
| <b>Ryan Hunter</b>        | <b>Aye</b> |

**The motion carried.**

## 9. Adjournment

**Mr. Dupaix moved to adjourn.**

**Ms. Anderson seconded the motion. All concurred.**

Meeting adjourned at 7:20 pm.



Lisa Halversen, Administrative Assistant