

**Adopted Minutes
Spanish Fork City Development Review Committee
40 South Main Street
Spanish Fork, Utah
August 31, 2022**

Staff Members Present: Seth Perrins, City Manager; Dave Anderson, Community Development Director; Brandon Snyder, City Planner; Kimberly Brenneman, Community Development Secretary; Vaughn Pickell, City Attorney; Ana Burgi, Assistant City Attorney; John Little, Chief Building Official; Michael Clark, Assistant City Engineer; Marcie Clark, Engineering Department Secretary; Zach Hendrickson, Outside Plant Manager; Jake Theurer, Power and Light Superintendent; Tom Cooper, Power and Light Senior Utility Planner; Bart Morrill, Parks Maintenance Supervisor; Jason Turner, Fire Marshall; Kasey Woodard, Division Secretary.

Citizens Present: Nick Hanks, Max Gurney, Austin Barney, Blake Barney, Mark Garza, Grey Garza.

Dave Anderson called the meeting to order at 10:00 a.m.

MINUTES

August 24, 2022

John Little **moved** to approve the minutes of August 24, 2022.

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

SITE PLAN

FAIRGROUND PARKING- REAMS

Brandon Snyder gave a brief recap of the changes and pending questions. He stated there were changes made to the trail, and he does not care for the redesign. He stated there are still redline questions regarding landscaping.

Travis Warren stated it was designed this way due to the power boxes but states there is space available for the requested changes.

Dave Anderson stated this is slightly frustrating as this has been discussed multiple times in regard to the landscaping standards.

Travis Warren stated Reams is aware of the city's landscaping standards.

There was discussion of the missing trees to the landscaping requirements, and the requirements for parking lot landscaping.

Brandon Snyder stated the City would like to see the lighting plan for Reams to make sure the photometrics are correct.

Michael Clark in engineering had no comments.

John Little asked if there are any time issues or any chance of the Reams building not being complete before the remainder of the site access? He is concerned for Reams not being able to obtain occupancy due to unforeseen issues at the entrance or access to the site.

It was stated that storm drainage will be installed in a month, and asphalt will be laid in November.

Vaughn Pickell **moved** to approve the proposed Fairground Parking - Reams Site Plan 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. Address landscaping issues to be in accordance with the City standards.
4. Address the photometric concerns.

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

TITLE 15 AMENDMENTS

TRAVEL TRAILERS & ADU's

Vaughn Pickell stated there has been police response to citizens living in RV homes, camping trailers, and motorhomes and this amendment is to make the standards clear of what constitutes an approved dwelling unit that is permanently connected to utilities and a recreational vehicle is not considered an accessory dwelling unit.

Kimberly Brenneman stated there have been reports of individuals also living in sheds and simply running a power cord to the structure and this is also not approved.

Dave Anderson stated the City is not changing the rules they are just making the rules clearer. He stated he is hesitant to include a time frame as the City does not want drive ways to become campgrounds.

Vaughn Pickell stated this is just to clarify that it is not legal to reside in an RV or travel trailer regardless of where it is located unless it is parked in a campground.

Dave Anderson stated this gives the code enforcement more clear rules to follow and not allow wiggle room due to language interpretation. This makes it abundantly clear.

Vaughn Pickell **moved** to recommend approval of the proposed Travel Trailers & ADU's Title 15 Amendments as presented to the City Council based on the following findings and conditions:

Findings:

1. That the application conforms to the City's General Plan Designation and Zoning Map.
2. That the application is consistent with the approved Preliminary Plat.

Conditions:

1. That the applicant meets the City's Construction Standards.
2. That the applicant addresses any redline comments in Citizenserve.

Jake Theurer **seconded** and the motion **passed** all in favor.

REIMBURSABLE PROJECTS

Michael Clark stated this spells out how things have been historically practiced. He gave a brief description of how these reimbursements work.

Vaughn Pickell stated he likes this as it makes things very clear and concise. He suggested using the term incremental when referring to the up-size difference.

Jake Theurer **moved** to recommend approval of the proposed Reimbursable Projects Title 15 Amendments as presented to the City Council based on the following findings and conditions:

Findings:

1. That the application conforms to the City's General Plan Designation and Zoning Map.
2. That the application is consistent with the approved Preliminary Plat.

Conditions:

1. That the applicant meets the City's Construction Standards.
2. That the applicant addresses any redline comments in Citizenserve.
3. With the language addition of "incremental differences".

Vaughn Pickell seconded and the motion **passed** all in favor.

CONCEPT REVIEW

SUBURBAN CONCEPT

Austin Barney stated they have removed the drive thru and closed off the entrance and added more parking area.

Michael Clark commented on the parking lot and asked if there is turn around space and it was stated they can add turn around space.

Brandon Snyder asked what the proposed use of the property would be, and it was stated office-retail. He then stated there is a large amount of parking for the small space and it was recommended to scale back parking.

Dave Anderson stated he does not see a problem with parking as this is a smaller business office and not a larger call center with more employees.

Austin Barney stated there will be a cycling studio and a small office.

Blake Barney stated they told Suburban Propane they would make sure the landscaping will be very attractive.

There was discussion about the number of parking stalls that will be required for the office building.

Brandon Snyder asked if it was proposed to subdivide the property and the answer is no.

Vaughn Pickell asked if there will be a fence between Suburban Propane and it was stated yes there is a fence.

Brandon Snyder stated with this drawing there might be a road dedication required.

Jake Theurer stated there was one electrical service there now and asked if there was a plan to separate them? The answer was no, there is no plan of separating.

Tom Cooper stated it will be required for commercial businesses that each business has their own meter.

There was discussion on the placement of the trail and that it currently abuts parking stalls, and it was asked if a short fence would be an option. And it was stated this could be an option, and it will be discussed.

Dave Anderson brought up the south end of the parking lot and the potential future need to create an access for additional retail parking space.

Seth Perrins stated this is a concept review, and more specifics pertaining to the ordinances and development standards will be discussed with the site plan.

DISCUSSION ITEMS

DEVELOPMENT DESIGN & ENVIRONMENTAL

Dave Anderson gave a brief overview of two developments east of Annie's Acres. He stated the City has been put in an awkward position with one of the developments and he would like to make sure the City is being very clear.

There was discussion about the potential of flooding in the area and who is responsible and how much it would impact the surrounding homes and how they get the homes out of the hazard area.

Vaughn Pickell asked if this is irrigation water or storm water and it was stated this is irrigation water and it is the law in Utah that they contain their own irrigation water. If it originates on their property, it is their responsibility to contain it and provide a safe way for it to exit.

Michael Clark suggested it might be more cost effective to do a levy or an embankment.

There was discussion about why Cobalt thinks they would lose lot spaces if there were to be a levy as there are no entitlements. There was additional discussion on the elevation of the land.

DEVELOPMENT REQUIREMENTS & CERTIFICATES OF OCCUPANCY

There was discussion about Sunroc looking to obtain a Certificate of Occupancy, and it was stated that until a PLC is ordered it has to be manually turned on as it was never ordered.

John Little stated the lift station was built without a Building Permit or inspections.

Michael Clark stated there was a private third-party inspector that came in to perform the inspection.

Seth Perrins stated there is to be no Certificate of Occupancy issued until there is a conversation held with him and there are plans to be reviewed. He was very upset to find out there were no Building Permits or inspections performed.

John Little moved to adjourn the meeting at 11:07 a.m.

Adopted: **September 7, 2022**

Kasey Woodard
Division Secretary