

March 6, 2007

Minutes of the Alpine City Planning Commission meeting held March 6, 2007 at Alpine City Hall. The meeting was called to order at 7:02 pm by Chairman Jim Tracy. The following Commission members were present and constituted a quorum:

Chairman Jim Tracy

Commission Members: Kevin Cospers, Jannicke Brewer, Jason Thelin, Steve McArthur. Lincoln Watkins and Kent Hastings were absent.

Staff: Charmayne Warnock, Shane Sorensen, April Riley, Ted Stillman, Jay Healey

Others: Tracy Wallace, Tyler Martin, Norine Garrett, Beth West, Don Henscheid, Alice Cospers, Richard Branscomb, Taylor Cospers, Roger Whitby, Scott Dunn.

## **PUBLIC HEARING – AMENDMENTS TO THE DEVELOPMENT CODE**

April Riley reviewed the following proposed changes to the Development Code.

### **Article 2.2**

- Amend it to read that a Planning Commissioner may be removed by the Mayor instead of the City Council. The City Council will then act as an appeal body if the Planning Commissioner being removed wants to appeal. This language will be consistent the Planning Commission Rules and Procedures that the City Council approved.

### **Section 3.9.8 (PRD) and Article 4.17 (Cut and Fill Standards).**

- Amend to contain consistent wording regarding retaining walls

### **Section 3.1.9 (Amendments to the Zoning Ordinance or Zone Map**

- Amend so that the Planning Commission holds the public hearing, but a public hearing by the City Council is optional. (same as LUDMA regulations)
- Amend to clarify and streamline process
- A separate vision is included that separates out the two processes: 1) amending the zoning ordinance; and 2) amending the zoning map (aka zone change).

### **Article 4.5 (Minor Subdivision)**

- Amend to clarify process and include applicable portions of Article 4.4 so all requirements are in the same section.

### **Section 4.6.1 (Concept Plan Procedure)**

- Amend to clarify and streamline process and include applicable portions of Article 4.4 so all requirements are in the same section.

There were no comments from the public and the hearing was closed.

The prayer was offered by Jannicke Brewer.

**1. PUBLIC COMMENT:** Norine Garrett said she lived on Ridge Lane. She requested the Planning Commission to consider encouraging a park in the southeast area of Alpine. There were two soccer parks and she said they would like to retrieve one of those parks as a relaxing park with big trees and benches. She said she'd been polling other citizens and there was a lot of enthusiasm for such a park. She said she had talked to the Healey sisters and they supported making Healey Park a restful park, and said their mother Norma Healey had often said she wished they could plant some big trees in the park. She said they were not against soccer, but would like some balance. She said she knew kids from distant towns played soccer on the Alpine fields.

April Riley said the PRO Committee met on the 15<sup>th</sup>, but their meeting this month might be postponed. She said she had forwarded Charlyn Anderson's letter, which dealt with the same topic, to the PRO Committee.

Jannicke Brewer said they might want to give the PRO Committee a deadline so they could move forward on the General Plan for parks.

## **2. CONDITIONAL USE PERMIT FOR A HOME OCCUPATION:**

**Stillwater Land Company – 22 W. Cascade – Stephen Crain:** Mr. Crain requested a conditional use permit for his management consulting business. It appeared to meet the requirements of the ordinance.

**MOTION:** Jannicke Brewer moved to approve a conditional use permit for a home occupation for Stephen Crain dba Stillwater Land Company at 22 W. Cascade in Alpine. Kevin Cosper seconded. Ayes: 5 Nays: 0. Motion passed.

**3. ALPINE ACRES PLAT B MINOR SUBDIVISION AKA HENSCHIED MINOR SUBDIVISION.** April Riley said the minor subdivision located at approximately 400 S. High Bench Road consisted of 2 lots in the CR-20,000 zone. There was an existing home on lot 1.

Jannicke Brewer said there had always been a problem with runoff on Oak Hill Drive, and an asphalt berm had been built along the road. She asked if the berm would work when improvements were made to the subdivision.

Shane Sorensen said they had talked about drainage when they planned the detention basin. There would be a curb along the side of the road but no sidewalk. It would be designed so the slope on the detention basin would go to the back of the curb.

Jason Thelin asked if the funds for sidewalk in the Henschied subdivision would be put toward sidewalk in another part of town. He said that when he built his two-lot subdivision on East Mountain Drive, his sidewalk funds were applied to another street where sidewalk was needed.

Shane Sorensen said it would depend on what the easement agreement for the detention basin said.

Jim Tracy asked if the setbacks for the remaining home met the ordinance and was told that they did.

Jason Thelin asked Shane Sorensen to look at the sidewalk issue and if funds should be collected but used in another location. Shane Sorensen said they would look at it before taking it to the City Council.

**MOTION:** Jannicke Brewer moved to recommend final approval for Alpine Acres, Plat B subject to the following conditions:

1. The proposed source of water rights be stated.
2. The location of the existing fire hydrant be approved.
3. The conditions in the easement agreement for the storm water detention area be met.

Jason Thelin seconded. Ayes: 5 Nays: 0. Motion passed unanimously.

**4. WHITBY WOODLANDS, PLAT E – FINAL APPROVAL – ROGER WHITBY:** April Riley said plats A through D in Whitby Woodlands had already been recorded. Plat E consisted of 10 lots on 7.7007 acres in the CR-20,000 zone. Included in Plat E were 2.2945 acres of private

open space along Fort Creek and Westfield Ditch, which exceeded the 25% open space requirement for the plat.

Steve McArthur asked if there was really a need for a temporary turn-around. Shane Sorensen said there was because there were two stub streets. There needed to be at least one turn-around.

Jason Thelin asked if there was a plan to connect the road to the street. Shane Sorensen said there was only one access to the property at the present time.

Jannicke Brewer asked about erosion control. Shane Sorensen said they walked the creek with Roger Whitby and looked at places where the stream needed work. He said Roger Whitby had a permit from the state to work on the streambed.

**MOTION:** Steve McArthur moved to grant final approve for Whitby Woodlands, Plat E subject to the following conditions:

1. Whitby Woodlands Drive street improvements be completed to the north property line of the development.
2. An easement be provided for the temporary turnaround.
3. The redlines on the plat be corrected.
4. The redlines on the construction drawings be corrected.
5. A bond be provided for the required improvements.
6. The water policy be met for the development.
7. A UPDES permit be obtained prior to construction.

Jannicke Brewer seconded. Ayes: 5 Nays: 0. Motion passed unanimously.

**5. HIGH BENCH RIDGE, PLAT D:** April Riley said the owners of lots 37 and 38 in High Bench Ridge wanted to redraw the property lines and change the direction of the lots so they faced Silver Lane rather than Ridge Drive. The two lots would be identified as lots 1 and 2 of Plat D.

Jannicke Brewer questioned if lot 2 had adequate frontage. Shane Sorensen said there was room to shift it over so there would be the necessary frontage.

**MOTION:** Jannicke Brewer moved to recommend the amendment of High Bench Ridge, Plat D subject to the following:

1. The redlines be corrected.
2. A bond be posted for a new sewer lateral.
3. The property lines between lots one and two be shifted to create the necessary frontage.

Steve McArthur seconded. Ayes: 5 Nays: 0. Motion passed.

**6. 300 EAST WELL HOUSE AND FILTER BUILDING:** Shane Sorensen said that the Capital Facilities Plan showed construction of a new filter building. The line would run through Lambert Park in the gravel road. He said the City Council had already approved the construction of the filter building and well house. However the Planning Commission also needed to approve it because it was located in public open space.

The new well house would be located on 300 East. With the recording of the Taylor Meadows subdivision, the City acquired some additional property as open space. The pump had actually burned out three years earlier but the project had been on hold until they had more property. It would require slightly more property than they'd had for the new building. It would be mostly underground.

Jannicke Brewer asked what would be done with the park strip and open space.

Shane Sorensen said landscaping had not been included in the contract, but if the City Council wanted some landscaping done and there was money to do it, they would do it.

The Planning Commission discussed what could be done to clean up the park strip on 300 East and restoration of the vegetation in Lambert Park. It was pointed out that the City would require landscaping and restoration if anyone else was doing a similar project.

**MOTION:** Kevin Cospers moved to recommend site plan approval for the 300 East well house and the filter building in Lambert Park. Steve McArthur seconded. Ayes: 5 Nays: 0. Motion passed unanimously.

**MOTION:** Steve McArthur moved to request a landscaping plan for the well house in 300 East and a restoration plan for the filter house in Lambert Park conforming to current standards. Jannicke Brewer seconded. Ayes: 5 Nays: 0. Motion passed.

**7. AMENDMENTS TO THE DEVELOPMENT CODE:** The Planning Commission discussed the proposed amendments to the Development Code and made motions to approve some of them.

**Article 2.2**

- Amend it to read that a Planning Commissioner may be removed by the Mayor instead of the City Council. The City Council will then act as an appeal body if the Planning Commissioner being removed wants to appeal. This language will be consistent with the Planning Commission Rules and Procedures that the City Council approved.

**MOTION:** Steve McArthur moved to recommend the proposed changes to Article 2.2.2 of the Development Code. Jason Thelin seconded. Ayes: 5 Nays: 0. Motion passed unanimously.

**Section 3.9.8 (PRD) and Article 4.17 (Cut and Fill Standards).**

- Amend to contain consistent wording regarding retaining walls

**MOTION:** Jannicke Brewer moved to approve the change to Section 3.9.8 # 4 to read that the use of retaining walls is prohibited unless recommended by the City Engineer and the Planning Commission and approved by the City Council, and Article 3.17 be changed to read that the City Engineer will verify that cuts and fills meet the standards and specifications of Alpine City and #4 that the use of retaining wall is prohibited unless recommended by the City Engineer and the Planning Commission and approved by the City Council. Steve McArthur seconded. Ayes: 5 Nays: 0. Motion passed unanimously.

Jason Thelin left the meeting.

**Section 3.1.9 (Amendments to the Zoning Ordinance or Zone Map**

- Amend so that the Planning Commission holds the public hearing, but a public hearing by the City Council is optional. (same as LUDMA regulations)
- Amend to clarify and streamline process
- A separate vision is included that separates out the two processes: 1) amending the zoning ordinance; and 2) amending the zoning map (aka zone change).

**MOTION:** Steve McArthur moved to recommend the changes to Section 3.1.9.1, 3.1.9.2 and 3.1.9.3 as proposed. Kevin Cospers seconded. Ayes: 4. Nays: 0. Motion passed unanimously. Jason Thelin was not present at the time of the motion.

**Article 4.5 (Minor Subdivision)**

- Amend to clarify process and include applicable portions of Article 4.4 so all requirements are in the same section.

**Section 4.6.1 (Concept Plan Procedure)**

- Amend to clarify and streamline process and include applicable portions of Article 4.4 so all requirements are in the same section.

**8. CONTINUING EDUCATION:** April Riley reviewed Chapter 3 of *The Complete Guide to Zoning*.

**MOTION:** Steve McArthur moved to adjourn. Kevin Cospers seconded. Ayes: 4 Nays: 0. Motion passed.

The meeting was adjourned at 8:47 pm.