

AMERICAN FORK CITY PLANNING COMMISSION
FEBRUARY 3, 2021
NOTICE OF ELECTRONIC MEETING
REGULAR SESSION

Notice is hereby given that the American Fork City Planning Commission will meet in regular session on February 3, 2021, commencing at 7:00 pm. Pursuant to changes in the Utah Open and Public Meetings Act and Covid-19 Guidelines, this meeting will be conducted electronically. Citizens may submit comments via email at zoompubliccomment@afcity.net prior to 5:00 pm the day of the meeting and access a YouTube live stream of the meeting at afcity.org.

The agenda shall be as follows:

1. Hearing, review and action on a Land Use Map Amendment at approximately 50 East 1100 South from the Low Density Residential designation to the Design Industrial designation
2. Hearing, review and action on a Zone Map Amendment at approximately 50 East 1100 South from the R1-20,000 Residential to the PI-1 (Planned Industrial) zone
3. Discussion on the area and limits of the CC-1 zone
4. Review and action on the election of Planning Commission Officers
5. Other Business
6. Site Plan Committee Report
7. Review and action on the minutes of the January 20, 2021 Planning Commission Regular Session
8. Adjournment

John H. Woffinden, P.G.,
Planning Commission Chairman

The order of agenda items may change to accommodate the needs of the commission, city staff and the public

NOTICE OF ELECTRONIC MEETING

In accordance with Resolution No. 2020-07-20R, Chairman Woffinden has determined that conducting meetings of the Planning Commission with an anchor location, such as the City Council Chambers, presents a substantial risk to the health and safety of those who may be present there. The following are facts upon which this determination has been made:

- Utah has been in a declared state of emergency due to COVID-19 since March 6, 2020, a virus outbreak that has been recognized by the World Health Organization, federal, state and local leaders as a pandemic.
- The Centers for Disease Control and Prevention (CDC) has stated that COVID-19 is easily spread from person to person between people who are in close contact with one another through respiratory droplets when an infected person coughs, sneezes, or talks. This virus can also be spread by people who are non-symptomatic.
- As reported by the Utah Department of Health, reported COVID-19 cases in Utah County continue to rise at a rate higher than reported rates for the state.
- Federal, state, and local authorities recommend that individuals limit public gatherings, wear face masks, and follow social distancing guidelines.
- It is difficult to anticipate the number of attendees at any meeting in order to maintain social distancing to comply with State Phased guidelines. Further, regardless of the number of attendees, social distancing measures for Planning Commission, staff, and attendees will be difficult to maintain in the City Council Chambers.
- COVID-19 continues to pose an immediate threat to the health, safety, and welfare of American Fork City residents.
- American Fork City can provide a way for the public to hear, or hear and view, open portions of Planning Commission meetings and to provide a way to participate in public hearings.

For the next 30 days, all Planning Commission meetings will be conducted via electronic means. The meetings are broadcast live-streamed, and available at a later time, at <https://www.americanfork.gov/AgendaCenter>. To make a public comment, email comments to zoompubliccomment@afcnet.net prior to 5:00 p.m. the day of the meeting for the comment to be read into record. Please indicate in the subject line which item your comment refers to.

AGENDA TOPICS: Hearing, review and action on a land use map amendment, from the Low Density Residential to the Design Industrial designation, located at approximately 50 East 1100 South.

Hearing, review and action on a zone map amendment, from the R1-20,000 Residential zone to the PI-1 (Planned Industrial) zone, located at approximately 50 East 1100 South.

ACTION REQUESTED: Recommendations of approval for land use and zone map amendments.

BACKGROUND INFORMATION				
Location:		50 East 1100 South		
Applicants:		Jake Horan/White Horse Developers		
Existing Land Use:		Agriculture		
Proposed Land Use:		Planned Industrial		
Surrounding Land Use:	North	Agriculture		
	South	Agriculture		
	East	Residential/Agriculture		
	West	Residential/Agriculture		
Existing Zoning:		R1-20,000		
Proposed Zoning:		PI-1 (Planned Industrial)		
Surrounding Zoning:	North	Residential Agriculture 5 (Utah County)		
	South	PF (Public Facilities)		
	East	RA-5		
	West	Residential Agriculture 5 (Utah County)		
Land Use Plan Designation:		Low Density Residential		
Zoning within Land Use Plan Designation?		x	Yes (current zone)	No

Background

The applicant proposes to amend the land use and zone map designations at approximately 50 E. 1100 S. from the low-density residential designation (R1-20,000 zone) to the design industrial designation (PI-1 zone). The property lies north of the future Vineyard Connector and abuts the south side of 1100 South. The newly constructed Amazon distribution facility lies approximately ½ mile to the east. If approved, the

applicants will submit an application to construct an office/warehouse development (concept enclosed in application materials). Surrounding zoning consists of a mix of City and County zoning; City zoning being PF (Public Facilities) and RA-5.

POTENTIAL MOTIONS:

LAND USE MAP AMENDMENT

APPROVAL

Mr. Chairman, I move that we recommend approval of the land use map amendment.

DENIAL

Mr. Chairman, I move that we recommend denial of the land use map amendment.

TABLE

Mr. Chairman, I move that we table action on the land use map amendment.

ZONE MAP AMENDMENT

APPROVAL

Mr. Chairman, I move that we recommend approval of the zone map amendment.

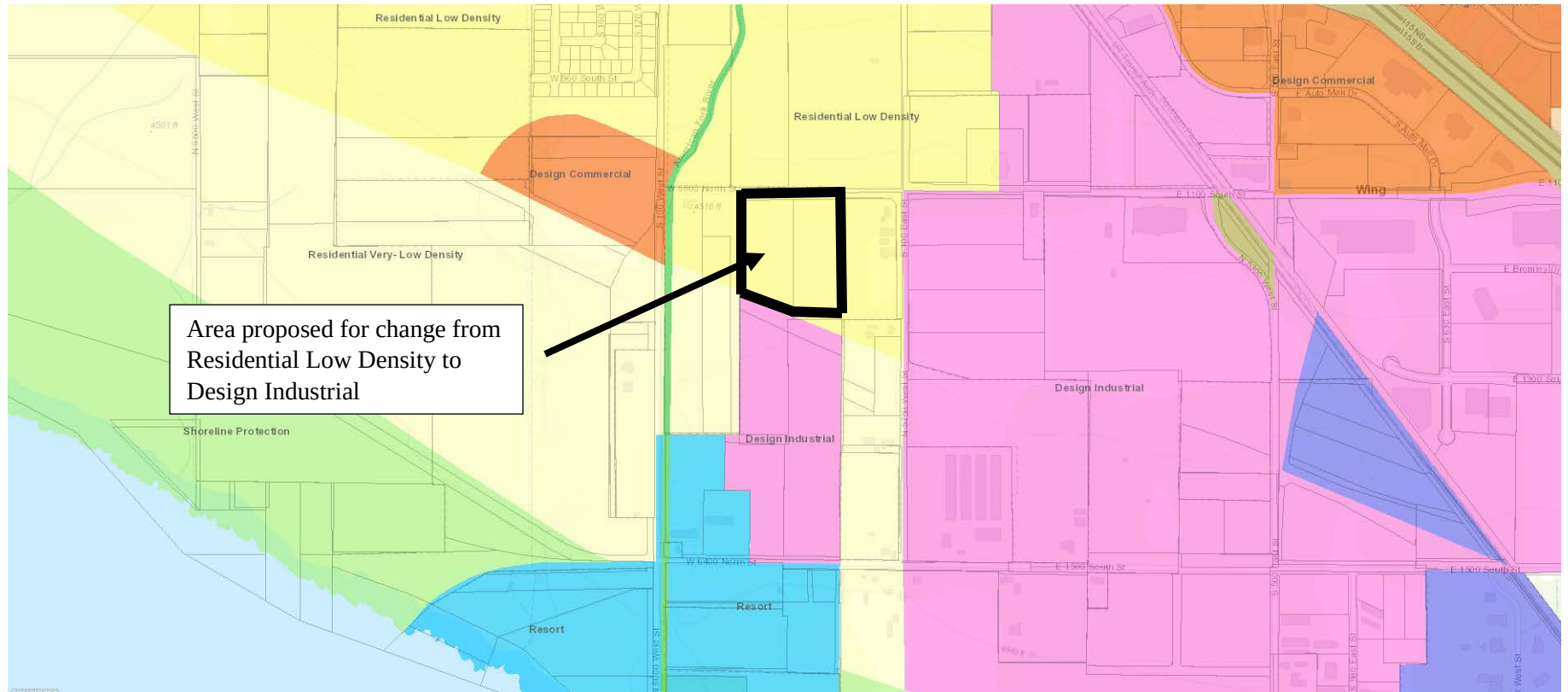
DENIAL

Mr. Chairman, I move that we recommend denial of the zone map amendment.

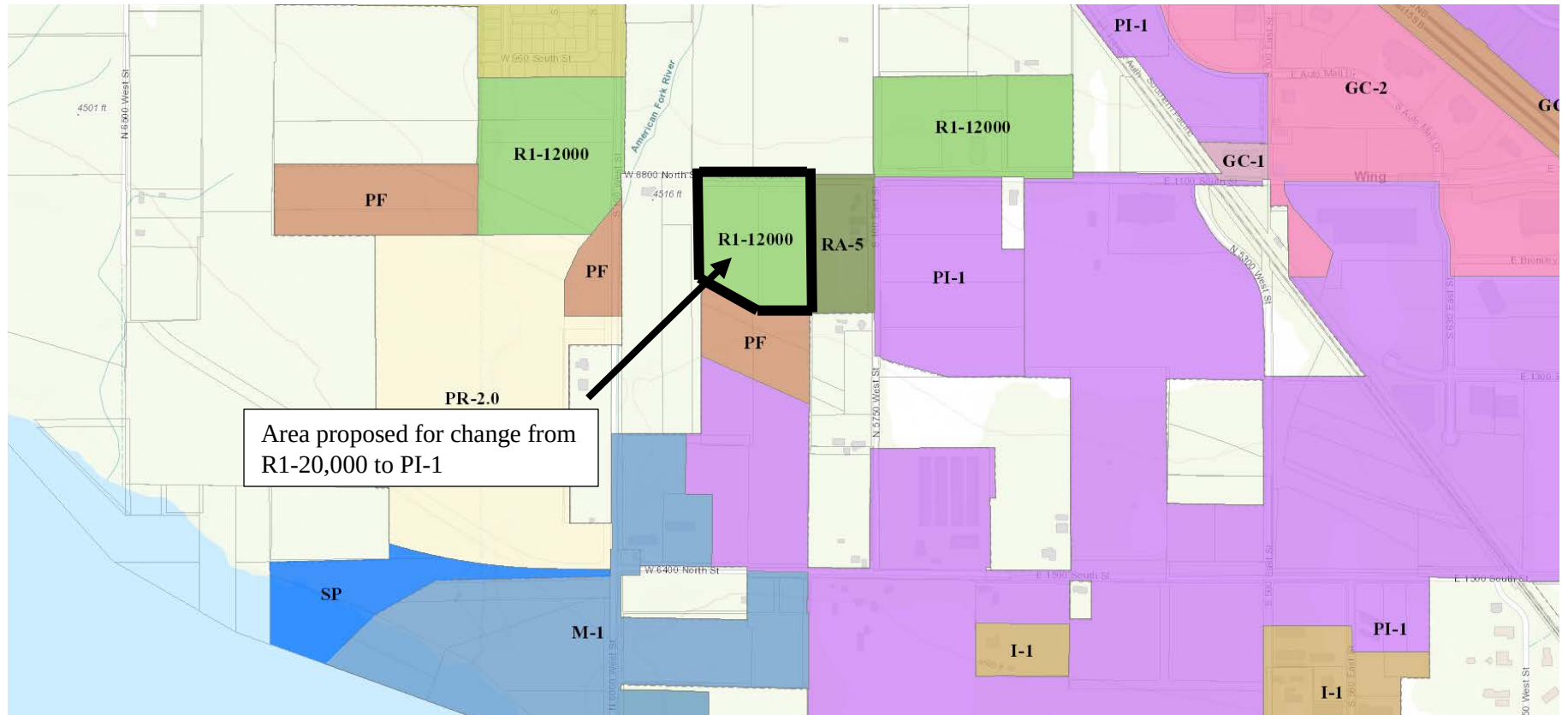
TABLE

Mr. Chairman, I move that we table action on the zone map amendment.

Land Use Map



Zone Map





AMERICAN FORK CITY – Public Works Department
275 EAST 200 NORTH, AMERICAN FORK UT 84003
Phone: 801-763-3060 Fax: 801-763-3005 www.afcity.org

ZONE CHANGE (blue)

Technical Review Committee Submittal Form

Project Name: HARBOR VIEW INDUSTRIAL
Location: 5927 E. 1100 S.
Reason/Description: RESIDENTIAL
CHANGE FROM INDUSTRIAL TO INDUSTRIAL
Utah County Parcel No(s): 13:067:0096 & 13:067:0095
Property Owner Name: HARBOR VIEW DEVELOPMENT, LLC
Property Owner Signature: _____

Property Owner or Authorized Representative Contact Information: (By indicating an authorized representative, all communication from the City regarding the project will be directed to your authorized representative.)

Name: JAKE HORAN - WHITE HORSE DEVELOPERS
Address: 520 S. 850 E. STE A4 LEHI, UT. 84043
Telephone: 801-362-8420 Fax: _____
Email: jake@whitehorsedevelopers.com

Submit the following to **Lisa Halversen, Public Works Dept, 275 East 200 North.**

- Five paper** submittals including plans (sized 11" x 17") and all reports (sized 8.5" x 11") *N/A full*
- Electronic** submittal on **DISC**:
 - a full plan set in one (1) single pdf
 - an electronic design file AutoCAD 2009 format (N.A.D. 83 Coordinates)
 - reports (drainage, geotechnical, title) each in a separate pdf
- Fee** as determined at time of Site Plan Review Fee: \$250.00

PAID \$ 250
PLAN REVIEW DEPOSIT
115/21

Applications will not be accepted without ALL the required submittal materials. The City will not hold partial submittals.

Acceptance of this submittal to the Technical Review Committee (TRC) for review is not an acknowledgement by the City of a complete application. This determination will be made by the TRC in accordance with UCA 10-9a-509.5

By submitting an application, owner/authorized representative hereby authorizes American Fork City Representatives to enter the property for purposes of evaluating this application.

SUBMITTAL CHECKLIST (applicant – check the box to indicate items are included in this submittal)

☒	Property Size (acres): <u>14</u> Current Zone Classification: <u>R1-12000</u>
☐	What changed or changing conditions make the proposed amendment reasonably necessary to promote the purposes of the American Fork City Development Code? (typewritten)
☒	Does the proposed zone change conform to the Land Use Plan? ☐ Yes ☒ No If no, please submit a request for General Plan Amendment with this application.

☒	What zone classification are you proposing for the area to be considered? <u>PI - 1</u>
☐	Map illustrating property to be changed.

Link to Development Code

https://www2.municode.com/library/ut/american_fork/codes/code_of_ordinances

- Amendments – Chapter 17.11
- General Provisions – Sections 17.1.101 and 17.1.102



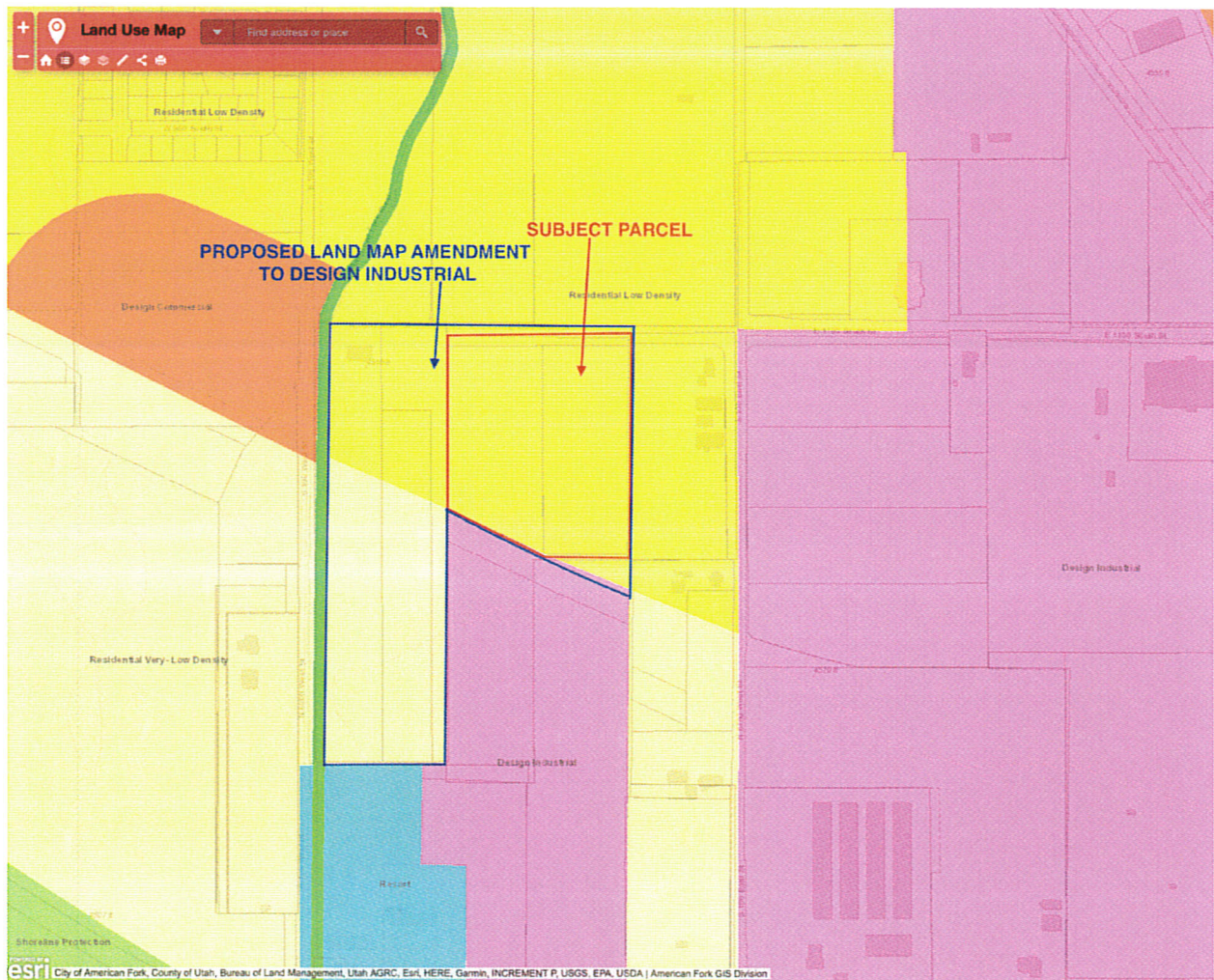
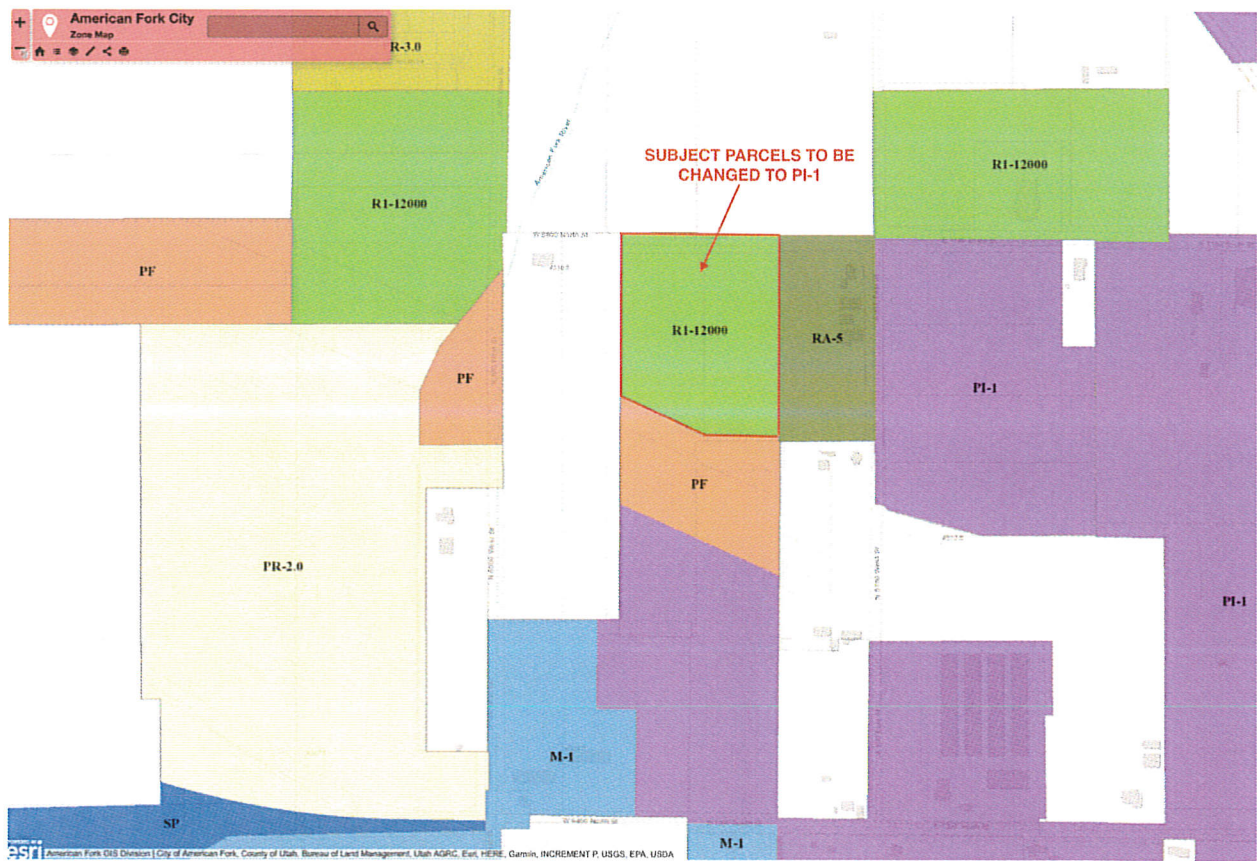
ZONE CHANGE APPLICATION AND GENERAL PLAN- LAND USE MAP AMENDMENT APPLICATION

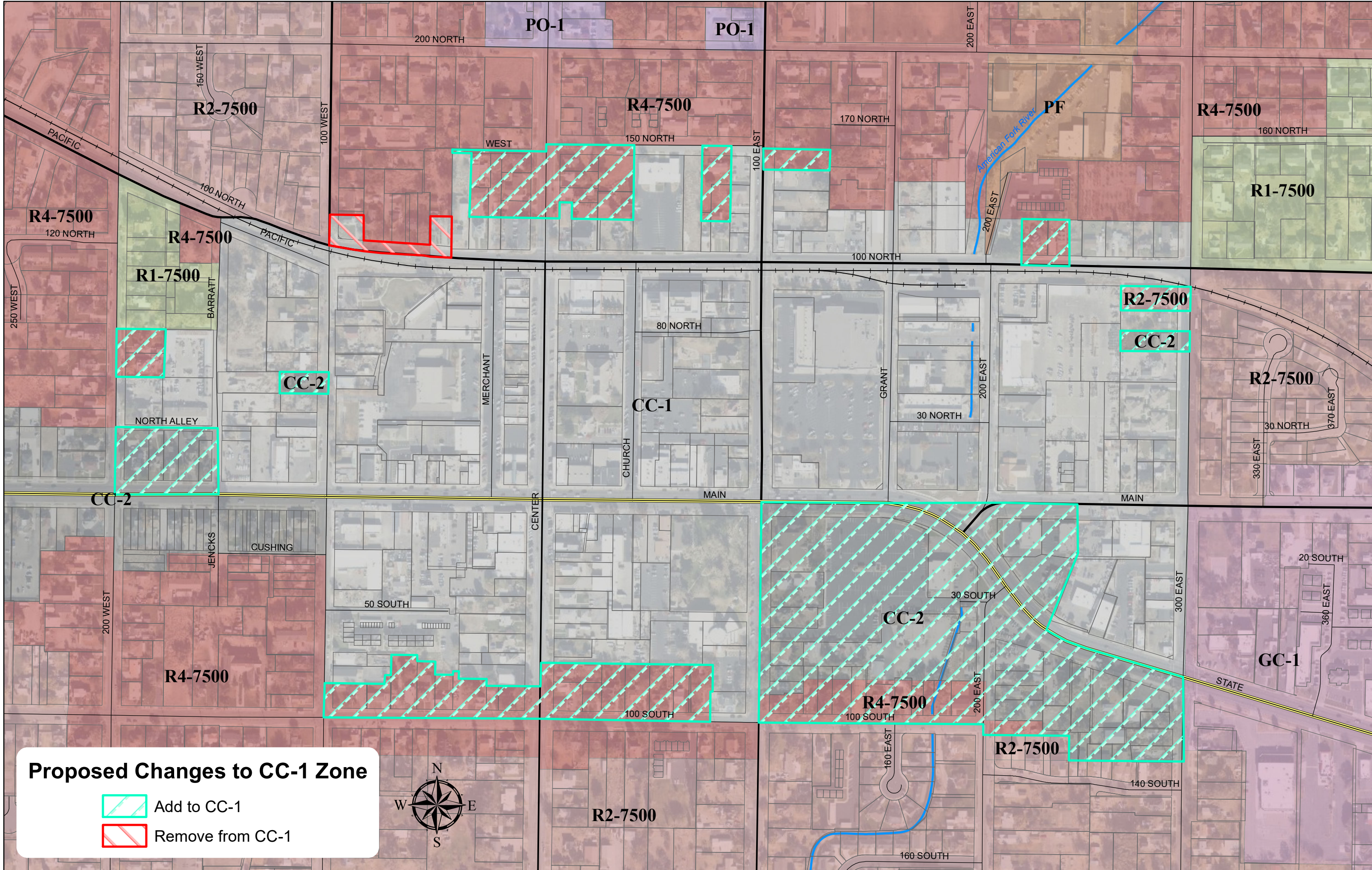
The purpose of the desired Zone Change and Land Use Map Amendment is to allow the subject property to be changed to the PI-1 zone with the underlying General Plan to be changed to the Design Industrial classification. This would allow for a new business park to be built and allow us to move our three companies into this new location in American Fork City.

The companies that would be initially building an office and re-locating to this proposed business complex are: White Horse Developers, Keystone Construction and Red Pine Construction. We feel that this location suits our companies' growing needs and that we will be a positive impact on the city of American Fork. We envision building a business complex similar to that of our current office location at Willow Creek Court in Lehi City. (See the attached picture below). The combined annual revenue for the three companies will bring to American Fork City would be substantial. All three companies have worked with American Fork City and have developed a strong relationship with American Fork City staff and city officials.

With the Vineyard Connector alignment coming across the south property line of the subject parcel, we also feel that our office buildings would provide a good buffer between Vineyard Connector and Residential properties to the north. Additionally, we believe that a clean break to transition from PI-1 to Residential would be along 100 w and 1100 s.







Proposed Changes to CC-1 Zone

-  Add to CC-1
-  Remove from CC-1



AMERICAN FORK CITY COUNCIL
DECEMBER 1, 2020
WORK SESSION MINUTES

Members Present:

Bradley J. Frost	Mayor
Kevin Barnes	Council Member
Staci Carroll	Council Member
Barbara Christiansen	Council Member
Rob Shelton	Council Member
Clark Taylor	Council Member

Staff Present:

David Bunker	City Administrator
Camden Bird	Community Services Director
Wendelin Knobloch	Associate Planner
Terilyn Lurker	City Recorder
Anna Montoya	Finance Officer
Aaron Brems	Fire Chief
George Schade	IT Director
Cherylyn Egner	Legal Counsel
Adam Olsen	Senior Planner
Darren Falslev	Police Chief
Scott Sensanbaugher	Public Works Director

Also present: Mr. Woffinden, Ryan Hunter, Ms. Andersen, and Mr. Mason.

WORK SESSION

The purpose of City Work Sessions is to prepare the City Council for upcoming agenda items on future City Council Meetings. The Work Session is not an action item meeting. No one attending the meeting should rely on any discussion or any perceived consensus as action or authorization. These come only from the City Council Meeting.

The American Fork City Council met in a work session on Tuesday, December 1, 2020, electronically, commencing at 4:00 p.m.

Mayor Frost welcomed everyone to the meeting. He stated that it was a joint work session, and they were meeting with the planning commission for agenda item number one. He read the following statement:

In accordance with Resolution No. 2020-07-20R, Mayor Frost has determined that conducting meetings of the City Council with an anchor location, such as the City Council Chambers or Administration Conference Room, presents a substantial risk to the health and safety of those who may be present there. The following are facts upon which this determination has been made:

- Utah declared a state of emergency on November 8, 2020 due to an increase in case counts of COVID-19, a virus outbreak that has been recognized by the World Health Organization, federal, state, and local leaders as a pandemic.

- The Centers for Disease Control and Prevention (CDC) has stated that COVID-19 is easily spread from person to person between people who are in close contact with one another through respiratory droplets when an infected person coughs, sneezes, or talks. This virus can also be spread by people who are non-symptomatic.
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1. Discussion with the Planning Commission on zoning in the downtown area.

Mayor Frost explained that the first agenda item was a discussion with the Planning Commission on zoning in the downtown area. He further explained that they wanted to work together and provide input on the boundary lines of the CC-1 zone.

Mr. Olsen thanked the Mayor Frost. He explained that this was their next step in the discussion on the downtown area. He stated that in the past year they had completed an economic development study of downtown. He said that one of the items in that study had identified housing as a component for a vibrant downtown. He further said that they had recently amended their CC-1 zone to open the area up for higher density housing purposes. He explained that they had also looked at language in the CC-1 zone for different uses and stated that the Planning Commission felt that certain uses were not conducive to a downtown core. He communicated that they cleaned up that language and brought the ordinance in draft form to the council, which was approved. He summarized that the downtown CC-1 zone was now open for housing.

Mr. Olsen said that when that was approved, the Council had given direction that they wanted to visit the boundaries of the zone, and that they wanted to determine what made sense for an area to be comprised of the CC-1 zone. Mr. Olsen explained that he had done an initial look at it and looked at the current boundaries of the zone. He presented a map on the screen that showed an area that attempted to fill in gaps of what may make sense for a cohesive CC-1 zone.

He denoted that the areas in green/blue dashed lines were areas that it had the potential to expand to. He then denoted a small area of red dashed lines that had the potential to be taken out. He explained that there were two homes on the north side of the road and was strictly residential, and that east of that point was more commercial in nature. He recapped that the map showed areas that there may have been holdovers from another zone. He stated that the largest area that he had considered for potential inclusion into the CC-1 zone was where the Tabernacle sat. He said that it was in the core of the downtown, and that if there was any redevelopment in that area, he felt that it could be a good CC-1 area.

Mr. Olsen opened the time for questions or suggestions on boundary changes. He expressed that what he hoped to accomplish in the meeting was to discuss where the boundaries were, then take back to the Planning Commission for additional discussion, and then move it forward to the Council for any zone changes. He said that when that happened, they would notify any affected property owners to determine whether they were in favor of the zone changes.

Mr. Olsen noted that the Council had recently approved a zone change for the property at the corner of 100 South and 100 East. He mentioned that regarding the expansion of the CC-1 Zone, he had taken the properties along 100 South and all the way down to 100 West. He felt that was a good square off of the CC-1 zone. He stated that they had had some additional properties along 100 South request a potential zone change, so he felt that 100 South as the hard line made sense.

Mr. Woffinden liked the way Mr. Olsen squared off the south boundary. Mr. Woffinden thought they needed to use the roads as the boundaries. Mr. Olsen noted that some of the boundaries still followed along property lines. Mr. Woffinden expressed that he liked the overall concept, and thought it was good to try and square it off as much as possible.

Council Member Taylor agreed that they should square it off, and thought it made it more cohesive, especially along the roads. He was interested to see the reaction, but he did not think it would cause too much heartburn to the property owners there. He thought that it would make it a nice, cohesive parcel for the CC-1 zone.

Mr. Woffinden stated that it would also make it easier to manage. Mr. Olsen said that it would eliminate some of the islands and notches of pre-existed zones and created more of a core for downtown.

Christine Andersen commented she was less concerned with how the zone looked from a map, and more concerned with the effect on the road for the neighbors, specifically on the south. She questioned if the property owners wanted to face a commercial zone. She stated that the boundary as it was now hiding that boundary line and allowed the southern neighborhoods to still feel residential. She said that she was not sold either way, but wanted it to be considered, regardless of how it looked on a map.

Council Member Carroll agreed with Ms. Andersen. She said that the back of the lots as the boundary line had some merit. She further said that it created a neighborhood feel on 100 South with houses on both sides of the street. She said that in that scenario the boundary line would not be squared off on the road, but rather on the back of the lots. She did not know which was best but felt it should be considered as to what was important for the neighbors on 100 South.

Council Member Shelton thought they needed to look at it with the change from residential to a high-density commercial housing project as well. He questioned how they would feel with that as their backyard. He mentioned a project that had been done on River Lane. He explained that when it was put in, the developer had wanted ten-foot backyards as part of an interblock development, and many of the neighbors had gotten mad. The homes were over thirty feet with a ten-foot backyard, and the neighbors had thought it looked intrusive on their backyards. Council Member Shelton said that he was worried what it would do for current property owners that used their backyards. He questioned how that would be affected with high density housing on their back-property line.

Ms. Andersen stated that the question was whether it was better to have a three-story high density building out your backyard or your front yard. Council Member Shelton stated that he did not know if either one was a good option. He reminded the Council of the many complaints he had received from a property owner on the corner of 300 North and North County Boulevard about how ugly the new three-story building was across her front yard. He said that she felt it drastically changed the character of the neighborhood.

Council Member Shelton thought the best way to do it was to blend it in. He thought that a two-story building next to someone's property was better than a three to five-story building on the property line. He noted that he would be upset also if a development came in and suddenly put a five-story building on his property line. Mayor Frost clarified that what Council Member Shelton wanted was a feathered approach. Council Member Shelton confirmed, and likened it to what they had done in the TOD. He continued that there were areas where a feathered approach was better to blend it in and make it more congruent. He stated that to answer Ms. Andersen's question, he did not think that either was a good option. He thought that a blended approach was best and would look a lot better. He questioned whether a three-story building behind a residential home would preserve a neighborhood feel and thought that the multi-story buildings so close to the residential homes would hurt property values.

Ms. Anderson thought that the newer things that were built did not necessarily hurt property values. She said that because of the quality of what was built, in many instances the property value went up. Council Member Shelton commented that he had meant more in a residential area such as a R1-7500 zone. He thought that a multi-story building right next to it would make it difficult to find the right buyer. He said that typically someone who bought into an R1-7500 zone wanted the same look and feel around them. He further said that was why they somewhat had more of a congruent look on the map. He noted they did not have anything that went from a five-story building immediately to a one-story building, and that they had always blended it.

Ms. Andersen asked what kind of options they had as far as zoning was concerned. She asked Mr. Olsen if they would say that things could be higher along Main street and adjacent streets, but not further than that. She asked what kind of language they would use if they wanted to create a radiant.

Mr. Olsen stated that in one of the draft versions of the CC-1 zone there was a provision that limited the height of structures at the edge of the zone that were adjacent to residential zones. He noted that it was a consideration. He cautioned that the boundaries of the CC-1 zone were fairly well set. He explained that if zoning boundaries were changed, it would possibly create an unnecessary feathered down approach. Ms. Andersen asked for clarification that he meant because the new property would not have that same restriction. Mr. Olsen confirmed. He explained it again and stated that it was something to consider.

Council Member Shelton asked if they could do an overlay zone. He acknowledged that they had already passed it but asked if that was something they could go back and do. He asked if they could do an overlay zone to show where the higher residential could be. He gave the example of a possible overlay zone from 100 North to 100 South, and from 100 West to 200 East. He said that whatever those boundaries would be could be a nice, square overlay zone. He further said that all the other locations would be commercial, but that they would allow the higher density where that overlay map came into play.

Mr. Olsen thought it was cleaner to leave it in there. He stated that the CC-1 zone was quite limited, and that it made sense to go along streets. He said it gave more of a core area to work with. He noted that if they wanted to have a feathered down approach, that was something to consider. He felt it was cleaner to leave the CC-1 open to that, because the intent behind the change was that the CC-1 was to be the core of downtown and to open it up for housing opportunities.

Council Member Shelton explained that was his point with the overlay because it would indicate where the downtown was at. Mr. Olsen responded that he thought the boundaries of the CC-1 zone had the ability to do that. Council Member Shelton stated that at one point they described that the downtown was 100 North to 100 South, but now they had started to get a creep above 100 North and below 100 South. Mr. Olsen said they could choose to take it out above 100 North and make it strictly residential. He stated that in that scenario, any future redevelopment would have to be residential in nature. He also reiterated that they wanted to look at movement of boundaries and not just expansion of them, if that was something the Council felt was necessary in certain areas.

Council Member Shelton stated that he was okay with commercial properties above 100 North, but not high density. Mr. Olsen pointed out the R4-7500 zone allowed high density housing but capped it out at 12 units per acre. Council Member Shelton responded that he supposed he was okay with that but asked if that were where it would be. He asked if they would say that five-story high buildings were best to be done between 100 South and 100 North. He further said that he was okay with single story commercial properties, but not with higher density properties. Mr. Olsen replied that the R4-7500 zone allowed for residential usages that could be three stories, and that it may not be that big of a transition when the properties were redeveloped.

Council Member Carroll noted that this was supposed to be the downtown core and the densest zone, so if they limited it to two stories it would be the same as they had in suburban neighborhoods. She thought that seemed to be a strong conflict. Mr. Olsen said he understood that, especially when the R4-7500 could be redeveloped into a number of different properties that fit 12 units an acre and are three stories high. He said that because of that allowance, it would not necessarily mean there would be one or two-story buildings right at the edge.

Ms. Andersen agreed with Council Member Carroll. Ms. Andersen stated that they needed the population there in order to make the businesses vibrant and successful.

Council Member Carroll said she wanted to make it clear that she had family members who have interest in property in the area. However, she said that the council had talked about this change to the zone for years and did not think that it was something that precluded her from the discussion. She further said that if Legal Counsel Cherylyn Egner thought otherwise, then she would step back from the conversation. Legal Counsel Egner stated that Council Member Carroll had every right to be part of the discussion because she had given proper notice to the Mayor Frost, and she had also put it on the record that day.

Ms. Andersen addressed Council Member Shelton and expressed the opinion that a good way to feather it was to use the backyards as the boundary. She explained that she felt that way because they would not see that stark of a difference, and that it would hide it to create a more gradual change.

Council Member Shelton responded that it was just a matter of time. He stated that people bought into residential areas for residential purposes and felt that they should keep that in mind. He mentioned that he lived close to that area at one point in time, and that he knew many of the people in the area. He further stated that he would be concerned if he still lived in the area. He restated that he thought a feathered approach was better. He said that what gave him the biggest heartburn was if they allowed any height of building as long as the parking was provided.

Ms. Andersen said that as the Planning Commission, they felt that there was limited space there. They would not be able to build an excessively tall building because the space would not allow for the necessary parking.

Council Member Shelton agreed, and said that a good question to ask was what the highest density was possible in that location. Mr. Olsen said that if the parking could be provided, that there was no limit. He stated that the most they had seen in the TOD was in the forties, maybe approaching fifty, and that was still surface parking.

Council Member Shelton acknowledged that the Planning Commissioner had come and listened to a proposal that eliminated the parking requirement for higher density in that area. Council Member Shelton said that he did not know if the limiting factor was in there. He noted that he had also talked a lot about traffic, and transportation was something that they needed to take into consideration. He said that they had talked about the water and utility issues in regard to the Harrington Building, but that it was not brought up in regard to high density housing. He said that they needed to make sure the utilities could handle it, both underground and on surface streets. He noted that if they started to add that level of density without a proper plan for it, and without the ability to handle the utilities and transportation, they would be in trouble as a City.

Mayor Frost stated that they needed to address the parking question. He asked Mr. Olsen if it was a requirement to provide parking if someone were to build in that core. Mr. Olsen responded that it was required with housing developments. Mayor Frost asked where they would not have to provide parking. Mr. Olsen answered that there was a small area along Main Street, Center Street on the west, and Merchant Street on the east. He explained that was the downtown parking area, and that all of those structures were on the property line. He stated that there was no physical way to provide parking there, and those downtown areas were allowed to use limited on-street parking. Mr. Olsen communicated that when the zone was revised to allow higher density housing in the CC-1, it specifically called out that residential developments needed to provide their own parking.

Mayor Frost asked if a commercial use outside of the map shown would still need to provide its own parking. Mr. Olsen confirmed. Mayor Frost stated that it was probably more conceptual but asked the Council if there were more thoughts. He asked how they felt about everything above 100 North and asked if everyone was comfortable with that arrangement. Mr. Olsen said that if they wanted to visualize what was on the ground, it was basically the north side of Anderson Mortuary. Mayor Frost asked if anyone objected to that parcel. It was asked if the border was mid-block. Mr. Olsen confirmed, and mentioned that there was a street for the majority of it.

Mayor Frost asked for opinions on 300 East. There was a brief discussion about the commercial and transportation development in the area, and how it was nice to live within walking distance. Mr. Olsen noted that there were a couple spots in that area that were holdover zones from previous times, and that this proposal looked to clean it up on the northeast side.

Mayor Frost asked for opinions on the section to the south. Mr. Olsen noted that there was a large area to the south that was the CC-2 zone, which was a transition from older residential usage to more of a commercial use. He said that they found that mostly along West Main Street. He mentioned that a number of those homes had been converted to commercial uses. He stated that a majority of the CC-2 zone was not residential, and that a lot of it was the church property and homes that had become commercial. He said there were a few homes, but not many.

Council Member Barnes asked if it should be squared off, go east on Main Street to 300 East, and then come down 300 East. Mr. Olsen stated that it was already the CC-1 zone, which was why it was not included.

Ryan Hunter stated that at the transition at 100 South, above where R2-7500 was written on the map, those were brand new twin homes that were built in the last two to three years. He felt that to zone that as CC-2 was disingenuous. He mentioned that he had grown up in that area and agreed with Council Member Shelton's assessment that all those residential homes would probably want a house across the street versus a high-density project. Mr. Hunter said that if they wanted to feather things on the outside edge, he was inclined to pull the line off of 100 South. He expressed the opinion that the road would change from a residential street to a through street, which already happened at 300 South. He wanted to keep the current R4-7500 zone the same.

Council Member Carroll and Ms. Andersen expressed that what they wanted was to make the border the back of those lots. The streetscape was important to the creation of a neighborhood, and that otherwise it would cut the people off from their neighborhood.

Mayor Frost asked what would happen if the lots had different depths. He asked how they would work with those pieces unless the developer came in and bought parcels out to square out their project. Mr. Olsen responded that this was the approach that was happening. He gave the hypothetical that if some of those parcels were purchased, they would then come forward and ask for a zone change. He stated that it would be up to the Planning Commission and Council whether or not to approve it. He further stated that if they left those properties in the R4-7500, changes to the zone would be on a case-by-case basis.

Mayor Frost said that each group would have time as separate bodies to work it out. He stated that he thought they needed to come to an idea as a group whether or not they wanted to feather it in or make them square in nature. He further stated that they needed to work with the extreme case in mind, and to use the comparison of the five-story building since there was always the possibility. He did not think that was likely, but felt it was a possibility, and that was why they should work with the extreme in mind. He also said that a lot of that could take place anyway with the current zone.

Mayor Frost inquired if they wanted to feather from the back of the yards or from the streetscape. Mr. Woffinden said that he liked it from the road. Council Member Taylor said that he was originally of that same opinion, however, after hearing a comment made by Ms. Andersen, he changed his opinion. Council Member Taylor felt it should remain the way it was, and to let the negotiations take place without a zone change and let that be the feathered area. He noted that the map was not as important as the physical area and the people.

Mr. Hunter felt they had a recent example of where that exact scenario had happened with the property south of the library. He explained that it went through the process, and in his opinion, he

liked that process. He was inclined to leave it at the back of the property lines, and then evaluate only as needed.

Mr. Olsen said that they would discuss everything more with the Planning Commission, and see if they could iron some details out, and see what they could clean up in regard to islands of previous zones. He said he did not have any additional questions. He clarified a denotation on the map for Council.

Council Member Christiansen liked the backyard option.

2. Update by UDOT on the east State Street widening project.

Mayor Frost introduced the topic, and then handed the floor to Eric Mason from UDOT. Mr. Mason introduced himself as a project manager with UDOT and explained that American Fork was in his geographic area. He stated that he had come to the position a year prior and took over the State Street project from American Fork to Pleasant Grove. He communicated that he was there to give a brief update about the project, which he mentioned had been in the works for around a decade.

Mr. Mason showed a map that outlined the project location. He explained that it went from 200 South in Pleasant Grove, along US 89 to 500 East in American Fork. He stated that they had upgraded, or had plans to upgrade, a number of major intersections. He noted that 500 East, 700 East, and North County Boulevard were three that were located in American Fork. He stated that they had added wider lanes, bigger shoulders, and bike lanes. He further stated that at 860 East they had plans to install a new traffic signal and noted that the project was pulled out to be an independent project and would start installation within the next month. He communicated that it should be completed by the spring.

Mr. Mason said that the last time they had presented the project was in 2018, and he did not think the design had changed much since then. He showed what the cross section would look like. He communicated that the railroad would be on the north side. He stated that the north side was curb and gutter and did not have a sidewalk. He reviewed from north to south that there would be a five-foot bike lane with a three-foot buffer, three through lanes, a median, three left turn lanes, three more through lanes, and then another buffer bike lane, curb, and gutter on the far-left side.

Mr. Mason stated that the project had been on hold for a couple of years but resumed in 2017. They updated the design in 2018 to add the buffer bike lanes. He explained that as they had begun to acquire the right of way, the property costs had been so high that they used up all of the funding. He stated that they then had to obtain more funding to pay for the construction phase, which was where they were currently at. He communicated that the right of way acquisition should be completed within the next couple of months, and the plan was to begin construction in Spring 2024. He mentioned there was a chance that they could begin construction in 2023. He stated that they may see some utility work, but major construction would not begin for a few years.

David Bunker asked where the project would start. He questioned if it would happen from one direction to the other, or if it would all be torn up at the same time. Mr. Mason responded that it was up to the contractor once awarded the project. He explained that they let the contractor decide, but that usually they worked from one side to the other. Mr. Mason noted that the project did have

a lot of storm drains and stated that they may come in and do those all at once first. He stated in answer to Mr. Bunker's question that it was unknown at that time.

Mr. Bunker asked if there was a time limit on the project. Mr. Mason replied that they did not put a limit on the project, but the contractor would include a timeframe in their bid. Mr. Mason said that timeframe and cost were both to be taken into consideration. He said that they anticipated it would be constructed in one year and would need to be split over two.

Council Member Barnes asked for clarification that they looked at it as all one project, so only one contractor would tackle the entire project. He asked how long the entire process would take. Mr. Mason said he was not sure off the top of his head. He restated that it was from 500 East to 200 South in Pleasant Grove, so they could check in on Google pretty easily.

Council Member Carroll asked if there was a surety on the timeline for funding, since she knew funding was not always easy to obtain. Mr. Mason stated that they did not have a surety, but that the project was a high priority for funding on the Statewide list. He felt confident that if priorities stayed where they were at, they could begin in 2024 with a chance for 2023.

Ms. Andersen asked for clarification in regard to the bike lanes that they did not include the gutter pan. Mr. Mason confirmed, and stated that it was just a roadway surface and not a gutter pan. Ms. Andersen asked for confirmation that the lane was free of structures like drain inlets and manholes. She felt that it was important for it to be a smooth surface for bikers. Mr. Mason responded that the inlets would be in the gutter pan but noted that there could be manholes in the shoulder. He said that he had not had that question, so was unsure. However, he said that they would be the smoother, lidded manholes. He said he would look further into it and was not sure if they had constructed the drainage design or not to put them in there. Ms. Anderson noted that she had gone over guidelines for bicycle lanes, and that it was one thing listed. She felt it was worth consideration. Mr. Mason replied that if that was the case, it was designated as a bike lane, and therefore there should not be any structures in there.

Council Member Shelton stated that they had been told for years that the elevation would be changed on 700 East, and he asked if that was still part of the project. Mr. Mason stated that there was a pretty significant change and clean up planned for that location. Council Member Shelton asked what solutions they had chosen for the issues in that area. Mr. Mason replied that he did not know the details and would talk to someone about it. He thought that they planned to balance out the grade changes on State Street to meet in the middle.

Council Member Taylor clarified that it included the completion of the sidewalk on the north side so people could cross the tracks safely. Mr. Mason stated that there was quite a bit of improvements along 700 East on the north leg, which included sidewalks. He further stated that for the most part there were no new sidewalks along the north side of State Street, but that there were some along 700 East.

Council Member Shelton reminded them that they had a trail plan that they had had for several years called the Rail Line Trail. His biggest worry was with the conversion to a bike lane versus a trail, because he did not think there was enough right of way left there to put a future trail in like what had originally been discussed. Mr. Mason stated that the right of way on the north side was not impacted, and that almost all of the widening happened on the south side. He said that it was

a UTA right of way through the northside of State Street. He further said that they held that line and pushed everything south.

Council Member Shelton restated that from what he understood, it looked like it would put a bike lane and a trail on the same side of the street. He said it seemed like the design presented by UDOT was to change it to a bike lane. He felt like to put a bike lane in there would affect the future ability to put in a trail. Mr. Mason said that he did not know the connection between the rail trail and the bike lanes as he was not on the job when it had originally been discussed.

Council Member Shelton asked Mr. Olsen if they needed to change the bike and pedestrian plan to match what UDOT planned to install. Mr. Olsen explained that, as far as he knew, the trail was still one of MAG's priorities and was on everyone's plans. Council Member Shelton said he wanted to make sure it was on the radar to make sure all construction plans were congruent with one another. Mr. Olsen said he knew it was still one of MAG's priorities. Mr. Mason said it was on UDOT's radar as well.

Mayor Frost asked what the speed limit would be on the road. Mr. Mason stated that it would not change. Mayor Frost indicated that it was a dangerous stretch, and that there had been fatalities there. He asked what the speed limit was at that location. Mr. Bunker thought that it was 40 MPH at 860 East. He commented that there was a proposal to change that but had decided with UDOT that it should remain lower. Mr. Bunker noted a location where a number of accidents happened and said that they felt the speed limit should stay lower there. It was stated that the speed limit would remain the same, and that if they wanted it to be reduced there was a process they could go through to do so.

Council Member Shelton noted that UDOT recently gave a presentation on bus route transit. He asked if this project would change if that came to fruition. Mr. Mason responded no, and that the project's design was complete. He stated that he had heard about the BRT plan but did not think that it impacted anything on this project. Council Member Shelton referred to some potential issues with a transit line that was to be located in between a three-lane highway in both directions. He hoped that all agencies had coordinated to best use of taxpayer money.

Council Member Barnes's question about the length of the project was answered, and it was stated that the length of the project was two and one quarter miles. It was also confirmed that the speed limit jumped up to 45 MPH.

Mr. Mason stated that was all he had unless there were more questions. He communicated that there was a project hotline. He reiterated that he was the project manager of American Fork City, and that there was consistent communication with the City. He expressed that they could reach out to him and he was happy to answer any questions.

3. Report on the Strategic Goals.

Camden Bird communicated that he was a facilitator in the process to go through the status updates, and others could speak in detail and ask questions. He stated that, as was often the case with the first quarter, a lot of the items were still in process and not yet completed, but they would go over the plan.

Fiscal Responsibility

Property Tax

Mr. Bird stated that property tax was an important discussion that they needed to evaluate the City needs, costs, and funding. He further stated that once they had those pictures developed, they could then determine what they needed for property tax as a funding source. He explained that they had looked more in depth at facility and personnel needs, and at the addition of those details into the five-year forecast model. He said they hoped to have a better plan in place for the overall costs to help inform Council and staff, as they discussed the possible needs for property tax. He further said that as part of that, they needed to determine if they wanted to do a onetime increase or incremental increases. He said that bottom line, the analysis was in process to gather data, and that they could talk more in depth at the budget meeting in February. Mr. Bunker commented that there was a lot that would go into the discussion, and that they needed to determine what the needs were, and to consider timing as it was a critical issue for any City.

Infrastructure Improvements

Mr. Bird stated that there were three different areas in regard to infrastructure improvements, and that it was just an overall infrastructure plan, fiber, and then 200 South specifically.

Infrastructure Plan

Mr. Bird said that for the overall infrastructure plan, Scott Sensanbaugher had planned to put together a five-year infrastructure plan. Mr. Bird communicated that Mr. Sensanbaugher had put together the first year of the infrastructure plan, and that it was available on the website. Mr. Bird stated that the next four years were still in the works by Mr. Sensanbaugher and his department. Mr. Bird stated that part of the goals for that was to capture the roads and all utilities underneath the roads. Another goal was to look at funding and determine what they could accomplish. He further stated that he thought this would also be a point in the property tax discussion.

Mr. Bunker noted that Mr. Sensanbaugher had had to jump off the meeting. Mr. Bunker communicated that he had worked with Mr. Sensanbaugher and Rebecca on the plan, and they were prepared to send it to the City Council within the next week. He stated that the funding was based on the current budget, and so they had decided to plan to the budget that they already had allocated in order to utilize every dollar. He acknowledged that the Council could still increase funding, but that right now it was based on the budget they had.

Fiber

Mr. Bird thought that Council had still recognized it as a need that still needed to be addressed. He stated that they wanted to start from scratch, and the initial step was to gauge the interest and need in the community for fiber. He felt that the very first step was the addition of one step in the community survey. That question asked if a resident was interested in the consideration of fiber by the City. Mr. Bird thought this would help determine the appetite for it in the community. He said that would start the discussion on the options the City had. He communicated that they just wanted to get some feedback from the community. He noted that there was an open-ended section in the survey.

Council Member Shelton commented that as they went into that discussion, he felt that the one question was good, but also felt that they already had that answer. He said that in his discussions with residents, they were in favor of faster internet, but that their answer may have changed if they knew about the funding and fees for it. Council Member Shelton said that if they had plans to do a survey, he wanted a little more context with it. Mr. Bird said that was a good point. He clarified that the question was specifically, “are you interested in the City exploring options for a Citywide fiber internet?” He stated that they felt it was a little more contextual and was a good first step. He noted that they hoped to get a better read on the interest of the community with this new survey because it usually had a better reach.

Mr. Bird noted that he had had a discussion with Mr. Bunker, and that they thought that they could have the discussion of different options based on the survey responses, and then could follow up with an internet-specific survey later on to get a more detailed understanding. Mr. Bird said they thought it would be a two-part process but thought there was value in the addition of that one question based off previous concerns about community reach.

Council Member Taylor inquired whether the City benefited at all if they added the language “as a city service” to the end of the question. Mr. Bunker felt that it was kind of implied in the question, but that that they potentially could have been clearer. It was noted that the word Citywide felt more like a geographical description rather than who ran the service. Council Member Taylor agreed. They both thought that question needed to be a little clearer and more direct. Mr. Bird responded that they had not received a lot of answers yet, and that he would update the question to clarify that the exploration of fiber was as a City service. Council Member Taylor thought it was good and noted that there were several cities out there who added fiber in different ways. Council Member Christiansen liked the addition. Council Member Carroll did not disagree, but thought it was possible that they may choose something that was not completely City run, so it may not give them the correct information from the survey. Council Member Barnes said he was fine with it since it was the very initial thought. Council Member Shelton felt that they should have a work session prior to the next survey so the Council would have input on what information they needed as the Council.

200 South

Mr. Bird stated that there was a pause button with the Alpine School District regarding the approval of a CRA. They had wanted to wait until about now to have the discussion. Mr. Bird felt that the CRA was still important, and that they needed to re-visit with the school district to see where they were at. He said that was a discussion they planned to have shortly with them. Mayor Frost said that he met with them a few weeks prior, and they wanted more data which had since been provided. Mayor Frost said that they hoped to have the CRA in an actual state for the school district to vote on in January. He further stated that, as he had been in the meetings with Mr. Smith and the new superintendent, Mayor Frost understood that CRAs were very tough decisions for the school. He explained that they really made them prove the increase in taxes so they could see the gain. He felt that the TOD was really right for it because they had so much in the works down there that would create a net gain for everyone. He was confident the school would see, understand, and approve it. Mayor Frost stated they hoped to have it to the county soon.

Communication

Opt-in notification

Mr. Bird said that they had recently made some progress. The website was re-designed, and he stated that more content would be cleaned up and focused. He mentioned that they had partnered with Cityworks to include a “report a concern” function with that. He said that should be rolled out soon as well. He also said that they now used Everbridge as a system notification for residents. He noted that they had not yet communicated it out but had created categories that citizens could sign up for. He gave a brief overview of the application. Mr. Bird communicated that there was Everbridge training for those who would send messages out. He expressed that there were a lot of things in the works to improve communication to and from the residents.

Council Member Shelton expressed that he was glad they had started to use Everbridge and was happy to hear they had the categories built out. He asked if residents were signed up when they signed up for their utility bills. Mr. Bird replied that was not correct, although there had been an initial point that they migrated utility accounts over for emergencies. However, they found that it was not the best way to do it, because they wanted people to take ownership and responsibility for it. The other way often provided limited contact information. Council Member Shelton thought that it was a good selling point at the point for new residents when they signed up for utilities. Mr. Bird thought that was a good point, but still wanted it to be a voluntary thing.

Council Member Shelton talked about onboarding that happened in their own businesses, and said he knew they had also talked about a centralized CRM. He gave the example of a welcome email that went out after a new resident signed up for utilities to welcome them to American Fork and thought that was a good idea. Mr. Bird agreed that was a good idea. He mentioned that they also discussed magnets for the residents with City contact information when they first moved in.

Water Preservation

Water/Sewer lines

Mr. Bird said that they had looked at water and sewer lines, and one had looked at the current operations and infrastructure that went into the five-year infrastructure plan. He explained that one of the discussion items had been about subsidies for water and PI, and he thought it was evaluated alongside by staff. He said that they would report on that in the near future.

PI Metering and Water Reuse

Mr. Bird communicated that they had looked at PI Metering and the creation of a plan to phase it in since it would be a mandate. They had also looked at a water reuse program that worked with TSSD to capitalize on water reuse. He noted that one would require more of a feasibility plan. Mr. Bunker mentioned that Mr. Sensenbaurer had already engaged Horrocks Engineers to begin discussions with TSSD.

Council Member Shelton mentioned that they had included the purchase of PI Meters in the budget. He asked if they had talked about how to read the meters. He knew they had discussed smart meters to make sure they had the right technology. He inquired where they were at with that. Mr. Bunker explained that they had not looked at the AMI process yet, but they would in the future. Council Member Shelton felt it went hand in hand with the fiber discussion. He encouraged staff to talk to Orem about what they had implemented.

Council Member Shelton also stated that with the pandemic and then the earthquake, it brought to mind the need for a generator for the water system. He felt it was something they should revisit in the future.

Quality of Life

Art Dye

Mr. Bird said that they wanted to get it wrapped up. They are happy with the completion of the first three phases. They wanted to work on the parking and the roundabout. He mentioned that there was some design work in the works.

Mr. Bird said that the other item they had focused on was the acquisition of additional property from Fox Hollow. He stated that they had worked on an agreement, but in order to acquire the land they need to complete some rough, in-house design work so they could approach Fox Hollow Board. Once they were able to acquire land, they could finish the road around Art Dye and loop it around.

Council Member Shelton asked if they were able to put in an application for county funds. He mentioned that after discussion with two different commissioners, they had given some insight, and he felt that there was a lot that they could do. Council Member Shelton said that the commissioners did not know what Art Dye was, so he wanted to create ambassadors to help lobby it. He said he would love to get everyone on the same page to see if they could obtain those county funds. Mr. Bird agreed that they should apply for them.

Council Member Shelton felt it was more than the application. He thought it was about their ability to experience it, look at it, and understand it. He mentioned that he had gone down and taken a lot of photos as well. He expressed that the park had been used for multiple activities, and it had regional significance. He wanted them to come out and experience it. There was a brief discussion about the popularity of the park, and the many uses it had. Council Member Shelton said that he wanted to put together a lobbying plan, and also felt they needed to put together a task force.

Mr. Bird asked if there were any questions. There were not.

4. Adjourn

The work session adjourned at 5:35 p.m.



Terilyn Lurker, City Recorder

AGENDA TOPIC: Approval of Meeting Schedule

ACTION REQUESTED: Approval of the 2020 American Fork City Planning Commission Schedule.

Background

Utah Code 52-4-202 (Open and Public Meetings Act) requires the following: “a public body which holds regular meetings that are scheduled in advance over the course of a year shall give public notice at least once each year of its annual meeting schedule as provided in this section. (b) The public notice under Subsection (2)(a) shall specify the date, time, and place of the scheduled meetings.”

POTENTIAL MOTIONS:

APPROVAL

Mr. Chairman, I move to approve the 2021 American Fork City Planning Commission Schedule.

DENIAL

Mr. Chairman, I move to deny the 2021 American Fork City Planning Commission Schedule.

TABLE

Mr. Chairman, I move to table the 2020 American Fork City Planning Commission Schedule.

AMERICAN FORK CITY 2021 ANNUAL NOTICE OF REGULAR MEETINGS

This notice is provided to inform the public of the dates of regular American Fork City meetings for 2021. Notice of the exact time, date, location, and subject matter for each public body will be provided in accordance with the Open Meetings provisions of the State Code.

City Council Work Sessions and Regular Sessions meetings:

Notice is hereby given that the City Council will hold its regular session meetings on the second and fourth Tuesday of each month at 7:00 p.m., unless noted otherwise, at the Historic City Hall, 31 North Church Street. Work Sessions will be held on the first and third Tuesday of each month at 4:00 p.m., unless noted otherwise, in the City Administrative Offices Conference Room, 51 East Main Street. The specific meeting dates are as follows:

<i>City Council Work Session</i>	<i>City Council Regular Sessions</i>
January 5 and 19	January 12 and 26
February 11 and 12 (Retreat)	
February 2 and 16	February 9 and 23
March 2 and 16	March 9 and 23
April 6 and 20	April 13 and 27
May 4 and 18	May 11 and 25
June 1 and 15	June 8 and 22
July 6 and 20	July 13 and 27
August 3 and 17	August 10 and 24
September 7 and 21	September 14 and 28
October 5 and 19	October 12 and 26
November 2 and 16	November 9 and 23
December 7	December 14

Planning Commission meetings:

Notice is hereby given that the American Fork Planning Commission will meet in regular sessions on the first and third Wednesdays of each month during 2021, at 7:00 p.m., unless noted otherwise, in the American Fork City Hall, 31 North Church Street. The specific meeting dates are listed below:

January 6 and 20	February 3 and 17
March 3 and 17	April 7 and 21
May 5 and 19	June 2 and 16
July 7 and 21	August 4 and 18
September 8 and 22	October 6 and 20
November 3 and 17	December 8 and 22

Site Plan Review Meetings are held on Mondays, beginning at 2:00 p.m. by appointment in the Public Works Office, 275 East 200 North. Please call 801-763-3060 for a Site Plan Meeting appointment.

Board of Adjustment meetings:

Notice is hereby given that the American Fork Board of Adjustment will meet in regular sessions on the second Wednesday of each month as needed. The meetings will begin at 6:30 p.m. in the American Fork Public Works Building, 275 East 200 North.

Library Board meetings:

Notice is hereby given that the American Fork Library Board will meet in regular sessions on the third Wednesday of each month as needed. The meetings will begin at 6:30 p.m. in the American Fork Library, 64 South 100 East. Meetings are not held in July or December.

Parks and Recreation Committee meetings:

Notice is hereby given that the American Fork Parks and Recreation Committee will meet in regular sessions on the fourth Wednesday of each month as needed. The meetings will begin at 6:00 p.m. in the Library Conference Room, 64 South 100 East.

Cemetery Committee meetings:

Notice is hereby given that the American Fork Cemetery Committee will meet in regular sessions on the first Monday of each month as needed. The meetings will begin at 10:00 a.m. in the City Administrative Office Conference Room at 51 East Main Street. Meetings are not held in January, February or September.

Beautification-Shade Tree Committee meetings:

Notice is hereby given that the American Fork Beautification-Shade Tree Committee will meet in regular sessions on the third Wednesday of each month as needed. The meetings will begin at 6:00 p.m. in the American Fork City Hall, Room B, 31 North Church Street unless otherwise noted on the agenda.

PARC Tax Advisory Board Committee meetings:

Notice is hereby given that the American Fork PARC Tax Advisory Board Committee will meet in regular sessions on the first Wednesday of each month or as needed. The meetings will begin at 5:30 p.m. in the American Fork City Administrative Offices, 51 East Main Street.

Neighborhood Preservation Committee meetings:

Notice is hereby given that the American Fork Neighborhood Preservation Committee will meet in regular sessions on the first Tuesday of each month as needed. The meetings will begin at 6:00 p.m. in the American Fork Police Department Training Room, 75 East 80 North.

Historical Preservation Committee meetings:

Notice is hereby given that the American Fork Historical Preservation Committee will meet as needed during 2021. The meetings will be held at noon in the American Fork City Hall, 31 North Church Street.

Local Building Authority:

Notice is hereby given that the Local Building Authority of American Fork will meet on an as needed basis in 2021 in the American Fork City Hall. Agendas noting the exact time, date, location and subject matter will be provided in accordance with the Open Meeting provisions of State Code. The annual meeting will be held on Tuesday, January 26, 2021, in the American Fork City Hall, 31 North Church Street, at a time yet to be determined.

Redevelopment Agency of American Fork:

Notice is hereby given that the Redevelopment Agency of American Fork will meet on an as needed basis in 2021 in the American Fork City Hall. Agendas noting the exact time, date, location and subject matter will be provided in accordance with the Open Meeting provisions of State Code. The annual meeting will be held on Tuesday, January 26, 2021, in the American Fork City Hall, 31 North Church Street, at a time yet to be determined.

*Please note that meetings may be rescheduled or canceled if they fall near or on holidays, on a municipal election, or canceled at short notice if there is a lack of quorum. Meetings may also be rescheduled or canceled due to other unforeseen conflicts. Additional meetings may be held as needed, with proper notification given.

*In accordance with Resolution No. 2020-07-20R, meetings may be held electronically if a written determination has been issued by the Mayor or Chair of the Board/Commission.

Dated this 30 day of December 2020.



Terilyn Lurker, City Recorder

UNAPPROVED MINUTES

AMERICAN FORK CITY PLANNING COMMISSION MINUTES JANUARY 20, 2021

The American Fork City Planning Commission met in a regular session on January 20, 2021 in an electronic meeting on the Zoom platform, viewable on the City's YouTube link, commencing at 7:00 p.m.

Present: Chairman John Woffinden
Cristine Anderson
Chris Christiansen
Ryan Hunter
Rod Brocious
Harold Dudley
Geoff Dupaix

Absent:

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

Others Present: Jared DeHart

Public Comments Received: None

Chairman Woffinden read the "Notice of Electronic Meeting."

1. Hearing, review and action on a petition to determine the eligibility to amend the Inner-Block Cottage Development Overlay Map to include property located at 440 South 100 East

Mr. Olsen stated that the property under consideration was recently denied a zone map amendment to the R4-7,500 zone. The applicant initially wished to develop the property into 4-plex/townhome lots. The City Council felt the property should remain under the current zone and any redevelopment occur under the terms therewith. A development option within the R2-7,500 zone is the inner-block cottage development. Inner block cottage developments are allowed within the traditional center of town; mainly, the original blocks of American Fork. The area under consideration lies outside of the original designated overlay, although in close proximity; and therefore, the applicant requests it be included into the overlay map.

If developed under the inner-block requirements, single-story, single-family homes on small lots (average 6,000 sq. ft.) are allowed. The applicant feels this type of development will blend in with

UNAPPROVED MINUTES

1 the surrounding area while providing a more affordable product. If the proposal is denied,
2 traditional single-family homes on lots of 7,500 sq. ft. or duplex structures would be allowed.

3 Mr. Ben Hunter said that this is an existing parcel with some of the infrastructure already in place
4 and the Engineering Division does not have any concerns.

5 Mr. Jared DeHart, applicant, noted that this property is an awkward shape and the smaller lots will
6 utilize the space most efficiently. He felt that it will work well as an inner-block cottage
7 development.

8 Chairman Woffinden asked if the access would be off 1st East or a cul-de-sac.

9 Mr. DeHart replied that access could be from a cul-de-sac or a loop road.

10 Chairman Woffinden stated that this parcel is not in the original part of the city which the overlay
11 was designed for and he expressed concern that approval will open the door for other developers
12 to ask for the same consideration.

13 Mr. Olsen replied that it has been several years since this overlay was used, and it is arguably still
14 within the traditional blocks of the city.

15 Mr. DeHart added that based on the map he was given, this property was bordering the overlay,
16 and it looks like it should have been included in it.

17 Chairman Woffinden stated that he believes the closest inner-block overlay is two blocks away.
18 He thought that the inner-block overlay was designed for the larger city blocks.

19 Mr. Brocious was concerned about maintaining consistency with the surrounding area, as it is all
20 residential with single-family homes.

21 Mr. Olsen confirmed that single-family homes comprise the area, he felt that smaller lot single-
22 family is what the inner-block overlay could be used for.

23 Ms. Anderson agreed, she thought it would be an appropriate and efficient use of this parcel. The
24 proposed units are single-story and would not be bad to live next to. She likes the cottage
25 developments in general with the shared greenspace and increased social interaction from a
26 connected community. She thinks that homes like this are good for housing affordability, residents
27 who are downsizing, etc.

28 Chairman Woffinden asked what the acreage is and how many units can be put in.

29 Mr. DeHart stated that the property is two acres. Including the existing home there would be 11
30 homes.

31 Mr. Olsen confirmed that from looking at the map there is an inner-block overlay adjacent to the
32 property boundary.

UNAPPROVED MINUTES

Mr. DeHart added that these can be decent homes on smaller lots, there are parks nearby that give someone an opportunity to have less lawn to maintain. These units are great for those who want less yard maintenance but don't want to be connected to a neighbor.

Chairman Woffinden asked about noise mitigation from the freeway.

Mr. Dupaix explained that the closer you are to the sound wall, the greater the benefit of noise reduction you receive.

Mr. Ryan Hunter felt that this is a wonderful product, he would rather have these cottage homes than more duplexes or townhomes. His parents live near this parcel and development would benefit this part of town. He thought that this concept fits within the objectives of the overlay.

Public Hearing Opened

Public Hearing Closed

Mr. Dupaix moved to approve the amendment to include the property at 440 South 100 East into the Inner-Block Cottage Overlay map.

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

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

The motion passed.

- Hearing, review and action on various amendments to Sections 17.7.507.F.5.b, 17.7.507.F.6.b.3(A), 17.12.204 and related sections which address transportation facilities

Mr. Olsen stated that Staff recommends revisions to the Development Code to provide clarification on the use of alleys and drive aisles. The definition of "alley" will be consistent where it is addressed in the Code, how alleys may be used, and a revised standard provided. In addition, the definition of "drive aisle" will be added, as well as standards for use and where

UNAPPROVED MINUTES

applicable. These changes will provide consistency and provide the ability to use a “drive aisle” in certain types of development. He sees this as mostly a housekeeping item to clean up the code and provide consistency.

Chairman Woffinden asked if the fire department has had input.

Mr. Olsen affirmed that they were part of the meetings and their input is included in the drawings.

Mr. Ben Hunter explained that there were inconsistencies in the code and this change eliminates some confusion and consolidates detail into one location.

Ms. Anderson asked what the difference is between an alley and drive aisle.

Mr. Ben Hunter said that within certain developments, like the TOD code, alleys can be used where the units are otherwise fronting streets or common space. A drive aisle is identified for instance where there is a single lot with multiple units for rent. It gives access to units that otherwise don’t have street or alley access. A drive aisle is a different application where the units aren’t individually owned. This change provides clarity that a drive aisle isn’t the same as an alley or parking lot.

Public Hearing Opened

Public Hearing Closed

Mr. Brocious moved to approve the proposed amendments to the Development Code.

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

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

The motion passed.

3. Other Business

Chairman Woffinden said that he has been contacted by someone who would like to have a discussion regarding the downtown area and parking. He told them that such a discussion would need to happen in a planning commission setting.

UNAPPROVED MINUTES

Mr. Olsen said that he hasn't been contacted yet but he will schedule it when he is contacted.

4. Site Plan Committee Report

Mr. Knobloch reviewed the items for the upcoming Planning Commission meeting to be held on Wednesday, February 3, 2021. There will be a land use and zone map amendment application and a discussion regarding the CC-1 zone. The commission will also consider the election of officers and the meeting schedule for the year.

5. Review and action on the minutes of the January 6, 2020 Planning Commission Regular Session

Ms. Anderson moved to recommend approval of the minutes of the January 6, 2020 Planning Commission Regular Session.

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

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

The motion passed.

6. Adjournment

Mr. Dupaix motioned to adjourn.

Mr. Ryan Hunter seconded the motion. All voted in favor.

Meeting adjourned at 7:30 pm.

Lisa Halversen

UNAPPROVED MINUTES

- 1 Administrative Assistant
- 2
- 3