

**Adopted Minutes
Spanish Fork City
Development Review Committee
40 South Main Street
Spanish Fork, Utah 84660
June 1, 2022**

Staff Members Present: Seth Perrins, City Manager; Brandon Snyder, City Planner; Kimberly Brenneman, Development Coordination Manager; Michael Clark, Assistant City Engineer; Jered Johnson, Engineering Division Manager; Marcie Clark, Engineering Division Secretary; Zach Hendrickson, Outside Plant Manager; Tom Cooper, Power and Light Senior Utility Planner; Bart Morrill, Parks Maintenance Supervisor. John Little, Chief Building Official.

Citizens Present: Josh Jackson, Jonathan Van Wagner, Troy Anderson, Heather Scott, Clark F. Conway, Nate Beiner, Jackie Larson, Joseph Earnest, Danny Lange, Mark Stevenson, Andrew Goodman.

Chris Thompson called the meeting to order at 9:00 a.m.

ANNEXATION
Stephens-Hill Annexation

Seth Perrins thinks it is appropriate to consider the proposed annexation as it is within the Growth Boundary.

Seth Perrins **moved** to recommend acceptance of the Stephens-Hill Annexation to the City Council for further study based on the following finding and condition:

Finding:

1. That the subject property is located within the City's Annexation Policy Boundary.

Condition:

1. That the key issues be studied by staff in the feasibility study.

Jered Johnson **seconded** and the motion **passed** all in favor.

TITLE 15 AMENDMENTS
Irregular Shaped Lots

A current property owner is looking to do an addition to his property for an irregular shaped lot. Dave Anderson, Brandon Snyder and John Little discussed the issue and felt that reducing the average setback on an irregular shaped lot from 25 feet to 20 feet would be appropriate. They want any revised language to make clear that the structure may be no closer than 15 feet from the rear property line.

Michael Clark asked if this is an issue that comes up frequently in reviews.

John Little stated the Building Department uses the irregular shaped lot measurements once or twice a year.

Jered Johnson stated if the Building and Planning Departments are comfortable with the amendment, then he is comfortable.

Jered Johnson **moved** to recommend approval of the proposed Title 15 Amendment of Irregular Shaped Lots to the Planning Commission reducing the average setback on an irregular shaped lot from 25 feet to 20 feet.

Seth Perrins **seconded** and the motion **passed** all in favor.

PRELIMINARY PLAT

Quick Quack Highway 6 Spanish Fork Parkway

Brandon Snyder gave a quick reminder that the next two items are for Preliminary Plat approval only. With these items they are going a bit quicker than the typical process and may have a few more items that will need to be resolved.

The Quick Quack subdivision would divide the property into three lots. There has been a lengthy discussion about the roundabout with the City and the applicant. The Preliminary Plat would go to the Planning Commission for approval. The next step would be then submitting a Final Plat application. Some of the issues can be addressed with the Final Plat that include easements, trail location and utilities.

Seth Perrins stated that his concern is to make sure that the lots develop in a sequential way. This is to ensure development occurs in an orderly fashion to avoid a similar situation within the City in the future.

Brandon Snyder stated that to the benefit of the applicant they have a Final Plat drawn already with accesses to all lots and easements

Joseph Earnest stated they will be putting in the access easements on lots 3 and 1 along with the roundabout. He stated that they will be putting in the curb cut on lot 3. To do the trail he would need to ask the property owner for lot 1 and 3 to install the trail.

There was discussion of the timing of the access improvements. The roundabout will be constructed in full to the sidewalk.

John Little asked if the utilities will be stubbed for lot 1 and 3.

Joseph Earnest stated he could have a conversation with Holiday Oil, who he is purchasing the property from.

Michael Clark stated the trail is shown on the plans, but it needs to be made sure there is an easement and the plan is updated to put the trail in the correct location, no longer along Highway 6. Michael stated that there needs to be a couple changes that the civil engineer can review and then meet with Michael to find the middle ground. The traffic study may have indicated that it was if the access was a full access and not a restricted access. Michael also asked that the civil engineer double check the auto for the second access for a truck to maneuver. The last concern raised is that the plat shows a north easement, but on a concept plan there is a building shown on the north. There was discussion that the access easement is not needed, but the lines are underground if maintenance is needed. The easements will need to stay, but they can be reduced in width.

There was additional discussion regarding access to the substation site.

Seth Perrins stated now is the time to get in writing the new design of the fence to allow for a back gate for egress and who will be responsible for the improvements as well as timing of the improvements.

Michael Clark recommended that the applicant reach out to the traffic engineer to amend his study if it was based on a full access and not a restricted access.

Brandon Snyder **moved** to recommend approval of the proposed Quick Quack Highway 6 Spanish Fork Parkway Preliminary Plat to the Planning Commission based on the following finding and conditions:

Finding:

1. That the application conforms to the City's General Plan Designation and Zoning Map.

Conditions:

1. That the applicant meets the City's Zoning requirements and Construction Standards.
2. That the applicant addresses any red-lines.
3. That the applicant finalizes the roundabout design and layout with the City and that any updates be reflected on the plat.
4. That the applicant address the traffic study findings with the engineering department regarding access and spacing.
5. That the applicant address the timing and phasing and improvements to the site in writing.
6. That the applicant address any utility access elements with Public Works.

Seth Perrins **seconded** and the motion **passed** all in favor.

El Tenedor Logistics Center Preliminary Plat

The Preliminary Plat has a lot of details that are typically shown with a Final Plat or Site Plan. With that there will be additional review time needed by staff. The Preliminary Plat will be creating 6 lots for industrial development. There is also an internal road access to the lots. The Planning Commission is the approving body for a standard Preliminary Plat application. The current property has 4 residents and Brandon Snyder would like to see a phasing plan of when the residences will be demolished.

Michael Clark stated the applicant needs to work with the Irrigation District for the existing ditch that runs in the area. There is a water line in the area but no pressurized irrigation.

Jered Johnson stated there are many connector agreements in the area that are planned to be approved by the City Council and recorded on June 21, 2022.

Tom Cooper stated that they have been working with the developer to upgrade the substation in the area and the various circuits that need to be improved, detailing the lines that are reimbursable and the ones that are not.

John Little asked about the small lot 6, and if it will be landscape or a remnant property.

The applicant stated they are not sure what will become of that property right now as it is an awkward shape and size.

The road will be a half road plus 12 or 13 feet. Michael Clark appreciated the phasing plan provided by the applicant.

Brandon Snyder **moved** to recommend approval of the proposed El Tenedor Logistics Center Preliminary Plat to the Planning Commission based on the following finding and conditions:

Finding:

1. That the application conforms to the City's General Plan Designation and Zoning Map.

Conditions:

1. That the applicant meets the City's Zoning requirements and Construction Standards.
2. That the applicant addresses any red-lines.
3. That the applicant coordinate with Public Works and Engineering with any connector or pioneering agreements in the area.

Seth Perrins **seconded** and the motion **passed** all in favor.

SITE PLAN

Active Auto

Brandon Snyder stated the previous layout and design had an access and was asked to revise and amend the access to consolidate to the south access, per Chris Thompson.

The applicant stated they should have the full landscape drawings that address the comments.

Tom Cooper stated that a pre-construction meeting was held and site work has already begun.

Jered Johnson stated that there are some boxes that need to be relocated, they may be power or they may be communication.

Brandon Snyder stated that an additional landscape island needs to be added as there are now 24 parking stalls in length.

The applicant is waiting for the landscape architect to complete the designs.

Brandon Snyder stated there are enough items that need to be updated and addressed that he would not feel comfortable with this moving forward.

It was discussed that footings and foundation can be poured.

Jered Johnson **moved** to continue the proposed Active Auto Site Plan until the plans have been updated.

Seth Perrins **seconded** and the motion **passed** all in favor.

Seth Perrins moved to adjourn the meeting at 11:05 a.m.

Adopted: June 22, 2022

Kimberly Brenneman
Development Coordination Manager