



## Development Review Committee Minutes

Tuesday January 23, 2018

Mr. Beagley called the meeting to order at 10:13 a.m.

**Committee Members Present:** Community Development Director Jason Bond, Public Works Director Wade Eva, Infrastructure Inspection Jared Shepherd, City Engineer Norm Beagley, Engineer in Training Jon Lundell, Building Official Randy Spadafora, City Manager Ben Reeves, Stephen Olson and Rod Hurst. Post Master Jon Mendenhall were excused.

**Others attending:** Jared West, Robert McMullin Property Owner.

### **Orchard Park Condo Subdivision:**

Mr. Beagley explained that this site plan that has been approved. The subdivision includes 18 units on 4<sup>th</sup> south and 5<sup>th</sup> West, and 5 units to the North East that are currently being constructed. Mr. Beagley clarified that there is no change to infrastructure, parking, etc. This is a subdivision review to allow the owner to sell each unit and have multiple owners.

### **Fire:**

Chief Olson stated that unit's V and W should be addressed off of Center Street to match their access. He explained that this will be less confusing for emergency services. Chief Olson requested that a board signifying the direction of the buildings is installed to help emergency services as well.

### **Post Office:**

Mr. Bond explained that the Mr. Mendenhall was unable to attend today's meeting, but he emailed his comments stating that he would prefer for each individual unit to have numbers instead of letters. Mr. Spadafora stated that, that change has already taken place. Mr. Beagley explained to Mr. West that any address changes will require both City, and Post Office approval.

### **Public Works:**

Mr. Eva asked where the services for unit's V and W will be coming from. Mr. Beagley explained that they will be accessed off of Center Street. He also stated that there is one existing set of laterals, but one more will need to be installed.

### **Planning:**

Mr. Bond asked Mr. West if he plans to develop the rest of the land near it. Mr. West explained that the owner of the remaining parcel isn't interested in selling.

### **Engineering:**

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Mr. Beagley explained that the site plan for the yet to be constructed 5 units has been conditionally approved, however the redlines have not been addressed. He stated that until those are addressed and finalized plans are submitted, this portion of the project does not have the approval to go ahead. Mr. Beagley also told Mr. West that the 18 units currently under construction will not be given C of O's until all of the infrastructure is installed including landscaping. Mr. Beagley explained that if they are finished before the City P.I. system is functional the landscaping may be bonded for in cash.

Mr. West asked if a final inspection has been done yet. Mr. Beagley explained that a final walk through has not taken place yet. Mr. Lundell stated that there is still a long list of things to address before a final walk through can be held, including grading for the storm drain, constructing a trash enclosure etc.

No comments from City Manager Reeves, or Police.

**Motion:** Mr. Bond motioned to grant preliminary approval for subdividing the Orchard Park Condominiums with the conditions that they address addressing as discussed, and that all engineering redlines both previous and recent are addressed. Mr. Lundell seconded. All in favor in the affirmative.

### **Mcmullin-16 Lot Subdivision:**

#### **Engineering:**

Mr. Beagley stated that infrastructure improvements have already been made to Peach street. Because laterals will need to be added, he explained that each trench will need to be T-patched. A complete overlay will also be required from Lambert to 150 North. Mr. Beagley suggested that the developer locate the laterals at the common lot lines to limit trenching. Mr. West asked if P.I. and culinary lines can be trenched together.

Mr. Beagley stated that City standard between P.I. and culinary is 2 feet. Mr. Eva reminded the developer that sewer lines will need to be trenched separately (i.e. no water lines in common trenches with sewer).

#### **Fire:**

Chief Olson expressed concern regarding disturbed asphalt on Peach Street creating access issues. Mr. Beagley explained that there will be multiple access points. Chief Olson asked if the commercial or the residential lots will be developed first. Mr. McMullin stated that the townhomes will most likely be developed first.

Chief Olson stated that the hydrant spacing looks good, but he still needs to conduct a flow test to verify the flow and pressure.

#### **Police:**

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Chief Hurst asked if 150 N. will be a separate plat. Mr. Beagley stated that it is already a platted but unimproved street. Chief Hurst stated that a couple of stop signs will be needed. He clarified that one of them will need to be located at the intersection of 150 N.

### **Public Works:**

Mr. Eva stated that he wants all utilities T-patched with a new overlay. Mr. Beagley explained that both will be required. Mr. Eva explained that the T-patches will be overlapping, and an overlay will need to be on top of that.

### **Planning:**

Mr. Bond asked if this project will require ARC approval. Mr. Lundell stated that he will look into it.

### **Engineering:**

Mr. Beagley stated that street lights are only required every 500 feet. Mr. Beagley stated that he will email a copy of the engineering redlines to the developer. Some of the redlines are as follows; street overlay will be required, A1-A material must be used in all trenches, the existing storm drain and sewer need to be verified as well as the labels, because the plat currently shows the sewer being tied into the storm drain, please correct.

Mr. Beagley stated that curb, gutter and sidewalk must extend to the property line. Mr. Eva pointed out that there is a power pole located in the middle of a proposed road. Mr. Beagley added that the lighting standard needs to be updated.

No Comments from City Manager, Infrastructure, or Building Official.

### **Motion:**

Chief Olson motioned to grant preliminary approval for the McMullin Townhomes contingent on engineering redlines being addressed. Including verifying the existing storm drain, sewer, and labels, and that the required stop signs are added. Mr. Spadafora seconded. The vote was unanimous in the affirmative.

### **McMullin 3 Lot Commercial:**

Mr. West stated that the intent of this commercial subdivision is to create smaller commercial parcels. Mr. Beagley explained that since the City owns the right of way, it is a City Council decision on whether or not to vacate the platted right of way and deed it back to the developer in exchange for other needed roads that would need to be dedicated.

### **Engineering:**

Mr. Beagley stated that transportation connectivity needs to go South to the Maverick property. He assumes that the City Council would want to keep the access. City Code requires that access to adjacent

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parcels must be maintained. Mr. Beagley explained that the location between Lambert and Main Street will require U-DOT approval before any changes are made.

Mr. West asked if they need to work with the City Council prior to contacting U-DOT. Mr. Beagley suggested that they work with both and address it globally. Mr. Beagley reminded Mr. West to find out if U-DOT Will allow another access on a 700-foot parcel.

Mr. Beagley stated that the current parcel configuration won't require additional U-DOT approvals, but any changes will. He suggested having a cross access. Mr. West stated that they intend to have a cross access, but it isn't labeled on the plat.

Mr. Beagley explained that the intent is for 900 E. to tie in. Mr. West asked if Oak Summit will connect to Main Street. Mr. Beagley stated that the Master Plan shows it connecting. Mr. McMullin stated that he wants to find a solution that works best for everyone.

Mr. Beagley asked that the building envelopes are shown. He also stated that the P.I. line to the North needs to be relocated. Mr. Beagley expressed concern that the low spots won't have 4 feet of cover over the sewer. Mr. West said that he will look into it.

Mr. Reeves explained to the developer that the City Council currently has two vacancies. He stated that because of this it's hard to know what they will decide. However, he believes that if their proposal is cohesive with the Master Plan the Council will want to support it.

No Comments from Fire, Police, or Public Works.

Mr. Beagley recommended addressing the comments at the City Council meeting on February 7<sup>th</sup>. In order for this project to be on the agenda the updated plans must be submitted by February 1<sup>st</sup>. Mr.

West explained that he wants to get input from U-DOT before addressing the City Council. He stated that the updated plans may not be ready until a later meeting.

### **Motion:**

Mr. Lundell motioned to table McMullin's 3 lot Commercial subdivision, pending input from U-Dot and the City Council. Mr. Reeves seconded. The vote was unanimous in the affirmative.

### **Approval of Minutes:**

Mr. Reeves motioned to approve the minutes from August 22<sup>nd</sup> 2017, and January 9<sup>th</sup> 2018. Chief Hurst seconded. The vote was unanimous in the affirmative.

### **DRC Business:**

Chief Olson stated that the City Fee schedule includes a fee for flow tests. He explained that the fee hasn't been charged in the past, but he has been conducting more tests and asked that it be added to the standard fees for subdivision. He stated that usually multiple tests are required per subdivision. Mr.

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Lundell stated that it can be added to the subdivision application form if it is already listed in the fee schedule.

Mr. Beagley asked where the money would go. Mr. Reeves explained that the Fire Department's funding comes from the general fund, so it could be added to that.

Mr. Eva asked if Chief Olson shares the flow test information with GIS. Mr. Lundell asked if the flow test fee should be charged with the preliminary or final fee. Mr. Beagley stated that it should be included with the preliminary fee to make sure that it passes.

Mr. Reeves stated that the audio visual system should be able to be set up in the court room record the audio at DRC meetings.

Chief Olson motioned to adjourn at 11:11 a.m. Mr. Reeves seconded. The vote was unanimous in the affirmative.

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Jason Bond Community Development Director

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Kira Petersen, Deputy Recorder