

ALPINE CITY PLANNING COMMISSION MEETING
Alpine City Hall, 20 North Main, Alpine, Utah
July 6, 2010

I. GENERAL BUSINESS

A. Welcome and Roll Call: The meeting was called to order at 7:03 pm by Chairman Jannicke Brewer. The following commission members were present and constituted a quorum:

Chairman Jannicke Brewer

Commission Members: Bryce Higbee, Steve Cospers, and Todd Barney. Ron Eaton arrived at 7:15pm.

Members not present: Jason Thelin, Tami Hamilton

Staff: April Naidu, Shane Sorensen, Jay Healey, Andrea Chapman

Others: Scott Dunn, Traci Jensen, Danny Jensen, Bruce McKay

B. Prayer/Opening Comments: Steve Cospers

II. PUBLIC HEARING

A. Development Code – Articles 4.5 (Minor Subdivisions) and 4.6 (Major Subdivisions)

April Naidu explained that this was a fairly simple amendment. The current Development Code offered two subdivision options: (1) minor for 3 or fewer lots, and (2) major. With a minor subdivision, the plat ran through concept, preliminary, and final approval at the same time. Section 4.3.4.2 #5 stated that after 180 calendar days any Planning Commission approval was null and void. With a major subdivision, Section 4.6.3.9 outlined the Planning Commission review of the final plat, but did not give a time limit on how long that recommendation was good for.

April Naidu said that at the last Planning Commission meeting, they discussed making the time for all recommendations/approvals uniform at 180 calendar days before they were null/void on concept, preliminary, and final plans for subdivisions.

The hearing was to discuss adding the 6 month time frame on the final approval of Planning Commission and changing the preliminary from one year to 6 months for major subdivisions. She mentioned there was always an option for reinstatement or extension of the approvals.

No public comment.

Jannicke closed the public hearing at 7:07 pm

III. PUBLIC COMMENT: No public comment.

IV. ACTION ITEMS

A. High Bench Ridge Plat E – Plat Amendment: Scott Dunn applied for a plat amendment to amend the property lines between lots 25, 31, and 32 of High Bench Ridge Plat E located along Ridge Drive. April Naidu explained that this was a clean way of doing a boundary line adjustment. After the amendment, all three lots would still meet zoning requirements.

April Naidu explained that the state code had recently changed to say that a public hearing was not required if all the property owners of the lots being amended had signed. She said

they had a signed letter from the property owner who owned all three lots and that everything looked good and recommended that the Planning Commission approve it.

Scott Dunn said the reason for the amendment was that the buyer wanted a covered deck and the lot was too shallow to accommodate it. All three lots were owned by the same person.

Shane Sorensen said they had started building the house but left the deck off and were told to come for a separate building permit for the deck.

Motion: Todd Barney moved to accept the plat amendment for High Bench Ridge Plat E. Steven Cosper seconded. Ayes: 4. Nays: 0. Bryce Higbee, Steve Cosper, Jannicke Brewer, and Todd Barney voted aye. Motion passed unanimously.

B. Alpine Performing Arts Center – Site Plan: April Naidu explained that this was the latest revision of the site plan for the proposed Arts Center to be located at 264 S. Main Street. She said the site plan included three parcels totaling 3.858 acres in the Business Commercial zone.

April Naidu recommended that the Planning Commission recommend approval subject to all of the items listed being taken care of.

1. That the proposed traffic plan for Main Street be approved and verification be provided that the correct line types are being used.

Shane Sorensen said the striping plan was a little different but may be a new standard and he would check into it before City Council. He said it would leave a wider shoulder on the east side, northbound lane that had served as a right turn into the Charter School.

Jannicke Brewer said that the traffic plan needed to be approved by staff or the City Engineer.

Jannicke Brewer asked if the curbing should be painted red and Shane Sorensen said it wasn't necessary because it wasn't wide enough to park there without being in traffic.

Bruce McKay said that the plan was done under the direction of Ryan Hales at Hales Engineering.

2. The Parking lot lighting plan be approved.

Jannicke Brewer wondered if there needed to be lighting on the southwest corner of the parking lot.

Shane Sorensen said that it was only a drive through area so they didn't need lighting.

Todd Barney said there was a note on sheet 4 (note 7) that said the lighting would be provided by lights on the building unless otherwise noted.

Shane Sorensen said that was a typical note from the civil engineer and probably shouldn't have been there. He said that the plan showed lights in the parking lot.

Bruce McKay said they were the types of lights that wouldn't leak over into the neighbors and the light would be less as they approached the neighbors.

Jannicke Brewer mentioned that they needed to do the lights along the street to match the City standard.

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3. The landscape plan be approved.

Jannicke Brewer asked if the trees were too close to the site triangle. April Naidu said they were specifically told not to plant anything over three inches height in the site triangle. Shane Sorensen said there were no issues with the plan.

Todd Barney mentioned retaining walls along the curbing trail and it was determined that it was not an issue. Shane Sorensen said they were probably put there to maintain 5 % ADA required slope. April Naidu said if there were any retaining walls over 4 feet tall they would have to have a building permit.

4. The parking plan be approved.

Jannicke Brewer said there were 201 spaces and 603 seats. This eliminated the need to have a cross-easement for parking.

Bruce McKay said the 603 included the 7 handicap stalls.

Shane Sorensen said there still needed to be a cross-easement for access. April Naidu said that the property owner had submitted a letter of intent but it still needed to be in a recordable format and recorded before they got a building permit.

April Naidu also said they received a letter of approval from the attorney representing the property owner giving them permission to start developing the property.

April Naidu mentioned the blue gas line and said the applicants were working with Questar to figure out the piping of the gas line. If there were any issues with Questar gas, they had another location for the parking stalls. Bruce McKay said they would have full Questar approval before any plans were submitted for building permits.

5. The Fire Chief approve the proposed plans for fire protection.

The Fire Chief looked at the latest plans and wondered if they needed another fire hydrant. Craig Carlisle was going to review it all again before City Council and would also review it with the building permit.

6. The City's water policy be met prior to any recording.

7. Written approval of the site plan be obtained from Questar prior to any recording.

8. The subdivision plat be approved concurrent with the site plan and be recorded prior to submitting a building permit.

9. The necessary cross easements be provided and reviewed by City Staff and recorded prior to submitting for a building permit.

10. Detailed retaining wall designs be submitted with the building plans.

Shane Sorensen said that anything over 4 feet needed to be submitted and approved with their plans.

11. The older sidewalk along the street frontage be replaced with sidewalk that is a minimum of 5 feet wide.

Bruce McKay said that that was called out on the civil engineer's plans.

12. A determination be made if a grease trap and sampling point will be required by TSSD.

Bruce McKay said that it was not needed as no food would be prepared on site.

13. An easement be granted on the plat for public trail along Dry Creek.

April Naidu mentioned that the plans showed it as a gravel trail and was wondering if it needed to be an asphalt trail.

Bruce McKay said that from a landscape point of view the cheaper and more aesthetically pleasing option was the crushed rock.

Jannicke Brewer said that the PRO Committee was pushing toward paving more trails in the City because they were usable for more activities and easier for the City to maintain.

There was a question on who would maintain the trail. Shane Sorensen said that it was on the trail master plan so it should have an easement so it was a public trail but the Art Center may want to maintain it at a higher standard than the City would.

Bruce McKay said that there wasn't a specifically noted width requirement. Shane Sorensen said if it was asphalt it needed to be 8 feet.

Jannicke Brewer recommended that they say in their recommendation that the uses in the building stay as stated on the plan of 6/25/2010. Then, if the uses changed they would have to come back in and get approval of the change.

Jannicke Brewer asked about the fences and wondered if the neighbors wanted them. April Naidu said that the City Council approved the exception. Bruce McKay said the residents wanted trees and landscaping and not fences.

Jannicke Brewer reminded the Planning Commission that on May 18, 2010 a conditional use permit was approved for the height of 44 feet above the sidewalk.

Motion: Bryce Higbee moved to recommend the approval of the proposed site plan to City Council subject to the following conditions:

1. That the proposed traffic plan for Main Street be approved and verification be provided by the City Engineer that the correct line types are being used.
2. The parking lot lighting plan as submitted.
3. The landscape plan as submitted.
4. The parking plan as submitted.
5. The seats not exceed 603 seats.
6. The Fire Chief approve the proposed plans for fire protection.
7. The City's water policy be met prior to any recording.
8. Written approval of the site plan be obtained from Questar prior to any recording.
9. The subdivision plat be processed and approved concurrent with the site plan and be recorded prior to submitting for a building permit.

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10. The necessary cross easements be provided and reviewed by City Staff and recorded prior to submitting for a building permit.
11. Detailed retaining wall designs be submitted with the building plans for a building permit if required.
12. The older sidewalk along the street frontage be replaced with sidewalk that is a minimum of 5 feet wide.
13. An easement be granted on the plat for the public trail along Dry Creek and that the trail be 8 feet wide and asphalt.
14. The plan of uses in the building as received on 6/25/2010 be made part of the site plan approval.

Todd Barney seconded. Ayes: 5. Nays: 0. Bryce Higbee, Steve Cosper, Jannicke Brewer, Ron Eaton, and Todd Barney voted aye. Motion passed unanimously.

C. Development Code – Articles 4.5 (Minor Subdivisions) and 4.6 (Major Subdivisions): The Planning Commission considered recommending amendments to Articles 4.5 and 4.6 regarding how long a Planning Commission and/or City Council recommendation /approval for a concept, preliminary, or final plat of a subdivision was valid.

Jannicke Brewer thought that being consistent with 180 days would make it easier. Steve Cosper agreed.

Jannicke Brewer said if people needed more time it was easy to get an extension.

Motion: Steve Cosper moved to amend article 4.6.2.6 number 5 to read “Planning Commission approval of the Preliminary Plan shall expire 180 calendar days after the date of approval. Extensions may be granted by the Planning Commission,” and to amend 4.6.3.9 number 3 to include an additional sentence which states “Planning Commission approval of the final plat shall expire 180 calendar days from the date of approval.” Ron Eaton seconded. Ayes: 5. Nays: 0. Bryce Higbee, Steve Cosper, Jannicke Brewer, Ron Eaton, and Todd Barney voted aye. Motion passed unanimously.

D. Development Code – Section 3.23.7.3 (Home Occupations): The Planning Commission considered recommending amendments to Section 3.23.7.3 including when a home occupation must be inspected.

Jannicke Brewer said they needed to come up with good wording for who required inspections.

April Naidu said amending item 8 made it consistent with the sign ordinance.

April Naidu said they were trying to develop some wording to make it clearer *when* a home occupation needed to be inspected.

Steve Cosper wondered if it should say *if anyone was visiting the home it needed to be inspected.*

Jannicke Brewer mentioned that the building inspector did not inspect home occupations.

April Naidu said that the building and fire inspector do inspect in Spanish Fork.

Jannicke Brewer wondered if it should require an inspection if more than two people visited at the same time.

April Naidu wondered if the concern had more to do with where in the home the business was located (i.e. in the basement or on the first floor).

There was discussion about the International Building and Fire Codes.

Bryce Higbee said the Planning Commission's job was to enforce the ordinance and the ordinance mentioned the code. The application needed to ask the right questions to figure out if they would be violating the codes. If so, then an inspection would be done.

Jannicke Brewer wanted to invite Craig Carlisle (the Fire Chief) and possibly James Short (the building inspector) to come to a Planning Commission meeting so they could be asked some questions. The Commission needed to know what the main things were that would let them know there might be an issue warranting an inspection.

April Naidu said she would ask Craig Carlisle and James Short if they could come next time.

V. COMMUNICATIONS

The Hot Dog stand-What up Dog was approved by the City Council.

April Naidu said that the plat amendment and boundary line adjustment processes needed to be looked at. She said that the boundary line adjustments didn't address public utility easements so it may require a plat amendment if they were in a recorded subdivision.

There was some discussion about the progress of the 100 S Park. It was coming along very nicely.

Jannicke Brewer said they were still waiting on Three Falls to come back in and that the Eagle Pointe Subdivision would not come back to the Planning Commission until November.

Bryce Higbee had gone to a Utah Land Use Planning Council meeting and said that the President of that group and others there recommended getting rid of the Board of Adjustments and using a third party.

VI. APPROVAL OF MINUTES

Motion: Todd Barney moved to approve the minutes of June 15, 2010 as drafted and adjourn. Ron Eaton seconded. Ayes: 5 Nays: 0. Bryce Higbee, Steve Cosper, Jannicke Brewer, Ron Eaton, & Todd Barney voted aye. Motion passed unanimously.

Meeting adjourned at 8:20 pm.