



DEVELOPMENT REVIEW COMMITTEE MINUTES

April 1, 2014

The Development Review Committee held a regular meeting on Tuesday, April 1, 2014 in the City Council Chambers, 45 West 100 South, Santaquin, Utah. Dennis Marker called the meeting to order at 10:03 a.m.

Committee Members Present: Community Development Director Dennis Marker, Engineer Norm Beagley, Public Works Director Wade Eva, Public Safety Director Dennis Howard, Building Official Randy Spadafora, and Infrastructure Inspector Jared Shepherd.

Others Present: Scott Brand, Chris Jensen, Jaime Littlefield, Aaron Schauers, Tavis Stubbs, Aaron Robertson and Nate Walter.

Chad Woods Car Dealership

Review of a site plan for a car dealership at approximately 60 South Highland Drive. Aaron Schauers and Chris Jensen were present to discuss issues with the dealership.

Building: Randy Spadafora asked the developer to submit a proposed address, which will be approved after verification.

Infrastructure: Jared Shepherd said he had no concerns with the project.

Public Safety: Dennis Howard said he had no concerns with the project.

Public Works: Wade Eva said he had some concerns about the utilities to this lot. It appears the sewer and water lines are by the fence. Chris Jensen said he had received a diagram showing water and sewer lines running through the property. Aaron Schauers said there were gas marks on the corner of the lot. Mr. Eva said there is a high pressure 8" gas main on the property. He will get information on the line for the developer. Norm Beagley said the PI line was relocated to the road. Culinary and sewer lines may still be on the lot. Mr. Shepherd said he will blue stake the water and sewer lines. Mr. Beagley asked if the developer would be moving dirt. Mr. Schauers said they planned to do slab on grade.

It is not currently known if utility easements have been established. If they have not, they will need to be. Mr. Marker said the City will work with the developer to get the easements recorded. The easements need to be shown and labeled.

Fire: Mr. Marker said Fire Chief Stephen Olson had indicated there is no fire hydrant in a position that is practical to use. A hydrant will need to be installed near the south entrance.

Engineering: Chris Jensen distributed copies of a new plan which addresses some of the engineering comments. The following comments have been corrected: #2, original drawing date and each subsequent revision date; #3, verification of the written drawing scale (1"= 20'); #4, adding a graphic scale bar, and #11, setbacks are shown.

Norm Beagley asked the developer to provide the proposed name of the business; to provide a cover sheet with all necessary items required by Santaquin City; to provide a legend distinguishing between existing and proposed features, e.g. with different sizes or weights; to provide a section tie; and to note the approved Utah County coordinate system used for the drawing.

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Chad Woods Car Dealership, continued:

The legal description of the property shows a long stem extended across Highland drive. The developer was asked to clean this up. Mr. Schauers suggested a quit claim may work.

There are recent drainage issues with this lot and the adjacent UDOT property. The grate has filled with debris. The developer was encouraged to contact UDOT and find out how and when UDOT is planning to fix the issue. Drainage systems were discussed. Mr. Eva said the biggest problem is the water from the road in a big storm. The parking lot could be contoured. A storm drainage overall plan is needed, as well as storm calculations to show the volumes required and provided for.

The developer was asked to show and label all existing and proposed easements, including Public Utility easements. The Typical PUE on the front of a lot is 10 feet, and 5 on the back. Mr. Marker said the curb line is 10 feet back, and the City owns the ten feet. A note could be made on the plat that the City owns the area, that it will be maintained by the property owner, and that the property can be used by public utilities in the future.

Location of a trash enclosure was discussed. Mr. Woods has indicated he will use rollaway cans that will be stored in the garage. The developer was asked to provide detail sheets including profiles for storm drain retention areas, city details for fire hydrants, water service connections, sewer service connections, ADA parking details, the proposed grease interceptor, and other necessary items as required by the Santaquin City Site Development Review.

Community Development: Mr. Marker said more details are needed on the landscaping plan, calling out species and irrigation details, and noting planting details and top soil information. Curb lines are needed around asphalt areas. Trees can be clustered to open up the areas for cars. The proposed building was reviewed by the Architectural Review Committee at their March 31, 2014 meeting. Comments will be sent to Mr. Woods. The question was raised on whether the mulch was bark or gravel. Mr. Schauers said he will check with Mr. Woods. Cost will be a factor in his choice.

The business sign is smaller than allowed. Signs can be placed on the Highland Drive side of the property and on the freeway side. It was suggested additional signing be placed on the north entrance specifying one way traffic.

Mr. Marker said a photometric plan is needed for the parking lot lighting, showing illumination on the ground. Light details are also needed. The developer was asked to send the light details to Mr. Marker, and Mountain States Lighting will be asked to calculate the photometric plan.

Wade Eva made a motion to approve the Chad Woods Car Dealership site plan, contingent on addressing issues raised in this meeting, with Dennis Marker and Norm Beagley to review and approve the resubmittal. Dennis Howard seconded the motion. The vote to approve the Chad Woods Car Dealership was unanimous.

The Committee discussed the sewer line in the Orchards F-2 and F-1 subdivisions. Nate Walter said he had prepared a legal description that follows the original easement. Half of 350 West in the Apple Cove C subdivision is still used for sewer, but much of the line has been abandoned. Some of the infrastructure is outside the platted area. Scott Bond suggested creating a new legal for the portion that remains. The issue could be discussed with legal counsel to determine the best way. Mr. Brand asked that the bond sheet on Orchards F-2 be completed as soon as possible, as it would help Brigham Ashton close on the subdivision.

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Apple Hollow A-7

Review of a 4 lot subdivision located at approximately 1036 North Apple Seed Lane.

Fire: Mr. Marker indicated Fire Chief Olson would be providing comments for this subdivision at a later date.

Public Works: Wade Eva said he had no concerns with the subdivision.

Building: Randy Spadafora said there are some issues with the proposed addresses. He suggested the address on Lot 62 be changed to 1032, and Lot 64 be changed to 1022.

Public Safety: Dennis Howard said he had no concerns with the subdivision. Numerical addressing is required on all named streets.

Infrastructure: Jared Shepherd said the utilities have not been extended to the end of the subdivision. Mr. Marker said extending the utilities is not needed during this phase as they will not be used. Mr. Shepherd said he has some concerns with EMS and fire vehicles being able to access the front of the units. Mr. Spadafora agreed there should be a street in front of the units. Scott Brand commented that a street was not put in in front of the other 4 units. Mr. Marker said there is the concern that if vehicle traffic does not need the road, requiring it to be put in could be considered an 'excess of requirement'.

Putting in a temporary road with a turnaround for emergency vehicles was discussed. Mr. Beagley said the City would not want gravel put in and a road built on top of the gravel. Tavis Stubbs said it was not a problem to lift off the surface, as they needed to do that to put utilities in. After further discussion, it was agreed to put in a temporary road with the same width as the temporary road in the Apple Hollow A-2 subdivision.

Mr. Eva suggested addresses be put on the street sides of the unit as well as the back. Mr. Howard agreed that addressing just the backs of the homes was a safety issue.

Engineering: Norm Beagley asked the developer to label the lot sizes in square feet; label existing addresses of adjacent properties; verify the address on lot 64, confirming the address with Mr. Spadafora; and provide additional required utility acceptance boxes. Plat A-6 shows a 10' PUE, east of the driveway. The PUE does not show on Plat A-7. Mr. Marker suggested shifting the building area of four units back three feet to the west. This would allow less landscaping in the back and make more room in the front for landscaping and easements. Mr. Brand said that would be his preference as well. Some plat amendments would be required to allow for sufficient sidewalks.

The utility sheet call-out for the curb and gutter is incorrect. Mr. Beagley clarified that the sidewalk to be installed is 4', rather than 5' as noted on the utility sheet. The developer was asked to show existing infrastructure with appropriate line weights and to provide full details for the roadway cross section in Detail 5.

Community Development: Dennis Marker said bonding for front yard landscaping would be required before certificates of occupancy are issued. All tax payments must be current, and CC & R's provided. For this subdivision, a dedication of .63 acre feet of water is required. This will be taken from the current credit, which will leave a remainder of 128.28 acre feet. This does not include Plats A, B, D, and the remainder of C.

The City Council has directed that no subdivisions that border on Center Street be granted final approval until all Center Street repairs have been completed. Approval will be held up at the recording stage.

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Apple Hollow A-7, continued:

Norm Beagley made a motion to approve the Apple Hollow A-7 subdivision, contingent on comments being addressed and revised plans being approved. Dennis Howard seconded the motion. The vote was as follows:

Norm Beagley	Aye
Wade Eva	Aye
Dennis Marker	Aye
Dennis Howard	Aye
Jared Shepherd	Nay
Randy Spadafora	Nay

The motion passed by majority vote.

Orchards C-2

Review of a 15 lot subdivision at approximately 130 West Royal Land Drive.

Fire: Mr. Marker said Fire Chief Stephen Olson had indicated he has no concerns with the subdivision.

Public Works: Wade Eva said he had no concerns with the subdivision.

Public Safety: Dennis Howard said he had no concerns with the subdivision. Numerical addressing is required on all named streets.

Building: Randy Spadafora said there are some issues with the proposed addresses. He suggested the address for Lot 10 be changed to 163 West Royal Land Drive, Lot 11 be changed to 171 West, Lot 12 to 179 West, Lot 13 to 187 West, and Lot 14 to 197 West.

Engineering: Norm Beagley asked the developer to provide the name, address and telephone information of the property owner on the cover sheet, plat and utility plan. The cord length in the curve data for curve C10 does not appear correct, as Lot 8 does not close with the data provided. The west arrow indicating the 10' sewer easement on Lot 9 points to the PUE line, and should be corrected to point to the lot line between Lots 9 & 10. The committee discussed placing the sewer line through Lot 9. This lot is slightly bigger than most of the others and the setback could be shrunk to accommodate the easement.

On the Royal Land Drive Plan & Profile Sheet, the developer was asked to label curb inlet #4 with a TBC elevation and to note a minimum of 18" vertical separation between the culinary water line and the pressurized irrigation line, and between the storm drain and sewer lines. The culinary water line should be on top, with a minimum of 4 feet of cover.

All future infrastructure should be labeled as 'future' or 'proposed', rather than existing. Notes are needed on the timing of future phasing.

Community Development: Dennis Marker suggested the NDCPU be moved near Lots 18 and 19, where there is a street light. A note is needed on the plat concerning the requirements for front yard landscaping. All tax payments must be current, and CC & R's provided. For this subdivision, a dedication of .15 acre feet of water is required. According to City Council directions, final approval cannot be given for this subdivision until the Center Street repairs have been completed.

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Orchards C-2, continued:

Randy Spadafora made a motion to approve Orchards C-2, contingent on comments and issues raised in this meeting being addressed. Jared Shepherd seconded the motion. The vote to approve Orchards C-2 was unanimous.

Minutes

Norm Beagley made a motion to approve the minutes of March 11, 2014, as written. Wade Eva seconded the motion. Randy Spadafora and Jared Shepherd abstained from the vote, as they were not present at the March 11 meeting. The vote to approve the minutes of March 11, 2014, was unanimous.

Unfinished Business

Mr. Marker said the City has not received any new drawings on the Park Lane two 4 plex site plan. It appears they are doing a percolation test and dumping material on the site.

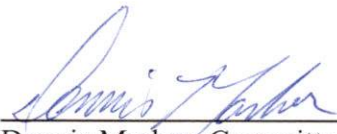
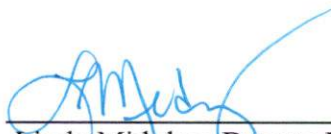
Mr. Beagley is working with the Steele subdivision developers. They have submitted a revised plat with new boundary lines.

General Business

No general business was discussed.

Adjournment

Dennis Howard made a motion to adjourn the meeting. The meeting adjourned at 11:32 a.m.


Dennis Marker, Committee Member
Linda Midgley, Deputy Recorder

**ENGINEERING REVIEW COMMENTS
CAR DEALERSHIP (CHAD WOODS)
100 SOUTH HIGHLAND DRIVE**

SITE CONCEPT PLAN REVIEW # 1			
PROJECT #	50-13-039-11	DATE DEVELOPER WAS CALLED 1:	
PLAN RECEIVED DATE:	MAR 20, 2014	2:	
PLAN REVIEW DATE:	MAR 24, 2014	3:	
RETURN TO CITY DATE:	MAR 24, 2014	DATE PICKED UP FOR DEVELOPER:	

City Engineer's Comments:

Cover Sheet

1. Please provide a cover sheet with all necessary items as required by Santaquin City Site Development Review Requirements (attached).

Site Plan Sheet

1. Please provide the proposed name of the business as required by Santaquin City.
2. Please provide the original drawing date and each subsequent revision date (as applicable).
3. Please verify the written drawing scale. The written scale shown indicates 1"=10'. However, as we scaled dimensioned items on the drawing, it appears that the correct scale is 1"=20', when printed on 24" X 36" paper. Please indicate (label) which size of drawing that the scale applies to (i.e. 24" x 36" sheet scale is 1"=XX').
4. Please provide a graphic scale bar as required by Santaquin City.
5. Please provide a legend distinguishing between existing and proposed features as required by Santaquin City (i.e. existing curb & gutter, proposed site entrance, etc.).
6. Discuss the note that reads "Note that the legal description of the property shows a long stem extend across Highland Drive."
Is roadway dedication appropriate/needed?
7. Discuss recent drainage issues from or near this parcel onto the adjacent UDOT parcel. What, if anything, does the developer need to do regarding the recent drainage event that caused issues on the adjacent UDOT parcel?
8. Please provide a section tie as required by Santaquin City.
9. Please note approved Utah County coordinate system used for the drawing (i.e. NAD 83 Central Zone or NAD 27 Central Zone, etc.).
10. Please show and label all existing and proposed easements, including Public Utility Easements as required by Santaquin City.
11. Please show setbacks for buildings, parking areas, landscaping, etc.
12. Please show all existing improvements, including; existing fences, water courses, culverts, drainage systems, etc.

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13. Please show all existing utilities, including; water mains & valves, fire hydrants, sewer mains & manholes, irrigation lines, power lines, gas lines, storm drainage, etc.
14. Please show all proposed site improvements, including; ADA compliant parking spaces & signage, trash container and site obscuring fence, proposed fencing (if any), etc.
15. Please label the distance from proposed building to property line.
16. Please show all proposed locations for proposed utility service to the site, including; culinary water connection, fire hydrants, sewer connection, pressure irrigation lines, power lines, gas lines, storm drainage, etc.
17. Discuss proposed grease trap. Discuss sizing (volume & flow rate), connection to storm drain or sanitary sewer, etc.

Finished Grading Sheet

1. Please provide a site storm drainage report, including calculations, retention required and provided, etc.
2. Please provide a proposed finished grading sheet with all necessary items as required by Santaquin City Site Development Review Requirements.
This includes a site specific storm drainage report (per Santaquin City Code for 25 year storm event), calculations (stamped, signed & dated by a Professional Engineer) and percolation tests (for proposed infiltration rates), witnessed by a City representative.

Detail Sheet(s)

1. Please provide proposed detail sheet(s), as appropriate, with necessary items as required by Santaquin City Site Development Review Requirements.
These details may include (but are not limited to); profile(s) for storm drain retention areas, City details for: fire hydrants, water service connections, sewer service connection, ADA parking details, etc.
The proposed grease interceptor could also be included with the details as part of the overall plan set.

**ENGINEERING REVIEW COMMENTS
THE ORCHARDS PLAT C-2
130 WEST ROYAL LAND DRIVE**

PLAT AND PLAN REVIEW # 1			
PROJECT #	50-13-039-10	DATE DEVELOPER WAS CALLED 1:	
PLAN RECEIVED DATE:	MAR 18, 2014	2:	
PLAN REVIEW DATE:	MAR 25, 2014	3:	
RETURN TO CITY DATE:	MAR 25, 2014	DATE PICKED UP FOR DEVELOPER:	

City Engineer's Comments:

Cover Sheet

1. Please provide the name, address, and telephone number of the property owner as required by Santaquin City. Is the property owner the same as the developer? Would "Owner/Developer" be appropriate?

Plat

1. Please provide the name, address, and telephone number of the property owner as required by Santaquin City.
2. Please verify the curve data for curve C10. The cord length does not appear to be correct. Lot 8 does not close with the curve data provided.
3. Please verify the location of the west arrow indicating the 10' sewer easement on lot 9. It appears to us that the west arrow showing the 10' width should be pointing to the lot line between lots 10 & 9, not the east PUE line within lot 10.

Utility Plan

1. Please provide the name, address, and telephone number of the property owner as required by Santaquin City.

Royal Land Drive Plan & Profile

1. Please label curb inlet #4 with a TBC elevation.
2. Please note a minimum of 18" vertical separation between CW and PI, SD or SS at all crossings. The CW should be highest in elevation while still maintaining a minimum of 4' of cover, per City standards.

Utility Plan Sheet & Royal Land Drive Plan & Profile Sheet

1. Please label all future infrastructure (SS, PI, SD, CW, etc.) within the future The Orchards Plat F-2 area as "future" or "proposed". It does not seem to make sense to label these items as "existing" when they have not yet been installed (to date).

Along those same lines, it may be prudent to add wording that would indicate the need to possibly stub out, add construction valves, etc. in case Plat C-2 improvements are constructed prior to the planned Plat F-2 improvements.

**ENGINEERING REVIEW COMMENTS
APPLE HOLLOW @ THE ORCHARDS PLAT A-7
1036 NORTH APPLE SEED LANE**

PLAT AND PLAN REVIEW # 1			
PROJECT #	50-13-039-09	DATE DEVELOPER WAS CALLED 1:	
PLAN RECEIVED DATE:	MAR 17, 2014	2:	
PLAN REVIEW DATE:	MAR 26, 2014	3:	
RETURN TO CITY DATE:	MAR 26, 2014	DATE PICKED UP FOR DEVELOPER:	

City Engineer's Comments:

Cover Sheet

1. Please label the lot sizes in square feet.

Plat

1. Please label existing addresses of adjacent properties (Plat A-6).
2. Please verify the address on lot 64. It appears it should be less than 1026 N.
3. Should all addresses for this building be even numbered?
4. Discuss necessary dual access for more than 10 lots (11-6-2-M). This 4-plex would make 14 lots using a single access (for access to driveway/garage).
5. Discuss 7' private roadway width. This would make for 1' wide asphalt (or possibly no asphalt?), after 4' sidewalk & 2' curb & gutter is installed. Would it be more appropriate to have this be half plus 10 roadway width (City Code 11-9-11)?
6. Please provide additional required utility acceptance boxes, as required by Santaquin City.
7. Discuss PUE's. Plat A-6 shows a 10' PUE, east of the driveway. Where or does this PUE continue on the east side of the driveway (within Plat A-7)?
8. Discuss 2.91' & 4.36' from building corners to back of sidewalk. Does this meet setback requirements from back of curb? What are setback requirements from back of curb, if any?

This does not allow for a 5 PEU between the building & the back of curb.

Utility Sheet

1. Please verify curb and gutter call out referencing Detail 2, Sheet 3. It appears to be Detail 4, Sheet 2.
2. Please verify the note that reads "install 5' sidewalk...." Is the sidewalk 5' wide or 4' wide as shown in Detail 5, Sheet 2 and as it scales on this sheet?
3. Please show all existing infrastructure with appropriate line weights. It appears to us that the existing infrastructure shown is using the proposed infrastructure line weights.

Detail Sheet

1. Please provide full details for roadway cross section in Detail 5 (i.e. label utilities, label roadway section details, etc.)