**Planning Commission Meeting Minutes**

 **Tuesday December 11, 2018**

**Planning Commission Members in Attendance:** Trevor Wood, Art Adcock, Michelle Sperry, Brad Gunnell, and Pamela Colson.

**Others in Attendance:** Community Development Director Jason Bond, Engineer Jon Lundell,

Steve Larsen, Jimmy Degraffenried, and Kirk Greenhalgh.

Commission Chair Wood called the meeting to order at 7:01 p.m.

**Invocation/Inspirational Thought:** Commissioner Adcock offered an inspirational thought.

**Pledge of Allegiance:** Mr. Bond led the pledge of allegiance.

**Public Forum:** Commission Chair Wood opened the Public Forum at7:04 p.m. and closed it at 7:05 p.m.

**PUBLIC HEARING- Summit View Communities Concept Plan**

Mr. Bond explained that this is a concept review of a proposed subdivision located at approximately 648 N. State Road 198. He clarified that because this is a concept no action is needed.

In order for the development to move forward a rezone is required. The rezone was approved conditionally by the City Council. The conditions include that the rezone will not take effect until the development agreement is approved.

Steve Larsen introduced his subdivision concept. He explained some of the challenges this property presents such as the old gravel pit, and problems with slope and materials. Mr. Larsen informed that Commission that the planned development has been consolidated in the area where utilities can be serviced from existing infrastructure.

Mr. Larsen expounded on the following amenities that are proposed for this subdivision. Which will consist of a roughly 8-acre City park within the development, and 128 acres of the steep area. He suggested that a committee is created to let the community decide how they would like the open space to be used. He also noted that he has reserved a corridor for commercial development off of State Road 198.

Mr. Larsen explained that the developable area needs to be filled with dirt. He has been working to solve the problem of removing dirt in the least impactful way. He plans to do this by taking dirt off of the proposed trail head (which is screened from view) and moving it to the developable area that needs fill.

Mr. Larsen clarified that there will be one point of access off of Cherry Lane, and one off of the Highway 198 to meet City Code. Ultimately a third access will be added as well. Commissioner Adcock asked if the historical access easement is being addressed in the plan. Mr. Larsen stated that there is historical access on the far North side and prescriptive rights. He explained that they will be obligated to meet those requirements.

Commission Chair Wood opened the Public Hearing at 7:22 p.m. and closed it at 7:23 p.m.

Commissioner Gunnell asked if the access through Cherry Lane will work without obtaining neighboring parcels. Mr. Larsen reported that the current design will work without any additional concessions.

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Commissioner Wood asked how snow removal will be taken care of within the community. Mr. Larsen answered that the private development will require stacking areas and needs to be dealt with by the HOA. Commissioner Wood asked Mr. Larsen how storage on the apartment building balconies will be regulated. Mr. Larsen answered that storage will most likely be addressed within the HOA laws. He also pointed out that each unit will have access to a garage.

Commissioner Lance provided comments suggesting that a fence is installed along highway 198. The Commission discussed that this may not be an issue due to the Commercial buffer between the residential lots and the highway. Mr. Lundell noted that City Code requires a screening fence if a residential development abuts a commercial development.

Commissioner Colson asked if the fault line has been indicated. Mr. Larsen answered that the geotechnical report will be conducted later on in the process. Commissioner Colson asked how many units the development will have. Mr. Larsen answered that there will be total of 458 units. He clarified that phasing will start on the South side of the project, because of access requirements.

**PUBLIC HEARING- Thomas Subdivision Concept Plan**

Mr. Bond reported that this is a concept review of a proposed 21 lot subdivision located at approximately 300 West and 500 North. The property is located in the R-10 Zone.

Mr. Bond explained that the proposed cul-de-sac would create a few double frontage lots. He noted that City Staff is working with the applicants to understand the best approach for the proposed cul-de-sac, as City Code states that double frontage lots should be avoided.

Mr. Bond described how this subdivision and the subsequent roads will help with the connectivity in the area, and continue the grid layout in town. He explained that this is a concept plan, and no approval is needed at this time.

Commission Chair Wood opened the Public Hearing at 7:42 p.m.

Cleone Brost expressed concern regarding the roads that will connect to 300 North, and asked where 500 North will connect in conjunction to her property. Mr. Lundell explained that 500 North will tie in to 300 West to the North of where Ms. Brost’s home is located. Ms. Brost asked if the roads will be developed first. Mr. Degraffenried confirmed that they will. She asked what the lot size will be. Mr. Degraffenried explained that the lots will be roughly a quarter acre.

Commission Chair Wood closed the public hearing at 7:46 p.m.

Commissioner Adcock expressed that he is happy to see quarter acre single family lots compared to the smaller lots and multifamily housing that has been prevalent recently. Commissioner Wood asked how the 2 existing parcels along 200 West will be incorporated in the subdivision. Mr. Lundell explained that one parcel would be split between the right of way and lots 8 and 9, and the other will be split between the right of way and lots 10 through 12; to allow for 200 West to have full connection and allow the parcels to be appropriately sized.

Commissioner Adcock indicated that the Commission would like to see 500 North become a through road, not a cul-de-sac. Mr. Degraffenried explained that the proposed cul-de-sac allows him to have an additional lot. The Commission, Staff, and Mr. Degraffenried discussed possibilities of removing the cul-de-sac.

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Mr. Lundell asked if this arrangement would qualify for the exemption discussed in City Code regarding double frontage lots. He referenced Santaquin City Code 11-6-8G; ‘Double frontage and reverse frontage lots shall be avoided except where essential to provide separation of residential development from traffic arteries or to overcome specific disadvantages of topography and orientation.’ Commissioner Gunnell shared his opinion that this would qualify as an orientation exception, because if the parcel to the North can’t be obtained remnant parcels will be created.

Mr. Bond stated that a park strip will be required on 300 West. He explained that to keep things cohesive on the east side of 300 West, a combination of curb, gutter, and sidewalk may be considered. Mr. Degraffenried suggested that the curb, gutter, sidewalk combo should also be considered on 450 North for consistency.

**Johnson’s Grove Preliminary Plan**

Mr. Bond reported that this is a preliminary review of a multiple family dwelling development located at approximately 498 W. Main Street. The developers are proposing to have 23 units. One building would have 11 units, with an indoor common area, and the other building would have 12 units. Both buildings would be 3 stories tall. Mr. Bond explained that the zoning is currently Main Street Commercial, but the developers had vesting before the zoning was changed which allows them to only have residential units.

Mr. Bond explained to the Commission the following conditions of approval that are recommended by Staff: This project has not yet been reviewed by the Architectural Review Committee. Staff recommends that any approval is conditioned upon ARC approval prior to the City Council review. Mr. Bond explained that Staff would like to see the Mail Box relocated for safety reasons. The currently proposed mail box location is off of Highway 198. Staff feels that a more appropriate location would be on a peninsula in the parking lot. The Post Office would have to approve any relocation. Staff is also asking that additional fencing be considered for safety reasons. Because the tot-lot has been relocated to be away from the road instead of next to the road, Staff is asking that a fence be installed from the existing fence to the building in order to fence in the tot-lot. The last condition from Staff is that the sidewalk connection of the east side of the development be provided. Because there is a gap between the existing sidewalk and where the developer would put the sidewalk in. Mr. Bond explained that this is a UDOT requirement as well. He clarified that any City involvement for the sidewalk would require City Council approval.

Commissioner Wood asked if the developer plans to condominiumize these units. Mr. Bond stated that the units will be subdivided so they can be separately owned. Commissioner Francom asked what role the City has in making sure there is a functioning HOA. Mr. Bond stated that the City doesn’t have the responsibility to oversee the HOA, however the City does require that there is an HOA, and CC&R’s to take care of the open space.

Commissioner Gunnell asked for clarification on ARC approval requirements. Mr. Bond stated that there is no defined timeline for ARC approval, other than it must be done before final approval. He clarified that the Council most likely won’t approve the preliminary plan without seeing what the project will look like.

Commissioner Adcock asked about lighting restrictions, and pointed out that bright lighting may be an issue for neighbors. Mr. Lundell noted that a lighting plan delineating the lumens throughout the property is required.

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Commissioner Sperry asked how big the gap area in between the sidewalk will be. Mr. Lundell stated that the gap is roughly 60 feet.

Mr. Bond showed the commission the current architectural renderings for the Johnson’s Grove Subdivision.

**Motion:** Commissioner Francom motioned to recommend approval of the Johnson’s Grove Preliminary plan with the following conditions:

* The location of the mailbox be reconsidered for safety reasons.
* Fencing options be considered for safety reasons.
* Renderings of the buildings be approved by the Architectural Review Committee (ARC) prior to the preliminary plan being considered by the City Council.
* The sidewalk connection on the east side of the development be provided.

Commissioner Gunnell seconded.

Roll Call:

Commissioner Adcock Aye

Commissioner Sperry Aye

Commissioner Gunnell Aye

Commissioner Colson Aye

Commissioner Francom Aye

Commissioner Wood Aye

The vote passed 6 to 0.

 **PLANNING COMMISSION BUSINESS**

Approval of minutes:

**Motion:** Commissioner Adcock motioned to approve the minutes from November 13, 2018. Commissioner Sperry seconded. The vote was unanimous in the affirmative. Commissioners Francom and Colson abstained from voting since they did not attend the meeting.

Mr. Lundell addressed Commissioner Colson’s question regarding a satellite fire station. He explained that there won’t be a satellite fire station on the East Bench, but there may be one in Summit Ridge.

Commissioner Adcock suggested that the appointment of a chair, term expirations, and the schedule for next year be discussed. Mr. Bond brought up the idea of getting rid of the 6-year service limit for Commissioners. He clarified that it’s ultimately up to how the Commissioners feel about it, and the City Council to make any changes. Mr. Bond stated that Chair reappointment will happen on the first meeting on January 8th, he also noted that he will provide the 2019 meeting schedule at the next meeting.

Commissioner Wood asked for an update on the Foothill and Brubaker subdivisions. Mr. Bond explained that the developer wants to modify their plans in order to move densities, and so it may be coming back to the Planning Commission.

Commission Gunnell asked if there for an update on Bella Vista. Mr. Bond explained that the developer will be meeting with the Mayor and Staff to explore their options.

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**Adjournment**

Commissioner Sperry motioned to adjourn at 8:53 p.m.

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Trevor Wood, Commission Chair Kira Petersen, Deputy Recorder