

**Adopted Minutes
Spanish Fork City Development Review Committee
40 South Main Street
Spanish Fork, Utah
October 19, 2022**

Staff Members Present: Chris Thompson, Public Works Director; 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; Jered Johnson, Engineering Division Manager; 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; Matt Romero, SWMP Administrator; Kasey Woodard, Community Development Division Secretary.

Citizens Present: Brandon Lundeen, Rob Weber.

Chris Thompson called the meeting to order at 10:05 a.m.

MINUTES

October 12, 2022

Dave Anderson **moved** to approve the minutes of October 12, 2022.

John Little **seconded** and the motion **passed** all in favor.

SITE PLAN

MOUNTAIN COUNTRY FOODS PLANT 1 ADDITION

Brandon Snyder gave a brief description of the site showing the proposed addition, he stated there is no additional parking proposed at this time and suggested that the DRC consider parking needs.

There was discussion regarding parking, and that the site will need to have a parking plan. It was stated there is plenty of room to add the additional parking in the future when it is needed.

Seth Perrins stated now is the time to think about parking in an effort to not be blind to a future need.

There was discussion on Engineering's concerns regarding the grading and drainage plans. Michael Clark has previously included redline comments that call out these concerns.

Jered Johnson stated previous phases of the site have storm drainage beneath the buildings and that was a concern for the City. He stated Michael Clark's comments believed this is a design that does not work.

Dave Anderson stated the City has moved this project at a faster pace than from what is normal. He is comfortable approving this with the condition that Engineering needs to sign off before it can proceed.

Seth Perrins believes the City has a week's worth of things to discuss before anything can move forward.

Dave Anderson agrees.

Jake Theurer stated the applicant needs to identify on the plans where the power is routed through. Jake wanted to avoid creating a conflict with existing underground power lines and the proposed storm drain chambers.

There was a brief discussion about parking requirements in an industrial zone and how many spaces are needed.

Dave Anderson asked when they plan to break ground and it was stated in 2 weeks.

Seth Perrins **moved** to continue the proposed Mountain Country Foods Plant 1 Addition Site Plan.

Jake Theurer **seconded** and the motion to **continue** was all in favor.

FINAL PLAT

ARROWHEAD SUBDIVISION PHASE 1

Brandon Snyder gave a brief description of the project and discussed some of the concerns from the redline comments.

Kimberly Brenneman stated the applicant is still currently working through the preliminary plat conditions of approval including environmental studies and showing what intersection improvements will be made at the intersection of Del Monte and Cal Pac.

There was discussion on the lack of curbing along Del Monte Road and there would be stormwater that could overflow if this is not completed.

Jered Johnson stated staff will need to take a better look at the design regarding stormwater and potential drainage issues.

It was discussed that Sunroc should be present and staff felt comfortable continuing this item until the applicant can be present.

Vaughn Pickell **moved** to continue the proposed Arrowhead Subdivision Phase 1 Final Plat.

Seth Perrins **seconded** and the motion to **continue** was all in favor.

CONDITIONAL USE PERMIT

1150 EAST VERIZON UPGRADE 2022

Dave Anderson stated this project has been in a holding pattern until SFCN and the Spanish Fork City Parks and Recs department can get together to discuss and define what is wanted.

Bart Morrill stated the parks and recs department has communicated with Verizon and there is nothing they would need to do other than stop their landscaping short.

Brandon Snyder presented designs of what the city would want regarding fencing.

Dave Anderson stated this is a good proposal with low impact and good placement.

Vaughn Pickell **moved** to approve the proposed 1150 East Verizon Upgrade 2022 Conditional Use Permit based on the following findings and conditions:

Findings:

1. That the project conforms to the City's General Plan Land Use 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.

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

SITE PLAN

SFCN FIBER HUT #1

Brandon Snyder gave a brief description of the proposed location and he stated the plans need to be updated to reflect the black vinyl coated chain link fence that was decided on by the DRC on January 9, 2022, to end with a more finished look.

Dave Anderson stated xeriscaping could be harder to maintain than sod.

Bart Morrill stated that a lawnmower is not going to fit in the smaller spaces and so rocks and curbing would be the most ideal landscaping option for the area.

Seth Perrins asked if the second fence against the trail is a worthwhile idea and asked if the design could work without it.

Dave Anderson stated less fencing is better in his opinion and just having grass in the area.

It was discussed that Bart Morrill needs to work with SFCN to design the landscaping.

Jered Johnson stated he and Matt Romero will sit down with Bart to draw up the landscaping design.

Vaughn Pickell **moved** to approve the proposed SFCN Fiber Hut #1 Site Plan based on the following findings and conditions:

Findings:

1. That the project conforms to the City's General Plan Land Use Designation and Zoning Map.
2. That the project is necessary for the provision of quality City utilities.

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 outer chain link fence along the trail be removed and that the new fencing match the uncoated chain link fence that is already present.
4. That Bart Morrill works with SFCN on the transition landscaping and the design landscaping around the dog park.

John Little **seconded** and the motion **passed** all in favor.

SFCN FIBER HUT 2

Brandon Snyder gave a brief description of where the hut is proposed to be located.

There was discussion on the brick colors being matched with the lift station and the exterior wall being completed after the fiber hut has been put in. It was stated there is no PI currently installed.

Seth Perrins stated he is not in favor of installing something that will need to be torn up at a later date.

Jered Johnson asked when the DRC would expect these improvements to be completed.

Dave Anderson stated he is comfortable with waiting on improvements so they will not need to be ripped up at a later date. He stated there are other things that can be done to make the area look better.

Jered Johnson **moved** to approve the proposed SFCN Fiber Hut #2 Site Plan based on the following findings and conditions:

Findings:

1. That the project conforms to the City's Zoning Map.
2. That the project is necessary for the provision of quality City utilities.

Conditions:

1. That the applicant meets the City's Zoning requirements and Construction Standards.
2. That the applicant addresses any red-lines.
3. Once the fiber hut is built, the original plan and improvements for the lift station will be built and improved.

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

ZONE CHANGE

LUDLOW DEVELOPMENT ENHANCEMENT OVERLAY 2022

Dave Anderson stated this is a unique proposal zoning located at 103 East 100 South.

He stated there has been a lack of parking that was a previous concern. He stated the applicant has provided a letter regarding what they would like to do with the property and how many patrons would be visiting the site on a weekly basis. He feels this is a good fit for the property and a good use. He showed the improvements that would normally be made with regard to the parking concerns.

Vaughn Pickell asked what is the nature of the business.

Fred Ludlow attended the meeting by phone and stated this is a telehealth style business that will not have a lot of in person appointments.

Seth Perrins asked the employee count, and it was stated the business consists of a husband and wife plus one other employee and that none of the employees will be residing on the property.

Dave Anderson stated this will go to the Planning Commission and City Council.

Seth Perrins stated the approval, per Spanish Fork city code, be use specific and that if the use of the property changes there will need to be new approval for the proposed use of the property in order for this enhancement overlay to continue.

Dave Anderson stated he is comfortable with this clarification.

Dave Anderson **moved** to recommend approval of the proposed Ludlow Development Enhancement Overlay 2022 Zone Change (Reapproval) to the City Council based on the following findings and conditions:

Finding:

1. That any approvals are specifically tied to RejuvaRoom LLC as described in the letter by the applicant.
2. That the proposed use as described in the letter from the applicant is appropriate for the site.
3. That the proposed use with the proposed improvements would not adversely impact neighboring properties.

Condition:

1. That the applicant meets any conditions imposed by the City Council.
2. That the applicant receives Site Plan approval from the Development Review Committee.
3. That the approval is tenant specific and when the business is turned over that any new uses of the site and the property will be reviewed again.

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

ZONE CHANGE

ZONING MAP AMENDMENTS 2022

Dave Anderson stated there was discussion with Vaughn Pickell earlier in the week with regard to the change from park zoning to public facilities. He stated the general idea is to have all city owned public spaces be zoned public facilities.

There was a presentation showing city owned properties throughout Spanish Fork.

There was a brief discussion regarding developments that have a mix of housing products and it was decided that zoning should be consistent with the lot sizing. There were several slides shown and it was decided to adjust and clean up boundary lines and lot lines.

Dave Anderson stated he is comfortable with starting the public noticing process.

Vaughn Pickell **moved** to recommend approval of the proposed Zoning Map Amendments 2022 Zone Change to the City Council subject to the Community Development Director making the decisions on which changes are administrative and which will require public hearings.

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

TITLE 15 AMENDMENTS

Title 15 Amendments

Dave Anderson stated there are multiple matters to be discussed today regarding annexations, parking, environmental requirements and master planned developments. He stated there are several changes being proposed in an effort to be clearer on Master Planned Developments and to communicate better to the applicants on what is to be expected of them.

Spanish Fork City no longer allows private streets, and that approval of Master Planned Developments are up to the sole discretion of the City Council.

He then discussed Spanish Forks current parking requirements and he stated there has been concerns that there is an overall lack of parking. He discussed the current requirement for single family homes.

He does not feel there is a perfect number or a perfect fit, this change is an effort to address the voiced concerns.

There was a brief discussion on snow removal and surface parking and the concern it poses with tighter areas.

Dave Anderson stated he is comfortable with placing this on hold until there are developments that this can be tested on before any changes are made, but he would like this to go to the Planning Commission.

Seth Perrins stated he is not comfortable making changes until he sees a development come through that has this kind of parking need.

Dave Anderson is comfortable with moving forward with all the amendments with the exception of the reduction in parking requirements.

Jered Johnson **moved** to recommend approval of the proposed Title 15 Amendments as presented to the City Council for review subject to no reductions be proposed for apartments.

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

Seth Perrins moved to adjourn the meeting at 11:41 a.m.

Adopted: **October 26, 2022**

Kasey Woodard
Division Secretary