



## ALPINE CITY PLANNING COMMISSION MEETING

**NOTICE** is hereby given that the **PLANNING COMMISSION** of Alpine City, Utah will hold a **Public Hearing and Regular Meeting at Alpine City Hall**, 20 North Main, Alpine, Utah on **Tuesday, June 04, 2013 at 7:00 pm** as follows:

### I. GENERAL BUSINESS

- A. Welcome and Roll Call: Jannicke Brewer
- B. Prayer/Opening Comments: Steve Cosper

### II. PUBLIC COMMENT

Any person wishing to comment on any item not on the agenda may address the Planning Commission at this point by stepping to the microphone and giving his or her name and address for the record.

### III. AGENDA ITEMS

#### A. PUBLIC HEARING - Townhouse Overlay Zone

The Planning Commission will discuss the proposal for an overlay zone ordinance that would permit the construction of townhouses.

#### B. Brenchley Residential Site Plan - 249 North Alpine Blvd. - Shawn Brenchley

The Planning Commission will review a site plan for a site not located in an approved subdivision.

#### C. Pine Valley Realty Office Building - Approximately 360 South Main St. - Will Jones

The Planning Commission will review the request for an exception to the parking requirement for a proposed office building.

#### D. Canyon Brook PRD - 1520 Fort Canyon Rd. - Steve Larsen

The Planning Commission will review the preliminary/final plat for a planned residential development.

#### E. Fence Ordinance Amendment

The Planning Commission will review a proposed amendment regarding a requirement to obtain a permit for all fence installations.

#### F. Minor Subdivision Process Amendment

The Planning Commission will review a proposed amendment regarding the ability for the DRC to approve minor subdivisions.

#### G. Site Plan (not located in an approved subdivision) Process Amendment

The Planning Commission will review a proposed amendment regarding the ability for the DRC to approve site plans not located in an approved subdivision.

### IV. COMMUNICATIONS

#### V. APPROVAL OF PLANNING COMMISSION MINUTES: May 7, 2013

#### ADJOURN

Chairman Jannicke Brewer  
May 31, 2013

**THE PUBLIC IS INVITED TO ATTEND ALL PLANNING COMMISSION MEETINGS.** If you need a special accommodation to participate in the meeting, please call the City Recorder's Office at 801-756-6347 ext. 5.

**CERTIFICATION OF POSTING.** The undersigned duly appointed recorder does hereby certify that the above agenda notice was posted in three public places within Alpine City limits. These public places being a bulletin board located inside City Hall at 20 North Main and located in the lobby of the Bank of American Fork, Alpine Branch, 133 S. Main, Alpine, UT; and the bulletin board located at The Junction, 400 S. Main, Alpine, UT. The above agenda notice was sent by e-mail to The Daily Herald located in Provo, UT a local newspaper circulated in Alpine, UT. This agenda is also available on the City's web site at [www.alpinecity.org](http://www.alpinecity.org) and on the Utah Public Meeting Notices website at [www.utah.gov/pmn/index.html](http://www.utah.gov/pmn/index.html).

# PUBLIC MEETING AND PUBLIC HEARING ETIQUETTE

Please remember all public meetings and public hearings are now recorded.

- All comments **must** be recognized by the Chairperson and addressed through the microphone.
- When speaking to the Planning Commission, please stand, speak slowly and clearly into the microphone, and state your name and address for the recorded record.
- Be respectful to others and refrain from disruptions during the meeting. Please refrain from conversation with others in the audience as the microphones are very sensitive and can pick up whispers in the back of the room.
- Keep comments constructive and not disruptive.
- Avoid verbal approval or dissatisfaction of the ongoing discussion (i.e., booing or applauding).
- Exhibits (photos, petitions, etc.) given to the City become the property of the City.
- Please silence all cellular phones, beepers, pagers or other noise making devices.
- Be considerate of others who wish to speak by limiting your comments to a reasonable length, and avoiding repetition of what has already been said. Individuals may be limited to two minutes and group representatives may be limited to five minutes.
- Refrain from congregating near the doors or in the lobby area outside the council room to talk as it can be very noisy and disruptive. If you must carry on conversation in this area, please be as quiet as possible. (The doors must remain open during a public meeting/hearing.)

## Public Hearing v. Public Meeting

If the meeting is a **public hearing**, the public may participate during that time and may present opinions and evidence for the issue for which the hearing is being held. In a public hearing there may be some restrictions on participation such as time limits.

Anyone can observe a **public meeting**, but there is no right to speak or be heard there - the public participates in presenting opinions and evidence at the pleasure of the body conducting the meeting.

## **ALPINE PLANNING COMMISSION AGENDA**

**SUBJECT: Townhouse Overlay Zone Proposal**

**FOR CONSIDERATION ON: 4 June 2013**

**PETITIONER: Will Jones**

**ACTION REQUESTED BY PETITIONER: Review proposal to create a Townhouse Overlay Zone and provide feedback**

**APPLICABLE STATUTE OR ORDINANCE: Zoning**

**PETITION IN COMPLIANCE WITH ORDINANCE: Yes**

### **BACKGROUND INFORMATION:**

Will Jones is proposing the creation of a Townhouse Overlay Zone in Alpine City. This potential ordinance would be nearly identical to the Senior Housing Overlay Zone. Attached is a draft of the potential ordinance and a rendering of some townhouses that would be proposed to be built at approximately 242 South Main. This proposal is obviously contingent on the adoption of a new ordinance and an amendment to the General Plan since multi-family housing is currently not allowed in Alpine City.

### **RECOMMENDED ACTION:**

That the Planning Commission discuss the proposal to create a Townhouse Overlay Zone.

## Indicates major changes from the Senior Housing Overlay Zone language

### ARTICLE 0.00 TOWNHOUSE OVERLAY ZONE (Ord. No. )

**3.18.1 Findings.** The City Council of Alpine hereby finds that **diverse housing** is a necessary component of a well-rounded and sustainable community. Further, the City Council of Alpine hereby finds that current demographic trends indicate a **need for a smaller housing option**. The City deems it necessary and desirable to address such trends by providing **an additional option to all demographics and allow the future residents to** engage in minimal or no individual yard care by providing for development of planned units with professional maintenance of common areas in a park-like setting. Carefully planned developments shall enhance the beauty of Alpine.

#### Definitions:

**Townhouses.** Multi-family housing (generally attached) that meets the Moderate Income Housing Requirement.

**Purpose.** The purpose of the Townhouse Overlay Zone is to promote the public health, safety and welfare by allowing increased land use flexibility through specialized zoning techniques to assure that **all demographics** can contribute to the community without ignoring legitimate concerns regarding impacts on surrounding residential areas.

**Overlay Zone Created.** To further the purposes stated herein, there is hereby established a Townhouse Overlay Zone within Alpine City in the Business Commercial Zone. In considering a request to rezone a parcel as a Townhouse Overlay Zone, the Planning Commission and City Council shall consider the following:

- A. The harmony and compliance of the proposed location of the overlay zone with the objectives and requirements of the City General Plan and Zoning Ordinances;
  - B. Whether or not the application of the Overlay Zone may be injurious to potential or existing development within the vicinity;
  - C. The current development or lack of development adjacent to the proposed location and the harmony of the proposed location with the existing uses in the neighborhood;
  - D. The proposed location is in proximity to the major arterial or collector streets;
  - E. The compatibility of the proposed location of the overlay zone with the density analysis of the underlying zone and neighboring development;
  - F. The economic impact of the proposed facility or use on the surrounding area;
  - G. A demonstrable need for Townhouses in the area of the proposed location.
- A. It shall be the City Council's sole discretion to decide if a project should be a Townhouse Overlay within the intent of the ordinance as noted above.

**Uses.** The following uses shall be permitted in the Townhouse Overlay Zone containing one or a combination of both:

- A. Single or attached dwellings (nor more than **six** attached).
- B. Home Occupations shall be permitted.
- C. Accessory apartments will **not** be permitted in the Townhouse Overlay Zone.

**3.18.6 Underlying Zone Development Standards and Regulations.** All uses within the Townhouse Overlay Zone shall be conducted within buildings which conform to the requirements of the underlying zone.

**3.18.7 Overlay Zone Development Standards and Regulations.** The following development standards and regulations shall apply to all developments within the Townhouse Overlay Zone.

- A. **Parking for the Townhouse Overlay Zone will be a minimum of at least one additional parking space per 3 units;** additional parking will be determined by specific review by the Planning Commission.
- B. Setback shall be 30 feet in the front along a public street. The rear and side yard setbacks adjacent to residential property shall be 20 feet.
- C. Private travel ways shall provide safe and convenient vehicular movement to and from all off-street parking spaces. Private travel ways shall not be less than 20 feet width of asphalt.
- D. Minimum acreage for a Townhouse Project shall be two (2) acres and the maximum project area shall be six (6) acres and 32 units. The Planning Commission may recommend and the City Council may approve an exception to the maximum project size, not to exceed ten (10) acres.
- E. The maximum dwelling units per developed acre shall be **12 (per acre).**
- F. Professional Maintenance must be provided.
- G. Restrictive Covenants. The developer of a development within the Senior Housing Overlay Zone shall be required to establish restrictive covenants to limit occupancy to elderly persons and to carry out the conditions of the permitted uses and to assure that the uses approved for the development will be maintained. In addition the covenants must also include professional maintenance for the development. Such covenants shall be recorded to run with the land to insure against conversion to less desirable land uses. The City shall be party to the restrictive covenants and shall be able to enforce the restrictive covenants if necessary. The restrictive covenants cannot be changed or modified without the permission of the City.
- H. Architectural Character. The Planning Commission may, during the process of Site Plan Review, request the use of an architectural style, exterior color or material that would be most compatible with the purpose of the underlying zone district, assure greater compatibility with surrounding development, or create an aesthetically pleasing visual theme for the project. In the Gateway-Historic Zone the Architectural Guidelines shall be followed.
- I. **NOTE: Needs to be better defined - raise minimum "Landscaping"** Landscaping. Adequate landscaping shall be designed. Landscaping shall be of the same general character or better as yards in the neighborhood. Not less than 30% of the project shall be landscaped for the use and benefit of the residents. Land proposed to be used for parking, pedestrian walkways, and driveways shall not be included in meeting this landscaping requirement. A complete landscaping plan shall be provided at the time of preliminary review of the project showing a minimum of (2) trees with a caliper of 2 inches and (10) one-gallon shrubs per dwelling unit.
- J. **Open Space shall be provided. NOTE: A percentage of the project. Playground equipment & other family friendly activities shall be made available.**
- K. Utilities

1. Culinary Water. Each dwelling unit shall be serviced by the City's water system. The City may require individual water connections and meters for each unit or at their discretion authorize the use of oversize connections and a master meter for the project. Each unit shall be equipped with an easily accessible cutoff valve.
2. Sewer. Each unit shall be connected to the City's sewer system either by an individual or common lateral, whichever is determined applicable by the City.
3. Utilities to be underground. All utility systems shall be placed underground.

L. **Fencing: Project shall be fenced.**

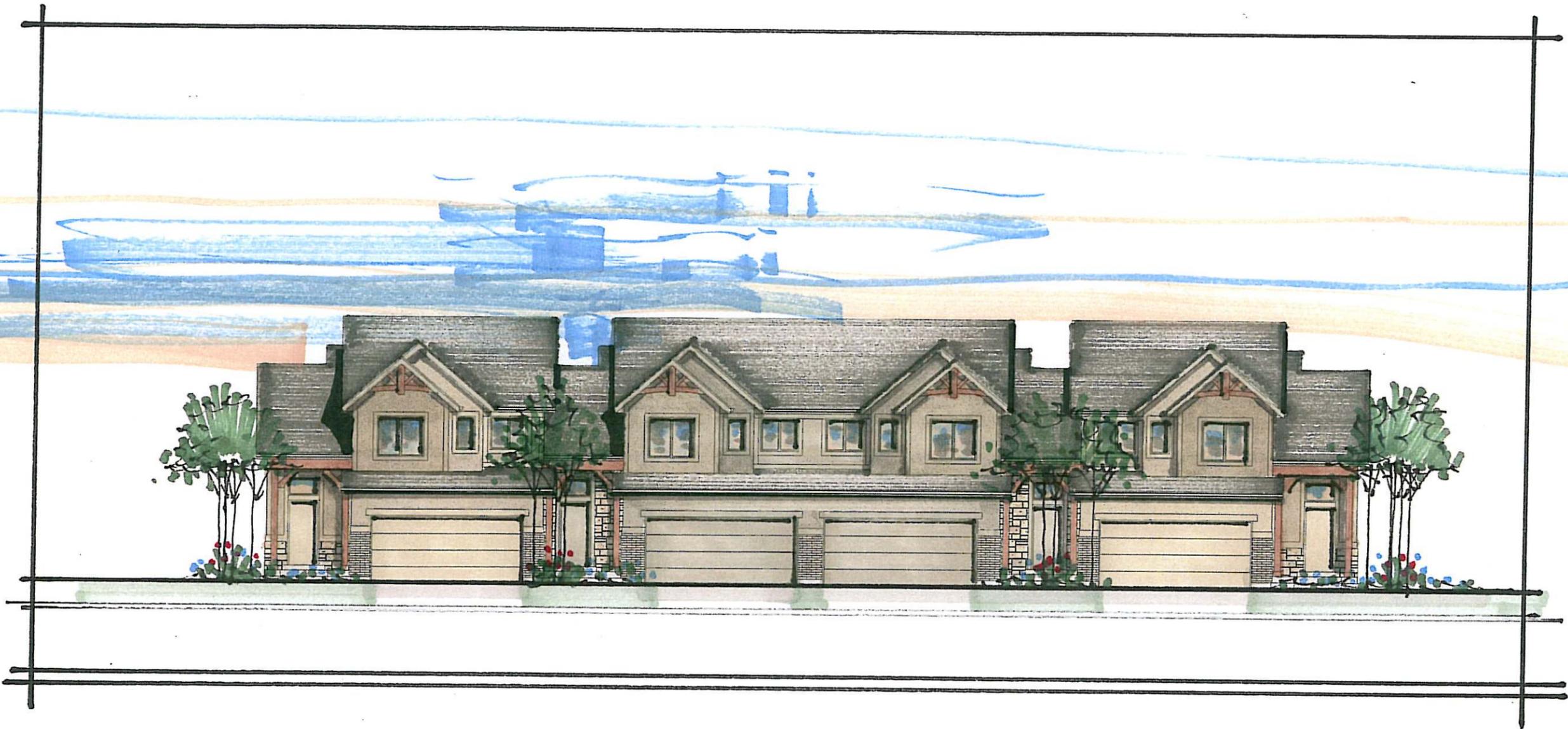
**3.18.8 Compliance With Subdivision Procedure.** All proposed development within the Townhouse Overlay Zone shall be reviewed and approved in accordance with Alpine City's Subdivision Ordinance and with the following additions for concept approval (Ord. 2004-13, 9/28/04):

- A. Once the Planning Commission has given a favorable recommendation of the applicant's concept plan and the proposed zone change, the concept plan and zone change will be forwarded to the City Council for approval. After the City Council approves the concept plan the applicant will continue the planning process in accordance with the Alpine City's Subdivision Ordinance. The City Council shall continue to move forward with the applicable zone change. The actual zone change will coincide with City Council's approval of the final plat.

**3.18.9 Compliance with Overlay Zone.** All proposed development within the Townhouse Overlay Zone shall go through the Zone Change process to have the property zoned for the Townhouse Overlay Zone. Planning Commission will review the proposed zone change along with the concept plan and send a recommendation to the City Council.

**3.18.10 Developer's Agreement.** All developments in Townhouse Overlay Zone shall have a developer's agreement outlining the terms and conditions of approval.

**3.18.11 NOTE: Figure out Public vs Private Street**



ALPINE TOWNHOMES

RECEIVED APR 08 2013

KENT FARRIS ARCHITECT

## ALPINE PLANNING COMMISSION AGENDA

**SUBJECT:** Brenchley Residence

**FOR CONSIDERATION ON:** 4 June 2013

**PETITIONER:** Shawn Brenchley

**ACTION REQUESTED BY PETITIONER:** Approve the Site Plan

**APPLICABLE STATUTE OR ORDINANCE:** Zoning Ordinance

**PETITION IN COMPLIANCE WITH ORDINANCE:** Yes

### BACKGROUND INFORMATION:

The proposed Brenchley Site Plan at 232 North Alpine Boulevard includes five parcels totaling 4.131 acres. The owner was given direction by the DRC that the parcels would either need to be combined into one parcel or that property lines would be required to be adjusted so that any proposed structures would meet the required setbacks. The property is in the CR-40,000 zone.

The Planning Commission discussed this site plan previously and recommended it be discussed again at the June meeting. The Planning Commission had a discussion about requiring the property owner to extend Meadowbrook Drive to connect to Alpine Boulevard. They also discussed the ditch to the east and section 4.7.19.2 of the Alpine City Subdivision Ordinance that says "*All irrigation ditches in subdivision/site plans shall be piped underground. Certain ditches that are legally required to be left open by Alpine Irrigation Company are exempt.*"

### RECOMMENDED ACTION:

We recommend an exception to Section 4.7.19.2 of the Alpine City Subdivision Ordinance requiring all ditches to be piped with the condition that the owner remove any dead vegetation or vegetation that is hanging into the ditch from the ditch alignment. We also recommend approval of the proposed site plan subject to the following conditions:

- The parcels either be combined into one parcel or that the property lines be adjusted so that any proposed structures will meet the required setbacks.
- A determination be made if the driveway design is acceptable in relation to the arterial street requirements.
- The Fire Marshall determine if the existing fire protection in the area is sufficient.
- The water policy be met for the lot.
- A land disturbance permit be obtained as part of the building permit process.



Date: May 29, 2013

By: Shane L. Sorensen, P.E. *SL*  
City Engineer

**Subject: Brenchley Site Plan Review  
232 North Alpine Boulevard  
1 Home on 4.131 acres**

### **Background**

The proposed Brenchley Site Plan at 232 North Alpine Boulevard includes five parcels totaling 4.131 acres. The owner was given direction by the DRC that the parcels would either need to be combined into one parcel or that the property lines would be required to be adjusted so that any proposed structures would meet the required setbacks. It is our understanding that the owner is in the process of combining the parcels and that it should be completed by the Planning Commission meeting. The property is in the CR-40,000 zone.

### **Street System**

The frontage of this lot is fully improved with curb, gutter and sidewalk.

Alpine Boulevard in this area is an arterial class street. Section 4.7.14 of the development code addresses "Frontage on Arterial Streets". This section states that driveways can access onto an arterial street if it is recommended by the DRC and Planning Commission and approved by the City Council. The proposed site plan has driveway options that would make it unlikely for a car to back out of the driveway onto the street. The DRC will make a recommendation prior to the Planning Commission meeting.

At the last Planning Commission meeting, there was some discussion about requiring the property owner to extend Meadowbrook Drive to connect to Alpine Boulevard. This connection was on some previous street master plans, however, it was not included on the most recent street master plan which was adopted in 2005. We have reviewed the files for the Applewood Estates subdivision, which is located immediately west of this property. A lot configuration was prepared for this property in conjunction with the planning of the Applewood Estates subdivision. The file actually included a 4 lot subdivision, with all of the lots having frontage on Alpine Boulevard and no Meadowbrook Drive connection. Some of the minutes from Planning Commission and City Council meetings also included discussion of the lots and whether or not

Meadowbrook Drive should be extended.

In addition, the DRC reviewed the street issue with David Church. Based on our discussion with him, the applicant is not creating the need for the street connection and has plenty of frontage for one home, therefore it would be difficult to justify requiring the applicant to construct this road connection.

### **Sewer System**

There are four existing sewer laterals stubbed into this property. The plans indicate that the sewer lateral near the intersection of Alpine Boulevard and 200 North will be used to service the home.

### **Culinary Water System**

There are four existing water laterals stubbed into this property. The plans indicate that the water lateral near the intersection of Alpine Boulevard and 200 North will be used to service the home.

There are existing fire hydrants near the intersection of Alpine Boulevard and 200 North and at the northwest corner of the property. The Fire Marshall will need to review the site plan and determine if the existing fire protection is sufficient.

### **Pressurized Irrigation System**

There are four existing pressurized irrigation laterals stubbed into this property. More than one of the pressurized irrigation water laterals will likely be used to irrigate this property due to its size.

### **Storm Water Drainage/Ditch Systems**

There will be no changes to the storm drain system as a result of this site plan. The owner will need to obtain a land disturbance permit as part of the building permit process.

East Field ditch runs through portions of this property. The DRC has recommended an exception to allow the ditch to remain open. See attached exception recommendation letter from DRC for details.

### **General Subdivision Remarks**

The City's water policy will need to be met for this property.

The owner will be responsible to work with the other utility companies to coordinate the service of non-City utilities to the lot.

**WE RECOMMEND APPROVAL OF THE PROPOSED SITE PLAN SUBJECT TO THE FOLLOWING CONDITIONS:**

1. The parcels either be combined into one parcel or that the property lines be adjusted so that any proposed structures will meet the required setbacks.
2. A determination be made if the driveway design is acceptable in relation to the arterial street requirements.
3. The Fire Marshall determine if the existing fire protection in the area is sufficient.
4. An exception be approved to allow the sections of East Field ditch that run through this property to remain open.
5. The water policy be met for the lot.
6. A land disturbance permit be obtained as part of the building permit process.

# Memo



**To:** Alpine City Planning Commission  
**From:** Alpine Development Review Committee (DRC)  
*Rich Nelson, City Administrator*  
*Shane L. Sorensen, P.E. City Engineer*  
*Jay Healey, Public Works Director*  
*Jason Bond, City Planner*  
**Date:** May 29, 2013  
**Subject:** Brenchley Site Plan - Exception from Requirement to Pipe East Field Ditch

The Development Review Committee (DRC) has reviewed the proposed Brenchley Site Plan submittal. A concern that was discussed was the requirement to pipe the ditch that falls within the site plan. The East Field ditch enters the Brenchley property near the northeast corner. The ditch alignment is within the property for approximately 80 feet, and then runs along the property line for approximately 50 more feet. At this point the ditch alignment leaves the Brenchley property, with the next 245 feet of the ditch being outside of the property boundary. The ditch then re-enters the property and runs for approximately 110 feet until it leaves the property at the south boundary. See Figure 1 for ditch alignment.

Section 4.7.19.2 of the Alpine City Subdivision Ordinance reads as follows:

*"All irrigation ditches in subdivision/site plans shall be piped underground. Certain ditches that are legally required to be left open by Alpine Irrigation Company are exempt."*

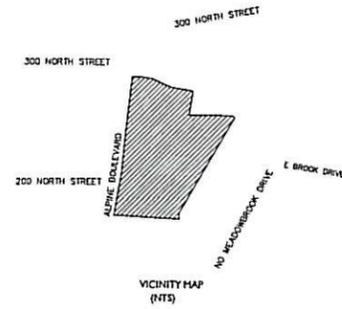
Eastfield Ditch is required to be left open down to 300 North to meet the commitment the City agreed upon to obtain a grant for the pressurized irrigation system. This ditch also carries overflow water from portions of the system. If the ditch were required to be piped, it would only be piped where it was on the Brenchley property. This would create a "hit and miss" situation for the piping, which is not desirable from a Public Works standpoint. Pipes will typically plug with weeds and other debris at the upstream ends of the pipe, causing the potential for flooding. Upstream ends of pipes that are isolated away from the street a concern because they are not easily monitored from the street.

Based upon comments from the Public Works Department and their own review, the DRC is recommending an exception to Section 4.7.19.2 of the Alpine City Subdivision Ordinance, requiring all ditches to be piped. The DRC recommends that the section of East Field Ditch running through the Brenchley Property be allowed to remain as an open ditch, with the condition the owner remove any dead vegetation or vegetation that is hanging into the ditch from the ditch alignment. The ditch cleaning will need to be inspected by the Public Work Department upon completion and before the owner's infrastructure bond will be released.

We feel that recommendation of these exceptions is based on sound engineering and planning principles and will not have a negative impact on the City.



VICINITY MAP



TOPOGRAPHIC NOTES:

CONTOURS HAVE BEEN SHOWN AT A 1' CONTOUR INTERVAL, AND HIGHLIGHTED AT A 5' CONTOUR INTERVAL. THE SITE BENCHMARK IS FROM COUNTY DATUM, SOUTHWEST CORNER SECTION 19 (ELEVATION 4522.55 TOP BRASS CAP)

LEGEND

- ◆ = SECTIONAL CORNER
- ⊕ = STREET MONUMENT
- ⊙ = FOUND REBAR AND CAP
- ⊕ = PROPERTY CORNER (DEED)
- = REPRESENTS PROPERTY LINE
- △ = SURVEY CONTROL POINT
- ⊕ = EXISTING FIRE HYDRANT
- = OVER HEAD UTILITY WIRES
- ⊕ = EXISTING WATER MANHOLE
- ⊕ = EXISTING WATER METER
- ⊕ = EXISTING WATER VALVE
- ⊕ = STORM DRAIN CLEANOUT
- ⊕ = EXISTING STORM DRAIN
- ⊕ = EXISTING CONTROL VALVE
- ⊕ = EXISTING CATCH BASIN
- ⊕ = EXISTING SEWER MANHOLE
- ⊕ = EXISTING GAS METER
- ⊕ = EXISTING MT. DELL MANHOLE
- ⊕ = ELECTRIC METER
- = TREE (DECIDUOUS)
- = TREE (PINE OR EVERGREEN)
- = EXISTING POWER POLE
- = EXISTING GUY WIRE
- = TREE CLUMPING
- = EXISTING CHAINLINK FENCE
- = WOOD FENCE
- = EXISTING SHRUBBERY
- = DECORATIVE LIGHT
- = PHONE UTILITY SERVICE
- = "T" POST LOCATION

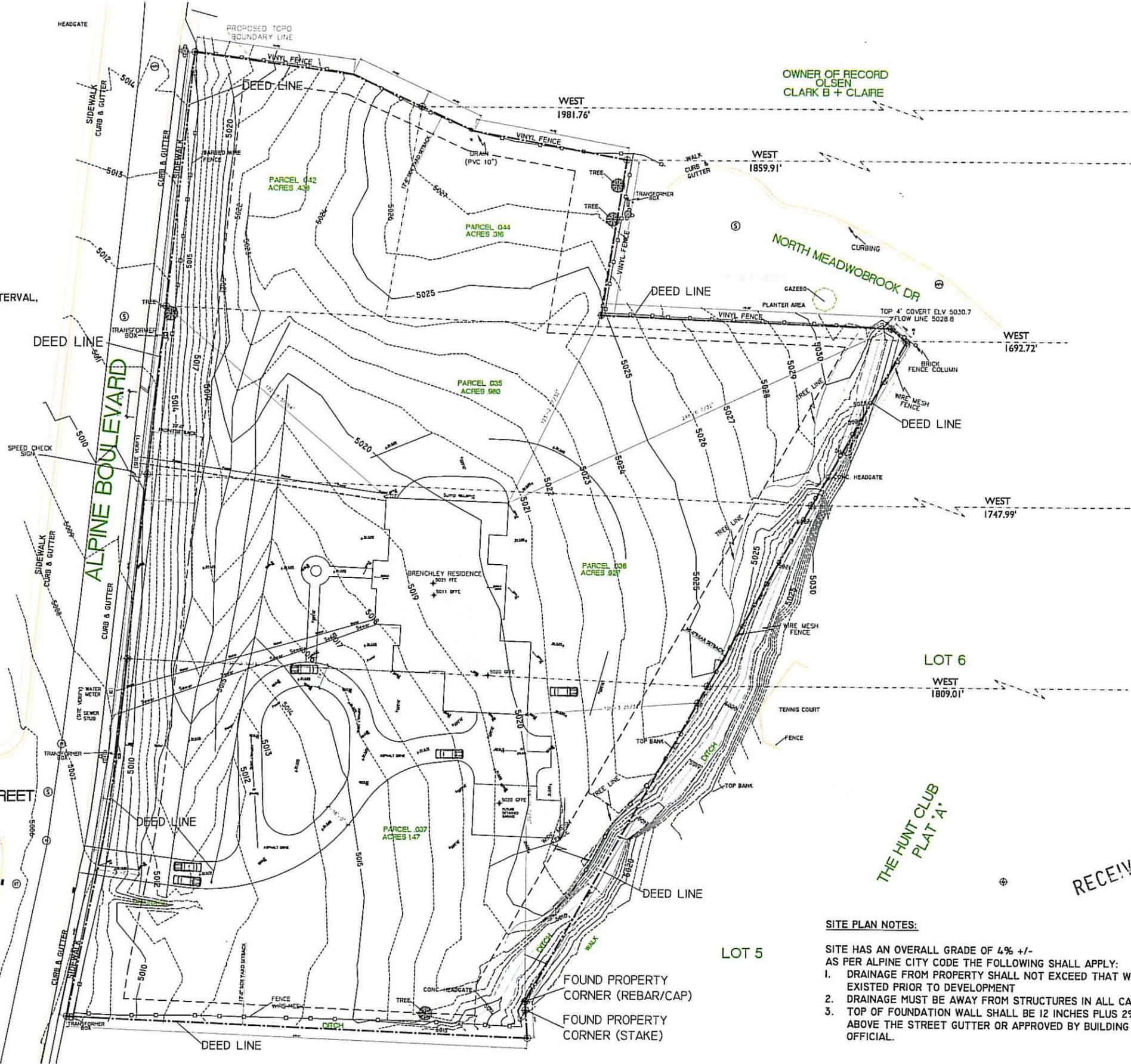
NOTE: PRELIMINARY DWG. TREE DIA., HEIGHTS, SPECIES, ARE APPROX.

TOPOGRAPHIC SURVEY  
BRENCHLEY PROPERTY

LOCATED IN THE S.E.  
1/4 SEC. 19,  
T. 4 S. R. 2. E.  
S.L.B.&M.

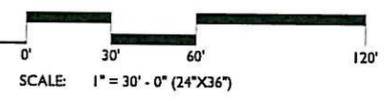
SITE PLAN

ATTENTION: PRIOR TO PERFORMING ANY WORK ON THIS PLAN CONTRACTOR SHALL IDENTIFY THROUGH BLISTAKES AND ON-SITE OBSERVATION ANY AND ALL UTILITIES AND HAZARDS OR CONDITIONS THAT MAY PREVENT WORK FROM BEING PERFORMED ACCORDING TO THESE PLANS ABOVE OR BELOW GROUND. IF CONDITIONS ARE FOUND THAT MAY PREVENT WORK FROM BEING PERFORMED AS PER PLAN CONTRACTOR SHALL CONTACT LANDSCAPE ARCHITECT PRIOR TO PROCEEDING. ANY DAMAGE TO UTILITIES SHALL BE THE CONTRACTORS SOLE RESPONSIBILITY (I.E. ELECTRICAL, GAS, WATER, SEWER, ETC).



SITE PLAN NOTES:

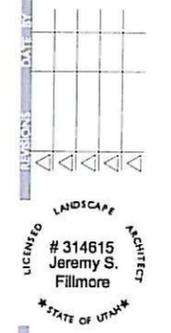
- SITE HAS AN OVERALL GRADE OF 4% +/- AS PER ALPINE CITY CODE THE FOLLOWING SHALL APPLY:
1. DRAINAGE FROM PROPERTY SHALL NOT EXCEED THAT WHICH EXISTED PRIOR TO DEVELOPMENT
  2. DRAINAGE MUST BE AWAY FROM STRUCTURES IN ALL CASES
  3. TOP OF FOUNDATION WALL SHALL BE 12 INCHES PLUS 2% ABOVE THE STREET GUTTER OR APPROVED BY BUILDING OFFICIAL.



Brenchley Residence

249 N. Alpine Blvd. Alpine, Utah

SHEET CONTENTS



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## **ALPINE PLANNING COMMISSION AGENDA**

**SUBJECT: Pine Valley Realty Office Building (Parking Exception)**

**FOR CONSIDERATION ON: 4 June 2013**

**PETITIONER: Will Jones**

**ACTION REQUESTED BY PETITIONER: Grant Exception to Parking Requirement**

**APPLICABLE STATUTE OR ORDINANCE: Zoning**

**PETITION IN COMPLIANCE WITH ORDINANCE: Yes**

### **BACKGROUND INFORMATION:**

Will Jones owns the parcel of land on the Northwest corner of the intersection of Canyon Crest Road and Main Street (at the roundabout). The 26,465 s.f parcel is planned to include a new office building for Pine Valley Realty. Mr. Jones has provided a concept plan which shows a building pad that is 3,650 s.f. According to Article 3.24 (Off-Street Parking) of the Zoning Ordinance, four (4) parking spaces are required for every 1,000 s.f. Mr. Jones, without the exception (including the basement), would plan on having two (2) stories which would bring the total requirement to 44 spaces. Because of some the design aspects (high ceilings, etc.) that may be implemented, the number of required parking spaces may be a few less (approximately 39).

Mr. Jones is requesting that an exception (section 3.24.4 Reduction of Off-Street Parking Requirements) be made so that the basement square footage would not apply to the parking requirement. This way, the basement square footage would not require additional unnecessary parking but could be used for necessary storage. Mr. Jones, with the exception (not including the basement), would plan on having two (2) stories which would bring the total requirement to 29 spaces (without taking into consideration the design aspects).

The Planning Commission asked that this be discussed again at the June meeting. A motion (recommending for or against approval) needs to be made for the proposed amendment. The Planning Commission's recommendations will be considered by the City Council.

### **RECOMMENDED ACTION:**

We recommend to the City Council that an exception, as stated in section 3.24.4 of the Zoning Ordinance, to exclude square footage (basement) of the proposed Pine Valley Realty office building be granted subject to the following condition:

- That the developer creates an agreement with the city stating that the basement of the proposed office building will never be used for anything except storage.

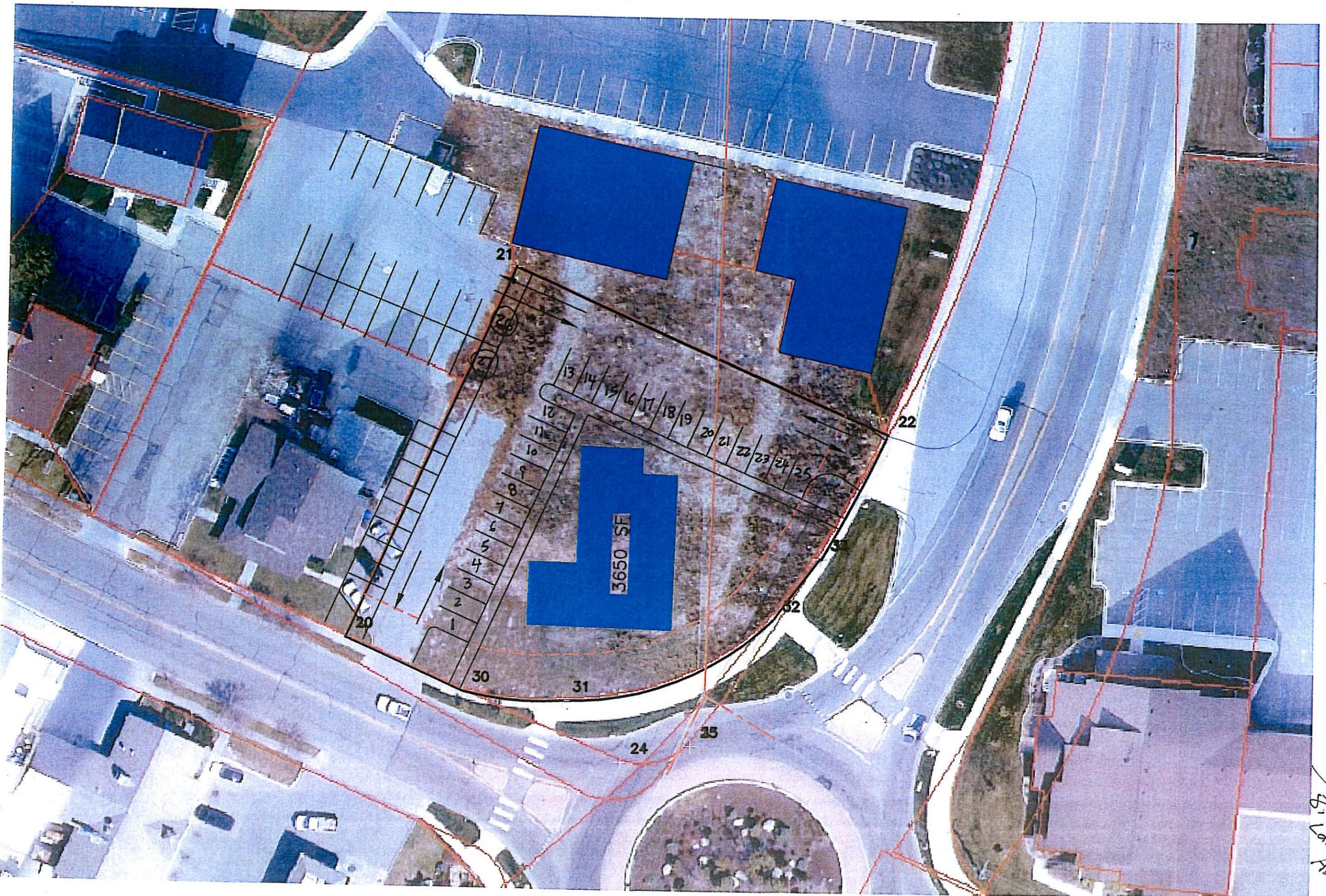
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Will Jones  
Scale 1" = 40'

Parcel Size  
26,465 SF.

BLDG PAD as  
drawn 3650

Parking for 2 story  
29 spaces need  
1000 SF  
8,000 SF  
Landscape Area.



## ALPINE PLANNING COMMISSION AGENDA

**SUBJECT: Canyon Brook PRD**

**FOR CONSIDERATION ON: 4 June 2013**

**PETITIONER: Steve Larsen**

**ACTION REQUESTED BY PETITIONER: Recommend approval of the combined Preliminary and Final Plat**

**APPLICABLE STATUTE OR ORDINANCE: PRD, Subdivision**

**PETITION IN COMPLIANCE WITH ORDINANCE: Yes**

### **BACKGROUND INFORMATION:**

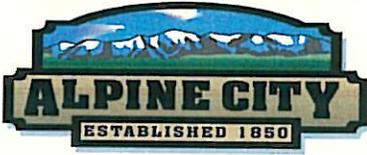
Canyon Brook PRD is a proposed subdivision located at approximately 1520 Fort Canyon Road. The proposed subdivision consists of 3 lots on 52.01 acres in the CE-5 zone. This is a resubmittal of a development that was previously approved for this property, which was also called Canyon Brook. However, the approval of that development has since lapsed and this is being considered as a new application. The development was given concept approval at the March 5, 2013, Planning Commission meeting, with conditions.

### **RECOMMENDED ACTION:**

We recommend that preliminary approval of the proposed development be granted subject to the following conditions:

- The Planning Commission recommend approval of the proposed exception to allow the pavement width to be 26 feet wide. (DRC will act on this at their June 3, 2013, meeting. A written recommendation will be provided at the PC meeting).
- The City Council determine if the street improvements will be required to be constructed at this time or if the funds for the improvements will be required to be put in an escrow account with the City for the use when the entire Fort Canyon Road is re-constructed.
- The Fire Chief determine if the fire sprinklers are an acceptable option to reduce the required fire flows for the area and verify that the existing fire hydrants in the area are sufficient.
- A storm drain plan be designed that includes piping the storm water from Fort Canyon Road to Fort Creek. An easement for the line will need to be included on the final plat, with a minimum width of 15 feet. (We recommend that the developer discuss the options for the cost of the up-sized storm drain line with the City)
- A UPDES permit be obtained and a SWPPP plan be provided to and approved by the City prior to beginning construction.
- The water policy be met with the Alpine Irrigation Company shares.
- A note be placed on the final plat noting the existing geological and geotechnical reports that are on file with the City for this development.
- The developer show how the requirements of the urban/wildland interface area will be met. (The developer has the option of applying for an exception to the second access requirement, as per section 3.12.7.4.2, which requires the recommendation of the Fire Chief and the Planning Commission and the approval of the City Council).

We recommend that all of the above conditions be met prior to this plat being considered for the final approval (excluding the carry over conditions such as the SWPPP, water policy, etc.).



Date: May 30, 2013

By: Shane L. Sorensen, P.E. *SL*  
City Engineer

**Subject: Canyon Brook PRD Subdivision  
Preliminary and Final Review  
3 lots on 52.01 acres**

### **Background**

The proposed Canyon Brook PUD PRD Subdivision consists of 3 lots on 52.01 acres. The property is in the CE-5 zone. This is a re-submittal of a development plan that was previously approved for this property, which was also called Canyon Brook. However, the approval of that development has since lapsed and this is being considered as a new application. The development was given concept approval at the March 5, 2013, Planning Commission meeting, with conditions.

### **PRD Requirements**

A slope analysis has been previously performed for this development. It was determined that up to 3 lots (rounded down from 3.07) could be developed if the maximum bonus density of 30 percent was allowed for public open space. A maximum 10% bonus density is allowed for private open space, which also calculates to 3 lots (rounded up from 2.6 lots). These numbers vary slightly from those submitted by the developer, however the differences do not appear to effect the outcome.

The proposed plan shows two types of open space, public (27.85 acres) and private (14.18 acres), all of which is undeveloped. Section 3.9.4.4 of the development code gives the City the sole discretion in determining if is held in public or private ownership. Section 3.9.4.3 states that any 100 year flood plain areas shall be included in open space areas. The proposed plan shows the area of Fort Creek being included as part of lots 2 and 3, with a conservation easement over the area. This does not appear to be allowed based upon our review of the current ordinance. The Planning Commission will need to review the proposed use of open space and determine if it is acceptable.

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## **Street System**

All proposed lots in this development would have access from Fort Canyon Road. The design of lots 2 and 3 give the lots the "flag lot" feel, however the minimum 90 feet of frontage is provided at the 30 foot setback. A private, shared driveway is proposed for lots 2 and 3. Improvement of Fort Canyon Road along the frontage of the development will be required on both the east and west sides. Timing of the improvements could depend on other developments in the area. A plan and profile for the street has been submitted. However, this subdivision contains a section of Fort Canyon Road that has been part of the conceptual street design that has been prepared in conjunction with the Three Falls development. The Three Falls design for Fort Canyon Road is conceptual and is subject to change, but differs from the design that was submitted for with the Canyon Brook submittal. This plan also includes a 26-foot wide pavement section, which requires a recommendation by the Planning Commission and approval of the City Council through the exception procedure. The Three Falls design was previously being considered with a 26-foot pavement width.

We are currently reviewing the options for the street design and construction. It would probably not be in the best interest of the City to have Fort Canyon road designed or constructed one short section at a time. It does not appear that there will be much latitude in the design due to the constraints of the topography, driveways and existing homes. However, it is our opinion that if construction is deferred for this portion of Fort Canyon Road until the entire road is built, that the developers of the Canyon Brook subdivision should be required to post a bond for the estimated cost of the improvements. This item should be discussed by the Planning Commission and a recommendation be given to the City Council.

The current plan will requiring filling the area east of the existing Fort Canyon Road to allow the street alignment to be shifted horizontally to the east. The plans have proposed grading contours for the area. It appears that the grading and fill slopes will not affect adjacent properties.

The crossing on Fort Creek has been improved with a new box culvert.

## **Sewer System**

There is an existing 8-inch sewer that runs through this property. The sewer line is located west of Fort Creek. The sewer has also stubbed under Fort Creek and extended into the property to serve lots 2 and 3. 4-inch sewer laterals will be required for each lot.

## **Culinary Water System**

There is an existing 6- and 8-inch culinary water line in Fort Canyon Road that could serve the development. The existing line ends at Craig Broadbent's property. In a memo dated December 6, 2005, we reviewed the fire flow issues with this development. With the current water lines in Fort Canyon Road, sufficient fire flows cannot be provided for this development without an

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up-sized water line and the International Fire Code exception being approved which allows a 50 percent reduction in the fire flow requirement when an approved automatic fire sprinkler system is provided in the building. This issue was discussed previously with the Planning Commission when the original Canyon Brook development was proposed. We will need to discuss the use of fire sprinklers in homes to reduce fire flow requirements with the Fire Chief to determine if this is an acceptable method for reducing the required fire flows for homes in this development. The plat that was submitted includes a note specifying that all homes constructed prior to the water lines in Fort Canyon Road being replaced will require fire sprinklers.

A fire hydrant has been installed within lot 3. The location of the fire hydrants will need to be approved by the Fire Marshall. 3/4-inch water laterals will be required for each lot. Water meter cans will be required to be located adjacent to the public street for meter reading purposes.

### **Pressurized Irrigation System**

There is an existing 10-inch pressurized irrigation line in Fort Canyon Road that could serve the development. 1-inch irrigation laterals will be required for each lot. There is an existing line that is currently serving irrigation water to the property.

### **Storm Water Drainage**

A basic storm drain plan has been submitted consisting of two catch basins, some piping and a small retention basin. Storm drain calculations have not been submitted. Retention basins are undesirable since they hold water until it either evaporates or infiltrates into the ground. We have only allowed them if there is no other feasible option.

We believe that a storm drain line needs to be constructed from Fort Canyon Road to Fort Creek to allow storm water from the street to discharge to the creek. Storm water from areas beyond the boundary of this development will also be discharged through this line. We recommend that the developer meet with the City and discuss the possibility of constructing a larger storm drain line than is required for this development with funding coming from some other source to help with the increased costs of the larger line. An easement will be required for the storm drain line.

A storm water pollution prevention plan needs to be submitted for the site addressing best management practices that will be implemented to control erosion on the site during construction. A UPDES permit will be required prior to construction.

### **General Subdivision Remarks**

It is our understanding that the developers have Alpine Irrigation Company water to meet the water policy.

Section 3.12 of the City's development codes outlines the requirements for areas considered as

sensitive land. The applicability of this ordinance to lands is based on hazard maps that have been adopted by the City showing the location and extent of potential hazards with the City and other factors. Upon reviewing the hazard maps, it appears that there are two issues that need to be addressed. First, the entire property falls within the Geologic Hazards Overlay Zone. The potential hazards identified on this property are debris flow, rockfall and slide hazards, in addition to the flood plain along Fort Creek.

The developer has previously submitted two reports in conjunction with the original Canyon Brook development, a preliminary geologic hazard assessment and geotechnical and geologic investigation prepared by IGES, in addition to some other correspondence. The reports were reviewed by the Utah Geological Survey (UGS). There were some items that needed to be addressed that were outlined in the UGS review letter. In addition, there were some that were recommended to be reviewed and verified during construction, such as looking for evidence of any faults in excavations. A debris flow mitigation plan has been provided, which consists of a series of berms and ditches to deflect potential debris flows from areas where homes are to be constructed. In addition, there is a note on the plat indicating that foundation excavations should be checked by a qualified engineer for faults and landslide hazards. These reports should be referenced on the subdivision plat or tied to the property title in some other way.

The second issue deals with the being within the Urban/Wildland Interface Overlay area. Section 3.12.7 of the development code outlines the requirements for when property falls within this area. The issues outlined in this section of the code will need to be addressed. There is not really an option for a second access for this property. The owner has the option of applying for an exception to the second access requirement.

The current plan does not show any trail easements within the development.

The applicant will need to submit all of the necessary CC&R's, conservation easement documents, and other documents required by the PRD Ordinance.

There are some minor redlines on the plat that need to be addressed.

**We recommend that preliminary approval of the proposed development be granted subject to the following conditions:**

- **The Planning Commission recommend approval of the proposed exception to allow the pavement width to be 26 feet wide. (DRC will act on this at their June 3, 2013, meeting. A written recommendation will be provided at the PC meeting).**
- **The City Council determine if the street improvements will be required to be constructed at this time or if the funds for the improvements will be required to be put in an escrow account with the City for use when the entire Fort Canyon Road is re-constructed.**
- **The Fire Chief determine if fire sprinklers are an acceptable option to reduce the**

required fire flows for the area and verify that the existing fire hydrants in the area are sufficient.

- A storm drain plan be designed that includes piping the storm water from Fort Canyon Road to Fort Creek. An easement for the line will need to be included on the final plat, with a minimum width of 15 feet. ( We recommend that the developer discuss the options for the cost of the up-sized storm drain line with the City)
- A UPDES permit be obtained and a SWPPP plan be provided to and approved by the City prior to beginning construction.
- The water policy be met with Alpine Irrigation Company shares.
- A note be placed on the final plat noting the existing geological and geotechnical reports that are on file with the City for this development.
- The developer show how the requirements of the urban/wildland interface area will be met. (The developer has the option of applying for an exception to the second access requirement, as per section 3.12.7.4.2, which requires the recommendation of the Fire Chief and Planning Commission and approval of the City Council).

We recommend that all of the above conditions be met prior to this plat being considered for final approval (excluding the carry over conditions such as the SWPPP, water policy, etc.).

# CANYON BROOK PUD

PRELIMINARY OPINION OF PROBABLE COST  
FORT CANYON ROAD IMPROVEMENTS  
2-May-13



11038 N Highland Blvd  
Suite 400  
Highland Ut, 84003  
office (801) 492-1277  
cell (801) 616-1677  
ken@bergcivil.com

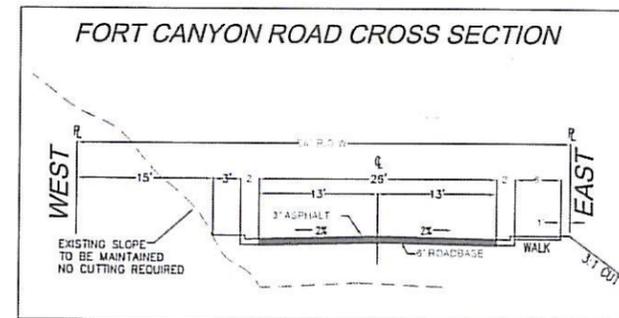
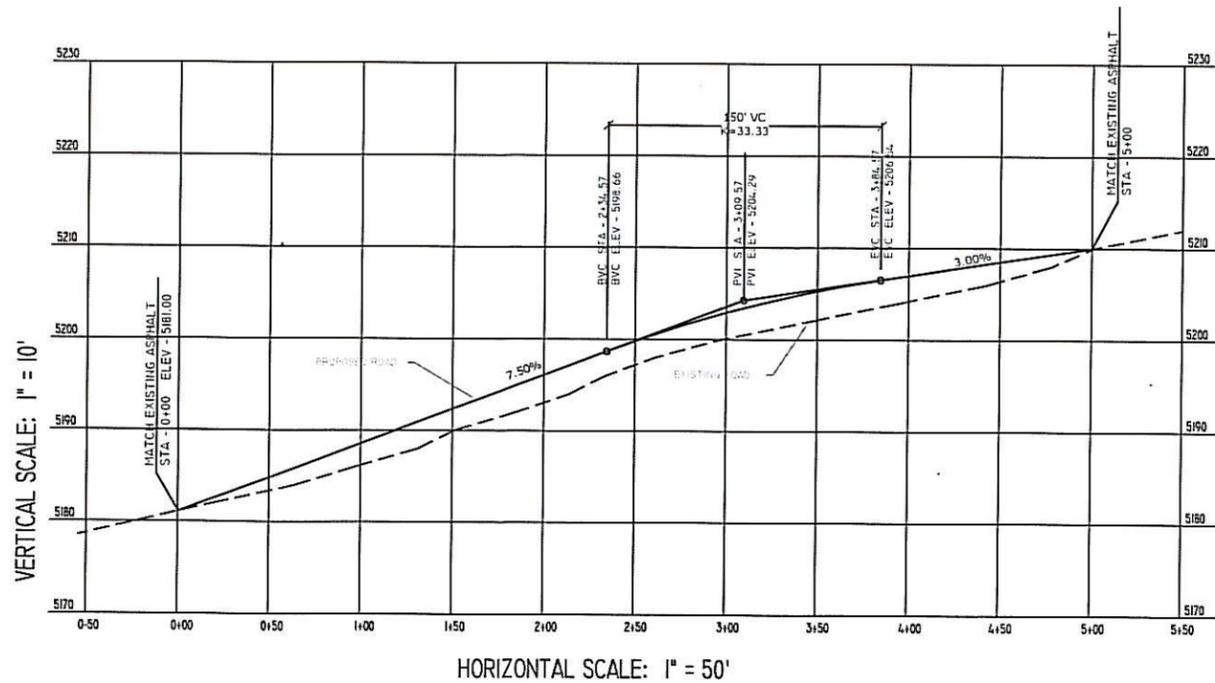
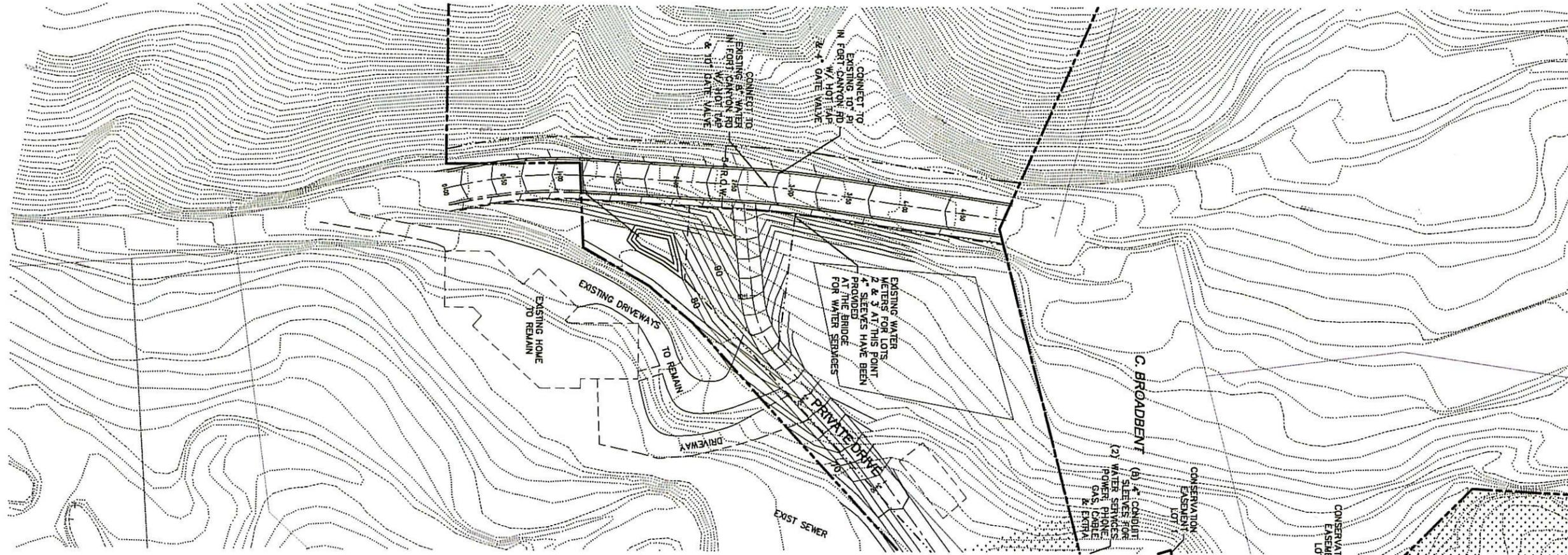
DESCRIPTION OF ITEM	QUANTITY	UNIT COST	SUB-TOTAL
1 Structural Import for roadway	2675 cy	\$7.00	\$18,725.00
2 Roadway base course 6"	15552 sf	\$0.65	\$10,108.80
3 Roadway asphalt 3"	12636 sf	\$1.84	\$23,250.24
4 Curb & gutter 2'	849 lf	\$12.50	\$10,612.50
5 5' wide sidewalk	363 lf	\$18.00	\$6,534.00
6 Catch Basins	2 ea	\$1,500.00	\$3,000.00
7 15" RCP SD pipe	70 lf	\$27.00	\$1,890.00
8 Storm Drain Pond	1 ls	\$2,500.00	\$2,500.00
		Construction cost =	\$76,620.54
		Construction contingency = 10% =	\$7,662.05
		<b>SUB -TOTAL PROJECT COST =</b>	<b>\$84,282.59</b>

Prepared by Ken R. Berg  
Utah License No. 343602  
Berg Civil Engineering



RECEIVED MAY 02 2013

# FORT CANYON ROAD IMPROVEMENTS



RECEIVED MAY 02 2013

TABULATIONS

DEVELOPER

STEVE LARSEN  
935 WEST CENTER STREET  
LINDON, UTAH 84042  
PHONE: (801) 420-1546

SCALE: 1" = 150'

**BERG**  
CIVIL ENGINEERING  
11038 N Highland Blvd Suite 400  
Highland Ut, 84003  
office (801) 462-1277  
cell (801) 618-1677

REVISIONS		SEAL
NO.	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		
7		

ACTION	DATE
FINAL PLAT	5/2/13

PROJECT

**CANYON BROOK PUD**

DESCRIPTION

FORT CANYON ROAD PROFILE

SHEET NAME	SHEET NUMBER
	<b>C1</b>

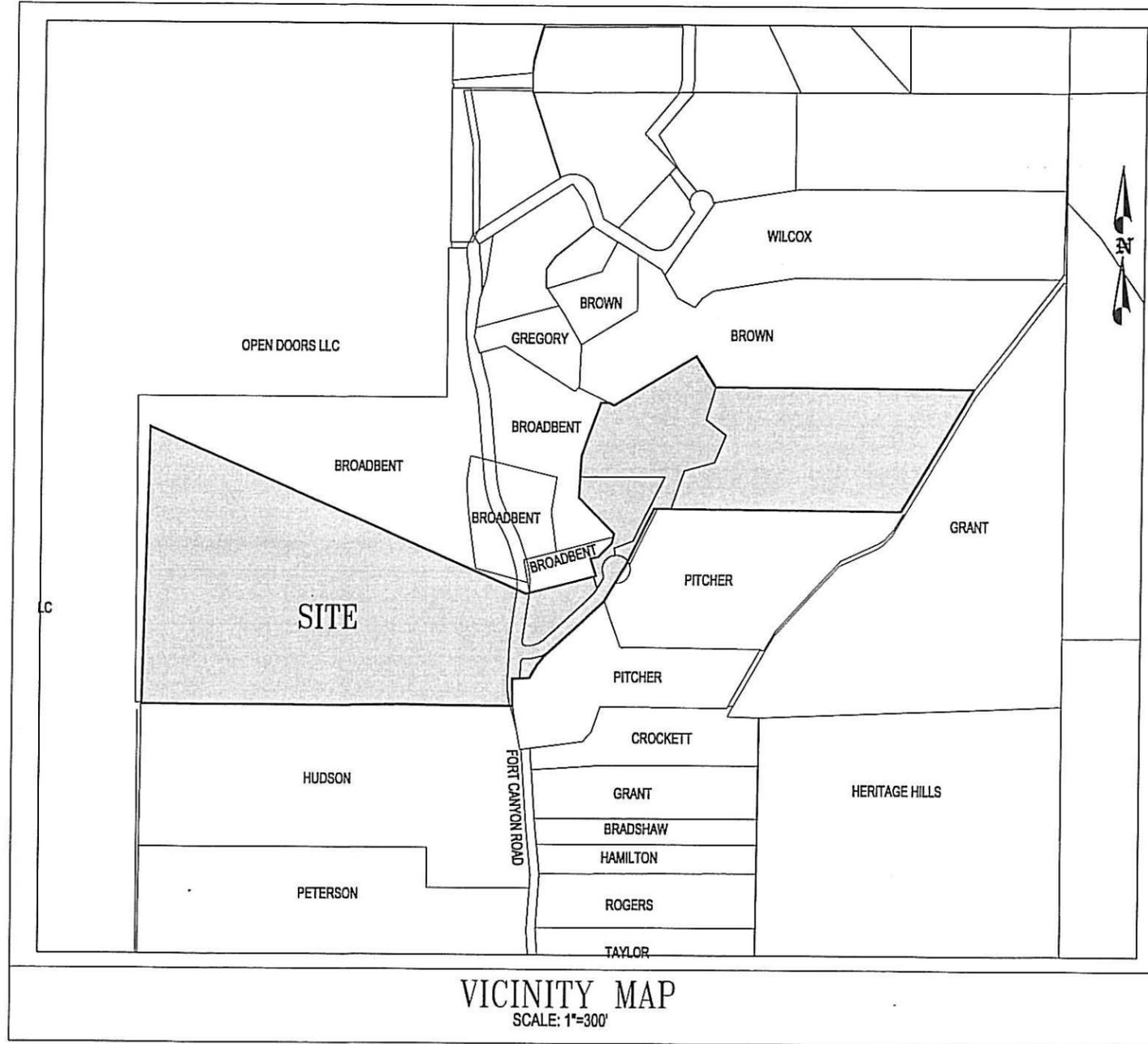
**GENERAL NOTES**

- HOMES BEING BUILT IN THE DEVELOPMENT PRIOR TO REPLACEMENT OF THE WATER LINES IN FORT CANYON ROAD ARE REQUIRED TO INSTALL AUTOMATIC FIRE SINKLER SYSTEMS.
- EXCAVATION FOR FOUNDATIONS ARE TO BE CHECKED BY QUALIFIED ENGINEERS FOR FAULTS AND LANDSLIDE HAZARDS.

# CANYON BROOK

## PLAT "A"

A PLANNED RESIDENTIAL SUBDIVISION, ALPINE CITY, UTAH COUNTY, STATE OF UTAH  
 LOCATED IN NORTH HALF OF SECTION 13, TOWNSHIP 4 SOUTH, RANGE 1 EAST, SALT  
 LAKE BASE & MERIDIAN, UTAH COUNTY, UTAH



**VICINITY MAP**  
 SCALE: 1"=300'

**ADDRESS TABLE**

LOT#	ADDRESSES
1	FORT CANYON ROAD
2	FORT CANYON ROAD
3	FORT CANYON ROAD

**STATE PLANE COORDINATES**  
 FACTOR = 0.99970165306765

SP#	X=	Y=
SP1	1,924,077.76	781,750.82
SP2	1,923,687.75	780,490.87
SP3	1,923,377.95	779,970.49
SP4	1,922,321.00	779,977.47
SP5	1,922,203.75	779,739.88
SP6	1,922,110.21	779,582.96
SP7	1,921,859.45	779,350.81
SP8	1,921,828.34	779,313.17
SP9	1,921,795.74	779,296.31
SP10	1,921,723.15	779,252.70
SP11	1,921,724.52	779,137.40
SP12	1,921,448.82	779,138.36
SP13	1,921,248.89	779,141.38
SP14	1,920,990.94	779,136.57
SP15	1,920,131.04	779,139.10
SP16	1,920,159.50	780,317.91
SP17	1,921,778.21	779,614.62
SP18	1,922,074.70	779,692.03
SP19	1,922,051.90	779,765.25
SP20	1,922,084.90	779,773.40
SP21	1,922,141.70	779,831.11
SP22	1,922,151.47	779,870.30
SP23	1,921,997.86	780,023.91
SP24	1,922,007.18	780,201.81
SP25	1,922,089.33	780,427.34
SP26	1,922,125.30	780,427.34
SP27	1,922,146.71	780,417.42
SP28	1,922,496.07	780,626.42
SP29	1,922,580.64	780,495.38

**LINE TABLE**

LINE #	LENGTH	BEARING	LINE #	LENGTH	BEARING
L1	115.59	N 83°14'17" W	L21	109.97	S 60°21'35" W
L2	234.32	S 47°12'21" W	L22	146.64	N 27°28'21" E
L3	35.22	S 47°12'21" W	L23	156.23	S 46°57'29" E
L4	116.83	S 30°47'56" W	L24	23.03	S 03°04'36" E
L5	122.48	S 01°26'44" W	L25	183.06	S 89°51'04" W
L6	98.88	S 18°52'39" E	L26	52.38	S 31°25'34" E
L7	370.76	S 47°12'21" W	L27	95.94	S 14°24'50" W
L8	175.25	S 30°47'56" W	L28	317.63	N 01°48'50" E
L9	58.61	S 30°47'56" W	L29	201.95	S 89°02'58" E
L10	127.84	S 26°24'00" W	L30	175.91	S 29°22'44" E
L11	267.19	S 26°24'00" W	L31	338.88	S 61°40'01" W
L12	237.70	S 48°57'29" E	L32	15.38	S 03°49'02" W
L13	77.26	S 03°49'02" W	L33	102.66	S 09°04'12" W
L14	44.44	N 68°42'20" E	L34	107.38	S 20°32'09" W
L15	62.26	N 31°03'40" E	L35	96.28	S 12°37'19" W
L16	139.89	S 04°50'29" W	L36	62.45	S 86°52'57" W
L17	126.58	S 74°16'45" W	L37	9.93	S 26°24'00" W
L18	152.72	N 10°37'19" E	L38	40.00	N 63°35'00" W
L19	108.10	N 77°23'51" E	L39	141.15	S 25°24'00" W
L20	101.57	S 57°18'21" E			

**CURVE TABLE**

CURVE #	LENGTH	RADIUS	DELTA	CHORD	BEARING
C1	12.00	273.00	02°31'05"	12.00	S 06°48'34" W
C2	54.18	627.00	04°57'03"	54.16	S 05°35'34" W
C3	121.66	427.00	15°19'30"	121.25	S 05°02'42" E
C4	5.86	327.00	01°01'38"	5.86	S 07°33'17" W
C5	13.07	573.00	11°08'23"	13.06	S 07°24'54" W
C6	36.45	573.00	03°38'40"	36.44	S 04°56'23" W
C7	0.97	373.00	00°08'58"	0.97	S 03°02'34" W

**SURVEYOR'S CERTIFICATE**

I, \_\_\_\_\_ DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR, AND THAT I HOLD CERTIFICATE NO. \_\_\_\_\_ AS PRESCRIBED BY THE LAWS OF THE STATE OF UTAH. I FURTHER CERTIFY BY AUTHORITY OF THE OWNERS, I HAVE MADE A SURVEY OF THE TRACT OF LAND SHOWN ON THIS PLAT AND DESCRIBED BELOW, AND HAVE SUBDIVIDED SAID TRACT OF LAND INTO LOTS, BLOCKS, STREETS, OPEN SPACES, AND EASEMENTS AND THAT THE SAME HAS BEEN CORRECTLY SURVEYED AND STAKED ON THE GROUND AS SHOWN ON THIS PLAT AND THAT THIS PLAT IS TRUE AND CORRECT.

DATE \_\_\_\_\_

SURVEYOR  
(SEE SEAL BELOW)

**BOUNDARY DESCRIPTION**

A TRACT OF LAND LOCATED IN THE NORTH HALF OF SECTION 13, TOWNSHIP 4 SOUTH, RANGE 1 EAST, OF THE SALT LAKE BASE AND MERIDIAN, UTAH COUNTY, UTAH, DESCRIBED AS FOLLOWS: BEGINNING AT POINT BEING SOUTH 00°00'21" WEST 1200.00 FEET AND WEST 380.27 FEET FROM THE NORTHEAST CORNER OF SECTION 13, TOWNSHIP 4 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN; THENCE SOUTH 30°40'00" WEST 80.79 FEET; THENCE NORTH 80°00'00" WEST 1025.00 FEET; THENCE SOUTH 28°27'00" WEST 285.34 FEET; THENCE SOUTH 37°47'58" WEST 182.74 FEET; THENCE SOUTH 47°12'21" WEST 341.02 FEET; THENCE SOUTH 30°47'56" WEST 40.65 FEET; THENCE SOUTH 29°48'11" WEST 85.58 FEET; THENCE SOUTH 87°00'21" WEST 72.70 FEET; THENCE SOUTH 00°40'59" EAST 115.54 FEET; THENCE NORTH 80°40'00" WEST 270.00 FEET; THENCE NORTH 80°00'00" WEST 200.01 FEET; THENCE SOUTH 80°53'00" WEST 240.66 FEET; THENCE NORTH 80°40'59" WEST 89.11 FEET; THENCE NORTH 81°22'59" EAST 110.30 FEET; THENCE SOUTH 80°30'59" EAST 176.42 FEET; THENCE NORTH 73°22'10" EAST 308.52 FEET; THENCE NORTH 17°14'48" WEST 78.72 FEET; THENCE NORTH 70°00'00" EAST 34.00 FEET; THENCE NORTH 44°30'00" EAST 81.00 FEET; THENCE NORTH 14°00'00" EAST 45.40 FEET; THENCE NORTH 00°00'00" WEST 211.30 FEET; THENCE NORTH 00°00'00" EAST 170.00 FEET; THENCE NORTH 20°00'00" EAST 240.28 FEET; THENCE NORTH 80°00'00" EAST 35.00 FEET; THENCE SOUTH 85°00'00" EAST 23.00 FEET; THENCE NORTH 50°00'00" EAST 407.20 FEET; THENCE SOUTH 32°50'00" EAST; THENCE SOUTH 80°40'00" EAST 1107.48 FEET TO THE POINT OF BEGINNING, CONTAINING 320.11 ACRES.

BASE OF BEARING: UTAH STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE.

**OWNER'S DEDICATION**

KNOWN ALL MEN BY THESE PRESENTS THAT WE, ALL THE UNDERSIGNED OWNERS OF ALL OF THE PROPERTY DESCRIBED IN THE SURVEYOR'S MAP AND SHOWN ON THIS MAP, HAVE CAUSED THE SAME TO BE SUBDIVIDED INTO LOTS, STREETS, OPEN SPACE, AND EASEMENTS AND DO HEREBY DEDICATE THE STREETS AND OTHER PUBLIC AREAS AS INDICATED HEREON FOR PERPETUAL USE OF THE PUBLIC.

IN WITNESS WHEREOF WE HAVE HERETO SET OUR HANDS THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_

**ACKNOWLEDGMENT**

STATE OF UTAH  
 COUNTY OF UTAH  
 ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_, PERSONALLY APPEARED BEFORE ME THE SIGNERS OF THE FOREGOING DEDICATION WHO DULY ACKNOWLEDGE TO ME THAT THEY DID EXECUTE THE SAME.  
 MY COMMISSION EXPIRES \_\_\_\_\_

NOTARY PUBLIC

**ACCEPTANCE BY LEGISLATIVE BODY**

THE CITY COUNCIL OF ALPINE CITY, COUNTY OF UTAH, APPROVES THIS SUBDIVISION AND HEREBY ACCEPTS THE DEDICATION OF ALL STREETS, EASEMENTS, OPEN SPACES, AND OTHER PARCELS OF LAND INTENDED FOR PUBLIC PURPOSES FOR THE PERPETUAL USE OF THE PUBLIC THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_

APPROVED \_\_\_\_\_ CITY ENGINEER ATTEST \_\_\_\_\_ CLERK - RECORDER  
(SEE SEAL BELOW) (SEE SEAL BELOW)

**PLANNING COMMISSION APPROVAL**

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_ BY THE ALPINE CITY PLANNING COMMISSION.

DIRECTOR - SECRETARY CHAIRMAN, PLANNING COMMISSION

RECEIVED MAR 20 2013

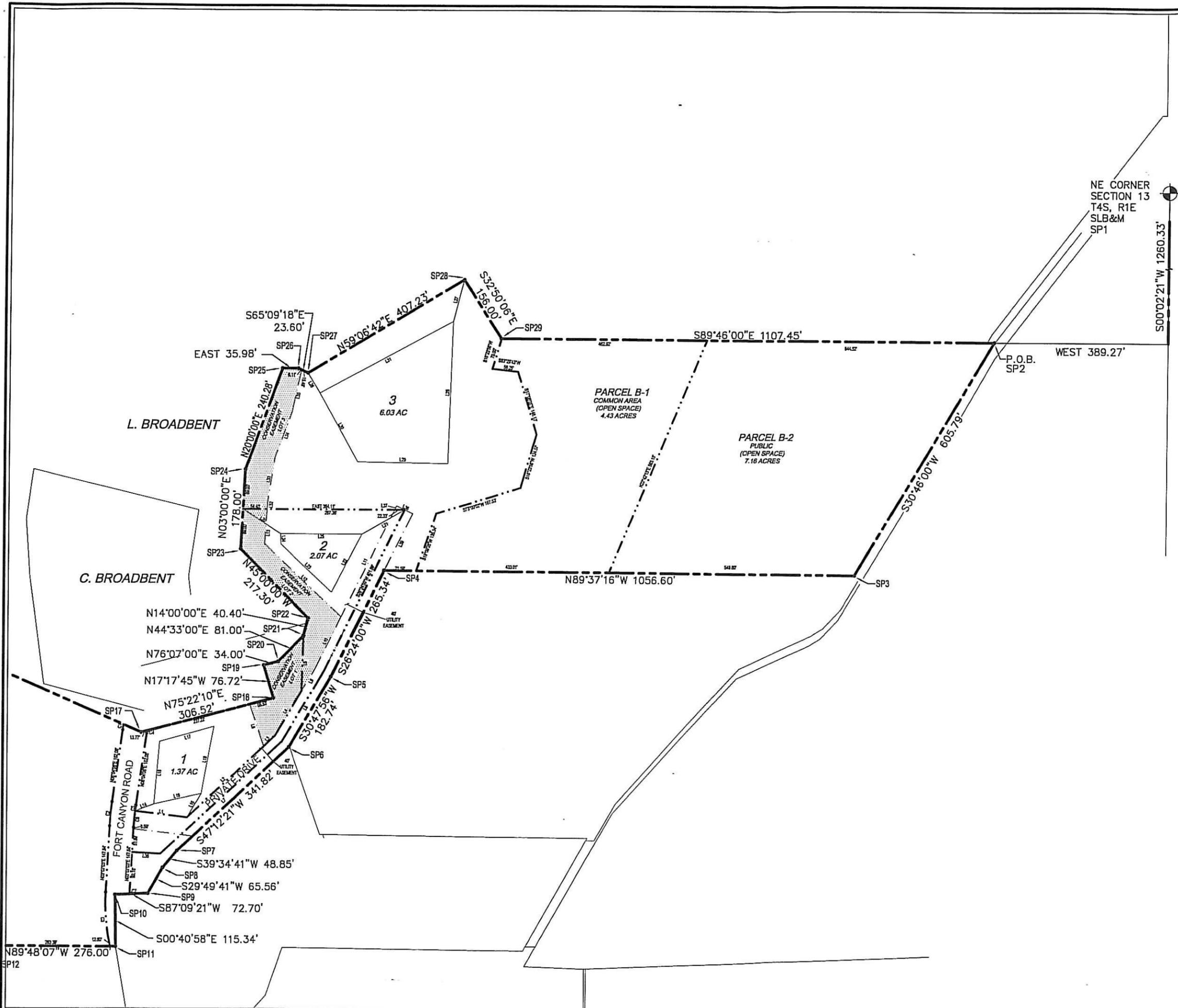
PLAT "A"  
**CANYON BROOK**

1 of 3

A PLANNED RESIDENTIAL SUBDIVISION, ALPINE CITY, UTAH COUNTY, STATE OF UTAH  
 LOCATED IN NORTH HALF OF SECTION 13, TOWNSHIP 4 SOUTH, RANGE 1 EAST, SALT LAKE BASE &  
 MERIDIAN, UTAH COUNTY, UTAH

APPROVAL AS TO FORM  
 APPROVED AS TO FORM THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_  
 CITY ATTORNEY

PLAT "A" - 23 MAY 2017



100 0 100 200 300

SCALE 1"=100'

TO BE SET

- BOUNDARY MONUMENT
- PLAT BOUNDARY
- LOT LINE
- - - EASEMENT LINE

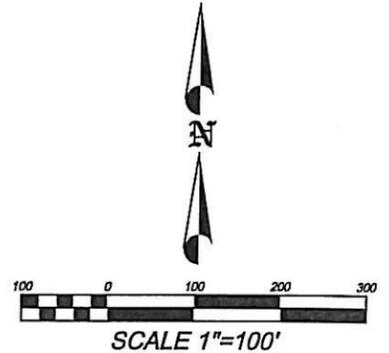
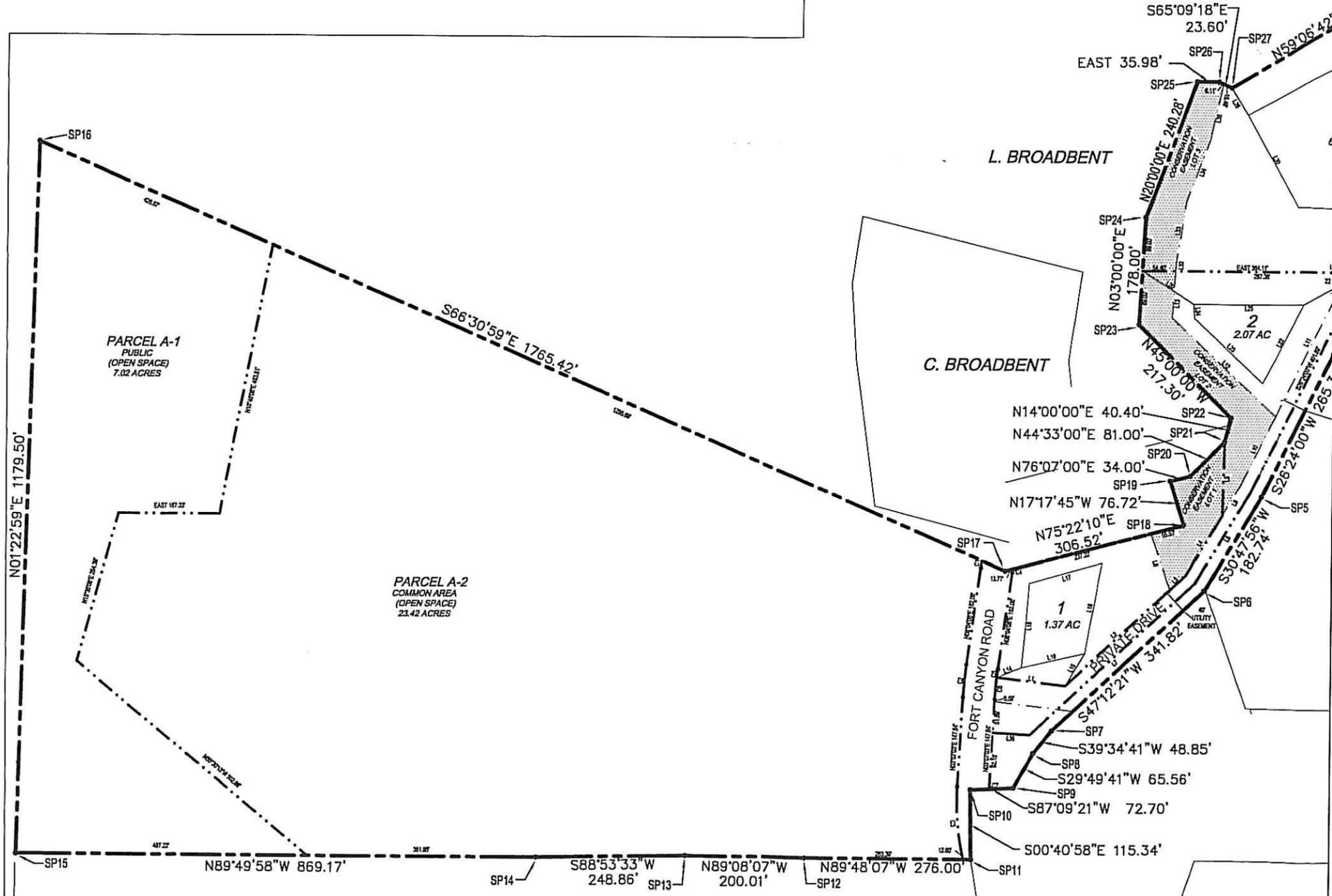
2 of 3

PLAT "A"

## CANYON BROOK

A PLANNED RESIDENTIAL SUBDIVISION, ALPINE CITY, UTAH COUNTY, STATE OF UTAH  
LOCATED IN NORTH HALF OF SECTION 13, TOWNSHIP 4 SOUTH, RANGE 1 EAST, SALT LAKE BASE &  
MERIDIAN, UTAH COUNTY, UTAH  
SCALE: 1" = 100'

REVISOR'S SEAL	RECORD FILE NO.	CITY ENGINEER'S SEAL	CLERK'S RECORD SEAL



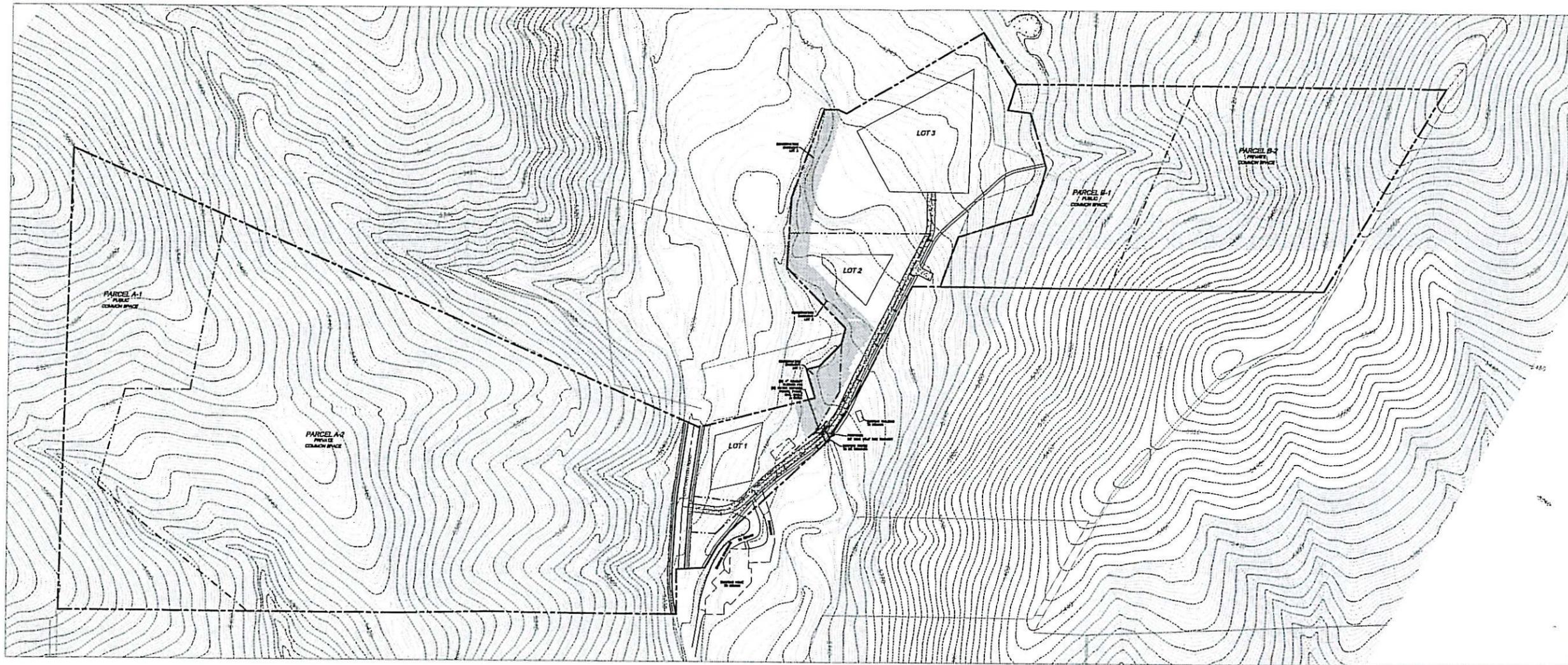
TO BE SET	
	BOUNDARY MONUMENT
	PLAT BOUNDARY
	LOT LINE
	EASEMENT LINE

3 of 3

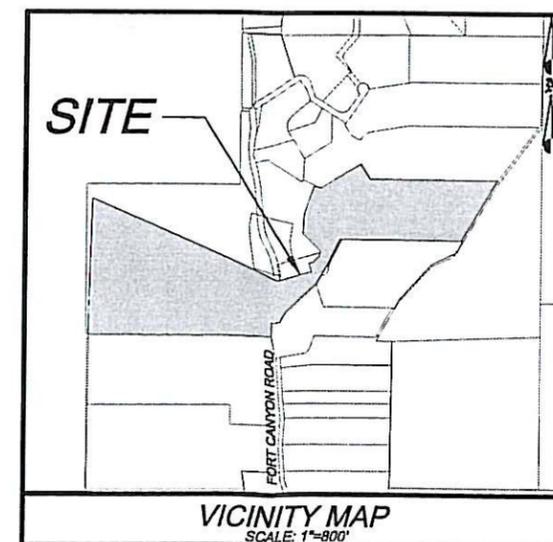
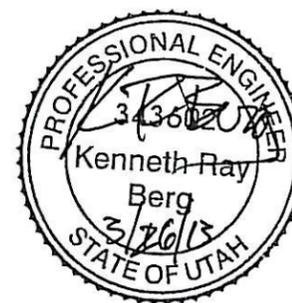
PLAT "A"  
**CANYON BROOK**

A PLANNED RESIDENTIAL SUBDIVISION, ALPINE CITY, UTAH COUNTY, STATE OF UTAH  
LOCATED IN NORTH HALF OF SECTION 13, TOWNSHIP 4 SOUTH, RANGE 1 EAST, SALT LAKE BASE &  
MERIDIAN, UTAH COUNTY, UTAH  
SCALE: 1" = 100'

APPROVED BY:	NEIGH. FILE NO.:	CITY ENGINEER:	CLERK/RECORDS:



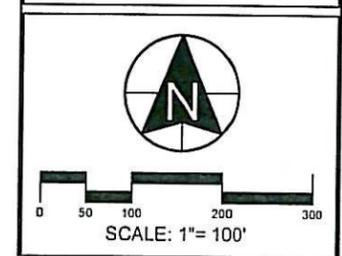
TABULATIONS	
ZONE	CE-5
TOTAL PROJECT AREA	52.01 AC
BASE DENSITY	2 LOTS
OPEN SPACE	
REQUIRED 50%	26.00 AC
PROVIDED 81%	42.03 AC
PARCELS (PUBLIC)	14.18 AC
PARCELS (PRIVATE)	27.85 AC
BONUS DENSITY CALCULATIONS	
PARCEL A (PUBLIC) 25%	13.00 AC
BASE DENSITY * BONUS %	
2 DU * 25% = 0.50 DU	1 LOT
TOTAL PROJECT DENSITY	3 LOTS



DEVELOPER

DEVELOPER

**STEVE LARSEN**  
 935 WEST CENTER STREET  
 LINDON, UTAH 84042  
 PHONE: (801) 420-1546



**Berg**  
 CIVIL ENGINEERING  
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 Highland UT, 84003  
 office (801) 492-1277  
 cell (801) 616-1677

REVISIONS			SEAL
NO.	DATE	DESCRIPTION	
1			
2			
3			
4			
5			
6			
7			

ACTION	DATE
CONCEPT PLAN	1/17/2013

PROJECT

**CANYON  
 BROOK  
 PUD**

DESCRIPTION

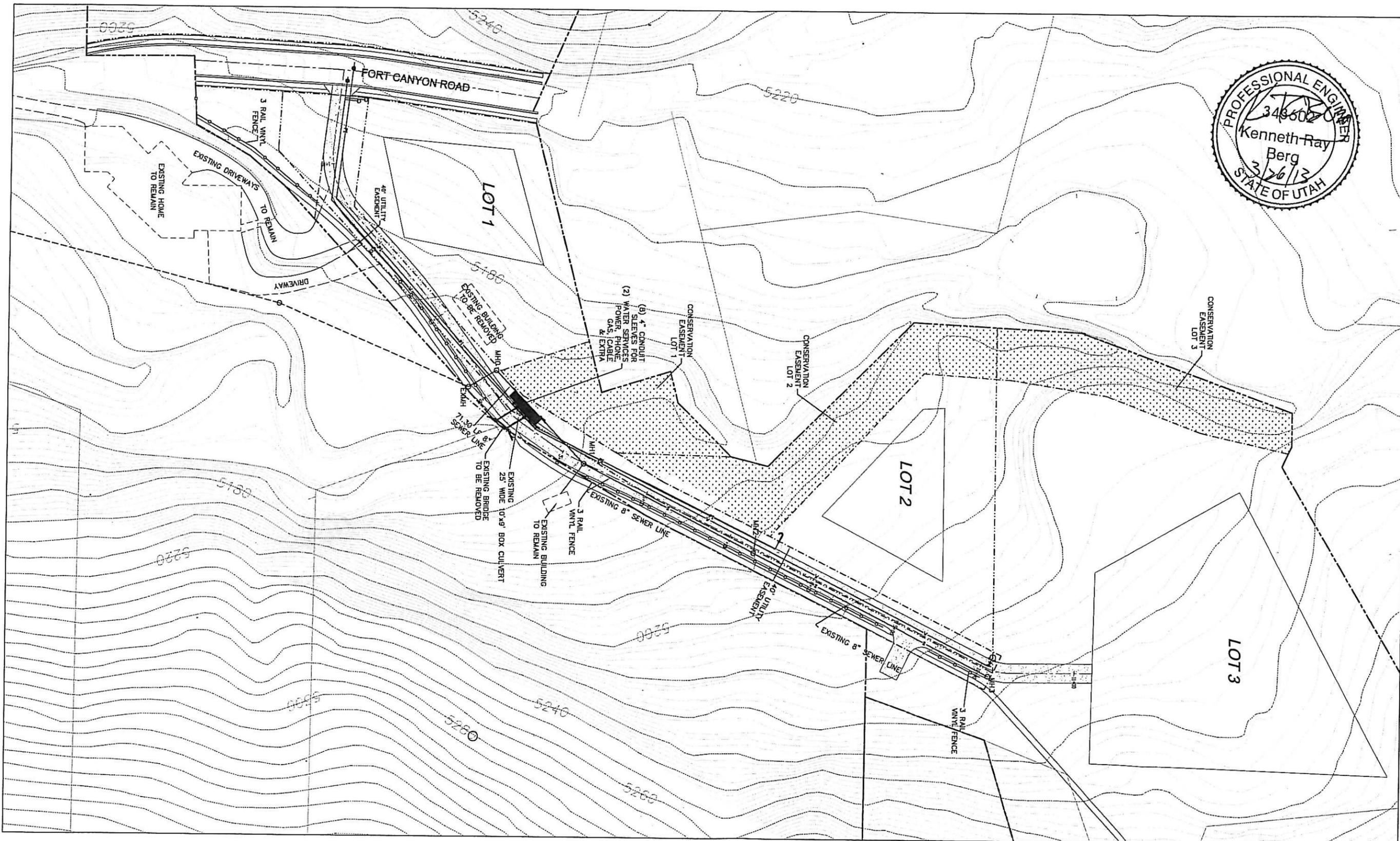
**OVERALL PLAN**

SHEET NAME

SHEET NUMBER

**CB00**

# OVERALL UTILITY PLAN



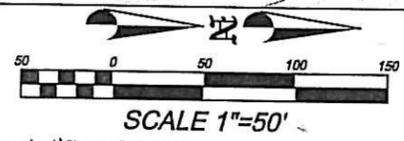
## CANYON BROOK PLAT "A" OVERALL UTILITY PLAN

STEVE LARSEN  
935 WEST CENTER STREET  
LONDON, UTAH 84042  
PHONE: (801) 420-1546

NO.	DATE	DESCRIPTION
1		
2		
3		
4		

DATE  
03/26/13

SHEET NUMBER  
CB01

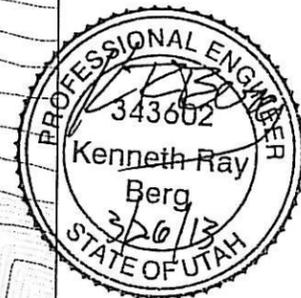
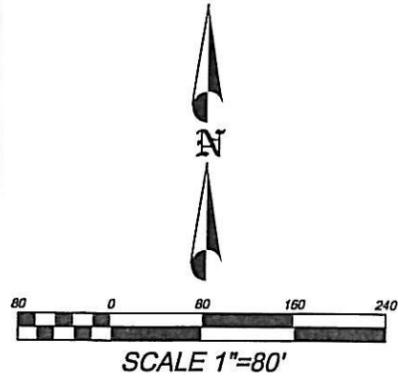
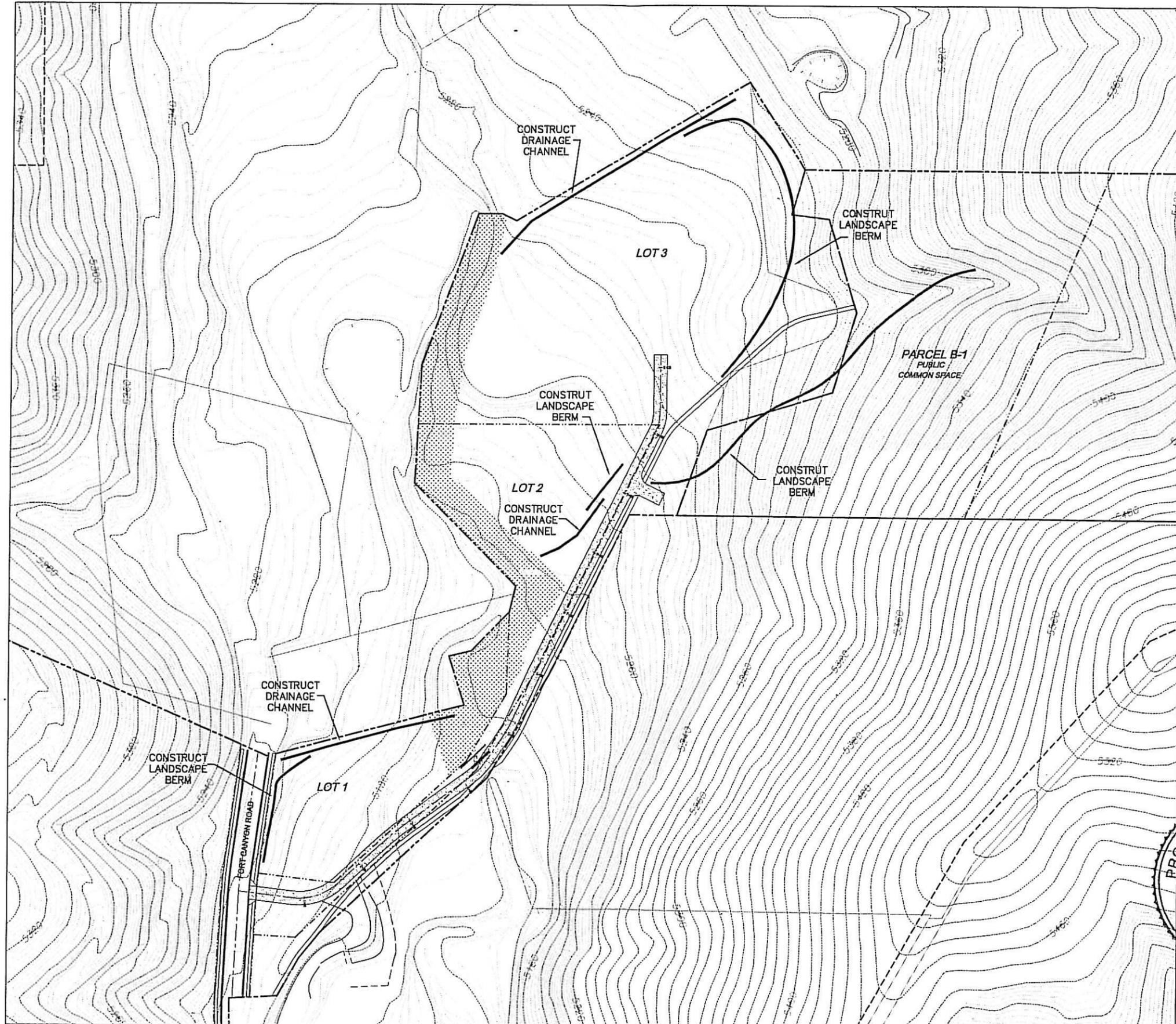


SCALE 1"=50'

Z:\projects\2008\larsen, steve\canyon brook\01\_overall utility.dwg

11035 N. Highland Blvd. Suite 400  
Highland, UT 84401  
office (801) 492-1277  
cell (801) 816-1877

# DEBRIS FLOW MITIGATION PLAN



11038 N. Highland Blvd. Suite 400  
 Littleton, CO 80120  
 office (801) 402-1277  
 cell (801) 816-1077



## CANYON BROOK PLAT "A" DEBRIS FLOW MITIGATION PLAN

STEVE LARSEN  
 935 WEST CENTER STREET  
 LINDON, UTAH 84042  
 PHONE: (801) 420-1546

NO.	DATE	DESCRIPTION

DATE  
 05/28/13

SHEET NUMBER

**CB02**

## **ALPINE PLANNING COMMISSION AGENDA**

**SUBJECT: Fence Ordinance Amendment**

**FOR CONSIDERATION ON: 4 June 2013**

**PETITIONER: Staff**

**ACTION REQUESTED BY PETITIONER: Amend Article 3.21.6 Fences, Wall, and Hedges**

**APPLICABLE STATUTE OR ORDINANCE: Zoning Ordinance**

**PETITION IN COMPLIANCE WITH ORDINANCE: Yes**

### **BACKGROUND INFORMATION:**

Currently, only fences in excess of six (6) feet need to be approved by the planning and zoning department and obtain a building permit. Staff would like to require all fences to obtain a building permit (no fee) so that all fences are built up to code.

The Planning Commission asked that this be discussed again at the June meeting. A motion (recommending for or against approval) needs to be made for the proposed amendment.

### **RECOMMENDED ACTION:**

We recommend that Article 3.21.6 of the Development Code be amended as proposed so that all fences are required to have a building permit.

### 3.21.6 FENCES, WALLS AND HEDGES (amended by Ordinance 2005-02, 2/8/05)

3.21.6.1 [Requirement.](#) All fences must be approved by the planning and zoning department and a building permit obtained.

3.21.6.4 [2](#) **Front Yard Fences.** Privacy fences, walls and hedges along the street frontage of a lot shall not exceed 3 feet in height when placed within 10 feet of the front property line. Open style fences shall not exceed 4 feet in height when placed within 10 feet of the front property line. Front yard fences may be 6 feet in height if they are placed at least 10 feet back from the front property line.

3.21.6.2 [3](#) **Interior Side Yard Fences.** Fences along side yards shall not exceed 3 feet in height for privacy fences and 4 feet in height for open style fences when they are within 10 feet of the front property line. Side yard fences may be 6 feet in height when they are located at least 10 feet back from the front property line.

3.21.6.3 [4](#) **Rear Yard Fences.** A rear yard fence may be 6 feet in height.

3.21.6.4 [5](#) **Corner Lot Fences within the Sight Triangle.** The sight triangle on corner lots shall not be obstructed. Privacy fences, walls, or hedges shall not exceed three (3) feet in height, and open-style fences shall not exceed four (4) feet in height, when located within the sight triangle on a corner lot. The sight triangle is defined as the area formed by connecting the corner of the property to points 35 feet back along each property line abutting the street.

3.21.6.5 [6](#) **Corner Lot Fences outside the Sight Triangle.** Side yard fences abutting the street may be 6 feet in height when they are located at least 35 feet back from the front property line, outside the sight triangle. For interior side fence see 3.21.6.2.

~~3.21.6.6 **Fences in Excess of Six (6) Feet.** Fences in excess of six (6) feet must be approved by the planning and zoning department and a building permit obtained.~~

3.21.6.7 **Agricultural Fences.** Fences on property where an identifiable commercial agricultural product is produced shall not exceed eight (8) feet in height, and shall be an open style fence.

3.21.6.8 **Fences Along Public Open Space and Trails.** See Articles 3.16, Section 3.16.10.1 and Article 3.17 Section 3.17.10.3.1.

Fences or borders along property lines adjacent to a trail or open space must meet specific standards.

1. When the width of the open space or trail easement is less than 50 feet, bordering fences may not exceed 6 feet in height, and shall not obstruct visibility. (Open style fences such as rail fences, field fence, or chain link are preferable.)
2. When the width of the open space or trail easement is 50 feet or more, fence standards as specified elsewhere in this ordinance apply.
3. Fences and hedges must be completely within the boundaries of the private property.
4. Hedges or shrubs must be maintained to the same height requirements as fences.
5. The owner of the fence or hedge must maintain the side facing the open space.

## **ALPINE PLANNING COMMISSION AGENDA**

**SUBJECT: Minor Subdivision Amendment**

**FOR CONSIDERATION ON: 4 June 2013**

**PETITIONER: Rich Nelson, City Administrator**

**ACTION REQUESTED BY PETITIONER: Amend Article 4.5 Minor Subdivisions**

**APPLICABLE STATUTE OR ORDINANCE: Subdivision Ordinance**

**PETITION IN COMPLIANCE WITH ORDINANCE: Yes**

### **BACKGROUND INFORMATION:**

Minor Subdivisions have been required to go to both Planning Commission and City Council for obtaining approval. A lot of Minor Subdivisions are straightforward but the process for approval can be cumbersome for the applicant. The proposed amendment would allow the DRC to approve Minor Subdivisions and streamline the process. Therefore, time would be saved for the applicant and for the Planning Commission and City Council to spend on other issues.

The Planning Commission asked that this be discussed again at the June meeting. They also talked about the notification letter being required for all property owners within 300 feet of the proposed minor subdivision. A motion (recommending for or against approval) needs to be made for the proposed amendment. The Planning Commission may make recommendations in the motion that would alter the original proposal. The Planning Commission's recommendations will be considered by the City Council.

### **RECOMMENDED ACTION:**

We recommend that Article 4.5 of the Development Code be amended as proposed so that Minor Subdivisions may receive final approval from the Development Review Committee.

**ARTICLE 4.5                    MINOR SUBDIVISION OPTION (Amended by Ord. No. 2007-05, 5/8/07; Ord. No. 2011-07, 5/10/11)**

**4.5.1    PURPOSE**

The intent of the minor subdivision process is to allow for small subdivisions to be processed more easily. Minor subdivisions include those developments of three (3) or fewer lots which meet the requirements of this Code. In this process, the preliminary and final plats required for most subdivisions, are simplified and combined.

**4.5.2    APPLICABILITY**

The procedures set forth in this Chapter shall govern the processing of, and the requirements pertaining to, minor subdivisions, and shall take precedence over any other provisions of the Code to the contrary.

**4.5.3    MINOR SUBDIVISION PROCESS**

During the review process, the Development Review Committee (DRC), the Planning Commission, and the City Council may request reasonable additional information from the subdivider from time to time; and may ask other advisors to review the plan if, in the opinion of the City, it may contribute to a decision in the best interest of the City.

After submittal of the required application materials, no excavation nor alteration of the terrain within a proposed subdivision may be undertaken prior to written approval by the [DRC or](#) City Council of the final plat. Excavation or alteration of the land prior to approval of the final plat may be cause for disapproval of the proposed subdivision.

**4.5.3.1    DEVELOPMENT REVIEW COMMITTEE (DRC)**

1. The subdivider of a minor subdivision shall meet with the Development Review Committee (DRC) to review the proposed subdivision before submitting an application.
2. The subdivider shall prepare a preliminary plan showing the land to be subdivided, properly and accurately drawn to scale that complies with the drawing requirements in Section 4.6.3.3. The plan shall be certified as to accuracy by a licensed land surveyor licensed to do such work in the State of Utah.
3. ~~The subdivider shall submit four (4) D size (22" x 34") copies of the plan to the City Planner to be reviewed by the DRC. The subdivider shall also submit an electronic copy of the plan in a compatible format as specified by City Staff.~~ The subdivider shall submit the Minor Subdivision Application and three (3) D size (22" x 34") and three (3) 11' x 17" paper copies of the plan drawn to scale to the City Planner to be reviewed by the DRC along with an electronic copy in a compatible format (AutoCAD). The subdivider shall pay the associated fee(s) as set forth in the Alpine City Consolidated Fee Schedule. The fee(s) shall be paid to the City Recorder payable to Alpine City.
4. The DRC shall review the plan to determine compliance with the Alpine City General Plan and all applicable City ordinances. The City Planner shall notify the subdivider of the review findings, including questionable design or engineering feasibility, inadequacy of submittals, non-compliance with local regulations, and the need for other information which may assist in the evaluation of the proposed subdivision.
5. ~~When the DRC determines that the plan is ready for Planning Commission review, the DRC, in consultation with the Planning Commission Chairperson, shall establish a~~

~~review date. The subdivider may prepare a final plan that incorporates all changes recommended by the DRC.~~

5. If the DRC determines that the plat is in conformity with all applicable requirements and any reasonable conditions or on its own initiative, it shall approve the plat.
6. If the DRC determines that the plat is not in conformity with all applicable requirements or any reasonable conditions imposed, it shall disapprove the plat specifying the reasons for such disapproval.
7. If the DRC determines that the plat is complex or may create significant adverse impacts on the community, the plat shall be further reviewed as necessary with a recommendation by the Planning Commission and approval by the City Council.
8. After all necessary approvals have been granted by the City, the subdivider shall meet all requirements for recordation prior to the final plat being recorded. If the recording requirements have not been met within 180 calendar days from the date of DRC approval, such approval shall be null and void. The voided/null final plat may be submitted for but will be subject to all applicable ordinances at the time of reinstatement and a reinstatement fee will be charged in accordance with the current fee schedule. The final plat must be recorded within 180 days after the reinstatement approval or the approval shall be null and void.

#### **~~4.5.3.2 — PLANNING COMMISSION~~**

- ~~1. Upon recommendation of the DRC, the subdivider shall submit the following to the City Planner at least fourteen (14) days before the scheduled Planning Commission meeting:
  - ~~a. the Minor Subdivision Checklist and Application;~~
  - ~~b. a list of all adjacent property owners of the proposed subdivision, and envelopes that have been stamped and addressed to all adjacent property owners named on the list;~~
  - ~~c. four (4) D size (22" x 34") copies of the final plan,~~
  - ~~d. ten (10) 11" x 17" copies of the plan drawn to scale, and~~
  - ~~e. an electronic copy of the plan in a compatible format as specified by City Staff.~~

~~The subdivider shall pay the associated fee(s) as set forth in the Alpine City Consolidated Fee Schedule. The fee(s) shall be paid to the City Recorder, payable to Alpine City.~~~~
- ~~2. The plans will not be presented to the Planning Commission until the application is complete, including submitting all required information and paying all fees. The application must be complete and accepted in writing by the City Planner.~~
- ~~3. Alpine City shall prepare a notification letter to be sent to the adjacent property owners that will include the following information:
  - ~~a. Address or location of the proposed subdivision and the zoning designation;~~
  - ~~b. Name of the developer(s);~~
  - ~~c. Type of development that is proposed;~~
  - ~~d. Number of acres in the proposed development;~~
  - ~~e. Number of lots in the proposed development and approximate lot size;~~
  - ~~f. Date, time, and place of the first Planning Commission meeting at which the plan~~~~

~~for the development will be presented; and  
g. Reference to the applicable ordinances that govern the development.~~

~~Alpine City shall mail the notification letter to the listed adjacent property owners at least seven (7) days prior to the first Planning Commission meeting at which the plan will be presented.~~

- ~~4. The developer shall resubmit all required information, including a list of all property owners, if the application lapses for six (6) months or more.~~
- ~~5. The Planning Commission shall give guidance to the subdivider to assist in meeting the requirements and constraints for subdivision development within the City of Alpine.~~
- ~~6. If the Planning Commission finds that the proposed plat complies with all applicable requirements, it shall recommend final approval to the City Council. If the Planning Commission finds that the proposed plat does not meet the requirements, it shall recommend disapproval of such plat. After 180 calendar days, any Planning Commission approval shall be null and void. The voided/null plan may be resubmitted for reinstatement by the Planning Commission, but will be subject to all applicable ordinances at the time of reinstatement and a reinstatement fee will be charged in accordance with the current fee schedule.~~

#### ~~4.5.3.3 CITY COUNCIL~~

- ~~1. Following the recommendation of approval or disapproval of the final plat by the Planning Commission, the City Council shall consider the plat at a regularly scheduled public meeting. If the City Council determines that the plat is in conformity with all applicable requirements and any reasonable conditions as recommended by City Staff, the Planning Commission, or on its own initiative, it shall approve the plat.~~
- ~~2. If the City Council determines that the plat is not in conformity with all applicable requirements or any reasonable conditions imposed, it shall disapprove the plat specifying the reasons for such disapproval.~~
- ~~3. After all necessary approvals have been granted by the City, the subdivider shall meet all requirements for recordation prior to the final plat being recorded. If the recording requirements have not been met within 180 calendar days from the date of City Council approval, such approval shall be null and void. The voided/null final plat may be submitted for reinstatement with a recommendation from the Planning Commission and approval by the City Council, but will be subject to all applicable ordinances at the time of reinstatement and a reinstatement fee will be charged in accordance with the current fee schedule. The final plat must be recorded within 180 days after the reinstatement approval or the approval shall be null and void.~~

#### **4.5.4 REQUIRED CONDITIONS AND IMPROVEMENTS**

The following requirements shall be imposed as a condition of approval of a minor subdivision:

1. No more than three parcels shall be created in the minor subdivision.
2. New or extended street dedications shall not be allowed. Minor right-of-way dedications on existing streets is permissible.
3. The area to be subdivided should be immediately adjacent to existing streets and utilities and shall not involve the extension of any such streets or utilities.
4. The minor subdivision shall conform to the general character of the surrounding area.

5. Lots created shall not adversely affect the remainder of the parcel or adjoining property and shall conform to the applicable provisions of the Zoning Code.
6. Any remainder of the parcel must be capable of further subdivision.
7. Utility easements shall be dedicated.
8. Any further lot splits would be processed under the major subdivision process.
9. Derelict parcels shall not be created.
10. Minor Subdivision Plat shall comply with the drawing requirements of Section 4.6.3.3 (Final Plat).
11. A Developer's Agreement shall be executed between the City and the Developer outlining the conditions of approval of the subdivision. The Development Agreement may include, but is not limited to, the following requirements: any special conditions, trails, landscape issues, or off-site improvements.

#### **4.5.5 BOND AGREEMENTS FOR IMPROVEMENTS REQUIRED**

Prior to recordation of an approved plat, the subdivider shall comply with the requirements of Article 4.10 of the Subdivision Ordinance.

#### **4.5.6 RECORDING OF PLAT**

After approval, the filing of the bond agreement, and the signing of the plat by the Mayor, City Attorney, and City Council and Planning Commission Chairman, the plat shall be presented by the City Recorder to the Utah County Recorder for recordation.

#### **4.5.7 EXPIRATION OF FINAL APPROVAL**

If the recording requirements set forth above are not met by the subdivider within 180 days from the date of DRC or City Council approval, such approval shall be null and void (amended by Ord. 2004-13, 9/28/04).

#### **4.5.8 REINSTATEMENT OF THE FINAL PLAT (Ord. 2004-13, 9/28/04; Ord. 2008-07, 5/27/08)**

The voided/null Final Plat may be submitted to the Development Review Committee (DRC) for reinstatement. If there are no changes to the voided/null final plat and there have been no changes in ordinances that would affect the voided/null final plat, the DRC may approve the reinstatement of the final plat. If there are any changes on the final plat or any changes in ordinances that would affect the plat, the voided/null final plat may be submitted for reinstatement with a recommendation from the Planning Commission and approval by the City Council, but will be subject to all applicable ordinances at the time of reinstatement, and a current reinstatement fee will be charged in accordance with Alpine City's current fee schedule. The final plat must be recorded within 180 days after the reinstatement approval or the approval shall be null and void.

## **ALPINE PLANNING COMMISSION AGENDA**

**SUBJECT: Site Plan (not located in an approved subdivision) Amendment**

**FOR CONSIDERATION ON: 4 June 2013**

**PETITIONER: Rich Nelson, City Administrator**

**ACTION REQUESTED BY PETITIONER: Amend Article 4.14 Site Plan to Comply**

**APPLICABLE STATUTE OR ORDINANCE: Subdivision Ordinance**

**PETITION IN COMPLIANCE WITH ORDINANCE: Yes**

### **BACKGROUND INFORMATION:**

Site Plans (not located in an approved subdivision) have been required to go to both Planning Commission and City Council for obtaining approval. A lot of Site Plans are straightforward but the process for approval can be cumbersome for the applicant. The proposed amendment would allow the DRC to approve Site Plans and streamline the process. Therefore, time would be saved for the applicant and for the Planning Commission to spend on other issues.

The Planning Commission asked that this be discussed again at the June meeting. A motion (recommending for or against approval) needs to be made for the proposed amendment. The Planning Commission may make recommendations in the motion that would alter the original proposal. The Planning Commission's recommendations will be considered by the City Council.

### **RECOMMENDED ACTION:**

We recommend that Article 4.14 of the Development Code be amended as proposed so that Site Plans (not located in an approved subdivision) may receive final approval from the Development Review Committee.

AN ORDINANCE PROVIDING FOR COMPLIANCE WITH ARTICLE 4.7, ARTICLE 4.8 and ARTICLE 4.10 OF THE ALPINE CITY SUBDIVISION ORDINANCE AND THE ALPINE CITY CONSTRUCTION STANDARDS FOR BUILDING PERMIT APPLICATION FOR SINGLE ~~FAMILY OR MULTI-FAMILY~~ RESIDENTIAL DWELLINGS OR COMMERCIAL STRUCTURES NOT LOCATED IN AN APPROVED SUBDIVISION.

4.14.1 Approval of Site Plan for a residential single ~~family or multi-family~~ dwelling or commercial structure that is not located in an approved subdivision.

**Definitions:**

~~Subdivision:—References to subdivisions in the foregoing provisions shall apply to the property and/or lot for which the building permit is sought.~~

~~Subdivider:—Reference to the developer or subdivider in the foregoing provisions shall apply to the contractor and owner of the property for which the building permit is sought.~~

**Submission Requirements**

1. The applicant shall submit the Site Plan Application and three (3) D size (22" x 34") and three (3) 11' x 17" paper copies of the site plan drawn to scale to the City Planner to be reviewed by the DRC along with an electronic copy in a compatible format (AutoCAD). The applicant shall pay the associated fee(s) as set forth in the Alpine City Consolidated Fee Schedule. The fee(s) shall be paid to the City Recorder payable to Alpine City.

**Site Plan Approval Process**

1. The DRC and Alpine City Building Inspector shall review the application and plan to determine whether the proposed construction or alteration conforms to the building codes and ordinances of this municipality.
2. A building permit application and plan for a residential single ~~family or multi-family~~ dwelling or commercial structure which is not located in an approved subdivision shall:
  - a. Conform to Article 4.7, Article 4.8 and Article 4.10 (Subdivision Design and Financial Standards including Water Right Requirements) of the Alpine City Subdivision Ordinance. If it is a commercial site plan, it also conforms to any additional requirements that are applicable to the site plan in Article 3.7 (Business/Commercial District) of the Alpine City Development Code;
  - ~~b. Conform to the Alpine City Construction Standards;~~
  - ~~c. b.~~ Be reviewed and approved by the Planning Commission and DRC for compliance with the foregoing provisions prior to issuance of the permit;
  - ~~d. c.~~ A Developer's Agreement shall be executed between the City and the Developer outlining the conditions of approval of the site plan subdivision. The Development Agreement may include but is not limited to the following examples: any special conditions, trails, landscape issues, or off-site improvements Rights-of-way must be dedicated to Alpine City
3. The Building Department shall issue a permit and one set of approved plans to the applicant after the plan has been approved by the Development Review Committee (DRC) ~~Planning Commission~~.
4. If the DRC determines that the plat is complex or may create significant adverse impacts on the community, the plat shall be further reviewed as necessary with a recommendation by the Planning Commission and approval by the City Council.
- ~~4. 5.~~ The Building Inspector shall retain one set of the approved plans and may revoke at anytime a permit which has been issued for any building constructed or being constructed which would be or result, if constructed, in a violation of any ordinance of this municipality.

An exception may be obtained from the foregoing provisions by following the procedures set forth in Article 4.1.2 of the Alpine City Subdivision Ordinance.

**ALPINE CITY PLANNING COMMISSION MEETING at  
Alpine City Hall, 20 North Main, Alpine, Utah  
May 07, 2013**

**I. GENERAL BUSINESS**

**A. Welcome and Roll Call:** The meeting was called to order at 7:04pm by Chairman Jannicke Brewer. The following commission members were present and constituted a quorum.

Chairman: Jannicke Brewer

Commission Members: Steve Cosper, Jason Thelin, Jannicke Brewer, Chuck Castleton, Todd Barney

Commission Members Not Present: Bryce Higbee, Steve Swanson

Staff: Marla Fox, Jason Bond, Shane Sorensen, Rich Nelson

Others: Rock Schutjer, Bob Bowman, Michelle Schirmer, Kristin Eberting, Debbie Newell, Wade Holbrook, Kay Holbrook, Steve Crane, Bill Fairbanks, Lon Nield, Will Jones, Stephanie Tasso

**B. Prayer/Opening Comments:** Todd Barney

**II. PUBLIC COMMENT**

Welcome to Chuck Castleton as the newest member of the Planning Commission.

**III. ACTION ITEMS**

**A. PUBLIC HEARING - Development Review Committee Amendment**

The Planning Commission will review a proposed amendment regarding the composition of the DRC. Currently the Development Review Committee (DRC) consists of four (4) members: The City Administrator, the City Planner, the City Engineer and the Public Works Director. The Police Chief, the Fire Chief, the City Attorney, and the Chief Building Official are advisors to the DRC. The City Administrator is the chairperson of the DRC.

The Planning Commission recommends that Article 2.4 of the Development Code be amended as proposed so that the DRC may include any staff member the City Administrator deems necessary. Rich Nelson said sometimes the City needs expertise from other staff members and we want the ability to bring them into the meeting. Jason Thelin asked if City Council should be included in this list. Rich Nelson said it would be for staff to come to the meetings to address any issues that are going on. He said he would like to be able to invite the Treasurer or the City Recorder if needed. Steve Cosper suggested saying you can bring other advisors as deemed necessary.

Jannicke Brewer asked if we would be excluding any other people. Steve Cosper said to take out staff member and word it as any individual that that the City Administrator deems necessary.

Jason Thelin moved to recommend Article 2.4 of the Development Code be amended to say that other individuals, as the City Administrator deems necessary, may act as advisors to the DRC.

Steve Cosper seconded the motion. The motion passed unanimously with 5 Ayes and 0 Nays. Steve Cosper, Jason Thelin, Jannicke Brewer, Chuck Castleton, and Todd Barney all voted Aye.

**B. PUBLIC HEARING - Fence Ordinance Amendment**

The Planning Commission will review a proposed amendment regarding a requirement for a permit for all fence installations. Currently, only fences in excess of six (6) feet need to be approved by the Planning and Zoning Department and obtain a building permit. Staff would like to require all fences to obtain a building permit (at no

1 fee) so that all fences are built up to code. Jason Bond said that if residents build a fence next to a park, we need  
2 them to come in to DRC to get approval. Rich Nelson said this is not so the City can make money; it is to catch  
3 potential problems that may arise.

4  
5 Jason Bond said we expect that residents will come in to the Building Department and talk to Charmayne Warnock.  
6 She will go over the requirements with them to ensure their fence is built correctly. Chuck Castleton asked if there  
7 is a definition of what a fence is in the ordinance because he has a fenced garden area within his yard. Jason Bond  
8 said we do have a definition and in ordinance 3.1.11 #18 it states that: A fence shall include any tangible barrier, an  
9 obstruction of any material, a line of obstacles, lattice work, screen, wall, hedge, or continuous growth of shrubs  
10 with the purpose of preventing passage or view across a boundary or lot line. Rich Nelson said if the wall or fence  
11 is not on the lot line then it is not as big of a problem.

12  
13 Steve Cosper asked if this was really a problem in the City. He said this sounds confusing and a lot of work for the  
14 staff. Shane Sorensen said we have to start somewhere. Residents who try to follow the ordinances are frustrated  
15 when neighbors don't follow the rules and they want to know why they can't build their fence the same way. It's a  
16 matter of educating the residents on the ordinance. Rich Nelson said good fence contractors will read the City  
17 ordinance and are good to work with. Shane Sorensen also mentioned that the City could send out notices to all the  
18 fence companies to inform them of our ordinance.

19  
20 Chuck Castleton asked about a fence between a private area and an open area having to come to the DRC. He said  
21 he didn't see that in the amendment. Jason Bond said he would like to add five more words to the amendment.  
22 Jannicke Brewer said if every fence has to come in for approval then Article 3.21.6 should cover it. Jason Bond said  
23 he would like to add that if your fence borders property lines adjacent to a trail or open space, add to the amendment  
24 that they must meet with the DRC and meet specific standards.

25  
26 The Planning Commission said that they would like to think more about Article 3.21.6 of the Development Code  
27 and they will put it back on the agenda at a later date.

### 28 29 **C. PUBLIC HEARING - Minor Subdivision Process Amendment**

30  
31 The Planning Commission will review a proposed amendment regarding the ability for the DRC to approve minor  
32 subdivisions. Minor Subdivisions have been required to go to both Planning Commission and City Council for  
33 obtaining approval. A lot of Minor Subdivisions are straightforward but the process for approval can be  
34 cumbersome for the applicant. The Proposed amendment would allow the DRC to approve Minor Subdivisions and  
35 streamline the process. Therefore, time would be saved for the applicant and for the Planning Commission and City  
36 Council to spend on other issues. Rich Nelson said if anything comes through that looks like it might be  
37 complicated, they would pass it on through to Planning Commission.

38  
39 Stephanie Tasso asked what a Minor Subdivision is. Jannicke Brewer said it is at least 3 lots and has to be on an  
40 existing street where water lines and utilities are already in.

41  
42 Michelle Schirmer said a Minor Subdivision is going in on Cascade in South Pointe. The neighbors don't think this  
43 is a Minor Subdivision and she doesn't think that only a couple of people should have a say in whether this gets  
44 approved without the input of the neighbors. Jason Bond said that in saying this is a Minor Subdivision doesn't  
45 mean that it is not significant; it just means that it is a small subdivision. Stephanie Tasso said she would like to  
46 have input even on a Minor Subdivision if it is going in on her street. Jason Bond said notification would be sent  
47 out to neighbors.

48  
49 Jason Thelin said if the subdivision meets code, it is going to happen. In a Minor Subdivision only the adjacent  
50 neighbors would be notified. Greg Clark said he lives across the street and asked if he would get a notice. Kristin  
51 Eberting said it needs to be within the perimeter of the subdivision because it will impact more than just the adjacent  
52 neighbors.

53  
54 Chuck Castleton asked if letters would be sent out because it looked like this ordinance change would take out that  
55 process. Jason Bond said that Minor Subdivisions don't require a hearing. Steve Cosper said he doesn't mind the  
56 Minor Subdivisions coming through Planning Commission and he doesn't think it takes up that much time. Jannicke

1 Brewer said she likes to see what is going on and she likes the way we are doing it now. Steve Cosper said he  
2 wasn't sure what the motivation with this is and he didn't think staff was getting hassled and he wasn't in favor of  
3 any of this.

4  
5 Todd Barney moved to recommend article 4.5 of the Development Code remain as written.

6  
7 Steve Cosper seconded the motion. The motion passed unanimously with 5 Ayes 0 Nays. Steve Cosper, Jason  
8 Thelin, Jannicke Brewer, Chuck Castleton, and Todd Barney all voted Aye.

9  
10 Jannicke Brewer asked if we wanted to make an amendment to the ordinance. Instead of saying we will send out  
11 letters to adjacent property owners, we send it to property owners within a certain amount of feet. Steve Cosper said  
12 within 300 feet to match variance; he said he thought it affected people just as much as a variance would. Shane  
13 Sorensen said procedurally, we ask our City Planner, Jason Bond to draft some language and bring it back.

14  
15  
16 **D. PUBLIC HEARING - Site Plan (Not in a recorded subdivision) Process Amendment**

17  
18 The Planning Commission will review a proposed amendment regarding the ability for the DRC to approve site  
19 plans not in an approved subdivision. Site Plans (not located in an approved subdivision) have been required to go  
20 to Planning Commission for obtaining approval. A lot of Site Plans are straightforward but the process for approval  
21 can be cumbersome for the applicant. The proposed amendment would allow the DRC to approve Site Plans and  
22 streamline the process. Therefore, time would be saved for the applicant and for the Planning Commission to spend  
23 on other issues. Jason Bond said we don't have any guidance in our ordinance on Commercial Site Plans. We need  
24 submission requirements, and things need to be cleaned up in the ordinance because they are a little confusing.

25  
26 Jannicke Brewer said if you have a subdivision, even if it is a single lot, that owner would be required to put in  
27 street, sidewalk, fire hydrant and all the improvements just like a larger subdivision.

28  
29 The Planning Commission said they would like to table this and bring it back at a later meeting.

30  
31 **A. Brenchley Residential Site Plan - 249 North Alpine Blvd. - Shawn Brenchley**

32  
33 The Planning Commission will review a site plan for a site not in a recorded subdivision. The proposed Brenchley  
34 Site Plan at 232 North Alpine Boulevard includes five parcels totaling 4.131 acres. The owner was given direction  
35 by the DRC that the parcels would either need to be combined into one parcel or that property lines would be  
36 required to be adjusted so that any proposed structures would meet the required setbacks. The property is in the CR-  
37 40,000 zone. Jason Bond said Mr. Brenchley wants to adjust the lot lines to 3 parcels. He wants to build on the  
38 middle one and have one on either side for future use.

39  
40 Jason Bond said Mr. Brenchley needs to adjust the lot lines to conform to the setbacks and to address a turnaround  
41 driveway to come out on Alpine Blvd. Shane Sorensen said this was discussed at DRC and they felt like Mr.  
42 Brenchley's driveway plan was adequate for the driveway on the arterial. He has plenty of room to turn around.

43  
44 Steve Cosper said part of the controversy with the neighbors in the past when the church was going to be built, was  
45 that the ditch would have to be filled in and they would have to put in a culvert. This would kill the trees and the  
46 neighbors were upset about it. He asked if there is some requirement that the owner has to put in a culvert. Shane  
47 Sorensen said we recommend doing the same as we did on the McNeil Subdivision and allow the East Field to  
48 remain open.

49  
50 The ditch goes on and off Mr. Brenchley's property and then goes to open ditch again. If we have some parts open  
51 and some parts closed it is problematic with trash and debris plugging and backing up. We have discussed this with  
52 the Public Works and unless there is a problem with the irrigation company, we feel it is best to leave it open.  
53 Jannicke Brewer read from ordinance 4.7.19 where it states: All irrigation ditches in subdivisions shall be piped  
54 underground. Certain ditches that are legally required to be open are exempt. When the church wanted to come in  
55 they were told the ditch would be required to be piped. Steve Cosper wanted to know what had changed from when  
56 the church wanted the property until now, because that is probably the very thing that kept them from building there.

1 Shane Sorensen said having an open ditch through a church site is a little different than a home. Steve Cospers asked  
2 if this was because of safety issues. Shane Sorensen said parking could have been an issue as well. Jannicke  
3 Brewer said we have to follow the ordinance. We can't just say we didn't want it open before, but we like it open  
4 now.

5  
6 Steve Cospers said we need to fix the lot lines before we bring this for approval and pass it on. He also asked why  
7 Meadowbrook Drive is not required to go through and connect with Alpine Blvd. Shane Sorensen said at one point  
8 it was on the master plan to connect that road but it ended up being taken off the plan. The City would not have  
9 been in favor of that decision because the water system is an important loop. Steve Cospers asked if it is too late to  
10 fix it now before Mr. Brenchley builds. Shane Sorensen said he has discussed with Mr. Brenchley putting in an  
11 easement for City Water pipes. Shane Sorensen said there are 4 utilities along Mr. Brenchley's frontage and he has  
12 already paid for the water rights for the whole 4 acres.

13  
14  
15 Jason Thelin said we need more information as to when and why this road was not required to connect. Shane  
16 Sorensen said the City street ends before the cul-de-sac. The cul-de-sac does not belong to the City. It belongs to  
17 Mr. Clark Olsen at 285 North Meadowbrook Drive and he put it in at his own expense. Mr. Olsen's frontage is  
18 actually on 300 North and this is the back entrance to his home, but his home faces the cul-de-sac.

19  
20 The Planning Commission said they need more information on this Site Plan and will take a look at it at a later date.

#### 21 22 **B. Sprint Cellular Tower Modification Site Plan - 694 South Rocky Mountain Drive**

23  
24 The Planning Commission will review the site plan for a cellular tower modification. An antenna replacement  
25 project at the Sprint site located at 694 Rocky Mountain Drive (Shepherd's Hill) is being proposed. Upgrading an  
26 existing tower is a permitted use by ordinance.

27  
28 There are two existing antennas mounted on a 25' monopole at the location. Sprint will be replacing the two  
29 existing antennas with two new antennas as well as replacing the two old equipment cabinets with new ones. No  
30 increase in antennas count, cabinet count or ground space is required.

31  
32 Rock Schutjer said this is a simple project. Sprint is doing a 4G upgrade which will provide faster speeds and more  
33 data. In conjunction with replacing antennas, they are replacing cabinets on the ground. There will be a radio  
34 cabinet and a radio back-up cabinet. Dug into the side of the hill, there is a three sided retaining wall with a steel  
35 platform that holds 2 cabinets, the radio and a battery cabinet.

36  
37 In the first phase, two antennas will be replaced with new antennas and connected with a new fiber cable instead of  
38 co ax cable to allow faster speeds. The fiber will be connected to the new antennas and the co ax will be connected  
39 to the new antennas. We will have 2 systems operating simultaneously and that is why in the beginning, there will  
40 be 4 cabinets on the platform.

41  
42 In the 2<sup>nd</sup> phase, within a day or two, they will remove the cabinets, shut down the old system, and it will only be the  
43 new system going forward. We will be attaching the antennas at the same place as the old ones at the same  
44 elevation at 22 feet. Both antennas will be 6 feet high, and tight to the tower. Residents will be hard pressed to see a  
45 difference with the new antennas. Jannicke Brewer asked about the housing of the boxes. Rock Schutjer said this  
46 will not be a big construction project. It will be simple and done in a couple of days. Jannicke Brewer said that in  
47 our ordinance, this does not require a hearing. However, letters were sent out to residents and she said she would  
48 allow them a few minutes to make comments.

49  
50 Steve Crane asked if these are ground mounted RRU's (Remote Radio Unit). Mr. Schutjer said no they are not; they  
51 will go behind the antennas. New regulations require the RRU's to be within 6 feet of the antenna. Steve Crane  
52 said he was all for this and felt like this was in the spirit of what was previously approved. He said that some RRU's  
53 can be up to 50 pounds and as big as the antenna.

1 Greg Clark said it would be helpful when someone comes and applies to change something, to bring in a picture of  
2 their site to show what their project will look like when completed so residents can see it. He also asked if this is  
3 this the very best and latest technology that can be put in that would be the least obtrusive.  
4

5 Bob Bowman asked how workers will access the property to service the tower. Shane Sorensen said they will  
6 access through service roads on Clyde Shepherd's property. Mr. Bowman said service trucks cannot drive on the  
7 City path/trail which is marked with a sign. To use the path, they have to drive up over the curb and they leave rocks  
8 and debris on the sidewalk and road. He said he has witnessed this many times and he doesn't appreciate it because  
9 of the mess and safety reasons.  
10

11 The Planning Commission said they discussed this issue at a previous meeting. They talked about blocking off that  
12 path with a boulder or barricade. Jannicke Brewer said it was part of the motion. Shane Sorensen said if it was,  
13 then it will be taken care of. Mr. Bowman asked if there were any differences in the radioactivity or electrical  
14 situations. Mr. Schutjer said there is not, by the time you are 5 feet away from the antenna, there is no radiation.  
15 Mr. Bowman said he appreciates the trees being planted to help screen the tower.  
16

17 Steve Crane said the City agreed to landscape the AT&T tower on Will Jones property and he hopes it hasn't been  
18 forgotten. Neighbors are hoping that will happen sometime this spring. Shane Sorensen said he knows for a fact  
19 trees have already been planted there. Steve Crane said the trees were supposed to be 6 feet tall and 3 to 4 trees on  
20 all 4 sides of the tower. He said he has seen nothing yet and hopes the City follows up on that.  
21

22 Kerry Hurst said he lives below the tower and he said he was told that trees would be planted so the tower wouldn't  
23 be so obtrusive. He said all the neighbors want to make this aesthetically pleasing to the eye as possible and they  
24 want what was promised to them. Shane Sorensen said he will check the approval to see if there was certain size of  
25 tree that was promised to be planted. Trees were planted and a drip system has been repaired to help them grow at a  
26 more rapid pace.  
27

28 Jannicke Brewer said tonight we are talking about the Sprint tower. It is on Clyde Shepherd's property and it would  
29 have to be watered from his property. Michelle Schirmer asked when the City takes over the open space property  
30 from Will Jones, will you plant a row of trees. Shane Sorensen said he put in a condition that landscaping would be  
31 up to the Planning Commission and they would decide if it was necessary. Jannicke Brewer said once we get the  
32 property we can ask for landscaping at that time. Steve Cospers asked if anytime someone came in here to change  
33 out equipment, we will use it as an opportunity to force them to do more landscaping. We are setting a precedent  
34 here.  
35

36 Jason Thelin asked Mr. Schutjer if his company would be amicable to put in more trees. Mr. Schutjer said if the  
37 existing trees that they put in died, they would be open to replace them, but any conditions you put on this project is  
38 outside the Federal law. Sprint would not be required to plant trees with this project. To be a good neighbor, he said  
39 he could suggest it to his bosses but it would be inappropriate to require it because of the Federal law.  
40

41 Steve Crane said by law, you can't deny co-location of these towers, but you can impose a condition to landscape.  
42 He said this is cleaning up decisions of past Councils. We have been baited and switched before and it would be a  
43 couple hundred dollar investment. He asks the City to not overlook this option and said it is no illegal.  
44

45 Steve Cospers said we need to match what was originally approved. Chuck Castleton asked if the City is required to  
46 water the landscaping. Shane Sorensen said we water our property. Clyde Shepherd waters his property.  
47

48 **MOTION:** Steve Cospers moved to recommend approval of the Sprint Cellular Tower Modification Site Plan  
49 subject to the following conditions:  
50

- 51 1. A building permit be obtained prior to installation of the new equipment.
- 52 2. The color of the new equipment be provided and approved.
- 53 3. We request that Sprint put in 4 trees (2 on each back side) 3 inch caliper spruce trees in accordance to  
54 the wishes of the City.  
55

1 Chuck Castleton seconded the motion. The motion passed unanimously with 5 Ayes and 0 Nays. Steve Cosper,  
2 Jason Thelin, Jannicke Brewer, Chuck Castleton, and Todd Barney all voted Aye.

3  
4  
5 **C. Olde Moyle Mound PRD Final Plat - 750 North Quail Hollow Drive - Lon Nield**

6  
7 The Planning Commission will review the Final Plat A for the Olde Moyle Mound Planned Residential  
8 Development. The proposed subdivision consists of 10 lots on 8.8145 acres. Approximately one-third of the  
9 property is in the CR-20,000 zone, with the other two-thirds being in the CR-40,000 zone. The lots range in size  
10 from 20,060 s.f. to 31,498 s.f. The City Council approved the option for this property to be developed as a PRD.

11  
12 Lon Nield said the landscaping in the public area will be grass, low shrubs, and a rock formation. There will be a  
13 streetlight but no sign. The reason for this landscaping is because of the utilities. Jannicke Brewer said that there has  
14 to be documentation that the public open space will be maintained by the homeowners association. She also said we  
15 need a conservation easement stating that no building will take place on open space. We would allow for a tennis  
16 court, but no buildings.

17  
18 Jason Bond said that Mr. Nield wants to adjust the lot line configuration on lot 1 to better fit a house on it. The  
19 square footage will remain the same with the lot and the open space. Jason Thelin asked about fences within the  
20 subdivision. Mr. Nield said they will put in rod-iron fences around the subdivision and there will be natural  
21 landscape screening, but individual will not fence their yards.

22  
23 **MOTION:** Jason Thelin moved to recommend final approval of the proposed Olde Moyle Mound be granted  
24 subject to the following conditions:

- 25  
26 1. The Planning Commission approve the landscape plan.  
27 2. The developer will own the private open space.  
28 3. The developer provide an executable open space preservation easement or agreement with the City  
29 outlining the conditions for allowing the private open space.  
30 4. CC&R's or some other binding document be submitted for review outlining the party responsible  
31 for maintaining the landscaping on the public open space.  
32 5. The Fire Marshall approve the location of the fire hydrants.  
33 6. A SWPP be submitted to and approved by the City prior to any construction taking place.  
34 7. The City's water policy be met.  
35 8. The setbacks for the existing building on lot 10 be reviewed and are approved.  
36 9. The redlines on the final plat be corrected.

37  
38  
39  
40 Todd Barney seconded the motion. The motion passed unanimously with 5 Ayes and 0 Nays. Steve Cosper, Jason  
41 Thelin, Jannicke Brewer, Chuck Castleton, and Todd Barney all voted Aye.

42  
43 **D. McNeil Plat G Minor Subdivision - 750 North Quail Hollow Drive – Lon Nield**

44  
45 The Planning Commission will review the submission of the Minor Subdivision. The proposed McNeil Plat G  
46 Minor Subdivision consists of 3 lots on 3.2828 acres. The plat includes the vacation of lot 17, Moyle Park Estates  
47 Plat A. The purpose of the lot vacation is to make a minor boundary adjustment between lots 1 and 2 on the current  
48 plat. The DRC has approved the boundary adjustment between the two lots. There is an existing home on lot 2.  
49 The lots range in size from 20,226 s.f. to 60,604 s.f. The proposed development is in the CR-40,000 zone.

50  
51 Jannicke Brewer asked about the detention basin on lot 3. Lon Nield said that lot is not buildable because of the  
52 basin. Jason Bond said Mr. Nield is presenting this because he wants to clean up the lot lines in order to sell his  
53 property.

54  
55 **MOTION:** Steve Cosper moved to approve the proposed McNeil Plat G Minor Subdivision subject to the following  
56 conditions:

- 1
- 2 1. The Fire Marshall review the location of the existing fire hydrants to determine if they are sufficient
- 3 for the area.
- 4 2. The City's water policy be met and the source of the water rights be stated.
- 5 3. The redlines on the plat be corrected.
- 6
- 7

8 Chuck Castleton seconded the motion. The motion passed unanimously with 5 Ayes and 0 Nays. Steve Cosper,  
9 Jason Thelin, Jannicke Brewer, Chuck Castleton, and Todd Barney all voted Aye.

#### 10

#### 11

#### 12 **E. Pine Valley Realty Office Building**

#### 13

14 The Planning Commission will review the request for a parking exception for the proposed office building. Will  
15 Jones owns the parcel of land on the Northwest corner of the intersection of Canyon Crest Road and Main Street (at  
16 the roundabout). The 26,465 s.f. parcel is planned to include a new office building for Pine Valley Realty. Mr.  
17 Jones has provided a concept plan which shows a building pad that is 3,650 s.f. According to Article 3.24 (Off-  
18 Street Parking) of the Zoning Ordinance, four (4) parking spaces are required for every 1,000 s.f. Mr. Jones plans  
19 on having two (2) stories (basement) which would bring the total requirement to 29 spaces.

20  
21 Mr. Jones is requesting that an exception (section 3.24.4 Reduction of Off-Street Parking Requirements) be made so  
22 that the basement square footage would not apply to the parking requirements. This way, the basement square  
23 footage would not require additional unnecessary parking but could be used for necessary storage.

24  
25  
26 Jason Bond read from ordinance 3.24.4 where it states: Reduction of Off-Street Parking Requirements – Requests to  
27 reduce off-street parking requirement(s) may be recommended by the Planning commission and approved by the  
28 city Council, if the Applicant shows:

- 29
- 30 1. The unique nature of the existing or proposed land use, or an unusually large number of pedestrian or transit
- 31 trips, below-normal parking demands will be generated.
- 32
- 33 2. A reduced number of off-street parking spaces will meet the demands of the proposed use without increasing
- 34 traffic or on-street parking problems in adjacent areas and neighborhoods.
- 35

36 Jason Bond said it could be a code enforcement issue if sometime in the future someone else uses the basement for  
37 something other than storage. An example is a business here in town had an agreement with the City to only use the  
38 basement for storage in exchange for less parking. It has been a problem because the basement has been used as part  
39 of the business as extra office space. Another business is being run out of a building that used to be a bank. Their  
40 business use is manufacturing and they use a lot of parking.

41  
42 Will Jones said his intent is to record a deed restriction that states that the basement would not be used for anything  
43 other than storage. He said he would build the basement with no windows so it can't be occupied. This is  
44 contingent on the building inspector's approval. He said it would only be 8 feet high.

45  
46 Mr. Jones said he would need 9 more parking spaces if the basement is counted. Todd Barney said we can't build  
47 the building just for Will Jones. What happens when someone else comes into the building? This is the only time  
48 we have control. Mr. Jones said the issue is his. If he wants to sell his building he won't be able to if the new  
49 business needs more parking. The ordinance allows a variance and the burden should be on the building owner not  
50 the City.

51  
52 Bill Fairbanks said he built the Jewel Kade buildings. The parking in that area is sufficient for the building size. He  
53 said he still owns a building pad on that corner. He feels like we should allow basements for storage purposes and  
54 for furnace/utilities. These can be controlled by a recorded deed.

1 Jannicke Brewer said we have this ordinance and we try to follow it. We have had situations in the City where  
2 people have promised to not use the basement and then they do. Jason Thelin said we have already said no to  
3 others, why would we make an exception now. Todd Barney said we would be setting a precedent because Mr.  
4 Fairbanks is already lined up to ask for the same thing in the near future.

5  
6 Steve Cospers said we need to tackle our parking ordinance first. Jason Thelin said a better idea would be to discuss  
7 what needs to be in place in order to have basement storage. Steve Cospers said the City needs to fine businesses if  
8 they are using their building illegally. Jason Bond said we have a new hearing officer that we could possibly use in  
9 these situations.

10  
11 Jannicke Brewer said we will discuss this issue further at a later date.

#### 12 13 14 **F. Townhouse Overlay Zone**

15  
16 The Planning Commission will discuss the request for an overlay zone that would permit the construction of  
17 townhouses. Will Jones is proposing the creation of a Townhouse Overlay Zone in Alpine City. This potential  
18 ordinance would be nearly identical to the Senior Housing Overlay Zone. There is a proposal to build townhouses at  
19 approximately 242 South Main Street. This proposal is contingent on the adoption of a new ordinance since multi-  
20 family housing is currently not allowed in Alpine City.

21  
22 Jannicke Brewer said when this brought up 6 years ago, it was not well received. Will Jones said his proposal would  
23 only be in the B, C, zone.

24  
25 Jannicke Brewer said she is all for having townhouses in the City if they were moderately priced. Some people will  
26 want to downsize and have less yard work, but still want to stay in Alpine. Jason Thelin said he felt like we already  
27 had this type of housing with the Senior Living. He said a percentage of that housing is open to people younger than  
28 55 years old.

29  
30 The Planning Commission stated that they needed to discuss this issue further before any decisions were made.

#### 31 32 **IV. COMMUNICATIONS**

33  
34 The next Planning Commission meeting will be on June 4, 2013.

#### 35 36 **VI. APPROVAL OF PLANNING COMMISSION MINUTES OF:** April 02, 2013

37  
38 **MOTION:** Steve Cospers moved to approve the Planning Commission Meeting Minutes with revisions for April 2,  
39 2013.

40  
41 Chuck Castleton seconded the motion. The motion passed unanimously with 5 Ayes and 0 Nays. Steve Cospers,  
42 Jason Thelin, Jannicke Brewer, Chuck Castleton, and Todd Barney all voted Aye.

43  
44 Jannicke Brewer stated that the Planning Commission had covered all of the items on the agenda and adjourned the  
45 meeting at 10:04pm.