



**DRC Meeting Minutes  
Tuesday March 12, 2019**

**DRC Members in Attendance:** Engineer Norm Beagley, Engineer Jon Lundell, City Manager Ben Reeves, Community Development Director Jason Bond, Fire Chief Stephen Olson, Public Works Director Wade Eva, Police Chief Rod Hurst & Post Master Jon Mendenhall.

**Other's in Attendance:** Terry Rasmussen, Representing the Ross Subdivision, Dallin Deuel, Representing the Secret Garden Subdivision, Pete Mittanck, Clint Garner and Scott Peterson representing Summit Townhomes and Rick Salisbury and Shawn Herring, representing The Hills at Summit Ridge.

**Mr. Beagley called the meeting to order at 10:05 a.m.**

**Secret Garden Subdivision Concept Review**

Mr. Beagley explained that this is a concept review of a 2 lot subdivision located at approximately 444 N. and 200 E.

**Fire:** Chief Olson had no concerns or comments.

**Post Office:** Mr. Mendenhall suggested the mail box be located on the shared property corner, but noted that he would have to further investigate the matter.

**Public Works:** Mr. Eva indicated that road cuts and T patches would be needed. Mr. Beagley explained that two separate road cuts would be needed for each lot, one for the sewer and one for the culinary water and Pressurized Irrigation water.

**Police:** Chief Hurst asked if they would be required to have curb, gutter and sidewalk. Mr. Beagley responded in the affirmative. He noted that the City Council may grant a deferral agreement for the curb, gutter and sidewalk installation, but it's up to the Council's discretion.

**Planning/Engineering:** Community Director Jason Bond noted that there are several power poles located on the property, and the power would be required to be moved underground when infrastructure improvements were made to the lots.

**City Manager:** Mr. Reeves had no comments about the subdivision per say, but noted that the City might be interested in acquiring some of the property to the south. This would allow the road to be widened and the side walk continued down to 4<sup>th</sup> North at some point in the future.

**Planning/Engineering:** Mr. Beagley informed the property owners that City Right of Way Dedication would be required, because of that, the subdivision would require City Council approval. He further explained that a density table would be required on the cover sheet of the plans; storm water and roadway improvements would need to be addressed, and a storm drain report would be required. Mr. Beagley also noted that existing asphalt would need to be cut, and the paving would need to be completed with a square edge. He also informed the property owners that a site plan would be needed, street lights would be required, and power lines would need to be moved underground. Mr. Beagley instructed the property owners that the water and PI laterals would need to be located on the south end of each lot, away from driveways, and 5 and 7 feet from the uphill property lines. Furthermore, he explained, the sewer lateral would need to be located 5 feet downhill from the center line of the lot. Other redlines on the submitted plans

would also need to be addressed, including addressing.

Mr. Bond explained that since this was a concept plan, no action would be taken at DRC today.

### **Ross Subdivision Concept Review**

**Mr. Beagley** explained that this is a single lot split proposed at 400 S and 100 W. There is an existing home and garage on the property, and they want to split off part of the property to create another buildable lot.

**Fire:** Chief Olson asked about the area on the southeast corner of the lot along 400 S. Mr. Beagley explained that the 50 foot by 50-foot area is owned by Summit Creek Irrigation Co. Chief Olson asked if the area would be fenced off. Mr. Rasmussen explained that he heard Summit Creek Irrigation had future plans to fence the area, but he doesn't know when that would be completed. Chief Olson also noted that there were power lines on 100 West that may need to be considered.

**Planning/Engineering:** Mr. Beagley explained that curb, gutter and sidewalk will be required, so the project would need to go before the City Council.

Mr. Bond confirmed that all improvements will need to be completed at the time of subdivision. He made the property owners aware that they could request a deferral agreement from the City Council, but that it would be the Council's decision whether to grant the agreement or not. He reminded the applicants that even if a deferral was granted, the improvements and the cost thereof would still be their responsibility at a future date. He strongly suggested the property owners start planning and saving for those costs now. Mr. Bond asked if an estimate for the cost of the improvements could be generated so the property owners would have some idea of how much money they would need to set aside. Mr. Beagley said an estimate could be prepared if the City Council approved the deferral agreement. Those estimated costs, however, Mr. Bond noted, would be based on today's pricing, and the costs in future could be more. Mr. Rasmussen asked if he could landscape the area along their property in the City Right of Way so the area would be more attractive until improvements could be installed. Mr. Beagley explained that the City Council would need to approve any grass or landscaping in the Right of Way area.

**Post Office:** Mr. Mendenhall explained that the mailbox for the new lot would most likely be located on the Southwest corner.

**Public Works:** Mr. Eva noted that there are two pressure zones on culinary and pressurized irrigation water. Mr. Beagley confirmed that there are two sets of lines.

**Police:** Chief Hurst had no comments.

**City Manager:** Ben Reeves had no comments.

**Engineering:** Mr. Beagley noted that there are numerous lines for sewer and water, so the owners would need to make sure they connected the new utilities to the right lines. He also explained that road cut permits would need to be obtained. No water dedication would be needed, he added. Mr. Beagley explained that because this was a concept review, no action would be taken at DRC today.

### **Summit View Townhomes Subdivision Concept Review**

Mr. Beagley explained that this is a concept review for a townhome development near 300 W and 100 N.

**Fire:** Chief Olson asked how high the individual buildings would be. Pete Mittanck, representing Summit Townhomes, replied that they would be 2 stories high. Chief Olson noted that instead of 24-foot-wide access lanes, they would need to be 26 feet wide. They also needed to be drivable,

unimpeded lanes without any parking or obstructions on them. He also informed the developers that firewall separation would be needed between individual units from the foundation to the peak of the roof, and no common attics are allowed.

**Post Office:** Mr. Mendenhall indicated that the project would require two MBUs and informed the developers that they would be responsible for the cost. He noted that the location of the mail boxes would need to be on the outside of the development so mail carriers won't need to drive into the development on a regular basis. He suggested the boxes be located along 100 N. close to the curb and gutter.

**Public Works:** Mr. Eva requested the developer install two 4-inch master meters. He explained that if the developer wanted to install separate meters behind the master meter, that could be done, but the developer would be responsible for everything behind the master meter. Also, Mr. Eva pointed out, if the developer wanted to have single meters without master meters, more access area would be required. Mr. Beagley noted that most likely two 4" master meters would be required for the culinary water, and one 2" PI meter would be needed. Mr. Mittanck asked how billing would be done in either case. Mr. Beagley said they would check into the billing and let them know. Mr. Beagley stressed that the HOA would be responsible for maintaining all of the private sewer laterals and clean outs.

**Police:** Chief Hurst noted that the area around 300 W. will be congested with all the new construction. He asked if the project would be phased or built at once. He stressed that building materials would not be allowed in the streets. Mr. Beagley confirmed this and explained to the developers that building materials, dumpsters, porta potties or other materials were not allowed in the road or in parking stalls for residents. Mr. Bond noted that a tot lot would be required after eight units were built, and reminded the developers that they could not use that area for staging or storing materials either. Chief Hurst asked about parking and if the units would be individually owned. Mr. Beagley explained that the units would be individually platted and owned, and parking on the roads would not be permitted.

**City Manager:** Ben Reeves didn't have any comments.

**Engineering/Planning:** Mr. Beagley noted that master meters would be needed, and he instructed the developers to make sure their elevations, massing and materials were in agreement with the City Ordinance requirements. Mr. Bond explained that the project would need to go to the Architectural Review Committee. He suggested that the developers get the architectural renderings and landscaping plans completed as soon as possible because the Planning Commission and City Council would want to see what the project was going to look like. Mr. Bond also asked the developers to make sure the individual units in their plans met the city code for minimum size. Mr. Beagley requested that the developers include a table on the plans that showed the number of units, square footage, etc. so staff wouldn't have to calculate those items. Mr. Beagley asked if the units would have attached garages. The developers affirmed that all parking would be external (i.e. no garages). Mr. Beagley explained that the plans needed an adjustment for storm drain. Mr. Beagley stressed that one of the concerns the city has is that the 48 foot right of way is too small, and that 55 foot right of ways are required. Seven feet of additional right of way would need to be dedicated along 300 West. He also suggested the developer remove the planter strip on the plans, and replace it with combo curb, gutter and sidewalk so the City could see how things would align with the areas around the property. Mr. Beagley noted that more asphalt was needed because 300 West will be turned back into a two-way street. Even so, part of the 300 West may need to be made into a NO parking zone with red curb, Mr. Beagley explained. Mr. Mittanck asked if the extra seven feet of right of way was

really required. Mr. Beagley said that street dedication IS required and it is recorded on the plat. Mr. Bond noted that the tot lot shown on the site plan needed to be larger because of the number of units. He explained that it might be possible to include one smaller tot lot and another type amenity, but the planning Commission would have to approve it. All of the power lines, phone lines, or any overhead lines would need to be moved underground, Mr. Beagley noted. Mr. Mittanck explained that currently, the land for the development is on five different lots, owned by four different people. He asked about the best way to unify the lots. Mr. Bond suggested they start with a boundary line agreement. Mr. Beagley told the developer they would need to figure out how to combine and record the lots. Mr. Bond asked the developer to show the project as being condominiumized (recorded and sold as separate units) on the preliminary plans. Mr. Beagley told the developers that if they wanted to phase the project, a phasing plan needs to be submitted, but he reminded them that all public improvements need to be completed before any certificate of occupancies were issued. Mr. Lundell noted that the developer would also need to submit CCR's (Covenants, Codes, and Restrictions) at preliminary. Mr. Beagley instructed the developers to determine the road way dedication required so they would know how many units they could actually have before the project was presented to the Planning Commission. Mr. Beagley said that because this is a concept plan, no action is being taken at that time.

#### **The Hills at Summit Ridge Preliminary Subdivision Review:**

Mr. Beagley explained that this was a preliminary review for a 472-unit development South of Summit Ridge Parkway. He also noted that the developer has a mass grading permit for this same property. Mr. Beagley explained that the roads had been made wider than on the previous plans, and Chief Hurst and Mr. Eva agreed that this was an improvement. Rick Salisbury, representing The Hills development, noted that the entire project would most likely be completed in 3-5 years. Shawn Herring, representing Region Engineering, explained that there was a possibility a church would be added to the plans near the northeast corner of the development.

**Fire:** Chief Olson asked about the inclusion of a Fire Station in the development. The developers replied that a fire station was planned near the north west side of the development and it could be deeded at any time. Mr. Eva noticed, and Chief Olson agreed, that access would be needed to all of the open space areas in case of fire. They noted that currently, those areas were shown as walled all the way around. Chief Olson also said the fire department needed entry to the 50' power line easement area. He also wanted to know who would be responsible for maintaining that area.

**Post Office:** Mr. Mendenhall discussed the number of MBU's needed and their possible location. He explained that the boxes needed to be on the right side of the road, and that the lower end of Plat A might be a good location. Mr. Beagley noted that the location of the mail boxes needs to be shown on the plans, along with easements, as needed.

**Police:** Chief Hurst asked if mass grading would be ongoing when the first plat was completed. The developer replied that the grading would be happening even when the first plat was completed and homeowners had moved in. They explained that the grading would start in the northwest corner and move toward the southwest. Chief Hurst asked how and where the material from the grading would be moved. Some of the material, Rick Salisbury explained, would be moved to plat A, some to Vistas West, and some would be moved off site and sold. Chief Hurst asked about the route the truck would take to move the material. The developers explained that all of the trucks would be moving down Sageberry Drive. Chief Hurst expressed concern about

the grading and trucking of material going on after homeowners had moved into the first plats. He noted that there would most likely be complaints about dust, noise and truck traffic. Mr. Beagley noted that the Preliminary plan would be good for three years, and the developer was responsible for explaining to people that mass grading would be going on and to expect it.

**Planning:** Mr. Bond had questions about the natural open space, trails and detention ponds planned for the development, and he asked who would be responsible for maintaining those. Mr. Herring replied that they plan to dedicate the ponds, upper open space area and the Rocky Mountain Power corridor to the City. Mr. Bond asked how the area would be landscaped. Mr. Herring said that it would be native compacted trail with road base, so it would be low maintenance. Mr. Bond explained that the City did not want space dedicated that would require mowing or high maintenance. Mr. Beagley noted that open space needs to be useable, and he wasn't sure the detention ponds would count. Mr. Bond agreed with Mr. Beagley that the detention ponds were not usable open space, so they shouldn't count toward the developments open space requirements. Mr. Bond and Mr. Beagley asked what the ponds, trails and open space would look like, how is it planned to be finished and if there will be steps and switchbacks on the trails. They also asked what the landscaping would look like, if the ponds have rip rap, and for details about erosion control. They also asked how the areas will be maintained. Mr. Beagley noted that these details needed to be provided before the plans move on to the City Council. Mr. Bond noted that the western most area is listed as open space, but it was not useable. Mr. Beagley suggested that the developer could dedicate that area to SITLA, but explained that they would still need to put in a retaining wall, or similar solution, because of the slope of the property next to the road. He noted that details about exactly what would be there would need to be provided. Mr. Beagley suggested that the small trail near the trail corridor probably isn't needed, so the developer might want to add that space back to the lots in that area.

Mr. Beagley explained that the current phasing plan and water looping for the development didn't work. He asked the developer to rework their phasing plan and said each phase must stand on its own.

Mr. Beagley noted that the lot where the fire department would be located needs to be labeled Fire Department and Public. And that each lot that backs up to Summit Ridge Parkway needs to be labeled "No Access". He also noted that a storm drain report is required. Mr. Beagley explained that details were needed for the hydraulic grade lines so they would show which ponds would fill first in case of overflow, and that capacity and flow of the northern retention ponds needs to be shown. He also noted that if the ponds were over 4 feet deep, fencing would be required. He suggested that the slopes on the pond be lessened so they were not so deep. The Rocky Mountain Power easements also needed to be addressed, Mr. Beagley noted That a PRV would be needed for the culinary water to control pressure from the tank. Mr. Beagley noted that pressure zone boundary information was needed, and that information should show the pressure zones AFTER all grading was completed.

**Motion:** Mr. Bond made a motion to table the preliminary plans for the Hills at Summit Ridge until more details were provided concerning the trails, open space, detention ponds and Rocky Mountain easements, and all redlines were addressed. Mr. Eva seconded. The vote was unanimous in the affirmative.

### **Approval of Minutes for Meeting Held:**

**February 26, 2019**

**Motion:** Mr. Bond motioned to approve the minutes from February 26, 2019. Mr. Eva seconded.

The vote was unanimous in the affirmative.

Mr. Beagley motioned to adjourn at 12:15 p.m.